

**TUMWATER GENERAL GOVERNMENT COMMITTEE
MINUTES OF VIRTUAL MEETING
MAY 14, 2025 PAGE 1**

CONVENE: 8:00 a.m.

PRESENT: Chair Michael Althausser and Councilmember Leatta Dahlhoff.

Absent: Councilmember Joan Cathey.

Staff: Assistant City Administrator Kelly Adams, Community Development Department Director Michael Matlock, Finance Department Director Troy Niemeyer, Water Resources & Sustainability Department Director Dan Smith, Deputy Director of Community Development Department Brad Medrud, Housing and Land Use Planner Erika Smith-Erickson, and Associate Planner Dana Bowers.

**APPROVAL OF
MINUTES: GENERAL
GOVERNMENT
COMMITTEE, MARCH
APRIL 15, 2025 –
SPECIAL:**

MOTION: **Councilmember Dahlhoff moved, seconded by Chair Althausser, to approve the April 15, 2025 minutes as presented. A voice vote approved the motion.**

**2025 COMPREHENSIVE
PLAN PERIODIC UPDATE
– LANDS FOR PUBLIC
PURPOSES AND
UTILITIES:** Deputy Director Medrud advised that in response to questions about the development review process, staff scheduled a presentation at the Council's July 8, 2025 work session with Attorney Jeff Myers. He asked Councilmembers to forward any specific questions prior to the meeting.

Deputy Director Medrud reported on the completion of the drafts for Lands for Public Proposes and Utilities Elements. The review will cover the content and format of the elements. Part 1 of each element addresses goals, policies, and implementation actions. Part 2 includes technical information. The intent is to receive feedback on goals, policies, and draft implementation actions.

The Part 1 format and content is similar for all elements of the Comprehensive Plan moving forward. The section includes an introduction section providing the general basis for the element and a guide on the use of the element. Chapter 2 includes how the element addresses the Growth Management Act (GMA). Chapter 3 addresses Countywide Planning Policies. Chapter 4 is the main part of the document containing the goals, policies, and implementation actions. The intent of separating goals and policies from the implementation actions is to ensure the section is not too complicated and to increase the ease of using the document. Another reason is that the goals and

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policies are intended to be action-oriented over the next 20 years. Draft implementation actions form the basis for initial work programs that will be added, subtracted, and modified over the next 20 years. The goals and policies will serve as the means for pursuing implementation actions.

Appendix A contains all draft implementation actions and identifies goals and policies, responsible departments, and provides a general timeline for actions.

The format for Part 2 differs between each element. The Lands for Public Purposes Element includes an introductory section on the intent of the document and how to utilize the document. Specific information is included addressing lands for public purposes. Chapter 2 addresses the capital facilities review analysis that serves as the basis for pursuing the update of the Capital Facilities Plans (CFPs) every six years. The section provides a financial background in terms of the revenue sources and an analysis of larger projects that are moving forward. Chapter 3 addresses capital facilities the City manages (facilities and services) and covers police, fire, parks and recreation, transportation, water, sewer, and City Hall and other City facilities.

Chapter 4 covers other publicly owned facilities that are part of a development within the City. The purpose of the element is to ensure the City has sufficient capital facilities to support future development. Examples include Intercity Transit infrastructure or school district facilities, etc.

Appendix A includes a list of all documents utilized to develop the element. Appendix B is a new capital facilities equity checklist to evaluate projects added to the CFPs.

Councilmember Althaus asked whether Chapter 4 covers mental health treatment service centers, evaluation and treatment facilities, or juvenile detention facilities, etc. Deputy Director Medrud responded that essential public facilities such as airport, jails, and other similar land uses are addressed in the original (2016) Lands for Public Purposes Element in a separate section. Those uses are not considered in the category of needing the uses because of development occurring; however, it is a requirement to provide those facilities under state law. Subsequently, those uses were moved to the Land Use Element.

The Utilities Element Part 2 includes an introduction and utility regulations. Utilities are privately provided services, such as Puget Sound Energy, pipeline services, and telecommunications, etc. Much of the information is dependent upon the City receiving information from private utilities. The City did not receive the level of information

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that should have been received. Consequently, the information is not as complete as desired.

