



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, May 14, 2025  
8:00 AM**

1. Call to Order
2. Roll Call
- [3.](#) Approval of Minutes: General Government Committee, April 15, 2025
- [4.](#) 2025 Comprehensive Plan Periodic Update – Lands for Public Purposes and Utilities (Community Development Department)
- [5.](#) 5901 Black Lake-Belmore SW 10 Percent Annexation Petition (TUM-25-0453) (Community Development Department)
- [6.](#) Food System Plan – Development Update (Community Development Department)
- [7.](#) 2025 Comprehensive Plan Middle Housing Grant with the Department of Commerce Amendment No. 1 (Community Development Department)
- [8.](#) Integrated Planning Grant with Department of Ecology Amendment No. 1 (Executive Department)
9. Additional Items
10. 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/84280437166?pwd=5ZyFzOGt46VqdgSQ2DxqA77B96jYLY.1>

**Listen by Telephone**

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 842 8043 7166 and Passcode 977800.

**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 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](mailto: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.

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**CONVENE:** 8:00 a.m.

**PRESENT:** Chair Michael Althausser and Councilmember Leatta Dahlhoff.

Absent: Councilmember Joan Cathey.

Staff: City Administrator Lisa Parks, City Attorney Karen Kirkpatrick, Assistant City Administrator Kelly Adams, Community Development Department Director Michael Matlock, Parks and Recreation Department Director Chuck Denney, Finance Department Director Troy Niemeyer, Deputy Director of Community Development Department Brad Medrud, Facilities Manager Chris Graham, Housing and Land Use Planner Erika Smith-Erickson, and Associate Planner Dana Bowers.

**APPROVAL OF  
MINUTES: GENERAL  
GOVERNMENT  
COMMITTEE, MARCH  
18, 2025 – SPECIAL:**

**MOTION:** Councilmember Dahlhoff moved, seconded by Chair Althausser, to approve the March 18, 2025 minutes as presented. A voice vote approved the motion.

**ORDINANCE NO. O2025-003, PLANNING COMMISSION COMPOSITION** Deputy Director Medrud reported the request to place the ordinance on the May 6, 2025 City Council Consent Calendar for consideration with a recommendation to adopt the ordinance.

State law authorizes the City to create a Planning Commission comprised of three to twelve members. Of the authorized nine members for the Tumwater Planning Commission, two positions are vacant. In 1984, one position was designated to represent Tumwater's urban growth area. It has been difficult to fill all nine positions, which has caused the cancellation of some meetings because of the lack of a meeting quorum. The proposal is to reduce the number of positions to seven to create a manageable level and assist in attaining meeting quorums.

Councilmember Dahlhoff asked about the comparison of membership with other boards and commissions in the City. Deputy Director Medrud advised that most boards and commissions are comprised of five to seven positions. The Planning Commission has the largest number of positions.

Councilmember Dahlhoff advised that she submitted two applications for membership on the Planning Commission. She inquired as to the status of the applicants. Deputy Director Medrud advised that recruitment and appointments are coordinated through the Mayor's office. Typically, applicants select the Planning Commission as their second or third choice

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of the boards and commissions with vacant positions. Within the last several years, recruitment has been difficult, as well as the lack of applications from qualified candidates.

Councilmember Dahlhoff asked about the status of a study for a stipend for boards and commissions. City Administrator Parks advised that with the appointment of the Assistant City Administrator, the study will be pursued for stipends for boards and commissions. Assistant City Administrator Kelly has experience in establishing a stipend program for the City of Lacey. The issue of a nine-member Commission is not necessarily related to stipends but in the difficulty of recruiting willing and qualified volunteers to serve on the Planning Commission.

Councilmember Dahlhoff said although she is supportive of the proposal, she also has some reservation because during the periodic review of the Comprehensive Plan and other planning work, it is much more difficult for a smaller Commission to work through the review process.

Chair Althausen agreed that the Commission is often charged to review issues. A full membership helps to allocate reviews equally among members.

**MOTION:**

**Councilmember Dahlhoff moved, seconded by Chair Althausen, to place Ordinance No. O2025-003, Planning Commission Composition, on the May 6, 2025, City Council meeting agenda under Council Considerations with a recommendation to adopt. A voice vote approved the motion unanimously.**

**93RD AVENUE SW AND  
CASE ROAD SW 10  
PERCENT ANNEXATION  
PETITIONS (TUM-25-  
0128):**

Deputy Director Medrud reported the City received separate 10 percent annexation petitions from adjacent property owners. The proposal combines the petitions for one annexation. Concurrently, the owners submitted 60 percent petitions for the two parcels.

The two properties located off 93<sup>rd</sup> Avenue are within the City's urban growth area. The properties are adjacent to the southwest corner of the Olympia Regional Airport off 93<sup>rd</sup> Avenue. The owners filed the petitions in February 2025. The petitions were deemed complete in March following payment of fees. The applications are subject to the 60-day rule for consideration by the Council. As both owners own all the property within the boundary of the annexation area, both owners filed petitions for the 60% requirement. The property owners have indicated willingness to assume a fair share of City indebtedness if annexed, as well as accepting existing land use designations and zone districts of the properties. Staff is unaware of any other pending applications before Thurston County for the properties or any development proposals for the properties.



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The combined parcels are approximately 10+ acres in size and are designated as Light Industrial zoning with an Airport Overlay adjacent to the properties. The properties are undeveloped with the exception of an existing house and outbuildings on one parcel.

The first application is for property of approximately 4.87 acres located at 1020 93<sup>rd</sup> Avenue SW owned by Nathan Waunch. The second property is located between the first property and the City boundaries. That property lacks an address as no development of the property has occurred. The property is owned by H. John and Diane Elwin and is approximately 5.87 acres in size.

The initial request to the City Council is the 10% annexation petition. The Council is requested to set a date no later than 60 days after filing of the petition for a meeting with the property owners. The request is whether the City Council is willing to accept, reject, or modify the annexation proposal. The second request is adoption of the current land use designation of the properties to be annexed. The Joint Plan established land use designations for the area. The property owners must also agree to assume existing City indebtedness of the area to be annexed.

Deputy Director Medrud shared a graphic outlining the steps of an annexation process.

In response to a question on the City's indebtedness assumed by the property owners upon annexation, Deputy Director Medrud indicated he would follow up with more information at the committee's May meeting.

Councilmember Dahlhoff inquired about the reasons the owners want to annex. Deputy Director Medrud advised that he is aware that the owners prefer to work with the City through its permitting process versus the county's permitting process. The owners have not shared any information on potential development of the properties.

Deputy Director Medrud reported that if the Council accepts the petition, the 60% petitions would be considered following a legal review of the petition to confirm all signatures. Following affirmative action by the Council, the proposed annexation is forwarded to the Thurston County Boundary Review Board for a separate review and an opportunity for other districts and agencies to comment on the proposed annexation. If the annexation is approved by the Boundary Review Board, the annexation is returned to the City.

Staff recommends placement of the 10 Percent Annexation Petitions with no modification on the May 6, 2025, City Council meeting agenda under Council Considerations to determine whether to accept the proposed annexation and whether the City Council will require the assumption of

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existing City indebtedness by the area to be annexed.

**MOTION:**

**Councilmember Dahlhoff moved, seconded by Chair Althausser, to place the 10 Percent Annexation Petitions on the May 6, 2025, City Council meeting agenda under Council Considerations for the City Council to determine whether to accept the proposed annexation and require the assumption of existing City indebtedness by the area to be annexed. A voice vote approved the motion.**

**FIRST AMENDMENT  
TO THE CONTRACT  
WITH THE  
WASHINGTON STATE  
DEPARTMENT OF  
COMMERCE FOR THE  
2025 COMPREHENSIVE  
PLAN CLIMATE  
PLANNING GRANT:**

Deputy Director Medrud reported that three amendments are proposed to the contract with the Washington State Department of Commerce for the 2025 Comprehensive Plan Planning Grant. The first two amendments are requested for consideration at this time.

The amendment for the Climate Planning Grant changes only the deliverables. When the original grant was executed, the due date for the periodic update was June 30, 2025 to provide the final adopted Climate Element. The state changed the due date to December 31, 2025. The proposal is to deliver a draft Climate Element on June 30, 2025. The committee is requested to place the First Amendment to the Contract with the Washington State Department of Commerce for the 2025 Comprehensive Plan Periodic Update Climate Planning Grant on the April 15, 2025 Council Consent Calendar with a recommendation to approve and authorize the Mayor to sign.

**MOTION:**

**Councilmember Dahlhoff moved, seconded by Chair Althausser, to place the First Amendment to the Contract with the Washington State Department of Commerce for the 2025 Comprehensive Plan Periodic Update Climate Planning Grant on the April 15, 2025 Council Consent Calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion.**

**FIRST AMENDMENT  
TO THE CONTRACT  
WITH THE  
WASHINGTON STATE  
DEPARTMENT OF  
COMMERCE FOR THE  
2025 COMPREHENSIVE  
PLAN GMA PERIODIC  
UPDATE GRANT:**

Deputy Director Medrud advised that the grant with the Department of Commerce is for the Comprehensive Plan Periodic Update covering some funding for the Transportation Plan and the update of the Economic Development Plan. As the Economic Development Plan is not a state requirement and the City is undergoing the hiring process for a new Economic Development Coordinator, the amendment changes the scope of work to remove the final documents, include draft documents, and shift remaining funds of \$12,500 from the Economic Development Plan to the Transportation Plan. Staff anticipates work to continue on the update of the Economic Development Plan later in the year.

**MOTION:**

**Councilmember Dahlhoff moved, seconded by Chair Althausser, to place the First Amendment to the Contract with the Washington State Department of Commerce for the 2025 Comprehensive Plan Periodic Update GMA Periodic Update Grant on the April 15, 2025**

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**SERVICE PROVIDER  
AGREEMENT WITH  
BOBBIE & AMANDA'S  
CLEANING SERVICE  
FOR JANITORIAL  
SERVICES:**

**Council Consent Calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion.**

Manager Graham presented the new contract for City janitorial services. The previous contract expired on March 31, 2025. The proposed agreement is effective until March 31, 2028.

Staff completed a competitive bidding process and received 10 proposals. Following a scoring of the proposal by a panel of four, the highest scoring service provider was Bobbie & Amanda's Cleaning Service, the current service provider. Staff requests placement of the Service Provider Agreement with Bobbie & Amanda's Cleaning Service for Janitorial Services on the April 15, 2025 Council Consent Calendar with a recommendation to approve and authorize the Mayor to sign.

In response to a question on the cost of service, Manager Graham replied that the service cost was adjusted for inflation as well as some changes in the scope of service by adding more facilities to clean, such as the Police Department's gym space.

Councilmember Dahlhoff asked whether any provisions exist within the contract requiring the contractor to utilize sustainable products or green certification in terms of service delivery. Manager Graham advised that the contract does not include specific provisions for sustainable products or green certification.

City Administrator Parks advised that staff would provide additional information with respect to green certification.

Manager Graham added that the previous contract did not specify sustainable products or require the contractor to discontinue the use of some products. Currently, the contractor uses green products equating to 50% of all products used. As a result, some general cleaning products will be removed.

Councilmember Dahlhoff asked whether the information is documented in terms of the types of cleaning products to avoid the use of any toxic products.

Director Denney advised that the contract has evolved over years as society has become more aware of the importance of avoiding the use of toxic products. A number of products have been replaced. A comprehensive list of the products can be provided to the committee. The contract also includes additional services for recycling and food composting at City facilities serving food.

**MOTION:**

**Councilmember Dahlhoff moved, seconded by Chair Althaus, to**

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**place the Service Provider Agreement with Bobbie & Amanda's Cleaning Service for Janitorial Services on the April 15, 2025, Council Consent Calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion.**

**ADJOURNMENT: With there being no further business, Chair Althausen adjourned the meeting at 8:33 a.m.**

Prepared by Valerie L. Gow, Recording Secretary/President  
Puget Sound Meeting Services, psmsoly@earthlink.net

TO: General Government

FROM: Erika Smith-Erickson, Housing and Land Use Planner, and Brad Medrud, Deputy Director of Community Development

DATE: May 14, 2025

SUBJECT: 2025 Comprehensive Plan Periodic Update – Lands for Public Purposes and Utilities

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1) Recommended Action:

This is a discussion item about the Lands for Public Purposes and Utilities Elements for the 2025 Comprehensive Plan periodic update.

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2) Background:

On a ten-year cycle, the City is required to conduct a Growth Management Act periodic update of its Comprehensive Plan and related development regulations. For the current cycle, the City is required to complete work on the periodic update by December 31, 2025. Work on the periodic update started last fall.

The updated Comprehensive Plan will address diversity, equity, and inclusion throughout the Plan. [2025 Comprehensive Plan Update | City of Tumwater, WA](#) contains links to guidance material and information about the update.

The intent of this briefing is to present the complete draft Lands for Public Purposes and Utilities Elements for discussion by the General Government Committee.

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3) Policy Support:

Comprehensive Plan Goal LPP-1 Provide sufficient and efficient services to Tumwater and the Urban Growth Area.

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4) Alternatives:

☐ None.

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5) Fiscal Notes:

This is primarily an internally funded annual work program task.

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6) Attachments:

- A. Staff Report
- B. Presentation
- C. Lands for Public Purposes Element, Part 1 – Goals, Policies, and Implementation Actions
- D. Lands for Public Purposes Element, Part 2 – Technical Information

- E. Utilities Element, Part 1 – Goals, Policies, and Implementation Actions
- F. Utilities Element, Part 2 – Technical Information

# MEMORANDUM

Date: May 14, 2025

To: General Government Committee

From: Erika Smith-Erickson, Housing and Land Use Planner, and Brad Medrud,  
Deputy Director of Community Development



## 2025 Comprehensive Plan Update – Lands for Public Purposes and Utilities Elements

On a ten-year cycle, the City is required to conduct a Growth Management Act periodic update of its Comprehensive Plan and related development regulations. For the current cycle, the City is required to complete work on the periodic update by December 31, 2025.

The updated Comprehensive Plan will address diversity, equity, and inclusion throughout the Plan and incorporate many of the State required changes addressing housing, climate change, and other topics.

The intent of the General Government Committee meeting on Wednesday, May 14, 2025, is to discuss the complete draft Lands for Public Purposes and Utilities Elements. Both Elements consist of two parts”

- **Part 1** contains the Elements’ goals, policies, and draft implementation actions. The General Government Committee will be asked to consider whether the proposed goals, policies, and draft implementation actions are appropriate and whether the information in the Elements is presented effectively.
- **Part 2** contains the Elements’ technical information used to update the Elements. The General Government Committee will be asked to consider whether the information in the Elements is presented in an understandable format.

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COMMUNITY DEVELOPMENT DEPARTMENT

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**1 – Growth Management Act – Lands for Public Facilities and Utilities Goals**

The state Growth Management Act (Chapter 36.70A Revised Code of Washington (RCW)) requires that the City demonstrate that each element in its Comprehensive Plan meets the relevant fifteen planning goals contained within the Act. The fifteen goals guide the development and adoption of the City’s Comprehensive Plan and development regulations.

The following is a summary of how the updated Lands for Public Purposes and Utilities Elements will show how they meet the two goals related to growth.

8. **Urban Growth.** *Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.*

The Lands for Public Purposes Element ensures that services provided by the public sector, such as water, sewer, stormwater, fire, and police protection, are consistent with the City of Tumwater’s Comprehensive Plan and can support the community’s growth and development as anticipated over the 20-year planning period the identification of specific sites and phasing of facilities where appropriate occurs every two years during the six-year Capital Facilities Plan update process.

Utilities Element ensures that utility services provided by the private sector, such as natural gas, electricity, or telecommunication services, are consistent with the City of Tumwater’s Comprehensive Plan and can support the community’s growth and development as anticipated over the twenty-year planning period.

10. **Public Facilities and Services.** *Ensure that those public facilities and services necessary to support development shall be adequate.*

The Lands for Public Purposes Element, as required by the Growth Management Act, will need to provide an inventory of the general location of all existing and proposed capital facilities and a description of the current capacity and the expected future capacity of each capital facility.

The Utilities Element, as required by the Growth Management Act, must include an inventory of the general location of all existing and proposed utility facilities and a description of the current capacity and the expected future capacity of each utility.



## **2 – Lands for Public Facilities Element**

### **A – Background**

The Lands for Public Facilities Element addresses public services that are expected to be needed for development to occur in Tumwater over the next 20 years.

**Part 1** contains the Elements' draft goals, policies, and draft implementation actions that will guide the implementation of the Element over the next 20 years. The goals, policies, and actions of the current Lands for Public Facilities Element are found in Appendix B.

**Part 2** contains an inventory of existing capital facilities owned by public entities, including green infrastructure, that shows the locations and capacities of the capital facilities; a forecast of the future needs for such capital facilities; the proposed locations and capacities of expanded or new capital facilities; and a requirement to reassess the Land Use Element if probable funding falls short of meeting existing needs to ensure that the Land Use Element, Lands for Public Facilities Element, and financing plan within the six-year Capital Facilities Plan are coordinated and consistent.

The Lands for Public Facilities Element Maps show the locations of the existing capital facilities owned by public entities.

### **B – Link to Current Lands for Public Facilities Element**

<https://www.ci.tumwater.wa.us/departments/community-development-department/tumwater-comprehensive-plan>

## **3 –Utilities Element**

### **A – Background**

The Utilities Element addresses privately owned electrical, telecommunications, and natural gas systems that are expected to provide service to development in Tumwater over the next 20 years. Tumwater is required to identify all public entities that own utility systems and endeavor in good faith to work with other public entities, such as special purpose districts, to gather and include within the Utilities Element the general location, proposed location, and capacity of all existing and proposed utilities.

**Part 1** contains the Elements' draft goals, policies, and draft implementation actions that will guide the implementation of the Element over the next 20 years. The goals, policies, and actions of the current Utilities Element are found in Appendix C.

**Part 2** contains an inventory of existing facilities owned by private entities.

The Utilities Element Maps show the locations of the existing utilities owned by private entities.

## B – Link to Current Utilities Element

<https://www.ci.tumwater.wa.us/departments/community-development-department/tumwater-comprehensive-plan>

### **4 – Structure of the Part 1 of the Elements**

Part 1 – Goals, Policies, and Implementation Actions of the Elements is structured similarly to the Part 1 of the Housing and Land Use Elements. The intent of separating the goals, policies, and draft implementation actions from the technical information for each element is to make it easier for policymakers and the community to use the document.

#### **Chapter 1 Introduction**

Chapter 1 provides a short background to the purpose of the Element and an explanation of how to read the Element.

#### **Chapter 2 Growth Management Act – Element Goals**

Chapter 2 discusses the Element's connection to the land use goals of the state Growth Management Act.

#### **Chapter 3 County-Wide Planning Policies**

Chapter 3 discusses the Element's connection to the Thurston County-Wide Planning Policies.

#### **Chapter 4 Element Goals and Policies**

Chapter 4 presents each of the Element's goals and policies in detail with an explanation the importance of each goal, what Tumwater department is responsible for implementation, and timeline for those actions. Comments are provided that discuss the source of each of the goals and policies.

The Elements' goals and policies are the policy basis for the draft implementation actions in the Element and those future actions that will be developed over the next 20 years which will be the foundation for Tumwater's annual work programs to address public services and facilities for development.

#### **Appendix A Draft Implementation Actions**

Appendix A contains the draft implementation actions, which are intended to be a source of annual work program items that serve to implement the goals and policies of the Elements.

The annual work programs will further refine the draft implementation actions prior to their being put into practice. It is expected that draft implementation actions will be further amended, added, or subtracted as needed over the course of the 20 year Comprehensive Plan as new opportunities arise to meet the intent of the Elements' goals and policies.

## **5 – Structure of the Part 2 of the Lands for Public Purposes Element**

Part 2 – Technical Information of the Lands for Public Purposes Element consists of the following chapters.

### **Chapter 1 – Introduction**

Discusses the State requirements for the Element, definitions used in the document, sources of information, levels of services, growth and land use projections, Tumwater's urban growth area, and equity principles in capital facility planning.

### **Chapter 2 – Capital Facilities Review Analysis**

Provides a summary of Tumwater's funding for current and future public services and facilities for development.

### **Chapter 3 – Tumwater Managed Capital Facilities and Services**

Provides an overview of all the Tumwater managed capital facilities and services a summary of critical areas in Tumwater.

### **Chapter 4 – Other Publicly Managed Capital Facilities and Services**

Provides an overview of all the capital facilities and services managed by other public agencies that serve development in Tumwater.

### **Appendix A – Foundational Documents**

Provides a list of the documents used to create the Lands for Public Purposes Element's Technical Summary.

### **Appendix B – New Capital Facilities Equity Checklist**

Contains the New Capital Facilities Equity Checklist to be used in preparation of Tumwater's six-year Capital Facilities Plans

## **6 – Structure of the Part 2 of the Utilities Element**

Part 2 – Technical Information of the Utilities Element consists of the following chapters.

### **Chapter 1 – Introduction**

Discusses the State requirements for the Element and background.

### **Chapter 2 – Utilities Regulations**

Identifies the major pieces of legislation and organizations that are most prominent in the utilities sector.

### **Chapter 3 – Natural Gas**

Provides a summary of the private natural gas systems in Tumwater and a discussion of expected demand.

## Chapter 4 – Electricity

Provides a summary of the private electricity systems in Tumwater and a discussion of expected demand.

## Chapter 5 – Natural Gas and Fuel Pipelines

Provides a summary of the private natural gas and fuel pipelines in Tumwater.

## Chapter 6 – Telecommunications

Provides a summary of the telecommunications systems in Tumwater and a discussion of expected demand.

## Appendix A – Foundational Documents

Provides a list of the documents used to create the Utilities Element's Technical Summary.

## Appendix B – Private Utility Contact Information

Provides a list of the contact information for private utilities in Tumwater that was used in the development of the Utilities Element.

# 7 – Goals, Policies, and Draft Implementation Actions Review

## A – Introduction

Goals and policies describe how the City proposes to address identified needs. Goals are statements of desired outcomes or intended achievements. Policies are specific statements that guide actions and provide a framework for future decision-making. Actions are specific implementations of goals and policies.

Example from the current Utilities Element:

**Goal U-1: Increase efficiency when planning for and siting utilities.**

### Policy

### Action

U-1.1

Communicate with private utility companies when siting utilities to discuss anticipated growth projections and how to size utilities appropriately to meet anticipated demand.

U-1.1.1

Cooperate and participate with Puget Sound Energy in the formulation of policy and development of an underground management plan with respect to Puget Sound's aerial facilities with the City of Tumwater.

How key terms are used in goals, policies, and actions:

- "Shall" means implementation of the policy is mandatory and imparts a higher degree of substantive direction than "should."
- "Should" means implementation of the policy is expected but its completion is not mandatory.

- “May” means the actions described in the policy are either advisable or are allowed.
- “Ensure” means actions described in the policy are guaranteed.
- “Must” means implementation of the policy is an obligation.
- “Require” means implementation of the policy is compulsory.
- “Support” means to advocate for implementation of the policy.
- “Promote” means to help bring about implementation of the policy.
- “Encourage” means to foster or help implementation of the policy.
- “Consider” means to take into account.
- “Coordinate” means to bring into a common action, movement, or condition.
- “Implement” means to carry out or accomplish.
- “Integrate” means to form, coordinate, or blend into a functioning or unified whole.
- “Make” means to enact or establish.
- “Engage” means to do or take part in something.

## B – Policy Strength Continuum

When developing goals and policies, it is important to understand the policy strength continuum. The Puget Sound Regional Council developed the following example.

<div> <div>Passive</div> <div>Policy Strength</div> <div>Active</div> </div>		
<b>Statements of Inclination</b>  Conveys intent, but establishes no target or definition of success	<b>Statements of Principle</b>  Describes clear targets or conditions of success	<b>Statements of Impact</b>  Go further, describing specific situations where protecting critical areas is a priority
<b>Example</b>  The City shall encourage the creation of a new City Center.	<b>Example</b>  The City shall endeavor to designate 100-acres for a new City Center.	<b>Example</b>  Work with the development community and local agencies to create a new City Center based on framework established by the City Center Plan.

For an example of how policies can be written to be more active and how implementation strategies can be established for policies, include identifying who will be responsible for implementing the policy and the timeframes to do so.



## **Appendix A – Guidance**

The State Department of Commerce has provided guidance specific to the periodic update on their Periodic Update webpage.

<https://www.commerce.wa.gov/serving-communities/growth-management/periodic-update/>

[www.commerce.wa.gov/serving-communities/growth-management/growth-management-topics](http://www.commerce.wa.gov/serving-communities/growth-management/growth-management-topics)

In addition, the Puget Sound Regional Council is conducting a series of workshops on a variety of topics related to the periodic update.

[www.psrc.org/our-work/passport-2044-comprehensive-plan-workshop-series](http://www.psrc.org/our-work/passport-2044-comprehensive-plan-workshop-series))

The Municipal Research Services Center has a Comprehensive Planning webpage.

<https://mrsc.org/getdoc/d7964de5-4821-4c4d-8284-488ec30f8605/Comprehensive-Planning.aspx>

## **Appendix B – Current Lands for Public Purposes Element Goals, Policies, and Actions**

### **4.1 Lands for Public Purposes Goals, Policies, and Actions**

**Goal LPP-1 Provide sufficient and efficient services to Tumwater and the Urban Growth Area.**

<b><u>Policy</u></b>	<b><u>Action</u></b>
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- |         |  |
|---------|--|
| LPP-1.1 | Coordinate with Thurston Regional Planning Council, Thurston County, and other service providers to identify areas of shared need for public facilities. |
| LPP-1.2 | Ensure concurrency with City, County, and Regional plans to provide the most efficient array of services.  |
| LPP-1.3 | Follow the requirements of County-Wide Planning Policy V and RCW 36.70A.200 when siting new facilities and improve the process whenever possible.        |

**Goal LPP-2 Make recommendations for improvements in the provision of public services.**

<b><u>Policy</u></b>	<b><u>Action</u></b>
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- |           |   |
|-----------|---|
| LPP-2.1   | Support actions to expand and improve Tumwater's multimodal transit network.  |
| LPP-2.1.1 | Support the creation of an advisory body or bodies focused on non-motorized transit options in Tumwater or the region as a whole to give bicyclists and pedestrians a stronger voice in the planning process. |
| LPP-2.2   | Improve waste management services and decrease waste production in the City.  |
| LPP-2.2.1 | Cooperate with the County Solid Waste System and other local agencies to locate and build a new Waste and Recovery Center, HazoHouse, and other waste management facilities as needed.                        |
| LPP-2.2.2 | Encourage reuse and recycling to minimize solid waste production in the City.   |
| LPP-2.2.3 | Encourage innovative and alternative technologies for converting solid waste to energy or fuel where financially practical and environmentally safe.  |
| LPP-2.3   | Assist school districts with the creation of new facilities to accommodate growing student populations.   |
| LPP-2.3.1 | Coordinate with the Tumwater and Olympia School Districts to arrange the acquisition of land for new school facilities.   |
| LPP-2.3.2 | Ensure that the land around sites of future school facilities is compatible with the intended usage by considering factors the City can influence such as the level of transit accessibility to the site,     |



provision of public services, and the zoning of the surrounding area.

- LPP-2.4 Encourage the use of technological advancements to improve City services.
- LPP-2.4.1 Support the modernization of library services to incorporate increasingly popular media forms such as electronic books and other related services.
  - LPP-2.4.2 Consider establishing public Wi-Fi accessibility in City-owned buildings, particularly City Hall.
- LPP-2.5 Support the fulfillment of citizen requests for public facilities in line with the Parks, Recreation, and Open Space Plan.
- LPP-2.5.1 Create facilities the public has identified as needs in surveys and public comment.

## **Appendix C – Current Utilities Element Goals, Policies, and Actions**

### **8.1 Utilities Goals, Policies, and Actions**

**Goal U-1: Increase efficiency when planning for and siting utilities.**

**Policy**      **Action**

U-1.1      Communicate with private utility companies when siting utilities to discuss anticipated growth projections and how to size utilities appropriately to meet anticipated demand.

U-1.1.1      Cooperate and participate with Puget Sound Energy in the formulation of policy and development of an underground management plan with respect to Puget Sound's aerial facilities with the City of Tumwater.

U-1.2      Be aware of public service obligations when local review of utility improvements occur.

U-1.3      Utilize transportation rights-of-way for utility corridors whenever feasible.

U-1.4      Provide timely notification to all affected utilities prior to road construction.

U-1.5      Approve utility permits when the project to be served is approved whenever feasible and as quickly as possible.

U-1.6      Coordinate with Thurston County, and the Cities of Lacey and Olympia to ensure consistency of the respective utility plans in order to facilitate orderly utility service.

**Goal U-2: Increase energy generation from renewable resources to reduce the region's carbon footprint.**

**Policy**      **Action**

U-2.1      Explore incentives to support the installation of distributed electrical generation equipment, (e.g., rooftop solar panels).

U-2.1.1      Encourage developers and homeowners to take advantage of existing national incentive programs (e.g., the tax credit program for the installation of solar systems in homes).

U-2.2      Investigate large-scale, multi-jurisdictional renewable energy projects (e.g., large-scale solar arrays).

U-2.3      Adopt uniform building codes and permitting practices in jurisdictions to make the installation of solar panels, or other distributed generation technologies, easier and faster.

**Goal U-3: Enhance the region's electricity distribution, monitoring, and storage**

**infrastructure to support adoption of cleaner technologies and practices.**

<b><u>Policy</u></b>	<b><u>Action</u></b>
U-3.1	Monitor system, or grid-scale, energy storage innovations, and learn from the experiences of communities that begin to deploy them.
U-3.2	Support energy suppliers' equipment upgrades, new programs, and service offerings related to adding information technology to the system or grid.
U-3.3	Collaborate with energy providers to test innovative system-scale, grid-scale, energy storage solutions in isolated, controlled conditions. If, and when, technological progress is proven, collaborate with energy providers for deployment of such storage solutions.
U-3.4	Support voluntary programs for adding vehicle chargers to homes, businesses, and public parking infrastructure.
U-3.5	Promote integration of electric vehicle infrastructure into residential building codes and public and private facilities, including allowances in zoning regulations for charging stations in locations where they are needed.
U-3.6	Create local projects to increase the existing electric vehicle fleet.
U-3.7	Encourage a change in state policies to increase the utility share of funding for undergrounding of overhead wires to reduce power outages.
U-3.8	Protect and reserve existing electrical transmission corridors to maintain their usefulness in meeting future needs.
U-3.9	Coordinate with the Natural Hazards Mitigation Plan to reduce service interruptions and provide services that are more reliable during hazard events.

**Goal U-4: Increase energy efficiency and conservation to reduce the region's carbon footprint.**

<b><u>Policy</u></b>	<b><u>Action</u></b>
U-4.1	Develop new incentives for green buildings, (e.g., Leadership in Energy & Environmental Design – LEED programs).
U-4.2	Offer incentives for the use of roof-mounted solar water heaters.
U-4.3	Continue conversion of public fleets to hybrid, natural gas, and electric vehicles. Lead by example.
U-4.4	Consider adopting policies that require residential and commercial properties to undertake an energy audit at time of sale or during substantial remodel, including, if deficiencies are found, encouraging energy retrofits to upgrade properties to a specified level.

**Goal U-5: Ensure vital utilities are created, operated, and maintained in a safe manner.**

**Policy**

**Action**

- |         |   |
|---------|---|
| U-5.1   | Encourage the undergrounding of utilities to increase public safety.  |
| U-5.1.1 | Consider strengthening the standards for the undergrounding of utilities and utility corridors.   |
| U-5.1.2 | Work with neighborhood associations to encourage the development of local improvement districts to provide funding for undergrounding existing utilities. |
| U-5.2   | Encourage pipeline safety through public awareness and regulations.   |
| U-5.2.1 | Consider adopting code language, which limits high-risk uses near pipelines to protect both the public and the pipelines themselves.                      |
| U-5.2.2 | Consider strategies to educate the public on pipeline safety and pipeline locations within the city.  |

# 2025 Comprehensive Plan Update Lands For Public Purposes & Utilities Elements

*Balancing Nature and Community:  
Tumwater's Path to Sustainable Growth*

General Government Committee May 16, 2025



# Intent

- Review format of Parts 1 and 2
- Discuss the draft Elements
- Take feedback on goals, policies, and draft implementation actions
- Explain next steps



# Format for Part 1 – Goals, Policies, and Actions



## Chapter 1 – Introduction



## Chapter 2 – GMA & Element Goals



## Chapter 3 – County-Wide Planning Policies



## Chapter 4 – Element Goals and Policies



## Appendix A – Draft Implementation Actions



# Format for Part 2 – Technical – Land for Public Purposes

Chapter 1 – Introduction

Chapter 2 – Capital Facilities Review Analysis

Chapter 3 – Tumwater Managed Capital Facilities & Services

Chapter 4 – Other Publicly Capital Facilities & Services

Appendix A – Foundational Documents

Appendix B – New Capital Facilities Equity Checklist





# Format for Part 2 – Technical – Utilities

Chapter 1 – Introduction

Chapter 2 – Utilities Regulations

Chapter 3 – Natural Gas

Chapter 4 – Electricity

Chapter 5 – Natural Gas and Fuel Pipelines

Chapter 6 - Telecommunication

Appendix A – Foundational Documents

Appendix B – Private Utility Contact Information







# Lands for Public Purposes Element



# Lands for Public Purposes – Managed By Tumwater

- City buildings
- Fire and emergency medical services
- Parks, open space, and recreation facilities
- Police services
- Stormwater
- Transportation
- Water systems and facilities



# Lands for Public Purposes – Other Publicly Managed

- Timberland Regional Library
- School facilities
- Sewage treatment & sanitary sewer
- Solid waste management
- Transit services



# Chapter 3- Tumwater Managed Capital Facilities



Introduction/Overview



Inventory



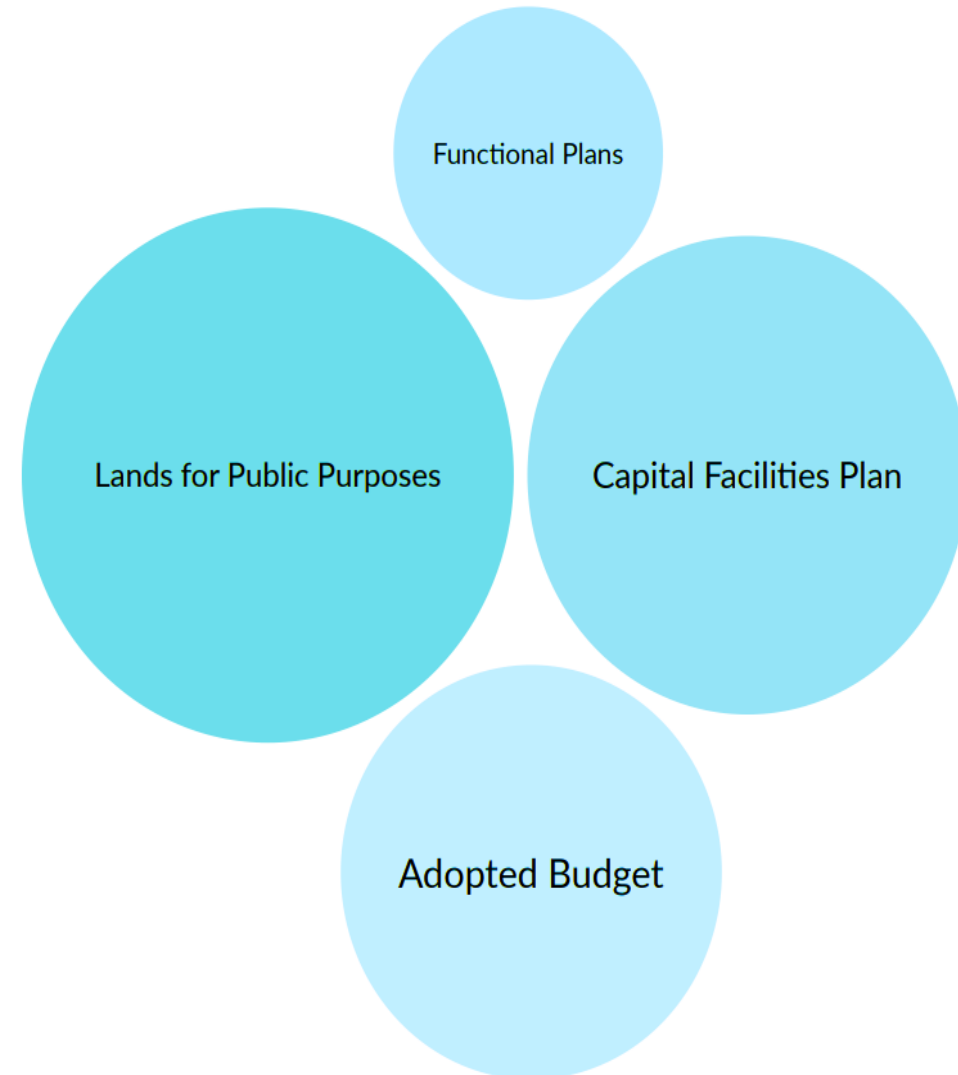
Level of service



Planned Projects, Costs, and Revenues

# Relationships

- **Lands for Public Purposes Element** – 20-year plan
- **Capital Facilities Plan** – 6-year financial forecast
- **Biennial City Budget** – City Council adopted
- **Functional Plans** – Updated as needed but use the above to identify services and meet growth demands



# Connections to other Elements



Utilities/Transportation/Parks and Recreation



Land Use



Conservation



Economic Development



State Regulations



# Goal LPP-1

**Provide necessary and efficient services to Tumwater and its Urban Growth Area**

## *Highlights:*

- Tumwater is projected to increase by 21,969 people
- Address disparities and include equity in public services
- Provide adequate public facilities that are concurrent with impacts of development





## Goal LPP-2

**Support improvements in  
the provision of public  
services**

### *Highlights:*

- Incorporate environmental quality in capital improvement programs, implementation programs, and public facility designs
- Establish, maintain, and strengthen community relationships
- Provide adequate public facilities that are concurrent with impacts of development





# Utilities Element

# Utilities



NATURAL GAS



ELECTRICITY



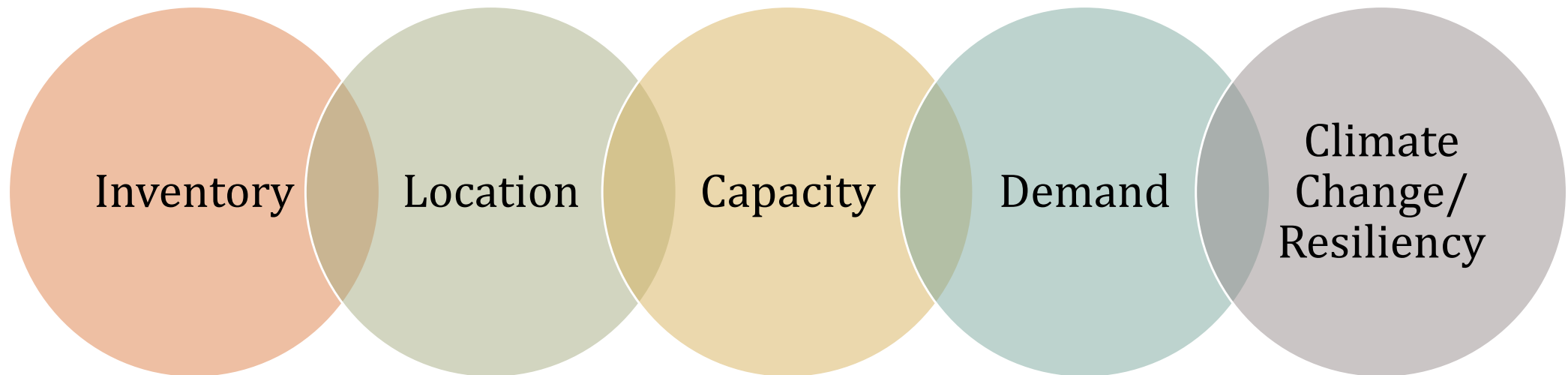
NATURAL GAS AND  
FUEL PIPELINES



TELECOMMUNICATIONS



# Purpose



# Goal U-1

**Increase efficiency when  
planning for and siting  
utilities**

## *Highlights:*

- Communication with utility providers
- Permit timelines
- Develop underground management plan



## Goal U-2

**Increase energy generation from renewable resources to reduce the region's carbon footprint**

### *Highlights:*

- Incentives to support the installation of distributed electrical generation equipment, (e.g., rooftop solar panels).
- Large-scale, multi-jurisdictional renewable energy projects (e.g., large-scale solar arrays).
- Adopt uniform building codes and permitting practices in jurisdictions to make the installation of solar panels, or other distributed generation technologies, easier and faster.



## Goal U-3

**Enhance the region's electricity distribution, monitoring, and storage infrastructure to support adoption of cleaner technologies and practices**

### *Highlights:*

- Explore energy storage innovations
- Electric vehicle charging stations/infrastructure
- Coordinate with the Natural Hazards Mitigation Plan to reduce service interruptions



## Goal U-4

**Increase energy efficiency  
and conservation to reduce  
the region's carbon  
footprint**

### *Highlights:*

- Green buildings
- Energy Audit
- Develop incentives





## Goal U-5

**Ensure vital utilities are created, operated, and maintained in a safe manner**

### *Highlights:*

- Review impacts of new infrastructure
- Safety through awareness and regulations



# Next Steps in the Review Process

- Complete final round of stakeholder input and engagement
  - Late Spring 2025
    - Review draft goals, policies, and actions
    - Ensure input and feedback was incorporated
- Comprehensive Plan Adoption Process – Fall 2025 – Winter 2026
- Comprehensive Plan Ordinance Briefing – October 28, 2025



# Submitting Comments or Questions

Written comments or questions are welcome at any time during the periodic update process

- Update website: [2025 Comprehensive Plan Update](#)
- Periodic update email: [compplan@ci.tumwater.wa.us](mailto:compplan@ci.tumwater.wa.us)
- City of Tumwater contact:  
Community Development Department  
555 Israel Road SW  
Tumwater, WA 98501  
Phone: 360-754-4180  
Email: [compplan@ci.tumwater.wa.us](mailto:compplan@ci.tumwater.wa.us)



# Lands for Public Purpose Element

## Part 1 – Goals, Policies, and Implementation Actions

### City of Tumwater 2025 Comprehensive Plan

*Balancing Nature and Community: Tumwater's Path to Sustainable Growth*

**DRAFT VERSION MAY 6, 2025**

December 2025

Ordinance No. O2025-0XX



# Lands for Public Purposes Element

Part 1 – Goals, Policies, and Implementation Actions



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    A. How to Read These Tables ..... 9

## Abbreviations Used in Document

- CDD** – Community Development Department
- PRD** – Parks, Recreation, and Facilities Department
- RCW** – Revised Code of Washington
- TED** – Transportation & Engineering Department
- TFD** – Tumwater Fire Department
- TPD** – Tumwater Police Department
- WRS** – Water Resources & Sustainability Department

## Lands for Public Purposes Element

### Part 1 – Goals, Policies, and Implementation Actions



## 1. Introduction

### A. Background

The Lands for Public Purposes Element is part of Tumwater's Comprehensive Plan and was prepared in response to the state Growth Management Act (Chapter 36.70A RCW) requirements to identify lands and services necessary to support future development.

Tumwater's Vision, Mission, and Belief Statements that provide overarching direction for the future of Tumwater are found in the Comprehensive Plan Summary.

The Lands for Public Purposes Element aligns and is consistent with the other elements of the Comprehensive Plan.

**Part 1 – Goals Policies, and Implementation Actions** establishes Tumwater's goals and policies to set forth a direction to support the provision of public services for development in Tumwater.

The goals and policies of the Lands for Public Purposes Element are guided by the state Growth Management Act and the Thurston County-Wide

Planning Policies and the vision of a Tumwater. The Element's goals and policies are coordinated with the other Elements and regional plans.

The Lands for Public Purposes Element's goals and policies are the policy basis for the draft implementation actions in the Element and those future actions that will be developed over the next 20 years which will be the foundation for Tumwater's annual work programs to address public services and facilities for development.

**Part 2 – Technical Information** provides the technical analysis of the lands public purposes and capital facilities in the Tumwater and provides the basis for the goals, policies, and draft implementation actions in Part 1. Part 2 reviews the funding structure for capital facilities and discusses the status and level of service needs for both Tumwater and other public agencies which provide capital facilities and services to support the 20-year growth projections for Tumwater.

**Commented [BM1]:** This will be the document that has the Comprehensive Plan wide goals and policies.

### B. How to Read this Part of the Element

In Part 1, Chapters 2 and 3 discuss the Lands for Public Purposes Element's connection to the capital facilities goals of the state Growth Management Act and the Thurston County-Wide Planning Policies.

Chapter 4 presents each goal with introductory text, and an explanation of the lead and timeline for each policy.

Appendix A contains the draft implementation actions, which are intended to be a source of annual work program items that serve to

implement the goals and policies of the Lands for Public Purposes Element.

The annual work programs will further refine the implementation actions prior to their being put into practice. It is expected that implementation actions will be further amended, added, or subtracted as needed over the course of the 20 year Comprehensive Plan as new opportunities arise to meet the intent of the Lands for Public Purposes Element's goals and policies.

## Lands for Public Purposes Element

Part 1 – Goals, Policies, and Implementation Actions



### 2. Growth Management Act – Element Goals

Chapter 36.70A RCW requires that Tumwater demonstrate that each Element in the Comprehensive Plan meets the relevant fifteen planning goals contained within the Act. The fifteen goals guide the development and adoption of Tumwater's Comprehensive Plan and development regulations.

The following is a summary of how the updated Lands for Public Purposes Element addresses the two goals related to growth.

- 8. Urban Growth.** *Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.*

The Lands for Public Purposes Element ensures that services provided by the public sector, such as water, sewer, stormwater, fire, and police protection, are consistent with the

Tumwater's Comprehensive Plan and can support the community's growth and development as anticipated over the twenty-year planning period the identification of specific sites and phasing of facilities where appropriate occurs every two years during the six-year Capital Facilities Plan update process.

- 10. Public Facilities and Services.** *Ensure that those public facilities and services necessary to support development shall be adequate.*

The Lands for Public Purposes Element, as required by the Growth Management Act, provides an inventory of the general location of all existing and proposed capital facilities and a description of the current capacity and the expected future capacity of each capital facility in Part 2 – Technical Information.

## Lands for Public Purposes Element

Part 1 – Goals, Policies, and Implementation Actions



### 3. County-Wide Planning Policies

The Growth Management Act requires that comprehensive plans be consistent with Thurston County's County-Wide Planning Policies, which were last amended in 2025.

The following is a list of relevant policies that apply to the Lands for Public Purposes Element of the Comprehensive Plan. All County-Wide Planning Policies are adopted as Appendix B: *Thurston County's County-Wide Planning Policies* as part of the Comprehensive Plan.

#### II. Urban Growth Areas

An overview of existing and proposed capital facilities is found in Part 2: Technical Information of the Lands for Public Purposes Element to assist with the assessment of public services in the urban growth area.

#### III. Promotion of Contiguous and Orderly Development, Provision of Urban Services, and Protection of Rural Areas

Part 2 – Technical Information of the Lands for Public Purposes Element explains the process for siting and expanding essential public facilities to best support the creation of dense,

urban development in appropriate areas while protecting rural areas and the resources they provide. Part 2 – Technical Information also provides the basis for siting and the future need for the expansion of some of the public services Tumwater and other public agencies provides.

#### IX. Transportation

While the Transportation Plan is the primary inventory of the transportation system, and references to more in depth plans, and some long-term goals for improving multi-modal transit options, Part 2 – Technical Information provides additional detail.

#### X. Environmental Quality

Water conservation, wellhead protection, and low impact development standards are discussed within the Lands for Public Purposes Element as a means of protecting water quality and how Tumwater might begin to increase reuse and recycling through the Pathways to Zero Waste, a blend of innovative policies to reduce waste production and accumulation.



Lands for Public Purposes Element

Part 1 – Goals, Policies, and Implementation Actions



4. Element Goals and Policies

A. How to Read These Tables

The Lands for Public Purposes Element’s goals and policies are not in priority order.

Appendix A provides a list of the draft implementation actions by goal and policy that will be considered when developing annual work programs for implementing the Lands for Public Purposes Element’s goals and policies.

- TED Transportation & Engineering Department
- TFD Fire Department
- TPD Police Department
- WRS Water Resources & Sustainability Department

1) Department Leads

Implementation of the Lands for Public Purposes Element’s policies are associated with six different Tumwater departments:

- CDD Community Development Department
- PRD Parks, Recreation, and Facilities Department

2) Period

Each of the Lands for Public Purposes Element’s policies is associated with estimated start dates, length of time to complete, and target completion dates, if appropriate based on adequate funding for staff and resources. Most policies are ongoing with no set target completion date.

B. Growth Management Goals

Goal LPP-1 Provide necessary and efficient services to Tumwater and its Urban Growth Area.

Goal LPP-1 is intended to ensure that Tumwater meets the Washington State Growth Management Act requirements for providing capital facilities required by growth at the time development occurs.

1) Why is this Goal Important?

Between 2020 and 2045, the population of Tumwater and its urban growth area is projected to increase by 21,969 people and 10,736 new jobs are expected to be added.

As new developments in Tumwater occur to meet this population and employment growth, services provided by Tumwater and other public service providers will need to keep pace.

In conjunction with the six-year Capital Facilities Plan, the purpose of the Lands for Public Purposes Element is to use sound fiscal policies to provide adequate public facilities that are consistent with Tumwater’s Land Use, Climate, Housing, and Utilities Elements and Economic Development, Parks, Recreation, and Open

Commented [BM2]: Modification of current Goal LPP-1

## Lands for Public Purposes Element

### Part 1 – Goals, Policies, and Implementation Actions



Space, and Transportation Plans as well as concurrent with, or prior to, the impacts of development to achieve and maintain adopted

standards for levels of service during the twenty-year time frame of the Comprehensive Plan.

Policies		Lead	Period
LPP-1.1	Ensure that there is an adequate provision and equitable distribution of capital facilities and associated public services to address public health, safety, and quality of life in Tumwater.	CDD PRD TED TFD TPD WRS	Term of the Plan
LPP-1.2	Make capital facilities investments that address disparities and implement Tumwater's strategy for accommodating new development.	CDD PRD TED WRS	Term of the Plan
LPP-1.3	Update Tumwater's six-year Capital Facility Plan on a biannual basis to ensure that capital facility projects are scheduled, and funding is identified.	CDD PRD TED WRS	Term of the Plan
LPP-1.4	Ensure concurrency with Tumwater, Thurston County, and regional plans to provide the most efficient array of services.	CDD PRD TED WRS	Term of the Plan
LPP-1.5	Coordinate with Thurston Regional Planning Council, Thurston County, and other public service providers to identify areas of shared need for facilities.	CDD PRD TED WRS	Term of the Plan
LPP-1.6	Direct the timing and location of development with the provision of adequate facilities and services within Tumwater's urban growth area, through periodic updates to the Tumwater and Thurston County Joint Plan and associated regulations.	CDD PRD TED WRS	Term of the Plan

Commented [BM3]: New policy.

Commented [BM4]: New policy.

Commented [BM5]: New policy.

Commented [BM6]: Existing Policy LPP-1.2.

Commented [BM7]: Existing Policy LPP-1.1.

Commented [BM8]: New policy.

### Goal LPP-2 Support improvements in the provision of public services.

Goal LPP-2 is intended to ensure coordination between Tumwater, its departments, and other public agencies providing capital facilities that support the growth projections of this Plan and to look for ways to improve how those services are provided.

#### 1) Why is this Goal Important?

As the demand in Tumwater for more and varied community facilities and services increases with new development, the provision of the services

Commented [BM9]: Modification of existing Goal LPP-2.

## Lands for Public Purposes Element

### Part 1 – Goals, Policies, and Implementation Actions



that support those capital facilities will need to improve over time as well.

Policies		Lead	Period
LPP-2.1	Work with regional partners to expand and improve Tumwater's multimodal transit network in conjunction with the Transportation and the Parks, Recreation, and Open Space Plans.	CDD PRD TED	Term of the Plan
LPP-2.2	Incorporate environmental quality in capital improvement programs, implementation programs, and public facility designs to ensure that local land use management and public service provision protects and enhances natural resources.	CDD PRD TED WRS	Term of the Plan
LPP-2.3	Work cooperatively with school districts to plan for school facilities to meet existing and future community needs consistent with adopted Comprehensive Plan policies and growth forecasts, including siting and designing schools to support walkable access and to best serve their communities.	CDD	Term of the Plan
LPP-2.4	Support process and technological advancements to improve Tumwater services.	CDD PRD TED WRS	Term of the Plan
LPP-2.5	Ensure that appropriate funding sources are available to acquire or bond for the provision of needed public services and facilities and explore new funding sources to meet service and facility needs.	CDD PRD TED WRS	Term of the Plan
LPP-2.6	Establish, maintain, and strengthen community relationships through direct contact opportunities, outreach, community awareness, education, and volunteer programs.	CDD PRD TED TFD TPD WRS	Term of the Plan

**Commented [BM10]:** Modifications of existing Policy LPP-2.1.

**Commented [BM11]:** New.

**Commented [BM12]:** Modification of existing Policy LPP-2.3.

**Commented [BM13]:** Modification of existing Policy LPP-2.4.

**Commented [BM14]:** New policy.

**Commented [BM15]:** New policy.

# Lands for Public Purposes Element

Part 1 – Goals, Policies, and Implementation Actions



## Appendix A Draft Implementation Actions

Each of the Lands for Public Purposes Element goals and policies in Chapter 4 will require Tumwater to take specific actions to implement over the course of the 20 year term of the Comprehensive Plan.

The draft implementation actions in the tables below were developed in coordination with the community, Tumwater staff, and other agencies. The implementation actions in the tables below are intended to serve as the start for developing annual Tumwater work programs.

As the Comprehensive Plan is put into action over the next twenty years, the draft

implementation actions will change as new, unforeseen opportunities emerge: new ones may be added, proposed ones may be modified or replaced by other actions.

The draft implementations actions below are intended to be draft work program items that serve to implement the goals and policies of the Element. The draft implementation actions will need further refinement before they are incorporated into annual Tumwater work programs.

### A. How to Read These Tables

The Lands for Public Purposes Element goals, policies, and the draft implementation actions associated with them are not in priority order.

Draft implementation actions that can only be undertaken by other entities are not included in this plan.

#### 1) Department Leads

Implementation of the Lands for Public Purposes Element’s policies and implementation actions are associated with six different Tumwater departments:

- CDD** Community Development Department
- PRD** Parks, Recreation, and Facilities Department

- TED** Transportation & Engineering Department
- TFD** Fire Department
- TPD** Police Department
- WRS** Water Resources & Sustainability Department

#### 2) Period

Each of the Lands for Public Purposes Element’s policies and the draft implementation actions are associated with estimated start dates, length of time to complete, and target completion dates, if appropriate based on adequate funding for staff and resources. Most policies are ongoing with no set target completion date.

## Lands for Public Purposes Element

Part 1 – Goals, Policies, and Implementation Actions



### Goal LPP-1 Provide necessary and efficient services to Tumwater and its Urban Growth Area.

Commented [BM16]: Modification of current Goal LPP-1

Policies and Implementation Actions		Lead	Period
<b>LPP-1.1</b>	<b>Ensure that there is an adequate provision and equitable distribution of capital facilities and associated public services to address public health, safety, and quality of life in Tumwater.</b>	<b>CDD PRD TED TFD TPD WRS</b>	<b>Term of the Plan</b>
LPP-1.1.1	Periodically review the Lands for Public Purposes and Land Use Elements together to ensure public services and capital facility needs, financing, and levels-of-service are consistent and adequate to meet growth targets and service needs.	<b>CDD PRD TED TFD TPD WRS</b>	Every Five Years for the Term of the Plan
LPP-1.1.2	Support environmental quality in capital improvement programs, implementation programs, and public facility designs to ensure that public service provision protects natural resources.	<b>CDD PRD TED WRS</b>	Term of the Plan
LPP-1.1.3	Support water conservation messaging and outreach.	<b>WRS</b>	Term of the Plan
LPP-1.1.4	Work with LOTT to convert existing septic systems to sewer.	<b>CDD TED</b>	Term of the Plan
<b>LPP-1.2</b>	<b>Make capital facilities investments that address disparities and implement Tumwater's strategy for accommodating new development.</b>	<b>CDD PRD TED WRS</b>	<b>Term of the Plan</b>
LPP-1.2.1	Use the New Capital Facilities Projects Equity Checklist when planning for capital facilities.	<b>CDD</b>	Term of the Plan
<b>LPP-1.3</b>	<b>Update Tumwater's six-year Capital Facility Plan on a biannual basis to ensure that capital facility projects are scheduled, and funding is identified.</b>	<b>CDD PRD TED WRS</b>	<b>Term of the Plan</b>
LPP-1.3.1	To ensure financial feasibility, provide needed public services and facilities that Tumwater has the ability to fund or has the authority to require others to provide.	<b>CDD PRD TED WRS</b>	Term of the Plan

Commented [BM17]: New policy.

Commented [BM18]: New implementation action.

Commented [BM19]: New implementation action.

Commented [BM20]: New implementation action.

Commented [ES21]: New development is already required to connect to sewer and addressed through the LPP element and current code and regulations.

Commented [ES22]: New development is already required to connect to sewer and addressed through the LPP element and current code and regulations.

Commented [BM23]: New policy.

Commented [BM24]: New implementation action.

Commented [BM25]: New policy.

Commented [BM26]: New implementation action

## Lands for Public Purposes Element

Part 1 – Goals, Policies, and Implementation Actions



Policies and Implementation Actions		Lead	Period
LPP-1.4	Ensure concurrency with Tumwater, Thurston County, and regional plans to provide the most efficient array of services.	CDD PRD TED WRS	Term of the Plan
LPP-1.5	Coordinate with Thurston Regional Planning Council, Thurston County, and other public service providers to identify areas of shared need for facilities.	CDD PRD TED WRS	Term of the Plan
LPP-1.5.1	Review of capital facilities plans by other public agencies to ensure consistency with the Comprehensive Plan.	CDD	Term of the Plan
LPP-1.6	Direct the timing and location of development with the provision of adequate facilities and services within Tumwater's urban growth area, through periodic updates to the Tumwater and Thurston County Joint Plan and associated regulations.	CDD PRD TED WRS	Term of the Plan

Commented [BM27]: Existing Policy LPP-1.2.

