



CITY OF
TUMWATER
CITY COUNCIL
MEETING AGENDA

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

Tuesday, October 01, 2024
7:00 PM

1. **Call to Order**

2. **Roll Call**

3. **Flag Salute**

4. **Special Items:**

[a.](#) Proclamation: Fire Prevention Week October 6 - 12, 2024

[b.](#) Proclamation: Walk to School Month, October 2024

[c.](#) Proclamation: Hispanic Heritage Month September 15 - October 15, 2024

5. **Public Comment:** (for discussion of items not having a public hearing on tonight's agenda)

6. **Consent Calendar:**

[a.](#) Approval of Minutes: City Council September 17, 2024

[b.](#) Payment of Vouchers (Finance Department)

[c.](#) Lodging Tax Advisory Committee 2025 Funding Recommendations (Executive Department)

7. **Public Hearings:**

[a.](#) Resolution R2024-016, Opposing the passage of Washington State Ballot Initiative No. 2117, Concerning Carbon Tax Credit Trading (Executive Department)

Prohibit Carbon Tax Credit Trading Initiative

Initiative Measure No. 2117 concerns carbon tax credit trading. This measure would prohibit state agencies from imposing any type of carbon tax credit trading, and repeal legislation establishing a cap and invest program to reduce greenhouse gas emissions. This measure would decrease funding for investments in transportation, clean air, renewable energy, conservation, and emissions-reduction.

Should this measure be enacted into law? Yes [] No []

8. **Committee Reports**

a. Public Health and Safety Committee (Peter Agabi)

b. General Government Committee (Michael Althausen)

c. Public Works Committee (Eileen Swarhout)

d. Budget and Finance Committee (Debbie Sullivan)

9. Mayor/City Administrator's Report

10. Councilmember Reports

11. Any Other Business

12. Adjourn

Hybrid Meeting Information

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

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Public and Written Comment

Attend in person to give public comment or register by 6:45 p.m. the day of the meeting to provide public comment using the web-based meeting platform:

https://us02web.zoom.us/webinar/register/WN_ts8NpRAwS6Sy3K8oeTpYMQ

After registering, you will receive a confirmation email with a login to join the online meeting.

As an alternative, prior to the meeting, the public may submit comments by sending an email to council@ci.tumwater.wa.us, no later than 5:00 p.m. on the day of the meeting. Comments are submitted directly to the Mayor and City Councilmembers and will not be read individually into the record of the meeting.

Post Meeting

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

Accommodations

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City Clerk by calling (360) 252-5488 or email CityClerk@ci.tumwater.wa.us. For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384. To contact the City's ADA Coordinator directly, call (360) 754-4129 or email ADACoordinator@ci.tumwater.wa.us

Proclamation

WHEREAS, the City of Tumwater is committed to ensuring the safety and security of all those living in and visiting our City. Fire is a serious public safety concern both locally and nationally. Homes are the locations where people are at greatest risk; and

WHEREAS, home fires killed more than 2,700 people in the United States in 2022, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 360,000 home fires; and

WHEREAS, According to the NFPA®, smoke alarms reduce the risk of dying in a home fire by more than half (54 percent). Meanwhile, roughly three out of five fire deaths happen in homes with either no smoke alarms or no working smoke alarms.

WHEREAS, smoke alarms sense smoke well before you can, alerting you to danger in the event of fire in which you may have as little as two minutes to escape safely; and

WHEREAS, residents are responsive to public education measures and can take personal steps to increase their safety from fire, especially in their homes. Residents should test smoke alarms at least once a month.

WHEREAS, first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, The 2024 Fire Prevention Week theme, “Smoke alarms: Make them work for you!” serves to educate the public about the importance of having working smoke alarms in the home.

NOW THEREFORE, I, Debbie Sullivan, Mayor of the City of Tumwater, do hereby proclaim the week of

October 6, 2024 - October 12, 2024

Fire Prevention Week

and I urge all residents and businesses in the City of Tumwater to heed these messages and to support the efforts of the Tumwater Fire Department and other emergency services to keep us safe from fires and in times of medical emergencies.

Signed in the City of Tumwater, Washington, and recognized on this 1st day of October in the year, two thousand twenty-four.



Debbie Sullivan

Debbie Sullivan

Mayor

Proclamation

WHEREAS, making bicycle, pedestrian, and active transportation safety improvements a priority can help protect the life and safety of Tumwater’s youth; and

WHEREAS, the City of Tumwater is working to add bike lanes, trails, sidewalks, and improve street crossings to better connect our neighborhoods and provide safer routes to schools; and

WHEREAS, increasing physical activity improves the health of our youth; and

WHEREAS, regularly walking, biking and rolling to school can be fun and increase students’ readiness to learn; and

WHEREAS, driving students to school contributes to traffic congestion and air pollution; and

WHEREAS, an important role for parents and caregivers is to teach children how to safely walk, bike and roll on our streets; and

WHEREAS, in October, community leaders, parents and children from around the world will join together for Walk to School events to increase awareness about the health and environmental benefits of walking and biking to school.

NOW THEREFORE, I, Debbie Sullivan, Mayor of the City of Tumwater, do hereby proclaim

October 2024

Walk to School Month

and I call upon the people of the City of Tumwater to promote the safety and health of children this month and throughout the year by supporting pedestrian, bicycle and active transportation improvements, modeling safe pedestrian and bicycle behaviors, and helping make our roads safer for those walking and biking by participating in safe driving practices and following the speed limit. I invite parents, school employees, and community leaders to make a lasting impression on our community's youth by joining Tumwater students in walking to school.

Signed in the City of Tumwater, Washington, and recognized on this 1st day of October in the year, two thousand twenty-four.

Debbie Sullivan

Debbie Sullivan

Mayor



Proclamation

WHEREAS, each year, Americans observe National Hispanic Heritage Month from September 15 to October 15, by celebrating the histories, cultures and contributions of those whose ancestors came from Spain, Mexico, the Caribbean and Central and South America; and

WHEREAS, National Hispanic Heritage Month celebrates and recognizes Hispanic American contributions to US society and culture. Designated in 1968 when Congress passed Public Law 90-498 authorizing and requesting the President to issue an annual proclamation of National Hispanic Heritage during mid-September. September 15th marks the anniversary of independence for the Latin American countries of Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua. Mexico celebrates its independence on September 16th and Chile celebrates its independence on September 18th; and

WHEREAS, National Hispanic Heritage Month is a time to honor the many ways Hispanics, Latinos, and Latinx contribute to Tumwater, celebrate diverse cultures, and work toward a stronger, more inclusive, and prosperous community for all; and

WHEREAS, Hispanic Americans have made exceptional contributions throughout our history in areas including science, medicine, business, law, sports, education, government and military. Our culture has been enriched by the art, food, music, literature, and creativity of Hispanic people; and

WHEREAS, understanding the lived experiences of Hispanics in Tumwater is critical to the creation of City services, development, infrastructure, programs, and investments with mutual benefits for all who reside in our community.

NOW THEREFORE, I, Debbie Sullivan, Mayor of the City of Tumwater, do hereby proclaim the month of

National Hispanic Heritage Month

September 15 - October 15, 2024

and I urge people to join me in learning and participating in events that celebrate the rich Hispanic cultural traditions.

Signed in the City of Tumwater, Washington, this 1st day of October in the year, two thousand twenty-four.



Debbie Sullivan

Debbie Sullivan
Mayor

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
SEPTEMBER 17, 2024 Page 1**

CONVENE: 7:00 p.m.

PRESENT: Mayor Debbie Sullivan and Councilmembers Peter Agabi, Michael Althaus, Joan Cathey, Leatta Dahlhoff, Angela Jefferson, Eileen Swarthout, and Kelly Von Holtz.

