



The city is conducting this public meeting using a hybrid model. The public is welcome to attend tonight's meeting in-person at City Hall (Council Chambers), or virtually by using the meeting access link below.

Join from PC, Mac, iPad, or Android:

<https://sumnerwa-gov.zoom.us/j/84074581654>

Phone one-tap:

+12532050468,,84074581654# US

+12532158782,,84074581654# US (Tacoma)

Webinar ID: 840 7458 1654

CALL TO ORDER

Roll Call: Elfers, Evers, Hochstatter, Kenna, Malcolm and Wilsey

REGULAR BUSINESS

1. 166th Avenue East Annexation Request
2. Council Regional & Committee Appointments

CITY ADMINISTRATOR REPORT

AGENDA SETTING

1. Council Meeting Agenda Calendar
2. Council Committee Meeting Agenda Calendar

EXECUTIVE SESSION

ADJOURNMENT

This meeting is accessible to persons with disabilities. For individuals who may require special accommodations, please contact the City Clerk at (253) 299-5590, 24 hours in advance.

SUBJECT: 166th Avenue East Annexation Request

CATEGORY: Information Only

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Staff Memo
2. Exhibit A Notice of Intent to Annex
3. Exhibit B Annexation Parcels
4. Exhibit C Annexation Map
5. Presentation

STAFF CONTACT: Katie Baker, Planning Manager

SUMMARY BACKGROUND:

In June 2026, the City received a request from property owners in the southeast urban growth area (UGA) to annex to the city. The applicants are owners of land in an area around 166th Ave E, south of Hwy 410, WinCo and Sunset Ford. Several other properties in the vicinity are also being included in this annexation proposal, for a total of 14 parcels. Under state law, property located within the UGA may be annexed to its respective city, following state-adopted procedures for annexations. The first step in the process is for the property owners to present a letter of intent to the City Council for consideration, which is the subject of this study session. The Council has the option to accept, reject, or modify the proposed annexation. If affirmed at this study session, a resolution will be presented at the August 3 regular Council meeting.

COUNCIL COMMITTEE/STUDY SESSION:

MEETING/STUDY SESSION DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

That the Council allow the annexation to proceed to the next step in the process.



DATE: July 13, 2026
TO: Mayor Bowman and City Council
FROM: Katie Baker, Planning Manager
RE: **Annexation Request – 166th Ave E**

I. BACKGROUND / WHY THE AMENDMENTS ARE BEING PROPOSED

In June 2026, the City received a request from property owners in the southeast urban growth area (UGA) to annex to the city. The applicants are owners of land in an area around 166th Ave E, south of Hwy 410, WinCo and Sunset Ford. Several other properties in the vicinity are also being included in this annexation proposal, for a total of 14 parcels. Under state law, property located within the UGA may be annexed to its respective city, following state-adopted procedures for annexations. The first step in the process is for the property owners to present a letter of intent to the City Council for consideration, which is the subject of this study session. The Council has the option to accept, reject, or modify the proposed annexation. If affirmed at this study session, a resolution will be presented at the August 3 regular Council meeting.

II. DESCRIPTION OF PROPOSAL

A. Property location and description:

The proposed annexation area is made up of 14 parcels totaling approximately 19 acres (see map in Exhibit C) on either side of 166th Ave E. Annexation of these parcels would bring the city limits in line with the UGA in this area.

- Area west of 166th Ave E: Uses in this area consist of one parcel used for commercial vehicle storage; six single family residential parcels, one that is part of a large land parcel; and one large vacant parcel. Two parcels have the Interchange Commercial land use designation, and the other six parcels are designated Moderate Density Residential.
- Area east of 166th Ave E: This area consists of six parcels surrounding WinCo to the west and south. It includes five single family residences, one that is part of a large parcel of land, and one small vacant parcel. Two parcels have the Interchange Commercial land use designation, and four have the Moderate Density Residential designation.