Commented [BM28]: Existing Policy LPP-1.1.

Commented [BM29]: New implementation action.

Commented [BM30]: New policy.

### Goal LPP-2 Support improvements in the provision of public services.

Commented [BM31]: Modification of existing Goal LPP-2.

Policies and Implementation Actions		Lead	Period
LPP-2.1	Work with regional partners to expand and improve Tumwater's multimodal transit network in conjunction with the Transportation and the Parks, Recreation, and Open Space Plans.	CDD PRD TED	Term of the Plan
LPP-2.2	Incorporate environmental quality in capital improvement programs, implementation programs, and public facility designs to ensure that local land use management and public service provision protects and enhances natural resources.	CDD PRD TED WRS	Term of the Plan
LPP-2.2.1	Decrease waste production in Tumwater services.	CDD PRD TED WRS	Term of the Plan

Commented [BM32]: Modifications of existing Policy LPP-2.1.

Commented [BM33]: Modifications of existing Policy LPP-2.1.

Commented [BM34]: New.

Commented [BM35]: New implementation action.

## Lands for Public Purposes Element

Part 1 – Goals, Policies, and Implementation Actions



Policies and Implementation Actions		Lead	Period
LPP-2.2.2	Promote reuse, composting, and recycling to minimize solid waste production in Tumwater.	CDD PRD TED WRS	Term of the Plan
LPP-2.2.3	Reduce non-essential water use and promote the use and expansion of reclaimed water.	WRS	Term of the Plan
LPP-2.3	Work cooperatively with school districts to plan for school facilities to meet existing and future community needs consistent with adopted Comprehensive Plan policies and growth forecasts, including siting and designing schools to support walkable access and to best serve their communities.	CDD	Term of the Plan
LPP-2.3.1	Collaborate with school districts on using school facilities for open space, recreation, community space, and partnership opportunities.	PRD	Term of the Plan
LPP-2.4	Support process and technological advancements to improve Tumwater services.	CDD PRD TED WRS	Term of the Plan
LPP-2.4.1	Maintain or improve annually calculated average response times to emergencies, where potential loss of life or confirmed hazards exist.	TFD TPD	Term of the Plan
LPP-2.5	Ensure that appropriate funding sources are available to acquire or bond for the provision of needed public services and facilities and explore new funding sources to meet service and facility needs.	CDD PRD TED WRS	Term of the Plan
LPP-2.5.1	Give funding priority to capital facility projects that are consistent with the Land Use Element, support housing and employment growth targets, promote public health, and demonstrate a commitment to equity by addressing the needs of underserved communities, ensuring equitable distribution of benefits.	CDD PRD TED WRS	Term of the Plan

**Commented [BM36]:** New implementation action.

**Commented [BM37]:** New implementation action.

**Commented [BM38]:** Modification of existing Policy LPP-2.3.

**Commented [BM39]:** New implementation action.

**Commented [BM40]:** Modification of existing Policy LPP-2.4.

**Commented [BM41]:** New implementation action.

**Commented [BM42]:** New policy.

**Commented [BM43]:** New implementation action.

Lands for Public Purposes Element

Part 1 – Goals, Policies, and Implementation Actions



Policies and Implementation Actions		Lead	Period
LPP-2.6	Establish, maintain, and strengthen community relationships through direct contact opportunities, outreach, community awareness, education, and volunteer programs.	CDD PRD TED TFD TPD WRS	Term of the Plan
LPP-2.6.1	Establish and maintain direct contact and open communication pathways between representatives of the Police and Fire Departments and residents, community groups, schools, business operators, local media, and human services providers.	TFD TPD	Term of the Plan

Commented [BM44]: New policy.

Commented [BM45]: New policy.



# Lands for Public Purposes Element

## Part 2 – Technical Information

### Tumwater 2025 Comprehensive Plan

*Balancing Nature and Community: Tumwater's Path to Sustainable Growth*

**DRAFT VERSION MAY 6, 2025**

December 2025

Ordinance No. O2025-0XX



## Lands for Public Purposes Element

Part 2 – Technical Information



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Abbreviations Used in Document

- REET** – Real Estate Excise Tax
- TMC** – Tumwater Municipal Code

## Lands for Public Purposes Element

### Part 2 – Technical Information



## 1. Introduction

### A. Purpose

As population grows and community expectations change, existing facilities can become obsolete and the demand for more and varied community facilities and services provided by Tumwater increases.

In conjunction with the six-year Capital Facilities Plan, the Lands for Public Purposes Element is intended to use sound fiscal policies to provide adequate public facilities that are consistent with the other Elements as well as concurrent with or prior to the impacts of development to achieve and maintain adopted levels of service standards during the 20-year time frame of Tumwater's Comprehensive Plan.

The Lands for Public Purposes Element identifies issues and policies needed to support forecasted population and employment growth of Tumwater over the next 20 years and ensures that the provision of essential public facilities is coordinated with the overall Comprehensive Plan and with delivery of essential public facilities region-wide.

Lands for Public Purposes include buildings, equipment, and governmental services provided public agencies for the community. It addresses those facilities and lands that are owned, operated, or franchised by Tumwater or another general or special purpose local government. The Element addresses lands for public purposes in both Tumwater and its urban growth area.

Because capital facilities are significant projects for Tumwater and other agencies to fund, build, and maintain, the earlier Tumwater can plan for its needs the better it can meet its needs.

#### CAPITAL FACILITIES

State requirements (WAC 365-196-415) that the Comprehensive Plan must meet:

- Address capital facilities owned or managed by Tumwater, such as buildings; parks, open space, and recreation facilities; police, fire, and emergency medical services; and stormwater, transportation, and water systems and facilities.
- Address capital facilities owned or managed by other public agencies, such as library, school, sanitary sewer and sewage treatment, solid waste, and transit systems and facilities.
- Identify new and expanded capital facilities necessary for growth over the twenty-year life of the Comprehensive Plan.
- Include an inventory, forecast of future needs based on the Land Use Element, locations, and capacities of expanded or new facilities.
- Include a six-year plan that will finance such capital facilities within projected funding capacities and clearly identify sources of public money for such purposes.
- Reassess the Land Use Element if probable funding falls short of meeting existing needs.

## Lands for Public Purposes Element

### Part 2 – Technical Information



### B. How to Read this Part of the Element

Part 2 of the Lands for Public Purposes Element consists of the following chapters.

- **Chapter 1 – Introduction:** Discusses the State requirements for the Element, definitions used in the document, sources of information, levels of services, growth and land use projections, Tumwater’s urban growth area, and equity principles in capital facility planning.
- **Chapter 2 – Capital Facilities Review Analysis:** Provides a summary of Tumwater’s funding for current and future public services and facilities for development.
- **Chapter 3 – Tumwater Managed Capital Facilities and Services:** Provides an overview of all the Tumwater managed capital facilities and services a summary of critical areas in Tumwater.
- **Chapter 4 – Other Publicly Managed Capital Facilities and Services:** Provides an overview of all the capital facilities and services managed by other public agencies that serve development in Tumwater.
- **Appendix A – Foundational Documents:** Provides a list of the documents used to create the Lands for Public Purposes Element’s Technical Summary.
- **Appendix B – New Capital Facilities Equity Checklist:** Contains the New Capital Facilities Equity Checklist to be used in preparation of Tumwater’s six-year Capital Facilities Plans

### C. Growth Management Act Requirements

The Washington State Growth Management Act requires that the Lands for Public Purposes Element and its associated six-year Capital Facilities Plan include:

- a. An inventory of existing capital facilities owned by public entities, including green infrastructure, showing the locations and capacities of the capital facilities;
- b. A forecast of the future needs for such capital facilities;
- c. The proposed locations and capacities of expanded or new capital facilities;
- d. A six-year plan that will finance such capital facilities within projected funding

capacities and clearly identify sources of public money for such purposes; and

- e. A requirement to reassess the Land Use Element if probable funding falls short of meeting existing needs and to ensure that the Land Use Element, Lands for Public Purposes Element, and financing plan within the Lands for Public Purposes Element are coordinated and consistent. [RCW 36.70A.070(3)]

In addition, in 2023 the state amended the requirements for capital facilities in the Growth Management Act to require that Tumwater do the following:

## Lands for Public Purposes Element

### Part 2 – Technical Information



*"...identify all public entities that own capital facilities and endeavor in good faith to work with other public entities, such as special purpose districts, to gather and include within its capital facilities element the information required by this subsection. If, after a good faith effort, the county or city is unable to gather the information required by this subsection from the other public entities, the failure to include such information in its capital facilities element cannot be grounds for a finding of noncompliance or invalidity under chapter 228, Laws of 2023. A good faith effort must, at a minimum, include consulting the public entity's capital facility or system plans and emailing and calling the staff of the public entity."*

Recent Growth Management Hearings Board cases have placed greater importance on the preparation and implementation of the Lands for Public Purposes Element. The key points include:

- The Element should address the 20-year planning period and be consistent with growth allocations assumed in the Land Use Element.
- The Element should demonstrate the ability to serve Tumwater and its urban growth area.
- The funding sources in the six-year Capital Facilities Plan should be specific and committed. Tumwater should provide anticipated funding sources for the 20-year period though it can be less detailed than for the six-year period.
- Growth, levels of service standards, and a funded capital improvement program must be in balance. In cases where the levels of service standards cannot be met by a service or facility, Tumwater could do one of the following:
  - 1) Add proposed facilities within funding resources;
  - 2) Reduce demand through demand management strategies;
  - 3) Lower levels of service standards;
  - 4) Phase growth, or
  - 5) Amend the Land Use Element.

### D. Definition of Capital Facilities

Capital facilities have a long useful life and include Tumwater and other publicly operated infrastructure, buildings, and equipment. The planning for lands for public purposes does not cover regular operation and maintenance, but it does include major repair, rehabilitation, or reconstruction of capital facilities.

The Lands for Public Purposes Element and its associated six-year Capital Facilities Plan addresses infrastructure, such as streets, roads,

traffic signals, sewer, stormwater, and water systems, parks, and public facilities through which services are provided, such as fire protection facilities and major equipment, law enforcement facilities, or schools.

According to WAC 365-196-415, at a minimum, the capital facilities required to be included in the Lands for Public Purposes Element inventory and analysis are water, sewer, and stormwater systems, schools, parks and recreation facilities,

## Lands for Public Purposes Element

### Part 2 – Technical Information



and police and fire facilities. The Element also includes City buildings, transportation facilities,

and library, solid waste management, and transit services.

### E. Levels of Service

Levels of service are established in the Lands for Public Purposes Element and represent quantifiable measures of capacity. They are the minimum standards established by Tumwater to provide capital facilities and services to the community at a certain level of quality and within the financial capacity of Tumwater or other public providers.

Levels of service standards are influenced by the local community, elected and appointed

officials, national standards, mandates, and other considerations, such as available funding.

Examples of levels of service measures include the amount of intersection delay, acres of parks or miles of trails per 1,000 population, gallons of water per capita per day, and so forth. Those facilities and services necessary to support growth should have levels of service standards and facilities.

### F. Sources and Assumptions

The Lands for Public Purposes Element is based on the following sources of information and assumptions:

- **Capital Facility Functional or System Plans.** Capital facility functional or system plans of Tumwater or other service providers were reviewed for inventories, levels of service, planned facilities, growth forecasts, and potential funding.
- **Growth Forecasts.** Population and job growth forecasts were allocated to

Tumwater through the Countywide Planning Policies for Thurston County. The 2024 population as well as population growth for each facility provider is estimated.

- **Revenue Forecasts.** Revenues were forecasted to 2045 using the current budgeted revenues and historical information. The sources of revenue are taken from Tumwater's current budget document and prior six-year Capital Facilities Plans.

### G. Foundational Documents

The Lands for Public Purposes Element incorporates by reference the following system plans. These documents are summarized where appropriate in the Element. For full context, please see the following plans:

- Comprehensive Stormwater Management Plan (2018)

- Parks, Recreation, and Open Space Plan (2008 and 2016)
- Police Strategic Growth Plan (2025-2029)
- Sanitary Sewer Comprehensive Plan (2015)



Lands for Public Purposes Element

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- Strategic Plan, City of Tumwater Fire Department (2024)
- Thurston County Solid Waste Management Plan 2021-2026, Thurston County (2021)

- Transportation Plan (2025)
- Water System Plan (2021)

A complete list of all plans that form the basis for the Lands for Public Purposes Element is found in Appendix A: *Foundational Documents*.

H. Growth and Land Use

The planning area for the Lands for Public Purposes Element is Tumwater and its urban growth area. Capital facilities are proposed to serve growth in Tumwater and its urban growth area.

1) Growth Targets and Projections

To determine needs and system capacities for lands used for public purposes over the 20-year planning period, it is necessary to project the future population of Tumwater and its urban growth area.

In conjunction with Thurston County and Lacey, Olympia, Tenino, and Yelm, Tumwater

contracted with the Thurston Regional Planning Council to complete a countywide housing need allocation and a land capacity analysis in April 2025.<sup>1</sup> The Thurston Regional Planning Council completed a countywide employment forecast in November 2019.<sup>2</sup>

Tables LPP-1 and LPP-2 shows the growth targets for Tumwater and its urban growth area based on Tumwater’s housing need allocation and employment forecast from 2020 to 2045. Table LPP-3 shows the population growth projection in Tumwater and its urban growth area from 2020 to 2045.

Table LPP-1. Growth Targets for Combined Tumwater and Urban Growth Area, 2020-2045.

Target Type	Growth Target for 2045
Employment	10,730 total new jobs
Housing	9,192 total new housing units

Source: Thurston Regional Planning Council, Employment Estimates and Forecast by Jurisdiction and Sector and Planning for and Accommodating Housing Needs in Thurston County: Implementing the Housing Affordability Requirements of HB 1220, 2019 and 2025.

<sup>1</sup> Planning for and Accommodating Housing Needs in Thurston County: Implementing the Housing Affordability Requirements of HB 1220, Thurston Regional Planning Council, April 2025

<sup>2</sup> Employment Forecast Allocations for Thurston County, Thurston Regional Planning Council, November 2019.

## Lands for Public Purposes Element

### Part 2 – Technical Information



Table LPP-2. Total Housing Units Needed by Income Level and Emergency Housing Beds (2020-2045).

Income Level or Emergency Housing	Tumwater & its Urban Growth Area
<b>0-30% Permanent Supportive Housing</b>	723 new housing units
<b>0-30% Other</b>	1,736 new housing units
<b>30-50%</b>	1,309 new housing units
<b>50-80%</b>	1,926 new housing units
<b>80-100%</b>	1,140 new housing units
<b>100-120%</b>	798 new housing units
<b>120%</b>	1,561 new housing units
<b>Emergency Housing</b>	184 new beds

Source: Thurston Regional Planning Council, Employment Estimates and Forecast by Jurisdiction and Sector and Planning for and Accommodating Housing Needs in Thurston County: Implementing the Housing Affordability Requirements of HB 1220, 2019 and 2025.

Table LPP-3. Tumwater and Urban Growth Area Population Growth Projections.

Type	Number
Housing Units (2020-2045)	9,192
Household Size (2020)	2.39
Population (2020) <sup>3</sup>	28,707
Projected Population Increase (2020-2045) <sup>4</sup>	21,969
Projected Population (2045)	50,676

Source: Thurston Regional Planning Council, 2025.

Note that the population growth projection of Tumwater and its urban growth area of 21,969 in Table LPP-3 exceeds the population growth anticipated population increase of Tumwater and its urban growth area of 17,363 found in the *Population and Employment Forecast for Thurston County Final Report* prepared by the Thurston Regional Planning Council in 2018.

For the purposes of the 2025 Comprehensive Plan, the higher 2024 population growth projection based on the state housing allocation

in Table LPP-3 will be used for planning purpose in the Comprehensive Plan and the Lands for Public Purposes Element.

### 2) Land Use Alternatives

In its Land Use Element, Tumwater examined different land use alternatives to meet its responsibilities to meet population and employment targets and to plan for new housing types and targets by affordability.

<sup>3</sup> 2020 Population includes the Census calibrated numbers both within Tumwater (25,573) and its urban growth area (3,134).

<sup>4</sup> Determined by multiplying housing units needed from 2020-2045 by 2020 household size.

## Lands for Public Purposes Element

### Part 2 – Technical Information



#### I. Urban Growth Area

Section II of the Thurston County-Wide Planning Policies contain specific guidelines and policies for the provision of urban services within the urban growth area. These policies are adopted by reference and are included in their entirety in Appendix B: *Thurston County-Wide Planning Policies* of the Land Use Element.

County-wide policies guide the development and provision of lands for public purposes within

Tumwater's urban growth area. These policies are implemented through the joint planning process for those areas in Tumwater's urban growth area. Tumwater coordinates with the Thurston Regional Planning Council and Thurston County along with other service providers to identify areas of shared need for public facilities.

#### J. Equity Principles

Capital facilities planning ensures that public infrastructure like roads, utilities, and schools, which are vital for housing and overall community development, are adequately planned and maintained.

This planning also considers how capital improvements support new housing development as envisioned in the Housing Element. Throughout the process of capital facility planning and implementation, Tumwater

will consider and act upon principles of diversity, equity, and inclusion to strengthen equity in housing and reduce health disparities.

To help this, the New Capital Projects Equity Checklist found in Appendix B is designed to provoke thoughtfulness around equity and lay groundwork for planners and decision-makers to act on these considerations as capital projects are developed.

## Lands for Public Purposes Element

Part 2 – Technical Information



### 2. Capital Facilities Review Analysis

#### A. Overview

The revenue analysis of the Lands for Public Purposes Element supports the financing for providing facilities and services, as required by RCW 36.70A.070(3)(d). Revenue estimates, using assumptions that are based on historical trends, are used to represent realistic expectations for revenue that may be available for capital funding.

This revenue analysis looks at Tumwater's capital facility revenues for municipal services. Through

identifying fiscal constraints in the future, and potential gap funding options, project prioritization can be incorporated into the capital planning process.

The revenue analysis provides an approximate forecast of future revenue sources. The numbers projected in this analysis are for planning purposes and do not account for sensitivities such as local, state, and federal policy, economic trends, and other factors.

#### B. Funding the Lands for Public Purposes Element

Estimated future revenues are projected for the Plan's 2026 – 2045 planning period, in year of expenditure dollars. The following revenue analysis is organized according to the following categories:

- **General Capital Revenues.** Revenues under the category of general capital revenues are the revenues required by law to be used for capital projects. The general capital revenues in Tumwater consist of two types of Real Estate Excise Tax: REET 1 and REET 2.
- **Dedicated Capital Revenues.** Dedicated revenues are required to be used for certain types of capital spending,

outlined by the law. The dedicated capital revenues in Tumwater include park mitigation fees and grants.

- **Operating Revenues.** Tumwater allocates operating revenues when available to capital projects, which are transferred into capital funds. The operating revenues are vehicle license fees, revenues collected in the City Street Fund such as motor vehicle fuel tax, and surface water management fees.
- **Potential Policy Options and Other Funding Sources.** There are additional policy tools and sources available to fund capital projects.

#### C. Assumptions

The assumptions used in this analysis may not align with Tumwater's future budget assumptions around the same revenue sources as the purpose of the two analyses is different.

Tumwater's budget estimates how much money it will have available for spending in the coming fiscal year, while the Lands for Public Facilities Element revenue analysis is an estimate how

## Lands for Public Purposes Element

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much revenue specifically allocated to capital projects that Tumwater is likely to receive in total over the next 20 years.

The 2026-2031 Capital Facilities Plan identifies revenue sources for capital projects in that six-year timeframe. Revenues are projected for 2031 to 2045 using various methodologies, depending on trends in historical revenues and

best available information. These methodologies are as follows:

- Projecting revenues based on an annual percent increase.
- Projecting revenues based on a constant historical value.
- Projecting revenues based on existing revenue projections.

### D. General Capital Revenues

#### 1) REET 1 and 2

Real Estate Excise Tax revenues are collected on property sales at the point of sale. They are required by law to be spent on capital projects.

REET 1 is a 0.25% real estate excise tax (RCW 82.046.010), and REET 2 is an additional 0.25% real estate excise tax (RCW 82.046.035). These two types of revenue sources are used primarily for specific types of capital facilities.

Tumwater is authorized by the state to impose two separate REET levies. REET 1 and REET 2 each allow for a levy of 0.25% on the assessed value of a sale, for a total tax of 0.5% of the total assessed value. All proceeds must be used for capital spending, as defined in RCW 35.43.040.

REET 2 has more restrictions than REET 1, as it may not be spent on acquisition of land for parks, recreation facilities, law enforcement facilities, fire protection facilities, trails, libraries, or administrative or judicial facilities (RCW 82.46.035). REET 2, specifically, can only be levied by those cities and counties that are required to plan under the Growth Management Act. For REET 2, the capital projects must be those specifically listed in RCW 82.46.035(5):

*Public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, streets and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, constructions, reconstruction, repair, rehabilitation, or improvement of parks.*

Within the parameters defined by law, REET 1 and REET 2 can be spent at the discretion of Tumwater.

Real Estate Excise Tax revenue is based on the total value of real estate transactions each year, and the amount received annually can vary based on fluctuations in the real estate market and trends in the economy. This analysis assumes that total REET revenue will increase annually by the ten-year historical average inflation rate of 18.06 percent.

Tumwater receives REET revenues in the General Government Capital Facilities Plan, Fund 304. Revenues collected in this fund are used to cover Tumwater's debt service and to fund capital projects. This fund supports both Parks,

## Lands for Public Purposes Element

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Recreation, and Open Space capital projects and Transportation capital projects.

Table LPP-4 shows total REET revenue collections and the amount available for capital after the annual debt service amount. This may not align

with the amount transferred annually to the Public Works Reserve Fund, which is based on annual project needs. The annual amount for debt service is currently zero. However, Tumwater intends to use debt financing for two large projects in the near future.

Table LPP-4. Actual, Budgeted, and Projected REET Revenues, 2019-2045.

Year	Revenue Collected	Year	Revenue Collected
2019	\$1,336,386	2033	\$6,242,923
2020	\$1,671,140	2034	\$7,370,394
2021	\$2,534,458	2035	\$8,701,488
2022	\$2,489,318	2036	\$10,272,976
2023	\$1,102,382	2037	\$12,128,276
2024	\$1,401,080	2038	\$14,318,642
2025	\$1,654,115	2039	\$16,904,589
2026	\$1,952,848	2040	\$19,957,558
2027	\$2,305,533	2041	\$23,561,893
2028	\$2,721,912	2042	\$27,817,171
2029	\$3,213,489	2043	\$32,840,952
2030	\$3,793,845	2044	\$38,772,027
2031	\$4,479,014	2045	\$45,774,256
2032	\$5,287,924		

Source: City of Tumwater, Finance Department.

## E. Dedicated Capital Revenues

### 1) Metropolitan Park District

Voters approved the Tumwater Metropolitan Park District and a new property tax per \$1,000 of assessed value on November 6, 2018. The City Council established a new dedicated fund for it with Ordinance No. O2019-030 on November 4, 2019.

The Park District allows Tumwater to consider further open space acquisition, the establishment of new parks, expanded

recreation programs, and the possibility of a recreation facility in Tumwater. The district was formed according to state law and is a legal entity separate from Tumwater. Tumwater has financial and operational responsibility, and the governing body of Tumwater and Park District are the same.

Tumwater's Capital Facilities Plan assumes these revenues will be collected in 2026 to 2045. Tumwater Metropolitan Park District property

## Lands for Public Purposes Element

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tax revenue from 2026 to 2045 is projected to increase one percent annually, due to the statutory limits on the growth of the total property tax levy. This is less than the estimated future inflation rate.

transferred to the Parks and General Government Capital Fund. Future park mitigation fee revenues are dependent on development and the issuance of building permits.

### 2) Park Mitigation Fees

Park mitigation fees are restricted for the establishment of parks, open spaces, and recreational facilities to serve the expanding population of Tumwater. These revenues are collected in the Public Works Reserve Fund and

### 3) Transportation Grants

Tumwater receives federal and state grants to support transportation projects. For this analysis, large grants Tumwater has received are excluded as these are not reflective of long-term trends.

## F. Other Revenues Used for Capital Facilities

### 1) Transportation Benefit District Fees

The Tumwater Transportation Benefit District was authorized on September 16, 2014, by Ordinance No. 02014-019. It was created in accordance with state law to provide a source of funding for the maintenance and preservation of streets and related infrastructure, ordinarily a general government activity and reported in the General Fund. Voters approved the Transportation Benefit District sales and use tax on April 28, 2015. It is a legal entity separate from Tumwater. Tumwater has financial and operational responsibilities, and the City Council and governing body of Tumwater's Transportation Benefit District are the same.

The Transportation Benefit District levies a Sales and Use Tax of 0.2% annually. The funds are used primarily to pay for street overlay capital projects and to leverage future Transportation Benefit District funds as local match when applying for federal funds.

Tumwater transfers a portion of this revenue to the Transportation Capital Fund.

Table LPP-6 and Figure LPP-1 show total Transportation Benefit District revenue, and the amount allocated to capital projects. The actual amounts represent Transportation Benefit District revenue that was transferred to the Transportation Capital Fund. Estimates for 2026-2031 are based on the 2026-2031 Capital Improvement Plan.

Projections for 2031-2045 assume total Transportation Benefit District revenue increases by 1.04 percent annually, which is the average increase in total Transportation Benefit District revenue from 2025 to 2035. This is less than the historical inflation to reflect actual prior collections and to acknowledge that this revenue source is likely to grow slowly in the future.

The revenue for capital shown in Table LPP-5 below reflects the revenue that would be available after paying debt service obligations. The current debt service obligation for the

## Lands for Public Purposes Element

### Part 2 – Technical Information



Transportation Benefit District fund ends in 2025. At its regular meeting on January 21, 2025, the City Council approved placing a ballot proposition to renew the Transportation Benefit District in the April 22, 2025, special election.

Table LPP-5. 2023 Schedule of Revenues, Expenditures and Changes in Fund Balance, Tumwater Transportation Benefit District.

Category	Dollar Amount
<b>Revenues</b>	
TBD Sales and Use Tax, 0.2%	\$2,444,966
Investment Earning	\$244,994
<b>Total Revenues</b>	<b>\$2,689,960</b>
<b>Expenditures</b>	
Administration & Financial Services Support	\$10,190
Planning and Design	\$82,468
Studies	\$0
Construction	\$4,564,727
<b>Total Expenditures</b>	<b>\$4,657,385</b>
<b>Summary</b>	
<b>Net Changes in Fund Balance</b>	<b>\$(1,967,425)</b>
<b>Beginning Fund Balance</b>	<b>\$6,052,975</b>
<b>Ending Fund Balance</b>	<b>\$4,085,550</b>

Source: Tumwater Capital Facilities Plan, 2024-25.

Note: Year Ended December 31, 2023

Table LPP-6. Future Estimated Projections, Tumwater Transportation Benefit District.

Year	Growth Factor	Revenues Collected	Interest Income	Total
2015	N/A	\$172,832		
2016	N/A	\$1,330,141		
2017	1.15	\$1,527,623		
2018	1.11	\$1,689,394		
2019	1.12	\$1,884,231		
2020	1.32	\$2,487,732		
2021	0.91	\$2,272,587		
2022	1.14	\$2,598,601		
2023	1.04	\$2,689,960		
2024	0.96	\$2,580,654		
2025	1.04	\$2,529,032	\$50,581	\$1,289,807



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Year	Growth Factor	Revenues Collected	Interest Income	Total
2026	1.04	\$2,630,194	\$52,604	\$2,682,798
2027	1.04	\$2,735,402	\$54,708	\$2,790,110
2028	1.04	\$2,844,818	\$56,896	\$2,901,714
2029	1.04	\$2,958,610	\$59,172	\$3,017,783
2030	1.04	\$3,076,955	\$61,539	\$3,138,494
2031	1.04	\$3,200,033	\$64,001	\$3,264,034
2032	1.04	\$3,328,034	\$66,561	\$3,394,595
2033	1.04	\$3,461,156	\$69,223	\$3,530,379
2034	1.04	\$3,599,602	\$71,992	\$3,671,594
2035	1.04	\$3,743,586	\$74,872	\$1,909,229
<b>Total 2025-2035</b>		<b>\$34,107,421</b>	<b>\$682,148</b>	<b>\$31,590,534</b>

Source: Tumwater Transportation & Engineering Department.

Note: Assumptions:

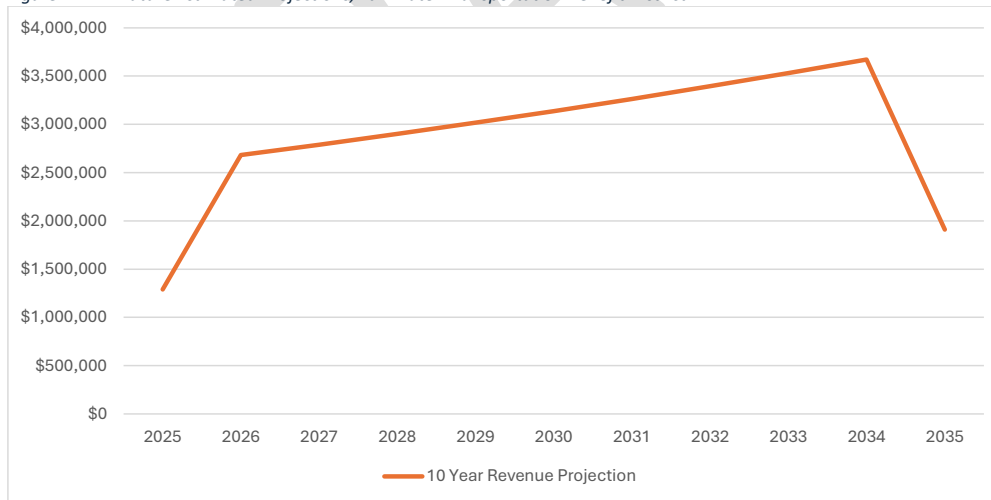
Interest Income – Assume conservative 2%.

Growth Factor – Assume conservative 3%.

Half year collections in 2025 and 2035 due to timing of 2025 election and 10 year expiration mid-2035.

Growth Factor in 2025 based on 2023 actuals so use 4% for two years.

Figure LPP-1. Future Estimated Projections, Tumwater Transportation Benefit District.



Source: Tumwater Transportation & Engineering Department.

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#### 2) Street Fund Revenues

The City's Street Fund is used to collect motor vehicle fuel tax, which is a dedicated state-shared revenue restricted for street maintenance, and other revenue sources that are not restricted. Tumwater transfers a portion of this fund to the Transportation Capital Improvement Program Fund annually.

#### 3) Surface Water Management Fees

Tumwater collects fees to maintain and improve Tumwater's storm drainage system. These fees are collected in the Surface Water Management Fund. Funds are transferred from the Surface Water Management Fund to the Surface Water Management Capital Fund to pay for capital projects on an as needed basis.

Tumwater's Storm Drainage Master Plan states that historically, surface water capital projects have been funded by Tumwater's stormwater utility and grants for specific projects. The amount of funding provided for stormwater-related capital projects varies from year to year, depending on the program revenue, activities, and priorities. Tumwater will continue to pursue grant opportunities to accelerate the rate of construction for stormwater related capital projects.

As described in Chapter 3, Stormwater, the Stormwater Program currently allocates \$350,000 per year in funding to the Infrastructure Replacement Fund to set aside for stormwater system upgrades where roadway projects are occurring. This amount is not sufficient to meet Tumwater's identified needs. There are several unfunded projects identified in the Storm Drainage Master Plan.

### H. Policy Options and Other Funding Sources

There are additional policy tools and sources available to Tumwater to fund capital projects. These policy tools and sources include:

- **Local Improvement District or Road Improvement District.** Local Improvement Districts help benefiting properties finance capital improvements, such as installation of sidewalks, curbs, and gutters. Tumwater does not currently have assessment districts. This is a tool Tumwater could consider using to finance street improvements in the future.
- **Impact Fees.** Transportation impact fees must be used for "public streets and roads" that are addressed by a capital

facilities plan element of a comprehensive plan adopted under the GMA, per RCW 82.02.050(4) and RCW 82.02.090(7). Tumwater adopted a Traffic Impact Fee in TMC Chapter 3.50. Traffic Impact Fee revenue is not included in the 2026-2031 Capital Improvement Plan. Tumwater could amend Traffic Impact Fees to update its needs and help finance transportation capital improvements related to growth.

- **Operating Transfers.** Tumwater can transfer funds from the General Fund to support capital projects, as it has done in prior years.

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- **Grants.** State and Federal grant programs can be pursued for competitive regional priorities for infrastructure investments. Pursuing grant opportunities requires resources, and success is not guaranteed.
- **Bonds.** Tumwater does not currently use bonds to support capital facilities funding and has zero existing debt obligations but does plan to issue bonds in the future to fund major capital project.

One benefit of using bond funding is the ability to get major projects started and completed more quickly than using pay-as-you-go funding. Because projects can get completed more quickly, Tumwater could mitigate the increasing cost of construction over time. Debt financing also shares the cost of a project among current and future residents. A challenge with bond funding is the annual debt service requirement, which would

become a long-term obligation for the operating budget and could limit other funding priorities.

- **Tax Increment Financing.** In 2021, the Washington State Legislature authorized local jurisdictions to form tax increment financing districts. Tax increment financing can be used to fund public infrastructure in targeted areas to encourage private development and investment. Tumwater would designate an area surrounding the site of public improvements. The property tax portion of increases in assessed value of properties within the increment area is allocated towards paying for the public improvement costs. This could be a helpful tool if there were an area where public investment would encourage private development, and this development would not reasonably occur otherwise.

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## 3. Tumwater Managed Capital Facilities and Services

### A. Introduction

This section addresses the capital facilities and public services that are required to support growth and that are directly managed by Tumwater, including:

- City Buildings
- Fire and Emergency Medical Services
- Parks, Recreation, Open Space
- Police Services
- Stormwater Systems and Facilities
- Transportation System
- Water Systems and Facilities

### B. City Buildings

#### 1) City Hall

Tumwater City Hall provides a center for local governmental activities in Tumwater. This building is a central hub for City Council meetings, Planning Commission meetings, Committee meetings, Open Houses, where community members pay utility bills and apply for permits, and more. It is critical to maintain the building for and its capacity for staff, elected, and the public to use.

City Hall was relocated in 1988 from the current location of the Old Town Center at the intersection of Second Avenue and Bates Street to its present location on Israel Road. City Hall was relocated to the southern area of Tumwater to reflect the future growth of Tumwater and to provide a more central focus.

Tumwater City Hall is in the Tumwater Town Center. The town center consists of approximately two hundred acres and Israel Road, Tumwater Boulevard, and Interstate 5 border it. The Comprehensive Plan envisions a broad mix of uses in this area that are high

density, transit-supportive, and pedestrian and bicycle friendly.

City Hall provides office space for the Mayor, City Administration, City Attorney, and other departments. Additional space is provided in the former fire station at the intersection of Israel Road and Capitol Boulevard and is currently used by facilities maintenance staff.

The current City Hall is reaching capacity and is being supplemented with an additional buildings and office space:

- A new Operations and Maintenance Facility. This facility will house vehicles, equipment, and more staff in the Transportation & Engineering and Water Resources & Sustainability Departments. Tumwater has purchased the former Trails Arena and is completing permitting. Construction is estimated to start in 2026.
- The Water Resources Department is located at the South Puget Sound Community College in a leased building.

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- Parks and Recreation Department staff relocated from City Hall to a leased building near the Olympia Regional Airport in 2025

The 2024-2029 CFP identifies the need for the City Hall to undergo renovations. The building is over 35 years old, and the workspaces need updating and modernization. Teleworking should be taken advantage of to reduce building occupancy and overcrowding. The parking lot should be expanded after the completion of the new Operations and Maintenance Facility.

### 2) Community Center

As part of the Metropolitan Parks District funding, voters approved the development of a

community center. This community center will have meeting and event space, senior services, indoor sports courts, and land for a future public pool. It is anticipated that Parks and Recreation will have staff working at the Community Center. Currently, the Community Center is under a feasibility schedule, the location and start dates for construction are not known at this time.

### 3) Other City Buildings

Other Tumwater owned facilities, such as the fire stations, the library building, the Old Town Center, and parks facilities are described in the sections below.

## C. Fire and Emergency Medical Services

### 1) Overview

The Tumwater Fire Department is responsible for protecting Tumwater from fire, medical, natural, and human-caused emergencies. The department provides rescue, fire extinguishment, fire prevention, fire and arson investigation, emergency medical services, hazardous materials services, disaster services, and public education activities to its citizens. In addition to providing these services to citizens, the department also provides fire services to the Olympia Regional Airport.

Tumwater provides Advanced Life Support services in partnership with Medic One. With expanded services and population growth, Fire and Emergency Medical Services will need to continually assess facilities, equipment, and equipment to meet demand. An evaluation of the Fire Department was conducted in 2024 by

Emergency Services Consulting International and serves as the basis for the assessment throughout this section.

### 2) Inventory

The construction and maintenance of facilities comprises an important part of the overall management responsibility of the Fire Department. The number and location of fire stations plays a significant role in determining emergency response time and directly impacts the quality of Tumwater's fire and emergency medical services.

The Fire Department responds to calls from two Tumwater fire stations. The Headquarters Fire Station T-1, located next to City Hall, primarily serves the area south of Trosper Road. Fire Station T-2, located at the intersection of Linwood Avenue and Second Avenue, is also

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staffed full time, and serves the northern portion of Tumwater.

### 3) Facilities Status

#### a) Fire Stations

**Fire Station T-1** – This facility is over 20 years old. It is a full-size headquarters facility. The station houses a fire engine, medic unit, command car and back-up apparatus. Within the past few years, many upgrades have been accomplished with the facility including a new roof, new siding, replacement of sheet rock in the apparatus bays, new flooring in the watch office, kitchen, and hallways, and painting throughout the exterior and exterior of the station. A full kitchen remodel was completed in 2025. A new vehicle exhaust extraction system was installed in 2020, and a new bay heating system in 2022. The Parks and Facilities Department continues to work through a few other needs that have been compiled and budgeted for.

**Fire Station T-2** – This facility is almost 30 years old and since 2017, has been staffed full time. The fire station, which serves the north side of Tumwater, is undersized and plans are in process to remodel the station to meet the needs of the community. Fire Station T-2 also has had construction upgrades with a new roof and gutters, new siding, painting inside and out and interior modification such as new lockers both in the bays and sleeping quarters. A new vehicle exhaust extraction system was also installed in 2019. Like station T-1, Parks, Recreation, and Facilities Department continues to work through a few other needs that have been compiled and budgeted for.

The Fire Department has recently initiated a facilities inspection program. Needs that cannot be accomplished inhouse will be forwarded to facilities to mitigate. This new program encourages all personnel to take ownership and pride in our living space with this new program. This can be accomplished by identifying needs that ought to be corrected and mitigated to make our environment safe and healthy.

#### b) Other

Presently, fire protection is also provided in Tumwater's urban growth area through three fire districts staffed with volunteers and career firefighters. These include:

- Fire District 9 – McLane/Black Lake
- West Thurston Regional Fire Authority
- Fire District 6 - East Olympia

Tumwater presently has reciprocal mutual response agreements with all the county fire agencies. A reciprocal mutual response agreement is an agreement whereby a fire district and Tumwater both aid depending on which unit can respond first.

### 4) Functions

The functions of the department are divided into five major divisions:

1. Administration
2. Suppression
3. Emergency Medical Services
4. Training
5. Fire Prevention

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#### a) Administration

The Administrative division of the Fire Department is responsible for the overall management and administrative direction, as well as planning and budgeting for all units within the department. Administration maintains ongoing relations with the other Tumwater departments to assist in overall planning for the community's development. The Fire Chief is also responsible for negotiation of fire service contracts, intergovernmental agreements, and acts as the Emergency Management Coordinator.

#### c) Suppression

The Suppression division responds to all fire and Emergency Medical Service calls. They also conduct public safety inspections and assist in educating the public to prevent fires. In addition, the Suppression division performs routine maintenance on the fire apparatus and the Fire Station facilities to guarantee readiness.

#### d) Emergency Medical Services

All fire suppression staff is cross trained to provide emergency medical services to our community. Staff are certified either at the Basic Life Support (Emergency Medical Technician) or Advanced Life Support (Paramedic) level. Tumwater maintains an inter-local agreement with Thurston County Medic One which, among other things, provides apparatus/equipment and training as well as more than eighty percent of the funding for the paramedic program.

#### e) Training

The Training division is responsible for coordinating and supervising all departmental training to meet the objectives of the Administration division as required. The training

division is responsible for ensuring all deferral and state training requirements are met.

#### f) Fire Prevention

The Fire Prevention division performs the coordination of efforts between the Fire Department and the Community Development Department. The training division is responsible for ensuring all deferral and state training requirements are met.

### 5) Summary

Continued emphasis is being placed on the administration and enforcement of the Uniform Fire Code. This includes on-going inspections of structures for and of occupancy and requires coordination with the Community Development Department by being part of the team of the Development Review Committee.

The 2024 Strategic Plan for the Fire Department and the 2024 Tumwater Fire Department Agency Evaluation are incorporated by reference. It should be referenced for information regarding fire protection in Tumwater that is more detailed. The six-year Capital Facilities Plan identifies funding for fire facilities, and it is hereby incorporated by reference.

### 6) Emergency Operations Center

Fire Station T-1 serves as the primary location for direction and control as the Emergency Operation Center. The Fire Chief, reporting to the Mayor or designee, is responsible for the organization, administration, and operation of the emergency management program. The Fire Chief, or the appointed Emergency Management Coordinator under the supervision of the Fire Chief, is responsible for managing and

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coordinating day-to-day emergency management activities.

Tumwater completed the Comprehensive Emergency Management Plan in 2024 and is incorporated by reference. The Comprehensive Emergency Management Plan was developed to define the policies and procedures necessary for carrying out an emergency management program that ensures the preservation of lives, protection of property, and the execution of special measures. The duties of each Tumwater department, and various supporting agencies, are specified in the Comprehensive Emergency Management Plan.

#### 7) Level of Services Standards

The level of service standards for the Fire Department are based upon service area radius, available technology, risk analysis and capacity capability.

Tumwater continues to grow, and with that comes an increased call volume. Response times have been increasing, and around one-third of the time, the department has multiple calls. According to the National Fire Protection Association, the national median rate of firefighters to people in the population ranges from 1.54 to 1.81 firefighters per 1,000 people. As of 2024, Tumwater's ratio is 1.55 firefighters per 1,000 people.

Consideration will need to be given to future resource needs. This may include an additional station or units. The goal would be to eventually hire enough staff for full-time staffing of a third engine with that unit sited in a new station according to a comprehensive analysis of the fire department's programs and processes which is looking forward ten to fifteen years so that the

department is able to manage and anticipate community growth and service demands.

The Fire Chief has identified the positions of Fire Prevention Officer, Fire Training Lieutenant, and Emergency Manager as critical positions that need enhanced support to meet the short-term and long-term needs as well as provide an opportunity for more comprehensive overall planning, including succession planning.

#### 8) Planned Projects, Costs, and Revenues

The Fire Department is approximately a quarter of Tumwater's general fund budget.

The replacement schedule for front-line engines and ladders historically has been every seven years, although this is dependent on the timing of the levy lid lift. In 2011, a levy LID was approved, allowing the department to purchase four new engines. The Fire Department acquired one engine in 2012, a second in 2018, and a third engine has been ordered and under contract as of April 2023. The third engine is expected to be delivered in 2026. The department is working with Tumwater to determine adequate funding for the fourth engine. The reserve fleet will naturally rotate out of the system as the front-line apparatus is replaced. Staff vehicles, including the Battalion Chief, Medical Services Officer, and Fire Prevention Officer are scheduled to be replaced about every ten years and purchased with Tumwater funds.

The department's priorities are:

- Implement elements of the Fire Department's five-year strategic plan.



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- Improve Fire Prevention and Community Risk Reduction Programs.
  - A complete study of potential staffing of the BLS Aid Unit with transport capability to address increasing call volumes and ambulance delays.
  - Start the process for a new fire station feasibility study to address location and growth.
  - Start the process for a fire impact fee.
  - Prepare for the Washington Survey and Rating Bureau re-evaluation of Tumwater’s rating.
  - Seek a partnership with local tribes to fund equipment for wildland fire response.
- Seek a partnership with the Port of Olympia to help fund Aircraft Rescue Firefighting training and equipment purchases.
  - In partnership with Thurston County Medic One, explore opportunities to support opioid response in Tumwater and Thurston County.
  - Work to improve Emergency Management planning efforts through a partnership with neighboring agencies.
- The 2024-2029 Capital Facilities Plan outlines a few projects from the General Fund for the Fire Department. Table LPP-8 below outlines a few of the major proposed projects. More detailed projects, costs, and revenues are outlined in the 2026-2031 Capital Facilities Plan.

Table LPP-7. Tumwater Fire Department Projects, 2024-2029.

Project	Plan	Funding and Cost
Fire Engine Replacement Program	Fire Department Master Plan / Emergency Services Levy Lid Lift	Levy Lid Lift \$1,250,000
Fire Station T-2 Improvements	N/A	General Fund \$1,250,000
Digital Alerting Systems	N/A	General Fund \$125,000

Source: Tumwater 2024-2029 Capital Facilities Plan.

a) Fire Engine Replacement Program

This program includes a 25-year replacement program for fire engines. This program is funded through a property tax levy lid lift approved by voters in 2011. The acquisition of one fire engine occurred in 2012 and a second fire engine was purchased in 2018. A third fire engine has been ordered (under contract April 2023) with anticipated delivery in 2026. Approximately 50% of the cost is due 90 days.

prior to delivery and balance upon delivery. According to our strategic plan, the frontline apparatus will be evaluated for replacement after 6 years of service or when the mileage exceeds 120,000 miles. Projections are for replacement of the 2018 Pierce pumper in 2032 (fourth engine purchased under 2011 levy lid lift).

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#### b) Fire Station T-2 Improvements

Station T2 was built in 1995 and is staffed full-time with a minimum of three firefighters. Under Tumwater's agreement with Medic One, an additional paramedic unit will be staffed at Station T-2 in 2026. This additional staffing, as well as accommodating future growth needs, necessitates a full remodel of the station during the 2024-2029 CFP plan period.

This would fund the installation of a digital alerting system in Stations T1 and T2. Digital alerting will provide multiple alerts including voice, LED lighting, and visual information display. Alerting can be controlled in each dorm room, so staff are only alerted to calls for their unit, not all calls, reducing stress for responders. This alerting system has been shown to reduce response times and is being installed in other departments locally.

#### c) Digital Alerting System

The intent is to apply for the Assistance to Firefighters Grant administered through FEMA.

## D. Parks and Recreation Facilities

### 1) Overview

The Parks and Recreation Department is responsible for operating and maintaining Tumwater-owned parks and facilities like the Tumwater Valley Golf Course.

the Parks, Recreation, and Facilities Department operates and maintains the golf course.

The golf course has a total of 232 acres of which 170 acres comprises the golf course "proper." The eighteen hole course has a restaurant, pro-shop, a ten-acre driving range, practice greens and a maintenance facility.

The Parks, Recreation, and Open Space Plan is an element of the Comprehensive Plan and the Tumwater Thurston County Joint Plan in Tumwater's urban growth area. A 20-year vision for parks, recreation programs, open space, and trails is identified in the plan. The 2008 Parks, Recreation, and Open Space Plan is incorporated by reference, and it is the source for more detailed information on parks and open space needs and services for Tumwater and its urban growth area.

Parks facilities range from eighty acres to less than one half acre in size and serve a variety of needs and populations within Tumwater. Future park facilities will include additional neighborhood parks, community parks, a community center, and the development of trail systems.

Park facilities also include the Union/Calvary Cemetery and two historic homes within the Tumwater's Historic District.

### 2) Inventory

The six-year Capital Facilities Plan identifies funding for parks and related facilities, and it is hereby incorporated by reference. Tumwater currently operates and maintains twelve municipal parks totaling 153 acres. Additionally,

Tumwater Old Town Center was the former City Hall and fire station. Now, it is a community center that offers programs and activities to seniors through the Parks and Recreation Department. A daycare is also currently leasing a portion of the building.

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The Tumwater Parks and Recreation Department will be located at a satellite office starting in spring of 2025 at 821 Airport Court SE, Tumwater. The office space will be leased.

3) Level of Services Standards

The latest version of the Parks, Recreation, and Open Space Plan was adopted in 2008, with a minor amendment in 2016. The 2008 Plan explains how level of service can be measured for parks, recreation, and open space.

According to the 2024-2029 Capital Facilities Plan, parks and open space level of service standards are a combination of "Levels of Service" for parks and "best professional judgement" for trails and open space.

The demand for park, recreation, and open space land can be estimated using a ratio of a required facility to a standard unit of population, such as 3.1 acres of athletic fields and playgrounds per 1,000 residents. The ratio method is simple to compute and can be compared with national or local park, recreation, and open space measurements.

As the population increases, the need for more public parks, recreation, and open space is needed. This includes sports, programs, historical preservation and enhancement, and community spaces and events.

For more information on the levels of service for parks, recreation, and open space, refer to Appendix D: *Land and Facility Demand* of the 2008 Parks, Recreation, and Open Space Plan.

Starting in 2025 staff will begin to update the 2008 Parks Plan as directed by the City Council and the 2025 Long Range Planning Workplan.

4) Planned Projects, Costs, and Revenues

Tumwater has identified the neighborhood parks, trails, and facilities necessary to serve its current and future residents. Priority projects identified in the Parks, Recreation and Open Space plan and the Capital Facilities Plan include the completion of the Deschutes Valley Trail, acquisition and development of neighborhood and urban parks, development of a swimming facility and/or community center, reinvesting in both park and golf course infrastructure and improving community event space.

Project costs and funding sources as outlined in the 2026-2031 Capital Facilities Plan. Major projects in the 2024-2029 Capital Facilities Plan are found in Table LPP-9. More detailed information about projects, costs, and revenues is outlined in the 2026-2031 Capital Facilities Plan.

Table LPP-8. Parks Planned Projects in Tumwater.

Project	Cost	Funding
Deschutes Valley Trail	\$16,650,000	Grants, Metropolitan Park District, Parks Impact Fee
Community Center	\$13,000,000	Metropolitan Park District, Loan

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Project	Cost	Funding
Trails End Park	\$2,460,000	Metropolitan Park District, Recreation, Parks Impact Fee, and Open Space Plan

Source: Tumwater 2024-2029 Capital Facilities Plan.

## E. Police Services

### 1) Overview

The Tumwater Police Department is dedicated to providing professional police services and engaging with members of our community to ensure we provide a safe environment to live, work and/or raise a family.

The Police Department presently employs thirty-three commissioned officers, and eight non-commissioned administrative staff. Tumwater Police also provide two school resource officers who support three high schools and two middle schools. Their work focuses on building positive relationships with students, as well as teachers and school administration, to provide a safe learning environment for students and staff.

### 2) Inventory

The Police Department headquarters are at Tumwater City Hall. Officers patrol throughout Tumwater and respond to calls for service dispatched from the TCOMM 9-1-1 dispatch center that is located at 2703 Pacific Avenue S.E. in Olympia.

The police force has increased in size over the years to support the population and employment growth in Tumwater. The increase in police officers resulted in the need to expand/remodel the Police Department facilities a few years ago. The Police Department currently occupies 10,100 square feet of space,

which continues to be modified to meet current needs.

The Police Department is responsible for maintaining law and order and providing police services to the community under the direction of the Police Chief and Commander. The Chief is responsible for the executive functions of the department while the Commander provides day-to-day leadership for the department's operations. Both participate in community outreach activities.

The agency provides for the preservation of life, protection of property, and reduction of crime. The department is organized into four areas:

- 1) Patrol
- 2) Investigations
- 3) Training/Code enforcement
- 4) Administration

### 3) Administration

The Administration unit provides the overall management and administrative direction, planning, budgeting, scheduling, inspection, and training for the department. Also included in this division is the records management function, which maintains incident reports and prepares management reports and records necessary for the effective operation of the department. Additionally, the unit handles

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telephone and personal requests for service from the public at the Police Station. Tumwater continues to use the Nisqually Jail and Thurston County Accountability and Resource Center for holding and incarceration of defendants.

#### 4) Patrol

The Patrol unit deters and detects crime, apprehends violators, assists traffic direction and control, responds to service calls, assists citizens in community oriented policing, and renders other services designed to provide public protection. This is accomplished by preventive patrol, and preliminary investigation and follow-up of reports and crimes.

#### 5) Investigation

The Investigative unit conducts follow-up activities for serious cases, provides investigative assistance to the patrol unit, and investigates major crime scenes. This unit enforces narcotics violations through participation in the Thurston County Narcotics Task Force, performs crime analyses, and presents information to the Prosecutor's Office for filing of criminal proceedings.

#### 6) Crime Prevention

Through proactive patrol efforts, Tumwater Police reduce crime through public education and assistance in residential neighborhoods, the business community, and in schools. They are responsible for planning and developing various community programs. The primary function is the administration of School Resource Officer program in the school system. Tumwater sponsors the School Resource Officer program with staffing, training, and limited supplies. The Tumwater School District and Tumwater are

currently in discussions to expand the program to add regular service to the elementary schools.

#### 7) Training and Code Enforcement

To maintain core skills, officers complete sixty hours of annual training. Furthermore, the Police Department believes officers and staff would be a critical area of improvement by attending the "Able project," also known as Active Bystandership for Law Enforcement. The goal of the program is to prepare officers to successfully intervene to prevent harm and create a culture that supports peer intervention. In summary, it gives police officers tools to better protect themselves, the organization, and the communities that they serve. It also provides training to allow for intervention at all levels before a situation becomes critical. In 2018, the voters of Washington State approved Initiative 940, known as the Law Enforcement Training and Community Safety Act.

The initiative specifies that officers must receive a minimum of forty hours of training every three years. Once the standards are set and the courses have been established, the training must be completed by 2028. This is an unfunded mandate with no consideration given for the annual skills training already required as outlined above. Given the current environment surrounding law enforcement, Tumwater's goal is to have every officer complete this training.

Code enforcement responds to complaints concerning public health and safety issues such as abandoned buildings, excessive trash, inoperable vehicles, and more. In 2016, the City Council authorized transfer of the responsibility for coordinating code enforcement to the Police Department, who took responsibility for the

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program in late 2017. Code violations are now investigated by two half-time police specialists, plus one-half of a position dedicated for administrative support.

#### 8) Summary

To continue serving the community and maintain high levels of service, the Tumwater Police Staffing Strategic Plan concluded to increase staff by ten officers over a five year period. The headquarters for this force is in City Hall. The police station is at capacity, and based on the Tumwater Police Strategic Growth Plan, additional office space will be required with the expected growth of the department and an increase in Tumwater population. This new office will create opportunities to provide community meeting spaces and safety events for the community. Officers patrol throughout Tumwater and respond to calls for service dispatched from the TCOMM 9-1-1 dispatch center that is located at 2703 Pacific Avenue S.E. in Olympia.

The Police Strategic Plan and its specific recommendations are incorporated by reference. The six-year Capital Facilities Plan identifies funding for police facilities, and it is hereby incorporated by reference.

Tumwater has been strongly committed to creating and providing a high level of police protection and services. Police protection services should expand at a rate consistent with community need.

#### 9) Level of Services Standards

Based on the 2025-2029 Strategic Growth Plan for the Police Department and a Community Survey in 2022, areas of growth and specific

themes have been identified. These goals are the foundation for how the department will grow over the next five years and provide policing services that align with the community's needs:

- More in-person, non-enforcement interactions between officers and community members.
- More robust communication between TPD and the community, especially through social media.
- Opportunities for the community to be involved with TPD, not just TPD involved with the community.
- Increased use of research-based practices and the use of data.
- Provide support to officers and staff so that they remain healthy, both physically and mentally.

To achieve these goals, three critical resources have been identified:

- **Staffing.** To provide the service envisioned by our community, the staffing plan indicates TPD will need to add twelve more patrol officer positions to maintain current service levels. Additional officer and civilian positions are needed to expand the services we provide. Hiring and training new police officers is time and resource intensive. We anticipate that our training staff can manage between three to four hires in a given year.
- **Facilities.** The Police Strategic Growth Plan anticipates growth in staffing and programs, all of which will require space

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we do not currently have. The police station is at capacity. To help mitigate measures such as renting storage units, a building expansion, and closing the lobby to create office space has been required. A proposed off site office space to house administrative staff and training rooms has been recommended for interim space solutions within the 2025-2029 Police Strategic Growth Plan.

- **Technology.** A key aspect of our technology plan is to choose tools that will increase our ability to collect and communicate information so that the public better understands how we police. We will also prioritize technology that moves us into the future and helps us evolve.

### 10) Planned Projects, Costs, and Revenues

With the new requirements under the Law Enforcement Training and Community Safety Act, and the need for intervention training, additional budget should be provided to enable officers to complete all required training in a timely manner at a cost of \$91,200.

### 11) Recommendations

Tumwater should also commit to the standards of the ABLE Project, including the requirements for training at a cost of \$16,000.

Overall, the total budget increase identified in the Tumwater Police Strategic Growth Plan for 2025-2029 is between \$6,931,550 and \$7,424,300. This will cover the proposed services, staffing, facilities, and technology needs to meet levels of service.

More detailed projects, costs, and revenues are outlined in the 2026-2031 Capital Facilities Plan.

## F. Stormwater Systems and Facilities

### 1) Overview

Stormwater refers to the rain and snow that falls to the ground. Stormwater flows over land or impervious surfaces such as paved streets, parking lots, and building rooftops. As the runoff flows over the land or impervious surfaces, it accumulates debris, chemicals, sediment, or other pollutants that could adversely affect water quality if the runoff is discharged untreated. A stormwater utility is a system that collects, manages, and conveys stormwater. Stormwater utilities are important because they help prevent flooding and control erosion.

Furthermore, stormwater utility protects water quality and reduces harm to aquatic habitats. Tumwater has outlined a comprehensive approach to the overall management of stormwater in the 2023 Comprehensive Stormwater Management Plan. This plan focuses on long-term stormwater goals while emphasizing prevention, community participation, and resource conservation.

Tumwater manages stormwater on Tumwater lands, streets, and rights-of-way. Stormwater on private property is the responsibility of the land or business owner. Tumwater will provide technical assistance to private stormwater



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facility owners for issues surrounding maintenance, upkeep, planting, pollution, and compliance with federal, state, and local regulations.