Staff: City Administrator Lisa Parks, City Attorney Karen Kirkpatrick, Finance Director Troy Niemeyer, Police Chief Jon Weiks, Fire Chief Brian Hurley, Community Development Department Director Michael Matlock, Parks and Recreation Department Director Chuck Denney, Water Resources & Sustainability Department Director Dan Smith, Communications Manager Jason Wettstein, WRS Program Manager Patrick Soderberg, Sustainability Coordinator Alyssa Jones Wood, and Deputy City Clerk Traci Core.

SPECIAL ITEMS:

**PROCLAMATION:
CONSTITUTION
WEEK, SEPTEMBER
15-23, 2024:** Councilmember Jefferson read a proclamation declaring *Constitution Week, September 15-23, 2024*. The proclamation calls upon the people of the City of Tumwater to recognize and celebrate the importance of the Constitution of the United States, the guarantees in the Bill of Rights, and the freedoms derived from those important documents by visiting the Tumwater Library during the month of September to learn more about the documents and the history of the United States of America.

Members of the Sacajawea Chapter of the American Daughters of the American Revolution accepted the proclamation from Mayor Sullivan.

**PROCLAMATION:
NATIONAL VOTER
REGISTRATION DAY,
SEPTEMBER 17, 2024:** Councilmember Jefferson read a proclamation declaring, *September 17, 2024 as National Voter Registration Day*. The proclamation encouraged all eligible City of Tumwater residents to register to vote, to vote when they receive their ballot, and to encourage their neighbors to vote.

Thurston County Auditor Mary Hall accepted the proclamation from Mayor Sullivan. Ms. Hall thanked the Council for recognizing National Voter Registration Day as voting is the cornerstone of the nation's democracy. Thurston County has registered more than 200,000 voters from a population of over 300,000. Registering to vote is easy and can be accomplished when renewing or obtaining a driver's license. Same day voter registration up to 8 p.m. on election night is also available. Ms. Hall encouraged all citizens to register and vote. A new voting center was recently opened in the City of Tumwater in the Mottman Industrial Park off 29th Avenue SW. Ms. Hall encouraged citizens to sign up through the website to participate in a tour of the facility to learn how a voter ballot is processed. She noted that the Auditor's Office recently participated in a statewide

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
SEPTEMBER 17, 2024 Page 2**

hand recount for the second and third position for Commissioner of Public Lands. Thurston County achieved a zero variance.

PUBLIC COMMENT:

Talauna Reed, 1220 Garrison Street NE, Olympia, said she works with individuals and families who live in Tumwater. She also shops and volunteers her time in Tumwater and through her employment has supported several tenants to secure safe housing in Tumwater. She partners with many providers and organizations in Tumwater and cares about the health and safety of residents in Tumwater. She thanked the Council for its works to increase tenant protections for renters. The rental registry program is a good way to increase accountability and build a bridge between tenants and landlords. She conveyed the importance of climate action. Tumwater residences and businesses need more money spent on climate resiliency, adaptation, and mitigation. One City employee works on climate related issues, which is insufficient. An emergency management plan is necessary for Thurston County addressing smoke, wildfire, heat events, and flooding. Residents, especially those who are senior, low-income, or unhoused need more from the City. Although she believes the Council wants residents to be healthy and thrive in the City, it requires a greater commitment from leadership. Climate change is happening. She asked the Council to fully invest in the health and safety of all residents and take more steps to ensure unhoused community members have resources during extreme heat waves, that seniors and low-income have cooling units in their homes, and that black and brown residents have equitable access to resources. Investing in climate action work requires prioritizing staffing and emergency management planning during the budget process. Increasing staffing and providing resources to those tenants who are underserved and underrepresented would be a start to reflect the Council's commitment and would serve as an extension of the work completed by the Council for protecting tenants. She asked what the City will do to ensure resources meet the demands of the climate crisis and whether the City plans to expand climate staffing between now and 2025.

Pamela Hansen, P.O. Box 14521, Tumwater, congratulated Washington State for requiring photo ID to register for vote. She previously assisted some individuals who wanted the State of Michigan to require photo ID to vote. The opposing side passed a constitutional amendment not requiring photo ID for voting. She spoke to Flock cameras and the potential for litigation. She recently learned Federal Express is using Flock cameras in its vehicles expanding the use of Flock cameras to the commercial market. She cited a sheriff's department in Florida that uses seizure funds to help fund the department and encouraged the City to explore the option of using seizure laws to help fund the police department.

Dave Nicandri, Tumwater, said his comments regard climate change and the emphasis to convert to electrification. He acknowledged the

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
SEPTEMBER 17, 2024 Page 3**

reality of climate change but his concerns and hesitations surround supposedly climate change solutions. The push for all-electrification is straining the electrical grid and pocketbooks. If everything is okay with the electrical system, he finds it curious that he receives push notifications from Puget Sound Energy to perform a household function at another time during the day to prevent a strain on the electrical power grid. Alternatively, the reliability of the grid is being questioned as reported by the *Los Angeles Times* about the Port of Los Angeles experiencing brownouts because of electrical surges, which is occurring across the nation by adding more devices to one energy system rather than a multi-layered diversified energy system. The issue is why the grid is experiencing surges because solar and wind unlike hydroelectric, natural gas, or nuclear power do not generate electricity at a steady frequency of 60 cycles per second. The mainframe systems inform the current standard of living. Utility companies across the country are building industrial-scale battery reservoirs to enable regulation of the cycling of the power. The reservoirs cost ten times the amount of money required to build a natural gas power plant and are also prone to catching fire.

Ryan Reynolds, 9020 Longberg Street SW, Tumwater, said he serves as the current President of the Tumwater Area Chamber of Commerce. He thanked the Mayor and several Councilmembers for attending a recent chamber event, which represents a huge opportunity for the City, Tumwater School District, and businesses. The new Tumwater Visitor and Tourist Center is located in the Fred Meyer complex and provides opportunities to students and a new vision for the chamber. The center provides information to students and encourages them to become involved in tourism at the center. The center also provides opportunities for businesses to advertise and promote their businesses. Another opportunity to learn about the center is an event at Farrelli's Pizza in Tumwater at noon on September 18, 2024. He encouraged the Council to remain involved in the great collaboration.

- CONSENT CALENDAR:**
- a. Approval of Minutes: City Council Work Session, July 23, 2024
 - b. Approval of Minutes: City Council Work Session, August 27, 2024
 - c. Approval of Minutes: City Council, September 3, 2024
 - d. Payment of Vouchers
 - e. Grant Agreement with the Department of Ecology for the Pioneer Park Restoration Project Amendment
 - f. Advisory Board Appointment of Carissa Parvin to the Barnes Lake Management District Steering Committee
 - g. Reappointment of Kathy Peterson, Cecil Weaver, and Judith Loft to the Barnes Lake Management District Steering Committee

MOTION: **Councilmember Jefferson moved, seconded by Councilmember Swarthout, to approve the consent calendar as published. A voice**

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
SEPTEMBER 17, 2024 Page 4**

vote approved the motion unanimously.

Mayor Sullivan reviewed the items approved on the consent calendar.

Mayor Sullivan welcomed Carissa Parvin as a new member of the Barnes Lake Management District Steering Committee. Ms. Parvin shared that she purchased property at Barnes Lake in 2017. As a resident she wanted to invest more and assist in improving the lake.

