

TO: City Council  
FROM: Brad Medrud, Community Development Director  
DATE: January 20, 2026  
SUBJECT: Service Provider Agreement with ICF Jones & Stokes, LLC for the Habitat Conservation Plan - Phase 3 Amendment 1

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1) Recommended Action:

Authorize the Mayor to sign Amendment 1 to the Service Provider Agreement with ICF Jones & Stokes, LLC for Phase 3 of the Bush Prairie Habitat Conservation Plan.

The agreement was recommended for approval on the consent calendar at the January 14, 2026, General Government Committee meeting.

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2) Background:

Working together with the Port of Olympia and large group of stakeholders, the City is working on the HCP Phase 4 Grant tasks and looking to complete the implementation tasks of the HCP Phase 3 Grant by preparing the Bush Prairie Habitat Conservation Plan (HCP) with consultant assistance from ICF Jones & Stokes, LLC. The HCP is required as part the City and Port's incidental take permit application with U.S. Fish and Wildlife for the Olympia subspecies of the Mazama pocket gopher, the streak-horned lark, the Oregon spotted frog, and the Oregon vesper sparrow.

The goal of the HCP is to allow responsible growth to occur in the City, while providing superior species protection over what an ad-hoc, case by case permitting approach is providing currently. It is the intent of the HCP to cover all actions by private and public landowners that require City development approvals.

The HCP will allow operations and maintenance, recurring activities, and development to occur in some areas frequented by endangered species, offsetting any habitat loss with other, contiguous mitigation sites.

If the Bush Prairie HCP were not completed, development in a large portion of the City from small additions to single-family houses to larger development, as well as the City and Port's ongoing operations and maintenance activities would require individual HCPs and incidental take permits U.S. Fish and Wildlife.

The City and Port applied for the Phase 3 grant from USFWS in July 2022 and the grant was awarded in February 2023. The Phase 3 grant is a \$225,000.00 federal grant with a \$79,000 match (\$39,500 City/\$39,500 Port) of cash and staff time. The grant includes \$56,250 for WDFW to manage grant provided technical assistance and a WDFW \$14,750 match.

The amendment to the HCP Phase 3 Service Provider Agreement with ICF Jones & Stokes, LLC. will extend the term of the agreement to allow the City and the Port to complete the implementation measures that need to be in place before the HCP is approved.

The General Government Committee was briefing on Amendment 1 to the Service Provider Agreement at their January 14, 2026, meeting and placed it on the January 20, 2026, City

Council consent calendar with a recommendation to approve.

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3) Policy Support:

Comprehensive Plan Conservation Element Goal C-1: Support active measures to protect and enhance Tumwater's natural environment.

Comprehensive Plan Conservation Element Policy C-15.2: Protect, preserve, and restore habitats for species identified as endangered, threatened, or sensitive by the State or federal government, giving special consideration to measures necessary to preserve or enhance suitable habitat.

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4) Alternatives:

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5) Fiscal Notes:

The attached amendment to the Service Provider Agreement is part of the Phase 3 HCP federal grant administered by WDFW and an internally funded work program task.

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6) Attachments:

A. Service Provider Agreement with ICF Jones & Stokes, LLC for the Bush Prairie Habitat Conservation Plan Phase 3 Amendment 1