2) Inventory

Improvements to Tumwater’s stormwater system are identified in the six-year Capital Facilities Plan and the 2023 Stormwater Management Program Plan. These plans are incorporated by reference. In addition to these projects, Tumwater has implemented a comprehensive stormwater program since 2007 to meet National Pollutant Discharge Elimination System – Phase II permit requirements. Tumwater has also adopted ground- and surface water-monitoring standards, like that of Thurston County, to examine long-term water quality and water level trends in the Salmon Creek Drainage Basin, Black Lake Drainage Basin, and Deschutes River Watershed. Development standards for new and redeveloping properties are defined by Tumwater’s Drainage Design & Erosion Control Manual, which requires developments to limit and mitigate where necessary water quality, water quantity, and regional impacts of the projects.

The Drainage Design and Erosion Control Manual and subsequent updates are adopted by reference. Stormwater management requirements are also identified in Title 13 of the Tumwater Municipal Code.

3) Level of Services Standards

Growth, development, and redevelopment within Tumwater impacts the stormwater system. The more coverage and hard surfaces built means more pollution could enter the stormwater system and end up in the Deschutes Watershed and Budd Inlet. It is important that measures are taken to protect public and private infrastructure and provide protection for natural resources.

4) Planned Projects, Costs, and Revenues

The 2026-2031 Capital Facilities Plan, Comprehensive Stormwater Management Plan, and other noted plans outline the following planned projects for stormwater systems and facilities. Major projects in the 2024-2029 Capital Facilities Plan are found in Table LPP-10.

Table LPP-9. Planned Stormwater Projects, Costs, and Revenues in Tumwater.

Project	Plan	Funding/ Expense
Land Acquisitions – Wetland Habitat Conservation	Plan: E Linwood / M Street Outfall Projects	Grants & Water, Sewer, Storm Fund \$3,375,000
Tumwater Valley Regional Facility	N/A	Grants & Water, Sewer, Storm Fund \$4,485,000
Deschutes Habitat Restoration Projects	NPDES Permit / Shoreline Management Plan	Grants & Water/Sewer/Storm \$980,000

Source: Tumwater 2024-2029 Capital Facilities Plan.



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#### a) *Land Acquisitions - Wetland Habitat Conservation*

Reserve funds for the acquisition of land for stormwater-related projects requiring wetland mitigation, preservation, or enhancement, and general habitat conservation. Considered projects include former Brewery properties at sixty percent of present value, Kirsop-area wetlands, and Deschutes/Watershed Resource Inventory Area 13 wetlands.

#### b) *Tumwater Valley Regional Facility*

Project includes the construction of a regional facility for treatment and detention of discharge from two major outfalls – M Street Basin and Littlerock and 2<sup>nd</sup> Avenue, with a drainage area of approximately two hundred acres. Project includes outfall retrofit as a constructed wetland, walking trail, educational signage, wetland mitigation, and electrical realignment to treat stormwater discharges to the Deschutes

River. Planning and design are largely complete; completion of permitting, mitigation, and construction are dependent on grant funding.

#### c) *Deschutes Habitat Restoration Projects*

Project will design and implement habitat enhancement and sediment reduction projects in support of Total Maximum Daily Load compliance actions relating to shade coverage and riparian habitat and water quality enhancements along the Deschutes River and its tributaries, as outlined in Tumwater's Shoreline Management Plan and Deschutes Habitat Restoration Plan. Projects include evaluation and restoration of riverbank erosion along Tumwater Valley Drive, Pioneer Park, and Desoto Canyon.

More detailed projects, costs, and revenues are outlined in the 2026-2031 Capital Facilities Plan.

## G. Transportation System

### 1) *Overview*

Tumwater's transportation network accommodates many modes of travel, including walking, bicycling, rolling, public transit, freight, and driving. Vehicular travel is the primary mode utilized for most travelers in and around Tumwater, and the roads must accommodate both local trips and regional travelers passing through.

Transportation facilities in Tumwater include state highways, city streets, sidewalks, bike lanes, trails, freight routes, rail, and public transportation facilities and services. A comprehensive inventory of all transportation facilities provides a sound basis for effective

planning. Tumwater maintains inventories of transportation facilities that include the street system, pedestrian facilities, bicycle facilities, and transit facilities.

The Transportation Plan contains goals and policies for transportation, documents existing traffic conditions, develops a future and existing land use base traffic model, develops an impact fee program, and develops recommendations for traffic improvements including future transportation corridors.

Tumwater's long-range transportation planning must be consistent with the Regional Transportation Plan which is developed by the Thurston Regional Planning Council. The

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Regional Transportation Plan is currently being updated.

Tumwater collaborates with Thurston Regional Planning Council to reach agreement on level of service standards, peak periods, and transportation system goals. The Regional Transportation Plan is the long-range transportation plan and is adopted every four years. The Regional Transportation Plan defines Tumwater projects that impact the movement of people and vehicles at the regional scale.

It should be consulted for information on street and road corridors and the modal integration of Tumwater and its urban growth area that is more detailed. The Regional Transportation Plan is hereby incorporated by reference.

The six-year Capital Facilities Plan identifies funding for the transportation improvements in Tumwater, and it is incorporated by reference.

The Transportation & Engineering Department are responsible for managing project design and construction function for all public works and capital projects.

The Pavement Maintenance Program within the Transportation & Engineering Department provides the preservation of existing streets including structural repairs, crack sealing, and surface treatments.

### 2) Inventory

#### a) Streets and Roads

Within Tumwater, there are 123 miles of road, of which fifty-seven miles are local access streets; forty-two miles are collectors, eighteen miles are minor arterials, and five miles are principal arterials.

#### b) Pedestrian and Bicycle System

Promoting the increased use and safety of bicycling and walking as transportation modes is Tumwater, regional, state, and federal transportation policy.

Bike lanes, curb access ramps, traffic signals, sidewalks, trails, shared user paths, and more are an important active transportation facility. The purpose of a pedestrian and bicycle transportation system is to provide opportunities to walk or ride a bicycle safely as part of their everyday life. As part of the 2025 Comprehensive Plan Update, the Climate Element and Transportation Plan required a Bicycle and Pedestrian Plan. The Bicycle and Pedestrian Plan addresses ADA transition planning, non-vehicle user safety, equity, connectivity, and increased ridership.

The Tumwater Bicycle and Pedestrian Plan is adopted by reference. The Thurston Regional Trails Plan, the Thurston Regional Planning Council Regional Transportation Plan, and the Tumwater Parks, Recreation, and Open Space Plan address the creation of trails as a means of transportation for pedestrians and bicyclists.

### 3) Level of Services Standards

As Tumwater grows, so does the road system. Tumwater now has 123 miles of streets, and the ongoing annual cost to preserve and maintain street infrastructure continues to rise. It would take \$31.8 million over the next ten years to bring Tumwater's current transportation system to industry standards and continued funding to maintain them in good condition.

Current development activities in Tumwater include industrial and commercial projects, with some multi-family housing. The majority of

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Tumwater consists of low-density single-family housing. Growth outside Tumwater will also play a major role in the growing demands on Tumwater's transportation network. Tumwater is working to accommodate both local and regional growth, investing in improving opportunities to travel by all modes.

Major projects in the 2024-2029 Capital Facilities Plan are found in Table LPP-11. For a complete analysis of the transportation system and levels of services, refer to the Transportation Plan.

Table LPP-10. Planned Transportation Projects, Costs, and Revenues in Tumwater.

Project	Plans	Cost and Revenues
<b>Pavement Maintenance Program</b>	Strategic Plan & Transportation Benefit District Ordinance	Transportation Benefit District \$14,100,000
<b>Multimodal Improvements and Traffic Calming Program</b>	ADA Transition Plan, Transportation Plan, TIP	Grants, annual Sidewalk Program and local match for speculative grants, the State Transportation Package gas tax \$3,280,000
<b>Capitol Blvd Corridor, M Street to Israel Road</b>	Capitol Boulevard Corridor Study, Transportation Plan, TIP, Regional Transportation Plan	Grants, Impact Fees \$27,000,000
<b>E Street Connection</b>	Brewery District Plan, E Street Study, Transportation Plan, TIP	Grants \$60,000,000
<b>Old Highway 99 Corridor</b>	Old Highway 99 Corridor Study, Transportation Plan, Regional Transportation Plan, TIP	Grants, Impact Fees \$22,000,000
<b>Tumwater Boulevard Interchange</b>	Transportation Plan, Regional Transportation Plan, TIP	Grants, Development \$23,000,000
<b>Henderson Boulevard Corridor</b>	Transportation Plan, Regional Transportation Plan, TIP	Grants, Development \$24,000,000

Source: Tumwater 2024-2029 Capital Facilities Plan.

#### 4) Planned Projects, Costs, and Revenues

##### a) Pavement Maintenance Program

This program provides for the preservation of existing Tumwater streets including structural repairs, crack sealing, construction of sub-grade

and resurfacing by use of asphalt overlay or bituminous surface treatments. The projects may include both Tumwater funded projects and Transportation Benefit District projects. Planned expenses after 2025 assume the Transportation Benefit District receives voter support when its initial term expires in 2025.

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#### b) *Multimodal Improvements and Traffic Calming Program*

This Program provides for the construction of miscellaneous multimodal and traffic calming improvements throughout Tumwater. Work could include sidewalk maintenance, repair, infill, ADA curb ramps, pedestrian crossings and connections, bicycle improvements, and neighborhood traffic calming. Individual projects would be developed as needs or issues arise. Identified projects include: all deficiencies in right-of-way contained within Tumwater's ADA Transition Plan, extension of sidewalk on Troser Road to Lambskin Street; widen sidewalk on 2nd Avenue from Custer Way to Desoto Street; annual Sidewalk Program at \$200,000 annual, increase to \$400,000 annual starting 2025 pending additional grant funding; and local match for speculative grants. Funding

includes the fifty-three percent of multimodal funds generated by the State Transportation Package gas tax increase of \$26,000 from 2018 through 2031.

#### c) *Capitol Boulevard Corridor, M Street to Israel Road*

The Capitol Boulevard Project includes street improvements to create great bicycling, walking, and transit environments, reduce traffic congestion and slow traffic in neighborhoods. There are many steps to this project. The Capitol Boulevard Corridor Plan includes projects such as constructing three roundabouts at the intersections of Capitol Boulevard and T Street, X Street, and Dennis Street.

More detailed projects, costs, and revenues are outlined in the 2026-2031 Capital Facilities Plan.

## H. Water Systems and Facilities

### 1) Overview

Tumwater provides water to both residential and non-residential customers within Tumwater's water service area, consisting of approximately 22.4 square miles.

The Comprehensive Water System Plan reviews land use demands within Tumwater's service area, supply sources, water conservation requirements, system deficiencies, capital improvements to address those deficiencies, and water quality needs and supporting programs such as wellhead protection and utility operations and maintenance. This plan recognizes the need for coordination between land use and water service provision. The City Council adopted the Comprehensive Water System Plan following approval by the

Washington State Department of Health. The plan is required to be updated every ten years.

The Tumwater's Wellhead Protection Plan, most recently updated in 2016, addresses groundwater protection. The plan identifies regulated areas where a program systematically reviews the management, use, and disposal of hazardous materials, details an early response-monitoring program, and outlines policies and goals for maintaining protections for groundwater. Aquifer and wellhead protection requirements are found in Title 16 of the Tumwater Municipal Code. The implementation of Tumwater's Low Impact Development ordinance will provide best management practices in design and development to minimize stormwater runoff that could potentially harm Tumwater's water sources.

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The Comprehensive Water System Plan and the Wellhead Protection Plan and subsequent updates are hereby incorporated by reference. It should be consulted for more detailed information on water systems and facilities within Tumwater.

Anywhere request for water service beyond the limits of existing water infrastructure is subject to the 1996 Thurston County Coordinated Water System Plan, as amended.

The six-year Capital Facilities Plan identifies funding for the Tumwater water system, and it is incorporated by reference.

2) Inventory

Existing water system facilities that serve this area include twelve active groundwater wells, three active and two inactive reservoirs in three pressure zones, three booster pump stations, and a pipeline distribution network with four pressure reducing valves. Tumwater owns and operates a satellite system, Lakeland Manor.

3) Level of Services Standards

The 2021 Water System Plan does not use the level of service to analyze system function and needs but uses system analysis and professional judgement to prioritize system improvements. That priority system is set out as follows from highest to lowest:

- Regulatory Compliance
- Health and Safety
- Water Quality – General Improvements
  - Reliability and Redundancy
  - Fire Flow and Pressure
  - Coordination with other Projects

4) Planned Projects, Costs, and Revenues

The Water System maintenance and upgrades are funded by Operation income, Connection Fees, and Revenue Bonds. Major projects in the 2024-2029 Capital Facilities Plan are found in Table LPP-12.

Table LPP-11. Planned Water System Projects, Costs, and Revenues in Tumwater.

Project	Plan	Revenue/Cost
Water Rights Acquisition	Water System Plan	Operating Income, Connections, and Revenue Bonds \$6,400,000
Brewery Wellfield - Water Production Infrastructure and Well Decommissioning	Water System Plan	Operating Income, Connections, and Revenue Bonds \$10,400,500 and 750,000
Southeast Reservoir & System Expansion	Water System Plan	Operating Income, Connections, and Revenue Bonds \$26,872,222

Source: Tumwater 2024-2029 Capital Facilities Plan.

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#### a) *Water Rights Acquisition*

This program includes funding for the purchase and processing of existing water rights to support system growth demands. Funding shown reserves funds for water right acquisitions as opportunities to acquire rights become available.

#### b) *Brewery Wellfield – Water Production Infrastructure and Well Decommissioning*

This project provides funding for the development of water production infrastructure necessary to put to beneficial use the water rights acquired from the former Brewery and funds to decommission the existing wells.

This project assumes that new wells will be developed as part of the Brewery Wellfield. Existing wells will be required to be decommissioned by WAC.

#### c) *Southeast Reservoir and System Expansion*

This program is intended to design and construct a new three-million-gallon reservoir on a property south of 93<sup>rd</sup> Avenue. This property has already been acquired for this purpose. This project would extend the piping along 93<sup>rd</sup> Avenue to extend to the reservoir located at the Preserve Development.

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## 4. Other Publicly Operated Capital Facilities and Services

### A. Introduction

Several services are provided by other service providers but are considered essential to serve growth and Tumwater reviews adequacy:

- Library Services
- School Facilities
- Sewage Treatment Facilities and Sanitary Sewer
- Solid Waste Management
- Transit Services

### K. Library Services

#### 1) Overview

Tumwater Timberland Library is a member of the Timberland Regional Library District. The district consists of 20-nine community libraries in five counties in southwest Washington State: Grays Harbor, Lewis, Mason, Pacific, and Thurston counties. The Administrative Service Center is in Tumwater. Books and other materials are exchanged freely with all member libraries within the district.

Tumwater Library began in 1965 as a storefront library in the Southgate Shopping Center. Tumwater has been a part of the Timberland Regional Library District since 1983. A 17,300 square-foot library, located adjacent to Tumwater City Hall on New Market Street, opened in March 1995.

#### 2) Inventory

The Timberland Regional Library and the Timberland Regional Library Headquarters are located within Tumwater. Tumwater owns the building and Timberland Regional Library leases the space from the city.

#### 3) Level of Services Standards

The Timberland Regional Library updates their Strategic Plan every two years. The 2024-2025 Plan outlines strategic directions for services and mission, values, and vision.

Timberland Regional Library wants to assist and improve digital literacy across generations and continue to be a low barrier access point to technology, including charging, printing, and access to Wi-Fi. This helps support opportunities for learning and employment.

Timberland Regional Library wants to improve communication and outreach to increase awareness of existing services, meaningfully engage with BIPOC and Tribal communities, and communicate and receive feedback for continuous learning and improvement.

Finally, Timberland Regional Library wants to support school-aged youth. This will be done by creating appealing spaces for kids of all ages to socialize and access resources. These spaces will support programs and develop deeper connections with local schools and education providers.

**Commented [ES1]:** [TRL-2024-Annual-Report.pdf](#)

**Commented [ES2R1]:** [Strategic Plan | Timberland Regional Library](#)

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#### 4) Planned Projects, Costs, and Revenues

The Timberland Regional Library Issued a 2024 Annual Report and 2025 Budget, available on their website. The library system is funded by property taxes, timber, and other sources. The 2024 total Revenue was \$26,884,484 and expenditures were \$28,452,840.

At the beginning of 2025, the Tumwater Library started a remodel to modernize the library to include a new children's areas, improved spaces

for all ages, and a layout that improves accessibility. The library will be modernized and updated to keep up with the growing needs and demands of the community with progressed internet and digital services. The updated space will include improved areas for families and children of all ages to gather and use.

For more information, please refer to the Timberland Regional Library 2024 Annual Report, 2024-2025 Strategic Plan, and current Budget available on Timberland Regional Library's website.

### C. School Facilities

#### 1) Overview

Tumwater has a modest role to play in school planning. Public schools are operated by local school districts and governed by state and federal laws and regulations.

The gap between available space and need increases when residential growth accelerates while the planning, financing, permitting and construction period for school construction has lengthened. As a result, school capacities typically lag behind the increase in housing. Schools are categorized as Elementary, Middle, and High Schools. There will be variations from district to district of grade configurations, class size, and curriculum based needs depending on the district's educational program.

State and federal funds provide a large part of school financing.

School districts raise additional funds from local property taxes. State laws set standards for service levels and facility development, such as the site size and enrollment. They also specify

funding methods. These laws perform much of the role of a functional plan for schools. The Olympia and Tumwater School Districts' Capital Facilities Plans are found in the six-year Capital Facilities Plan appendix. These plans outline enrollment projections, level of service, financing, and more.

Tumwater works in cooperation with the Tumwater and Olympia School Districts to determine and plan for the needs of the districts in Tumwater's urban growth area for the 20-year planning period. The districts have provided information regarding proposed new school facility locations and site criteria.

Tumwater will work with the Tumwater School District to provide the facilities needed as population growth in Tumwater and its urban growth area occurs. Further, the annual update of Tumwater's six-year Capital Facilities Plan includes short-term needs for both Tumwater and Olympia School Districts, and it is incorporated as part of the Lands for Public Purposes Element by reference.

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Tumwater and the school districts should meet regularly to formally discuss the district’s capacity needs and evaluate siting options, including the need for new and upgraded schools to address capacity, location of expected new growth, zoning and anticipated growth, and issues such as location, configuration, joint use, and school capture areas.

Tumwater can help to achieve this goal by ensuring that the environment around existing and future school sites is properly conducive to their needs. Tumwater should consider the safety needs of schoolchildren and the need for school buildings to be appropriately accessible to their service areas. Additionally, Tumwater can ensure that school sites are planned for locations with adequate public facilities and services such as sewer, water, transportation, and law enforcement services.

2) Inventory

The Tumwater School District serves most of Tumwater. The Olympia School District serves

small areas of Tumwater near the northeast City limit.

Currently, the Tumwater School District has six Elementary Schools, two Middle Schools, and four High Schools. Table LPP-13 below identifies each school facilities capacity or number of students a building can serve adequately, current enrollment number for each facility, and the surplus/deficit. A negative deficit depicts potential overcrowding, where the number of students is higher than the level of service the facility is designed to accommodate.

Unlike the Tumwater School District, which predicts growth and more enrollment over the next 20 years, the Olympia School district is forecasted to continually decrease by an average of one hundred students per year districtwide. Table LPP-13 shows the school capacity and 2024 headcount for Tumwater School District schools and Table LPP-14 shows the District Enrollment forecast through 2030. According to their Capital Facilities Plan, the District expects to need a new 600 capacity elementary school by the 2028-29 school year.

Table LPP-12- Tumwater School District Inventory, 2024.

Facility	Capacity	2024 Headcount	Surplus/Deficit
<b>Elementary Schools</b>	<b>2,684</b>	<b>2,688</b>	<b>-4</b>
Black Lake <sup>1</sup>	440	386	54
East Olympia <sup>2</sup>	440	563	-123
Littlerock <sup>2</sup>	374	341	33
Michael T. Simmons <sup>1</sup>	440	420	20
Peter G. Schmidt <sup>1</sup>	440	391	49
Tumwater Hill	440	391	49
<b>Middle Schools</b>	<b>1,675</b>	<b>1,414</b>	<b>261</b>
George Bush <sup>1</sup>	850	761	89
Tumwater <sup>1</sup>	825	653	172

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Facility	Capacity	2024 Headcount	Surplus/Deficit
<b>High Schools</b>	<b>2,365</b>	<b>1,975</b>	<b>390</b>
A.G. West Black Hills <sup>1</sup>	1125	719	406
Cascadia <sup>1</sup>	128	118	10
New Market <sup>1</sup>	37	54	-17
Tumwater <sup>1</sup>	1075	1084	-9

Source: Tumwater School District, 2024 – 2030 Capital Facilities Plan, Table 1 *Capacity of Existing School Facilities*.

Notes:

1. In Tumwater.
2. In unincorporated Thurston County.

Table LPP-13. Tumwater School District Enrollment Forecast, 2024.

	Sept.	Projected					
	2024	2025	2026	2027	2028	2029	2030
<b>K-5 Headcount</b>	<b>2,674</b>	<b>2,738</b>	<b>2,805</b>	<b>2,882</b>	<b>2,961</b>	<b>3,065</b>	<b>3,171</b>
<b>6-8 Headcount</b>	<b>1,414</b>	<b>1,436</b>	<b>1,458</b>	<b>1,480</b>	<b>1,503</b>	<b>1,556</b>	<b>1,609</b>
<b>9-12 Headcount</b>	<b>2,061</b>	<b>2,084</b>	<b>2,110</b>	<b>2,142</b>	<b>2,179</b>	<b>2,252</b>	<b>2,326</b>
<b>TOTAL K-12</b>	<b>6,149</b>	<b>6,258</b>	<b>6,373</b>	<b>6,504</b>	<b>6,643</b>	<b>6,873</b>	<b>7,106</b>

Source: Tumwater School District, 2024 – 2030 Capital Facilities Plan, Table 2 District Enrollment Forecast.

The total student population for the Tumwater School District in 2024 was 6,077 and is expected to increase to 7,106 by 2030.

### 3) Level of Services Standards

To determine the need for new schools and to account for special growth conditions within the district, Tumwater School District has developed a method to project student enrollment. This method relies upon growth projections supplied by Thurston Regional Planning Council, consultants, and experience within the district. Two factors require that these projections be updated yearly. They are varying kindergarten enrollment, and unanticipated student in-migration.

The number of students per household is a factor the district uses to plan for new schools.

Data reporting the number of students per household, by type of house, number of bedrooms, and grade level is available from the U.S. Census. This information is published by the U.S. Department of Commerce, Bureau of Census and is titled “Demographic Multipliers for Common Configurations of Standard Housing Types for School-Age Children (by Grade Category).”

The district has adopted the multipliers for the Pacific Northwest Region as the standard for determining the number of students generated from new developments. The multipliers adopted by the district have been adjusted from the Census multipliers to reflect the actual grade breakdown in the District.

The School District utilizes a Boundary Committee to monitor enrollment in the district

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and recommend modifications of attendance zones for elementary, middle, and high school sites. The Committee consists of staff and interested parents. The committee makes its recommendations to the School Board for actual adoption. The location of new elementary schools is based upon growth trends around existing schools and the location of new development. General areas are identified for the placement of a new elementary school because of the need to provide relief from overcrowding of existing elementary schools. The same is true for secondary schools.

Based on the Tumwater School District 2023-2029 Capital Facilities Plan, forecasted population and growth in the School District will require a new Elementary School by 2028.

Within the six year horizon, the Olympia district does not plan to construct or expand facilities to meet enrollment changes. The district is currently studying the need to remodel or make changes to facilities in conjunction with a committee of volunteers. As such the district has chosen to wait for the results of this work before making major plans to expand or remodel existing facilities.

#### 4) Planned Projects, Costs, and Revenues

Please refer to each School Districts Capital Facilities Plan to see the forecasted projects and costs over the 2026-2031 timeframe.

## D. Sewage Treatment Facilities and Sanitary Sewer System

### 1) Overview

Wastewater contains many pollutants and must be cleaned before the water is released back to the environment. Wastewater refers to any water that needs cleaning after it is used indoors – such as water from dish washing, laundry, baths/showers, toilets, and countless other sources. All wastewater produced in Tumwater that is part of the sanitary sewer system is managed and treated by LOTT Clean Water Alliance plant. LOTT provides sewage treatment for all regional wastewater flows within Tumwater, Lacey, Olympia and select areas of Thurston County. Tumwater installs and maintains over 120 miles of sewer pipes to get wastewater to our regional wastewater treatment plant in downtown Olympia.

There are two primary functions for wastewater management; collections and treatment. Tumwater manages the collection of the wastewater generated from developed properties to Tumwater's collection system. Through gravity, force mains and pump stations, wastewater is delivered to the LOTT Clean Water Alliance for treatment, disposal, and reclaimed water generation.

### 2) Inventory

Sanitary sewage treatment in Tumwater is provided by the LOTT Clean Water Alliance. The LOTT system is based on a joint agreement, and it was created to serve the sewage collection and treatment needs of the cities and urban growth areas in north Thurston County. Participating members include the cities of Lacey, Olympia, Tumwater, and Thurston County.

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LOTT owns several properties in Tumwater that were originally purchased to site a future reclaimed water treatment plant and groundwater recharge facilities. However, the 2050 LOTT System Plan indicates those future facilities are not needed, and it is not likely necessary for LOTT to retain ownership of those properties for utility purposes. LOTT owns reclaimed water pipelines and a storage tank in the Tumwater area, and supplies Class A reclaimed water to Tumwater for irrigation of public spaces such as the Tumwater Valley Golf Course. The properties owned by LOTT in Tumwater are under consideration for purchase by Tumwater to ensure they remain in public ownership for a combination of public services, such as habitat restoration in riparian areas and support for community activities and events.

Sanitary sewer systems for Tumwater are addressed in detail in the 2015 *Comprehensive Sanitary Sewer Plan*. The *Comprehensive Sanitary Sewer Plan* covers the existing and proposed sanitary sewer collection and conveyance system within City limits.

The *Comprehensive Sanitary Sewer Plan* and any subsequent updates to this plan are incorporated by reference. It should be consulted for information on sanitary sewer systems and facilities within Tumwater.

The *General Sewerage Plan* covers proposed sanitary sewer collection, conveyance, and treatment in the urban growth area, that is more detailed. This plan and any subsequent updates are incorporated by reference. It should be consulted for information on requirements for sanitary sewer development within the urban growth area.

The six-year Capital Facilities Plan identifies funding for the Tumwater sanitary sewer system, and it is incorporated by reference.

### 3) Level of Services Standards

Tumwater is in discussions with Thurston County, the cities of Olympia and Lacey, and LOTT on a plan to convert existing developments that are on septic systems to LOTT sewer lines. This is intended to reduce surface water and groundwater impacts from these existing systems.

As with the other Tumwater utility plans, a "level of service" method of identification and prioritization is not used. Instead, the plan quantifies overall wastewater management, and contains the following elements:

- An evaluation of the existing collection system to identify any deficiencies.
- An evaluation of future wastewater flows and alternatives to manage them and correct deficiencies.
- An evaluation of the Operations & Maintenance programs.
- Development of a capital program to meet recommendations of the plan, including the financial mechanisms to fund and sustain the utility.

Projects identified in the 2015 General Sewer Plan and Capital Facilities Plan include sewer infrastructure replacements with prioritized areas: Tumwater Hill, Labor & Industries, Capital Boulevard and Palermo well. These mains containing asbestos concrete were installed about sixty-five years ago.

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The creation of a new regional Pump Station is planned for the growth areas of Tumwater, not identified in the Capital Facilities Plan. Location and timing of the new station would be dependent on development activity. Tumwater funding and creation of a pump station would prevent development of on-site septic systems in areas of small developments, where connecting to sewer would not be financially feasible.

In 2023, the City Council adopted the Old Highway 99 Extension Plan. A project that would

support the plan and future growth within Tumwater would be to extend sewers to serve southeast Tumwater. The first phase would extend a watermain through the limits of Old Highway 99 and the 79<sup>th</sup> Avenue roundabout project. The timing of this project is dependent on development activity.

4) Planned Projects, Costs, and Revenues

Major projects in the 2024-2029 Capital Facilities Plan are found in Table LPP-15.

Table LPP-14. Planned Sanitary Sewer Projects, Costs, and Revenues in Tumwater.

Project	Plan	Revenue/Cost
Seismic Resilience	2021 Water System Plan	Operating income, Connection fees \$80,000
Annual Sewer Infrastructure Replacement Program	2015 Sewer Plan	Operating Income and Connection Fees \$3,194,700
Regional Pump Station	2015 Sewer Plan	Operating Income and Connection Fees \$1,745,000
Old Highway 99 Extension: 79th Avenue to 88th Avenue	2015 Sewer Plan	Operating Income and Connection Fees \$1,095,000

Source: Tumwater Comprehensive Sanitary Sewer Plan.

E. Solid Waste Management

1) Overview

Thurston County operates the only solid waste disposal facility in Thurston County. Thurston County Solid Waste is responsible for receiving,

processing, and safely disposing of the county's solid waste.

When disposed, this garbage is transferred to the Waste and Recovery Center, a state-of-the-art transfer station that opened in May 2000.

Commented [E55]: [SolidWasteManagementPlan2026.pdf](#)

## Lands for Public Purposes Element

### Part 2 – Technical Information



The transfer station accommodates up to six hundred tons of waste per day. Garbage from the Waste and Recovery Center is loaded onto trucks, hauled to Centralia, and then placed on rail cars to be transported by train to the Roosevelt Regional Landfill in Klickitat County. The Waste and Recovery Center replaces a landfill which operated on the site between 1972 and 2000.

The *Thurston County Solid Waste Management Plan* addresses waste management in all incorporated and unincorporated areas of Thurston County.

The *Thurston County Solid Waste Management Plan* is hereby incorporated by reference. It should be consulted for information on landfill siting and solid waste management for Tumwater and the urban growth area that is more detailed.

#### 2) **Inventory**

Each year the solid waste disposal system is reviewed through the County's six-year Capital Facilities Plan. The County's six-year Capital Facilities Plan identifies those capital projects required to meet the policy goals and objectives in the *Thurston County Solid Waste Management Plan* and the *Thurston County Comprehensive Plan*, to comply with federal and state law, and address facility safety, operational, capacity, and obsolescence issues.

The project assessment objectively ranks projects based on:

- Ability to meet the level of service.
- Regulatory compliance
- Health and safety goals and policies

- Sustainability
- Technical feasibility
- Other associated costs

Projects are scheduled over a six-year period relative to their ranking.

Most waste generated within the county passes through the Thurston County Waste and Recovery Center prior to being sent for disposal or recovery. The Thurston County Waste and Recovery Center was built on the Hawks Prairie Landfill and was opened when the landfill closed in 2000. The landfill had served as the primary disposal facility in the county.

The Thurston County Waste and Recovery Center contains a collection of solid waste facilities, including a tollhouse, a recycling drop off center, a yard waste drop off facility, HazoHouse, a hazardous materials drop off center, and a transfer station. The facility is located just outside of Lacey in the northeastern part of the county along the I-5 corridor. In addition, there is a demonstration garden called the "Closed Loop Park." Thurston County provides space for Goodwill Industries for a collection center at the entrance to the facility.

On average, the Thurston County Waste and Recovery Center receives about 548 tons per day of municipal solid waste.

In addition to household solid waste, this includes:

- Sixty-three tons/day of plastic
- 148 tons/day of yard and food waste; and
- 450 tons/day of recyclable materials.

Commented [ES6]: [SolidWasteManagementPlan2026.pdf](#)

## Lands for Public Purposes Element

### Part 2 – Technical Information



#### 3) Pathways to Zero Waste

Despite new technologies and processes that have improved the ability of residents, businesses, and municipalities to handle, sort, and recycle materials, recycling volumes, including yard and food waste, in Thurston County have not improved, and currently make up less than one percent of the total waste stream or four tons out of 550 tons per day. Solid waste management is an important contributor to greenhouse gas emissions, which Washington is bound by law to reduce by 20-five percent by 2020 below 1990 levels and eighty percent by 2050.

Regionally, Thurston County could not meet the 2020 goal of no net increase in total landfill waste per person. Solid waste collected per person is above the levels needed to reach the region's 2020 and 2035 targets. Waste collected on a per capita basis has increased from a low of 1,140 pounds per person in 2012 to 1,513 pounds per person in 2021.

The state Legislature passed organics management laws in 2022 and 2024. These laws aim to divert organic materials away from landfills through prevention, food rescue, and organics management facilities.

These actions will help Washington achieve its 2030 goal to reduce organic material in the landfill by seventy-five percent.

After July 1, 2024, new and updated local comprehensive solid waste management plans must address the new requirement to provide organic materials collection and management to residential and nonresidential customers. This includes siting new organic management facilities.

After Jan. 1, 2025, comprehensive plans for Thurston County jurisdictions must allow siting of organics management facilities to provide necessary capacity for organics collection.

#### 4) Level of Services Standards

The total amount of garbage disposed of in Thurston County has increased each year since 2012 except 2023. In 2023, Thurston County produced nearly 227,000 tons of solid waste, or roughly 1,500 pounds of trash per county resident. The amount of trash per resident has also held steady in 2022 after increasing every year since 2012.

In 2023, just over 57,000 tons of waste was recycled including organics, about 20 percent of waste produced or 378 pounds per county resident.

Currently the Thurston County transfer station exceeds peak daily customer counts. Based on current and projected population growth and corresponding waste generation rates, the transfer station will need significant investment to construct improvements needed to address service demand. Specific project improvements include site reconfiguration, new scales and scale houses, repair infrastructure, and administrative operations building. A potential second site might be required.

The Infrastructure Management Plan recommended scheduled implementation of thirty-two solid waste capital infrastructure maintenance, repair, and replacement upgrades to the facilities over the planning horizon. Recommendations from the Infrastructure Management Plan were adopted in December 2019 for inclusion in the Thurston County Capital Facility Plan 2021-2026 which are updated on an

**Commented [ES7]:** Sustainable Thurston Report Card | Thurston Regional Planning Council, WA ([trpc.org](http://trpc.org))

**Commented [ES8]:** Sustainable Thurston Report Card | Thurston Regional Planning Council, WA ([trpc.org](http://trpc.org))



## Lands for Public Purposes Element

### Part 2 – Technical Information



annual basis for approval by the Board of County Commissioners.

Additional information on the Solid Waste Division capital facility projects and levels of service can be found in the 2019, Thurston County Public Works, Solid Waste Facility Condition Assessment and Infrastructure Management Plan.

#### 5) Planned Projects, Costs, and Revenues

For planned projects, costs, and revenues, please refer to the most current version of the Thurston County Capital Facilities Plan.

### F. Transit Services

#### 1) Overview

Intercity Transit is the business name for the Thurston County Public Transportation Benefit Area. The service boundary includes the urbanized areas of Lacey, Olympia, Tumwater, and Yelm. All Intercity Transit services must be provided within the Thurston County Public Transportation Benefit Area boundary except for the Vanpool and Express bus service, which serve commuters who either begin or end their commute in Thurston County.

##### a) Regional Transit Facilities and Services

The Intercity Transit Strategic Plan is the master planning document that defines Intercity Transit operations and transportation services offered. The plan, updated annually, highlights goals and policy positions, and capital program and services for a six-year period. It is based on population growth, regional development, and financial forecasting. The Intercity Transit Strategic Plan is hereby incorporated by reference.

#### 2) Transit Service and Facilities Inventory

There are four Intercity Transit routes directly providing service to and from Tumwater: Local Routes 12, 13, 42, and 68. In 2020 Intercity Transit adopted Zero-Fare under Resolution 03-2019 on fixed-route and Dial-A-Lift for three additional years, beginning when the General Manager determines fixed route and Dial-A-Lift services have returned to March 2020 service levels, or until January 1, 2028, whichever is later.

In response to the COVID-19 pandemic, Intercity Transit significantly decreased its systemwide fixed-route bus service during 2020; according to the Transit Development Plan for years 2026-2031, Intercity Transit intends to complete restoration of service volumes. By the end of 2024 Intercity Transit had restored service to pre-pandemic 2019 amounts. There are two identified potential candidates for expanded service in Tumwater: Henderson Boulevard and Old Highway 99 between Tumwater Boulevard and River Drive. Currently there are 113 active bus stops in Tumwater.

Commented [E59]: [2025-2030-StrategicPlan\\_0.pdf](#)

Commented [E5E10]: [Intercity Transit](#)

Commented [E5E11R10]: 2023-2028



## Lands for Public Purposes Element

### Part 2 – Technical Information



#### a) Fixed Local Transit Routes

Route 12: Olympia to Tumwater, via Labor and Industries, Israel Road, Tumwater Middle School, Linwood Ave, South Puget Sound Community College, the County Courthouse, to the Olympia Transit Center.

- Weekdays: 30-minute peak and 60-minute off-peak service, 6:00 a.m. – 9:40 p.m.
- Weekends: 30-minute service from 7:30 a.m. – 9:40 p.m.

Route 13: Olympia to Tumwater, a trunk route via Capitol Blvd, Tumwater Square, and to Labor and Industries

- Weekdays: 15-minute service 6:15 a.m. – 5:45 p.m. then 30 to 60-minute service 6:15 p.m. – 9:40 p.m.
- Weekends: 30-minute service from 7:45 a.m. – 9:40 p.m. Saturdays and Sundays

Route 42: Olympia to Tumwater, a route via Deschutes Parkway to the Courthouse, South Puget Sound Community College, Quixote Village, and to Family and Juvenile Court to Black Lake and Cooper Point

- Weekdays only: 45- 6:11 a.m. to 7:34 p.m.

Route 68: Lacey, to Tumwater, to Capital Mall, a neighborhood collector via Lacey Transit Center to Lacey Boulevard, to the County Fairgrounds, To Ruddell Rd, to the Corp Center off College, Henderson Boulevard to Yelm Highway, Tumwater Square, to South Puget Sound Community College, to Capital Mall transfer station.

Weekdays: 30-minute service 5:26 a.m. – 10:34 p.m.

- Saturdays and Sundays: 30-minute service from 6:56 a.m. – 1:34 p.m.

#### b) Paratransit Service

Dial-A-Lift: On-demand service at least 24-hour reservation for qualified mobility challenged clients: operates seven days a week throughout the service district following the same operating hours as fixed route service. The service covers up to ¾ mile up to one ½ miles within a fixed route.

#### c) Commuter Vanpool Program

Vanpool: Groups of three or more people lease a commuter van monthly to commute to/from work. A van group must originate in or end in Thurston County to qualify for its use. Intercity Transit currently has approximately 186 vanpools operating on weekdays throughout the Puget Sound area.

#### d) Employment Assistance Program

Village Vans: Federal and state funded programs offer two free programs: driver training/job skills and work-related transportation for low-income job seekers. Vans operate throughout Intercity Transit's service district. Program coordinates efforts with several service organizations and South Puget Sound Community College, including "WorkFirst Community Jobs."

#### e) Capital Facilities in Tumwater

Tumwater Square: Currently, two routes serve this transfer station on weekdays and weekends. Tumwater Square includes bus shelters and waiting areas on both sides of Cleveland Avenue, next to the Safeway

## Lands for Public Purposes Element

### Part 2 – Technical Information



grocery store. Routes 13 and 68 serve this stop.

State Office – Department of Labor and Industries: Intercity Transit maintains a stop at the main entrance to the Labor and Industries Building. Routes 12 and 13 serve this stop.

South Puget Sound Community College: InterCity Transit maintains two stops at the community college, one at the main entrance and one off Barnes Boulevard. Routes 42, 43, and 44 serve this stop.

An issue for Tumwater is the road infrastructure and transit supportive public roadways for expanded routes.

By 2025 Intercity Plans to have more frequent and direct routes along busy corridors, meaning 15 minute interval routes. They also plan to have better connectivity between Tumwater schools, South Puget Sound Community College, Capitol Campus, and surrounding neighborhoods. Furthermore, IT has stated to expand its service by adding eighty new stops to meet growing areas of the community.

### 3) Level of Services Standards

The Intercity Transit Strategic Plan includes operational policy positions that guide the agency and its vision for public transportation service delivery in the region, including within Tumwater. The Plan outlines work for 2025 within Tumwater including seventeen bus stops to be enhanced with larger landing pads, shelter ready, and front and rear door accessible.

Intercity Transit states services and routes are dependent on population, growth, and demand.

### 4) Planned Projects, Costs, and Revenues

The goal of the 2025-2030 Intercity Transit Strategic Plan is to implement capital improvements and a level of service that can be sustained for the near future.

For a complete breakdown of planned projects, costs, and budget please refer to Intercity Transit's most current Strategic Plan and Budget.

# Lands for Public Purposes Element

Part 2 – Technical Information



## Appendix A Foundational Documents

Table LPP-16 shows the foundational planning documents that form the basis for the Lands for Public Purposes Element of the Comprehensive Plan.

Table LPP-15. Foundational Documents for the Lands for Public Purposes Element.

Topic Index	Supporting Plans and Materials
General Policy	<ul style="list-style-type: none"><li>• Land Use Element (2025)</li><li>• County-Wide Planning Policies, Thurston County (2025)</li><li>• Natural Hazards Mitigation Plan for the Thurston Region (2023)</li></ul>
Utility Corridors	<ul style="list-style-type: none"><li>• Utilities Element (2025)</li></ul>
Transportation System	<ul style="list-style-type: none"><li>• Parks, Recreation, and Open Space Plan (2008/2016)</li><li>• Transportation Plan (2025)</li><li>• Capital Facilities Plan (2026-2031)</li><li>• What Moves You, 2045 Regional Transportation Plan, Thurston Regional Planning Council (2020)</li><li>• Intercity Transit Strategic Plan (2025-2030)</li><li>• Intercity Transit Capital Improvement Plans (2025-2029)</li><li>• Railroad Right of Way Preservation and Use Strategy for the Thurston Region (1992)</li><li>• Regional Transportation Improvement Program, Thurston Regional Planning Council (Draft 2025-2028)</li><li>• Statewide Transportation Improvement Plan (2024-2027)</li><li>• Thurston Regional Trails Plan (2023)</li><li>• Brewery District Plan (2014/2020)</li></ul>
Solid Waste Management	<ul style="list-style-type: none"><li>• Thurston County Solid Waste Management Plan 2021-2026, Thurston County (2021)</li><li>• Thurston County Capital Improvement Program 2025-2030 (Draft 2024)</li></ul>

## Lands for Public Purposes Element

Part 2 – Technical Information



Topic Index	Supporting Plans and Materials
Sewage Treatment Facilities and Sanitary Sewer Systems	<ul style="list-style-type: none"> <li>• Capital Facilities Plan (2026-2031)</li> <li>• Sanitary Sewer Comprehensive Plan (2015)</li> <li>• Thurston County On-Site Sewage Management Plan (2021)</li> <li>• Thurston County Sewerage General Plan for Unincorporated Urban Growth Management Area (1990)</li> <li>• 2050 LOTT Master Plan (2023)</li> <li>• 2025-2026 LOTT Capital Improvements Plan</li> </ul>
Stormwater Systems and Facilities	<ul style="list-style-type: none"> <li>• Capital Facilities Plan (2026-2031)</li> <li>• Black Lake Basin Water Resource Protection Study, Thurston Regional Planning Council (2015)</li> <li>• Budd/Deschutes Watershed Plan, Thurston Regional Planning Council (2009)</li> <li>• Comprehensive Stormwater Management Plan (2018)</li> <li>• Stormwater Management Program Plan (2023)</li> <li>• Deschutes River, Percival Creek, and Budd Inlet Tributaries Total Maximum Daily Load Water Quality Improvement Report and Implementation Plan, Washington State Department of Ecology (2015/2018/2020)</li> <li>• Northern Thurston County Groundwater Management Plan (1992)</li> <li>• Percival Creek Drainage Basin Plan, Thurston Regional Planning Council (1993)</li> <li>• Salmon Creek Comprehensive Drainage Basin Plan (2004)</li> <li>• Tumwater Drainage and Erosion Control Manual (2022)</li> <li>• Annexation Area Drainage Study (2011)</li> </ul>
Water Systems and Facilities	<ul style="list-style-type: none"> <li>• Conservation Element (2025)</li> <li>• Water Conservation Plan (2019)</li> <li>• Capital Facilities Plan (2026-2031)</li> <li>• Northern Thurston County Groundwater Management Plan (1992)</li> <li>• Water System Plan (2021)</li> <li>• Wellhead Protection Plan (2016)</li> </ul>

## Lands for Public Purposes Element

Part 2 – Technical Information



Topic Index	Supporting Plans and Materials
Parks, Recreation, and Open Space	<ul style="list-style-type: none"> <li>• Conservation Element (2025)</li> <li>• Parks, Recreation, and Open Space Plan (2008/2016)</li> <li>• Shoreline Master Program (2019)</li> <li>• Capital Facilities Plan (2026-2031)</li> </ul>
Fire Protection	<ul style="list-style-type: none"> <li>• Strategic Plan, Tumwater Fire Department (2024)</li> <li>• Agency Evaluation, Tumwater Fire Department (2024)</li> <li>• Comprehensive Emergency Management Plan (2023)</li> </ul>
Police Protection	<ul style="list-style-type: none"> <li>• Police Strategic Growth Plan (2025-2029)</li> </ul>
School Facilities	<ul style="list-style-type: none"> <li>• Capital Facilities Plan (2023 – 2029), Tumwater School District (2024)</li> <li>• Capital Facilities Plan (2026-2031), Olympia School District (2024)</li> </ul>
Library Services	<ul style="list-style-type: none"> <li>• Timberland Regional Library Strategic Plan (2020-2024)</li> </ul>
City Facilities	<ul style="list-style-type: none"> <li>• Capital Facilities Plan (2026-2031)</li> <li>• Tumwater Resource Conservation Management Program (Phase 1 and 2) – Energy Conservation Assessment, State General Administration and Washington State University Extension Energy Program (2008)</li> </ul>

## Lands for Public Purposes Element

### Part 2 – Technical Information



## Appendix B New Capital Projects Equity Checklist

- A. Describe the proposed action, policy, or decision and an expected timeline.
- B. Describe the intended good outcomes of the proposal.
- C. What unintended consequences could result from the implementation of this proposal? Consider outcomes from similar efforts in other places, and any concerns stakeholders raise.
- D. Describe the impacted populations of this proposal. Consider intentional and unintentional impacts, as well as a variety of groups.
  - 1) Private sector.
  - 2) Government.
  - 3) Tumwater-established board.
  - 4) Community workgroup.
  - 5) General public.
  - 6) Tribal government.
  - 7) Other, please describe.
- E. Describe other similar or complementary services already provided to the impacted populations?
- F. Which Comprehensive Plan goals are addressed by the proposal?
- G. What kind of information informed the development of the proposal?
  - 1) Data.
    - Client or customer.
    - Demographic.
    - Expenditure or revenues.
    - Equity Index indicators.
    - Geography.
    - Service or program provider.
    - Other, please describe.
  - 2) Stakeholder feedback.
    - Community-based organizations.
- H. If stakeholder engagement informed the proposal, what kind of engagement was used, and for whom?
  - 1) Collaborated.
  - 2) Consulted.
  - 3) Informed.
- I. If the proposal was informed by stakeholder engagement, describe the support for and concerns raised about the proposal.
- J. If the proposal was not informed by stakeholder engagement, why? How might this exclusion affect the proposal and its consequences?
- K. What disparities exist or could be created by the proposal? Consider various disparities, such as racial, geographic, gender, age, educational, income-based, language-based, ability-based, citizenship-status-based, sexual orientation-based, and more.

**Commented [BM12]:** Add templates and tools to attach or suggest be used to guide completion of this document, similar to a SEPA checklist to guide the type of information needed below

**Commented [BM13R12]:** Overall, this is pretty comprehensive and would take some time and work to fill out. Suggest adding some examples of tools and templates that might help the user. Examples of matrices and links to data sources would be very helpful. Also, help the user keep answers to sentences and paragraphs, not pages. The outreach to impacted community members is the heavy lifting, along with real analysis of that information and then taking that information back out to the community, like you do with planning to say—"does this project work?" "Does it equitably benefit?" We have to remember that this not about equality but equity.

**Commented [MM14R12]:** Agreed. This is good stuff, but a pretty heavy lift. Tools to make it easier will be key.

**Commented [BM15]:** Consider providing hyperlinks to sources for research for tools like the Tumwater Opportunity Index - ArcGIS StoryMaps, and Housing Plan, census maps, Comp. Plan, etc.)

**Commented [BM16]:** Consider providing a toolkit on methods for stakeholder engagement and definitions of a, b, and c, and resources in Tumwater for support. Also, provide requirements and models for how best to capture stakeholder feedback, particularly from marginalized communities.

**Commented [BM17]:** See above, how well documented are concerns raised about the proposal, and how are they captured in weighted matrices? Provide possible tool examples to be used to display support for and against a proposal.

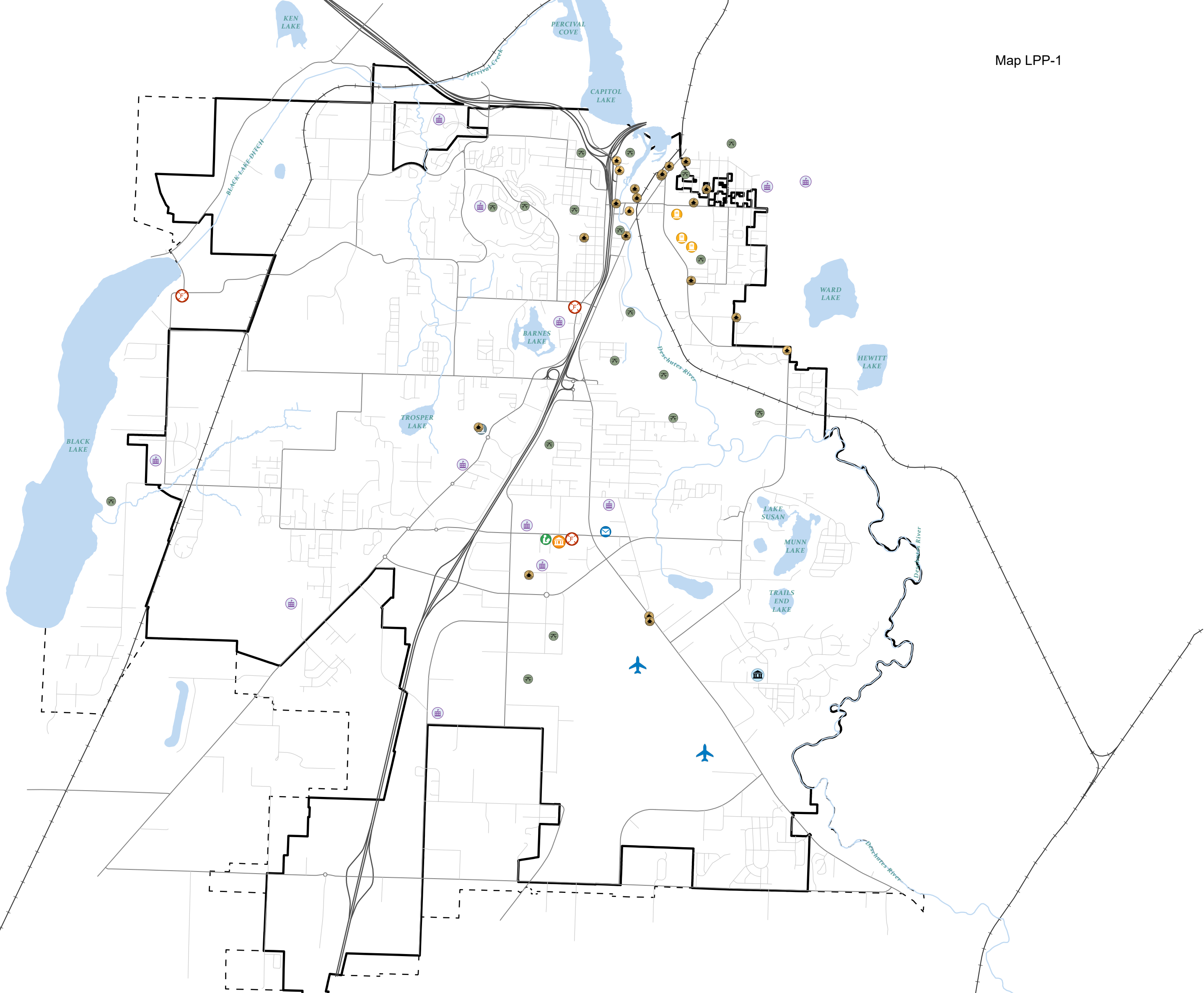
## Lands for Public Purposes Element

### Part 2 – Technical Information

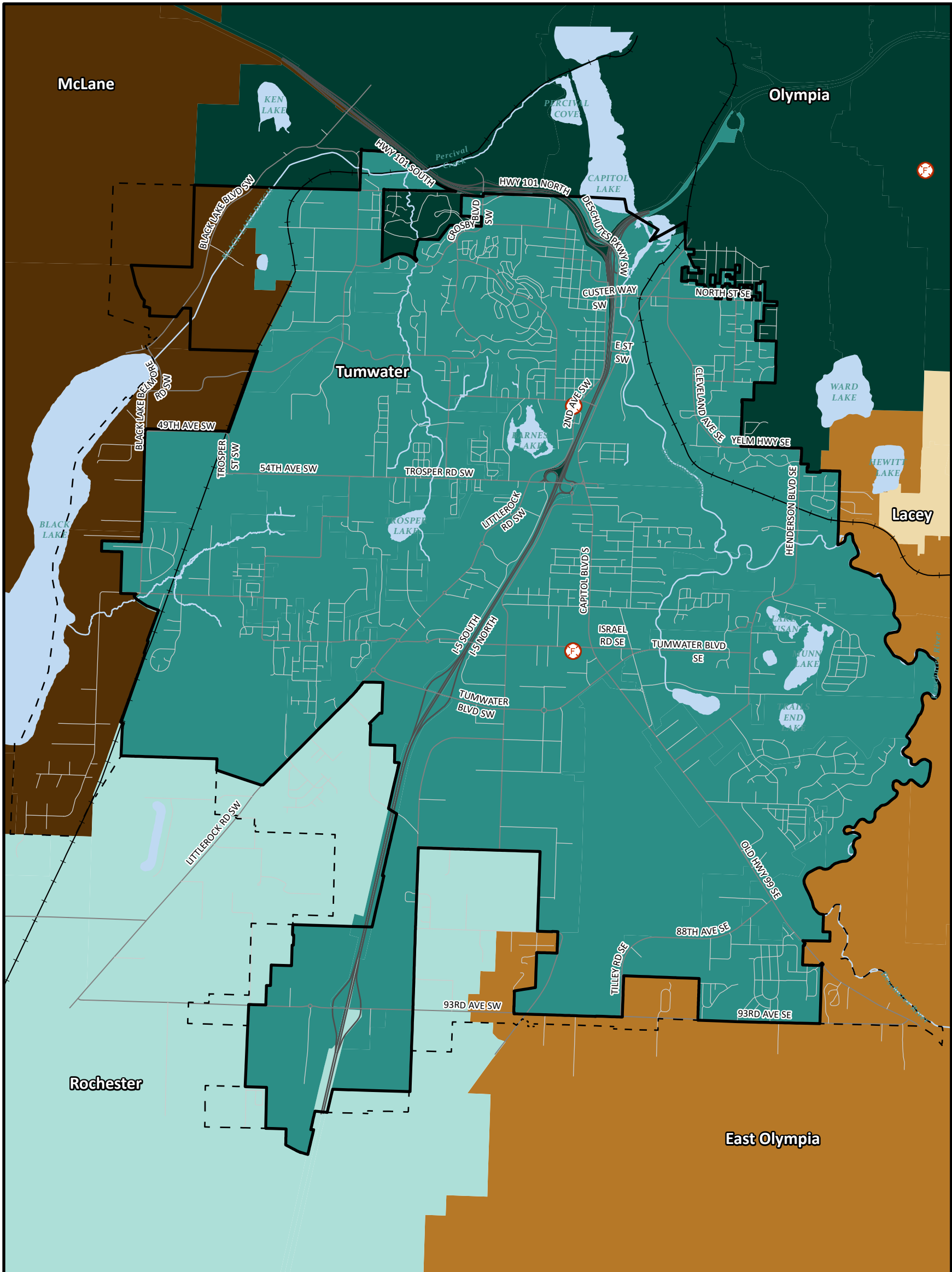


- L. How does this proposal most effectively improve equitable outcomes in Tumwater?
- M. Who will benefit from this proposal? Why are other groups excluded from benefits?
- N. How will impacts be monitored after this proposal is implemented? Why were these metrics chosen?
- O. Considering your responses to the prompts and questions above, are there any modifications or additions that could be made to the proposal to serve people more equitably? How feasible are these changes, and how might they be implemented?

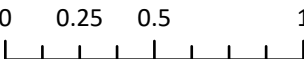
**Commented [BM18]:** Suggest tools like weighted matrices, algorithms, pace and priority tools, alignment with city strategic goals, etc.