These parcels were all part of the 2025 Comprehensive Plan amendment process, which redesignated nine parcels from Low Density Residential to Moderate Density Residential, four parcels from Low Density Residential to Interchange Commercial and one parcel from Interchange Commercial to Moderate Density Residential.

B. Annexation process:

The steps in the annexation process are laid out in state code (RCW 35A.14). The first step in the process is for the applicant/owner to submit a "written notice of intent to commence annexation proceedings" (see

Exhibits A and B). This letter of intent is being forwarded to the City Council for consideration at the July 13, 2026, study session. The Council has the option to accept, reject, or modify the proposed annexation.

If the Council agrees to allow the annexation to proceed, the process follows these main steps:

- Council adopts a resolution authorizing the petition to move forward (anticipated August 3, 2026).
- Once authorized, applicant/owner may begin circulation of the petition to other property owners to obtain signatures.
- Signatures on the petition are collected and must be signed by owners of not less than 60% of the assessed value of the property in the annexation area.
- Completed petition is submitted to City staff; staff then submits the proposal to Pierce County Assessor for certification of signatures.
- After certification, the City Council holds a public hearing on the proposal; this includes public notice.
- City Council adopts the annexation by ordinance; zoning is applied at that time.
- Staff submits a Notice of Intent to Annex package to the Pierce County Boundary Review Board for a 45-day review period. If no party invokes jurisdiction, the annexation becomes effective after that period.

Documents provided by the applicant/owner are included in the attached exhibits.

III. PUBLIC & AGENCY COMMENT

Public comment will be solicited during the public notice period for the City Council public hearing.

Agencies such as Pierce County and the Boundary Review Board will be contacted at the appropriate steps in the process.

VI. STAFF RECOMMENDATION

Staff recommends that: 1) The City Council allow the annexation to proceed as presented; and 2) that the annexation shall require the simultaneous adoption of indebtedness and application of zoning based on the current Comprehensive Plan designation.

VII. EXHIBITS

- A. Applicant's letter of intent
- B. Annexation parcel inventory
- C. Map of annexation area



June 23, 2026

Ryan Windish
City of Sumner
1104 Maple St.
Sumner, WA 98390

Re: Notice of Intent – Petition for Annexation

Dear Mr. Windish,

We, the undersigned, being the owners of real property within the area described in Exhibits A & B, which lies outside the corporate limits of the City of Sumner, Washington, but contiguous thereto, having an assessed value in excess of 10% of the total value of the said described area according to the assessed valuation for general taxation purposes, do hereby declare our intention to circulate a petition for annexation to the City of Sumner, Washington. It is acknowledged that this petition may consist of multiple documents filed independently.

We request that the intent to commence annexation proceedings is granted and a petition for annexation can be prepared by the property owners, knowing that owners of at least 60% of the assessed value of the properties will be required to sign the petition.

Please find attached exhibits, including a map and ownership/assessment details of the properties.

Thank you for your time and consideration.