**COUNCIL
CONSIDERATIONS:**

**AGREEMENT FOR
THE TRANSFER OF
INTERESTS IN
BREWERY ASSETS
WITH CITY OF
LACEY:**

Director Smith reported the proposal is approval of an agreement for the transfer of interest in brewery assets with the City of Lacey. The request represents a major milestone, which began in 2006 when the City acted, with the Cities of Olympia and Lacey, to ensure the water rights owned by All American Water Bottling would not be relinquished due to non-use. The City entered into an interlocal agreement with the cities of Olympia and Lacey to share water rights, infrastructure, and property to serve all three communities.

The cities engaged in planning meetings to determine the path forward to utilize water rights for the communities. In 2011, the City hired RH2 Engineering to complete initial planning and analysis on water quality and conveyance systems. The results produced a three-phased project.

The first phase was the aquifer and infrastructure assessment to evaluate the assets acquired through the condemnation proceedings. During the second phase, a memorandum of understanding (MOU) between the partners was drafted considering wellfield ownership, management, operation, and treatment. Prior to the last phase and execution of the MOU, the City of Lacey determined it had a different approach for using and developing water within Lacey. As a result, partnership efforts began to evaluate the potential of one partner withdrawing from the partnership and considerations for transferring the water rights and assets to one or both remaining partners.

In 2023, the City of Lacey notified the partnership of its intent to withdraw from the partnership and allocate its water rights, assets, and liabilities to the partnership. The City of Olympia deferred to the City of Tumwater for the transfer of Lacey’s assets and liabilities.

Over the last year, staff worked with the City of Lacey staff to determine the value of the water rights and physical assets using the same consultants initially used during the condemnation proceedings. Water rights acquired by the City of Tumwater under the new agreement could serve up to 3,200 residential units increasing the City of Tumwater’s share of former Brewery Water Rights.

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
SEPTEMBER 17, 2024 Page 5**

The proposed agreement transfers both assets and liabilities from the City of Lacey to the City of Tumwater. With execution of the agreement, the City of Tumwater is responsible for two-thirds of the partnership with the City of Olympia. Over the last year, staff worked with City of Lacey staff to finalize the water right and property valuations and provide an offer to the City of Lacey of \$2,461,000.00.

Conditions outlined in the asset transfer agreement assume that the valuations provided through the process would be accepted by both parties and that the transferring city would issue to the purchasing city a *right to use in perpetuity certificate*, recognizing that the transferring city would retain ownership until the rights are put to full beneficial use, an administrative process required by the Department of Ecology to ensure water provided through a permit can be certificated after the full water right has been utilized. Once all of the former Brewery water rights have been put to full beneficial use, the City of Lacey would issue a quick claim deed providing full ownership of its portion of the water rights to Tumwater. Staff anticipates all conditions of the agreement can be met by 2028.

Following execution of the agreement with the City of Lacey, completion of a MOU with the City of Olympia outlining ownership and operation considerations of the Brewery Wellfield under the new two-party partnership. Wells will be drilled to produce two increments of water for the City of Tumwater. The City of Olympia does not need its increment of water today. The MOU will address the timing of water to the City of Olympia. The design of the facilities will account for the upcoming need for withdrawal of water by the City of Olympia.

RH2 Engineering will assist the City in designing and constructing up to three new wells dependent upon the volume of water withdrawn. Other existing brewery wells would be decommissioned. The new brewery wellfield is anticipated to need some additional water treatment. A proposal would be submitted to the Department of Health next year to enable final design and initiation of construction in late 2025/2026.

Director Smith recommended the City Council authorize the Mayor to sign the Brewery Asset Transfer Agreement with the City of Lacey to acquire the City of Lacey's brewery wellfield assets including all its water rights, infrastructure, and associated liabilities of the brewery wellfield.

Councilmember Althaus commented that full use of all water rights must be completed by 2041. He asked whether the City of Lacey retains the water rights if full use is not achieved by 2041. Director Smith advised that the City retain the rights after water is put to full beneficial use. The Department of Ecology issued an extension for

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
SEPTEMBER 17, 2024 Page 6**

using the water rights until 2041, which provides sufficient time for the City to utilize its water rights. However, in the event, another extension is necessary the extension would apply to the agreement with the City of Lacey to issue a right to use in perpetuity certificate.

Councilmember Althausser noted that the cost of \$2.4 million is reflective of some of the challenges associated with the property, railroad, egress and ingress, and the topography of the site. Director Smith affirmed that the property evaluation, existing assets, and all liabilities are included in the agreement.

MOTION:

Councilmember Swarthout moved, seconded by Councilmember Jefferson, to approve and authorize the Mayor to sign the Brewery Asset Transfer Agreement with the City of Lacey to permanently acquire Lacey’s Brewery Wellfield assets, including water rights, infrastructure, and associated liabilities of the Brewery Wellfield.

Councilmember Althausser commented that the action is an important strategic step for the City’s future in lieu of climate change and that securing water rights will be an important asset. He thanked the City of Lacey for working with the City over the last several years.

MOTION:

A voice vote approved the motion unanimously.

**INTERAGENCY
AGREEMENT WITH
WASHINGTON
DEPARTMENT OF
COMMERCE FOR
STATE HOME
ELECTRIFICATION
AND APPLIANCE
REBATES PROGRAM:**

Coordinator Jones Wood reported the proposal helps achieve Strategy B-6 within the Thurston Climate Mitigation Plan for conversion to cleaner fuel sources. Buildings and energy comprise 54.2% of Thurston County greenhouse gas emissions. Residential buildings are a large portion of those emissions.

Coordinator Jones Wood displayed a table from the 2022 community-wide greenhouse gas emission inventory establishing 2015 as the baseline year. The table reflects a 31% increase in emissions related to natural gas in the residential sector since 2015.

One of the three regional initiatives the Thurston Climate Mitigation Collaborative is focusing on this year is the EEE Campaign (Residential Energy Efficiency and Electrification Campaign) rebranded as Energize Thurston. The campaign has several components to include a web-based information hub at www.wa.switchson.org to learn how to electrify a home, local financial incentives available to help families electrify appliances and homes, outreach and marketing campaigns, and an advisory support service. The grant is funded by the Washington Climate Commitment Act for \$477,540 with no match requirements. The grant expires on June 30, 2025. Funding will cover home appliance electrification upgrades including heat pump, water heater, induction kitchen appliances, clothes dryer, electrical service and panel upgrades for the

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
SEPTEMBER 17, 2024 Page 7**

installation of new appliances, wiring, education and outreach, and program administration.

Individuals benefitting from the grant are low- and moderate-income residents in Tumwater. Other Thurston County jurisdictions receiving funding include Thurston County, City of Lacey, and the City of Tenino.

The first priority is to complete turnkey installations for home electrification for low- and moderate-income residents with a household income up to 120% of area median income. Tumwater Lifeline customers will be outreached first because they are income qualified. The program is available to anyone who meets the income qualifications. The City anticipates completing 20 to 40 full home electrifications.

The second priority is to provide group discounted pricing opportunities for all Tumwater residents at any income level.

Coordinator Jones Wood reviewed the requirements for Tumwater residents to participate in the program.

Councilmember Jefferson inquired as to outreach efforts to the low-income senior population who often do not use the internet. Coordinator Jones Wood said the campaign will target customers of the City's Lifeline Program, seniors, and people with disabilities through direct mail, phone calls, or by visiting them at their home.

Councilmember Dahlhoff commented that many seniors experiencing mobility challenges could encounter problems attending the workshops. She asked about alternatives for seniors to participate through other senior service providers. Coordinator Jones Wood advised that part of the outreach has included partner agency interviews and focus groups for different regional initiatives including contact with Seniors for South Sound. She often has a table at the Food Bank regularly and is able to speak to many seniors and disabled seniors. The City will pursue multiple avenues and schedule workshops in different ways and locations.

Coordinator Jones Wood requested the Council authorize the Mayor to sign the Interagency Agreement with Washington Department of Commerce for State Home Electrification and Appliance Rebates Program.