## Fire Districts

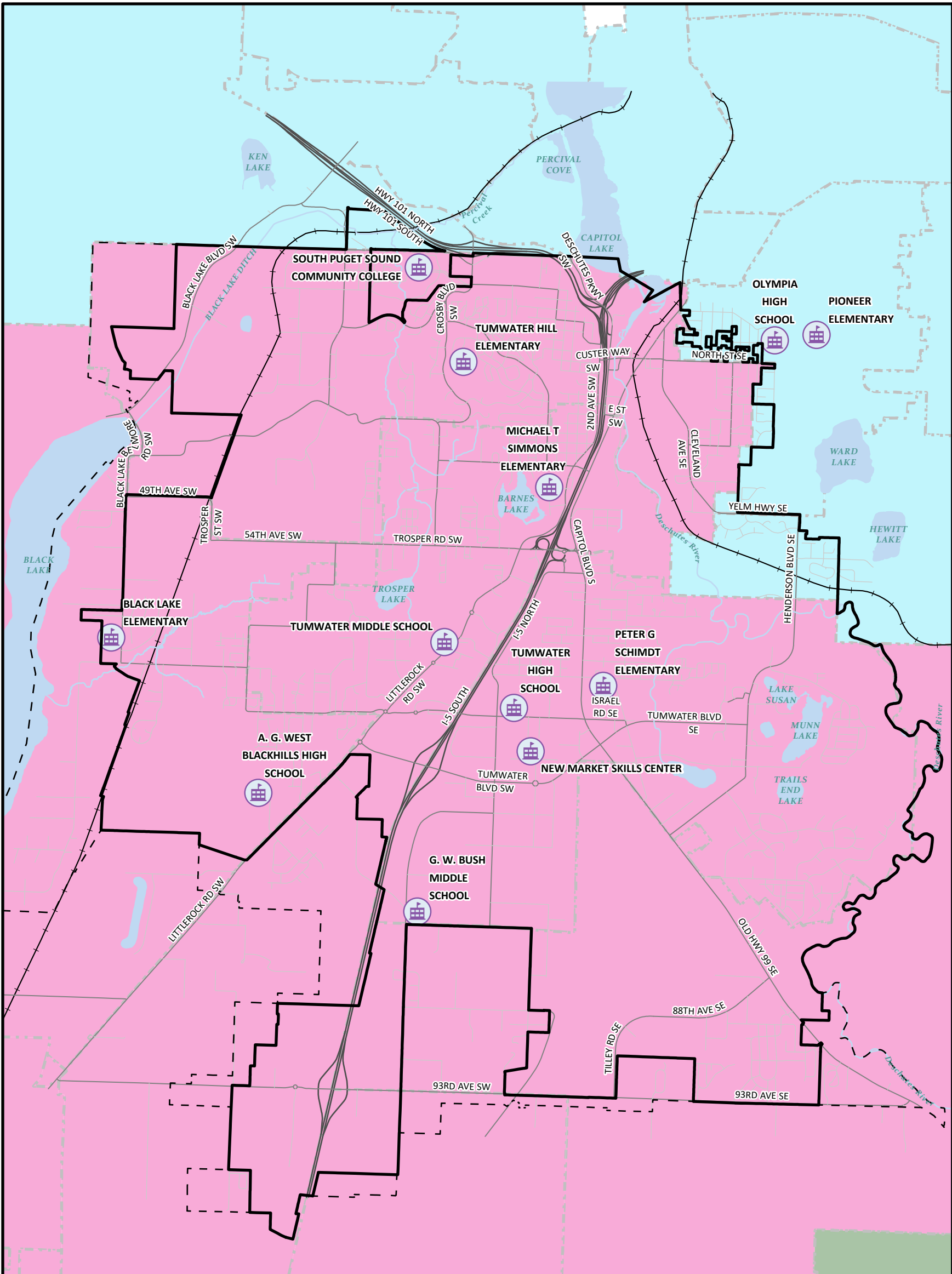


-  Tumwater Urban Growth Area  
 Railroads  
 Fire Stations

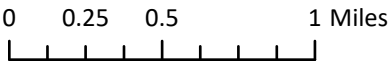


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School Facilities



Schools



Railroads



Tumwater Urban Growth Area

School Districts



Olympia



Tenino

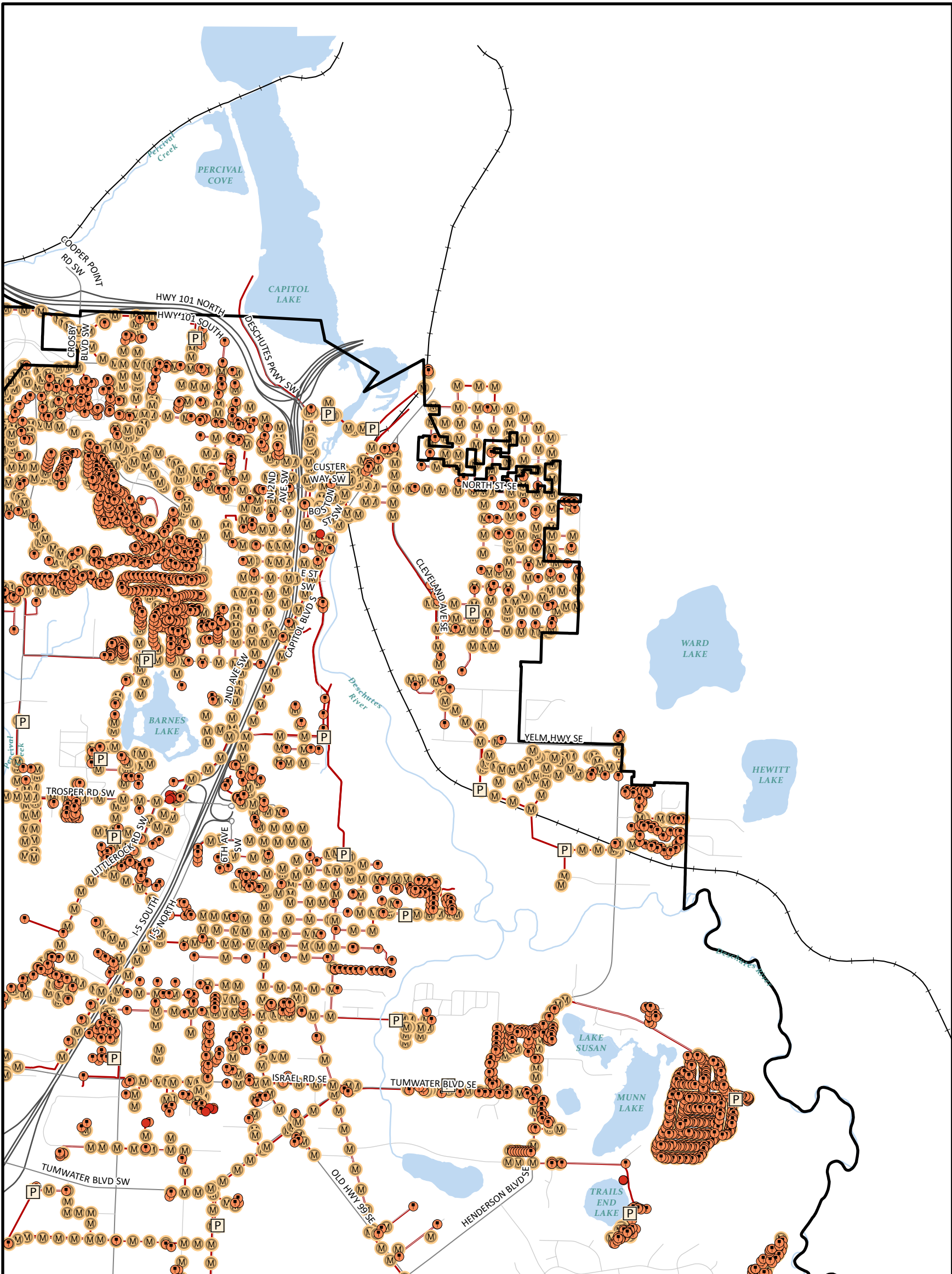


Tumwater

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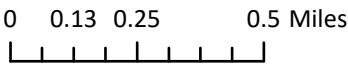
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Sewage Treatment Facilities & Sanitary Sewer Systems

Tumwater NE



Sewer Structures

- Manhole
- Clean Out
- Other



Sewer Pump Station



Sewer Pipe



Railroads

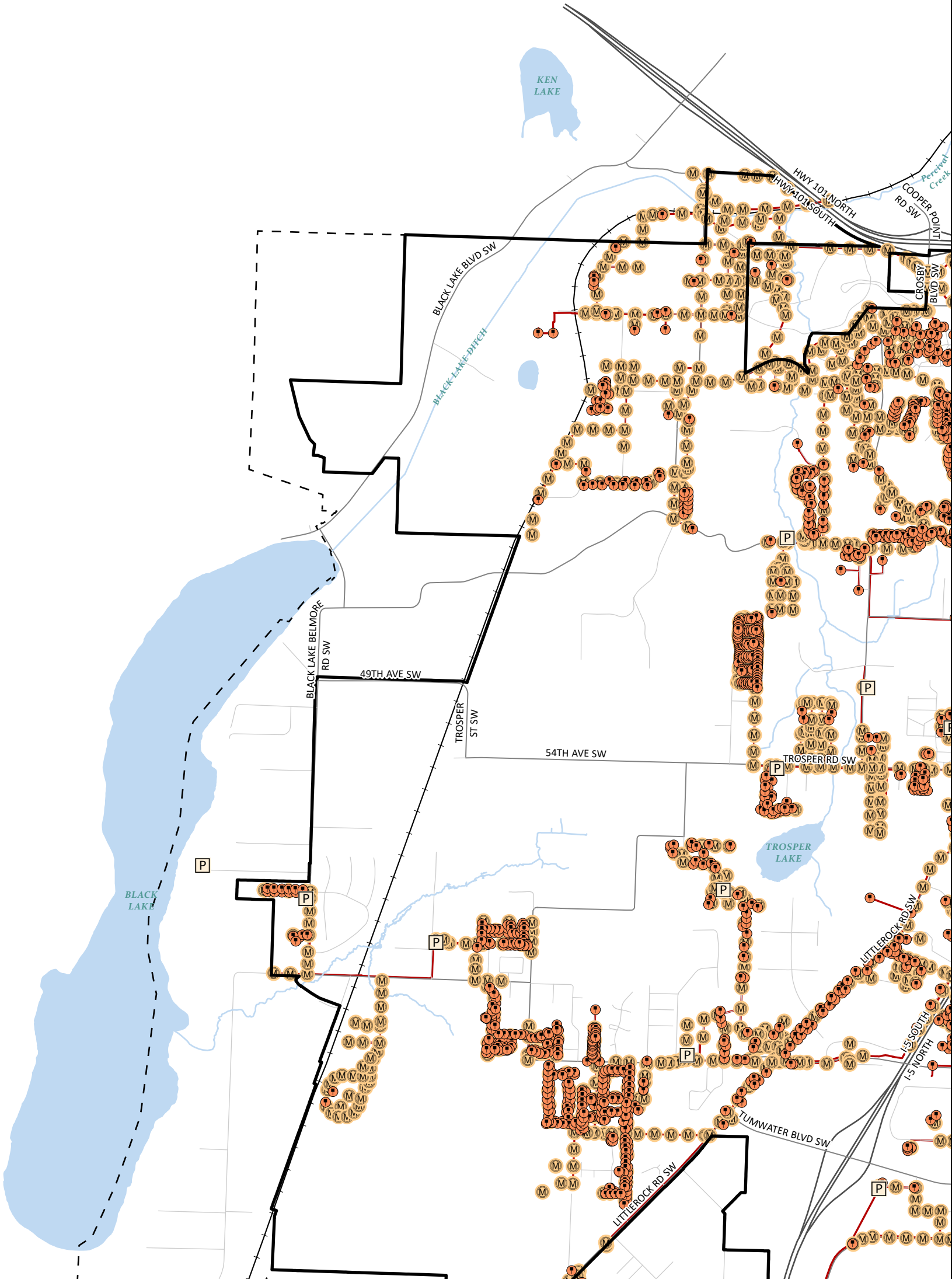


City Limits

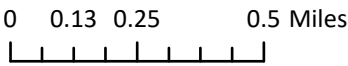


Urban Growth Area

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**Sewage Treatment Facilities &  
Sanitary Sewer Systems**  
Tumwater NW

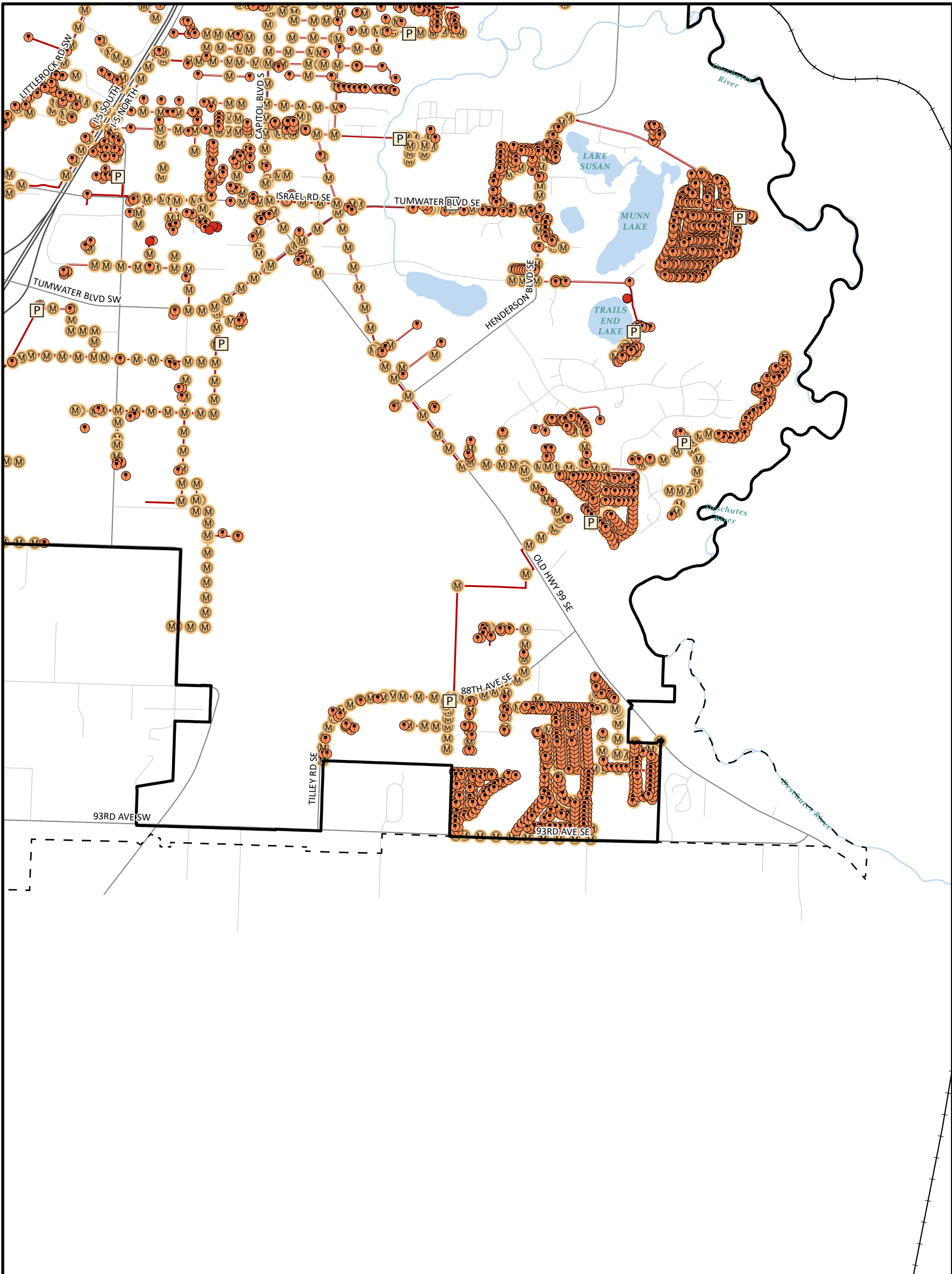


- Sewer Structures**
- Manhole
  - Clean Out
  - Other

- Sewer Pump Station
- Sewer Pipe
- Railroads
- City Limits
- Urban Growth Area

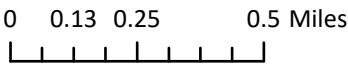
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## Sewage Treatment Facilities & Sanitary Sewer Systems

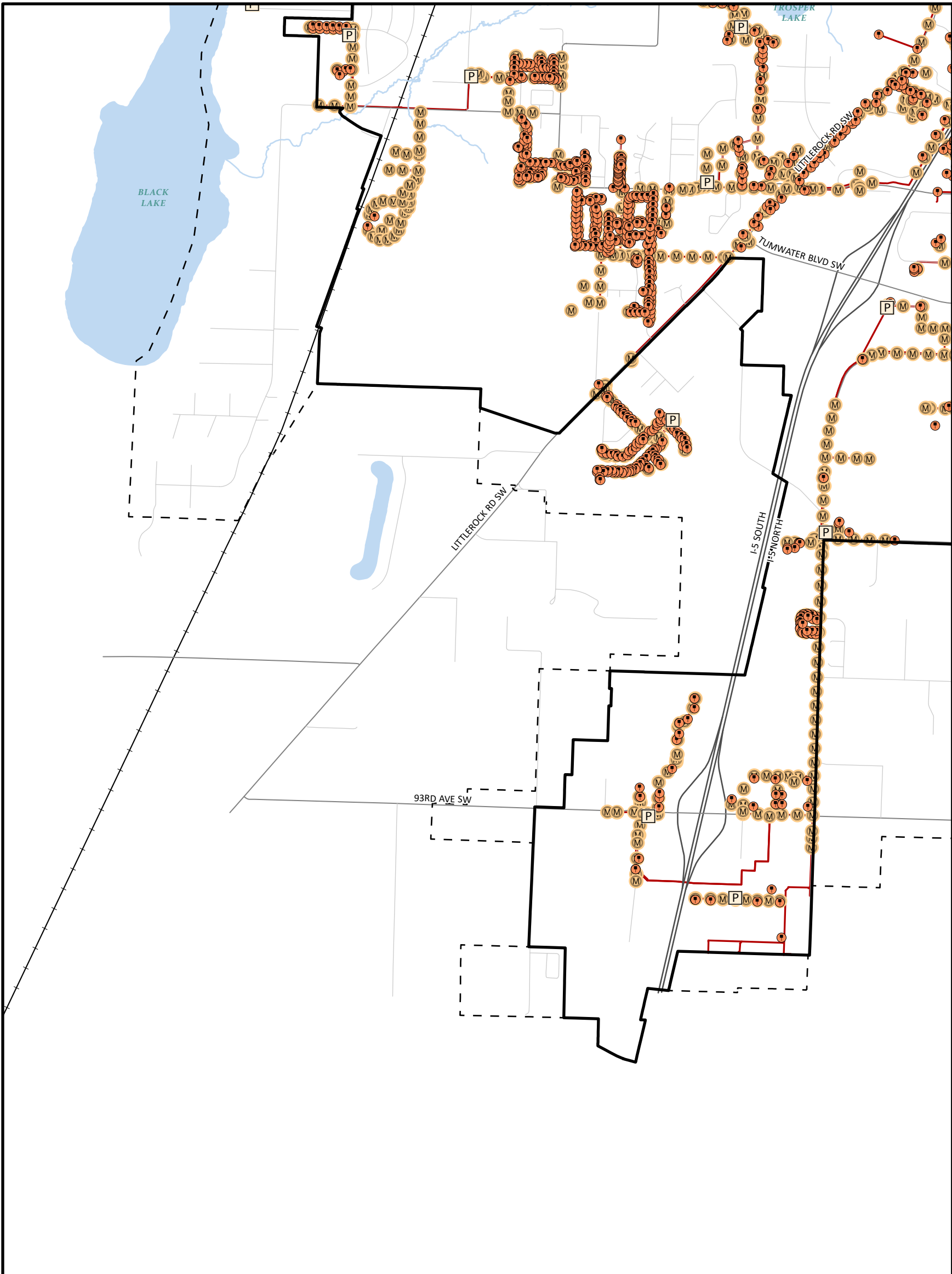
Tumwater SE



- Sewer Structures**
- Manhole
  - Clean Out
  - Other

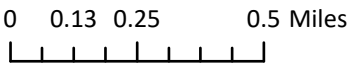
- Sewer Pump Station
- Sewer Pipe
- Railroads
- City Limits
- Urban Growth Area

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# Sewage Treatment Facilities & Sanitary Sewer Systems

Tumwater SW

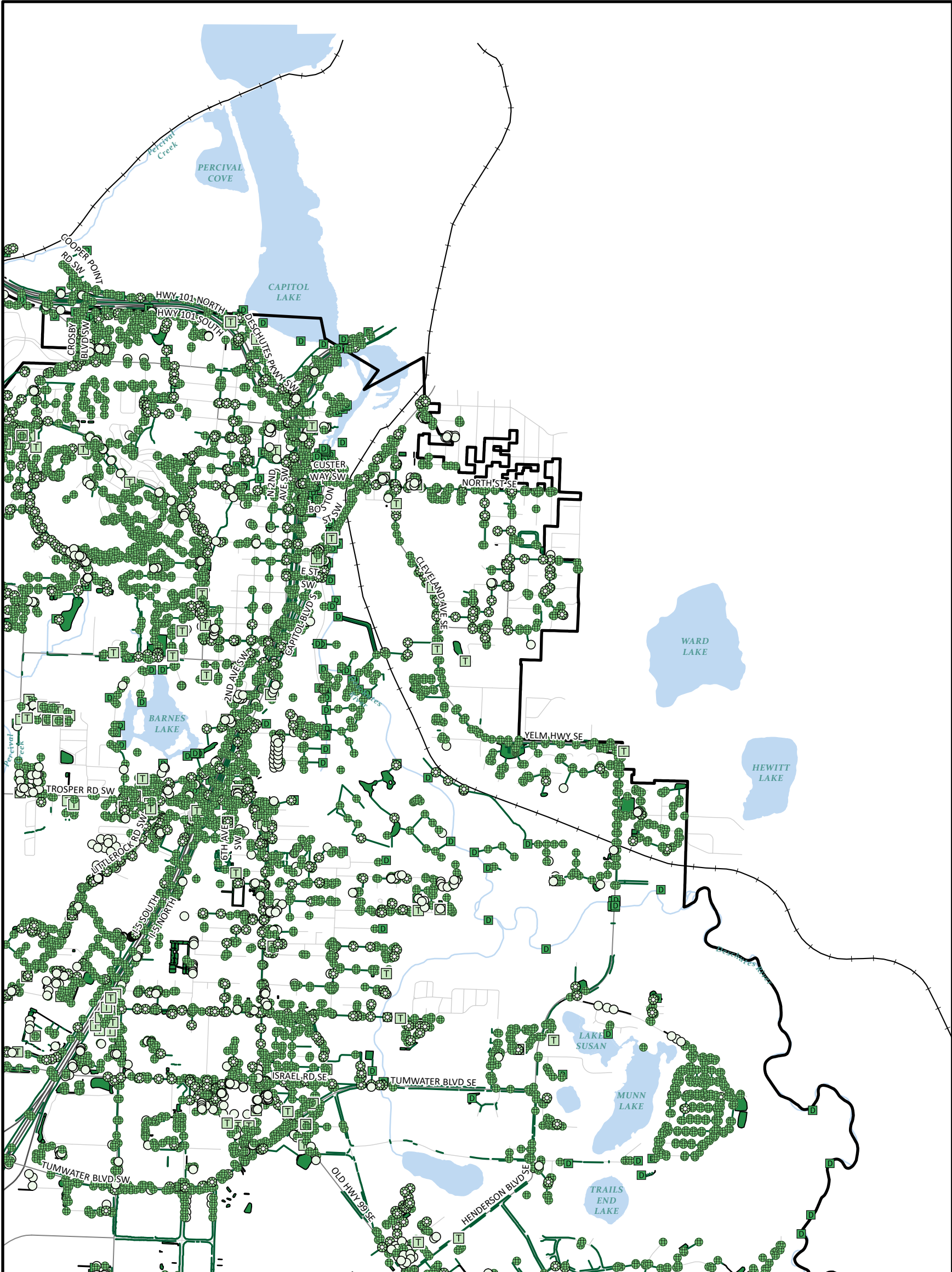


- Sewer Structures
- Manhole
  - Clean Out
  - Other

- Sewer Pump Station
- Sewer Pipe
- Railroads
- City Limits
- Urban Growth Area

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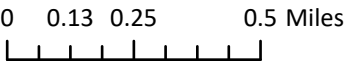




Stormwater Systems & Facilities

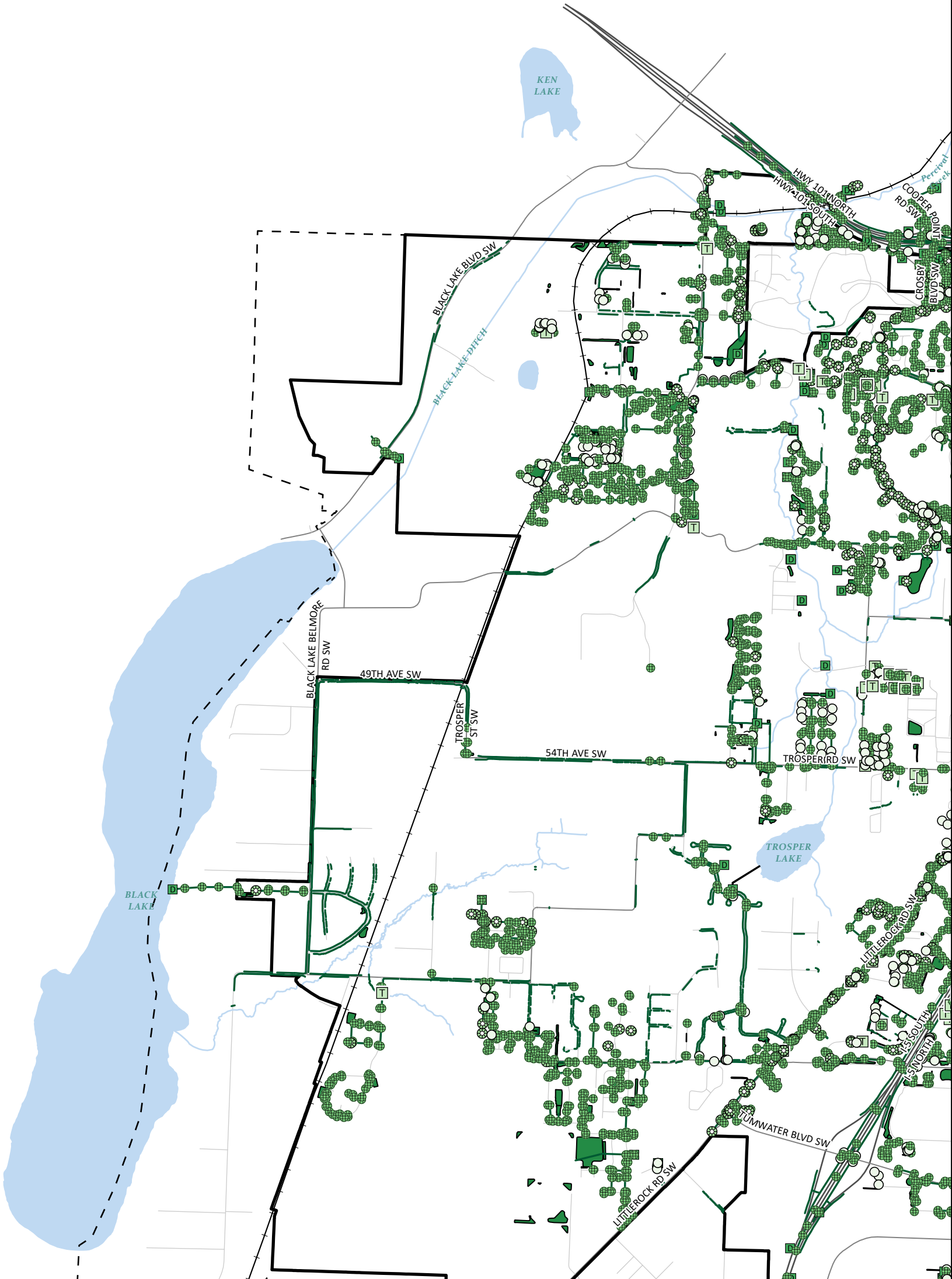
Tumwater NE

- N
- Catch Basin
  - Maintenance Hole
  - Treatment Structure
  - Other
  - Storm Discharge Points
  - Storm Lines
  - Detention Basins
  - City Limits
  - Urban Growth Area
  - Railroads



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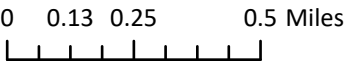
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Stormwater Systems & Facilities  
Tumwater NW



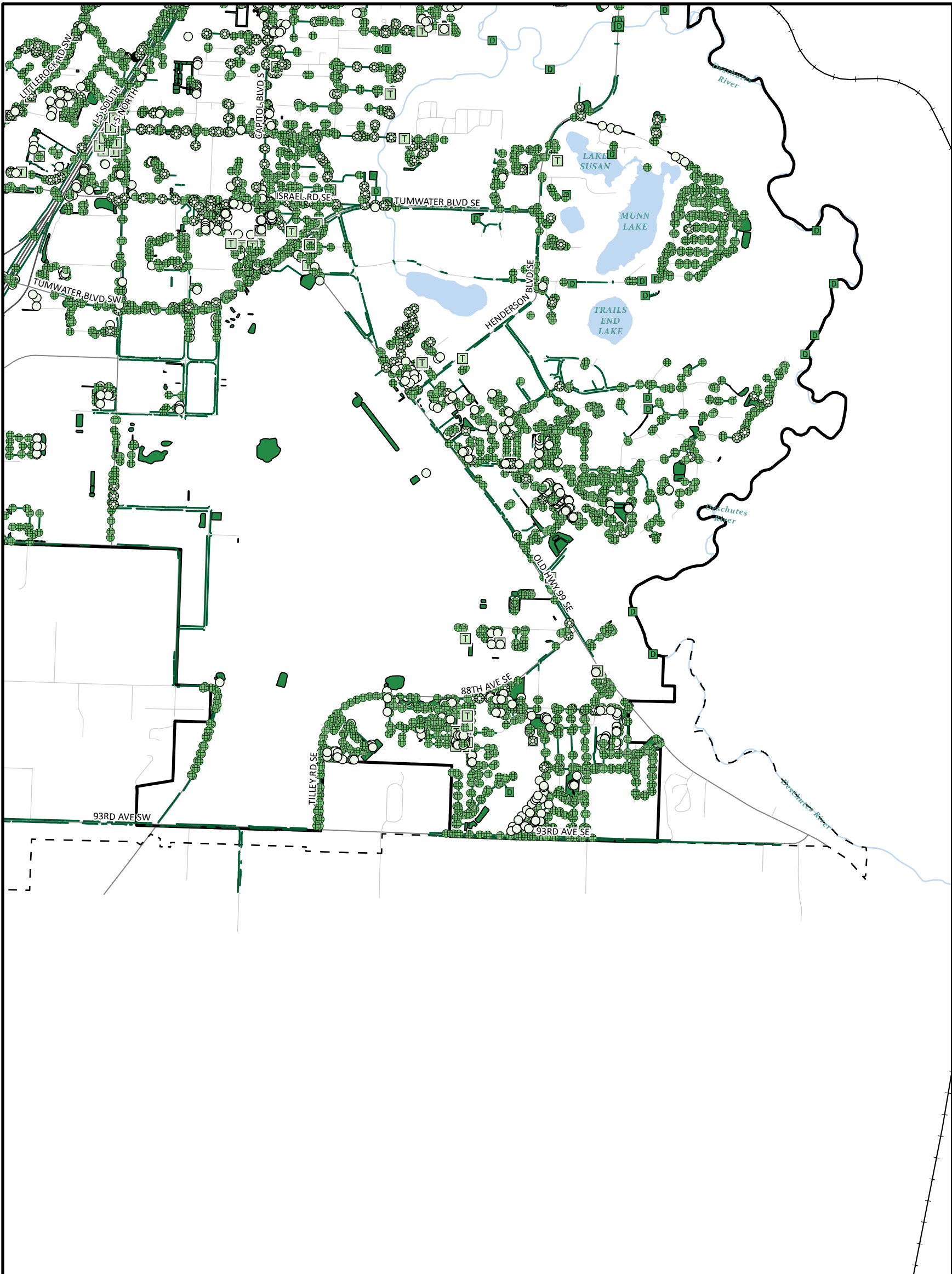
- Catch Basin
- Maintenance Hole
- Treatment Structure
- Other
- Storm Discharge Points
- Storm Lines
- Detention Basins
- City Limits
- Urban Growth Area
- Railroads



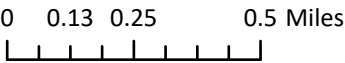
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Data courtesy City of Tumwater Transportation and Engineering Department.  
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







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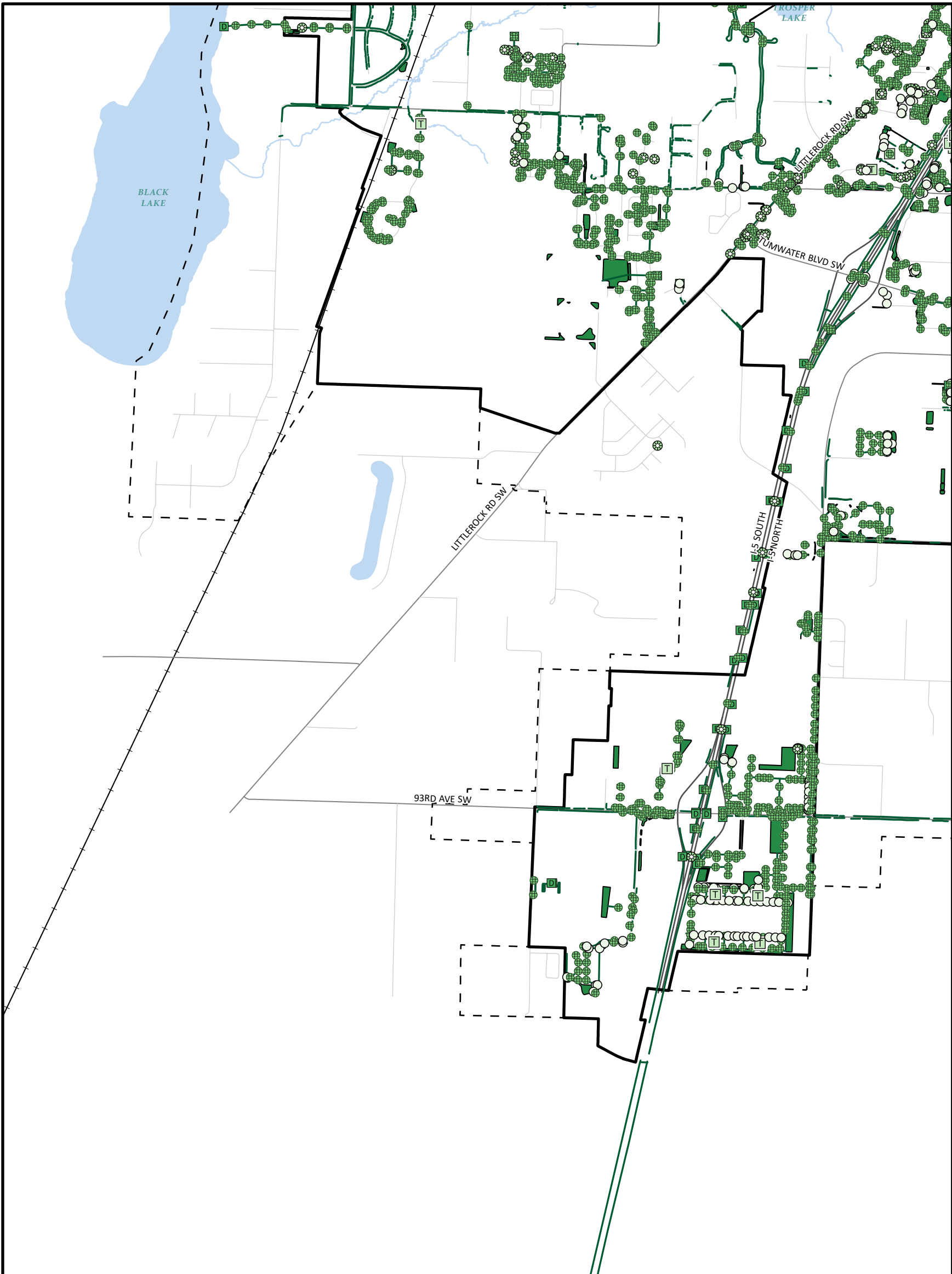
**Stormwater Systems & Facilities**  
Tumwater SE



- 
-  Catch Basin
  -  Maintenance Hole
  -  Treatment Structure
  -  Other
  -  Storm Discharge Points
  -  Storm Lines
  -  Detention Basins
  -  City Limits
  -  Urban Growth Area
  -  Railroads

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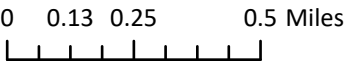
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Stormwater Systems & Facilities  
Tumwater SW



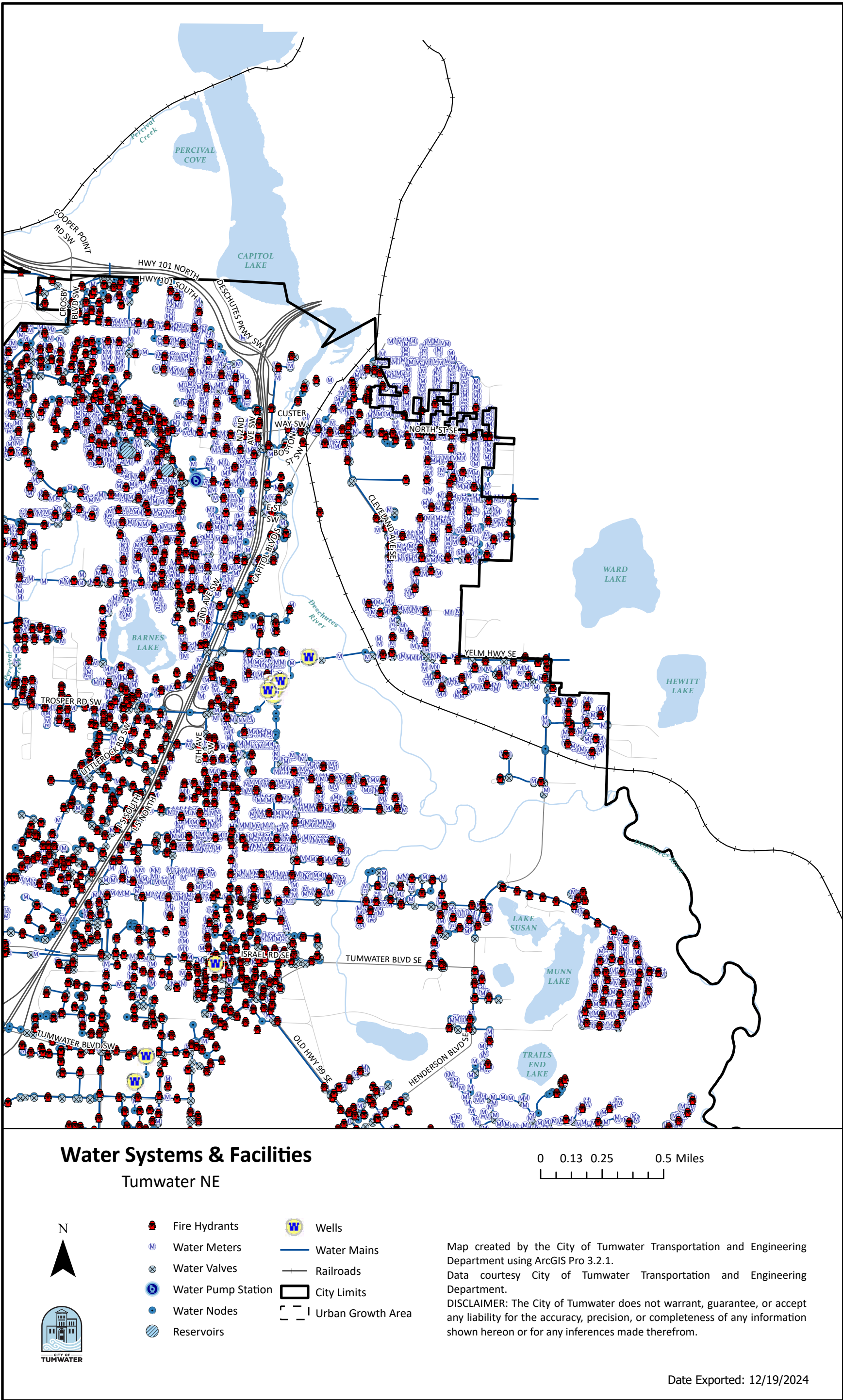
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- Storm Lines
- Detention Basins
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- Railroads

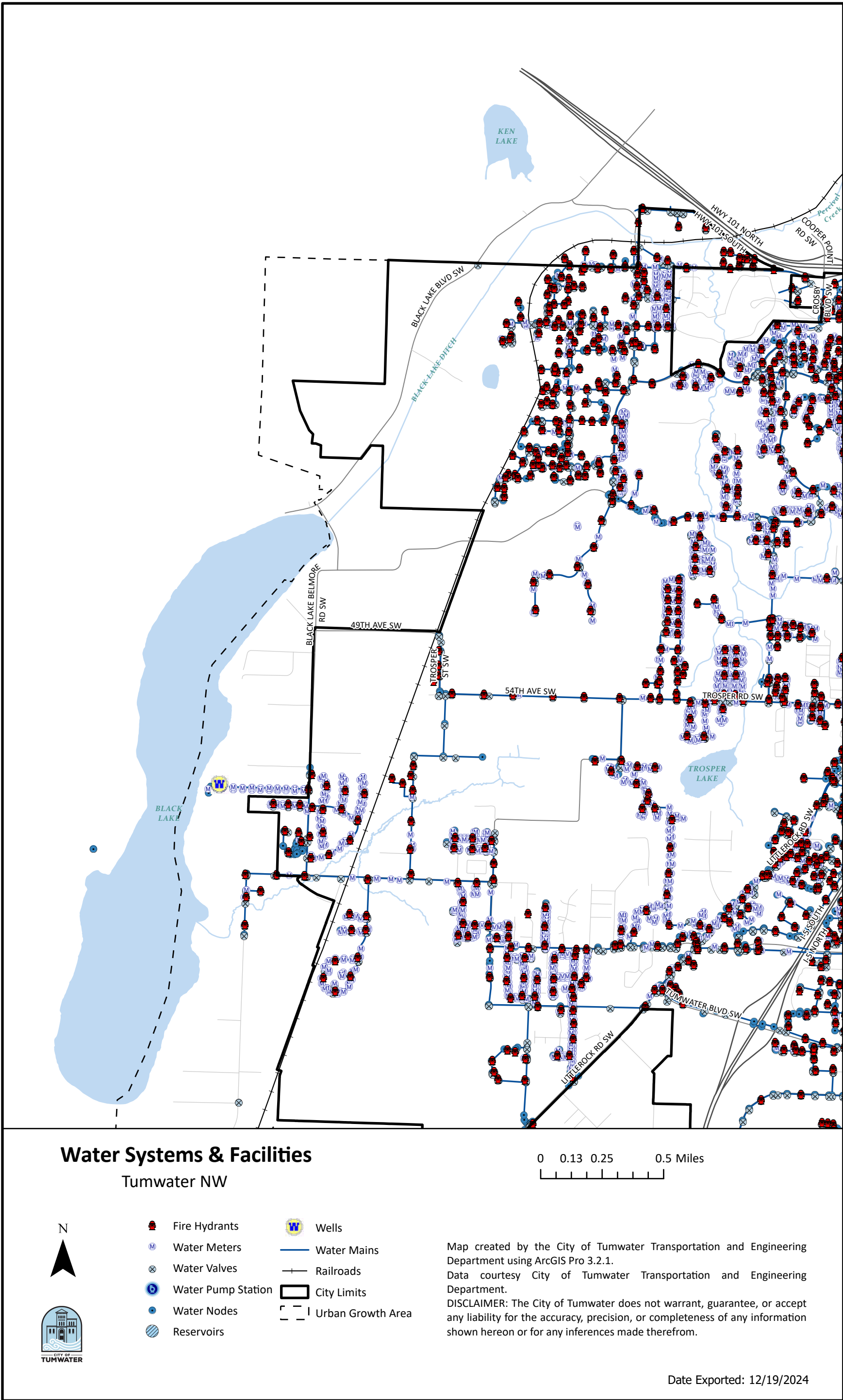


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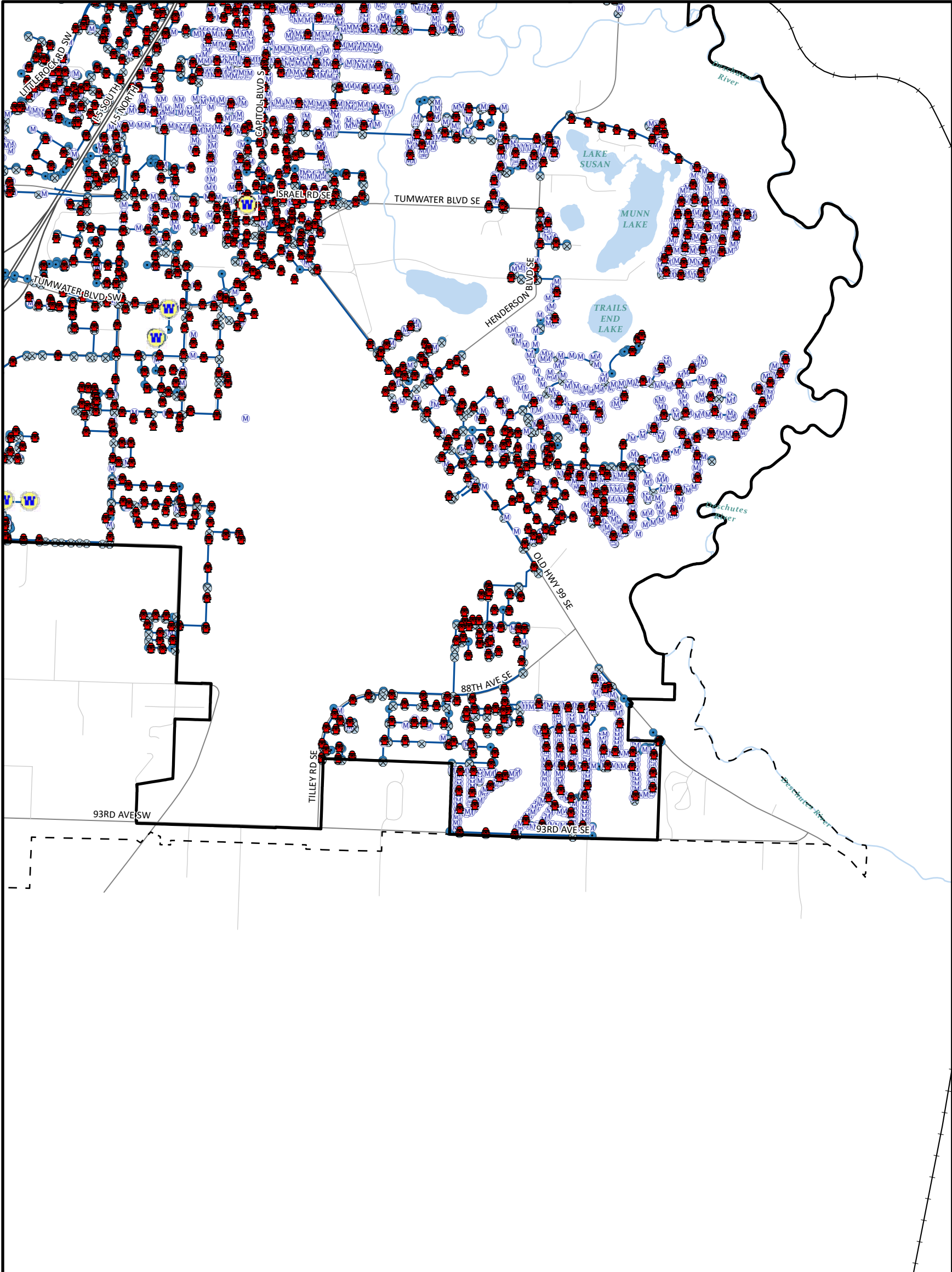
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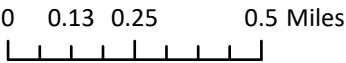






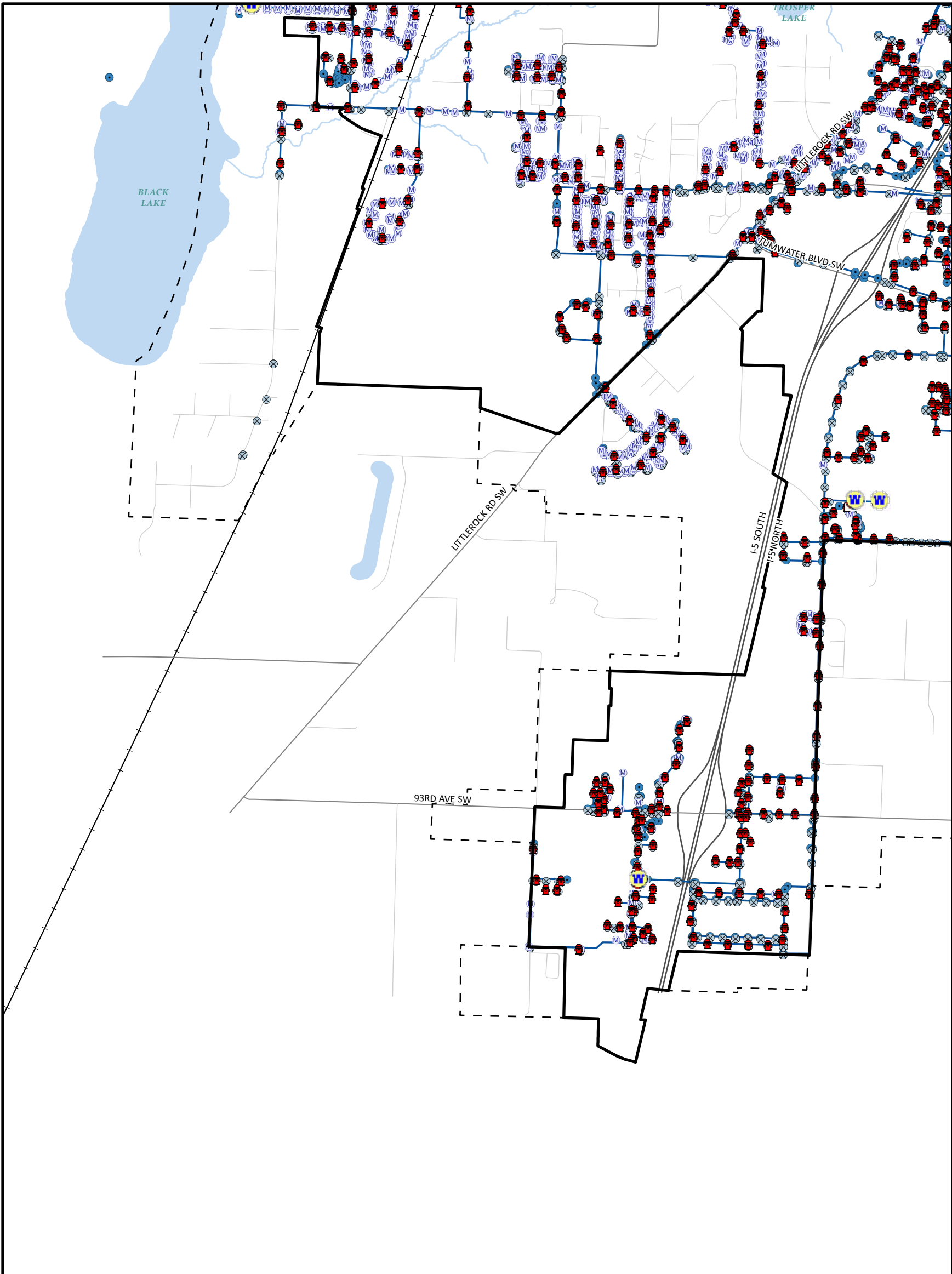


**Water Systems & Facilities**  
Tumwater SE



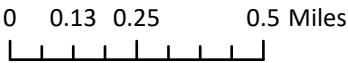
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|--------------------|-------------------|
| Fire Hydrants      | Wells             |
| Water Meters       | Water Mains       |
| Water Valves       | Railroads         |
| Water Pump Station | City Limits       |
| Water Nodes        | Urban Growth Area |
| Reservoirs         |                   |

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Water Systems & Facilities

Tumwater SW



- |                    |                   |
|--------------------|-------------------|
| Fire Hydrants      | Wells             |
| Water Meters       | Water Mains       |
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Date Exported: 12/19/2024

# Utilities Element

## Part 1 – Goals, Policies, and Implementation Actions

### City of Tumwater 2025 Comprehensive Plan

*Balancing Nature and Community: Tumwater's Path to Sustainable Growth*

**DRAFT VERSION MAY 6, 2025**

December 2025

Ordinance No. O2025-0XX



Utilities Element

Part 1 – Goals, Policies, and Implementation Actions



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Abbreviations Used in Document

- CDD – Community Development Department
- RCW – Revised Code of Washington
- TED – Transportation & Engineering Department



## Utilities Element

### Part 1 – Goals, Policies, and Implementation Actions



## 1. Introduction

### A. Background

The Utilities Element is part of Tumwater's Comprehensive Plan and was prepared in response to the Growth Management Act (Chapter 36.70A RCW). The Element meets the requirements of RCW 36.70A.070(4) for utilities elements that are found in Appendix B *State Requirements*.

Tumwater's Vision, Mission, and Belief Statements that provide overarching direction for the future of Tumwater are found in the Comprehensive Plan Summary.

The Utilities Element aligns and is consistent with the other elements of the Comprehensive Plan.

**Part 1 – Goals Policies, and Implementation Actions** establishes Tumwater's goals and policies that set forth a direction to create and maintain private utilities that support development in Tumwater.

The goals and policies of the Utilities Element are guided by the state Growth Management Act and the Thurston County-Wide Planning Policies and the vision of a Tumwater. These goals and

policies are coordinated with the other Elements and regional plans.

The Utilities Element supports the Land Use Element of the Comprehensive Plan by ensuring that the policies for provision of efficient and sustainable utilities to serve anticipated growth and development are consistent with the Land Use Element, which establishes the overall growth strategy for Tumwater and its urban growth area. Expansion of utility systems and services follows growth and the demand for reliable services.

The Utilities Element's goals and policies are the policy basis for those draft implementation actions in the Utilities Element and those future actions that will be developed over the next 20 years which will be the foundation for Tumwater's annual work programs to address private utilities and development.

**Part 2 – Technical Information** provides the background information on private utilities needed to support the twenty-year growth projections for Tumwater.

**Commented [BM1]:** This will be the document that has the Comprehensive Plan wide goals and policies.

### B. How to Read this Part of the Element

In Part 1, Chapters 2 and 3 discuss the Utility Element's connection to the goals of the state Growth Management Act and the Thurston County-Wide Planning Policies.

Chapter 4 presents each goal with introductory text, and an explanation of the lead and timeline for each policy.

Appendix A contains the draft implementation actions, which are intended to be a source of annual work program items that serve to implement the goals and policies of the Utilities Element.

The annual work programs will further refine the implementation actions prior to their being put into practice. It is expected that implementation

# Utilities Element

Part 1 – Goals, Policies, and Implementation Actions



actions will be further amended, added, or subtracted as needed over the course of the 20 year Comprehensive Plan as new opportunities

arise to meet the intent of the Utilities Element’s goals and policies.

DRAFT

## Utilities Element

Part 1 – Goals, Policies, and Implementation Actions



### 2. Growth Management Act – Element Goals

Chapter 36.70A RCW requires that Tumwater show how the Utilities Element meets the relevant planning goals contained within the Act. The following is a listing of the applicable goals for the Utilities Element and an analysis of how the Element addresses these goals:

1. **Urban Growth.** *Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.*

The Utilities Element has goals and policies that ensure that private utility services provided by the private sector, such as natural gas, electricity, or telecommunication services, are consistent with Tumwater's

Comprehensive Plan and can support the community's growth and development as anticipated over the twenty-year planning period.

12. **Public Facilities and Services.** *Ensure that those public facilities and services necessary to support development shall be adequate.*

The Utilities Element, as required by the Growth Management Act, includes an inventory of the general location of all existing and proposed private utility facilities and a description of the current capacity and the expected future capacity of each utility.

## Utilities Element

### Part 1 – Goals, Policies, and Implementation Actions



## 3. County-Wide Planning Policies

The Growth Management Act requires that Tumwater's Comprehensive Plan be consistent with Thurston County's County-Wide Planning Policies, as amended in 2025.

The following is a list of the relevant policies that apply to this Element. All County-Wide Planning Policies are adopted as Appendix B to the Comprehensive Plan. The relevant sections of the County-Wide Planning Policies to this Element are cited below.

### I. General Policies

The Utilities Element contains goals, policies, and actions that address County-Wide Planning Policy 1.12. These goals, policies, and actions contribute to energy independence, economic stability, reduced climate impacts, and long-term household and community health.

### II. Urban Growth Areas

The purpose of the Utilities Element is to plan the provision of private utilities to Tumwater and its urban growth area.

### III. Promotion of Contiguous and Orderly Development, Provision of Urban Services, and Protection of Rural Areas

The Utilities Element seeks to find the most effective way to serve the greatest number of people at the lowest cost possible through examining how private utilities are currently provided, what providers have planned, and how future demand will shape utility distribution.

### VII. Economic Development and Employment

In addition to the provision of natural gas and electricity, the Utility Element outlines the provision of telecommunication networks, which supports businesses of all types as internet access becomes increasingly vital to the success of a business.

### IX. Transportation

Teleworking is supported by the provision of the internet as covered in Section 5.1.

### X. Environmental Quality

Goals U-2 and U-4 of this element address reducing energy consumption and increasing energy generation from renewable sources to minimize Tumwater's carbon footprint.

## Utilities Element

Part 1 – Goals, Policies, and Implementation Actions



### 4. Element Goals and Policies

#### A. How to Read These Tables

The Utilities Element's goals and policies are not in priority order.

Appendix A provides a list of the draft implementation actions by goal and policy that will be considered when developing annual work programs for implementing the Utilities Element's goals and policies.

##### 1) Department Leads

Implementation of the Utilities Element's policies are associated with two different Tumwater departments:

**CDD** Community Development Department

**TED**

Transportation & Engineering Department

##### 2) Period

Each of the Utilities Element's policies and draft implementation actions are associated with estimated start dates, length of time to complete, and target completion dates, if appropriate based on adequate funding for staff and resources. Most policies are ongoing with no set target completion date.

#### B. Growth Management Goals

##### Goal U-1 Promote efficiency when planning for and siting private utilities.

Goal U-1 establishes policies for Tumwater to work with private utility providers to reduce the cost and increase efficiency of providing service to the community.

long-term household and community health. Increased efficiency reduces costs to private utility providers that are in turn passed on to consumers in the form of reduced housing and service related costs.