Sincerely,

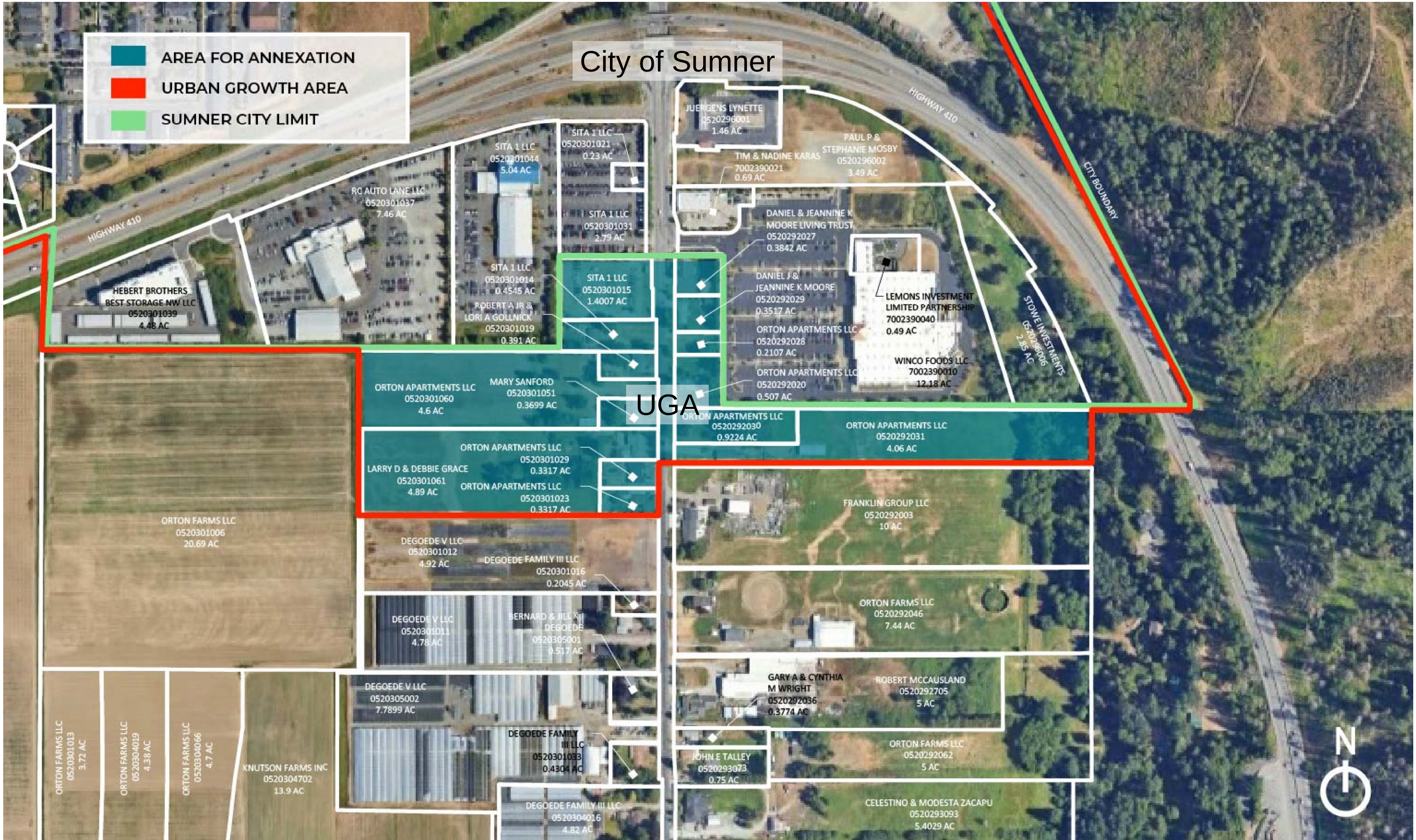
A handwritten signature in blue ink, appearing to read "Alee Allen", written over a horizontal line.

By: Alee Allen, Vice President & Portfolio Manager, Investco L.L.C.

Its: Manager of Orton Apartments L.L.C.

Parcels: 520292028, 520292020, 520292030, 520292031, 520301023, 520301029,
520301060

