

TO: Public Works Committee  
FROM: Michelle Sutherland, Administrative Services Director  
DATE: February 20, 2025  
SUBJECT: Ordinance O2025-005 Amending Tumwater Municipal Code (TMC) 12.28, Public Events

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1) Recommended Action:

Place Ordinance No. O2025-005 amending Tumwater Municipal Code (TMC) 12.28, Public Events, on the March 4, 2025, City Council consent calendar with a recommendation to approve and authorize the Mayor to sign.

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2) Background:

Tumwater Municipal Code 12.28 Public Events was adopted by Ordinance No. 1080 in May 1987, and has only been amended two times. The first amendment was in December 1987 to require an event permit. The second amendment was in 2011 when the permit application process was revised. The needs of the community as well as the City have changed substantially in that time, and as a result of our 2023 WCIA audit, the City is required to change its special events permit process. The City desires to adopt a comprehensive administrative review and approval process for Special Events that is efficient, clear, and predictable for both City staff and event organizers. Special Events provide the Tumwater community with substantial public benefits, including cultural enrichment, economic viability, tourism, and enhanced community identity and pride.

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3) Policy Support:

Provides sustainable quality public safety services and expands the Community Risk Reduction Program. The regulation of Special Events permits for parades, processions, and other assemblies occurring throughout the City supports public health, safety, and welfare.

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4) Alternatives:

- Not place Ordinance O2025-005 on the March 4, 2025, Council consent calendar.
  - Provide recommendations for revisions to Ordinance O2025-005.
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5) Fiscal Notes:

N/A

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6) Attachments:

A - Proposed Ordinance O2025-005