**Commented [BM2]:** Update of current goal.

##### 1) Why is this Goal Important?

Goal U-1 contributes to energy independence, economic stability, reduced climate impacts, and

Policies		Lead	Period
U-1.1	Coordinate with private utility providers to allow utilities to meet anticipated demand.	<b>CDD TED</b>	Term of the Plan

**Commented [BM3]:** Update of current policy.

## Utilities Element

Part 1 – Goals, Policies, and Implementation Actions



Policies		Lead	Period
U-1.2	Be aware of public service obligations when a local review of private utility improvements occurs and process permits and approvals for private utility facilities in a fair and timely manner, and in accordance with development regulations that foster predictability.	CDD TED	Term of the Plan
U-1.3	Locate private utility facilities near compatible adjacent land uses.	CDD TED	Term of the Plan
U-1.4	Encourage utilities to collocate or consolidate facilities within rights-of-way whenever feasible to protect health, safety, ensure reliability to the utility system, and reduce visual impacts.	TED	Term of the Plan
U-1.5	Provide timely notification to all affected private utilities prior to road construction or projects that may impact services.	TED	Term of the Plan
U-1.6	Review and approve related private utility permits as part of larger project review and approval processes whenever feasible.	CDD TED	Term of the Plan
U-1.7	Protect existing electrical transmission corridors and public rights-of-way to maintain their usefulness in meeting future utility and other public needs.	CDD TED	Term of the Plan
U-1.8	Coordinate with neighboring jurisdictions to ensure consistency of the respective Utility Elements to facilitate orderly private utility service.	CDD TED	Term of the Plan

Commented [BM4]: Update of current policy.

Commented [BM5]: New policy.

Commented [BM6]: Update of current policy.

Commented [BM7]: Update of current policy.

Commented [BM8]: Update of current policy.

Commented [BM9]: New policy.

Commented [BM10]: Update of current policy.

### Goal U-2 Support enhancement of electricity generation, distribution, monitoring, and storage infrastructure serving Tumwater that uses clean technologies and practices.

Commented [BM11]: Update of current goal.

Goal U-2 establishes policies for Tumwater to support the use of cleaner technologies and practices that enhance the electricity generation,

distribution, monitoring, and storage infrastructure used to support Tumwater.

## Utilities Element

### Part 1 – Goals, Policies, and Implementation Actions



#### 1) Why is this Goal Important?

Goal U-2 would protect the health of Tumwater residents by supporting the movement of energy systems to less polluting alternatives.

Policies	Lead	Period
<b>U-2.1</b> Monitor system or grid-scale energy storage innovations and use the experiences of communities that begin to deploy them to inform updates to Tumwater codes and permitting.	<b>CDD</b>	Term of the Plan

**Commented [BM12]:** Update of current policy.

#### Goal U-3 Support the efforts of private utility providers to ensure that vital utilities are created, operated, and maintained in a safe manner.

Goal U-3 establishes policies for Tumwater to support work with private utility providers to make sure that vital utilities function as intended.

#### 1) Why is this Goal Important?

Goal U-3 would help to ensure that private utilities are available to Tumwater residents and community members and to reduce the number and effects of disruptions.

**Commented [BM13]:** Updated current goal.

Policies	Lead	Period
<b>U-3.1</b> Coordinate with private utility providers to implement actions in the Natural Hazards Mitigation Plan to reduce service interruptions and provide services that are more dependable during hazard events.	<b>CDD TED</b>	Term of the Plan
<b>U-3.2</b> Support undergrounding private utilities to increase public safety.	<b>CDD TED</b>	Term of the Plan
<b>U-3.3</b> Encourage pipeline safety through public awareness and regulations.	<b>CDD</b>	Term of the Plan
<b>U-3.4</b> Support private provider's actions to increase the safety of utilities infrastructure and operations through appropriate siting and maintenance.	<b>CDD</b>	Term of the Plan

**Commented [BM14]:** New policy.

**Commented [BM15]:** Update current policy.

**Commented [BM16]:** Update current policy.

**Commented [BM17]:** Implementation action.

## Utilities Element

### Part 1 – Goals, Policies, and Implementation Actions



## Appendix A – Draft Implementation Actions

Each of the Lands for Public Purposes Element goals and policies in Chapter 4 will require Tumwater to take specific actions to implement over the course of the 20 year term of the Comprehensive Plan.

The draft implementation actions in the tables below were developed in coordination with the community, Tumwater staff, and other agencies. The draft implementation actions are intended to serve as the start for developing annual Tumwater work programs.

As the Comprehensive Plan is put into action over the next twenty years, the draft

implementation actions will change as new, unforeseen opportunities emerge: new ones may be added, proposed ones may be modified or replaced by other actions.

The draft implementations actions below are intended to be draft work program items that serve to implement the goals and policies of the Element. The draft implementation actions will need further refinement before they are incorporated into annual Tumwater work programs.

### 1. How to Read These Tables

The Lands for Public Purposes Element goals, policies, and the implementation actions associated with them are not in priority order.

Draft implementation actions that can only be undertaken by other entities are not included in this plan.

#### a) Department Leads

Implementation of the Utilities Element's policies and implementation actions are associated with two different Tumwater departments:

**CDD**

Community Development  
Department

**TED**

Transportation & Engineering  
Department

#### b) Period

Each of the Utilities Element's policies and draft implementation actions are associated with estimated start dates, length of time to complete, and target completion dates, if appropriate based on adequate funding for staff and resources. Most policies are ongoing with no set target completion date.

### Goal U-1 Promote efficiency when planning for and siting private utilities.

Commented [BM18]: Update of current goal.

Policies and Implementation Actions		Lead	Period
U-1.1	Coordinate with private utility providers to allow utilities to meet anticipated demand.	CDD TED	Term of the Plan

Commented [BM19]: Update of current policy.



## Utilities Element

### Part 1 – Goals, Policies, and Implementation Actions



Policies and Implementation Actions		Lead	Period
U-1.1.1	Provide growth projections to private utility providers to allow for utilities to be appropriately planned for and sized to meet anticipated demand.	CDD	Term of the Plan
U-1.1.2	Notify private utility providers when project proposals for large developments are submitted to ensure adequate services will be provided.	CDD TED	Term of the Plan
U-1.1.3	Identify areas with disadvantaged populations and work with private utility providers to support extensions and updates to infrastructure in these areas.	CDD TED	2026-28
U-1.1.4	Explore ways to provide affordable, reliable services such as broadband and cable to vulnerable populations with assistance from private utility providers.	CDD	2026-28
U-1.2	Be aware of public service obligations when a local review of private utility improvements occurs and process permits and approvals for private utility facilities in a fair and timely manner, and in accordance with development regulations that foster predictability.	CDD TED	Term of the Plan
U-1.3	Locate private utility facilities near compatible adjacent land uses.	CDD TED	Term of the Plan
U-1.3.1	Update Tumwater development regulations to address noise, odor, heat, and visual impacts of new private utility facilities on surrounding properties.	CDD TED	2026-28
U-1.4	Encourage utilities to collocate or consolidate facilities within rights-of-way whenever feasible to protect health, safety, ensure reliability to the utility system, and reduce visual impacts.	TED	Term of the Plan
U-1.5	Provide timely notification to all affected private utilities prior to road construction or projects that may impact services.	TED	Term of the Plan

**Commented [BM20]:** New implementation action.

**Commented [BM21]:** New implementation action.

**Commented [BM22]:** New implementation action.

**Commented [BM23]:** New implementation action.

**Commented [BM24]:** Update of current policy.

**Commented [BM25]:** New policy.

**Commented [BM26]:** New implementation action.

**Commented [BM27]:** Update of current policy.

**Commented [BM28]:** Update of current policy.

**Commented [BM29]:** Update of current policy.

## Utilities Element

### Part 1 – Goals, Policies, and Implementation Actions



Policies and Implementation Actions		Lead	Period
U-1.5.1	Seek input from private utility providers when developing policies that affect their service and activities, such as street excavation, street obstructions, and fees.	TED	Term of the Plan
U-1.5.2	Coordinate with private utilities providers on the design and timing of utilities trenching and street repair in public rights of way to reduce disruption.	TED	Term of the Plan
U-1.6	Review and approve related private utility permits as part of larger project review and approval processes whenever feasible.	CDD TED	Term of the Plan
U-1.7	Protect existing electrical transmission corridors and public rights-of-way to maintain their usefulness in meeting future needs.	CDD TED	Term of the Plan
U-1.8	Coordinate with neighboring jurisdictions to ensure consistency of the respective Utility Elements to facilitate orderly private utility service.	CDD TED	Term of the Plan
U-1.8.1	Coordinate with Thurston County and the cities of Lacey and Olympia when private, multijurisdictional private utility additions and improvements are being planned.	TED	2026-28

**Commented [BM30]:** New implementation action. Source: Olympia.

**Commented [BM31]:** New implementation action.

**Commented [BM32]:** Update of current policy.

**Commented [BM33]:** Update of current policy.

**Commented [BM34]:** Update of current policy.

**Commented [BM35]:** Update current implementation action.

### Goal U-2 Support enhancement of electricity generation, distribution, monitoring, and storage infrastructure serving Tumwater that uses clean technologies and practices.

**Commented [BM36]:** Update of current goal.

Policies and Implementation Actions		Lead	Period
U-2.1	Monitor system or grid-scale energy storage innovations and use the experiences of communities that begin to deploy them to inform updates to Tumwater codes and permitting.	CDD	Term of the Plan
U-2.1.1	If technological progress is proven, collaborate with energy providers for the deployment and siting of such storage solutions.	CDD	2026-28

**Commented [BM37]:** Update of current policy.

**Commented [BM38]:** New implementation action.

## Utilities Element

Part 1 – Goals, Policies, and Implementation Actions



### Goal U-3 Support the efforts of private utility providers to ensure that vital utilities are created, operated, and maintained in a safe manner.

**Commented [BM39]:** Updated current goal.

Policies and Implementation Actions		Lead	Period
<b>U-3.1</b>	<b>Coordinate with private utility providers to implement actions in the Natural Hazards Mitigation Plan to reduce service interruptions and provide services that are more dependable during hazard events.</b>	<b>CDD TED</b>	<b>Term of the Plan</b>
U-3.1.1	Work with private utility providers to harden the existing electrical grid to reduce peak demand and maintain reliable energy, especially during extreme weather events.	<b>TED</b>	Term of the Plan
U-3.1.2	Refer to the most current Natural Hazards Mitigation Plan to identify areas where private utility providers should reinforce and harden their utilities to remain dependable during hazard events.	<b>TED</b>	Term of the Plan
<b>U-3.2</b>	<b>Support undergrounding private utilities to increase public safety.</b>	<b>CDD TED</b>	<b>Term of the Plan</b>
U-3.2.1	Identify areas at high risk for natural hazards and require that private utilities be placed underground as part of new development and redevelopment.	<b>CDD</b>	Term of the Plan
U-3.2.2	Develop and maintain a management plan, consistent with the Tumwater Municipal Code and the Engineering Development and Design Standards, for underground and overhead private utilities as part of Tumwater's franchise agreements.	<b>TED</b>	Term of the Plan
U-3.2.3	Support a change in state policies to increase the share of funding for undergrounding overhead wires to reduce power outages.	<b>CDD</b>	Term of the Plan
U-3.2.4	Work with private utility providers to utilize construction projects and infrastructure updates as an opportunity to install underground utilities.	<b>TED</b>	Term of the Plan

**Commented [BM40]:** New policy.

**Commented [BM41]:** New implementation policy.

**Commented [BM42]:** New implementation policy.

**Commented [BM43]:** Update current policy.

**Commented [BM44]:** New implementation action based on 2023 Hazards Mitigation Action Plan.

**Commented [BM45]:** New implementation action.

**Commented [BM46]:** New implementation action.

**Commented [BM47]:** New implementation action.

## Utilities Element

### Part 1 – Goals, Policies, and Implementation Actions



Policies and Implementation Actions		Lead	Period
U-3.2.5	Work with neighborhood associations to encourage the development of local improvement districts to provide funding for undergrounding existing private utilities.	CDD TED	Term of the Plan
<b>U-3.3</b>	<b>Encourage pipeline safety through public awareness and regulations.</b>	<b>CDD</b>	<b>Term of the Plan</b>
U-3.3.1	Adopt regulations that limit high-risk uses near pipelines to protect both the public and the pipelines themselves.	CDD	Term of the Plan
U-3.3.2	Support public education on pipeline safety and pipeline locations within Tumwater.	CDD	Term of the Plan
U-3.3.3	Discourage above-ground natural gas gate stations from being located in nonindustrial areas.	CDD	Term of the Plan
<b>U-3.4</b>	<b>Support private provider's actions to increase the safety of utilities infrastructure and operations through appropriate siting and maintenance.</b>	<b>CDD</b>	<b>Term of the Plan</b>
U-3.4.1	If permitting new large scale energy storage systems, ensure private utility facilities are located with compatible surrounding land uses with regard to the size of exposed apparatuses, the production of audible noise, and public health and safety.	CDD	2026-28
U-3.4.2	When a private provider proposes a large new scale energy storage system, require adequate safety and maintenance plans and documentation be provided as part of project review in accordance with federal and state regulations.	CDD	2026-28

**Commented [BM48]:** Update current implementation action.

**Commented [BM49]:** Update current policy.

**Commented [BM50]:** Update current implementation action.

**Commented [BM51]:** Update current implementation action.

**Commented [BM52]:** New implementation action.

**Commented [BM53]:** Implementation action.

**Commented [BM54]:** New implementation action.

**Commented [BM55]:** New implementation action.

# Utilities Element

## Part 2 – Technical Information

### City of Tumwater 2025 Comprehensive Plan

*Balancing Nature and Community: Tumwater's Path to Sustainable Growth*

**DRAFT VERSION MAY 5, 2025**

December 2025

Ordinance No. O2025-0XX



# Utilities Element

Part 2 – Technical Information



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Abbreviations Used in Document

RCW – Revised Code of Washington

## Utilities Element

### Part 2 – Technical Information



## 1. Introduction

### A. Background

The Utilities Element ensures that utility services provided by private suppliers are consistent with Tumwater's Comprehensive Plan and support the community's anticipated growth and development over the 20-year planning period.

The Utilities Element supports the Land Use Element of the Comprehensive Plan by ensuring that the policies for provision of efficient and sustainable utilities to serve anticipated growth and development are consistent with the Land Use Element, which establishes the overall growth strategy for Tumwater and its urban growth area. Expansion of utility systems and services follows growth and the demand for reliable services.

The Utilities Element aligns and is consistent with the Climate Element.

Goals and policies within this Element address private utilities such as:

- Natural gas
- Electricity
- Telephone
- Utility pipelines
- Cable television
- Wireless
- Broadband internet

Services that are provided by Tumwater or other public agencies such as water, wastewater, and waste management services are addressed in the Lands for Public Purposes Element.

As required by the Growth Management Act, the Utilities Element must include an inventory of the general location of all existing and proposed utility facilities and a description of the current capacity and the expected future capacity of each utility. This Element identifies ways of improving the quality of these services and includes policies that ensure utilities are coordinated with land use. Staff worked with private utility suppliers to anticipate future needs and areas of growth.

Tumwater will implement these policies through its franchise and master use agreements with the utilities and through the land use permit process.

Appendix A: *Foundational Documents* provides a list of the plans that provide the foundation for this element of the Comprehensive Plan.

The Utilities Plan incorporates a number of new issues as part of this update:

- Mitigating for the impacts of climate change.
- Supporting the development of infrastructure to enable the widespread integration of renewable energy sources and energy storage.
- Responding to rapidly changing technology and consumer needs, while maintaining a system of aging infrastructure.
- Creating resiliency to impacts of climate change and reliability of services.



## Utilities Element

### Part 2 – Technical Information



#### B. How to Read this Part of the Element

Part 2 of the Utilities Element consists of the following chapters.

- **Chapter 1 – Introduction:** Discusses the State requirements for the Element and background.
- **Chapter 2 – Utilities Regulations:** Identifies the major pieces of legislation and organizations that are most prominent in the utilities sector.
- **Chapter 3 – Natural Gas:** Provides a summary of the private natural gas systems in Tumwater and a discussion of expected demand.
- **Chapter 4 – Electricity:** Provides a summary of the private electricity systems in Tumwater and a discussion of expected demand.
- **Chapter 5 – Natural Gas and Fuel Pipelines:** Provides a summary of the private natural gas and fuel pipelines in Tumwater.
- **Chapter 6 – Telecommunications:** Provides a summary of the telecommunications systems in Tumwater and a discussion of expected demand.
- **Appendix A – Foundational Documents:** Provides a list of the documents used to create the Utilities Element's Technical Summary.
- **Appendix B – Private Utility Contact Information** – Provides a list of the contact information for private utilities in Tumwater that was used in the development of the Utilities Element.

## Utilities Element

### Part 2 – Technical Information



## 2. Utilities Regulations

Both public and private agencies are involved with regulation, coordination, production, delivery, and supply of services. This chapter

identifies the major pieces of legislation and organizations that are most prominent in the utilities sector.

### A. Federal Regulation

The Federal Energy Regulatory Commission is an independent commission working with the U.S. Department of Energy. The commission regulates the interstate transmission of natural gas, oil, and electricity, as well as licensing natural gas and hydropower generation projects.

The Federal Communications Commission regulates communication utilities in each

cellular geographic service area, and in Tumwater and its urban growth area, there are several commission licensed providers. An independent U.S. government agency overseen by Congress, the commission is the United States' primary authority for communications laws, regulation, and technological innovation.

### B. State Regulation

#### 1) Utilities and Transportation Commission

The primary regulatory agency for most private utilities in the State is the Washington Utilities and Transportation Commission which was established by Title 80 RCW. The commission ensures that services of regulated companies are safe, available, dependable, and fairly priced. The commission regulates the rates, services, facilities, and practices of investor-owned electric utilities, telecommunications companies, natural gas and water companies, solid waste collection companies, and pipeline companies, among other things. The commission does not regulate the rates of broadband services, cellular, cable, or Internet service.

The commission defines electricity and standard telephone utilities as critical services that must be provided upon demand. To fulfill public

service obligations, these utility providers must plan to extend or add to their facilities when needed. Natural gas is considered a utility of convenience. The commission prohibits utility providers from passing the cost of new construction onto the existing rate base.

As part of its mission to protect consumers, the commission maintains a call center for customer complaints at 1-888-333-9882 and coordinates the 811 Call Before You Dig line, a free service for locating utilities on public or private property that anyone can use.

#### 2) Clean Energy Acts

Starting in 2019, the State Legislature has passed a set of bills setting an ambitious, multi-decade agenda that changes how electric and natural gas utilities acquire resources and provide energy services to state businesses and consumers.

**Commented [BM1]:** [Washington-2021-State-Energy-Strategy-December-2020.pdf](#) | Powered by Box

## Utilities Element

### Part 2 – Technical Information



Engrossed Second Substitute Senate Bill 5116 is known as the Clean Energy Transformation Act. Under the act, all electric utilities must generate 100 percent of their power from renewable or zero carbon resources. This also includes requirements for an equitable distribution of the benefits of clean energy and reductions in burdens of vulnerable populations and impacted communities. Utility providers must demonstrate progress in making energy assistance available to low-income households.

In 2024 the State passed a bill to reduce the use of natural gas. House Bill 1589 incentivizes customers and pressures utility companies to

move away from fossil fuels. Under state law, Puget Sound Energy must generate 80 percent of its energy from renewable energy sources by 2030 and 100 percent by 2045.

The act also contains provisions to safeguard consumers and prevent electric bills from rapidly increasing as a result of utilities' transition into clean energy sources. The Washington Utilities and Transportation Commission will review and monitor utilities' financial plans through an established rate case process.

These acts of legislation will shape Tumwater's future and change the way the community receives energy and utility services.

**Commented [ES3]:** [Controversial clean energy law takes effect in Washington • Washington State Standard](#)

**Commented [ES2]:** [New Washington state law does not 'ban' natural gas, does discourage use | king5.com](#)

### C. City Franchise Agreements

Franchise agreements are a non-exclusive right to occupy the public right-of-way.

Several private service providers are available in the community that provide television, cable,

internet, and telephone services. Some companies lease underground broadband infrastructure conduit from Tumwater.

## Utilities Element

### Part 2 – Technical Information



### 3. Natural Gas

Natural gas is a fossil fuel used to create heat. In a home, natural gas creates heat through furnaces, boilers, and space heaters. The gas is burned, creating energy. Residential, commercial, industrial uses may use natural gas for space heating, water heating, and cooling.

Puget Sound Energy serves all municipalities within Thurston, King, Pierce, Lewis, Snohomish,

and Kittitas Counties. Tumwater has seen a 29 percent increase in natural gas usage amongst all sectors since 2016, though gas usage went down from 2022-2023.

How natural gas is distributed is explained in Chapter 5.

Commented [ES4]: HB 1589

Commented [ES5]: [PSE | 2023 IRP](#)

#### A. Systems Analysis

The Utilities and Transportation Commission requires Puget Sound Energy to maintain and serve natural gas based on demand. Extension of service is based on request and the results of a market analysis to determine if revenues from an extension will offset the cost of construction. Puget Sound Energy installs natural gas service to anyone who requests it. This keeps the existing ratepayers from financing improvements in other areas and limits service delivery of natural gas to new areas.

Natural gas is a private utility and Puget Sound Energy addresses gas infrastructure needs within the system in accordance with regulatory

requirements and operating practices outlined in their Integrated Resource Plans. Over the next decade, Puget Sound Energy states they plan to modernize their natural gas system and focus on pipeline safety statewide.

According to the Puget Sound Energy rate department, the average house (using natural gas for both heat and hot water) consumes about 1,000 therms per year. Ten therms are equal to approximately one “mcf” (thousand cubic feet) of gas so 1,000 therms per house equals approximately 100,000 cubic feet of gas per household per year.

Commented [ES6]: [PSE Clean Energy Planning](#)

Commented [ES7]: [Energy News](#)

#### B. Supply

Natural Gas is supplied by pipelines. More information on how gas is supplied, and the

general locations can be found in Chapter 5- Natural Gas and Fuel Pipelines.

#### C. Natural Gas Usage

Property owners in Tumwater used natural gas to create over 8.6 million therms of heat energy

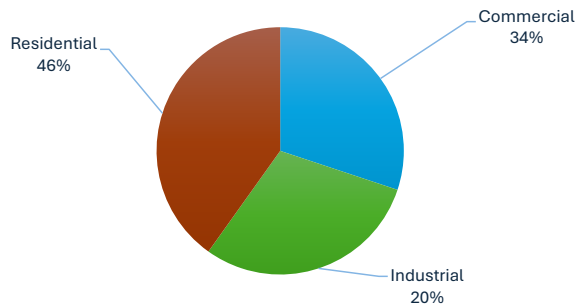
in 2023. Residential uses consumed more natural gas than commercial or industrial uses.

## Utilities Element

### Part 2 – Technical Information



Figure U-1. Natural Gas Usage by Sector in Tumwater, 2023.



Source: Puget Sound Energy.

Notes: 2023 total natural gas usage was 8,616,398 Therms.

#### D. Demand

Puget Sound Energy does not have any major projects planned in Tumwater at this time, but new projects can be developed in the future at any time due to:

1. New or replacement of existing facilities to increased capacity requirements due to new building construction and conversion from alternate fuels.
2. Main replacement to facilitate improved maintenance of facilities.
3. Replacement or relocation of facilities due to municipal and state projects.

Statewide Puget Sound Energy plans to:

1. Build or upgrade seven gate or limit stations and 16 district regulator stations supplied by the Northwest Pipeline. These upgrades will increase capacity by handling more load.
2. Add about 24 miles of high-pressure main and 23 miles of intermediate-pressure main as demand grows in our service area.
3. Address aging infrastructure and do ongoing maintenance.

These projects will help ensure reliable service and meet future demand for customers within Tumwater.

## Utilities Element

### Part 2 – Technical Information



## 4. Electricity

The electricity that Puget Sound Energy delivers to customers is generated from hydroelectric dams, coal, natural gas, wind, and to a much smaller degree from nuclear, and other sources such as solar, biomass landfill gas, petroleum, and waste.

Residential customers are Puget Sound Energy's largest customer class, with approximately 88 percent share of electric customers in 2024. There is an expected growth rate of 1.1 percent per year over the next 20 years. Commercial customers are the second largest customer class and are expected to grow at an annual rate of 1.3 percent per year over the next 20 years. By 2045 there will be an estimated 1.57 million customers.

Puget Sound Energy builds, operates, and maintains an extensive electrical system

consisting of generating plants, transmission lines, substations, and distribution systems.

The Bonneville Power Administration, a power-marketing agency of the U.S. Federal Government, owns and operates the principal high voltage bulk transmission lines serving the Puget Sound region that cross Tumwater. Puget Sound Energy relies on Bonneville Power Administration for bulk transmission services of power generated by federal hydro dams and Energy Northwest generators.

Puget Sound Energy is the largest utility producer of renewable energy in the state and has goals to reduce emissions from electric operations to be net zero by 2030 and beyond net zero carbon energy company by 2045.

### A. Regulatory Context

The policies of the Western Electricity Coordinating Council and Northwest Power and Conservation Council coordinate Puget Sound Energy and the Bonneville Power Administration activities. The Federal Energy Regulatory Commission and the Washington Utilities and Transportation Commission provide regulation for the system. The role and structure of the Washington Utilities and Transportation Commission, which regulates all utilities, is described in Chapter 2. Organizations and regulations that are specific to electricity supply are described below.

#### 1) Western Electricity Coordinating Council

Western Electricity Coordinating Council is responsible for coordinating electricity supply across the western United States. It covers all of the United States west of the Rockies and parts of Mexico and Canada. Its primary function is to coordinate wheeling of power between the regions and to provide safeguards in the national grid so that a power disturbance in one part of the country will not leave another region without power.

## Utilities Element

### Part 2 – Technical Information



#### 2) Northwest Power Pool

Northwest Power Pool is an integrated system of generating resources and transmission facilities owned by Northwest Utilities. The pool was formed in 1942 to coordinate sales and interchange of power within the region. Puget Sound Energy is a member of the Northwest Power Pool.

#### 3) Northwest Power and Conservation Council

The Council was authorized by Congress in 1980 in the Northwest Power Act, giving the states of Idaho, Montana, Oregon, and Washington a greater voice in how we plan our energy future and protect our fish and wildlife resources.

The Council's primary responsibilities, along with developing a fish and wildlife program, is to create a 20-year, least-cost power plan for the Pacific Northwest and update it at least every five years. The plan includes an electricity demand forecast, electricity and natural gas price forecasts, an assessment of the cost of effective energy efficiency that can be acquired over the term of the plan, and a least-cost generating resources portfolio. The plan informs Bonneville's resource decision-making to meet its customers' electricity load requirements.

#### 4) Western Interstate Energy Board

The Western Interstate Energy Board was created by the Western Interstate Nuclear Compact. It is an organization of governors and premiers of the eleven western states and three western Canadian provinces. The Board's purpose is to provide the instruments and framework for cooperative state efforts to enhance the economy of the West and contribute to the well-being of the region's people. Most of the Board's work is conducted through its three committees:

1. The High-Level Radioactive Waste Committee works with the U.S. Department of Energy to develop a safe and publicly acceptable system for transporting spent nuclear fuel and high-level radioactive waste under the Nuclear Waste Policy Act.
2. The Energy Minerals Reclamation Committee works to improve the administration of the Surface Mining Control and Reclamation Act in coal producing states.
3. The Committee on Regional Electric Power Cooperation works with the Western Conference of Public Service Commissioners to improve the efficiency of the western electric power system.

## B. System Analysis

Puget Sound Energy is the electrical service provider for Tumwater. In Thurston County, Puget Sound Energy serves approximately 140,877 total electrical customers as of 2023.

Puget Sound Energy is required to provide services to customers who apply and can be suitably furnished with available electricity.

Commented [ES8]: [12\\_EPR23\\_AppC\\_Final.pdf](#)

Utilities Element  
Part 2 – Technical Information



C. Electricity Generation, Transmission, & Distribution

1) Generation

The first tier of Puget Sound Energy’s electrical supply system is generation. Hydroelectric plants generate a sizable proportion of the electricity consumed in the Pacific Northwest. Much of the power comes from dams on the Columbia River to the east of the Cascades. Puget Sound Energy owns or has long term operating contracts on:

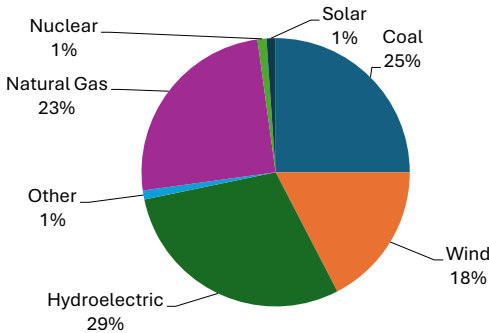
- 13 Hydroelectric plants.
- 3 Wind farms.

- 4 Solar resources.
- 2 Coal fired plants.
- 9 Natural gas-fired plants.
- 1 Battery Storage System.

Commented [ES9]: PSE | Electric Thermal Power

Puget Sound Energy’s two remaining coal fired sources will be shut down by 2025 to meet clean air standards, regulations, and goals in Washington and Montana. As shown in Figure U-2 shows the breakdown of the sources of electrical power generation in Tumwater.

Figure U-2. Sources of Electrical Power Generation in Tumwater, 2023.



Source: Puget Sound Energy.

2) Solar data

Tumwater is a SolSmart Silver designated community and is committed to going solar. Staff have created a streamlined permitting process so residents can quickly have solar panels installed on homes or at businesses. There are at least 270 solar energy systems installed citywide, six of which are commercial.

3) Transmission

The transmission system is the second tier in the electricity supply system. Puget Sound Energy's transmission system covers Thurston County and Tumwater. It is a grid, which provides a link between Bonneville Power Administration's Bulk Transmission System, the powerful transmission lines that feed energy from generating sources, to the smaller local feeder system, which



## Utilities Element

### Part 2 – Technical Information



connects with customers throughout the service area.

Tumwater is included in a Puget Sound Energy service area, which also covers Thurston County. There is one power generation station in Centralia near the sub-area that feeds electricity into Puget Sound Energy's transmission system. Other sources of power outside this subarea flow through three transmission stations in Thurston County.

The distribution system is the third and final tier in the electricity supply system. Power is supplied from the transmission system into the Tumwater's local feeder system at five distribution sub-stations, three of which are located in the Tumwater and its urban growth area. The remaining two are located in Olympia and its urban growth area.

## D. Demand

### 1) Local Level

Currently, Puget Sound Energy does not have any anticipated projects for the Tumwater. Unlike some other private utilities, providers of electricity such as Puget Sound Energy must provide electricity upon demand and in accordance with State and Utilities and Transportation Commission requirements. To meet service obligations, Puget Sound Energy extends or adds to its electric facilities when needed to keep up with demand. Puget Sound Energy owns, operates, and maintains all electric transmission and distribution substations, as well as the electrical transmission and distribution lines within Tumwater. Projects across Thurston County could help increase service capacity for new and existing Tumwater customers.

electricity will be driven by many factors including economic growth, climate change, regional demographics, and expanding applications of electricity to reduce the use of fossil fuels. The council also predicts a quickly growing electric load in the transportation sector and for data centers. There will be a growth in renewable generation, the region will need to rethink how system capacity needs are measured and how and what resources can accomplish those needs.

### 3) State Level

Programs to ensure a reliable and economic power system can be found in Puget Sound Energy's *2021 Integrated Resource Plan*, which forecasts conservation resources and supply-side resources to meet the growing needs of Puget Sound Energy customers over the next 20 years. Energy delivery system infrastructure planning is done on a ten-year basis, and those plans are updated continually as conditions, technologies, and customer behavior change. Although the IRP is not specific to Thurston County, Puget Sound Energy anticipates future

### 2) Regional Level

As the use of coal is phased out and more people are going electric; the region will need produce sources to meet the power demand. Over the next 20 years, the Northwest Power and Conservation Council forecasts the demand for

Utilities Element

Part 2 – Technical Information



improvements will benefit their service network region wide.

a) Transmission

Puget Sound Energy anticipates building over 104 miles of new transmission lines (100 kV and above) and upgrading over 122 miles of existing transmission lines. In addition, Puget Sound Energy anticipates needing to add up to three 230 kV bulk power substations across their service area. These planned improvements do not include transmission needed to support the broader region or improvements needed as a result of providing interconnections for large generation resources.

b) Distribution

Puget Sound Energy anticipates the need to build approximately six to eight new distribution substations to serve load as the existing substation capacity is exceeded and another two

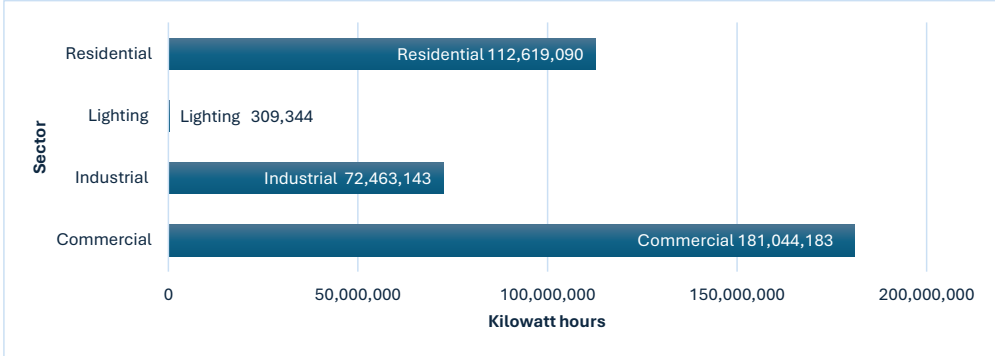
to four new substations to serve specific point loads. They anticipate upgrading approximately three existing substations to replace aging infrastructure and adding additional capacity to serve local load growth. Puget Sound Energy will continue to work on improving the reliability of its worst performing circuits and installing smart ready equipment for increasing the resiliency of the grid.

c) Ongoing Maintenance

Puget Sound Energy anticipates the replacement of several major substation components because of ongoing inspection and diagnostics. Puget Sound Energy anticipates the replacement of its current aging and obsolete Automated Meter Reading communication system as well as its electric customer meters with Advanced Metering Infrastructure technology to enable smart grid enhancements and customer offerings in the future.

Commented [ES10]: 2022-2.pdf

Figure U-3. Electricity Usage by Sector in Kilowatt-hours, Thurston County, 2023.<sup>1</sup>



Source: Puget Sound Energy.

<sup>1</sup> Puget Sound Energy, Energy Use Table, September 9, 2024

## Utilities Element

### Part 2 – Technical Information



## 5. Natural Gas and Fuel Pipelines

Commented [ES11]: NPMS – Home ([dot.gov](http://dot.gov))

Two major natural gas and fuel pipelines pass within the Tumwater and its urban growth area:

- Olympic Pipeline (2.8 miles long located within Tumwater)

- Williams Northwest Pipeline (2.5 miles long located within Tumwater)

### A. Olympic Pipeline

The Olympic Pipeline spur was used to carry liquid fuels from Olympic Pipelines' main north-south pipeline east of Tumwater to a bulk storage tank facility at the corner of Linderson Way and Tumwater Boulevard. The lease for that bulk storage facility has lapsed and the

facility has been removed. The spur pipeline and easement remain in place but is currently inactive. No plans are currently on file to relocate the bulk storage facility or reactivate this pipeline spur.

### B. Williams Northwest Pipeline

The Williams Northwest Company pipeline conveys natural gas from Williams Northwest Company Pipeline main north-south pipeline east of Tumwater to the Satsop Business Park in Grays Harbor County. This pipeline consists of two parallel 16-inch diameter gas pipelines

located within a right of way that pass through the southern portion of Tumwater and its urban growth area. This pipeline is active, and no further expansion of this pipeline is planned at this time.

### C. Puget Sound Energy Natural Gas Pipelines

Puget Sound Energy maintains an extensive network of pipelines that distribute natural gas to customers throughout Tumwater.

The Williams Northwest Company supplies natural gas to Puget Sound Energy through four gate stations in the Olympia area.

1. Olympia Gate Station is located at Flying Carpet and Fir Tree. This gate station also serves the Cities of Olympia and Lacey.
2. Olympia Town Border Station is located at 42nd and Boulevard. This station also serves the Cities of Olympia and Lacey.

3. Littlerock Gate Station is located at 90th Lane SW and Littlerock Road.
4. Black Lake Gate Station is located at Delphi and 62nd Avenue SW.

Other additional gas facilities serving the City of Tumwater include the following:

- A six-inch gas main from Olympia Gate to the Capitol, serving about 5,000 residential customers.
- A four-inch West Olympia Main from Black Lake to Evergreen College serving about 1,600 residential customers.

## Utilities Element

### Part 2 – Technical Information



- A four-inch main from Littlerock to Tumwater serving about 1,600 residential customers.

DRAFT

## Utilities Element

### Part 2 – Technical Information



## 6. Telecommunication

The telecommunications industry continues to undergo large advances in technology. Cellular and optical fiber technology have changed the way telecommunications services are delivered. The telecommunications industry is expected to

undergo significant changes in the coming years, driven by advancements in artificial intelligence, 5G, 6G, and other technologies while focusing on sustainability and ensuring infrastructure can support advancements and more customers.

**Commented [ES12]:** [Thurston county pud broadband assessment](#)

### A. Broadband

Broadband is a high speed internet connection that can be delivered through a variety of technologies, including cable, fiber-optic cable, digital subscriber line, and mobile wireless. A lack of broadband connectivity can increasingly have a negative impact on social and economic development by excluding those who lack broadband access. It is becoming an increasingly important utility since more educational, occupational, health care, public safety, communication, and entertainment opportunities are dependent on this service.

In Tumwater, nine service providers offer broadband connections over a variety of methods to both residences and businesses. CenturyLink and Xfinity are the leading providers in Tumwater. According to BroadbandNow, an organization that assesses broadband access, currently 51.9 percent of Tumwater has access to CenturyLink's digital subscriber lines, 98.2 percent has access to Xfinity services.

**Commented [ES13]:** [14 Best Olympia, WA Internet Service Providers \(Up to 2,000 Mbps\) \(broadbandnow.com\)](#)

### B. Digital Subscriber Line

Digital subscriber lines use existing telephone lines to connect to the internet, similar to dial-

up, but still allows for simultaneous phone and internet usage.

### C. Cable

Cable uses existing television cables to connect to the internet without interfering with the television signals.

### D. Wireless

Wireless internet connections are broadcast over the airways via a ground station provider to antennas. This method requires a clear line of sight between the antenna and the ground station making it susceptible to weather conditions. Wireless is a method of

communication that uses radio waves, light, or other methods to transmit data without wires. Wireless technology has become a key part of modern computing, allowing for more flexible and convenient interactions with devices.

## Utilities Element

### Part 2 – Technical Information



#### E. Satellite

Satellite internet is a form of wireless internet that uses satellites to connect to the internet. In the future, satellite communication is expected to play a crucial role in providing widespread, high-speed internet access, especially in remote areas, by utilizing large constellations of small satellites in low Earth orbit, bridging the digital divide and offering reliable connectivity even in disaster situations; with advancements in

technology allowing for faster speeds, lower latency, and more efficient use of spectrum.

Satellites receive and send signals to ground station satellites, whether it is a dish that connects to a modem or router, or a larger ground station that connects to fiber optic cables and internet.

#### F. Mobile

Most phones, tablets, and smart devices access the internet using the cellular phone network. Cellular networks use radio waves to enable

wireless communication between devices through a network of cell towers.

#### G. Fiber Optic

Fiber optic technology uses thin glass fibers to convert electrical data signals into light for faster and more reliable connections. Fiber optic cables are less likely to experience outages and are more resistant to severe weather conditions compared to other types of cables. Tumwater

has some fiber conduits and is currently planning how to best use these assets.

Many providers of digital subscriber line, cable, or satellite phone and television services use the same infrastructure to provide internet services.

## Utilities Element

### Part 2 – Technical Information



## 7. Meeting Future Demand

In the six-county service area of Puget Sound Energy, an inflow of more than 898,000 new residents between 2024 and 2040 is expected to increase Puget Sound Energy's electric service territory population to almost 5.33 million by 2045.

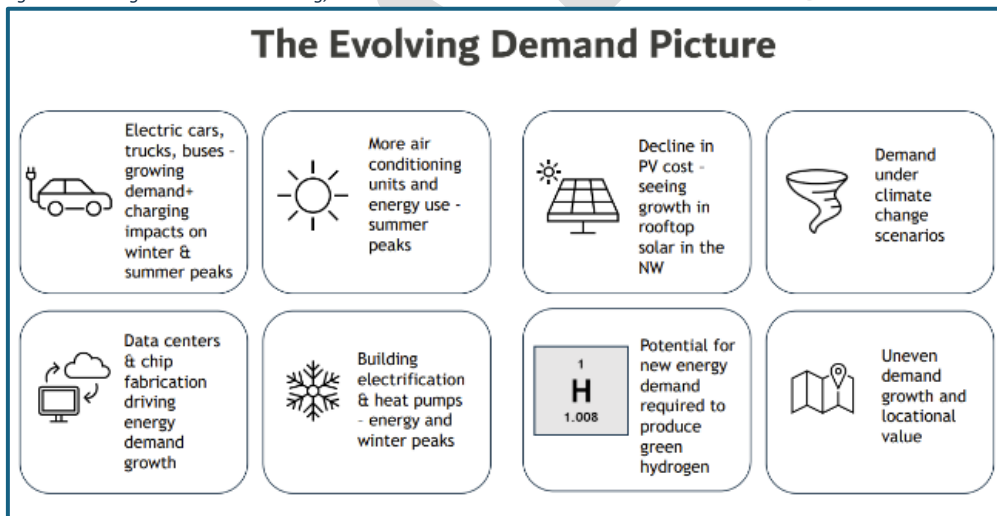
As shown in Figure U-4, the demand for electricity is expected to increase with the addition of new customers, solar and renewable energy, electric vehicles, advancements in broadband services and technology, artificial intelligence and data storage, and climate change laws.

As we transition away from generating energy from nonrenewable sources and moving towards a more electric grid, we need to plan for the creation and storage of more power. This could mean more solar energy, wind farms, nuclear energy, and sitting battery energy storage systems. The changes in how we generate energy will affect the ability to meet demand for electricity during different seasons and times of day.

Commented [ES14]: 2024\_0813\_8.pdf

Commented [ES15]: 06\_EPR23\_Ch6\_Final(2).pdf

Figure U-4. Long Term Load Forecasting, 2024.



Source: Northwest Power and Conservation Council.

Additionally, housing and employment is expected to grow at an average annual rate of 0.46 percent between 2024 and 2045. Manufacturing employment is expected to decline annually by 0.32 percent on average

between 2024 and 2050, and local employers are expected to create about 205,681 jobs between 2024 and 2045, driven by growth in the commercial sector.

## Utilities Element

### Part 2 – Technical Information



Growth in Tumwater follows closely with growth trends in other parts of the Puget Sound Energy service area. There were 27,030 jobs in Tumwater and its urban growth area in 2017. As shown in Table U-1, over the 20-year period of the Comprehensive Plan, Tumwater is projected to add an additional 10,730 jobs for a 54 percent gain in total employment primarily in the areas

of government, professional services, and retail. The biggest changes in employment occur in manufacturing, construction, and retail trade.

These projections form the basis of the utility forecast for Tumwater, helping ensure adequate services are in place and identify potential changes or adjustments needed.

**Commented [ES16]:** [Table 7: Employment Estimates and Forecast by Jurisdiction and Sector - Google Sheets](#)

Table U-1. Tumwater and Urban Growth Area 20-Year Population Projection.

	2020 Population <sup>2</sup>	2045 Population <sup>3</sup>	Population Increase
Tumwater	25,573	45,144	19,571
Urban Growth Area	3,134	5,532	2,398
<b>Combined Areas</b>	<b>28,707</b>	<b>50,676</b>	<b>21,969</b>

Source: <sup>1</sup> U.S. Census, 2020.  
<sup>2</sup> The Profile, December 2024, Thurston Regional Planning Council, and the Population and Employment Forecast for Thurston County Final Report

<sup>2</sup> Source, U.S. Census, 2020. 2020 Population includes the Census calibrated numbers both within the City of Tumwater (25,573) and its urban growth area (3,134).

<sup>3</sup> Determined by multiplying housing units needed from 2020-2045 (9,192) by 2020 household size (2.39).



## Utilities Element

### Part 2 – Technical Information



## 8. Potential Impacts Of Climate Change

There are at least two ways in which climate change can affect utility demand and availability. First, long-term changes in temperature will alter electricity demand and change precipitation patterns, river flows, and hydroelectric generation. Second, policies enacted to reduce greenhouse gases will affect future resource choices. Greenhouse gases come from burning fossil fuels for heat and energy, which in turn causes global warming.

Tumwater is experiencing warmer summers, wetter and warmer fall and winters, and increased wildfire risks, impacting power and energy reliability. Lower summer streamflow can reduce summer **hydropower** resources and energy production. Increased wildfires could interrupt or damage power generation facilities and energy transmission and distribution infrastructure.

The summer of 2024 in the Pacific Northwest set a record for peak seasonal power demand in July, higher than the record set in the 2021 heat

dome event in June. In a cold snap that hit in January 2024, the Northwest set the record for winter peak demand at 35,500 MW. These record-breaking events impact the grid and costs to the consumer.

No single sector or fuel type can provide the needed emission reductions to slow temperature increases. Limiting overall global warming requires largely phasing out coal use by 2025, reducing CO2 emissions from industry by 75–90 percent by 2050 (relative to 2010), supplying most electricity from renewables and significantly enhancing energy efficiency.

It will be critical for the private sector, public sector, and the individual to do their part to help reduce greenhouse gas emissions and use renewable energy. More information on climate change and what Tumwater is doing to address it can be found in the Climate Element, the 2023 Natural Hazard Mitigation Plan, the Thurston Climate Mitigation Plan, and the Thurston Climate Adaption Plan.

**Commented [ES17]:** [Council briefings: NW sets summer record for peak power demand & an update on the Western Resource Adequacy Program](#)

**Commented [ES18]:** [NoTimeToWaste\\_CIG\\_Feb2019.pdf](#)

## Utilities Element

Part 2 – Technical Information



### Appendix A Foundational Documents

Table U-2 identifies the foundational planning documents that form the basis for the Utilities Element.

Table U-2. Foundational Documents for the Utilities Element.

Topic Index	Supporting Plans and Materials
<b>Natural Gas</b>	<ul style="list-style-type: none"> <li>• Pipeline Safety Act, Washington State (Chapter 81.88 RCW) (2007)</li> <li>• Land Use Planning in Proximity to Natural Gas and Hazardous Liquid Transmission Pipelines in Washington State, Washington Utilities and Transportation Commission (2006)</li> </ul>
<b>Electricity</b>	<ul style="list-style-type: none"> <li>• The 2021 Northwest Power Plan, Northwest Power and Conservation Council (2021)</li> <li>• Ninth Northwest Conservation and Electric Power Plan, Appendix M Climate Impacts, Northwest Power and Conservation Council (2021)</li> <li>• State Energy Data System, U.S. Energy Information Administration (2024)</li> <li>• Sustainable Thurston Energy White Paper, Thurston Regional Planning Council (2011)</li> </ul>
<b>Puget Sound Energy (Natural Gas and Electricity Provision)</b>	<ul style="list-style-type: none"> <li>• 2021 Clean Energy Implementation Plan, Puget Sound Energy (2021)</li> <li>• Integrated Resource Plan, Puget Sound Energy (2023)</li> </ul>
<b>Telecommunications</b>	<ul style="list-style-type: none"> <li>• Broadband Feasibility Assessment Study &amp; Outreach Summary, Thurston County Public Utility District (2022)</li> </ul>
<b>Comcast (Telecommunications Service Provision)</b>	<ul style="list-style-type: none"> <li>• Comcast Franchise Agreement, City of Tumwater and Comcast (2021)</li> </ul>
<b>General</b>	<ul style="list-style-type: none"> <li>• Land Use Element (2025)</li> <li>• Climate Element (2025)</li> <li>• County-Wide Planning Policies, Thurston County (2025)</li> <li>• Sustainable Thurston, Thurston Regional Planning Council (2013)</li> <li>• Lands for Public Purposes Element (2025)</li> <li>• Capital Facilities Plan (2025-2031)</li> <li>• Natural Hazards Mitigation Plan for the Thurston Region (2024)</li> </ul>

Commented [E519]: [Telecommunications](#)

## Utilities Element

Part 2 – Technical Information

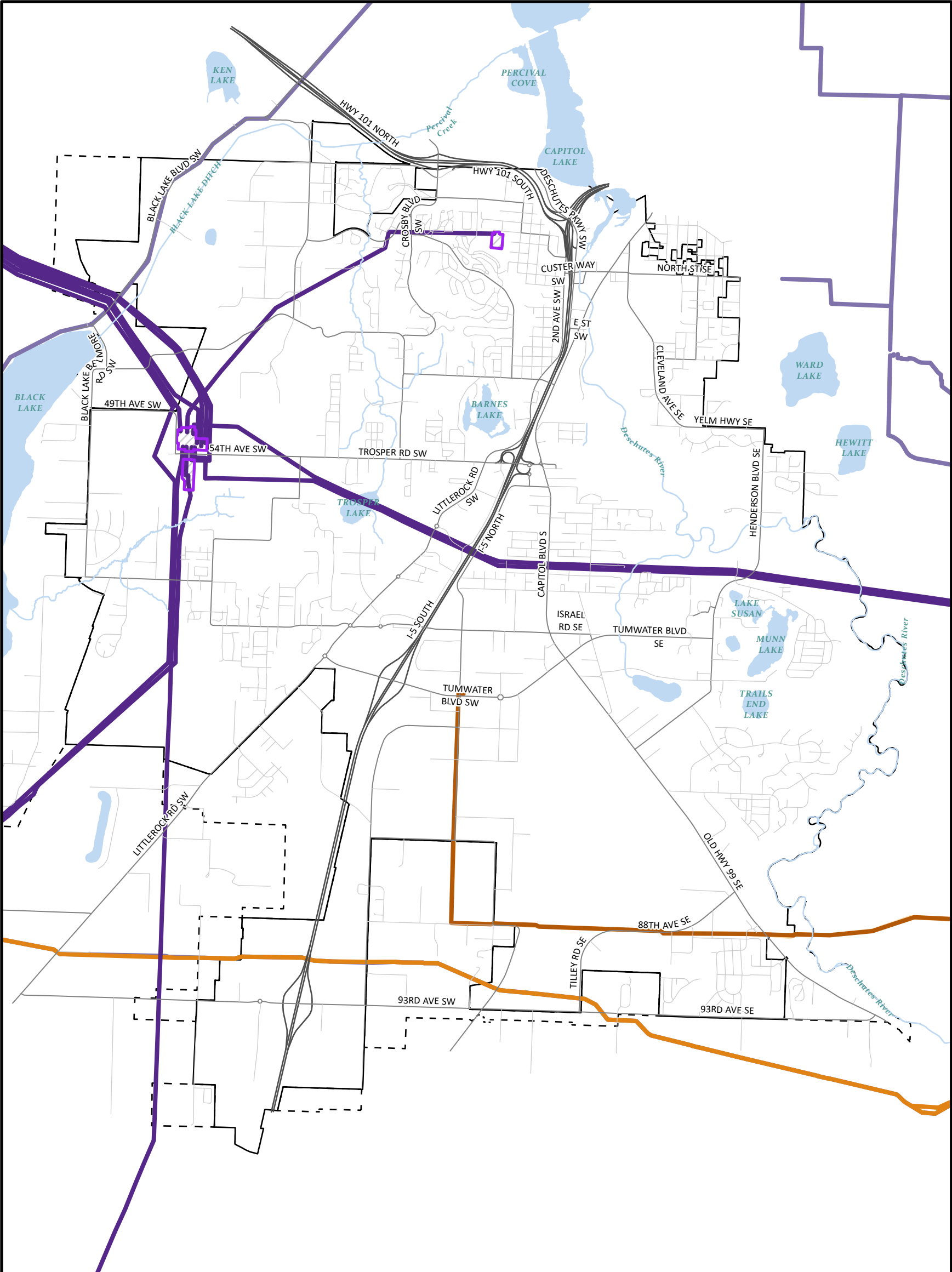


### Appendix B Private Utility Contact Information

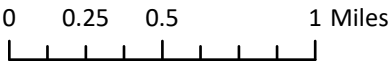
Table U-3 identifies the contact information for Private Utility Providers as required by RCW 36.70A.070(4)(b).

Table U-3. Private Utility Contact Information.

Provider	Contact Information
<b>Puget Sound Energy</b>	Phone: 1-888-225-5773 Email: <a href="mailto:customer.care@pse.com">customer.care@pse.com</a> Website: <a href="https://www.pse.com/en">https://www.pse.com/en</a> In case of emergency call 1-888-225-5773
<b>Olympic Pipeline</b>	Email: <a href="mailto:BPDamagePrevention@bp.com">BPDamagePrevention@bp.com</a> Website: <a href="https://www.bp.com/en_us/united-states/home/products-and-services/pipelines.html">https://www.bp.com/en_us/united-states/home/products-and-services/pipelines.html</a> In case of Emergency call Washington (Olympic Pipeline System): 1-888-271-8880
<b>Williams Northwest Pipeline</b>	Phone: 1-800-945-8723 Email: <a href="mailto:media@williams.com">media@williams.com</a> Website: <a href="https://www.williams.com/">https://www.williams.com/</a> In case of Emergency call 1-800-972-7733
<b>Century Link</b>	Phone: 800-603-6000 Website: <a href="https://www.centurylink.com/home/help/contact.html">https://www.centurylink.com/home/help/contact.html</a>
<b>Xfinity (Comcast)</b>	Phone: 1-888-936-4968 Website: <a href="https://www.xfinity.com/support/">https://www.xfinity.com/support/</a>
<b>Washington Utilities and Transportation Commission</b>	Phone: 360-664-1160 Website: <a href="https://www.utc.wa.gov/contact-us">https://www.utc.wa.gov/contact-us</a>
<b>Northwest Power and Conservation Council</b>	Phone: 800-452-5161 Email: <a href="mailto:info@nwcouncil.org">info@nwcouncil.org</a> Website: <a href="https://www.nwcouncil.org/">https://www.nwcouncil.org/</a>



Fuel, Gas, & Major Electric Lines



- Fuel
- Gas Line
- Power Line
- Natural Gas
- Refined Petroleum
- Tumwater Urban Growth Area
- Power Substation Area

Map created by the City of Tumwater Transportation and Engineering Department using ArcGIS Pro 3.3.2.  
Data courtesy City of Tumwater Transportation and Engineering Department.  
DISCLAIMER: The City of Tumwater does not warrant, guarantee, or accept any liability for the accuracy, precision, or completeness of any information shown hereon or for any inferences made therefrom.

TO: General Government Committee  
FROM: Brad Medrud, Deputy Community Development Director  
DATE: May 14, 2025  
SUBJECT: 5901 Black Lake-Belmore SW 10 Percent Annexation Petition (TUM-25-0453)

---

1) Recommended Action:

Place the 10 Percent Annexation Petition on the June 3, 2025, City Council consideration calendar for the City Council to decide whether they will accept the proposed annexation and whether the City Council will require the assumption of existing City indebtedness by the area to be annexed.

---

2) Background:

The owner of a property currently in Tumwater's urban growth area in unincorporated Thurston County filed petition applications under Chapter 35A.14 RCW for annexation to the City on April 25, 2025, that were deemed complete on April 29, 2025, after payment of the necessary review fees.

Because the property owner owns all the property included in the annexation area, they filed petitions representing both the ten percent and sixty percent of the value of the properties proposed for annexation.

The property owner has asked that their property be annexed into the City of Tumwater and indicated their willingness to assume their fair share of the City's indebtedness and are willing to accept the City's Comprehensive Plan.

---

3) Policy Support:

Goal LU-2: Ensure development takes place in an orderly and cost-efficient manner in order to best utilize available land and public services, conserve natural resources, protect critical areas, preserve open space, and reduce sprawl.

Policy LU-2.4 Ensure new annexations adhere to the goals and policies of the City's Annexation Policy.

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4) Alternatives:

☐ None.

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5) Fiscal Notes:

None.

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6) Attachments:

- A. Staff Report
- B. Presentation
- C. Ten and Sixty Percent Petitions
- D. Application Exhibits

# STAFF REPORT

Date: May 5, 2025

To: General Government Committee

From: Brad Medrud, Deputy Community Development Director



## 5901 Black Lake-Belmore SW Ten Percent Annexation Petition (TUM-25-0453)

The owner of a property at 5901 Black Lake-Belmore Road SW currently in Tumwater's urban growth area in unincorporated Thurston County is requesting to be annexed into Tumwater. The property owner filed ten percent and sixty percent annexation petition applications with the City on April 25, 2025, which were deemed complete on April 29, 2025, after payment of the necessary application review fees.

The property owner has indicated a willingness to assume their fair share of the City's indebtedness and is willing to accept the City's Comprehensive Plan. Because the property owner owns all the property included in the annexation area, they filed annexation petitions representing both ten percent and sixty percent of the value of the properties proposed for annexation.

At their meeting on May 14, 2025, the General Government Committee will be asked to place the ten percent annexation petition on the June 3, 2025, City Council consideration calendar for the City Council to decide whether it will accept the proposed annexation and whether the City Council will require the assumption of existing City indebtedness by the area to be annexed.

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## 5901 Black Lake-Belmore SW Ten Percent Annexation Petition (TUM-25-0453)

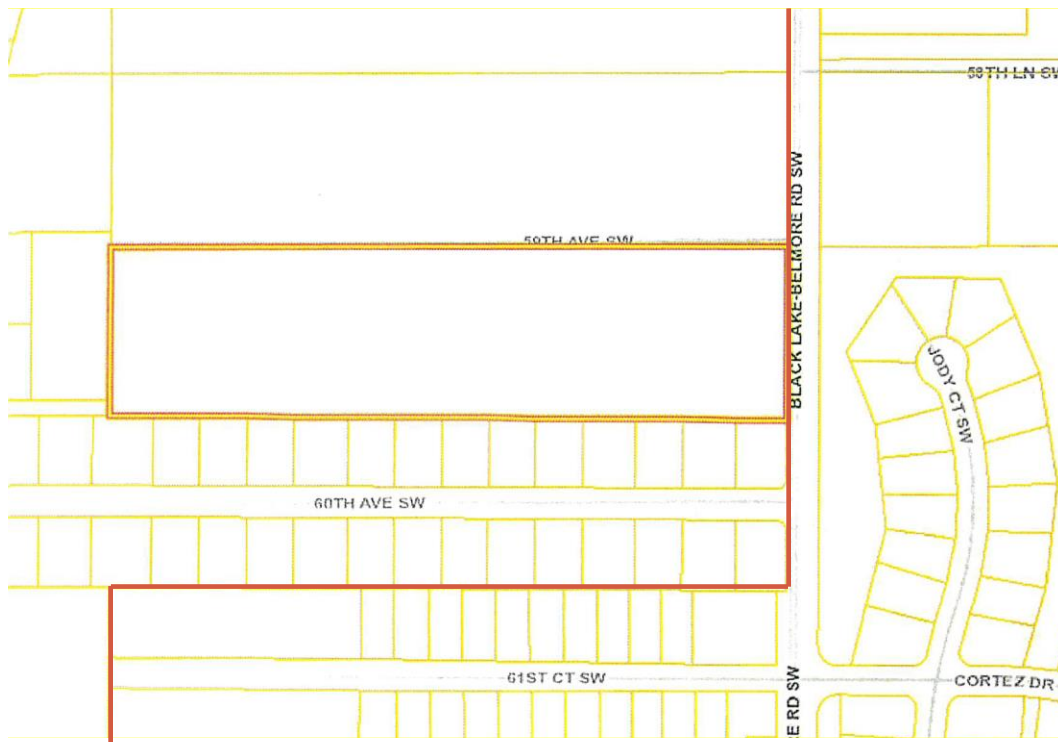
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## 1 – Background

As a non-charter Code City, Tumwater follows the annexation processes outlined in Chapter 35A.14 RCW. Cities such as Tumwater that plan under the Growth Management Act may annex only property that is located within their designated urban growth areas.