Anexation Area Valuation Summary							
Owner	Parcel Number	Mailing Address	Acres	Value	% of Total Value	Supporter of Intent to Petition?	
DANIEL J & JEANNINE K MOORE	520292027	6709 166th Ave E, Sumner 98390	0.384	\$ 483,900	6%	Contacting	
DANIEL J & JEANNINE K MOORE	520292029	6709 166th Ave E, Sumner 98390	0.35	\$ 392,100	5%	Contacting	
ORTON APARTMENTS L.L.C.	520292028	1302 Puyallup St., Ste A, Sumner 98390	0.211	\$ 212,800	3%	Yes	
ORTON APARTMENTS L.L.C.	520292020	1302 Puyallup St., Ste A, Sumner 98390	0.507	\$ 477,400	6%	Yes	
ORTON APARTMENTS L.L.C.	520292030	1302 Puyallup St., Ste A, Sumner 98390	0.922	\$ 425,900	5%	Yes	
ORTON APARTMENTS L.L.C.	520292031	1302 Puyallup St., Ste A, Sumner 98390	4.06	\$ 618,400	8%	Yes	
ORTON APARTMENTS L.L.C.	520301023	1302 Puyallup St., Ste A, Sumner 98390	0.332	\$ 402,500	5%	Yes	
ORTON APARTMENTS L.L.C.	520301029	1302 Puyallup St., Ste A, Sumner 98390	0.332	\$ 538,800	7%	Yes	
ORTON APARTMENTS L.L.C.	520301060	1302 Puyallup St., Ste A, Sumner 98390	4.6	\$ 1,165,900	14%	Yes	
LARRY D & DEBBIE GRACE	520301061	6824 166th Ave E, Sumner 98390	4.89	\$ 765,100	9%	Contacting	
MARY SANFORD	520301051	6816 166th Ave E, Sumner 98390	0.37	\$ 481,500	6%	Contacting	
ROBERT A JR & LORI A GOLLNICK	520301019	6804 166th Ave E, Sumner 98390	0.391	\$ 564,500	7%	Contacting	
SITA 1, LLC	520301014	6616 166th Ave E, Sumner 98390	0.455	\$ 430,300	5%	Contacting	
SITA 1, LLC	520301015	910 Traffic Ave, Sumner 98390	1.401	\$ 1,281,000	16%	Contacting	
Total Assessed Value:				\$ 8,240,100	100%		
10% Value:				\$ 824,010	10%		
Total Assessed Value of Intent to Petition Supporters:				\$ 3,841,700	47%		





I 66th Ave E Annexation

City Council
Study Session
July 13, 2026



What is today's desired outcome?



Information Only



Direction

Policy Question #1

Do you support this annexation moving forward
with the proposed boundary?

Topics



Meeting with initiating parties



Accept, reject, or geographically modify the proposed annexation boundary



Require adoption of zoning



Require assumption of existing city indebtedness



Discussion



What is a UGA?

Urban Growth Area

- A designated area intended and planned for urban development
- Land outside UGA is preserved as rural for agriculture, forests, or open space (non-urban uses)

Why Annexation Is Being Considered

Inside Urban
Growth Area
(UGA)

Urban level of
services can be
provided (e.g. sewer,
water, police)