Councilmember Althaus asked whether passage of Initiative 2217 repealing the Climate Commitment Act would affect program funding. Coordinator Jones Wood said the City's funding is available through June 30, 2025. Any future funding for the program could be threatened with the passage of the initiative.

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
SEPTEMBER 17, 2024 Page 8**

Councilmember Cathey asked whether the program can be utilized by rental households. Coordinator Jones Wood said tenants would need to obtain authorization from the landlord. Similar to Energize Olympia and other programs across the country, renters are able to participate. The income qualification would likely apply to the property owner, as the program would provide improvements to the property. The program is designated to launch in January 2025 giving time for staff to work out more details of the program.

MOTION: Councilmember Dahlhoff moved, seconded by Councilmember Von Holtz, to approve and authorize the Mayor to sign the Interagency Agreement with Washington Department of Commerce for State Home Electrification and Appliance Rebates Program. A voice vote approved the motion unanimously.

**COMMITTEE
REPORTS:**

PUBLIC HEALTH & SAFETY:
Peter Agabi The last meeting on September 10, 2024 included a review of survey results by the Tumwater Police Department and a briefing on Fire Department staffing. The committee also discussed recent racial incidents in particular areas in the City. Subsequently, the committee agreed to propose a resolution condemning any racial abuse of community members and requested the committee’s review and recommendation of the resolution to the Council for consideration.

GENERAL GOVERNMENT:
Michael Althaus The committee meeting on September 11, 2024 included continuation of the 2025 Comprehensive Plan Periodic Update to review the Transportation Element and a discussion on formatting options for the Comprehensive Plan. The committee agreed on the importance of ensuring readability and accessibility of the plan to the public.

PUBLIC WORKS:
Eileen Swarthout The next meeting has been cancelled. The committee considered and forwarded recommendations for two of the consent calendar items at the September 4, 2024 meeting.

BUDGET AND FINANCE:
Debbie Sullivan There has been no meeting.

MAYOR/CITY ADMINISTRATOR’S REPORT: City Administrator Parks reported on the upcoming Falls Fest on Saturday, September 28, 2024 at Brewery Park at Tumwater Falls from 10 a.m. to 4 p.m. She asked about any interest for designating space for the Council to afford the ability to interact with the public. She invited Councilmembers to contact her for follow-up with staff. This year’s event will include shuttle service by Intercity Transit because parking is limited for the event.

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
SEPTEMBER 17, 2024 Page 9**

The Israel Road project is progressing with evening paving. The project will be completed shortly with striping completed before the end of the year. The Linwood project is also progressing well with some work completed next spring.

Mayor Sullivan reported on her attendance to many Association of Washington Cities (AWC) committee meetings. She also attended the Funding and Governance Work Group meeting of the Deschutes Estuary Restoration Project at the Squaxin Island Hotel with Councilmembers Althausser and Dahlhoff.

During the Mayor's Forum, members discussed the location of the World Cup Soccer games in 2026. The organization is seeking other areas to host the games. It may be possible that Lacey, Olympia, and Tumwater could be selected to host some auxiliary events associated with the games.

Mayor Sullivan attended a meeting with the Artisan Group, an architectural firm located off Capitol Boulevard in Tumwater. The firm is expanding its existing building and increasing the building to three stories to include six apartments.

**COUNCILMEMBER
REPORTS:**

Kelly Von Holtz:

Councilmember Von Holtz attended the September 4, 2024 Intercity Transit Authority meeting. Intercity Transit is restoring late business service to The Evergreen State College for students. Intercity Transit is conducting a pilot project for the sight-impaired by providing guides to transit services at transit centers and bus stops.

Councilmember Von Holtz reported she attended the Nisqually Land Trust event honoring former Senator Karen Fraser.

Angela Jefferson

The medicine take back event is scheduled on October 5, 2024 from 9 a.m. to noon sponsored by Tumwater HOPES during the Tumwater Clean Up Drop Off event. The event features medication disposal, shredding, and recycling services. The Food Bank will feature a site to accept food donations. Medicine lockboxes will be provided as well as information on resources.

At the September 12, 2004 Tumwater HOPES meeting, members discussed a summary of last year's accomplishments, which were minimal as the organization lacked a manager. Members approved purchasing the movie *Screenagers* for viewings throughout the year. Members discussed a drug prevention summit at the Westin Hotel in Seattle, October 30-31, 2024. Several members plan to attend. Members discussed ways to engage teens to help the organization grow. Councilmember Jefferson reported on her meeting with the

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
SEPTEMBER 17, 2024 Page 10**

Director for Career and Technical Education at the Tumwater School District to discuss ways to collaborate with Tumwater HOPES. The new director develops work place learning programs. She wants to explore ways for the City to partner to encourage teens to become involved at City Hall, such as formation of a youth committee to receive school curriculum credits or involving youths with the City's Racial Equity Committee. An event is scheduled at Black Hills High School on Saturday, September 21, 2024 to engage with the Director and the Tumwater School District to pursue a program for high school students. She questioned whether it is possible for the City's Volunteer Coordinator to attend the meeting. City Administrator Parks affirmed the request.

At the last meeting of Olympia and Beyond Visitor and Convention Bureau, members reviewed details of the upcoming annual meeting scheduled on September 19, 2024 in the City of Tenino at 5 p.m. Members voted to appoint two new board members.

Leatta Dahlhoff:

Councilmember Dahlhoff reported on her attendance to the September 4, 2024 Emergency Coordination Center Workshop. Multiple workshops are scheduled throughout the year. The workshops feature scenarios on information management, inoperable communications, resource management, strategic planning, multi-agency coordination, and policy direction. The training covers how those issues work in coordination and how the City would respond during an emergency.

At the Thurston County 9-1-1 Communications Administrative Board meeting, statistics were shared with members. During the month of July, 33,667 calls were received by the 911 call center in Thurston County. In comparison to July 2023, calls reduced by 15%.

The Thurston County Opioid Task Force is sponsoring a pilot program to collaborate with EMS and Fire to leave locking medication bags after responding to an incident. The task force plans to track the number of bags distributed.

The LOTT Clean Water Alliance Board met and discussed its participation in the Deschutes Estuary project. Department of Enterprise Services staff and the project consultant provided an update on the status of the project and LOTT's involvement. The Board is working on the LOTT budget and received information on future changes to LOTT's pretreatment ordinances.

Michael Althaus:

Councilmember Althaus attended the meeting of the Funding and Governance Work Group for the Deschutes Estuary Restoration Project at the Squaxin Island Hotel.

The next meeting of the Regional Housing Council is scheduled on September 25, 2024.

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
SEPTEMBER 17, 2024 Page 11**

Eileen Swarthout:

At the last meeting of the Thurston Regional Planning Council meeting, members discussed the Regional Transportation Improvement Program annual update for funding for transportation projects in the region. Members discussed the potential of TRPC increasing its assessment to members to help fund technology infrastructure, which would represent a proposed 4.2% increase in membership fees.

Peter Agabi:

During the September 9, 2024 Joint Animal Services Commission meeting, members received information on the volunteer program at the shelter. To date, each volunteer has provided 40 hours of service. Members received information on incidents involving animal cruelty. Specifically, the example was a cock-fighting ring in Thurston County. Apparently, animal cruelty laws do not address small animals, such as birds and chickens. The individual charged is a repeat offender with convictions in other areas of the state. Members discussed options to pursue legislative changes to cover all animals in the statute. Members reviewed estimates of each jurisdiction's assessment for animal services. Tumwater's assessment rate would be approximately \$90,000 for 2025.