The annexation petition is for the property at 5901 Black Lake-Belmore Road SW, Thurston County Assessor's parcel number 12705220200, which is approximately 9.72 acres and is owned by Terrence Hess.

The parcel in the proposed annexation area is located northwest of the intersection of Black Lake-Belmore Road SW and 60<sup>th</sup> Avenue SW and is 9.72 acres in size. The proposed annexation area is west of the current city limit as shown in the map below and has a Single Family Low Density Residential district designation. The red line is the current City limits.





The property is undeveloped.

The ten percent annexation petition requests that the City Council set a date not later than sixty days after the filing of the ten percent annexation petition for a meeting with the property owner to determine:

- Whether the City Council will accept, reject, or geographically modify the proposed annexation;
- Whether the City Council will require adoption of a comprehensive plan for the area to be annexed [This has been completed already through the adopted Tumwater Thurston County Joint Plan by the City and County.]; and
- Whether the City Council will require the assumption of existing City indebtedness by the area to be annexed.

## **2 – Growth Management Act and Annexations**

The Growth Management Act (GMA) establishes the framework for Tumwater’s annexation authority. A major goal of GMA is to reduce urban sprawl by encouraging development in urban areas where adequate public facilities already exist or where such facilities can be more efficiently provided (RCW 36.70A.020(1) and (2)). To help implement this goal, GMA requires that counties designate urban growth areas “within which urban growth shall be encouraged and outside of which growth can occur only if it is not urban in nature” (RCW 36.70A.110(1)).

Tumwater’s urban growth area includes land sufficient to accommodate the 20-year population growth projected for the City. In addition, GMA states that “it is appropriate that urban government services be provided by cities, and urban government services should not be provided in rural areas” (RCW 36.70A.110(3)). Consistent with the goal of controlling the spread of urban growth, GMA limits the territory Tumwater may annex to that which lies within its urban growth area (RCW 35A.14.005). The Tumwater Thurston County Joint Plan provides the necessary Comprehensive Plan policies dealing with land use, housing, capital facilities, utilities, and transportation in Tumwater’s urban growth area.

## **3 – General Guidelines for Evaluating Proposed Annexations**

The Municipal Research and Services Center of Washington prepared the updated guidebook *Annexation by Washington Cities and Towns* in 2020.

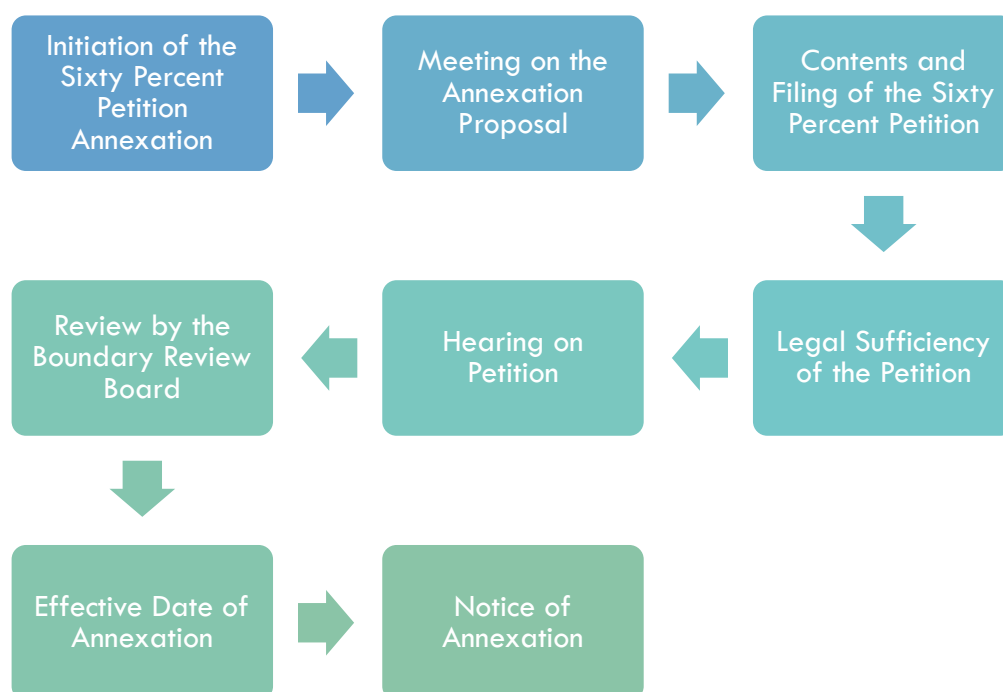
The Guidebook suggested consideration of the following basic principles when considering an annexation to ensure that the chances of a successful completion of the annexation would be increased and the effect upon the City would be positive.

- *The boundaries of the annexation area should be drawn in accordance with the ability (both from a geographic and economic standpoint) of the city to provide services. The need for services should be taken into account.*

- *The population and assessed valuation of the area should be sufficient to allow the area to pay its fair share of the cost of providing services.*
- *The area should contribute to the logical growth pattern of the city and should encourage orderly growth. Where possible, irregular boundaries should be avoided.*
- *It should be no larger than what the city is able to service adequately with capital improvements and services within a reasonable time.*
- *The area should be adaptable to anticipated expansion requirements of the city for residential or commercial/industrial purposes.*
- *The boundaries of an area should be drawn to include residents who are generally favorable toward annexation or where annexation can be demonstrated to be advantageous to the residents of both the fringe area and the city.*
- *In drawing boundaries of an annexation area, due regard should be given to special districts in the area (see Special Districts).*

#### **4 – Sixty Percent Annexation Method Process**

The most frequently used method of annexing unincorporated territory is by petition of the owners of at least sixty percent of the property value in the area, computed according to the assessed valuation of the property for general taxation purposes. The steps in the sixty percent annexation method process are as follows:



## A. Initiation of the Sixty Percent Petition Annexation

Under RCW 35.14.120, prior to circulating a petition for annexation, the owners of property representing not less than ten percent of the assessed value of the property for which annexation is sought must give written notice to the City Council of their intention to commence annexation proceedings. This process was completed on April 29, 2025, when the ten percent petition application was deemed completed after the applicant paid the necessary application review fees.

## B. Meeting on the Annexation Proposal

Following RCW 35A.14.120, after being notified of the proposed annexation, the City Council is to set a date not later than sixty days after the filing of the ten percent petition for a meeting with the initiating parties to determine:

- Whether Tumwater will accept, reject, or geographically modify the proposed annexation;
- Whether it will require the simultaneous adoption of a proposed zoning regulation, if such a proposal has been prepared and filed (as provided for in RCW 35A.14.330 and 35A.14.340); and
- Whether it will require the assumption of all or any portion of existing City indebtedness by the area to be annexed.

This meeting with the City Council is proposed for June 3, 2025. If the City Council requires the adoption of a proposed zoning regulation and/or the assumption of all or any portion of indebtedness as conditions to annexation, it is to record this action in the minutes of the meeting. City Council acceptance of the proposed annexation is a condition precedent to circulation of the petition. There is no appeal from the City Council's decision.

## C. Contents of Petition

Under RCW 35A.14.120, if the City Council accepts the initial annexation proposal, the sixty percent petition may be drafted and circulated. The sixty percent petition must:

- Describe the property according to government legal subdivisions or legal plats.
- Be accompanied by a map that outlines the boundaries of the property sought to be annexed.
- If the City Council has required the assumption of all or any portion of City indebtedness and/or the adoption of a proposed zoning regulation for the area to be annexed, set forth these facts clearly, together with a quotation of the minute entry of that requirement.
- Be signed by the owners of not less than sixty percent of the assessed value of the property for which annexation is petitioned.
- Comply with the rules for petitions in RCW 35A.01.040 (RCW 35A.14.130).

The applicant has submitted a complete sixty percent annexation petition application. So if the City Council approves the ten percent petition, then this step will have been completed.

#### D. Filing of Sixty Percent Petition

The completed sixty percent annexation petition is to be filed with the City Council (RCW 35A.14.120). Although there is no time limit specified in the annexation statutes as to when a petition needs to be filed with the City Council after it has begun circulating for signatures, the signatures on a petition are valid only if signed no later than six months prior to the filing date. Any signatures older than six months are to be stricken from the petition by the officer certifying petition sufficiency (RCW 35A.01.040(8)).

The applicant has submitted a complete sixty percent petition application. So if the City Council approves the ten percent petition, then this step will have been completed.

#### E. Legal Sufficiency of the Petition

The annexation petition must be certified as sufficient (i.e., as having valid signatures representing the required sixty percent of property value). Within three working days of the filing of the sixty percent petition, the officer with whom the petition is filed must transmit the petition to the county assessor, who makes the determination of the sufficiency of the petition. The county officer whose duty it is to determine petition sufficiency must file with the officer receiving the petition for filing a certificate stating the date the determination of sufficiency was begun. The officer determining petition sufficiency must do so “with reasonable promptness” (RCW 35A.01.040(4)).

This will be the next step if the City Council approves the ten percent petition.

#### F. Hearing on Petition

Under RCW 35A.14.130, when a legally sufficient annexation petition is filed, the City Council may consider it and:

- Fix a date for a public hearing, and
- Provide notice specifying the time and place of the hearing and inviting interested people to appear and voice approval or disapproval of the annexation. The notice is to be:
  - Published in one or more issues of a newspaper of general circulation in the City; and
  - Posted in three public places within the territory proposed for annexation.

There are no statutory requirements concerning the actual hearing, other than to give proponents and opponents an opportunity to speak.

## G. Decision

Because Tumwater may not annex territory without prior Thurston County Boundary Review Board approval, an annexation ordinance passed following a hearing but before board review cannot yet be effective. Consequently, the City Council will be asked to approve a resolution of intent to annex. If the review board approves the annexation, the City Council will adopt the formal annexation ordinance.

## H. Review by the Boundary Review Board

Under RCW 36.93.090 and .100, Tumwater must file a “notice of intention” with the Thurston County Boundary Review Board within 180 days of when the annexation is proposed. For the purposes of sixty percent annexation petition, an annexation is “proposed” when the annexation petition is filed with the Tumwater.

If the proposal includes annexation of the territory of a fire district, in this case the McLane Black Lake Fire District, Tumwater must provide notice to the district of the proposed annexation simultaneously when notice of the proposed annexation is provided to the Thurston County Boundary Review Board.

The board may assume jurisdiction over the annexation if, within forty-five days of filing the notice of intention, a request for review is made by:

- Thurston County or any other affected governmental unit; or
- Petition of registered voters or property owners.

If jurisdiction is not invoked within forty-five days, the proposed annexation is deemed approved by the Thurston County Boundary Review Board.

The board must act within 120 days of the review request unless the board and the annexation initiators agree to an extension. If no decision is made within 120 days and no extension is granted, the proposal is deemed approved.

## I. Effective Date of Annexation

The annexation, together with any provision relating to application of a proposed zoning regulation, is effective on the date fixed in the annexation ordinance. The relevant statute, RCW 35A.14.150, does not specify any date by which the annexation must be made effective. Note, however, that there are important timing issues as to when an annexation occurs with respect to when the City’s property tax levy can be effective in the newly annexed area and with respect to receipt of state-shared revenues, sales tax, and, if applicable, sales tax equalization payments.

## J. Notice of Annexation

### 1) **Notice to State (Office of Financial Management Certification)**

Tumwater must submit an annexation certificate and additional supporting documents to the state Office of Financial Management within thirty days of the effective date of annexation specified in the annexation ordinance (RCW 35A.14.700).

The Office of Financial Management files the approved annexation certificates on a quarterly basis. Filing dates are the last working days of November, February, May, and August. Annexations are not approved and filed until all of Office of Financial Management's requirements are met. Revenues may be lost as a result of problems in the certification process because revenue distributions are not backdated.

### 2) **Notice to County, Light and Power and Gas Distribution Businesses, and, Where Applicable, to Fire Protection and Library Districts**

At least sixty days before the effective date of the annexation, Tumwater is required by RCW 35A.14.801 to provide to the county treasurer and assessor and to light and power and gas distribution businesses, by certified mail or electronic means, notice of the annexation that includes a list of annexed parcel numbers and street addresses.

If Tumwater annexes territory within a fire district, which in this case is the McLane Black Lake Fire District, it is required to provide the same notice to the district. The county treasurer is required to remit to the City only those road taxes and, where applicable, fire district and library district property taxes collected sixty days or more after receipt of the notice. Light and power businesses and gas distribution businesses are only required to remit to the City those utility taxes collected sixty days or more after receipt of the notice.

### 3) **Notice to Department of Revenue**

Sales tax changes may take effect only on January 1, April 1, or July 1. The term "sales tax changes," for purposes of this legislation, includes changes resulting from annexation (RCW 82.14.055(4)). The City must provide notice to the Department of Revenue at least seventy-five days before the change takes place.

### 4) **Notice to City Departments.**

Although any annexation will impact some City departments more than others, all will be advised of the annexation.

## **5 – Staff Recommendation and Request**

- Accept the proposal to annex, with no modifications.
- Do not propose any amendments to the existing land use designations or zone districts.
- Require the annexed area to assume City indebtedness.

5901 Black Lake-Belmore SW Ten Percent Annexation Petition (TUM-25-0453)

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- Ask the General Government Committee to place the ten percent annexation petition on the June 3, 2025, City Council consideration calendar for the City Council to discuss with the applicant.

## Appendix A – Draft Property Tax Comparison

<b>Property Tax</b> Rates are per \$1,000 of the assessed value of your property	<b>Tax Rate for your area</b>	<b>Taxes for \$500,000 home - Based on Average Value for your area</b>	<b>Tax Rate after annexation to City of Tumwater</b>	<b>Taxes for \$500,000 home after annexation</b>
<b>County Road Tax</b>	\$0.72	\$360.00	\$-	\$-
<b>McLane Black Lake Fire Dept.</b>	\$1.42	\$710.00	\$-	\$-
<b>McLane Black Lake Fire Dept. Excess Levy</b>	\$0.77	\$385.00	\$0.77	\$385.00
<b>City of Tumwater General Tax</b>	\$-	\$-	\$1.75	\$875.00
<b>Tumwater Metropolitan Park District</b>	\$-	\$-	\$0.49	\$245.00
<b>Public Utility District #1</b>	\$0.01	\$5.00	\$0.01	\$5.00
<b>Medic One</b>	\$0.13	\$65.00	\$0.13	\$65.00
<b>Medic One Levy Lid Lift</b>	\$0.21	\$105.00	\$0.21	\$105.00
<b>Port of Olympia</b>	\$0.13	\$65.00	\$0.13	\$65.00
<b>Timberland Regional Library</b>	\$0.23	\$115.00	\$0.23	\$115.00
<b>Tumwater School District Excess Levy</b>	\$3.88	\$1,940.00	\$3.88	\$1,940.00
<b>County General Tax</b>	\$0.85	\$425.00	\$0.85	\$425.00
<b>State General Tax</b>	\$2.26	\$1,130.00	\$2.26	\$1,130.00
<b>TOTAL</b>	<b>\$10.61</b>	<b>\$5,305.00</b>	<b>\$10.71</b>	<b>\$5,355.00</b>

Note: McLane Black Lake Fire excess levy runs 1/1/24 through 12/31/27



# **5901 Black Lake-Belmore Road SW Ten Percent Annexation Petition (TUM-25-0453)**

**General Government Committee, May 14, 2025**



# Intent

- Present the Ten Percent Annexation Petition
- Explain the Sixty Percent Annexation Method Process
- Discuss Next Steps

# Background

- The owner of a property on Black Lake-Belmore Road SW in Tumwater's urban growth area is requesting to be annexed
- A ten percent annexation petition applications was filed with the City on April 25, 2025, and was deemed complete on April 29, 2025, after payment of application review fees
- Because the property owner owns all the property included in the annexation area, they filed annexation petitions representing both ten percent and sixty percent of the value of the property proposed for annexation



# Background

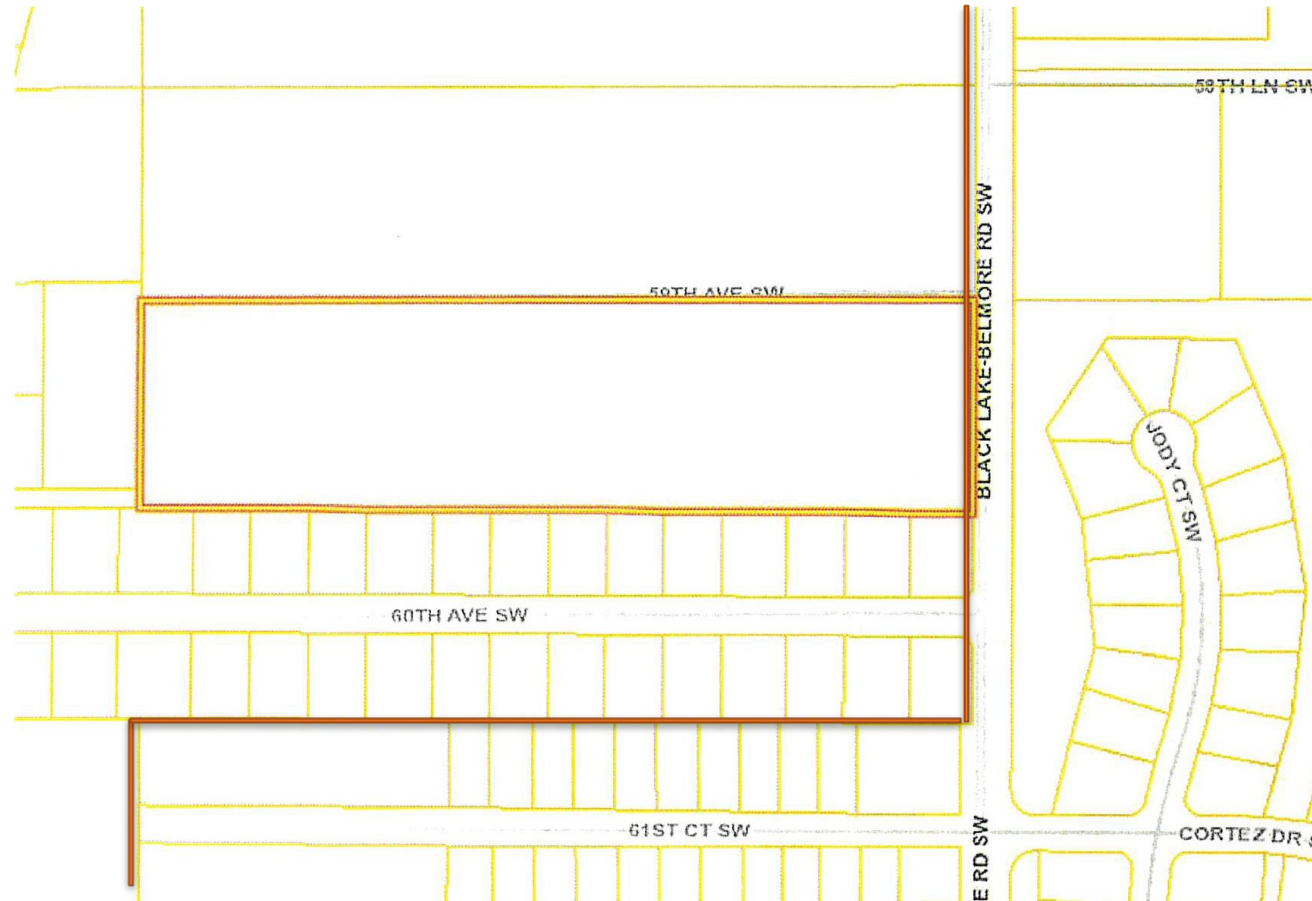
- The property owner has indicated their willingness to assume their fair share of the City's indebtedness and are willing to accept the land use designation and zone district for their property
- Staff is unaware of any pending development applications for the property

# Proposed Annexation Area

- The proposed annexation area consists of a parcel located northwest of the intersection of Black Lake-Belmore Road SW and 60th Avenue SW and is 9.72 acres in size
- The parcel has a Single Family Low Density Residential district designation and is undeveloped

# Proposed Annexation Area

- 5901 Black Lake-Belmore Road SW
- Owned by Terrence Hess
- Parcel #12705220200
- Approximately 9.72 acres



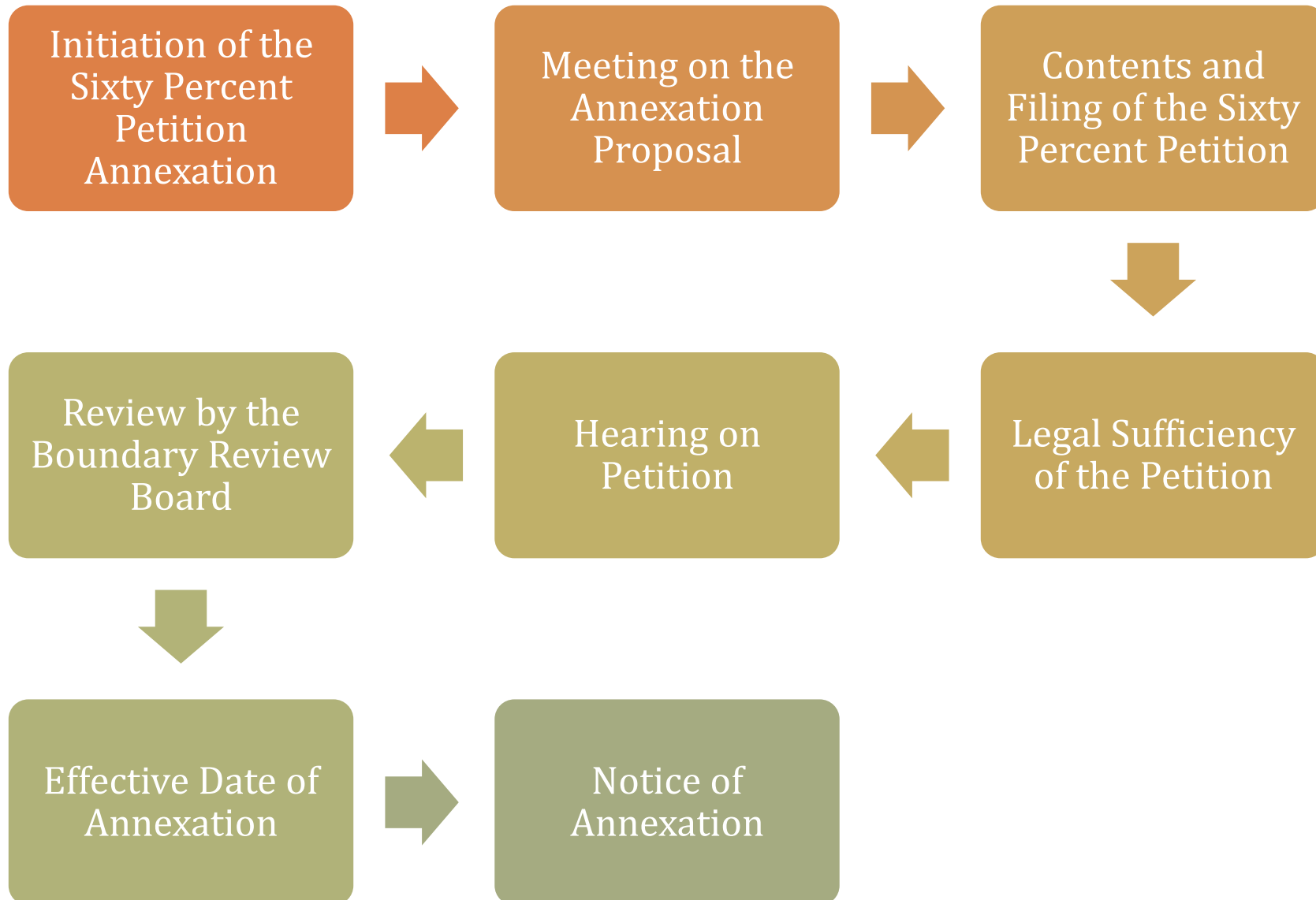
# Initial Request of City Council

The ten percent annexation petition requests that the City Council set a date not later than 60 days after the filing of the ten percent petition for a meeting with the property owner to determine:

1. Whether the City Council will accept, reject, or geographically modify the proposed annexation;
2. Whether the City Council will require adoption of a new land use designation for the area to be annexed; and
3. Whether the City Council will require the assumption of existing City indebtedness by the area to be annexed



# Sixty Percent Annexation Method Process





# Staff Recommendation

- Accept the proposal to annex, with no modifications
- Do not propose any amendments to the existing land use designations or zone districts
- Require the annexed area to assume City indebtedness

# Initial Request of City Council

- The General Government Committee will be asked to place the ten percent annexation petitions on the June 3, 2025, City Council consideration calendar for the City Council to discuss with the applicants

# Future Steps

- If the Council decides to accept the annexation proposal – either as proposed or modified – then a sixty percent petition will be drafted and circulated to the affected property owners
- Approval by property owners representing sixty percent of the assessed value of the annexation area is required
- Final approval would only occur after review and approval of the Boundary Review Board, followed by a public hearing and a vote of City Council





**CITY OF TUMWATER**  
 555 ISRAEL RD. SW, TUMWATER, WA 98501  
 Email: cdd@ci.tumwater.wa.us  
 (360) 754-4180

**PETITION FOR ANNEXATION TO  
 THE CITY OF TUMWATER**

TUM - 25  0453  Kerri RCVD BY	DATE STAMP  04-25-2025
--	------------------------------

**TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF TUMWATER**

We, the undersigned, being the owners of not less than sixty percent (60%) in value of the real property herein described, do hereby petition that such territory be annexed to and made a part of the City of Tumwater.

The territory proposed to be annexed is within Thurston County, Washington, and the boundaries are outlined on the plat accompanying petition. The property is described as follows:

**(Legal Description)**  
**See "Exhibit A"**

The City Council of the City of Tumwater met with the initiating parties at a Council meeting on: \_\_\_\_\_ and did determine that the City would accept the proposed annexation. At said meeting, the City Council did also determine that:

It would require the simultaneous adoption of a comprehensive plan for the area to be annexed; and

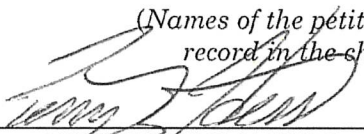
It would require the assumption of existing City indebtedness by the area to be annexed, as disclosed by the minute entry regarding the same in the minutes of said Council meeting.

Petition for Annexation to the City of Tumwater

This page is one of a number of identical pages forming one petition seeking the annexation of territory to the City of Tumwater, Washington, as above stated, and may be filed with other pages containing additional signatures.

The petitioners subscribing hereto agree that all property within the territory hereby sought to be annexed shall be assessed and taxed at the same rate and on the same basis as other property within the City of Tumwater, including assessments or taxes in payment of any bonds issued or debts contracted prior to or existing at the date of annexation.

*(Names of the petitioners should be in identical form as the same appear of record in the chain of title to the real estate. All owners must sign.)*

  
 OWNER'S SIGNATURE

Terrence Hess  
 PRINTED NAME

ADDRESS: 5901 Black Lake Belmore Rd SW, Olympia, WA 98512

ASSESSOR'S PARCEL #: 12705220200

DATE: 11/07/2024

APPROXIMATE # OF ACRES: 9.72



**CITY OF TUMWATER**  
 555 ISRAEL RD. SW, TUMWATER, WA 98501  
 Email: cdd@ci.tumwater.wa.us  
 (360) 754-4180

**PETITION FOR ANNEXATION TO  
 THE CITY OF TUMWATER**

TUM - 25-

0453

Kerri  
 RCVD BY

DATE STAMP

04-25-2025

**TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF TUMWATER**

We, the undersigned, being the owners of not less than sixty percent (60%) in value of the real property herein described, do hereby petition that such territory be annexed to and made a part of the City of Tumwater.

The territory proposed to be annexed is within Thurston County, Washington, and the boundaries are outlined on the plat accompanying petition. The property is described as follows:

**(Legal Description)**  
 See "Exhibit A"

The City Council of the City of Tumwater met with the initiating parties at a Council meeting on: \_\_\_\_\_ and did determine that the City would accept the proposed annexation. At said meeting, the City Council did also determine that:

It would require the simultaneous adoption of a comprehensive plan for the area to be annexed; and

It would require the assumption of existing City indebtedness by the area to be annexed, as disclosed by the minute entry regarding the same in the minutes of said Council meeting.

Petition for Annexation to the City of Tumwater

This page is one of a number of identical pages forming one petition seeking the annexation of territory to the City of Tumwater, Washington, as above stated, and may be filed with other pages containing additional signatures.

The petitioners subscribing hereto agree that all property within the territory hereby sought to be annexed shall be assessed and taxed at the same rate and on the same basis as other property within the City of Tumwater, including assessments or taxes in payment of any bonds issued or debts contracted prior to or existing at the date of annexation.

*(Names of the petitioners should be in identical form as the same appear of record in the chain of title to the real estate. All owners must sign.)*

OWNER'S SIGNATURE

Terrence Hess  
 PRINTED NAME

ADDRESS: \_\_\_\_\_

ASSESSOR'S PARCEL #: 12705220200 DATE: 11/07/2024

APPROXIMATE # OF ACRES: 9.72





**CITY OF TUMWATER**  
 555 ISRAEL RD. SW, TUMWATER, WA 98501  
 (360) 754-4180 (360) 754-4126 (FAX)  
 Email: cdd@ci.tumwater.wa.us

**NOTICE OF INTENT TO COMMENCE  
 ANNEXATION PROCEEDINGS**

TUM -25-

0453

Kerri

RCVD BY

DATE STAMP

04-25-2025

**TO THE CITY COUNCIL OF THE CITY OF TUMWATER**

We, the undersigned, being owners of not less than ten percent in value of real property herein described for which annexation is sought, hereby notify the City Council of the City of Tumwater that it is our desire to commence annexation proceedings.

The property herein referred to is described in Exhibit "A" attached hereto and is depicted in Exhibit "B" further attached hereto.

It is requested that the City Council of the City of Tumwater set a date not later than sixty (60) days after the filing of this request for a meeting with the undersigned to determine:

Whether the City Council will accept the proposed annexation;

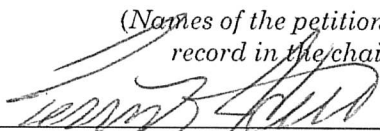
Whether the City Council will require adoption of a comprehensive plan for the area to be annexed;  
 and

Whether the City Council will require the assumption of existing City indebtedness by the area to be annexed.

Said property is now in Thurston County. We wish to have this property annexed into the City of Tumwater and are willing to assume our fair share of the City's indebtedness and are willing to accept the City's Comprehensive Plan.

This page is one of a group of pages containing identical text material and is intended by the signers of this Notice of Intent to be presented and considered as one Notice of Intent.

*(Names of the petitioners should be in identical form as the same appear on record in the chain of title to the real estate. All owners must sign.)*

  
 OWNER'S SIGNATURE

Terrence Hess

PRINTED NAME

ADDRESS: 5901 Black Lake Belmore RD SW Olympia WA 98512

DATE: 11/7/24

ASSESSOR'S PARCEL #: 12705220200

LEGAL DESCRIPTION OF ENTIRE ANNEXATION AREA:

See "Exhibit A"

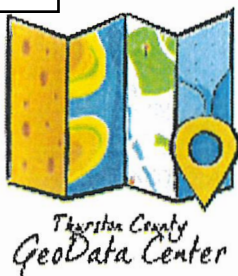
APPROXIMATE # OF ACRES: 9.72

## EXHIBIT "A" – LEGAL DESCRIPTION

See "Exhibit A"

## EXHIBIT "B" – MAP





## Data for Parcel No. 12705220200

Owner(s):  
HESS, TERRENCE E

Address:	5937 BLACK LAKE BELMORE RD SW
City:	OLYMPIA
State:	WA, 98512
Site Address:	
Site City:	
Site Zip:	
Section:	S05172W
Abbreviated Legal:	Section 05 Township 17 Range 2W S2 N2 NW NW LESS .22A RW
Usecode:	91
Tax Code Area:	450
Taxable:	Yes
Annual Tax:	View Property Taxes for Parcel
Property Type:	LND
Total Acres:	9.72
Land Value:	View Assessor's Data for Parcel
Building Value:	View Assessor's Data for Parcel
Total Value:	View Assessor's Data for Parcel
Current Use:	N
Exemptions:	None
Wetlands:	Unknown
Flood Zone:	OUT
Flood of 1999:	Unknown
Winter Flooding of 1996:	Unknown
High Groundwater Flood Hazards:	Unknown
Zoning:	SFL, Single-Family Low Density Residential
Commissioner District:	4
Historic Site:	No
Permitting Jurisdiction:	COUNTY
Jurisdiction of Influence:	TUMUGA
No Shooting Zone:	No
Animal Control:	Ordinance No. 12989. Contact Animal Services (360-352-2510).
Weed Containment Zone:	No
Landslide Hazard Review Area - Slope A:	Yes - Check with PBuilding Development Center
Landslide Hazard Review Area - Slope B:	Yes - Check with Building Development Center
Landslide Hazard Review Area - Slope C, D, E:	Not mapped by GeoData
Ground Water Sensitive Areas:	No
DNR Natural Heritage Data:	Unknown
Prairie Indicator Soils:	Yes
Mazama Pocket Gopher Soils:	Less Preferred, More Preferred
Mazama Pocket Gopher:	Unknown
Mazama Pocket Gopher Service Area:	OPG (Olympia Pocket Gopher)
Oregon Vesper Sparrow:	Unknown
Taylor's Checkerspot Butterfly:	Unknown
Oregon Spotted Frog:	Unknown
Marine Riparian Review Area - 300':	Unknown



DEC 12 '19 744700

When recorded return to:  
Mr. Terrence E Hess  
3448 7th Ave. SW  
Olympia, WA 98502

Thurston County Treasurer

Real Estate Excise Tax Paid

By

Filed for Record at Request of  
Foundation Escrow, Inc.  
Escrow Number: 19-4492-JB

CHICAGO TITLE

## Statutory Warranty Deed

NO. 100033425

THE GRANTOR Seaport Assets, Inc, a California Corporation for and in consideration of TEN DOLLARS AND OTHER GOOD AND VALUABLE CONSIDERATION in hand paid, conveys and warrants to Terrence E Hess, an ~~unmarried individual~~ the following described real estate, situated in the County of Thurston, State of Washington, a married man as his separate estate

## Abbreviated Legal:

Ptn NW ¼ NW ¼ 5-17-2W  
Tax Account No.: 12705220200

Tax Parcel Number(s): 12705220200

Full Legal Description Attached to Exhibit "A"

SUBJECT TO: Special Exceptions shown on Attached Exhibit "B"

Dated November 26, 2019

Seaport Assets, Inc

*[Signature]*  
By Matthew Wayne Walker, Chief Executive Officer

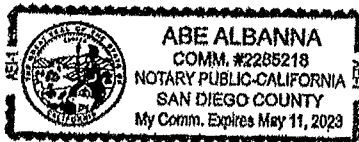
STATE OF California  
COUNTY OF San Diego SS:

I certify that I know or have satisfactory evidence Matthew Wayne Walker  
is/are the person(s) who appeared before  
me, and said person(s) acknowledge he signed this instrument, on oath stated he  
is/are authorized to execute the instrument and acknowledge that as the  
Chief Executive Officer of Seaport Assets, Inc  
to be the free and voluntary act of such party(ies) for the uses and purposes mentioned in this instrument.

Dated: 11/26/2019

*[Signature]*

Notary Public in and for the State of California  
Residing at San Diego County  
My appointment expires: May 11, 2023



**EXHIBIT A**

The South half of the North half of the Northwest quarter of the Northwest quarter of Section 5, Township 17 North, Range 2 West, W.M.; EXCEPT the East 30 feet for county road known as Belmore-Black Lake Road, as conveyed to Thurston County by deed recorded April 10, 1953 under Auditor's File No. 522295;

EXCEPTING any portion thereof lying South of an agreed boundary established as the South line thereof which is described as follows:

Commencing at a concrete monument marking the Northwest corner of Section 5, Township 17 North, Range 2 West, W.M.; Thence South  $00^{\circ} 00' 37''$  East along the Section line between said Section 5 and Section 6 for a distance of 651.38 feet; Thence North  $89^{\circ} 38' 41''$  East for a distance West to and extending through the shorelands lying in front of, adjacent to, and abutting upon Government Lot 8, Section 6, Township 17 North, Range 2 West, W.M.;

EXCEPTING ALSO that portion thereof, if any, lying North of the following described line:

Commencing at a concrete monument marking the Northwest corner of Section 5, Township 17 North, Range 2 West W.M.; Thence South  $00^{\circ} 00' 37''$  East along the section line between said Section 5 and Section 6 for a distance of 325.38 feet; Thence North  $89^{\circ} 39' 41''$  East for a distance of 1276.90 feet, more or less, to the West right-of-way line of the Belmore-Black Lake County Road and the Eastern terminus and point of beginning of this description; Thence South  $89^{\circ} 28' 41''$  West to and extending through the shorelands lying in front of, adjacent to, and abutting upon Government Lot 8, Section 6, Township 17 North, Range 2 West, W.M.; ALSO EXCEPTING county road known as Belmore-Black Lake Road along the East line of the Northwest quarter of the Northwest quarter of Section 5;

In Thurston County, Washington

TO: General Government Committee  
 FROM: Dana Bowers, Associate Planner  
 DATE: May 14, 2025  
 SUBJECT: Food System Plan – Development Update

---

1) Recommended Action:

No action is requested. This is an update with the consultant who will present the Draft Community Food Assessment and request input regarding goals and objectives that will guide the strategy to improve the food system.

---

2) Background:

The City Council included the preparation of a City Food System Plan to address community concerns with food insecurity on the local level on the 2025 Long Range Planning Work Program.

City staff have been working with our consultant Rebeca Potasnik to prepare a Plan that focuses on supporting ways to access food more effectively and consider the role of local and community-based agriculture activities, such as community gardens and local producers and processors to build a more resilient food system.

The strategy will focus on how to improve the food systems by eliminating barriers, addressing gaps in the current system, producing solutions to implement at appropriate scale, and identifying how to maintain and update resource materials through jurisdictional and community partners.

The General Government Committee was briefed on the project in November 13, 2024, and on March 18, 2025. This follow-up discussion with the General Government Committee will provide a draft of the Community Food Assessment. The consultant will request input regarding goals and objectives to guide the next steps of the project. Staff and the consultant plan to present goals and objectives to City Council at a work session scheduled for July 8, 2025.

---

3) Policy Support:

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

---

4) Alternatives:

☐ None

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5) Fiscal Notes:

Preparation of the Plan is internally funded.

---

6) Attachments:

- A. Staff Memorandum
- B. Community Food Assessment

# MEMORANDUM

Date: May 14, 2025  
To: General Government Committee  
From: Dana Bowers, Associate Planner



## Addressing Food Insecurity and Access to Food: Community Food Assessment

---

The City Council approved the development of a Food System Plan as part of the 2024 and 2025 Long Range Planning Work Programs. The City hired Rebeca Potasnik as a consultant to assist with the development of the Plan. The intent of the Plan is to review the current food landscape in Tumwater and create a strategy to improve objectives for the community.

Because the scope of food security is broad, the study is focusing on the following subjects:

- How to provide healthy food for all members of the community;
- Reduce food waste; and
- Support local food production and processing.

The first phase of the project is to create a Community Food Assessment which uses literature and interviews with key knowledge leaders to determine the current state of Tumwater's food system and identify needs. The next phase will provide a Food System Plan to define goals and objectives which are attainable and relevant to the scope of City code and programming. This plan will also provide strategies and metrics to improve food security in our community.

The consultant will present the findings of the Community Food Assessment and will ask the General Government Committee for input on potential goals and objectives that will guide the strategy to improve Tumwater's food system.

### Goal Development and Question for the Commission

The next phase of this project is to develop goals and objectives for Tumwater. The goals should be grounded in supporting the work that is already happening and meeting needs identified in the Community Food Assessment.

The following questions help guide a discussion and brainstorming session about what the General Government Committee would like to see move forward as recommendations to City

---

Council in this plan. For brainstorming, it would be the most valuable to provide any ideas you generate and avoid limiting suggestions to what is feasible or within City responsibilities. Staff and consultants can complete assessments of feasibility and strategies to accomplish the goals.

- What key challenges do you see that were not captured?
- What challenges could be alleviated by Tumwater?
- What local regulations unintentionally hinder food production, processing, retail, or recovery?
- What changes would you like to see in Tumwater's food system?
- Have you seen practices in other municipalities that would meet Tumwater's needs?

## Community Food Assessment

The goal of the Community Food Assessment is to provide a summary of Tumwater's food landscape to determine the strengths already present, developments currently underway, and challenges that provide barriers to success. This work will ensure that City efforts complement the strengths of community partners and work together with them to remove obstacles.

Interviews and a survey were conducted to gather information from community leaders in the following roles:

- Local Food Producers and Processors
- Food Access and Security
- Education and Workforce Development
- Land Use and Conservation
- Public Health and Nutrition
- Food Waste Reduction and Recovery
- Food Retail and Distribution

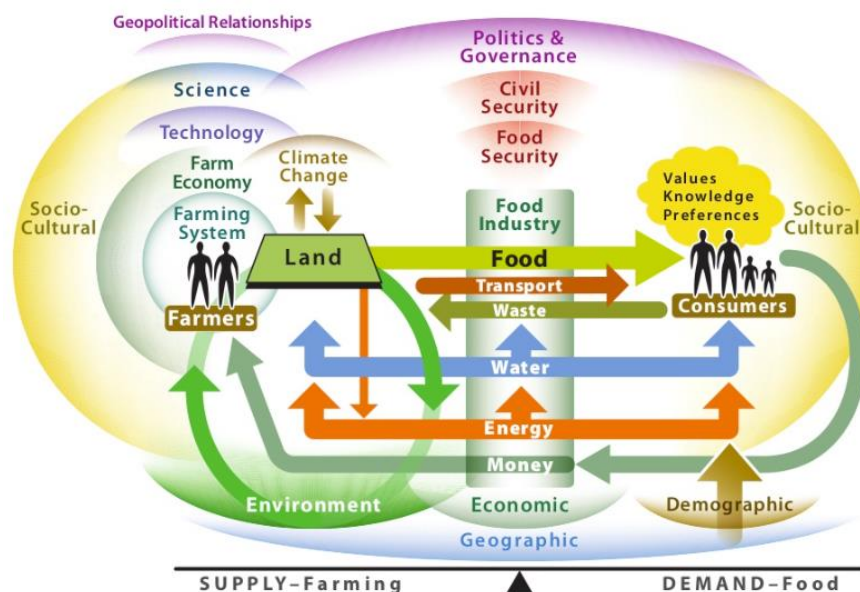
These roles define the topics that will be addressed in the report. Key developments, key challenges and current collaborations and resources will be identified for each of these roles. Knowledge leaders were also interviewed for Policy and Government and Community Advocacy and Food Justice. Since these topics are interwoven between each of the roles, they will be included throughout the report. Since many of these topics are interrelated, there are many key knowledge leaders who have roles in more than one topic area.

The Warren Family on Hoadly Loop Road SE was contacted for participation as an expert in distribution by our consultant. The family was provided with information about the project in person and have not reached out to participate in the survey or interviews.

## Overview

The food system is complex and integrates many other systems and inputs to meet the nutritional needs of people. The graphic below demonstrates the interconnected nature of the food system.

Figure 1. Food System Map – Basic Elements. Source: shiftN



When any one part of the system is in jeopardy, the other parts also decline. Issues that affect economic vitality impact the food system. Rising costs of living create pressure on households to further constrain spending. Since grocery budgets are more flexible than housing, utilities, and insurance, people with budget constraints often make choices to limit their grocery spending.

Many factors can influence the cost of food, such as water availability, gas prices, land prices, and lease rental for commercial spaces. Some of these factors can be intensified by local policies and regulations which balance many different community needs. While considering off-site impacts, the City should consider regulatory barriers that may alleviate these issues that cause lack of services for community members. This lack of service creates an issue for both producers and consumers because cattle cannot be butchered at the best time, increasing the feeding costs or reducing the quantity of meat produced for the consumer. Producers must transport their animals further to get the services they need, and it increases the cost as well.

Food security has been a topic of discussion and collaboration in Thurston County since 2007. Many efforts have grown and faded since then due to funding opportunities. In 2019-20, as organized efforts pivoted around closures and changes to service models, pop up food distribution and localized models also provided food during the pandemic.

## Processors and Producers

Producers face many challenges in our region. Development has increased the cost of farmland as demand for housing and other urban development increases. Access to water for urban farms

and gardens that may not have water rights has led to increasing costs for those who are connected to City utilities which in turn increases the cost of production. While City codes permit urban agriculture and protect the right to farm, there are also barriers to farming lifestyles in an urban setting. Storage for feed, waste management, and accessory uses are difficult to navigate in smaller urban spaces. While urban farms have better proximity to markets, low density development may not provide enough economic incentive to draw farms into urban spaces.

### **Access and Security**

Food insecurity has been a growing concern for many communities as the costs of living increase. Several programs like Supplemental Nutrition Assistance Programs and Women Infants and Children program that are funded federally and operated by state agencies aid families with incomes under an eligibility threshold. In some cases, these funds can be allocated for use at local food vendors like farmers markets or local grocery stores which helps the local food network increase their market and meet the rising costs of production. Free pantries and other local food assistance experienced a resurgence during the pandemic with many of them persisting and providing services to the community that have an important role in food rescue and waste reduction.

While efforts to support local food systems with federal programs are in place, education and assistance are needed to remove behavior-based barriers to fresh nutritious food. Some local vendors also have a technological and cost barrier to accepting different forms of payment, limiting only certain vendors from participating and reducing the market for those producers.

### **Retail Distribution**

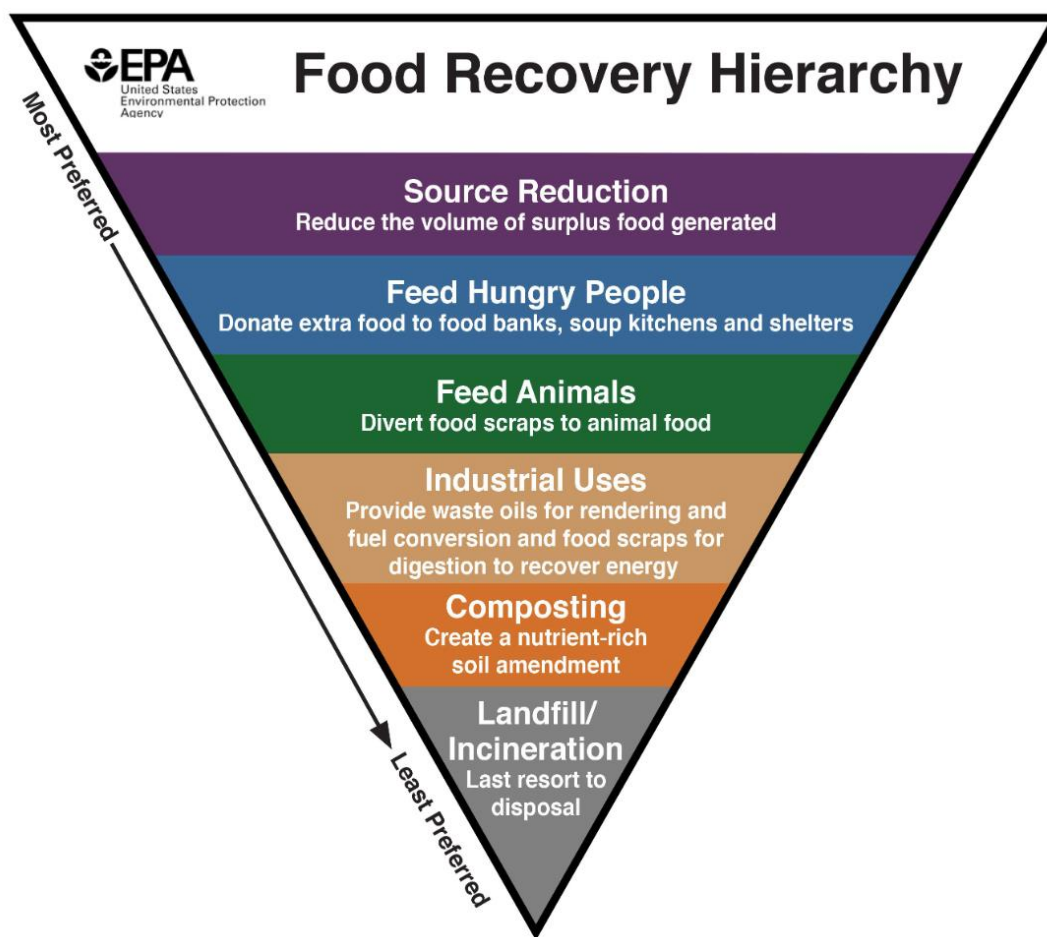
Food hubs collaborate with many different producers to combine resources from multiple different sources creating local scale markets and increasing fair prices for both the consumer and producer. These hubs extend the capacity of any one producer to provide more flexibility for the consumer, however access is still limited and not as flexible as large retailers. Some hubs that are funded with grant dollars face uncertainties as programs shift and priorities at the federal and state level change.

### **Waste and Food Recovery**

The U.S. Environmental Protection Agency identifies food recovery through a hierarchy that establishes the most preferred methods to least preferred methods based on effectiveness. The Food Recovery Hierarchy is included below as Figure 2.



Figure 2. Food Recovery Hierarchy. Source: EPA



Diverting food waste is a strategy for greenhouse gas emission reduction and Washington State passed mandates that start in 2022 and will phase in separation for food waste. Challenges such as packaging contamination, short meal periods and lack of cold storage often cause barriers for diverting food from the landfill to other useful ends.

### Access and Security

Food insecurity is a daily concern for low- and middle-income households. Challenges around not having resources for culturally appropriate, nutritious food, have intensified since pandemic-related food programs have expired. On the other hand, private food pantries and other mutual aid models expanded during the pandemic and have largely remained in operation. While federal food benefit systems are in place, some who need food assistance face eligibility or other social barriers. For those who are eligible for food benefits, the rising cost of production stretches food dollars thin. Other services that do not restrict eligibility such as food banks are serving more community members. More than 10% of Tumwater residents used the food bank at any Thurston County location in 2024, 61% of whom were 18-60 years old.

## Public Health and Nutrition

Health and nutrition are closely related and contribute to healthier communities. Stress from food insecurity can lead to health issues like psychosocial and academic issues, particularly in children. There are also social barriers to nutritional food like access to culturally appropriate foods, language barriers, and nutritional education.

Tumwater School District prepares and serves meals for students during the school year to make up for shortfalls and provides meals during summer months at designated school sites. In the past year, eligibility rose 3.5% for free and reduced-price lunch programs to 33.24%. With rising costs of food and a lag in federal and state funding to meet the need, school districts cover the gap in funding.

## Education and Workforce

Knowledge about how to produce, preserve, prepare, and recover nutritious food is essential to developing a thriving local food system. Efforts to restore this knowledge and prepare a workforce for the local food industry is pivotal for a sustainable system. School gardens can be an important place to start talking about nutrition as exposure to new foods can be limited to family culture and knowledge.

## Methodology

All steps of the Food Systems Plan must follow guiding principles which align with Tumwater's Vision and Values, which include:

- **Equity.** A food system should support food security with an emphasis on those community members that experience the greatest inequities.
- **Sustainability.** A balance between environmental health, economic profitability, and social equity creates a resilient food system that meets current food needs without compromising the ability of future generations to meet their own needs.
- **Stability.** All community members should have reliable access to sufficient, safe, appropriate, and nutritious food, even in the face of unexpected challenges.
- **Resiliency.** The food system should maintain its functionality and continue to provide food security and nutrition under various adverse conditions.
- **Efficacy.** The audience for the plan is Tumwater, therefore, the objectives and actions in this plan will be the areas where this level of government can have the most impact.

**Timeline**

The term of the project is until December 2025. Since the Comprehensive Plan periodic update is due in December, completing work on the Food Service Plan and incorporating its recommendations into the Comprehensive Plan before adoption would be ideal. The timeline below provides the project schedule, which will conclude work on the plan by September 2025.

Deliverables	Expected Completion
Community Food Assessment	May 2025
Food System Plan’s Goals and Objectives	July 2025
Food System Plan Strategies	August 2025
Food System Plan Complete	September 2025

The contractor is scheduled to present draft goals and objectives to the Planning Commission on July 8, 2025.

**City of Tumwater**

# **Community Food Assessment**

DRAFT  
April 2025

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# INTRODUCTION

The City of Tumwater is developing a Food System Plan that will address food insecurity at the local level by focusing on 1) how to provide healthy food for all members of the community, 2) reduce food waste, and 3) support local food production and processing. To develop a plan that identifies the most impactful actions for achieving these three overarching goals, it's first necessary to understand the current local environment. This Community Food Assessment provides that foundation by examining existing conditions, opportunities, and challenges within Tumwater's food system.

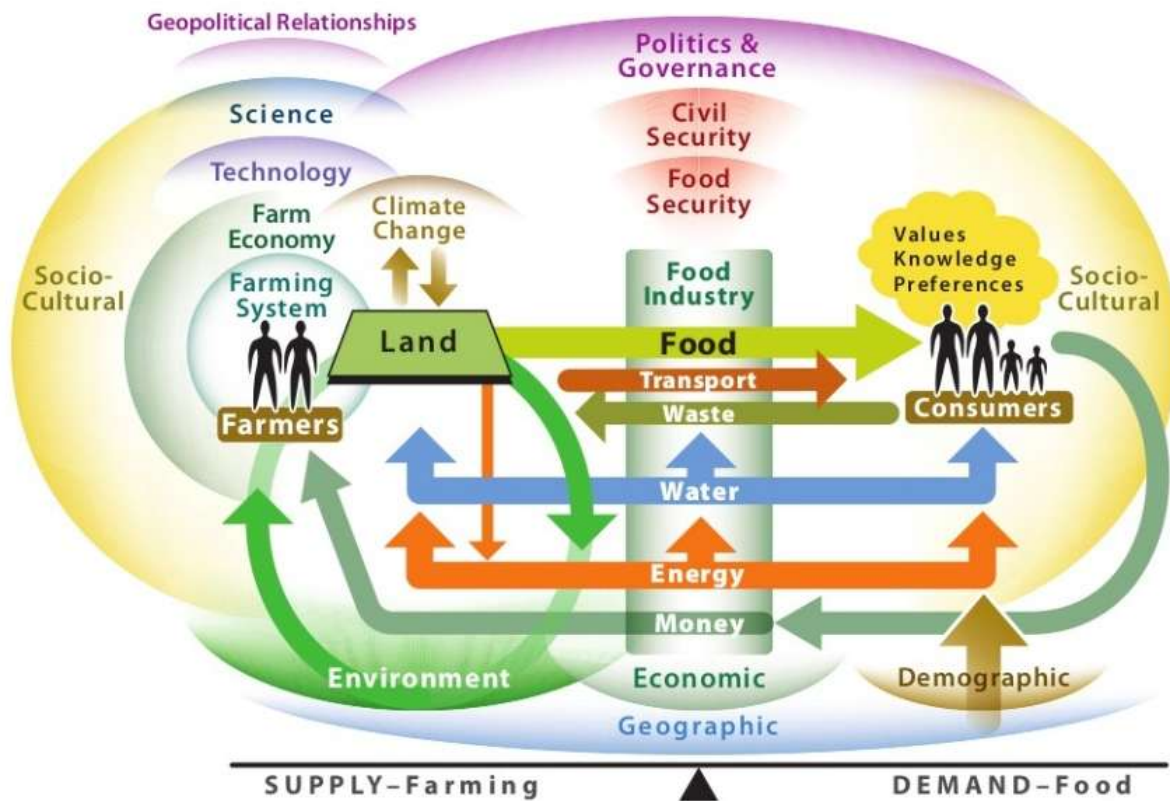
## **Methodology**

This Assessment is informed by 53 Subject Matter Experts (SMEs) that were interviewed or surveyed. A complete list of the SMEs is in Appendix A. The survey and interview questions are in Appendix B. Interviews were conducted with guiding questions, allowing conversations to follow different directions depending on the interviewee's perspective. The survey was conducted online.

The Assessment is divided into seven sector summaries, which serve as a compilation of interviews, surveys, and other relevant data— Land Use & Conservation, Processors & Producers, Retail & Distribution, Waste Reduction & Recovery, Access & Security, Public Health & Nutrition, and Education & Workforce. Each sector summary includes Key Challenges, Key Developments, and Current Collaborations & Resources. The sector summaries will be shared with the SMEs to review for accuracy. Any updates will be reflected in the final Food System Plan.

## Food System

The food system is an interconnected web of inputs, activities, and actors involved in producing, processing, distributing, consuming, and disposing of food. The graphic below, created by shiftN, illustrates the complexity and interrelationships within that system. Importantly, our modern food system does not adhere to jurisdictional boundaries, as food moves across cities, counties, states, and countries before it reaches consumers.



In this context, the definition of “local” becomes both important and nuanced. The term can vary widely depending on the entity using it. For example, Tumwater School District’s Food Services Department uses a definition aligned with the United State Department of Agriculture, the major funder of school meals. In this instance “local” means food sourced from anywhere within Washington State. By contrast, farmers markets and food hubs often define “local” more narrowly, based on a handful of surrounding counties. These definitions can be visualized as concentric circles expanding outward, shaped by product availability and the proximity of farms, processors, and producers.