The Lands for Public Purposes Element is a 20-year plan for addressing growth in the City and identifies the larger foundations for how capital facilities are addressed. The CFPs cover a six-year period. The City's biennial budget includes funding for projects included in the CFPs. The functional plans are updated as needed and serve as foundational documents.

Deputy Director Medrud reviewed the goals in the Lands for Public Purposes Element:

- Providing necessary and efficient services to Tumwater and its urban growth area
- Supporting the provision of public services

The Utilities Element covers four utilities. The element includes a general inventory, location, capacity, demand, and addresses issues surrounding climate change and resiliency.

Deputy Director Medrud reviewed the goals for the Utilities Element:

- Increasing efficiency when planning for and siting utilities
- Increasing energy generation for renewal resources to reduce carbon footprint
- Enhancing electricity distribution and monitoring energy storage systems
- Increasing energy efficiency and conservation
- Ensuring vital utilities are created and operated in a safe manner (focus on pipeline safety)

The next step is completing the final round of stakeholder input engagement. An email will be transmitted to all stakeholders for both elements later in the week, as well as a notice to all names listed on the Comprehensive Plan mailing list.

Councilmember Dahlhoff asked whether staff has resolved how all Council feedback is shared collectively. Deputy Director Medrud advised that staff explored options and experienced some issues in terms of public meetings and conversations. Staff plans to provide some level of structure where the Council can access documents and submit comments.

The adoption process is scheduled to begin in October with completion by winter 2025. The first ordinance briefing to the Planning

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Commission is scheduled in October.

**5901 BLACK LAKE-
BELMORE SW 10
PERCENT ANNEXATION
PETITION (TUM-25-0453:**

Deputy Director Medrud presented the annexation petition located on Black Lake Belmore Road. The process is similar to a recent annexation process as the proposal is a 60% annexation petition method. The annexation includes several parcels with the owner submitting all necessary documents for both the 10% and 60% annexation process.

The owner is requesting annexation and filed complete 10% and 60% annexation petitions on April 29, 2025. The owner owns all the property. The owner is willing to assume its fair share of indebtedness and there are no proposed changes to the current land use and designation of the property. Staff is not aware of any pending development applications for the property.

The annexation is located northwest of the intersection of Black Lake Belmore and 60th Avenue SW comprised of 9.72 acres in size. Zoning is Single Family Low Density Residential. The property is not developed. The property is owned by Terrance Hess.

The committee is asked to 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.

Deputy Director Medrud described the steps necessary to process and approve the annexation petition. Staff recommends acceptance of the proposed annexation with no modifications.

Councilmember Dahlhoff inquired as to why the property owner wants to annex to Tumwater. Deputy Director Medrud advised that the owner prefers to develop the property within the City rather than with the county.

Chris Powell, consultant for the owner, confirmed the reason for annexing to the City.

MOTION:

Councilmember Dahlhoff moved, seconded by Chair Althausser, to 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. A voice vote approved the motion.

FOOD SYSTEM PLAN –

Planner Bowers referred to the Draft Community Food Assessment and

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**DEVELOPMENT
UPDATE:**

requested input regarding goals and objectives that will guide the strategy to improve the food system. She introduced consultant, Rebeca Potasnik, to provide details on the assessment.

Ms. Potasnik reported the assessment provides a baseline snapshot of the current environment to address future actions.

Councilmember Althaus commented on the numerous unknowns associated with actions by the federal government on changes in eligibility for food benefits that could impede the effectiveness and the goals outlined in the Food System Plan. He stressed the importance of being cognizant of federal actions in terms of both supply and demands for resources.

Councilmember Dahlhoff offered that within the sections addressing current collaborations and resources, there are many opportunities to strengthen relationships and consider the Fresh Program at the school district. While the City is moving forward with the plan, other entities are pursuing different directions. It is important to consider those issues moving forward to ensure all entities are involved with the City's efforts.

Ms. Potasnik said information on regional collaboration was included because it is important to consider what has occurred historically in terms of working together in partnerships.

Ms. Potasnik asked for feedback or challenges conveyed by others that were not captured in the assessment. Councilmember Dahlhoff affirmed that generally, most information has been captured.

Ms. Potasnik cited the three goals established by the committee for the Food System Plan of providing healthy food for all members of the community, reducing food waste, and supporting local food processing and production. They serve as the three main goals with objectives and sub goals under the three main goals. She asked for feedback on any other goals that should be included.