At the September 11, 2024 Transportation Policy Board meeting, members reviewed the Call for Transportation Projects. The City of Tumwater is submitting two major projects for consideration. The projects include a Pioneer Park trail segment and a transportation study for a roundabout on Capitol Boulevard. Members discussed the congestion management process and legislative priorities.

Joan Cathey:

Councilmember Cathey attended the Solid Waste Advisory Committee meeting, the Tumwater General Government Committee meeting, and the Olympic Region Clean Air Agency meeting. At the meeting of the Solid Waste Advisory Committee meeting, staff reviewed increased outreach efforts for solid waste in schools and other venues with an emphasis on solid waste, recycling, and gardening as part of the Washington State Extension Program supporting community gardens. She recommended inviting staff from the committee to share details of the program with the Council.

ADJOURNMENT:

With there being no further business, Mayor Sullivan adjourned the meeting at 8:26 p.m.

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

TO: City Council
FROM: Shelly Carter, Assistant Finance Director
DATE: October 01, 2024
SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff is seeking City Council ratification of:

- September 13, 2024, payment of Eden vouchers 174260 to 174292 in the amount of \$345,500.97 and electronics payments 903077 to 903090 in the amount of \$176,286.25 and wire payments in the amount of \$239,635.75; payment of Enterprise vouchers 184441 to 184514 in the amount of \$361,785.04 and electronic payments 904653 to 904673 in the amount of \$115,945.58

2) Background:

The City pays vendors monthly for purchases approved by all departments. The Finance Director has reviewed and released the payments as certified on the attached Exhibit(s). The full voucher listings are available upon request of the Assistant Finance Director. The most significant payments* were:

Vendor		
CDW LLC	55,781.88	Darktrace annual subscription = 3 rd yr of 4yr subscription
CDW LLC	77,035.73	Microsoft 365 Business Premium – 280 licenses 6/14/2024 – 6/13/2025
ICF JONES & STOKES, INC	28,715.00	Professional Services for Bush Prairie HCP project 7/1/24 to 8/23/24
WA ST DEPT OF ENTERPRISE SVCS	42,863.00	MacDonald-Miller COT Investment grade audit
BOBBIE & AMANDA'S CLEANING SVC	24,809.73	Janitorial services & supplies – August
WA ST AUDITORS	45,883.90	2023 Accountability, Federal Grant & Financial audit – August bill

* Includes vouchers in excess of \$20,000, excluding routine utility payments.

3) Policy Support:

- Strategic Goals and Priorities: Fiscally responsible and develop sustainable financial strategies.
- Vision Mission Beliefs-Excellence: Efficient stewards of public resources, building public trust through transparency.

4) Alternatives:

- Ratify the vouchers as proposed.
- Develop an alternative voucher review and approval process.

- 5) Fiscal Notes:
The vouchers are for appropriated expenditures in the respective funds and departments.
-

- 6) Attachments:
- A. Exhibit A – Payment of Vouchers – Review and Approval

EXHIBIT "A"

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Tumwater, and that I am authorized to authenticate and certify to said claim.

Enterprise ERP

Voucher/Check Nos 184441 through 184514 in the amount of \$361,785.04

Electronic payment Nos 904653 through 904673 in the amount of \$115,945.58

Eden

Voucher/Check Nos 174260 through 174292 in the amount of \$345,500.97

Electronic payment Nos 903077 through 903090 in the amount of \$176,286.25

Wire payments in the amount of \$239,635.75



Asst. Finance Director, on behalf of the Finance Director

Checks dated 09/13/2024

TO: City Council
 FROM: Brittaney McClanahan, Executive Assistant
 DATE: October 1, 2024
 SUBJECT: Lodging Tax Advisory Committee 2025 Funding Recommendations

1) Recommended Action:

Move to include the Lodging Tax Advisory Committee’s (LTAC) 2025 funding recommendations into the City’s budget.

2) Background:

Pursuant to RCW 67.28.180, Tumwater collects a 4% lodging tax on hotel/motel stays within the City. Each year, the Lodging Tax Advisory Committee recommends to Council the use of 2% of Lodging Tax funds for programs to generate tourism in Tumwater. The other 2% is allocated to fund historic/cultural preservation activities as presented to the Committee. RCW 67.28.1816 allows the municipality to accept the LTAC funding recommendations or some of the recommendations. The municipality cannot fund an applicant not recommended by LTAC. See the process outlined in Attachment D to change the LTAC recommendations.

3) Policy Support:

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

4) Alternatives:

- Return the recommendation to LTAC for further consideration.
-

5) Fiscal Notes:

For 2025, LTAC recommends funding a total of \$238,050.00 to generate tourism in Tumwater. LTAC received 14 applications with a total funding request of \$257,933. Due to canceled events caused by COVID-19 in recent years, the Committee had unspent funds from prior years, resulting in a higher allocation for the 2025 funding year.

For the historic/cultural preservation activities and programs, the Lodging Tax Advisory Committee approved a motion to use \$210,000 in Lodging Tax funds. To the extent funding falls behind, the City’s General Fund would cover additional costs, specifically the costs for the Historic Programs. See Attachment C.

6) Attachments:

- A. 2025 LTAC Tourism Marketing and Special Event Applicant Summaries

- B. Lodging Tax Funding History and 2025 LTAC Funding Recommendations
- C. Lodging Historic and Cultural Funding for 2025 Memo from Chuck Denney
- D. MRSC article: Informal AG Opinion Clarifies Lodging Tax Awards

2025 LTAC Tourism Marketing and Special Event Applicant Summaries

Applicant	Summary	Requested Amount
<p>Team - Tomorrow Christen Greene, Owner 120 State Ave NE #1407 Olympia, WA 98501</p>	<p>Funds will be used for similar costs/programs as previous year: The South Sound Block Party is a 2-day, 2500-4500 capacity music festival on the water. An annual memory-maker, summer highlight and source of pride for the local community. Aiming to spotlight, preserve and contribute to the legendary Thurston County music scene for years to come. The weekend drives tourism, commerce, seasonal employment, fun (!) and pride in the community. Funds will go to artist fees and festival infrastructure.</p>	<p>\$15,000</p>
<p>Olympic Air Show Olympic Flight Museum Teri Thorning, Olympic Air Show Coordinator 7637-A Old Highway 99 SE Tumwater, WA 98501</p>	<p>Funds will be used for similar costs/programs as previous years: for promotion and operation costs of the 2025 Olympic Air Show and for the procurement of aerobatic demonstrations and related expenses. The event serves as the museum's primary fundraising activity and raises revenue which helps fund the year-round operations of the museum to help explore, preserve, educate and promote the history of aviation. Because of this event, the museum can provide a year-round attraction and place to visit when tourists are looking for activities in every season. The Olympic Flight Museum attracts approximately 30,000 visitors annually.</p>	<p>\$45,000</p>
<p>Tumwater Historical Association Sandra Gray, Secretary PO Box 4315 Tumwater, WA 98501</p>	<p>**NEW APPLICANT** Funds will be used for: covering 75% of event costs primarily for postage, printing, filming, advertising, signage, web costs, printing/distribution of flyers and brochures, and event equipment storage. Tumwater Historical Association will host a variety of reenacting and heritage events for the purpose of educating the public on Tumwater's history. These events include recreating pioneer activities, quilting/fiber arts event, a walking tour/talk regarding local cemeteries, historical demonstrations at Falls Fest, Tenino Railroad Days, Thurston County Fair and other area events.</p>	<p>\$5,000</p>
<p>Summer Concert & Beat Beethoven 5K Olympia Symphony Orchestra Jennifer Hermann 3400 Capitol Blvd SE, Suite 203 Olympia, WA 98501</p>	<p>**NEW APPLICANT** Funds will be used: to increase marketing to outdoor enthusiasts and the running community, a demographic that is attracted to Tumwater, and provide more paid hours for administrative staff to execute the task of procuring business partnerships. This activity is unique to the Pacific Northwest, with the nearest similar event taking place in central Oregon, but without live orchestra. Symphony typically attracts 3000 audience members at stand-alone outdoor summer concert, with the addition of the Beat Beethoven 5K event, that number will increase greatly and benefit Tumwater's economy. Marketing race registration with host hotels in Tumwater will increase overnight stays.</p>	<p>\$10,000</p>