Recognizing the need for a strong and resilient food system, the City of Tumwater has incorporated discussion of the local food system into draft elements of its Comprehensive Plan update. The inclusion of a Climate Element—new as of December 2024—demonstrates a commitment to sustainability through greenhouse gas reduction and climate resilience strategies. These are essential for ensuring the long-term health and stability of both local and regional food systems. The draft Conservation Element will emphasize community collaboration to improve access to healthy, affordable, culturally appropriate, and sustainably produced food, ensuring that all community members can reliably access nutritious food.

## **Recent History of Regional Collaboration**

A resilient food system requires regional collaboration. Shared planning, infrastructure, and partnerships help local governments and community organizations make a greater impact—especially for those most affected by food insecurity. Over the past 18 years, efforts across Thurston County have brought together diverse partners with goals to build a food system that is equitable, sustainable, stable, and resilient.

**Community Food Summit (2011):** In 2007, local nonprofits—including GRuB, Thurston County Food Bank, Sustainable South Sound, Left Foot Organics, and the Gleaners Coalition—joined with The Evergreen State College (TESC) and area farmers to launch the Hunger Free Thurston County Coalition and Food Bank Growers Network. These efforts culminated in the 2011 Community Food Summit, a two-day event that presented findings from a regional food assessment and launched working groups that laid the foundation for future collaboration. Out of this event grew the Thurston Thrives Food Action Team, the Thurston Asset Building Coalition (TABC) Food Hub, and the Sustainable Thurston Food System Council.

**TABC Food Hub (2012):** The Thurston Asset Building Coalition (TABC) formed a Food Hub to strengthen the local food economy, increase access to healthy food, and promote environmental stewardship. It connects multi-sector partners to support economic stability for low-income households.

**Thurston Thrives Food Action Team (2013):** Launched by Thurston County Public Health & Social Services, Thurston Thrives used a collective impact model to address public health. The Food Action Team focused on food, nutrition, equity, and health, and developed a Strategy Map presented to the County Board of Health in 2013.

**Sustainable Thurston Food System Council (2011–2014):** As part of the *Sustainable Thurston* planning process, the Thurston Regional Planning Council convened a Local Food Systems Panel to inform its regional sustainability plan. Their 2012 White Paper built on recommendations from the Community Food Summit and led to the creation of the *Sustainable Thurston Plan* (2014). The Thurston Food System Council emerged from this process as a grassroots body tasked with advancing the plan’s food goals, though it lacked dedicated funding or staffing.

**South Sound Food System Network (SSFSN, 2016–present):** To reduce duplication and align efforts, the TABC Food Hub, Thurston Thrives Food Action Team, and the Thurston Food System Council merged to form the South Sound Food System Network (SSFSN) in 2016. Early leadership included GRuB, Thurston EDC, WA Department of Health, and Senior Services for South Sound, with participation from over 30 organizations. SSFSN is currently staffed through TABC with state support, though funding is uncertain after June 2025. Recently, the Network has experienced lower participation and a narrower focus on food security rather than broader system goals.



## SECTOR SUMMARIES

### **Land Use & Conservation**

The City of Tumwater is situated on land traditionally stewarded by Indigenous peoples through active management of oak and camas prairies—among the most biodiverse and culturally significant ecosystems in the Pacific Northwest. These prairies, shaped by generations of human-ecological relationships, support a wide array of food and medicinal plants such as camas, bracken fern rhizomes, hazelnuts, berries, and acorns from Garry oak trees. Seasonal camas harvests are not only vital food-gathering events but also moments of cultural connection. Intentional fire has been used to maintain prairie landscapes and sustain habitats for grazing animals like deer and elk. Today, just 3% of these unique ecosystems remain.

Land use decisions directly influence the foundations of a healthy and resilient food system. In Tumwater, land is under increasing pressure from the competing needs of housing, commercial and industrial growth, and environmental conservation. These decisions affect the availability of space for local food production, equitable access to green space, and the preservation of vital ecological and cultural resources. The City’s Comprehensive Plan Land Use Element will reflect an effort to balance these priorities. It includes policies supporting nearby access to healthy food in residential areas and encourages flexible food infrastructure, such as food trucks and food truck courts.

The Climate Element will advance strategies for greenhouse gas reduction and climate resilience. These are essential components of a food system that is not only sustainable but also stable in the face of environmental and economic disruptions.

### **Key Developments**

- Regenerative agriculture contributes to climate solutions by drawing carbon dioxide from the atmosphere and sequestering it in the soil.
- From 2012 to 2022, Thurston County lost 27% of its farmland—shrinking from 76,638 acres to 55,943 acres—and 17% of its farms.
- Walkable urban environments and localized food supply chains enhance resilience by improving equitable access to fresh foods, reducing emissions, and supporting local economies.

### **Key Challenges**

- High farmland costs in the region create barriers for new and beginning farmers.
- The Growth Management Act prioritizes dense development and does not always readily accommodate food production in urban zones.
- Tumwater must continually navigate tensions between housing, industrial, commercial, agricultural, and conservation land use needs.

**Current Collaborations & Resources**

- **Community Farm Land Trust** preserves farmland through community ownership models, long-term leases, and easements, ensuring long-term affordability and land access for farmers in the South Puget Sound.
- **Thurston Conservation District** supports landowners with technical assistance and conservation planning that promotes soil health, water quality, and wildlife habitat.
- **Natural Resources Conservation Service (NRCS)** provides financial and technical support through programs like EQIP and CSP, helping local landowners implement conservation practices that build climate resilience and support sustainable agriculture.

## **Processors & Producers**

The people and businesses who grow, raise, and process food in and around Tumwater—small-scale farmers, ranchers, food processors, urban farms, and community gardeners—are the foundation of the local food system. Their efforts contribute to food access, economic resilience, and environmental sustainability. Despite operating at different scales, many face similar challenges and opportunities as they work to feed the community.

Goal #5 of Tumwater’s 2019 Economic Development Plan highlights the importance of expanding the craft food and beverage sector, emphasizing not just brewing and distilling, but also the need to strengthen connections across the supply chain—from growers and processors to markets and manufacturers.

In 2010, the Tumwater City Council amended urban agriculture regulations (Ordinance O2010-029), making it easier for residents to raise and sell food within city limits. Chickens, rabbits, bees, and miniature livestock are allowed on most residential lots, with larger animals permitted on parcels over two acres.

### **Key Developments**

- Tumwater is home to two major developments supporting craft food and beverage production: the **Craft District** on Capitol Boulevard and the **Warehouse District** on Old Highway 99. The Craft District, part of a state-funded Innovation Partnership Zone, includes Heritage Distilling, SPSCC’s Craft Brewing and Distilling Program, and retail outlets. The Warehouse District features local businesses like Matchless Brewing, Triceratops Brewing, Spud’s Produce Market, and 8 Arms Bakery.
- The **Southwest Washington Regional Agricultural Business & Innovation Park** in Tenino is beginning to open its first phase. Focused on value-added agriculture, the Ag Park supports food-related manufacturing, processing, storage, and packaging. Project partners include the Thurston Economic Development Council (EDC), City of Tenino, and Dragonwheel Investment Group with support from WSU Extension, Port of Olympia, NW Agricultural Business Center, and Thurston County.
- **Colvin Ranch** is establishing a USDA-certified meat processing facility at the Ag Park, addressing a longstanding bottleneck for local livestock producers. Once operational, the facility will serve regional ranchers with a planned capacity of up to 100 animals per week, enhancing the regional meat supply chain, improving local food access, and reducing the environmental impact associated with long-distance animal transport.
- The Tumwater School District operates a small farm at the City of Tumwater’s Isabella Bush Park through a program for high school students called **FRESH (Farm Rooted Education for Sustainability & Health)**. Since 2020, FRESH has produced over 13,000 pounds of food for students’ families and the Thurston County Food Bank. As of this writing, the program is scheduled to end in July 2025 due to the school district’s budget cuts.

### **Key Challenges**

- High farmland costs limit access for new and beginning farmers.
- Access to water remains a significant barrier for urban farms and gardens.
- Tariffs may increase the cost or reduce availability of critical farming inputs.

- Agricultural employers report difficulty hiring and retaining workers.
- Small-scale farmers often lack access to subsidies, which are typically tied to acreage or production volume, and time-intensive application processes often outweigh the benefit.
- Many processors and producers lack access to affordable cold storage, which limits the ability to scale or diversify their operations.

#### **Current Collaborations & Resources**

- **Northwest Agriculture Business Center (NABC)** provides technical assistance to agricultural businesses, including farms and food businesses in Thurston County.
- **Native Grown & Gathered** offers marketing and technical support to Native American food producers and businesses.
- **Our Community Kitchen** and **LOC-OLY Grown**, two commercial kitchens on Olympia's west side, support small-scale food entrepreneurs with prep stations, equipment, and cold/dry storage. Our Community Kitchen also offers group purchasing opportunities.
- Tumwater currently has one **community garden** with 20 plots, located at Tumwater United Methodist Church. The Parks and Recreation Department has funding to support the expansion of community gardens in the city.

## **Retail & Distribution**

Retail and distribution are essential for strengthening Tumwater’s local food economy and improving access to fresh, locally produced food. The City’s focus on cultivating a strong craft food and beverage sector aligns with broader economic and land use goals. Tumwater’s 2019 Economic Development Plan includes fostering community-oriented retail—especially grocery-anchored centers (Goal #8)—and supporting the full craft food and beverage supply chain (Goal #5), from growers to markets.

### **Key Developments**

- Food hubs connect small and mid-sized producers with institutional and retail buyers by aggregating, distributing, and marketing local products. These services help farms access stable markets—like schools, grocery stores, and food banks—while streamlining local sourcing for buyers. The region now has two food hubs: Southwest Washington Food Hub and South Sound Fresh.
- The Warehouse and Craft Districts provide retail and distribution space for local food and beverage producers.

### **Key Challenges**

- Food costs have increased, and fresh local food is harder to access.
- The Tumwater Farmers Market is under-resourced, with limited operation and an outdated web presence.
- Federal programs like Farm to School face funding uncertainties.
- Cold storage capacity remains limited across the distribution network.
- Direct-to-consumer retailers—such as farmers markets, food hubs, and farms—face barriers to accepting EBT, including administrative burdens and technology costs.

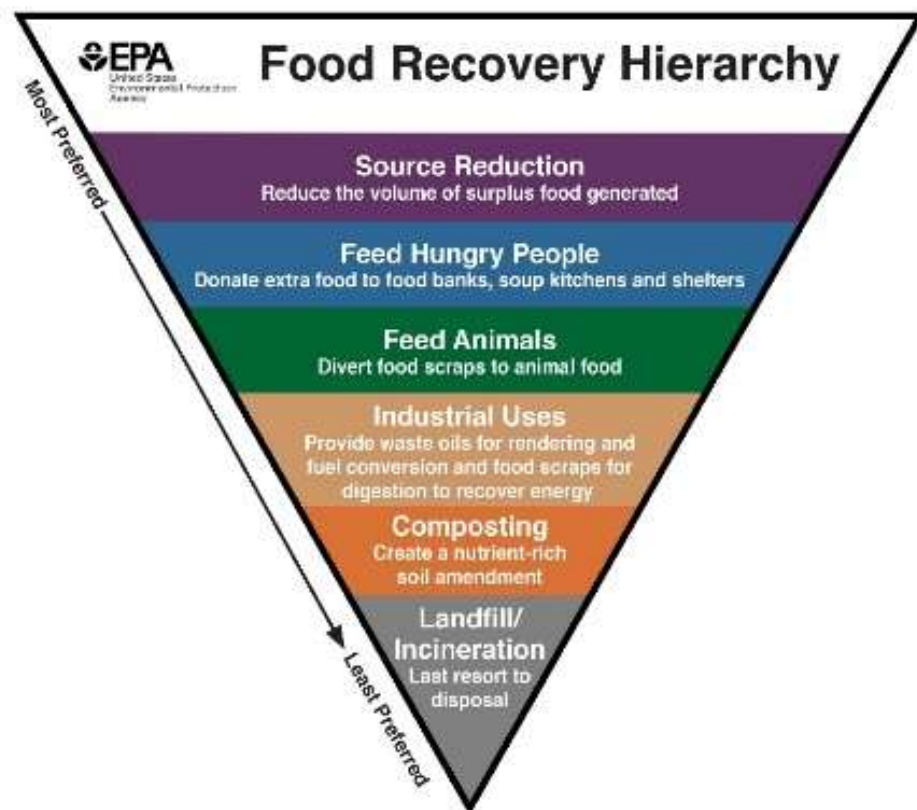
### **Current Collaborations & Resources**

- **South Sound Fresh** serves Thurston and Mason Counties from its Olympia location. It works with over 50 producers and offers an online marketplace for consumers.
- The **Southwest Washington Food Hub**, a program of the Southwest Washington Growers Co-op, supports more than 30 producers in a six-county region.
- The **Community Farm Land Trust** publishes the ***Fresh from the Farm Guide***, a free, printed and electronic regional farm map and directory connecting consumers with farms, CSAs, markets, and food banks in a four-county region.
- The **Tumwater Farmers Market** operates June–September, 2nd and 4th Sundays, at Peter G Schmidt Elementary School (11AM–3PM).
- **Farm to School**, a federal program implemented by the Washington State Department of Agriculture and regional partners, supports local food sourcing and garden-based learning. Tumwater School District does not currently participate.

## **Waste Reduction & Recovery**

Reducing food waste offers numerous benefits.

1. Lower Greenhouse Gas Emissions – Diverting food from landfills reduces methane production.
2. Resource Conservation – Preventing food waste conserves the water, energy, and labor used in production.
3. Economic Savings – Households and businesses reduce costs associated with food production, transport, and disposal.
4. Improved Food Security – Surplus food can be redirected to those in need.
5. Soil Health – Composting food waste reduces landfill reliance and enriches soil through nutrient recycling.



The food recovery hierarchy prioritizes waste reduction strategies with landfill as the last resort.

Tumwater's Comprehensive Plan Lands for Public Purposes Element will support expanding composting services as part of its public services strategy.

### **Key Developments**

- Washington's Organics Management Law (2022) mandates phased-in organic waste separation for businesses as part of the state's climate strategy:
  - 2024: Applies to businesses generating 8+ yards/week of food or yard waste
  - 2025: Threshold lowers to 4+ yards/week
  - 2026: Applies to businesses generating 96+ gallons/week

### **Key Challenges**

- Enforcement of the Organics Management Law relies on self-reporting, with no immediate penalties for non-compliance.
- Leadership changes have slowed regional coordination on food waste diversion and rescue.
- Inadequate cold storage capacity limits food rescue operations.
- Edible food is often discarded due to cost or logistical barriers when supply chains fail.
- Packaging contamination prevents some food waste from being composted.
- Short meal periods in K–12 schools lead to uneaten food and higher waste.
- Food diversion in schools often depends on individual staff initiatives rather than system-wide practices.

### **Current Collaborations & Resources**

- **LeMay Pacific Disposal** is Tumwater’s primary hauler, partnering with **Brady Trucking** and **Silver Springs Organics** for composting.
- The **Solid Waste Advisory Committee (SWAC)** advises Thurston County’s five-year Solid Waste Management Plan, which includes Tumwater.
- The **Use Food Well Washington Plan**, created under state law (RCW 70A.205.715), outlines 30 recommendations to reduce food waste and its impacts.
- The **Washington Center for Sustainable Food Management**, launched in 2024, supports statewide food waste diversion and coordinates efforts under the Use Food Well plan.
- The **Thurston County Food Bank** rescues surplus food from retailers and restaurants and operates a gleaning program to harvest excess crops from local farms.

## **Access & Security**

*Food security* means reliable, consistent access to enough nutritious, culturally appropriate food to lead healthy, active lives—without relying on emergency food or coping strategies like skipping meals or scavenging. *Food insecurity* arises when that access is limited due to insufficient resources, availability, or social barriers.

The latest Washington State Food Security Survey (WAFOOD) conducted August to October 2024 shows that food insecurity remains high among low-income households and those relying on food assistance. Groceries and housing were the most frequently cited financial hardships, with protein-rich and perishable foods (like meat, eggs, and fresh produce) being the hardest to afford. The expiration of pandemic-era support programs, combined with rising food costs, has worsened financial strain.

In 2023, 14% of Tumwater residents received **SNAP (Supplemental Nutrition Assistance Program)** benefits. SNAP, a federal program delivered through EBT cards, provides about \$187 per month per person in 2025—approximately \$6.16/day. Benefits are based on the assumption that households spend 30% of their net income on food, and the program fills the gap between that amount and the USDA’s low-cost Thrifty Food Plan. While the federal government covers benefit costs, states share administrative costs.

Washington State’s **Market Match** program offers additional incentives for SNAP, WIC, and Senior Nutrition participants when they buy fresh produce at participating markets and stores.

The **Thurston County Food Bank (TCFB)** does not have a walk-in location in Tumwater, but its main warehouse is located in Tumwater near the I-5/101 interchange. TCFB operates five satellite pantries in Tumwater. Some satellites use a shopping model where patrons choose their grocery items, and some use a drive-through model where patrons receive a pre-packaged assortment of groceries.

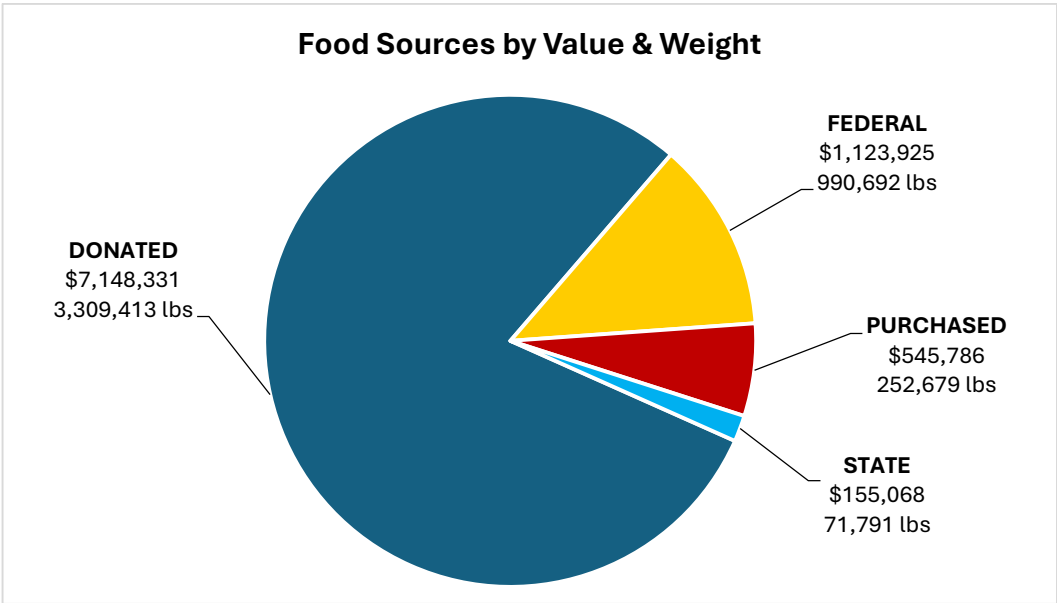
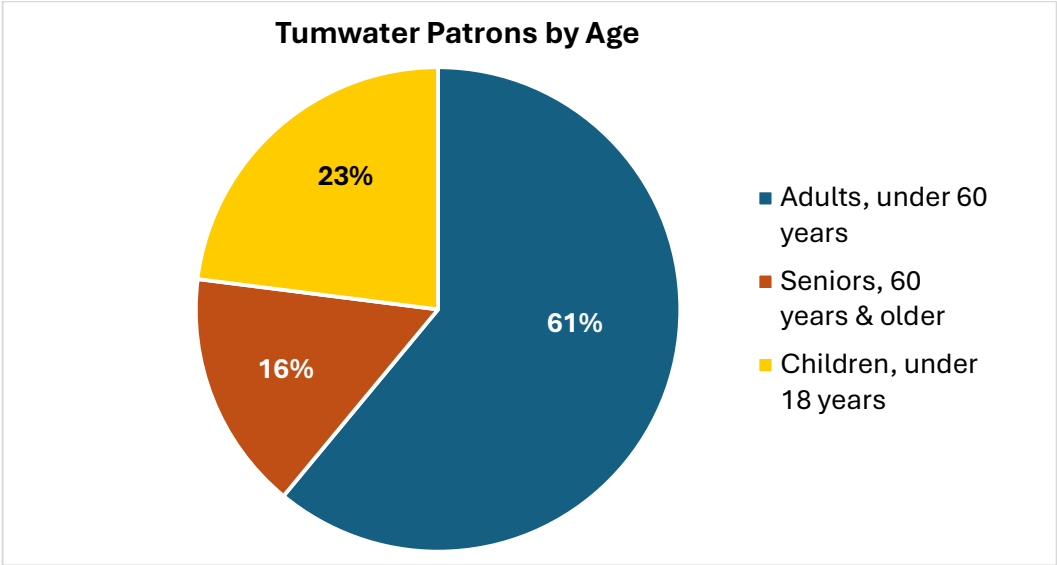
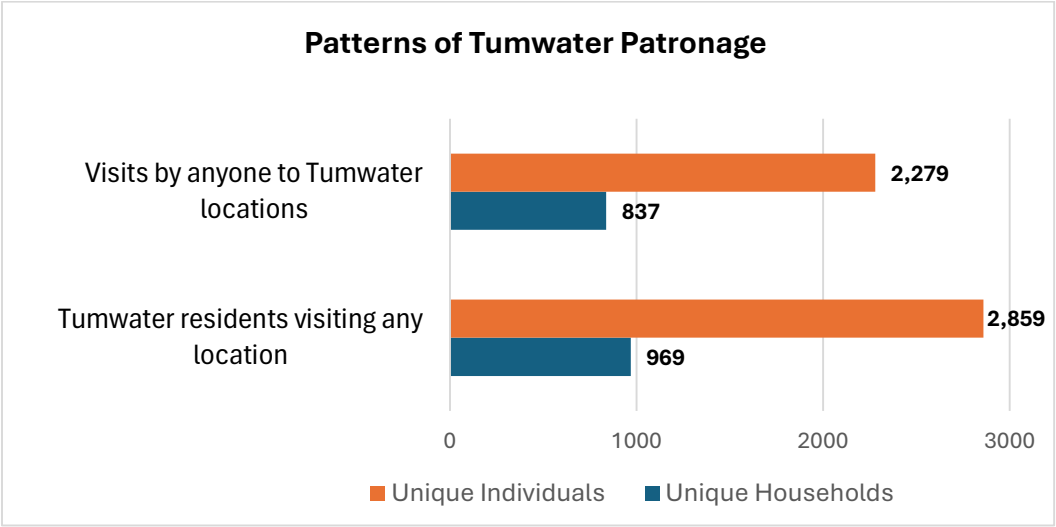
- South Puget Sound Community College (shopping model)
- Mt. View Church (drive-through)
- North Star Church of God (shopping)
- Tumwater United Methodist Church (drive-through)
- Tumwater Senior Center (shopping)

Clients receive 25–35 pounds of food per visit (including shelf-stable items, protein, dairy, deli, and produce). TCFB also offers mobile programs like USDA-funded senior boxes, home delivery, food rescue, local purchasing, and gleaning.

Tumwater’s Comprehensive Plan Housing Element will address the need for diverse, affordable housing—recognizing that high housing costs directly impact food security by limiting disposable income for food.



# Thurston County Food Bank 2024 Data



### **Key Developments**

- SNAP's benefit formula assumes 30% of net income goes toward food, but high housing and living costs often reduce actual food spending.
- TCFB's demand is growing faster than the local population.
- Mutual aid models, like Little Free Pantries, expanded during the pandemic and continue to operate.
- Shifting federal policy priorities have introduced uncertainty around future food security funding.

### **Key Challenges**

- Rising food prices strain household budgets and food access.
- Awareness of available resources and programs is low.
- Culturally appropriate food options are limited.
- Donations from large food companies may include highly processed or near-expired items, which don't always meet nutritional or cultural needs.
- Regional food assistance efforts lack coordination.
- TCFB patrons in Tumwater report needing more staples like milk, eggs, and fresh produce.
- Limited hours, days, and locations of assistance programs can be barriers.
- Many small farms and markets face administrative and technical barriers to accepting EBT, limiting access for individuals who rely exclusively on SNAP benefits.

### **Current Collaborations & Resources**

- The **Old Town Center** provides weekday lunches for seniors at no cost or suggested donation, now prepared by **Senior Services of South Sound**. Participation increased following a federal grant. The center also hosts a monthly TCFB food distribution serving 30–40 seniors, with demand rising post-pandemic.
- The **Tumwater Senior Council** offers summer meals for seniors at Brewery Park.
- **Senior Services for South Sound** operates the federally funded Senior Nutrition Program. The program serves 2,500 clients annually with hot and frozen meals, including 400 **Meals on Wheels** participants. Meals are tailored to health needs and prioritize local sourcing. The City of Tumwater is a program partner.
- The **Olympia Kiwanis Club** runs three gardens producing over 20,000 pounds of donated food annually for TCFB.
- **Garden-Raised Bounty (GRuB)** installs free backyard gardens for low-income households and offers continued support via workshops, a seed library, and peer learning.
- **Little Free Pantries**, modeled on book-sharing libraries via a community cupboard, offer self-serve access to food and personal care items in several Tumwater locations, including Mountain View Church, Western Plaza Mobile Home Park, and an expanded version on Hoadly Loop that incorporates a popup tent.
- **Centro Integral Educativo Latino de Olympia (CEILO)** hosts monthly food distributions in high demand—often running out of food within an hour—underscoring ongoing unmet community needs.

## **Public Health & Nutrition**

Nutrition is a key component of preventive public health and contributes to healthier communities. Unfortunately, many people have limited knowledge about nutrition, cooking skills, seasonal eating, accessing or preparing fresh foods, and incentive and assistance programs. Lack of adequate food can affect physical and mental health. Children who grow up in homes without enough food are at an increased risk of illness and experiencing academic and psychosocial problems. Nutritional deficiencies and family stress both contribute to these outcomes.

The **Tumwater School District** serves approximately 3,800 lunches and 1,500 breakfasts each school day. During the summer months, it continues to provide meals, serving around 250 students daily at designated school sites. In the 2023–2024 school year, the district received \$177 per student in combined federal and state meal funding, with 97% of that funding coming from federal sources. For the 2025–2026 fiscal year, 33.24% of students are eligible for the **Free and Reduced-Price Lunch Program**—an increase of 3.5% from the previous year.

### **Key Developments**

- The Tumwater School District has experienced a 30% rise in food costs over four years. Federal reimbursements have not kept pace, and the state’s contribution varies based on the share of students eligible for subsidized meals. The district must cover any shortfalls.
- In the past 15–20 years, school kitchens have been redesigned with smaller spaces and limited equipment, shifting meal service away from scratch cooking. Today, most Tumwater schools rely on reheating and serving pre-prepared meals due to infrastructure and staffing constraints.

### **Key Challenges**

- The Tumwater School District lacks a central kitchen; each school handles its own food preparation and storage. Infrastructure limitations in individual school kitchens constrain their ability to incorporate fresh, locally sourced foods.
- Meal programs often struggle to integrate donated or rescued food while meeting nutrition standards.
- Rising food prices make it harder for people with low incomes to afford fresh, nutrient-dense, local foods.
- Language barriers limit access to nutritional information, food sources, and program details.
- Many processed foods contain increasingly high levels of sugar and sodium, which can negatively impact health and condition people’s taste preferences to crave more salt and sugar in their diets.

**Current Collaborations & Resources**

- **SNAP-Ed**, the educational arm of the Supplemental Nutrition Assistance Program (SNAP), provides nutrition education and budgeting tools through partners like the Thurston County Food Bank and WSU Extension.
- **WIC (Women, Infants, and Children)** supports pregnant and postpartum parents and young children with nutrition education, healthy foods, breastfeeding support, and referrals. The program is managed by the Washington State Department of Health and receives federal funding.
- Community organizations like **GRuB** and the **Olympia Food Co-op** offer free and low-cost classes and workshops on nutrition, cooking, gardening, foraging, and preparing wild foods and medicines.

## **Education & Workforce**

Education and workforce development are essential to building a resilient and inclusive local food system. The City of Tumwater’s 2019 Economic Development Plan prioritizes growing the craft food and beverage sector by developing a Center of Excellence in partnership with local education providers. This initiative supports producers, manufacturers, and markets while creating training and career pathways. The Plan also encourages recruiting educational institutions to strengthen the city’s economic base and community vitality. Together, these goals lay the groundwork for food system education that supports local business, community health, and economic opportunity.

### **Key Developments**

- K–12 education can proactively support food security and food literacy. School gardens in Tumwater teach environmental stewardship, food origins, and seasonal eating. These programs help reduce food waste and foster appreciation for the local food economy.
- Teaching cooking and food preservation builds self-sufficiency and improves access to nutritious, affordable food.
- Workplace wellness programs, like that offered through the Southwest Washington Food Hub of which the City has participated, connect workplaces to fresh, locally grown foods and family farms to improve employee health and wellbeing and support the regional food system.

### **Key Challenges**

- School gardens often lack stable funding and rely on volunteers, including non-staff community members.
- Youth lack exposure to local, seasonal foods in school cafeterias. The Tumwater School District’s lack of a central kitchen limits scratch cooking, food preparation flexibility, and the ability to process and store local ingredients—contributing to reliance on heat-and-serve meals and restricting nutrition quality. These challenges are compounded by a federal reimbursement rate that has not kept pace with rising food costs.
- Regional farm employers face persistent labor shortages caused by seasonal work, low wages, and a lack of qualified or interested applicants.

### **Current Collaborations & Resources**

- **Pacific Mountain Region Agriculture Workforce Development Asset Inventory** is a living document maintained by WSU Thurston County Extension, detailing resources for agricultural workforce development—spanning training, capital, infrastructure, and education from K–12 to nonprofit providers.
- **QUEST (Quality Jobs, Equity, Strategy & Training)** is a regional partnership led by Thurston EDC, WSU Extension, GRuB, and others, focused on strengthening the agricultural workforce through business engagement, community outreach, and employment training.

- **South Puget Sound Community College (SPSCC)** is an award-winning, top community college which offers food, beverage arts, and hospitality programs in culinary arts, baking and pastry, and craft brewing/distilling.
- **New Market Skills Center**, located in Tumwater, provides high school technical training across 12 districts, including a Culinary Arts Program with an operating deli.
- **ASHHO Cultural Community Center**, located in Tumwater, hosts a paid, 12-week culinary and hospitality job training program.
- **FRESH (Farm Rooted Education for Sustainability & Health)** is a GRuB-inspired, hands-on program that operates a small farm at the City of Tumwater's Isabella Bush Park for Tumwater High School students, especially those facing adversity. Students earn credit and gain job skills through farm and classroom work. Since 2020, FRESH has produced over 13,000 pounds of food for students' families and the Thurston County Food Bank. As of this writing, the program is scheduled to end in July 2025 due to Tumwater School District budget cuts.
- **Enterprise for Equity, Thurston EDC**, and the **Thurston Chamber of Commerce** offer business development resources for aspiring and existing food system entrepreneurs.
- **Garden-Raised Bounty (GRuB)** is a non-profit with a small urban farm located on Olympia's west side, serving all of Thurston County and beyond. They work at the intersection of food, education, and health systems. GRuB provides career pathways and agriculture and wild foods and medicines education for youth, veterans, educators, people with low incomes, and Black and Indigenous communities.

## APPENDIX A: Subject Matter Experts

Aherlow Kasjaka	Thurston Asset Building Coalition
Alyssa Jones Wood	City of Tumwater, Water Resources & Sustainability
Amanda Musser	WSU Extension Thurston County SNAP-Ed
Amanda Romero	Thurston County Public Works
Anita de Boer	Tunawerth LLC
Annie Salafsky	WSU Extension Thurston County, Southwest Washington Growers Cooperative
Bob Gibson	Tumwater School District, Food Services
Carissa Miller	Withywindle Valley Farm
Cathy Visser	True for You Nutrition, LLC.
Chris Hyde	The Food Source Foundation
Christine Ciancetta	WA State Department of Health
Cristian Salazar	Centro Integral Educativo de Olympia (CIELO)
Daniel Amodeo-Chavez	United Way of Thurston County
Deborah Williams	Tumwater Community Garden
Diane Torres	Centro Integral Educativo de Olympia (CIELO)
Hope Springer	Thurston County Public Works
Jake Yancey	Tracking Y Ranch
Jaspar Quinton	Catholic Community Services
Jen Ownbey	8 Arms Bakery
Jennifer Colvin	Colvin Ranch
Jennifer Crain	Slow Food Greater Olympia
Judy Jones	Thurston County Food Bank
Katie Rains	Washington State Dept of Agriculture
Kim Gaffi	Consultant, co-founder GRuB
Kristen Maring	Tumwater High School, FRESH
Kyle Taylor Lucas	Tenants United at Western Plaza Mobile Home Park & Urban Indians Northwest
LeeAnn Perry	Little Free Pantry
Loretta Seppanen	Slow Food Greater Olympia and Community Farm Land Trust member
Mackenzie McCall	Farmer, South Sound Food System Network, formerly with Thurston County Food Bank
Maegan Cote	Mt. View Church
Maggie Brown	Thurston County Public Works
Margaret Garrett	Educational Service District 101
Marilyn Sitaker	WSU Thurston County Extension, Southwest Washington Food Hub
Megumi Sugihara	Everyone's Food Sovereignty Alliance
Meredith Arseneau	Educational Service District 113
Michaela Winkley	Thurston County Food Bank
Mitch Lewis	Summit Farms, Tumwater Farmers' Market
Morgan Hartline	Washington State Dept of Health
Nora White	Thurston Conservation District
Peter Epperson	Retired, formerly with regional public and nonprofit service organizations
Peter Guttchen	Formerly with Thurston County Public Works, WA Dept of Ecology
Rebekah Graham	Thurston County Food Bank
Robby Rutledge	Rutledge Family Farm

Senior Council	City of Tumwater, Old Town Center
Shawn Crimmins	City of Tumwater, Fire Department
Shelly Willis	Family Education & Support Services (FESS)
Stephanie Penland	Senior Services of South Sound
Theresa Kimball	Wild Fun Farm
Tina Sharp	Thurston Economic Development Council
Tina Wagner	Thurston Conservation District
TJ Johnson	Urban Futures Farm, Thurston Conservation District
Todd Anderson	City of Tumwater, Parks & Recreation
Treacy Kreger	Vern's Foods, Our Community Kitchen, South Sound Fresh



## APPENDIX B: Survey & Interview Questions

### **Survey Instrument**

These questions were set up as text boxes in an online survey tool. Any question could be skipped.

1. How would you describe your role in our local food system (for example: grower, distributor, processor, retailer, advocate, member of a community organization, chef, educator, waste manager, policymaker, etc.)? Please include your title and the name of your business or organization if applicable.
2. What do you think is the biggest challenge people face when trying to get local, nutritious food?
3. What unmet needs, challenges, or barriers do you see in your role or in your sector of the local food system?
4. What new issues or changes are happening in your part of the food system?
5. How do things like prices, demand, or outside markets affect your part of the food system?
6. In your view, how has climate change or climate change mitigation impacted the work you do in the food system?
7. How do you or your sector of the food system approach food-related waste?
8. How does food-related waste management impact your part of the food system?
9. What opportunities or ideas do you see for improving the way food is grown, shared, eaten or disposed of in our area?
10. Do you currently collaborate with other organizations or individuals in the local food system? If yes, please list and/or describe these collaborations.
11. Do you feel there are any current policies or practices in Tumwater that make it easier or harder to have a strong local food system? If so, please describe.
12. What new policies or practices could Tumwater implement to support a better local food system?
13. Have you seen any great ideas or successful programs in other places that you think could work here in Tumwater?
14. Is there anything else you'd like us to know about Tumwater's food system or your experiences/ideas?

## **Interviews Questions**

These questions were used as a general framework to guide conversations.

1. When you think about our local food system, what comes to mind?
2. How would you describe your role in the local food system?
3. What is the biggest barrier to accessing local, nutritious food?
4. What are some emerging issues in your sector of the food system?
5. What unmet needs, challenges, or barriers do you see in your sector of the food system?
6. How is your sector impacted by external market forces?
7. How is your sector impacted by climate change?
8. How has your sector been affected by waste management practices?
9. What are the biggest upcoming or current opportunities for improving our local food system that you know about?
10. What policies or practices are currently in place in Tumwater that hinder a thriving local food system from your sector's perspective?
11. What policies or practices could we enact in Tumwater to support a thriving local food system from your sector's perspective?
12. Are there any best practices you've seen in other places you'd like to see replicated in Tumwater?
13. Is there anyone else you think I should speak to?

TO: General Government Committee  
FROM: Brad Medrud, Deputy Community Development Director  
DATE: May 14, 2025  
SUBJECT: 2025 Comprehensive Plan Middle Housing Grant with the Department of Commerce Amendment No. 1

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1) Recommended Action:

Place the 2025 Comprehensive Plan Middle Housing Grant with the Department of Commerce Amendment No. 1 on May 20, 2025, Council consent calendar with a recommendation to approve and authorize the Mayor to sign.

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2) Background:

On a ten-year cycle, the City is required to conduct a Growth Management Act periodic update of its Comprehensive Plan and related development regulations.

The State Department of Commerce Middle Housing Grant allocation is \$75,000. The grant has allowed the City to hire a consultant to assist with the state requirement to prepare a development code amendments related to middle housing as part of the 2025 Comprehensive Plan periodic update. The first amendment would amend the scope of work the City is required to complete to reflect the new periodic update due date of December 31, 2025, and the contract completion date of June 30, 2025.

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3) Policy Support:

Goal LU-1: Ensure the Land Use Element is implementable and coordinated with all applicable City plans and the plans of other jurisdictions in the Thurston region.

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4) Alternatives:

☐ None.

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5) Fiscal Notes:

The total State Department of Commerce grant allocation is \$75,000. There is no City match for this grant.

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6) Attachments:

- A. First Amendment – Middle Housing Grant
- B. Contract – Middle Housing Grant



**Local Government Division (LGD)  
Growth Management Services (GMS)  
Middle Housing**

<b>1. Grantee</b> City of Tumwater 555 Israel Road SW Tumwater, WA-98501		<b>2. Grantee Doing Business As (optional)</b>	
<b>3. Grantee Representative (only if updated)</b> Brad Medrud Deputy Community Development Department Director (360) 754-4180 bmedrud@ci.tumwater.wa.us		<b>4. COMMERCE Representative (only if updated)</b>	
<b>5. Original Grant Amount (including any previous amendments)</b>  \$75,000	<b>6. Amendment Amount</b>  No change	<b>7. New Grant Amount</b>  \$75,000	
<b>8. Amendment Funding Source</b> <b>Federal:</b> <b>State:</b> X <b>Other:</b> <b>N/A:</b>		<b>9. Amendment Start Date</b> Date of Execution	<b>10. Amendment End Date</b> June 30, 2025
<b>11. Federal Funds (as applicable):</b> N/A	<b>Federal Agency:</b> N/A	<b>ALN:</b> N/A	
<b>12. Amendment Purpose:</b> The purpose of this amendment is to modify the scope of work and redistribute the budget among tasks, with no change to the overall budget.			
<p>COMMERCE, defined as the Department of Commerce, and the Grantee, as defined above, acknowledge and accept the terms of this Grant As Amended and attachments and have executed this Grant Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Grant As Amended are governed by this Grant Amendment and the following other documents incorporated by reference: Grantee Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget. A copy of this Grant Amendment shall be attached to and made a part of the original Grant between COMMERCE and the Grantee. Any reference in the original Grant to the "Grant" shall mean the "Grant as Amended".</p> <p>Signature block on next page</p>			

**FOR GRANTEE**

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Debbie Sullivan, Mayor  
City of Tumwater

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Date

**FOR COMMERCE**

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Mark K. Barkley, Assistant Director  
Local Government Division

---

Date

**APPROVED AS TO FORM ONLY**

---

Sandra Adix  
Assistant Attorney General

---

3/20/2014  
Date

**Amendment**

This Grant is **amended** as follows:

**Attachment A Scope of Work** is hereby replaced with **Attachment A-1 Scope of Work**

**Attachment B Budget** is hereby replaced with **Attachment B-1 Budget**

ALL OTHER TERMS AND CONDITIONS OF THIS GRANT REMAIN IN FULL FORCE AND EFFECT.

Amendment  
**Attachment A-1: Scope of Work**

**Grant Objective:** Grant Objective: Supported by public engagement activities, research, prepare, and adopt an ordinance that includes Middle Housing amendments as part of the 2025 Development Code update process.

<b>Actions/Steps/ Deliverables</b>	<b>Description</b>	<b>Start Date</b>	<b>End Date</b>
<b>Action 1</b>	<b>Prepare and Distribute Community Engagement Informational Materials related to Middle Housing.</b>	<b>November 2023</b>	<b>June 2025</b>
Step 1.1	Prepare informational materials for the community and stakeholders related to middle housing.	November 2023	June 2025
Step 1.2	Hold community and stakeholder meetings, outreach events, identify and conduct outreach to vulnerable populations, inform and solicit feedback from the community and stakeholders, develop and update social media materials related to Middle Housing.	November 2023	June 2025
<b>Deliverable 1</b>	<b>Public Engagement informational materials for the community and stakeholders related to middle housing.</b>		<b>June 15, 2024</b>
<b>Action 2</b>	<b>Middle Housing Gap Analysis</b>	<b>November 2023</b>	<b>June 2024</b>
Step 2.1	Conduct gap analysis	November 2023	June 2024
<b>Deliverable 2</b>	<b>Gap analysis of current development code regulations and summary of required amendments to make as part of the 2025 Development Code Update Ordinance.</b>		<b>June 15, 2024</b>
<b>Action 3</b>	<b>Public Engagement Results Report</b>	<b>November 2023</b>	<b>June 15, 2025</b>
Step 3.1	Draft public engagement results report.	<b>November 2023</b>	<b>June 2025</b>
<b>Deliverable 3</b>	<b>Public Engagement Results Report addressing Middle Housing, with final informational materials used to engage the public.</b>		<b>June 15, 2025</b>
<b>Action 4</b>	<b>Prepare Draft Middle Housing Development Regulation Amendments.</b>	<b>November 2023</b>	<b>June 2025</b>
Step 4.1	Review and evaluate existing development regulations for needed middle housing related amendments.	November 2023	February 2024
Step 4.2	Review State Department of Commerce Middle Housing Guidance materials, Middle Housing Model Ordinance, and other resources.	November 2023	February 2024
Step 4.3	Develop design guidelines that are in line with state regulations that make infill development easier.	March 2024	October 2024

## Amendment

Actions/Steps/ Deliverables	Description	Start Date	End Date
Step 4.4	Briefing and work sessions with the Planning Commission on draft development regulation amendments related to Middle Housing.	November 2023	June 2025
Step 4.5	Prepare draft Middle Housing development regulation amendments.	July 2024	June 2025
<b>Deliverable 4</b>	<b>Draft Middle Housing amendments as part of 2025 Development Code Update Ordinance.</b>		<b>June 15, 2025</b>



## Amendment

**Attachment B-1: Budget**

<b>Grant Objective:</b> Supported by public engagement activities, research, prepare, and adopt an ordinance that includes Middle Housing amendments as part of the 2025 Development Code update process.	<b>Fiscal Year</b>	<b>Commerce Funds</b>
<u>Deliverable 1.</u> Public Engagement informational materials for the community and stakeholders related to middle housing.	FY1 – June 15, 2024	\$18,750
<u>Deliverable 2.</u> Gap analysis of current development code regulations and summary of required amendments to make as part of the 2025 Development Code Update Ordinance.	FY1 – June 15, 2024	\$18,750
<u>Deliverable 3.</u> Public Engagement Results Report addressing Middle Housing, with final informational materials used to engage the public.	FY2 – June 15, 2025	\$12,500
<u>Deliverable 4.</u> Draft Middle Housing amendments as part of 2025 Development Code Update Ordinance.	FY2 – June 15, 2025	\$25,000
<b>Grand Total:</b>		<b>\$75,000</b>

Funds must be invoiced in the appropriate fiscal year (FY1 or FY 2), or they may not be able to be paid. Please be sure to invoice for all FY 1 by June 30, 2024, and FY 2 by June 30, 2025.



**Interagency Agreement with**

**City of Tumwater**

**through**

**Growth Management Services**

**Contract Number:**

24-63336-146

**For**

**Middle Housing Grant**

**Dated:**

Date of Execution



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## Face Sheet

Contract Number: 24-63336-146

### Local Government Division Growth Management Services Middle Housing Grants

<b>1. Contractor</b> City of Tumwater 555 Israel Road SW Tumwater, WA-98501		<b>2. Regional Planner</b>  Carol Holman <a href="mailto:Carol.Holman@commerce.wa.gov">Carol.Holman@commerce.wa.gov</a>	
<b>3. Contractor Representative</b> Brad Medrud Planning Manager 360-754-4180 <a href="mailto:bmedrud@ci.tumwater.wa.us">bmedrud@ci.tumwater.wa.us</a>		<b>4. COMMERCE Representative</b> Anne Aurelia Fritzel      1011 Plum Street SE Housing Planning Manager      Olympia, WA 98504 360-259-5216 <a href="mailto:Anne.Fritzel@commerce.wa.gov">Anne.Fritzel@commerce.wa.gov</a>	
<b>5. Contract Amount</b> \$75,000	<b>6. Funding Source</b> Federal: <input type="checkbox"/> State: <input checked="" type="checkbox"/> Other: <input type="checkbox"/> N/A: <input type="checkbox"/>		<b>7. Start Date</b> Date of Execution
<b>8. End Date</b> June 30, 2025			
<b>9. Federal Funds (as applicable)</b> N/A		<b>Federal Agency:</b> N/A	
<b>10. Tax ID #</b> N/A		<b>11. SWV #</b> 0007172-00	
<b>12. UBI #</b> 344-000-001-001-0001		<b>13. UEI #</b> N/A	
<b>14. Contract Purpose</b> For activities that support the preparation and adoption of policies and and/or codes and other measures specific to implement middle housing (RCW 36.70A.030(26)) by applicable statutory deadlines.			
COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, and Attachment "B" – Budget.			
<b>FOR CONTRACTOR</b>  <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">             DocuSigned by:                691AEF6684BC44E...           </div> <hr/> Debbie Sullivan, Mayor City of Tumwater 1/17/2024   1:32 PM PST <hr/> Date		<b>FOR COMMERCE</b>  <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">             DocuSigned by:                80312B04865C458...           </div> <hr/> Mark K. Barkley, Assistant Director Local Government Division 1/18/2024   8:34 AM PST <hr/> Date   <b>APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE</b>	



## **Special Terms and Conditions**

### **1. AUTHORITY**

COMMERCE and Contractor enter into this Contract pursuant to the authority granted by Chapter 39.34 RCW.

### **2. CONTRACT MANAGEMENT**

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

### **3. COMPENSATION**

COMMERCE shall pay an amount not to exceed \$75,000 (seventy-five thousand dollars), for the performance of all things necessary for or incidental to the performance of work under this Contract as set forth in the Scope of Work.

### **4. BILLING PROCEDURES AND PAYMENT**

COMMERCE will pay Contractor upon acceptance of deliverables provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly nor less than quarterly.

The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the Contract Number 24-63336-146.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

#### **Invoices and End of Fiscal Year**

Invoices are due on the 20th of the month following the provision of services.

Final invoices for a state fiscal year may be due sooner than the 20th and Commerce will provide notification of the end of fiscal year due date.

The Contractor must invoice for all expenses from the beginning of the contract through June 30, regardless of the contract start and end date.

#### **Duplication of Billed Costs**

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service. Any payment made by COMMERCE for costs that are determined to be duplicate, in Commerce's sole determination, shall be subject to recapture and may result in suspension or termination of this Contract.



### Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final report (or completion of the project, etc.).

## **5. SUBCONTRACTOR DATA COLLECTION**

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of Contract funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

## **6. INSURANCE**

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable.

## **7. FRAUD AND OTHER LOSS REPORTING**

Contractor shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

## **8. ORDER OF PRECEDENCE**

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget



## **General Terms and Conditions**

### **1. DEFINITIONS**

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A.** "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B.** "COMMERCE" shall mean the Washington Department of Commerce.
- C.** "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Contractor, including any Attachments, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D.** "Contractor" or "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E.** "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- F.** "State" shall mean the state of Washington.
- G.** "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

### **2. ALL WRITINGS CONTAINED HEREIN**

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

### **3. AMENDMENTS**

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

### **4. ASSIGNMENT**

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

### **5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION**

**A.** "Confidential Information" as used in this section includes:

- i.** All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;
- ii.** All material produced by the Contractor that is designated as "confidential" by COMMERCE; and



- iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.

- B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.
- C. Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

## 6. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

## 7. DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make





a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

#### **8. GOVERNING LAW AND VENUE**

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

#### **9. INDEMNIFICATION**

Each party shall be solely responsible for the acts of its employees, officers, and agents.

#### **10. LICENSING, ACCREDITATION AND REGISTRATION**

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

#### **11. RECAPTURE**

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

#### **12. RECORDS MAINTENANCE**

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

#### **13. SAVINGS**

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

#### **14. SEVERABILITY**

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

**15. SUBCONTRACTING**

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

**16. SURVIVAL**

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

**17. TERMINATION FOR CAUSE**

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

**18. TERMINATION FOR CONVENIENCE**

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days' written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

**19. TERMINATION PROCEDURES**

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or



acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.

## **20. TREATMENT OF ASSETS**

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.



- A.** Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.
- B.** The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management practices.
- C.** If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D.** The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E.** All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

**21. WAIVER**

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.



## **Attachment A: Scope of Work**

Grant Objective: Supported by public engagement activities, research, prepare, and adopt an ordinance that includes Middle Housing amendments as part of the 2025 Development Code update process.

<b>Actions/Steps/ Deliverables</b>	<b>Description</b>	<b>Start Date</b>	<b>End Date</b>
<b>Action 1</b>	<b>Prepare and Distribute Community Engagement Informational Materials related to Middle Housing.</b>	<b>November 2023</b>	<b>June 2025</b>
Step 1.1	Prepare informational materials for the community and stakeholders related to middle housing.	November 2023	June 2025
Step 1.2	Hold community and stakeholder meetings, outreach events, identify and conduct outreach to vulnerable populations, inform and solicit feedback from the community and stakeholders, develop and update social media materials related to Middle Housing.	November 2023	June 2025
<b>Deliverable 1</b>	<b>Public Engagement informational materials for the community and stakeholders related to middle housing.</b>		<b>June 15, 2024</b>
<b>Action 2</b>	<b>Middle Housing Gap Analysis</b>	<b>November 2023</b>	<b>June 2024</b>
Step 2.1	Conduct gap analysis	November 2023	June 2024
<b>Deliverable 2</b>	<b>Gap analysis of current development code regulations and summary of required amendments to make as part of the 2025 Development Code Update Ordinance.</b>		<b>June 15, 2024</b>
<b>Action 3</b>	<b>Public Engagement Results Report</b>	<b>November 2023</b>	<b>June 15, 2025</b>
Step 3.1	Draft public engagement results report.	<b>November 2023</b>	<b>June 2025</b>
<b>Deliverable 3</b>	<b>Public Engagement Results Report addressing Middle Housing, with final informational materials used to engage the public.</b>		<b>June 15, 2025</b>



<b>Action 4</b>	<b>Prepare Draft Middle Housing Development Regulation Amendments.</b>	<b>November 2023</b>	<b>November 2024</b>
Step 4.1	Review and evaluate existing development regulations for needed middle housing related amendments.	November 2023	February 2024
Step 4.2	Review State Department of Commerce Middle Housing Guidance materials, Middle Housing Model Ordinance, and other resources.	November 2023	February 2024
Step 4.3	Develop design guidelines that are in line with state regulations that make infill development easier.	March 2024	October 2024
Step 4.4	Briefing and work sessions with the Planning Commission on draft development regulation amendments related to Middle Housing.	November 2023	October 2024
Step 4.5	Prepare draft Middle Housing development regulation amendments.	July 2024	November 2024
<b>Deliverable 4</b>	<b>Draft Middle Housing amendments as part of 2025 Development Code Update Ordinance.</b>		<b>November 2024</b>
<b>Action 5</b>	<b>Adopt Middle Housing development regulation amendments.</b>	<b>November 2024</b>	<b>June 3, 2025</b>
Step 5.1	Transmit draft 2025 Development Code Update Ordinance, which will include the Middle Housing development regulation amendment to the State for State agency review (RCW 36.70A.106).	November 2024	December 2024
Step 5.2	Planning Commission public hearing.	February 25, 2025	February 25, 2025
Step 5.3	City Council consideration and adoption of Middle Housing development regulation amendments as part of 2025 Development Code Update Ordinance.	June 3, 2025	June 3, 2025
<b>Deliverable 5</b>	<b>Adopted 2025 Development Code Update Ordinance with Middle Housing amendments.</b>		<b>June 3, 2025</b>



## **Attachment B: Budget**

Grant Objective: Supported by public engagement activities, research, prepare, and adopt an ordinance that includes Middle Housing amendments as part of the 2025 Development Code update process.	Fiscal Year (FY)	Commerce Funds
<u>Deliverable 1.</u> Public Engagement informational materials for the community and stakeholders related to middle housing.	FY1 – June 15, 2024	\$18,750
<u>Deliverable 2.</u> Gap analysis of current development code regulations and summary of required amendments to make as part of the 2025 Development Code Update Ordinance .	FY1 – June 15, 2024	\$18,750
<u>Deliverable 3.</u> Public Engagement Results Report addressing Middle Housing, with final informational materials used to engage the public.	FY2 – June 15, 2025	\$12,500
<u>Deliverable 4.</u> Draft Middle Housing amendments as part of 2025 Development Code Update Ordinance.	FY2 – November 30, 2024	\$10,000
<u>Deliverable 5.</u> Adopted 2025 Development Code Update Ordinance with Middle Housing amendments	FY2 – June 3, 2025	\$15,000
<b>Grant Total:</b>		<b>\$75,000</b>

Funds must be invoiced in the appropriate fiscal year (FY1 or FY2), or they may not be able to be paid. Please be sure to invoice for all FY1 by June 30, 2024 and FY2 by June 30, 2025.

Internal routing form. Will be deleted after contract fully signed.

Commerce GMS programs - Contract review and routing form		
Reviewer	Name	Initials and Date
Budget Analyst	Corina Campbell	<div><div><div>DS</div><div>CC</div></div><div>1/12/2024   12:55 PM PST</div></div>
GMS Managing Director	Dave Andersen	<div><div><div>DS</div><div>Da</div></div><div>1/12/2024   2:05 PM PST</div></div>
Deputy Assistant Director – LGD	Tony Hanson	<div><div><div>DS</div><div>TH</div></div><div>1/18/2024   7:58 AM PST</div></div>



Certificate Of Completion

Envelope Id: DA6ED2975F4845A6BE7D4F6DC4090CAF

Status: Completed

Subject: Complete with DocuSign: Tumwater Middle Housing

Division:

Local Government

Program: MH

ContractNumber: 24-63336-146

DocumentType: Contract

Source Envelope:

Document Pages: 15

Signatures: 2

Envelope Originator:

Certificate Pages: 6

Initials: 3

Ashley Murphy

AutoNav: Enabled

1011 Plum Street SE

MS 42525

Envelopeld Stamping: Enabled

Olympia, WA 98504-2525

ashley.murphy@commerce.wa.gov

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

IP Address: 147.55.149.206

Record Tracking

Status: Original

Holder: Ashley Murphy

Location: DocuSign

1/5/2024 11:06:47 AM

ashley.murphy@commerce.wa.gov

Security Appliance Status: Connected


Pool: StateLocal

Storage Appliance Status: Connected


Pool: Washington State Department of Commerce

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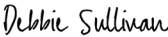
Signer Events

Signer Events	Signature	Timestamp
Corina Campbell corina.campbell@commerce.wa.gov Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 198.239.106.178	Sent: 1/5/2024 11:07:23 AM Viewed: 1/12/2024 12:55:27 PM Signed: 1/12/2024 12:55:32 PM


Electronic Record and Signature Disclosure:  
Not Offered via DocuSign

Dave Andersen dave.andersen@commerce.wa.gov Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 198.238.6.177	Sent: 1/12/2024 12:55:34 PM Viewed: 1/12/2024 2:05:47 PM Signed: 1/12/2024 2:05:51 PM
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Electronic Record and Signature Disclosure:  
Not Offered via DocuSign

Debbie Sullivan dsullivan@ci.tumwater.wa.us Mayor City of Tumwater Security Level: Email, Account Authentication (None)	<div>DocuSigned by:  691AEF6684BC44E...</div> Signature Adoption: Pre-selected Style Using IP Address: 198.187.0.26	Sent: 1/12/2024 2:05:53 PM Viewed: 1/12/2024 4:48:49 PM Signed: 1/17/2024 1:32:16 PM
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Electronic Record and Signature Disclosure:  
Accepted: 1/12/2024 4:48:49 PM  
ID: 514a13ed-5dc6-4923-b21e-00f05a7b8abf

Signer Events	Signature	Timestamp
Tony Hanson tony.hanson@commerce.wa.gov Washington State Department of Commerce Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 198.239.106.147	Sent: 1/17/2024 1:32:18 PM Viewed: 1/18/2024 7:58:13 AM Signed: 1/18/2024 7:58:26 AM

Electronic Record and Signature Disclosure:  
Not Offered via DocuSign

Mark Barkley mark.barkley@commerce.wa.gov Assistant Director Washington State Department of Commerce Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 198.239.157.67	Sent: 1/18/2024 7:58:29 AM Viewed: 1/18/2024 8:34:26 AM Signed: 1/18/2024 8:34:31 AM
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Electronic Record and Signature Disclosure:  
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Paul Johnson paul.johnson@commerce.wa.gov Security Level: Email, Account Authentication (None)		Sent: 1/5/2024 11:07:23 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Brad Medrud bmedrud@ci.tumwater.wa.us Security Level: Email, Account Authentication (None)		Sent: 1/12/2024 2:05:53 PM Viewed: 1/12/2024 2:21:47 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Brittaney McClanahan BMcClanahan@ci.tumwater.wa.us Security Level: Email, Account Authentication (None)		Sent: 1/12/2024 2:05:53 PM Viewed: 1/16/2024 8:28:44 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/5/2024 11:07:23 AM
Certified Delivered	Security Checked	1/18/2024 8:34:26 AM

Envelope Summary Events	Status	Timestamps
Signing Complete	Security Checked	1/18/2024 8:34:31 AM
Completed	Security Checked	1/18/2024 8:34:31 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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From time to time, Washington State Department of Commerce (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.15 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

#### **How to contact Washington State Department of Commerce:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [docusign@commerce.wa.gov](mailto:docusign@commerce.wa.gov)

#### **To advise Washington State Department of Commerce of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [docusign@commerce.wa.gov](mailto:docusign@commerce.wa.gov) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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#### **To withdraw your consent with Washington State Department of Commerce**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [docusign@commerce.wa.gov](mailto:docusign@commerce.wa.gov) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Washington State Department of Commerce as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Washington State Department of Commerce during the course of your relationship with Washington State Department of Commerce.