Property owner has
initiated request

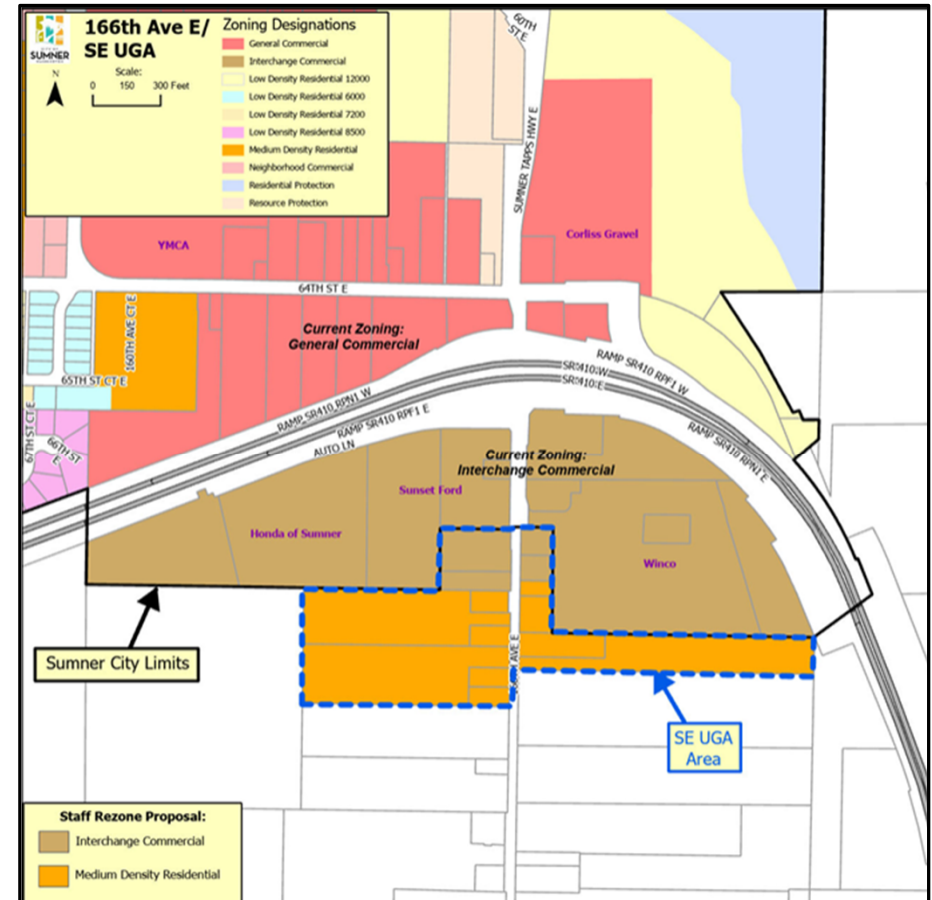
I 66th Ave E Annexation Area

- Annexation request in 2025, delayed due to ILA discussion
- Property owner wishes to move forward independent of ILA
- 14 parcels, ~19 acres
- Future land use designations:
 - Interchange Commercial
 - Medium Density Residential



2025 Comprehensive Plan Amendment

- Amended 9 parcels (12.5 acres) from LDR to MDR
- Amended 4 parcels (2.5 acres) from LDR to IC
- Amended 1 parcel (4 acres) from IC to MDR
- These amendments were adopted Nov 24, 2025, and align the City's land use designation with Pierce County zoning