2025 LTAC Tourism Marketing and Special Event Applicant Summaries

<p>Tumwater Chamber of Commerce Chris Sieg, Board Member 5304 Littlerock Rd SW Tumwater, WA 98512</p>	<p>Funds will be used: for workshops and training programs for local businesses and tourism providers to enhance their service quality and attract more visitors. Collaborations with neighboring communities or organizations to market the region as a tourist destination. Improving the visual appeal of tourist areas through landscaping and beautification projects. The Tumwater Retail & Tourism Visitors Center is a recognized virtual and physical visitors center for the City of Tumwater. As a partnership between the City of Tumwater, Tumwater Chamber of Commerce and the Tumwater School District, we are building partnerships with hundreds of area businesses and organizations that support tourism.</p>	<p>\$25,000</p>
<p>Olympia Tumwater Foundation Madeline Pennington, Assistant Director PO Box 4098 Tumwater, WA 98501</p>	<p>**Different from last year's application** Funds will be used for: a digital marketing campaign to increase visibility and attractiveness of Brewery Park, specifically focusing on digital marketing efforts to increase visitation from our top three out of area (50+ miles away) visitor markets: Vancouver, Portland and Seattle. Hire a firm to carry out this marketing campaign with the collaboration of the Olympia Tumwater Foundation in planning, execution, and reporting. The campaign will utilize Google advertising and SEO to drive increased traffic to our website as well as local Tumwater hotels, restaurants and things to do near Brewery Park.</p>	<p>\$5,000</p>
<p>Tumwater Artesian Festival Tumwater Downtown Association John Morton, President 1950 Black Lake Boulevard SW Tumwater, WA 98512</p>	<p>Funds will be used for similar costs/programs as previous years: marketing and promotion of the 25th Annual July 4th Artesian Festival at the Tumwater Valley Golf Course, along with direct costs that include the fireworks show, advertising, insurance, and entertainment. Marketing efforts primarily in the greater Western Washington area and include mailers, flyers as well as digital marketing through website promotion and social media platforms. Advertising on the radio will also continue. Prior years have had as many as 14,000 people attend. What originally began as just a fireworks show has grown into Tumwater's largest single day family-oriented event.</p>	<p>\$30,000</p>
<p>Washington State Senior Games Dianne Foster, Board of Directors President PO Box 14547 Tumwater, WA 98511</p>	<p>Funds will be used for similar costs/programs as previous years: to support the 2025 Washington State Senior Games, which keeps seniors healthy and productive. Participation in the Senior Games is a year-round effort to enhance wellness. The specific mission of the Washington State Senior Games is a dedication to promoting healthy lifestyles for active adults through education, fitness and sports. The event has 25 different sport competitions held in venues throughout the South Sound – track & field, 5K & 10K road runs, race walking, power walking, tennis, and golf will take place in Tumwater.</p>	<p>\$13,000</p>

2025 LTAC Tourism Marketing and Special Event Applicant Summaries

<p>Tumwater Artesian Brewfest City of Tumwater, Parks and Recreation Director Chuck Denney 555 Israel Road SW Tumwater, WA 98501</p>	<p>Funds will be used for similar costs/programs as previous years: to support promotions and marketing of the 11th annual Tumwater Artesian Brewfest and the legacy of brewing in Tumwater. Marketing to target audiences to more likely generate hotel stays (over the age of 21, craft beverage/beer/brewing interests, residing beyond the South Sound region - Seattle to Portland metro regions). Marketing to include targeted social media ads, brewing publications, newspaper advertisements in Seattle, JBLM, Portland, and South Sound, regional radio, television, and online ads. Posters and coasters advertising the event are delivered to local breweries and restaurants, as well as to each brewery participating in the event around Washington and Oregon.</p>	<p>\$18,000</p>
<p>Washington Center for the Performing Arts Jill Barnes, Executive Director 512 Washington Street SE Olympia, WA 98501</p>	<p>Funds will be used for similar costs/programs as previous years: marketing and outreach activities for performances, mail print advertising, and send over one million emails per year, including e-newsletters and targeted event e-blasts, advertise performances in print and electronic media – utilizing local media partners, and increasingly advertise on social media platforms. Maintain a very successful website selling tickets 24/7. Returned to pre-pandemic event and audience levels and have our largest-ever season planned for 24-25. Expanding education and community outreach program with more educational performances and hiring a brand-new position to direct this program.</p>	<p>\$15,000</p>
<p>Olympia Harbor Days Maritime Festival & Tugboat Races South Sound Maritime Heritage Association PO Box 2875 Olympia, WA 98507</p>	<p style="text-align: center;">**NEW APPLICANT**</p> <p>Funds will be used: for a combination of expenses including increased marketing/promotion, securing more free harbor/port tours, entertainment, special unique features like the drone show introduced in 2023. Olympia Harbor Days is a free maritime heritage festival since 1973 in downtown Olympia along the waterfront. This end of summer event provides the opportunity for mariners, artists, musicians, businesses, nonprofit, and Tribes to gather, offering diverse and multi-cultural experiences and food to the community, region and beyond. This event attracts over 60,000 attendees.</p>	<p>\$10,000</p>
<p>Capital Lakefair Chris Rea, Office Manager PO Box 2569 Olympia, WA 98507</p>	<p>Funds will be used for similar costs/programs as previous years: hosting a 5-day family friendly community festival that celebrates all residents in Thurston County and vicinity. Festival includes a carnival, vendors, parade, senior day, fireworks, car show, etc. Provide a venue for non-profit organizations to raise much needed funds. Lakefair promotes Tumwater in travel, website, social media, signage, etc. Funds go towards travel and float expenses, office/facility rental costs in Tumwater. The festivals we attend turn around and attend ours, ranging from Canada to Portland. This means heads in beds for out of county/state visitors.</p>	<p>\$8,000</p>

2025 LTAC Tourism Marketing and Special Event Applicant Summaries

<p>Kick in the Grass Soccer Tournament Tumwater Soccer Club Craig Boone, Kick in the Grass Director PO Box 14304 Tumwater, WA 98511</p>	<p>Funds will be used for similar costs/programs as previous years: to offset costs associated with running the 46th Annual Kick in the Grass soccer tournament. Costs include field rentals, equipment, referee fees, tournament awards and administrative expenses. The tournament is to raise funds that enable the Tumwater Soccer Club to provide affordable local soccer to youth in the Tumwater School District. This three-day tournament is expected to bring over 6,000 people to Tumwater. KITG is the longest running soccer tournament in the State and one of the most affordable sanctioned tournaments.</p>	<p>\$15,000</p>
<p>Visitors and Convention Bureau of Thurston County Annette Pitts, CEO PO Box 1394 Olympia, WA 98507</p>	<p>Funds will be combined with other funds and used for similar costs/programs as previous years: to support year-round marketing and tourism promotion that drives visitation and overnight stays within the City of Tumwater and Tumwater paid lodging establishments. Funds will cover costs associated with market research, marketing, sales and development. Measure and track visitation to all lodging tax-funded events and activities, share this information with Tumwater event organizers by request at no charge to boost visitation to those events. Examines data including sentiment survey findings, geofencing data, which informs where to place marketing dollars and how to promote to potential visitors 50+ miles away. Marketing and development decisions are rooted in sound industry-supported, peer reviewed research.</p>	<p>\$43,933</p>