TO: City Council  
 FROM: Kelly Adams, Assistant City Administrator  
 DATE: May 14, 2025  
 SUBJECT: Integrated Planning Grant with Department of Ecology Amendment No. 1

---

1) Recommended Action:

Place the Integrated Planning Grant with Department of Ecology Amendment No. 1 on the May 20, 2025, City Council consent calendar with a recommendation to approve and authorize the Mayor to sign.

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2) Background:

Ecology awarded the City an IPG to help catalyze redevelopment in the Capitol Boulevard Corridor at the former WSDOT Regional Headquarters Campus. The IPG program is a state-wide competitive grant program that provides funding to local governments to assess contaminated sites. The City has focused this funding on the former WSDOT Regional Headquarters with the potential intent to purchase the site.

The current term date ends on June 30, 2025. Amendment 1 extends this date to June 30, 2027. This empowers the City to remain flexible and responsive to the budget challenges faced by the property owners, WSDOT.

---

3) Policy Support:

Strategic Goal and Priorities:

- Facilitate Capitol Boulevard Corridor and Brewery Redevelopment
- Pursue Targeted Community Development Opportunities
- Work with partner organizations and jurisdictions to implement our goals to be a more inclusive community

Economic Development Plan Goal #8:

- Encourage economic development that strengthens the Tumwater community
- 

4) Alternatives:

☐ None

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5) Fiscal Notes:

There is no match requirement for this grant.

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6) Attachments:

A. Integrated Planning Grant Agreement

B. Amendment 1 to the Integrated Planning Grant



Department of Ecology – ROUTER

Toxics Cleanup Program

Agreement #:TCPIPG-2325-Tumwat-00050 Contractor/ Recipient: City of Tumwater Amendment #: new

Project Title: Former WSDOT Olympic Region Headquarters

Name & Role	Approved	Initial	Date
1. Barry Rogowski Title: Program Manager	X	<div><div>DS</div><div>BR</div></div>	3/20/2024
2. Title:			
3. Title:			
4. Title:			
5. Title:			
6. Title:			
7. Title:			
8. Title:			



## Agreement No. TCPIPG-2325-Tumwat-00050

### TOXICS CLEANUP INTEGRATED PLANNING GRANT AGREEMENT

#### BETWEEN

THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

#### AND

CITY OF TUMWATER

This is a binding Agreement entered into by and between the state of Washington, Department of Ecology, hereinafter referred to as “ECOLOGY,” and CITY OF TUMWATER, hereinafter referred to as the “RECIPIENT,” to carry out with the provided funds activities described herein.

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#### GENERAL INFORMATION

Project Title:	Former WSDOT Olympic Region Headquarters
Total Cost:	\$200,000.00
Total Eligible Cost:	\$200,000.00
Ecology Share:	\$200,000.00
Recipient Share:	\$0.00
The Effective Date of this Agreement is:	03/18/2024
The Expiration Date of this Agreement is no later than:	06/30/2025
Project Type:	Integrated Planning Grant

#### Project Short Description:

In 2021, the Washington State Department of Transportation (WSDOT) vacated the former Olympic Region Headquarters in Tumwater. It is an 11.6-acre brownfields Site located at 5720 Capitol Blvd SE, Tumwater, WA 98501. No CSID or FSID. The Site has known and suspected contamination which needs to be further characterized prior to the RECIPIENT acquiring the property from WSDOT for redevelopment.

#### Project Long Description:

The Former WSDOT Olympic Region Headquarters is located at 5720 Capital Blvd SE in Tumwater, WA 98501 (no CSID/FSID). The RECIPIENT and WSDOT have been discussing the upcoming surplus of the longtime 11.6-acre WSDOT Olympic Region Headquarters in Tumwater. The RECIPIENT intends to purchase the Site pending due diligence. The Site was historically used as a multipurpose headquarters that housed administrative offices, a materials-testing lab, a fueling site, and vehicle fleet services.

State of Washington Department of Ecology

Agreement No: TCPIPG-2325-Tumwat-00050

Project Title: Former WSDOT Olympic Region Headquarters

Recipient Name: CITY OF TUMWATER

There are six structures on this site ranging from approximately 15,000 square feet to 25,000 square feet. Trichloroethylene (TCE) above MTCA action levels has been found in the soil, with additional investigation required. In addition to the soil, potential exposure routes include vapor intrusion and groundwater contamination. Due to the age of structures on the Site and its historic use, it is known that lead, asbestos, and petroleum related contaminants are also present. The RECIPIENT examined the current structures for potential restoration and reuse, however due to the deteriorating condition and challenges meeting current building and safety requirements it was determined that it would be infeasible to save any of the structures.

In August 2021, WSDOT began preparing for the surplus of the property by taking and planning several actions: Environmental Assessments (ESA)

- Phase I ESA Completed in June 2021
- Limited Phase II ESA Completed on March 2023 (sampling has confirmed the presence of Trichloroethylene above MTCA action levels in soil)
- Final PCB, Lead, and Asbestos survey reports completed in Summer 2023
- Additional remedial investigation work to verify contamination levels and extents in progress (no completion date at this time)

Site Preparation Activities

- Fueling site and associated underground storage tank removed in 2021 (no contamination issues were identified during removal of the tanks)
- The remaining buildings on the Site will soon undergo demolition, which is scheduled to begin in Summer 2024.

The RECIPIENT wishes to purchase the property to catalyze the Capitol Boulevard Corridor Plan, which identifies the Site as "the single most important redevelopment opportunity" to transform the corridor into a series of vibrant and community-oriented mixed-use centers. Once purchased, the RECIPIENT intends to partner with a developer to realize the Site's potential.

The plan's vision for the Site includes 1 to 5 story buildings (residential and retail), a small public park, ample parking, local access streets, attractive streetscapes, and perimeter landscaping. The RECIPIENT intends to reserve one-third of the development for affordable housing, one-third for market rate housing, and one-third for commercial and public use. The RECIPIENT will be conducting community engagement activities throughout the planning process to ensure the final reuse vision is community driven.

Before the RECIPIENT and WSDOT can execute a purchase and sale agreement, the Site is in need of additional environmental analysis, reuse planning, and due diligence. It is estimated that the remaining cost to finish just the environmental analysis is \$500,000. According to WSDOT's surplus process, the RECIPIENT will have right of first refusal. The RECIPIENT has already communicated to WSDOT that it intends to purchase the Site, and the two parties have begun drafting the necessary agreements. The Tumwater City Council has also added the purchase of the property to the RECIPIENT'S Legislative Agenda, where it was adopted on November 1, 2022.

The RECIPIENT intends to use these Integrated Planning Grant funds to conduct due diligence, environmental assessments, and cleanup/reuse planning work at the Site. ESA work completed in the past must be evaluated and redone in part to comply with industry standards.

The redevelopment of the Site is also an identified priority in several approved city-wide planning documents, including

State of Washington Department of Ecology

Agreement No: TCPIPG-2325-Tumwat-00050

Project Title: Former WSDOT Olympic Region Headquarters

Recipient Name: CITY OF TUMWATER

the Capitol Boulevard Corridor Plan, the Economic Development Plan, and the Comprehensive Plan. Redeveloping this Site is a priority and the RECIPIENT is well-positioned to move forward.

#### Leveraging Additional Funds and Resources

The RECIPIENT has leveraged additional funds and resources to facilitate brownfield redevelopment. In May 2023, the RECIPIENT was awarded an EPA Community-Wide Assessment Grant in the amount of \$500,000. The RECIPIENT intends use the federal grant funds to create a brownfields inventory, conduct Phase I and Phase II ESAs, and develop cleanup plans in two target areas, the Brewery District and Capitol Boulevard Corridor. The RECIPIENT anticipates the locations within the Brewery District will exhaust available federal funding, leaving a financial need for the Capitol Boulevard Corridor and the Former WSDOT Olympic Region Headquarters Site. Use of IPG funds will be kept distinct and separate from the federal funding to prevent any duplication of benefits.

The RECIPIENT is also working with the Center for Creative Land Recycling (CCLR) the technical assistance to brownfields provider for EPA Region 10, on hosting a Vision 2 Action workshop for the Site. This will improve community engagement, while also leveraging additional resources.

The RECIPIENT intends to form a public-private partnership for the eventual redevelopment of the property, leveraging private investment as well.

Building off several years of planning work, as well as support and engagement from the public and other partners, the RECIPIENT is well positioned to take advantage of this impactful redevelopment opportunity. The RECIPIENT has re-engaged with a new group of community partners to support redevelopment efforts in Tumwater, including:

- Thurston Regional Planning Council
- Squaxin Island Tribe
- Port of Olympia
- Thurston Economic Development Council
- Tumwater Chamber of Commerce
- Thurston County Chamber of Commerce
- Center for Creative Land Recycling

#### Overall Goal:

The overall goal is to redevelop the WSDOT site into a vibrant community asset while addressing environmental, economic, community, and sustainable development goals. To accomplish this, IPG funds will be used to complete the due diligence (analysis of environmental conditions, cleanup/remediation planning, and reuse/redevelopment planning) necessary for the RECIPIENT and WSDOT to proceed with the purchase and sale of the property. A successful outcome will not only result in numerous environmental benefits, but also realize the single most important redevelopment opportunity in the City's core transportation corridor.

State of Washington Department of Ecology

Agreement No: TCPIPG-2325-Tumwat-00050

Project Title: Former WSDOT Olympic Region Headquarters

Recipient Name: CITY OF TUMWATER

### RECIPIENT INFORMATION

Organization Name: CITY OF TUMWATER

Federal Tax ID: 91-6001520

UEI Number: LLLDHHS4E5G1

Mailing Address: 555 Israel Road SW  
Tumwater, WA 98501

Physical Address: 555 Israel Road SW  
Tumwater, Washington 98501

### Contacts

State of Washington Department of Ecology

Page 5 of 27

Agreement No: TCPIPG-2325-Tumwat-00050

Project Title: Former WSDOT Olympic Region Headquarters

Recipient Name: CITY OF TUMWATER

<b>Project Manager</b>	Debbie Sullivan Mayor  555 Israel Road SW Tumwater, Washington 98501 Email: dsullivan@ci.tumwater.wa.us Phone: (360) 754-4180
<b>Billing Contact</b>	Debbie Sullivan Mayor  555 Israel Road SW Tumwater, Washington 98501 Email: dsullivan@ci.tumwater.wa.us Phone: (360) 754-4180
<b>Authorized Signatory</b>	Debbie Sullivan Mayor  555 Israel Road SW Tumwater, Washington 98501 Email: dsullivan@ci.tumwater.wa.us Phone: (360) 754-4180

State of Washington Department of Ecology

Agreement No: TCPIPG-2325-Tumwat-00050

Project Title: Former WSDOT Olympic Region Headquarters

Recipient Name: CITY OF TUMWATER

**ECOLOGY INFORMATION**

Mailing Address: Department of Ecology  
Toxics Cleanup  
PO BOX 47600  
Olympia, WA 98504-7600

Physical Address: Toxics Cleanup  
300 Desmond Drive SE  
Lacey, WA 98503

**Contacts**

<b>Project Manager</b>	Dan Joswiak  4601 N Monroe Street Spokane, Washington 99205-1295 Email: djos461@ecy.wa.gov Phone: (509) 992-0755
<b>Financial Manager</b>	Lydia Lindwall  PO Box 47600 Olympia, Washington 98504-7600 Email: llin461@ecy.wa.gov Phone: (360) 790-1124
<b>Technical Advisor</b>	Tom Middleton  PO Box 47775 Olympia, Washington 98504-7775 Email: tmid461@ecy.wa.gov Phone: (360) 999-9594

State of Washington Department of Ecology

Agreement No: TCPIPG-2325-Tumwat-00050

Project Title: Former WSDOT Olympic Region Headquarters

Recipient Name: CITY OF TUMWATER

**AUTHORIZING SIGNATURES**

RECIPIENT agrees to furnish the necessary personnel, equipment, materials, services, and otherwise do all things necessary for or incidental to the performance of work as set forth in this Agreement.

RECIPIENT acknowledges that they had the opportunity to review the entire Agreement, including all the terms and conditions of this Agreement, Scope of Work, attachments, and incorporated or referenced documents, as well as all applicable laws, statutes, rules, regulations, and guidelines mentioned in this Agreement. Furthermore, the RECIPIENT has read, understood, and accepts all requirements contained within this Agreement.

This Agreement contains the entire understanding between the parties, and there are no other understandings or representations other than as set forth, or incorporated by reference, herein.

No subsequent modifications or amendments to this agreement will be of any force or effect unless in writing, signed by authorized representatives of the RECIPIENT and ECOLOGY and made a part of this agreement. ECOLOGY and RECIPIENT may change their respective staff contacts without the concurrence of either party.

This Agreement shall be subject to the written approval of Ecology's authorized representative and shall not be binding until so approved.

The signatories to this Agreement represent that they have the authority to execute this Agreement and bind their respective organizations to this Agreement.

Washington State  
Department of Ecology

CITY OF TUMWATER

DocuSigned by:  
By: Barry Rogowski 3/20/2024  
6A0C8B7E6EB0424

By: Debbie Sullivan 3/19/24

Barry Rogowski  
Toxics Cleanup  
Program Manager  
Date

Debbie Sullivan  
Mayor  
Date

Template Approved to Form by  
Attorney General's Office



State of Washington Department of Ecology

Agreement No: TCPIPG-2325-Tumwat-00050

Project Title: Former WSDOT Olympic Region Headquarters

Recipient Name: CITY OF TUMWATER

**SCOPE OF WORK**

Task Number: 1 Task Cost: \$1,000.00

Task Title: GRANT AND PROJECT ADMINISTRATION -J008

Task Description:

This task funds the RECIPIENT's eligible costs ECOLOGY deems reasonable and necessary to administer the grant and manage project activities.

Eligible administrative costs may also include those incurred performing activities to:

- Procure and manage consultants and construction contractors.
- Perform quality control and quality assurance oversight of all project elements.
- Manage the grant, develop and maintain grant files.
- Ensure compliance with the terms of the approved work plans.
- Prepare and submit payment requests and progress reports, or other reports as requested.
- Conduct, coordinate, and schedule activities related to multiple tasks or the grant as a whole.
- Perform public involvement activities: plan and hold meetings and communications with the public, consultants/contractors, or ECOLOGY and not billed under another task.
- Purchase services, supplies, and tools needed to accomplish grant tasks.

Travel & Per Diem:

ECOLOGY will reimburse travel costs at the state per diem rate in effect when the costs were incurred. Any costs incurred over the state rate are not reimbursable under the grant.

The RECIPIENT may bill costs related to vehicle usage at the state approved mileage rate. Any other motor pool costs, such as the cost of parking the RECIPIENT's vehicles at their own office, purchasing, or maintaining vehicles are considered part of overhead and may not be direct billed to this grant. Mileage logs are required.

BACKUP DOCUMENTATION: All backup documentation for time and materials, whether recipient staff costs, prime contractor or subcontractor, must include the person, the day they worked, the hours each day, the rate of pay, total cost, and the activity being performed.

Task Goal Statement:

To manage the grant and project and complete all administrative documentation and billings in accordance with accounting standards, the terms and conditions of the grant, the Administrative Requirements for Recipients of Ecology Grant and Loans Managed in EAGL.

Task Expected Outcome:

Project documentation will be properly developed and maintained in accordance with the terms and conditions of the grant, and the Administrative Requirements for Recipients of Ecology Grants and Loans Managed in EAGL.

State of Washington Department of Ecology

Agreement No: TCPIPG-2325-Tumwat-00050

Project Title: Former WSDOT Olympic Region Headquarters

Recipient Name: CITY OF TUMWATER

Recipient Task Coordinator: Mike Matlock**GRANT AND PROJECT ADMINISTRATION -J008****Deliverables**

Number	Description	Due Date
1.1	A minimum of quarterly grant payment requests/progress reports (PRPR) with proper documentation	
1.2	RECIPIENT Closeout Report submitted no later than one week after the final PRPR	

State of Washington Department of Ecology  
 Agreement No: TCPIPG-2325-Tumwat-00050  
 Project Title: Former WSDOT Olympic Region Headquarters  
 Recipient Name: CITY OF TUMWATER

## SCOPE OF WORK

Task Number: 2 **Task Cost:** \$120,000.00

Task Title: ASSESSMENTS AND REMEDIAL INVESTIGATIONS - J003

### Task Description:

This task funds the RECIPIENT's eligible costs ECOLOGY deems reasonable and necessary to plan and perform remedial site investigations consistent with the scope of work in the ECOLOGY approved work plan for the Site. This includes the review of documents related to prior environmental investigations at the Site, new Phase I and II ESAs, sampling and analysis costs, identification and testing of potential sources of contamination (including hazardous building materials), surveying/mapping, data management, reports, and RECIPIENT staff costs for these activities not billed under the Grant and Project Administration task.

RECIPIENT shall prepare a draft sampling and analysis plan and Quality Assurance Project Plan and submit to ECOLOGY for approval before implementing the plan. Sampling and analysis data must be entered into ECOLOGY's Environmental Information Management (EIM) system.

Eligible costs also include activities associated with compliance with archaeological and cultural resource requirements. A cultural resources review and consultation must be completed before ground disturbing activities are conducted.

### Task Goal Statement:

To compile Site information, and conduct field investigations that adequately characterize the nature and extent of contamination at the Site to enable the development and evaluation of alternatives for the cleanup of the Site.

### Task Expected Outcome:

The results of the Site investigations are documented in a report that can be used to aid the development and evaluation of any required cleanup alternatives for the Site.

Recipient Task Coordinator: Mike Matlock

## ASSESSMENTS AND REMEDIAL INVESTIGATIONS - J003

### Deliverables

Number	Description	Due Date
2.1	Phase I Environmental Site Assessment	
2.2	Phase II Environmental Site Assessment Work Plan including a SAP and QAPP	
2.3	Phase II Environmental Site Assessment	
2.4	Sampling/Analysis data entered into EIM	

State of Washington Department of Ecology

Agreement No: TCPIPG-2325-Tumwat-00050

Project Title: Former WSDOT Olympic Region Headquarters

Recipient Name: CITY OF TUMWATER

**SCOPE OF WORK**

Task Number: 3

**Task Cost: \$20,000.00**

Task Title: FEASIBILITY STUDY - J004

Task Description:

This task funds the RECIPIENT's eligible costs ECOLOGY deems reasonable and necessary to plan and perform an analysis of the feasibility of potential cleanup options identified for the Site during remedial site investigation activities. This work must be consistent with the scope of work approved by the ECOLOGY Project Manager for the Site.

Opportunities for cost savings and efficiencies between cleanup and redevelopment may be identified as part of the evaluation of cleanup alternatives.

Eligible activities include the development of a draft cleanup action plan.

Task Goal Statement:

The results of the Draft Cleanup Alternatives Memo are documented in a memo and adequate information has been provided so a cleanup action can be selected as needed.

Task Expected Outcome:

The results of the Draft Cleanup Alternatives Memo are documented in a memo and adequate information has been provided so a cleanup action can be selected as needed.

Recipient Task Coordinator: Mike Matlock**FEASIBILITY STUDY - J004****Deliverables**

Number	Description	Due Date
3.1	Draft Cleanup Alternatives Memo/Report	

State of Washington Department of Ecology

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Project Title: Former WSDOT Olympic Region Headquarters

Recipient Name: CITY OF TUMWATER

## SCOPE OF WORK

Task Number: 4

Task Cost: \$59,000.00

Task Title: INTEGRATED PLANNING ACTIVITIES - J011

### Task Description:

This task funds RECIPIENT integrated planning activities ECOLOGY deems reasonable and necessary to complete needed economic assessments, planning, and development of implementation strategies for the redevelopment of the Site.

Activities may include:

- Review of reports and technical documents related to the ESAs and Site redevelopment planning;
- Technical communications between the RECIPIENT, their contractors, potentially liable parties, and ECOLOGY;
- Economic impact research and evaluations;
- Conceptual Site Plan;
- Building condition assessment;
- GIS analysis;
- Boundary and topographic survey;
- Bathymetric and in-water habitat survey;
- Stakeholder interviews, surveys, and meetings;
- Community engagement and outreach, such as open house forums to solicit comments on plans and technical documents;
- Development and funding strategies; and
- Regulatory assessment.

The RECIPIENT shall:

- Consult and coordinate with the ECOLOGY project manager in the development of consultant scopes of work for activities under this task;
- Provide ECOLOGY with copies of all draft and final technical documents, plans, reports, data and analyses, GIS models, communication materials, public information materials, web page content, open house agendas, surveys and the results, and any other deliverables developed or funded under this task;
- Provide ECOLOGY the advanced notice of community events or meetings about the grant funded work;
- Include deliverable(s) documentation of funded activities or products such as advertising, communication materials, summary notes, reports, and survey or assessment; and
- Verify the eligibility of costs with the ECOLOGY grant financial manager. Costs not approved by the ECOLOGY grant financial manager will not be reimbursed by the grant.

### Task Goal Statement:

To complete an integrated planning study that utilizes Site-specific environmental information, economic impact research, and community engagement to create a vision to guide property reuse.

### Task Expected Outcome:

An integrated planning study will be completed that guides redevelopment of the property.

State of Washington Department of Ecology

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Recipient Name: CITY OF TUMWATER

Recipient Task Coordinator: Mike Matlock**INTEGRATED PLANNING ACTIVITIES - J011****Deliverables**

Number	Description	Due Date
4.1	Integrated Planning Implementation Strategy Report	

State of Washington Department of Ecology

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Recipient Name: CITY OF TUMWATER

**BUDGET****Funding Distribution EG240587**

**NOTE:** The above funding distribution number is used to identify this specific agreement and budget on payment remittances and may be referenced on other communications from ECOLOGY. Your agreement may have multiple funding distribution numbers to identify each budget.

Funding Title: Former WSDOT Olympic Region Headquarters Funding Type: Grant  
 Funding Effective Date: 03/18/2024 Funding Expiration Date: 06/30/2025

**Funding Source:**

Title: Model Toxics Control Capital Account (MTCCA)

Fund: FD

Type: State

Funding Source %: 100%

Description: Remedial action grants and loans are provided to local governments in Washington State to facilitate the cleanup of publicly owned lands contaminated with hazardous substances. Grants or Loans offered include those for initial investigations, independent cleanups, cleanups conducted under order or consent decree, safe drinking water actions, areawide groundwater investigations, and integrated planning activities. The remedial action grant and loan program was created by the Model Toxics Control Act (MTCA), Chapter 70.105D RCW. MTCA directed Ecology to adopt rules for grant and loan issuance and performance. Those rules are in Chapter 173-322A WAC, Remedial Action Grants and Loans. Funds for remedial action grants and loans come from a tax on hazardous substances. MTCA directs 25% of the tax revenue into the Model Toxics Control Capitol Account (MTCCA) and in some cases capital bond funds are provided to increase available grant funding.

Approved Indirect Costs Rate: Approved State Indirect Rate: 25%

Recipient Match %: 0%

InKind Interlocal Allowed: No

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

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Former WSDOT Olympic Region Headquarters	Task Total
GRANT AND PROJECT ADMINISTRATION -J008	\$ 1,000.00
ASSESSMENTS AND REMEDIAL INVESTIGATIONS - J003	\$ 120,000.00
FEASIBILITY STUDY - J004	\$ 20,000.00
INTEGRATED PLANNING ACTIVITIES - J011	\$ 59,000.00

**Total: \$ 200,000.00**



State of Washington Department of Ecology

Agreement No: TCPIPG-2325-Tumwat-00050

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Recipient Name: CITY OF TUMWATER

**Funding Distribution Summary****Recipient / Ecology Share**

Funding Distribution Name	Recipient Match %	Recipient Share	Ecology Share	Total
Former WSDOT Olympic Region Headquarters	0.00 %	\$ 0.00	\$ 200,000.00	\$ 200,000.00
<b>Total</b>		<b>\$ 0.00</b>	<b>\$ 200,000.00</b>	<b>\$ 200,000.00</b>

**AGREEMENT SPECIFIC TERMS AND CONDITIONS**

N/A

**SPECIAL TERMS AND CONDITIONS**

Any current or future work included in this Agreement will be subject to cultural resources review by ECOLOGY in accordance with any and all applicable cultural resources laws and regulations.

Any field activities potentially impacting cultural resources, will be subject to ECOLOGY's review, in consultation with the Department of Archaeology and Historic Preservation, and affected tribes, to assess actions which may directly and indirectly affect precontact (archaeological) and historic archaeological sites, historic buildings and structures, traditional cultural places, sacred sites, or other cultural resources. Field activities cannot begin until the cultural review has been completed, in situations when the activities were performed prior to ECOLOGY's review the field activities' costs may not be eligible for reimbursement.

**GENERAL FEDERAL CONDITIONS**

**If a portion or all of the funds for this agreement are provided through federal funding sources or this agreement is used to match a federal grant award, the following terms and conditions apply to you.**

**A. CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY****EXCLUSION:**

1. The RECIPIENT/CONTRACTOR, by signing this agreement, certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds. If the RECIPIENT/CONTRACTOR is unable to certify to the statements contained in the certification, they must provide an explanation as to why they cannot.
2. The RECIPIENT/CONTRACTOR shall provide immediate written notice to ECOLOGY if at any time the RECIPIENT/CONTRACTOR learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact ECOLOGY for assistance in obtaining a copy of those regulations.
4. The RECIPIENT/CONTRACTOR agrees it shall not knowingly enter into any lower tier covered transaction with a

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person who is proposed for debarment under the applicable Code of Federal Regulations, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.

5. The RECIPIENT/CONTRACTOR further agrees by signing this agreement, that it will include this clause titled "CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. Pursuant to 2CFR180.330, the RECIPIENT/CONTRACTOR is responsible for ensuring that any lower tier covered transaction complies with certification of suspension and debarment requirements.
7. RECIPIENT/CONTRACTOR acknowledges that failing to disclose the information required in the Code of Federal Regulations may result in the delay or negation of this funding agreement, or pursuance of legal remedies, including suspension and debarment.
8. RECIPIENT/CONTRACTOR agrees to keep proof in its agreement file, that it, and all lower tier recipients or contractors, are not suspended or debarred, and will make this proof available to ECOLOGY before requests for reimbursements will be approved for payment. RECIPIENT/CONTRACTOR must run a search in <http://www.sam.gov> and print a copy of completed searches to document proof of compliance.

#### B. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) REPORTING

##### REQUIREMENTS:

CONTRACTOR/RECIPIENT must complete the FFATA Data Collection Form (ECY 070-395) and return it with the signed agreement to ECOLOGY.

Any CONTRACTOR/RECIPIENT that meets each of the criteria below must report compensation for its five top executives using the FFATA Data Collection Form.

- Receives more than \$30,000 in federal funds under this award.
- Receives more than 80 percent of its annual gross revenues from federal funds.
- Receives more than \$25,000,000 in annual federal funds.

Ecology will not pay any invoices until it has received a completed and signed FFATA Data Collection Form. Ecology is required to report the FFATA information for federally funded agreements, including the required Unique Entity Identifier in [www.sam.gov](http://www.sam.gov) <http://www.sam.gov/> within 30 days of agreement signature. The FFATA information will be available to the public at [www.usaspending.gov](http://www.usaspending.gov) <http://www.usaspending.gov/>.

For more details on FFATA requirements, see [www.fsrcs.gov](http://www.fsrcs.gov) <http://www.fsrcs.gov/>.

#### C. FEDERAL FUNDING PROHIBITION ON CERTAIN TELECOMMUNICATIONS OR VIDEO SURVEILLANCE SERVICES OR EQUIPMENT:

As required by 2 CFR 200.216, federal grant or loan recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:

1. Procure or obtain;
2. Extend or renew a contract to procure or obtain; or
3. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment, video surveillance services or services as a substantial or essential component

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of any system, or as critical technology as part of any system. As described in [Public Law 115-232](#) <https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf>, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

Recipients, subrecipients, and borrowers also may not use federal funds to purchase certain prohibited equipment, systems, or services, including equipment, systems, or services produced or provided by entities identified in section 889, are recorded in the [System for Award Management \(SAM\)](#) <https://sam.gov/SAM> exclusion list.

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**GENERAL TERMS AND CONDITIONS****Pertaining to Grant and Loan Agreements With the state of Washington, Department of Ecology****GENERAL TERMS AND CONDITIONS**

For DEPARTMENT OF ECOLOGY GRANTS and LOANS

07/01/2023 Version

**1. ADMINISTRATIVE REQUIREMENTS**

- a) RECIPIENT shall follow the "Administrative Requirements for Recipients of Ecology Grants and Loans – EAGL Edition." (<https://fortress.wa.gov/ecy/publications/SummaryPages/2301002.html>)
- b) RECIPIENT shall complete all activities funded by this Agreement and be fully responsible for the proper management of all funds and resources made available under this Agreement.
- c) RECIPIENT agrees to take complete responsibility for all actions taken under this Agreement, including ensuring all subgrantees and contractors comply with the terms and conditions of this Agreement. ECOLOGY reserves the right to request proof of compliance by subgrantees and contractors.
- d) RECIPIENT's activities under this Agreement shall be subject to the review and approval by ECOLOGY for the extent and character of all work and services.

**2. AMENDMENTS AND MODIFICATIONS**

This Agreement may be altered, amended, or waived only by a written amendment executed by both parties. No subsequent modification(s) or amendment(s) of this Agreement will be of any force or effect unless in writing and signed by authorized representatives of both parties. ECOLOGY and the RECIPIENT may change their respective staff contacts and administrative information without the concurrence of either party.

**3. ACCESSIBILITY REQUIREMENTS FOR COVERED TECHNOLOGY**

The RECIPIENT must comply with the Washington State Office of the Chief Information Officer, OCIO Policy no. 188, Accessibility (<https://ocio.wa.gov/policy/accessibility>) as it relates to "covered technology." This requirement applies to all products supplied under the Agreement, providing equal access to information technology by individuals with disabilities, including and not limited to web sites/pages, web-based applications, software systems, video and audio content, and electronic documents intended for publishing on Ecology's public web site.

**4. ARCHAEOLOGICAL AND CULTURAL RESOURCES**

RECIPIENT shall take all reasonable action to avoid, minimize, or mitigate adverse effects to archaeological and historic archaeological sites, historic buildings/structures, traditional cultural places, sacred sites, or other cultural resources, hereby referred to as Cultural Resources.

The RECIPIENT must agree to hold harmless ECOLOGY in relation to any claim related to Cultural Resources discovered, disturbed, or damaged due to the RECIPIENT's project funded under this Agreement.

RECIPIENT shall:

- a) Contact the ECOLOGY Program issuing the grant or loan to discuss any Cultural Resources requirements for their project:
  - Cultural Resource Consultation and Review should be initiated early in the project planning process and must be completed prior to expenditure of Agreement funds as required by applicable State and Federal requirements.

\* For state funded construction, demolition, or land acquisitions, comply with Governor Executive Order 21-02, Archaeological and Cultural Resources.

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- For projects with any federal involvement, comply with the National Historic Preservation Act of 1966 (Section 106).
- b) If required by the ECOLOGY Program, submit an Inadvertent Discovery Plan (IDP) to ECOLOGY prior to implementing any project that involves field activities. ECOLOGY will provide the IDP form.

RECIPIENT shall:

- Keep the IDP at the project site.
- Make the IDP readily available to anyone working at the project site.
- Discuss the IDP with staff, volunteers, and contractors working at the project site.
- Implement the IDP when Cultural Resources or human remains are found at the project site.
- c) If any Cultural Resources are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.
- Immediately stop work and notify the ECOLOGY Program, who will notify the Department of Archaeology and Historic Preservation at (360) 586-3065, any affected Tribe, and the local government.
- d) If any human remains are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.
- Immediately stop work and notify the local Law Enforcement Agency or Medical Examiner/Coroner's Office, the Department of Archaeology and Historic Preservation at (360) 790-1633, and then the ECOLOGY Program.
- e) Comply with RCW 27.53, RCW 27.44, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting Cultural Resources and human remains.

#### 5. ASSIGNMENT

No right or claim of the RECIPIENT arising under this Agreement shall be transferred or assigned by the RECIPIENT.

#### 6. COMMUNICATION

RECIPIENT shall make every effort to maintain effective communications with the RECIPIENT's designees, ECOLOGY, all affected local, state, or federal jurisdictions, and any interested individuals or groups.

#### 7. COMPENSATION

- a) Any work performed prior to effective date of this Agreement will be at the sole expense and risk of the RECIPIENT. ECOLOGY must sign the Agreement before any payment requests can be submitted.
- b) Payments will be made on a reimbursable basis for approved and completed work as specified in this Agreement.
- c) RECIPIENT is responsible to determine if costs are eligible. Any questions regarding eligibility should be clarified with ECOLOGY prior to incurring costs. Costs that are conditionally eligible require approval by ECOLOGY prior to expenditure.
- d) RECIPIENT shall not invoice more than once per month unless agreed on by ECOLOGY.
- e) ECOLOGY will not process payment requests without the proper reimbursement forms, Progress Report and supporting documentation. ECOLOGY will provide instructions for submitting payment requests.
- f) ECOLOGY will pay the RECIPIENT thirty (30) days after receipt of a properly completed request for payment.
- g) RECIPIENT will receive payment through Washington State's Office of Financial Management's Statewide Payee Desk. To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process, you can contact Statewide Payee Help Desk at (360) 407-8180 or email [PayeeRegistration@ofm.wa.gov](mailto:PayeeRegistration@ofm.wa.gov).
- h) ECOLOGY may, at its sole discretion, withhold payments claimed by the RECIPIENT if the RECIPIENT fails to satisfactorily comply with any term or condition of this Agreement.
- i) Monies withheld by ECOLOGY may be paid to the RECIPIENT when the work described herein, or a portion thereof, has been completed if, at ECOLOGY's sole discretion, such payment is reasonable and approved according to this Agreement, as appropriate, or upon completion of an audit as specified herein.

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j) RECIPIENT must submit within thirty (30) days after the expiration date of this Agreement, all financial, performance, and other reports required by this Agreement. Failure to comply may result in delayed reimbursement.

#### 8. COMPLIANCE WITH ALL LAWS

RECIPIENT agrees to comply fully with all applicable federal, state and local laws, orders, regulations, and permits related to this Agreement, including but not limited to:

- a) RECIPIENT agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington which affect wages and job safety.
- b) RECIPIENT agrees to be bound by all applicable federal and state laws, regulations, and policies against discrimination.
- c) RECIPIENT certifies full compliance with all applicable state industrial insurance requirements.
- d) RECIPIENT agrees to secure and provide assurance to ECOLOGY that all the necessary approvals and permits required by authorities having jurisdiction over the project are obtained. RECIPIENT must include time in their project timeline for the permit and approval processes.

ECOLOGY shall have the right to immediately terminate for cause this Agreement as provided herein if the RECIPIENT fails to comply with above requirements.

If any provision of this Agreement violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

#### 9. CONFLICT OF INTEREST

RECIPIENT and ECOLOGY agree that any officer, member, agent, or employee, who exercises any function or responsibility in the review, approval, or carrying out of this Agreement, shall not have any personal or financial interest, direct or indirect, nor affect the interest of any corporation, partnership, or association in which he/she is a part, in this Agreement or the proceeds thereof.

#### 10. CONTRACTING FOR GOODS AND SERVICES

RECIPIENT may contract to buy goods or services related to its performance under this Agreement. RECIPIENT shall award all contracts for construction, purchase of goods, equipment, services, and professional architectural and engineering services through a competitive process, if required by State law. RECIPIENT is required to follow procurement procedures that ensure legal, fair, and open competition.

RECIPIENT must have a standard procurement process or follow current state procurement procedures. RECIPIENT may be required to provide written certification that they have followed their standard procurement procedures and applicable state law in awarding contracts under this Agreement.

ECOLOGY reserves the right to inspect and request copies of all procurement documentation, and review procurement practices related to this Agreement. Any costs incurred as a result of procurement practices not in compliance with state procurement law or the RECIPIENT's normal procedures may be disallowed at ECOLOGY's sole discretion.

#### 11. DISPUTES

When there is a dispute with regard to the extent and character of the work, or any other matter related to this Agreement the determination of ECOLOGY will govern, although the RECIPIENT shall have the right to appeal decisions as provided for below:

- a) RECIPIENT notifies the funding program of an appeal request.
- b) Appeal request must be in writing and state the disputed issue(s).
- c) RECIPIENT has the opportunity to be heard and offer evidence in support of its appeal.
- d) ECOLOGY reviews the RECIPIENT's appeal.
- e) ECOLOGY sends a written answer within ten (10) business days, unless more time is needed, after concluding the review.

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The decision of ECOLOGY from an appeal will be final and conclusive, unless within thirty (30) days from the date of such decision, the RECIPIENT furnishes to the Director of ECOLOGY a written appeal. The decision of the Director or duly authorized representative will be final and conclusive.

The parties agree that this dispute process will precede any action in a judicial or quasi-judicial tribunal.

Appeals of the Director's decision will be brought in the Superior Court of Thurston County. Review of the Director's decision will not be taken to Environmental and Land Use Hearings Office.

Pending final decision of a dispute, the RECIPIENT agrees to proceed diligently with the performance of this Agreement and in accordance with the decision rendered.

Nothing in this Agreement will be construed to limit the parties' choice of another mutually acceptable method, in addition to the dispute resolution procedure outlined above.

## 12. ENVIRONMENTAL DATA STANDARDS

a) RECIPIENT shall prepare a Quality Assurance Project Plan (QAPP) for a project that collects or uses environmental measurement data. RECIPIENTS unsure about whether a QAPP is required for their project shall contact the ECOLOGY Program issuing the grant or loan. If a QAPP is required, the RECIPIENT shall:

- Use ECOLOGY's QAPP Template/Checklist provided by the ECOLOGY, unless ECOLOGY Quality Assurance (QA) officer or the Program QA coordinator instructs otherwise.
- Follow ECOLOGY's Guidelines for Preparing Quality Assurance Project Plans for Environmental Studies, July 2004 (Ecology Publication No. 04-03-030).
- Submit the QAPP to ECOLOGY for review and approval before the start of the work.

b) RECIPIENT shall submit environmental data that was collected on a project to ECOLOGY using the Environmental Information Management system (EIM), unless the ECOLOGY Program instructs otherwise. The RECIPIENT must confirm with ECOLOGY that complete and correct data was successfully loaded into EIM, find instructions at:

<http://www.ecy.wa.gov/eim>.

c) RECIPIENT shall follow ECOLOGY's data standards when Geographic Information System (GIS) data is collected and processed. Guidelines for Creating and Accessing GIS Data are available at:

<https://ecology.wa.gov/Research-Data/Data-resources/Geographic-Information-Systems-GIS/Standards>. RECIPIENT, when requested by ECOLOGY, shall provide copies to ECOLOGY of all final GIS data layers, imagery, related tables, raw data collection files, map products, and all metadata and project documentation.

## 13. GOVERNING LAW

This Agreement will be governed by the laws of the State of Washington, and the venue of any action brought hereunder will be in the Superior Court of Thurston County.

## 14. INDEMNIFICATION

ECOLOGY will in no way be held responsible for payment of salaries, consultant's fees, and other costs related to the project described herein, except as provided in the Scope of Work.

To the extent that the Constitution and laws of the State of Washington permit, each party will indemnify and hold the other harmless from and against any liability for any or all injuries to persons or property arising from the negligent act or omission of that party or that party's agents or employees arising out of this Agreement.

## 15. INDEPENDENT STATUS

The employees, volunteers, or agents of each party who are engaged in the performance of this Agreement will continue to be employees, volunteers, or agents of that party and will not for any purpose be employees, volunteers, or agents of the other party.



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#### 16. KICKBACKS

RECIPIENT is prohibited from inducing by any means any person employed or otherwise involved in this Agreement to give up any part of the compensation to which he/she is otherwise entitled to or receive any fee, commission, or gift in return for award of a subcontract hereunder.

#### 17. MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MWBE)

RECIPIENT is encouraged to solicit and recruit, to the extent possible, certified minority-owned (MBE) and women-owned (WBE) businesses in purchases and contracts initiated under this Agreement.

Contract awards or rejections cannot be made based on MWBE participation; however, the RECIPIENT is encouraged to take the following actions, when possible, in any procurement under this Agreement:

- a) Include qualified minority and women's businesses on solicitation lists whenever they are potential sources of goods or services.
- b) Divide the total requirements, when economically feasible, into smaller tasks or quantities, to permit maximum participation by qualified minority and women's businesses.
- c) Establish delivery schedules, where work requirements permit, which will encourage participation of qualified minority and women's businesses.
- d) Use the services and assistance of the Washington State Office of Minority and Women's Business Enterprises (OMWBE) (866-208-1064) and the Office of Minority Business Enterprises of the U.S. Department of Commerce, as appropriate.

#### 18. ORDER OF PRECEDENCE

In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) applicable federal and state statutes and regulations; (b) The Agreement; (c) Scope of Work; (d) Special Terms and Conditions; (e) Any provisions or terms incorporated herein by reference, including the "Administrative Requirements for Recipients of Ecology Grants and Loans"; (f) Ecology Funding Program Guidelines; and (g) General Terms and Conditions.

#### 19. PRESENTATION AND PROMOTIONAL MATERIALS

ECOLOGY reserves the right to approve RECIPIENT's communication documents and materials related to the fulfillment of this Agreement:

- a) If requested, RECIPIENT shall provide a draft copy to ECOLOGY for review and approval ten (10) business days prior to production and distribution.
- b) RECIPIENT shall include time for ECOLOGY's review and approval process in their project timeline.
- c) If requested, RECIPIENT shall provide ECOLOGY two (2) final copies and an electronic copy of any tangible products developed.

Copies include any printed materials, and all tangible products developed such as brochures, manuals, pamphlets, videos, audio tapes, CDs, curriculum, posters, media announcements, or gadgets with a message, such as a refrigerator magnet, and any online communications, such as web pages, blogs, and twitter campaigns. If it is not practical to provide a copy, then the RECIPIENT shall provide a description (photographs, drawings, printouts, etc.) that best represents the item.

Any communications intended for public distribution that uses ECOLOGY's logo shall comply with ECOLOGY's graphic requirements and any additional requirements specified in this Agreement. Before the use of ECOLOGY's logo contact ECOLOGY for guidelines.

RECIPIENT shall acknowledge in the communications that funding was provided by ECOLOGY.

#### 20. PROGRESS REPORTING

Template Version 12/10/2020



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- a) RECIPIENT must satisfactorily demonstrate the timely use of funds by submitting payment requests and progress reports to ECOLOGY. ECOLOGY reserves the right to amend or terminate this Agreement if the RECIPIENT does not document timely use of funds.
- b) RECIPIENT must submit a progress report with each payment request. Payment requests will not be processed without a progress report. ECOLOGY will define the elements and frequency of progress reports.
- c) RECIPIENT shall use ECOLOGY's provided progress report format.
- d) Quarterly progress reports will cover the periods from January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Reports shall be submitted within thirty (30) days after the end of the quarter being reported.
- e) RECIPIENT must submit within thirty (30) days of the expiration date of the project, unless an extension has been approved by ECOLOGY, all financial, performance, and other reports required by the Agreement and funding program guidelines. RECIPIENT shall use the ECOLOGY provided closeout report format.

## 21. PROPERTY RIGHTS

- a) Copyrights and Patents. When the RECIPIENT creates any copyrightable materials or invents any patentable property under this Agreement, the RECIPIENT may copyright or patent the same but ECOLOGY retains a royalty free, nonexclusive, and irrevocable license to reproduce, publish, recover, or otherwise use the material(s) or property, and to authorize others to use the same for federal, state, or local government purposes.
- b) Publications. When the RECIPIENT or persons employed by the RECIPIENT use or publish ECOLOGY information; present papers, lectures, or seminars involving information supplied by ECOLOGY; or use logos, reports, maps, or other data in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to ECOLOGY.
- c) Presentation and Promotional Materials. ECOLOGY shall have the right to use or reproduce any printed or graphic materials produced in fulfillment of this Agreement, in any manner ECOLOGY deems appropriate. ECOLOGY shall acknowledge the RECIPIENT as the sole copyright owner in every use or reproduction of the materials.
- d) Tangible Property Rights. ECOLOGY's current edition of "Administrative Requirements for Recipients of Ecology Grants and Loans," shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by ECOLOGY in the absence of state and federal statutes, regulations, or policies to the contrary, or upon specific instructions with respect thereto in this Agreement.
- e) Personal Property Furnished by ECOLOGY. When ECOLOGY provides personal property directly to the RECIPIENT for use in performance of the project, it shall be returned to ECOLOGY prior to final payment by ECOLOGY. If said property is lost, stolen, or damaged while in the RECIPIENT's possession, then ECOLOGY shall be reimbursed in cash or by setoff by the RECIPIENT for the fair market value of such property.
- f) Acquisition Projects. The following provisions shall apply if the project covered by this Agreement includes funds for the acquisition of land or facilities:
  - 1. RECIPIENT shall establish that the cost is fair value and reasonable prior to disbursement of funds provided for in this Agreement.
  - 2. RECIPIENT shall provide satisfactory evidence of title or ability to acquire title for each parcel prior to disbursement of funds provided by this Agreement. Such evidence may include title insurance policies, Torrens certificates, or abstracts, and attorney's opinions establishing that the land is free from any impediment, lien, or claim which would impair the uses intended by this Agreement.
- g) Conversions. Regardless of the Agreement expiration date, the RECIPIENT shall not at any time convert any equipment, property, or facility acquired or developed under this Agreement to uses other than those for which assistance was originally approved without prior written approval of ECOLOGY. Such approval may be conditioned upon payment to ECOLOGY of that portion of the proceeds of the sale, lease, or other conversion or encumbrance which monies granted pursuant to this Agreement bear to the total acquisition, purchase, or construction costs of such property.

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## 22. RECORDS, AUDITS, AND INSPECTIONS

RECIPIENT shall maintain complete program and financial records relating to this Agreement, including any engineering documentation and field inspection reports of all construction work accomplished.

All records shall:

- a) Be kept in a manner which provides an audit trail for all expenditures.
  - b) Be kept in a common file to facilitate audits and inspections.
  - c) Clearly indicate total receipts and expenditures related to this Agreement.
  - d) Be open for audit or inspection by ECOLOGY, or by any duly authorized audit representative of the State of Washington, for a period of at least three (3) years after the final grant payment or loan repayment, or any dispute resolution hereunder.
- RECIPIENT shall provide clarification and make necessary adjustments if any audits or inspections identify discrepancies in the records.

ECOLOGY reserves the right to audit, or have a designated third party audit, applicable records to ensure that the state has been properly invoiced. Any remedies and penalties allowed by law to recover monies determined owed will be enforced. Repetitive instances of incorrect invoicing or inadequate records may be considered cause for termination.

All work performed under this Agreement and any property and equipment purchased shall be made available to ECOLOGY and to any authorized state, federal or local representative for inspection at any time during the course of this Agreement and for at least three (3) years following grant or loan termination or dispute resolution hereunder.

RECIPIENT shall provide right of access to ECOLOGY, or any other authorized representative, at all reasonable times, in order to monitor and evaluate performance, compliance, and any other conditions under this Agreement.

## 23. RECOVERY OF FUNDS

The right of the RECIPIENT to retain monies received as reimbursement payments is contingent upon satisfactory performance of this Agreement and completion of the work described in the Scope of Work.

All payments to the RECIPIENT are subject to approval and audit by ECOLOGY, and any unauthorized expenditure(s) or unallowable cost charged to this Agreement shall be refunded to ECOLOGY by the RECIPIENT.

RECIPIENT shall refund to ECOLOGY the full amount of any erroneous payment or overpayment under this Agreement. RECIPIENT shall refund by check payable to ECOLOGY the amount of any such reduction of payments or repayments within thirty (30) days of a written notice. Interest will accrue at the rate of twelve percent (12%) per year from the time ECOLOGY demands repayment of funds.

Any property acquired under this Agreement, at the option of ECOLOGY, may become ECOLOGY's property and the RECIPIENT's liability to repay monies will be reduced by an amount reflecting the fair value of such property.

## 24. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, and to this end the provisions of this Agreement are declared to be severable.

## 25. STATE ENVIRONMENTAL POLICY ACT (SEPA)

RECIPIENT must demonstrate to ECOLOGY's satisfaction that compliance with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW and Chapter 197-11 WAC) have been or will be met. Any reimbursements are subject to this provision.

## 26. SUSPENSION

When in the best interest of ECOLOGY, ECOLOGY may at any time, and without cause, suspend this Agreement or any portion thereof for a temporary period by written notice from ECOLOGY to the RECIPIENT. RECIPIENT shall resume performance on the next business day following the suspension period unless another day is specified by ECOLOGY.

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## 27. SUSTAINABLE PRACTICES

In order to sustain Washington's natural resources and ecosystems, the RECIPIENT is fully encouraged to implement sustainable practices and to purchase environmentally preferable products under this Agreement.

- a) Sustainable practices may include such activities as: use of clean energy, use of double-sided printing, hosting low impact meetings, and setting up recycling and composting programs.
- b) Purchasing may include such items as: sustainably produced products and services, EPEAT registered computers and imaging equipment, independently certified green cleaning products, remanufactured toner cartridges, products with reduced packaging, office products that are refillable, rechargeable, and recyclable, 100% post-consumer recycled paper, and toxic free products.

For more suggestions visit ECOLOGY's web page, Green Purchasing,

<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Sustainable-purchasing>.

## 28. TERMINATION

### a) For Cause

ECOLOGY may terminate for cause this Agreement with a seven (7) calendar days prior written notification to the RECIPIENT, at the sole discretion of ECOLOGY, for failing to perform an Agreement requirement or for a material breach of any term or condition. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

**Failure to Commence Work.** ECOLOGY reserves the right to terminate this Agreement if RECIPIENT fails to commence work on the project funded within four (4) months after the effective date of this Agreement, or by any date mutually agreed upon in writing for commencement of work, or the time period defined within the Scope of Work.

**Non-Performance.** The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance by the RECIPIENT of all of its obligations under this Agreement. In the event the RECIPIENT unjustifiably fails, in the opinion of ECOLOGY, to perform any obligation required of it by this Agreement, ECOLOGY may refuse to pay any further funds, terminate in whole or in part this Agreement, and exercise any other rights under this Agreement.

Despite the above, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and the State of Washington because of any breach of this Agreement by the RECIPIENT. ECOLOGY may withhold payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

### b) For Convenience

ECOLOGY may terminate for convenience this Agreement, in whole or in part, for any reason when it is the best interest of ECOLOGY, with a thirty (30) calendar days prior written notification to the RECIPIENT, except as noted below. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

**Non-Allocation of Funds.** ECOLOGY's ability to make payments is contingent on availability of funding. In the event funding from state, federal or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to the completion or expiration date of this Agreement, ECOLOGY, at its sole discretion, may elect to terminate the Agreement, in whole or part, or renegotiate the Agreement, subject to new funding limitations or conditions. ECOLOGY may also elect to suspend performance of the Agreement until ECOLOGY determines the funding insufficiency is resolved. ECOLOGY may exercise any of these options with no notification or restrictions, although ECOLOGY will make a reasonable attempt to provide notice.

In the event of termination or suspension, ECOLOGY will reimburse eligible costs incurred by the RECIPIENT through the effective date of termination or suspension. Reimbursed costs must be agreed to by ECOLOGY and the RECIPIENT. In no

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event shall ECOLOGY's reimbursement exceed ECOLOGY's total responsibility under the Agreement and any amendments. If payments have been discontinued by ECOLOGY due to unavailable funds, the RECIPIENT shall not be obligated to repay monies which had been paid to the RECIPIENT prior to such termination.

RECIPIENT's obligation to continue or complete the work described in this Agreement shall be contingent upon availability of funds by the RECIPIENT's governing body.

c) By Mutual Agreement

ECOLOGY and the RECIPIENT may terminate this Agreement, in whole or in part, at any time, by mutual written agreement.

d) In Event of Termination

All finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by the RECIPIENT under this Agreement, at the option of ECOLOGY, will become property of ECOLOGY and the RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Nothing contained herein shall preclude ECOLOGY from demanding repayment of all funds paid to the RECIPIENT in accordance with Recovery of Funds, identified herein.

29. THIRD PARTY BENEFICIARY

RECIPIENT shall ensure that in all subcontracts entered into by the RECIPIENT pursuant to this Agreement, the state of Washington is named as an express third party beneficiary of such subcontracts with full rights as such.

30. WAIVER

Waiver of a default or breach of any provision of this Agreement is not a waiver of any subsequent default or breach, and will not be construed as a modification of the terms of this Agreement unless stated as such in writing by the authorized representative of ECOLOGY.

End of General Terms and Conditions



Certificate Of Completion

Envelope Id: 5EE9A97A2F0A4EE1BB0E1047954751A3		Status: Completed
Subject: Please DocuSign:		
Source Envelope:		
Document Pages: 29	Signatures: 1	Envelope Originator:
Certificate Pages: 2	Initials: 1	Lydia Lindwall
AutoNav: Enabled		P.O. Box 47600
Envelopeld Stamping: Enabled		Olympia, WA 98504
Time Zone: (UTC-08:00) Pacific Time (US & Canada)		lilin461@ecy.wa.gov
		IP Address: 165.151.211.179

Record Tracking

Status: Original	Holder: Lydia Lindwall	Location: DocuSign
3/20/2024 1:26:02 PM	lilin461@ecy.wa.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Washington State Department of Ecology	Location: DocuSign

Signer Events

Signature	Timestamp
Barry Rogowski brog461@ECY.WA.GOV Program Manager Security Level: Email, Account Authentication (None)	Sent: 3/20/2024 1:29:01 PM Viewed: 3/20/2024 1:36:36 PM Signed: 3/20/2024 1:37:05 PM
<div><div>DocuSigned by:</div><div><i>Barry Rogowski</i></div><div>6A0C8B7E6EB0424...</div></div> <div>Signature Adoption: Pre-selected Style Using IP Address: 165.151.81.73</div>	

Electronic Record and Signature Disclosure:  
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Amanda Seider asei461@ECY.WA.GOV Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 3/20/2024 1:29:01 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/20/2024 1:29:01 PM
Certified Delivered	Security Checked	3/20/2024 1:36:36 PM
Signing Complete	Security Checked	3/20/2024 1:37:05 PM
Completed	Security Checked	3/20/2024 1:37:05 PM

Payment Events	Status	Timestamps
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**AMENDMENT NO. 1  
TO AGREEMENT NO. TCPIPG-2325-Tumwat-00050  
BETWEEN  
THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY  
AND  
CITY OF TUMWATER**

**PURPOSE:** To amend the above-referenced agreement (AGREEMENT) between the state of Washington Department of Ecology (ECOLOGY) and CITY OF TUMWATER (RECIPIENT) for the Former WSDOT Olympic Region Headquarters (PROJECT).

The purpose of this amendment is to extend the expiration date of the AGREEMENT from June 30, 2025, to June 30, 2027. The total budget, scope of work and deliverables, and terms and conditions of the AGREEMENT remain the same.

IT IS MUTUALLY AGREED that the AGREEMENT is amended as follows:

Expiration Date:

Original: 06/30/2025 Amended: 06/30/2027

**CHANGES TO THE BUDGET**

**Funding Distribution EG240587**

Funding Title: Former WSDOT Olympic Region Headquarters

Funding Type: Grant

Funding Effective Date: 03/18/2024

Funding Expiration Date: 06/30/2027

Funding Source:

Title: Model Toxics Control Capital Account (MTCCA)

Fund: FD

Type: State

Funding Source %: 100%

Description: Remedial action grants and loans are provided to local governments in Washington State to facilitate the cleanup of publicly owned lands contaminated with hazardous substances. Grants or Loans offered include those for initial investigations, independent cleanups, cleanups conducted under order or consent decree, safe drinking water actions, areawide groundwater investigations, and integrated planning activities. The remedial action grant and loan program was created by the Model Toxics Control Act (MTCA), Chapter 70.105D



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RCW. MTCA directed Ecology to adopt rules for grant and loan issuance and performance. Those rules are in Chapter 173-322A WAC, Remedial Action Grants and Loans. Funds for remedial action grants and loans come from a tax on hazardous substances. MTCA directs 25% of the tax revenue into the Model Toxics Control Capitol Account (MTCCA) and in some cases capital bond funds are provided to increase available grant funding.

Approved Indirect Costs Rate: Approved State Indirect: 25%

Recipient Match %: 0%

InKind Interlocal Allowed: No

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

<b>Former WSDOT Olympic Region Headquarters</b>	<b>Task Total</b>
GRANT AND PROJECT ADMINISTRATION -J008	\$ 1,000.00
ASSESSMENTS AND REMEDIAL INVESTIGATIONS - J003	\$ 120,000.00
FEASIBILITY STUDY - J004	\$ 20,000.00
INTEGRATED PLANNING ACTIVITIES - J011	\$ 59,000.00

**Total: \$ 200,000.00**

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Former WSDOT Olympic Region Headquarters Project

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**Funding Distribution Summary**

**Recipient / Ecology Share**

Funding Distribution Name	Recipient Match %	Recipient Share	Ecology Share	Total
Former WSDOT Olympic Region Headquarters	0 %	\$ 0.00	\$ 200,000.00	\$ 200,000.00
Total		\$ 0.00	\$ 200,000.00	\$ 200,000.00

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Former WSDOT Olympic Region Headquarters Project

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## AUTHORIZING SIGNATURES

All other terms and conditions of the original Agreement including any Amendments remain in full force and effect, except as expressly provided by this Amendment.

The signatories to this Amendment represent that they have the authority to execute this Amendment and bind their respective organizations to this Amendment.

This amendment will be effective 03/18/2024.

IN WITNESS WHEREOF: the parties hereto, having read this Amendment in its entirety, including all attachments, do agree in each and every particular and have thus set their hands hereunto.

Washington State  
Department of Ecology

CITY OF TUMWATER

By: \_\_\_\_\_

Barry Rogowski

Date

Toxics Cleanup

Program Manager

By: \_\_\_\_\_

Debbie Sullivan

Date

Mayor

Template Approved to Form by  
Attorney General's Office