Councilmember Dahlhoff said her objective is saving the Fresh Program as the school district recently dropped the program. It is important to preserve the farm and land use. Some members of the Board of County Commissioners have indicated interest in expanding the program to other school districts, which would provide a larger opportunity to collaborate in the urban/rural lifestyle in agriculture and for school credits for students. She would like to see expansion of the Fresh Program. She asked that the program be included as a priority in some capacity within the Food System Plan.

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Chair Althauser asked whether the interview results with other subject matter experts revealed anything about the City that was surprising or unique. Ms. Potasnik said no information stood out that serves as a challenge that is not occurring elsewhere. The City of Olympia has embarked on some different activities. Members of the Planning Commission indicated that the City of Tumwater should consider some of the actions by the City of Olympia.

Chair Althauser commented on the lack of a City center in Tumwater unlike the City of Olympia, which has its downtown core with a variety of different services available. Many resources and services are centrally located in Olympia. One of the challenges for the City of Tumwater is the lack of a centralized district as it could impede knowledge of where people could seek assistance.

Ms. Potasnik said the draft of objectives under the goals speak to community education and engagement and ensuring the community is aware of available resources while also leveraging City resources to communicate information to the community.

Councilmember Dahlhoff commented on the importance of the plan acknowledging and affording an opportunity to provide people with resources at their respective locations rather than visiting a food bank to obtain food. She cited the community's network of lending libraries and food pantries located in some neighborhoods and the importance of expanding those types of networks to serve people at their respective locations.

Ms. Potasnik responded that her intent is to identify how to reinvigorate regional efforts for food systems, such as noting and mapping free pantries, etc. The City of Tumwater could lead a regional food system model. A number of the subject matter experts were pleased to see the City of Tumwater develop a Food System Plan and assume leadership to convene regional efforts to develop a different model with more lasting impacts. Some of the food system plans the committee reviewed have established a food system council that convenes regularly to monitor and track efforts.

Ms. Potasnik invited members to offer suggestions on other models to explore to ascertain if those models might be appropriate to address some of the challenges facing the City.

Councilmember Dahlhoff cited the concept of the circular economy from beginning to end or growing, distribution, use, and diverting waste from landfills.

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**PLAN MIDDLE
HOUSING GRANT WITH
THE DEPARTMENT OF
COMMERCE
AMENDMENT NO. 1:**

the grant to deliver drafts by the end of June 2025.

MOTION:

Councilmember Dahlhoff moved, seconded by Chair Althausser, to 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. A voice vote approved the motion.

**INTEGRATED
PLANNING GRANT
WITH DEPARTMENT OF
ECOLOGY
AMENDMENT NO. 1:**

Assistant City Administrator Adams briefed the committee on the proposed action. Brownfield development is an important economic program for the City. Grant funds are used to undertake environmental assessment work at the former Washington Department of Transportation (WSDOT) Olympic Headquarters located off Capitol Boulevard. Due to its historical uses, there is perceived or real contamination on the site, which qualifies the site as a brownfield site. In 2021, WSDOT vacated the site. The City is working with WSDOT to assess the site for contamination and to assist WSDOT in demolition and its due diligence process.

The grant, from the Department of Ecology, is \$200,000. Approximately \$83,000 of the grant has been expended. The term of the grant ends in June 2025. It is important that WSDOT fully completes environmental assessments followed by mutual work on any code enforcement issues or safety issues at the site. Today, with the state budget challenges and different narratives, it is important for the City to work with its partners.

The proposed amendment is a two-year extension of the grant. The Phase 1 assessment has been completed. In June, the City anticipates soil sampling as part of the Phase 2 work. City staff and WSDOT staff are working closely together. Assistant City Administrator Adams thanked Department of Ecology partners who have provided technical assistance. She is also appreciative of the mentorship provided by Director Matlock during the last three months.

Staff recommends the committee 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.

MOTION:

Councilmember Dahlhoff moved, seconded by Chair Althausser, to place the Integrated Planning Grant with Department of Ecology Amendment No. 1 on the May 20, 2025, City Council consent

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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 Althausser adjourned the meeting at 8:51 a.m.

Prepared by Valerie L. Gow, Recording Secretary/President
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