Total Funding Request: \$257,933

CITY OF TUMWATER

B

Lodging Tax Funding History

Funded Organization	2022 Request	2022 LTAC Funded	2023 Request	2023 LTAC Funded	2024 Request	2024 LTAC Funded	2025 Request	2025 LTAC Funded
Team Tomorrow LLC	25,000	2,400	10,000	\$ 4,900	7,500	\$ 4,516	15,000	\$ 7,767
Olympic Flight Museum	39,000	36,000	42,300	\$ 36,250	45,000	\$ 41,144	45,000	\$ 44,333
Tumwater Artesian Brewfest - City of Tumwater	18,000	13,500	18,000	\$ 14,000	18,000	\$ 14,049	18,000	\$ 17,000
Visitor and Convention Bureau of Thurston County	75,089	38,400	61,000	\$ 36,300	43,971	\$ 37,632	43,933	\$ 43,825
Tumwater Valley Golf Club - City of Tumwater	-	-	6,500	\$ 5,250	2,000	\$ 2,000	-	\$ -
Tumwater Soccer Club	14,000	11,100	15,000	\$ 11,900	15,000	\$ 12,712	15,000	\$ 15,000
Washington State Senior Games	15,000	13,800	15,000	\$ 13,000	15,000	\$ 13,046	13,000	\$ 12,750
Tumwater Area Chamber of Commerce	-	-	15,000	\$ 7,000	12,000	\$ -	25,000	\$ 17,500
Washington Center for the Performing Arts	15,000	11,000	15,000	\$ 11,300	15,000	\$ 12,042	15,000	\$ 14,500
Tumwater Downtown Association	30,000	20,000	30,000	\$ 19,200	30,000	\$ 21,408	30,000	\$ 28,750
Capital Lakefair	6,000	3,600	6,000	\$ 3,400	6,000	\$ 3,178	8,000	\$ 7,250
Tumwater Craft Marketing - City of Tumwater	20,000	15,000	20,000	\$ 14,250	25,000	\$ 16,390	-	\$ -
Olympia Tumwater Foundation	-	-	10,000	\$ 6,200	11,000	\$ 6,189	5,000	\$ 5,000
Tumwater Historical Association	5,000	3,800	5,000	\$ 3,800	-	\$ -	5,000	\$ 5,000
Olympia Harbor Days	-	-	-	\$ -	-	\$ -	10,000	\$ 10,000
Olympia Symphony	-	-	-	\$ -	-	\$ -	10,000	\$ 9,375
Craft District Opening Celebration - City of Tumwater	6,000	5,000	-	\$ -	-	\$ -		
Gateway Rotary Club of Thurston County	5,000	2,000	5,000	\$ 2,000	-	\$ -		
Tumwater Marching Band Festival	5,000	5,000	5,000	\$ 4,800	-	\$ -		
Fred U. Harris Lodge #70 (NEW 2024)	0	-	-	\$ -	10,000	\$ -	-	
Deschutes Rugby Club (NEW 2024)	-	-	-	\$ -	10,000	\$ 5,687	-	
Lodging Tax Requests:	278,088.67		278,800		265,471		257,933	
Lodging Tax Funded:		180,600		193,550		189,993		238,050
2024 Recommended Funding Level:							175,000	
Beginning Fund Balance:		450,717		503,462		585,497		560,504
Tax Proceeds:		191,626	<i>actual</i>	210,125	<i>actual</i>	165,000	<i>estimated</i>	165,000 <i>estimated</i>
Total LTAC Funds for the Year:		642,343		713,587		750,497		725,504
Total Program Expenses:****		(138,881)	<i>actual</i>	(128,090)	<i>actual</i>	(189,993)	<i>estimated</i>	(175,000) <i>estimated</i>
Less Desired Minimum Fund Balance:		75,000		75,000		75,000		75,000
Ending Balance:		428,462		510,497		485,504		475,504

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

MEMO



Date:
To: Lodging Tax Advisory Committee
From: Chuck Denney, Parks and Recreation Director

Proposed Action

This memo outlines the distribution of Lodging Tax funds for tourism-related historic and cultural events and activities in Tumwater.

Background

Based on the imposed 4% Lodging Tax, the City receives two allocations of revenue. The first 2% funds are designated by City Council (Resolution No. R2016-006) for tourism-related historic and cultural programs. The second 2% funds are for tourism-generating events and marketing. This memo addresses the use of the first 2% historic and cultural program funds.

In 2024, funding was distributed as follows:

Historic/Cultural	<u>2024</u>
Historic Buildings (City)	\$70,000
Historic Programs (OTF)	\$60,000
Historic Old Brewhouse Tower (City)	\$30,000

In 2024, the City maintained the City's historic house inventory (Brewmaster's House and Crosby House) and the historic cemetery with minor improvements, utilities, security, repairs, pest control, landscaping and insurance. The City has received state grant funding to improve conditions and security at the historic cemetery and this work will continue into 2025. The City's Volunteer Program also dedicated hours to a number of major maintenance improvements to the cemetery. The Parks Department has continued to work with Mills & Mills, the adjacent private cemetery and funeral home, to help maintain and improve the cemetery property.

The City continued to contract with the Olympia Tumwater Foundation for provision of historic programming and services. This included the Heritage Builders Program, a rotating historical display at City Hall, research regarding the historic home registry and process, event participation, support of the historic home program, and adapting historical district walking tours. Public access and events are planned to re-start at the historical homes in 2025.

Work to preserve and restore this iconic old brewhouse structure and provide public access to one of Washington's important heritage stories is continuing. The brick replacement and masonry

repair project is complete and engineering for seismic stabilization is in the design phase. In 2022, over \$140,000 has been spent on geoen지니어ing, architectural and engineering services. The City is currently conducting an analysis of future use and occupancy requirements. The Brewhouse Tower is closed to visitors during rehabilitation. It is not anticipated that construction work will take place in 2025, but the City does plan to improve site security and protections for the facility.

Lodging tax funds are an important part of the project viability as they provide a source of cash for improvements outside of the grant that can be used for capital improvements and marketing.

2025 Proposal

Based on the prior City Council direction and the City’s inventory of historic assets, the funds for 2024 are planned to be expended in the following fashion:

Historic/Cultural	<u>2025</u>
Historic Buildings (City)	\$ 70,000
Historic Programs (OTF)	\$ 110,000
Historic Old Brewhouse Tower (City)	\$ 30,000

Funds will be spent similar to prior years. The building portion pays for operational costs for the Crosby and Brewmaster houses and the historic cemetery. We will continue to work with volunteers to do minor maintenance of the cemetery.

The City is continuing to contract with the Olympia Tumwater Foundation for historic programs and services. The City has found this partnership to be an effective and efficient means of providing quality programming to the community and as a valuable resource for City and other historic projects in Tumwater. The presentation and interpretation of Tumwater’s history is an important aspect to the overall “Tumwater Craft” initiative that celebrates and builds upon the community’s legacy around brewing. Funding for the OTF has increased for 2025 to support park operations and will be paid on a reimbursement basis.

To meet JLARC’s reporting requirements, we will need a motion from the Committee to approve the \$210,000 for the Historic and Cultural Program funds as described above for 2025.

Informal AG Opinion Clarifies Lodging Tax Awards

Share this:

August 24, 2016 by [Toni Nelson](#)
Category: [Lodging Tax \(Hotel-Motel Tax\)](#)



We've received many questions in the past about awarding lodging tax funds, and specifically whether a municipality may award an amount to a recipient that is different from the recommendations made by the lodging tax advisory committee (LTAC). An [informal opinion](#) from the Attorney General's office, released last week (August 17), answers this question and provides municipalities with some additional options for the distribution of awards beyond what we thought previously.

First, Some Background...

In 2013, the legislature amended [RCW 67.28.1816](#) and expanded the role of the LTAC for municipalities with population of 5,000 or more. Applicants seeking lodging tax distributions must now submit an application directly to the LTAC, and the LTAC must select candidates from the pool of applications and provide a list of the candidates and recommended awards to the municipality for final determination.

[RCW 67.28.1816\(2\)\(b\)\(ii\)](#) states:

The local lodging tax advisory committee must select the candidates from amongst the applicants applying for use of revenues in this chapter and provide a list of such

candidates and recommended amounts of funding to the municipality for final determination. The municipality may choose only recipients from the list of candidates and recommended amounts provided by the local lodging tax advisory committee.

Previous MRSC guidance on this issue has been that a city or county does not have to fund the full list as recommended by the LTAC and can choose to make awards in the recommended amounts to all, some, or none of the candidates on the list.

What Does the Informal AG Opinion Say?

The [informal opinion](#), written by Assistant Attorney General H. Lee Overton, provides some clarity to the question of whether a municipality can award an amount that differs from the LTAC recommendation. In his opinion letter, he writes in his brief answer:

When awarding lodging tax revenues pursuant to [RCW 67.28.1816\(2\)\(b\)\(ii\)](#), a municipality may award amounts different from the local lodging tax advisory committee's recommended amounts, but only after satisfying the procedural requirements of [RCW 67.28.1817\(2\)](#), according to which the municipality must submit its proposed change to the advisory committee for review and comment at least forty-five days before final action on the proposal.

So what does this mean for local legislative bodies? The informal opinion basically says that the roles of the LTAC and the municipality are clear: the LTAC is to make recommendations and the municipality is to make a final determination. The legislative body has the ability to award an amount that differs from the recommendation, but in order to do so it must first submit the proposed changes to the LTAC under the provisions of [RCW 67.28.1817\(2\)](#) which states in part:

Any municipality that proposes [...] a change in the use of revenue received under this chapter shall submit the proposal to the lodging tax advisory committee for review and comment. The submission shall occur at least forty-five days before final action on or passage of the proposal by the municipality. The advisory committee shall submit comments on the proposal in a timely manner through generally applicable public comment procedures. The comments shall include an analysis of the extent to which the proposal will accommodate activities for tourists or increase tourism, and the extent to which the proposal will affect the long-term stability of the fund created under [RCW 67.28.1815](#). Failure of the advisory committee to submit comments before final action on or passage of the proposal shall not prevent the municipality from acting on the proposal.

Accordingly, the role of the advisory committee is preserved while also preserving the authority of the municipality as the final decision maker.

MRSC is a private nonprofit organization serving local governments in Washington State. Eligible government agencies in Washington State may use our free, one-on-one [Ask MRSC service](#) to get answers to legal, policy, or financial questions.

TO: City Council
FROM: Jason Wettstein, Communications Manager
DATE: October 1, 2024
SUBJECT: Resolution R2024-016, Opposing the passage of Washington State Ballot Initiative No. 2117, Concerning Carbon Tax Credit Trading

1) Recommended Action:

Adopt Resolution R2024-016, opposing the passage of Washington State Ballot Initiative No. 2117 Concerning Carbon Tax Credit Trading

2) Background:

Initiative No. 2117 seeks to repeal sections of the 2021 Washington Climate Commitment Act. It seeks to bar any state agency from imposing any type of program involving the trading of carbon tax credits.

3) Policy Support:

Strategic Priorities - Be a Leader in Environmental Health and Sustainability

4) Alternatives:

- Adopt the resolution
 - Don't adopt the resolution
-

5) Fiscal Notes:

Passage of the Washington State Ballot Initiative could cause the City to lose access to grants under the Washington Climate Commitment Act.

6) Attachments:

- A. Resolution R2024-016, opposing the passage of Washington State Ballot Initiative No. 2117 Concerning Carbon Tax Credit Trading

RESOLUTION NO. R2024-016

A RESOLUTION of the City Council of the City of Tumwater, Washington, opposing the passage of Washington State Ballot Initiative No. 2117 Concerning Carbon Tax Credit Trading.

WHEREAS, Initiative No. 2117 concerning carbon tax credit trading will go before Washington State voters at the General Election on November 5, 2024. This measure, if approved by voters, would decrease funding for investments in transportation, clean air, renewable energy, conservation, and emission reduction; and

WHEREAS, in 2021, the Washington State Legislature adopted Senate Bill 5126, a law known as the Washington Climate Commitment Act, which sets annual emission limits for major emitters such as oil refineries and utilities, and establishes a market-based program (a cap and invest program) to reduce carbon pollution and achieve greenhouse gas limits set in Washington State law; and

WHEREAS, Initiative No. 2117 seeks to repeal sections of the 2021 Washington Climate Commitment Act and seeks to bar state agencies from imposing any type of program involving the trading of carbon tax credits; and

WHEREAS, passage of Initiative No. 2117 by Washington voters would limit the City of Tumwater's access to grants funded by the Climate Commitment Act which provides important and much-needed financial resources to fund the implementation of the Thurston Climate Mitigation Plan and the City's work to meet City Council adopted Greenhouse Gas Emission reduction targets; and

WHEREAS, Initiative No. 2117 will be presented to the voters of the City of Tumwater, Washington at the November 5, 2024 General Election with the following official ballot title:

Prohibit Carbon Tax Credit Trading Initiative

Initiative Measure No. 2117 concerns carbon tax credit trading. This measure would prohibit state agencies from imposing any type of carbon tax credit trading, and repeal legislation establishing a cap and invest program to reduce greenhouse gas emissions. This measure would decrease funding for investments in transportation, clean air, renewable energy, conservation, and emissions-reduction.

Should this measure be enacted into law? Yes [] No []

and;

WHEREAS, RCW 42.17A.555(1) authorizes City Council to take action to express a collective decision, or to actually vote upon a motion, proposal, or ordinance, to support or oppose a ballot measure so long as (a) the agenda item includes the title and number of the ballot proposition, and (b) members of the public and councilmembers are afforded an approximately equal opportunity to express an opposing view; and

WHEREAS, consistent with RCW 42.17A.555(1), the Tumwater City Council held a properly noticed public hearing at its October 1, 2024, Regular meeting, and during the meeting, the City Council afforded members of the public and Council an approximately equal opportunity for expression of a supporting or opposing view on Initiative No. 2117; and

WHEREAS, following a review of statements in support or opposition, the City Council finds it is in the best interests of its residents and the City to express its collective position in opposition to Initiative No. 2117;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUMWATER AS FOLLOWS:

Section 1. Statement in Opposition to Initiative No. 2117. The Tumwater City Council hereby expresses its opposition to Initiative No. 2117, a measure seeking to repeal sections of the 2021 Washington Climate Commitment Act and to bar state agencies from imposing any type of program involving the trading of carbon tax credits at the November 5, 2025 General Election.

Section 2. Ratification. Any act consistent with the authority and prior to the effective date of this Resolution is hereby ratified and affirmed.

Section 3. Severability. The provisions of this Resolution are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this Resolution or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the Resolution, or the validity of its application to other persons or circumstances.

Section 4. Effective Date. This Resolution shall become effective immediately upon adoption and signature as provided by law.

RESOLVED this 1st day of October, 2024.

CITY OF TUMWATER

Debbie Sullivan, Mayor

ATTEST:

Melody Valiant, City Clerk

APPROVED AS TO FORM:

Karen Kirkpatrick, City Attorney