Common Methods of Annexation

Election Method

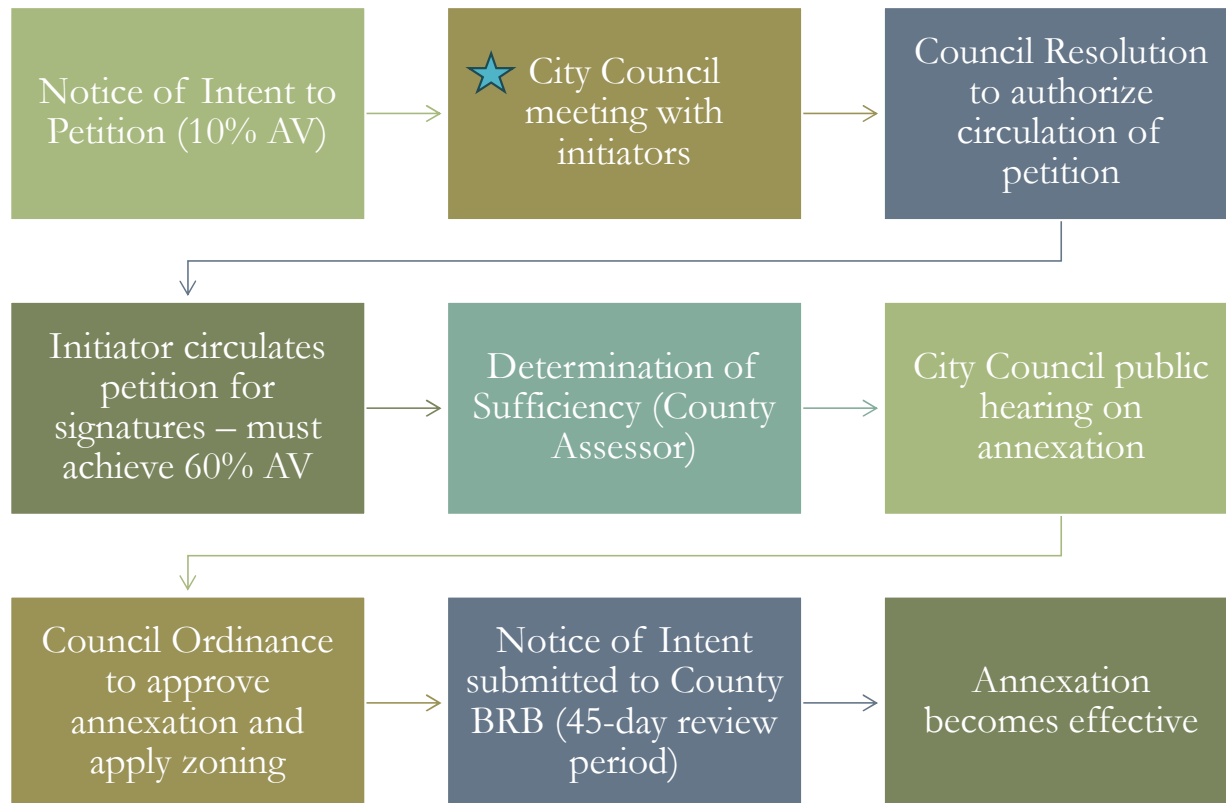
- Voters

Interlocal Agreement

- City and County

Sixty Percent Petition

- Property Owners



Appropriate Annexation Process – 60% Petition Method

Fiscal & Service Considerations

- Tax rate change
- Police, roads, utilities become City responsibility
- Permitting / zoning regulations





Council Questions

Are there any objections to this annexation?

Are there any concerns with the proposed boundary?

Are there any questions for the petitioner?

Discussion



SUBJECT: Council Regional & Committee Appointments

CATEGORY: Motion

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Jason Wilson, City Administrator

SUMMARY BACKGROUND: Since council committees were selected in January, there have been changes to the council membership. Councilmember Malcolm was appointed to replace Mayor Bowman's vacant seat, and council will be appointing another new member in August to fill Greg Reinke's vacated seat.

Historically, appointed councilmembers have not assumed committee memberships, rather they fill in as needed until committees are selected in January of the next even year. Councilmember Malcolm recently assumed a position on the Finance and Personnel Committee utilizing council rule 20.2(g) which allows for membership trades with do pass recommendations from involved committees and then ratified by council.

A few councilmembers have inquired about whether committee reassignments are possible earlier than January 2028. Staff needs direction on if council desires one of the following options:

1. Continue to follow past practice. Effect: The individual appointed in August would not have committee assignments until January of 2028, unless a formal trade occurs under rule 20.2(g). In the interim, (now through December of 2027) alternates would fill Reinke's assignments.
2. In September, suspend the council rules and re-pick all committees. Effect: The individual appointed in August as well as Councilmember Malcolm would have the ability to be full members of multiple committees. This would also balance the committee assignments between all councilmembers. In the interim, (now through mid September) alternates would fill Reinke's assignments.

Councilmember Reinke was also our representative on Pierce County Regional Council. Similar to council committees, regional committee appointments are for two years. Historically the alternate, currently Councilmember Evers, would assume the primary role, and then Council would select a new alternate at a Regular Council Meeting. If Councilmember Evers does not desire to be the primary representative, Council will need to identify a new primary representative. The election of a new alternate or primary representative could occur at the next Regular Council Meeting, or if council chooses to re-pick all committees, staff recommend that it occur contemporaneously with that selection process.

COUNCIL COMMITTEE/STUDY SESSION: MEETING/STUDY SESSION DATE: COMMITTEE RECOMMENDATION:
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STAFF RECOMMENDATIONS/MOTION: