



# Funds Distribution Report

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**Recipient Organization:**  
**Tacoma Little Theatre**

**Address:**  
210 N I Street  
Tacoma, WA 98403

**Contact:**  
(253) 272-2281  
<https://www.tacomalittletheatre.com>

**Organization's General Goals:**

The mission of Tacoma Little Theatre is to provide live theatre and education programs that inspire through stories reflecting the vibrancy of our diverse community. We enrich lives by providing opportunities to everyone regardless of identity, background or personal experience.

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<b>Date of Award:</b>	<b>Level:</b>
2025 Q3	\$2,501 to \$5,000

For more information, please read the attached report from Tacoma Little Theatre.

8802 27th Ave NE  
Tulalip, WA 98271

**TulalipCares.org**

Disclaimer: This report may be a summary of content provided by the recipient, not always complete quoted material.

**Board of Directors**

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Weingarden  
President

Maria Valenzuela  
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Athena Hitson  
Trevor Owens  
Co-Treasurers

Kay Meier  
Secretary

Members at Large

Leah Hole-Marshall  
Libby Lindstrom  
Jalen Penn  
Ashley Young  
Judy Zerzan-Thul

**Staff**

Chris Surface  
Managing Artistic Director

Blake York  
Technical Director

Diana George  
Development Director

Monique Otter-Johnson  
Office Manager

Nick Fitzgerald  
Education Director

**TLT's Mission:**

*Providing live theatre and education programs that inspire through stories reflecting the vibrancy of our diverse community.*

**TLT's Vision:**

*TLT enriches lives by providing opportunities for equitable inclusion and representation. Our goal is to ensure everyone – regardless of identity, background or personal experience – belongs at TLT.*

Tulalip Tribes Charitable Contributions  
Attn: Marilyn Sheldon, Director  
8802 27<sup>th</sup> Avenue NE  
Tulalip, WA 98271-9694

Re: Grant #Q3 2025 14.2

Dear Director Sheldon and members of The Tulalip Tribes Council:

Thank you for the generous grant of [REDACTED] supporting Tacoma Little Theatre's FLUSH Campaign. We are happy to report that the project is complete, and we are submitting our final report to update you on the outcome of your financial support.

**Project Description:**

With architectural design that began in January, 2024, construction beginning on June 23, 2025, and ending October 24, 2025, TLT successfully completed the design, renovation and expansion of its lobby and restroom facilities. The renovation redesigned the lobby to include new all-gender restrooms with a total of eleven stalls, including two ADA-accessible/family restrooms. Each stall is its own private room, and the ADA stalls also have sinks and a child change table. This replaced the former configuration of separate male, female, and ADA restrooms totaling five stalls. The lobby redesign also shifted the concessions area so the lines to the restroom no longer intermingled with patrons waiting to purchase. The new roof over the lobby added "cricketing" to better assist with water being able to flow off the flat building, and the new IT infrastructure greatly improved connectivity in the building. The redesign also gave more space to the box office, allowing more comfort for staff.

On October 24, 2025, TLT welcomed the public into the refreshed space with the opening of *The Da Vinci Code*. Patrons were immediately ecstatic over the changes and improvements that both enhanced their experience, caused less lines and waiting at intermission, and presented them with a cleaner, and more accessible facility while attending a show.

**Financial:**

TLT acquired a diverse stream of funds to cover the costs of this project including 29% from foundations, 17% from Washington State Department of Commerce, and 16% from individual donors.

The total cost of the project came in much higher than the original estimates. Due to rising costs from inflation and tariffs, material spending grew substantially. In addition, construction extended longer than originally planned, due to extended city review timelines and a plumbing engineering error that required a redesign of the sewer system. This also added to the overall cost increase and needing to draw from TLT operational reserves to cover the cost. Due to the delays from the city and engineering, the original opening of the season had to be pushed from September to October.

**Outcome Measurements:**

The success of this project has been assessed both qualitatively and quantitatively. During the 2025/26 season, staff and volunteers have been able to observe the new layout of the lobby

210 North I Street • Tacoma, WA 98403 • 253-272-2281 • [www.tacomalittletheatre.com](http://www.tacomalittletheatre.com) • [tlt@tacomalittletheatre.com](mailto:tlt@tacomalittletheatre.com)

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including concession area and restroom access. Patrons are now able to easily determine which line is for the restroom and which is for concessions. Quantitative measurements demonstrate a decrease in waiting time for both activities. Previously, restroom wait times during sold-out performances were well over the 20-minute intermission and caused delays in show run times. Timing now averages 10 to 15 minutes during sold-out shows. Often patrons have time to both use the restroom and purchase items at concessions before taking their seats for the second ha

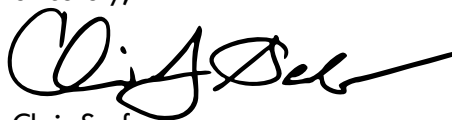
Qualitatively, we have had countless patrons celebrating the new restrooms and how much of improvement they make over the previous design. Patrons also have commented that they appreciate we moved to a “European” non-gendered model and paid special attention to the fact that each stall is a private room for their comfort. This comment from a patron sums up the project beautifully “I loved the bathroom. As a visibly trans person, I feel so much anxiety goir to a public place for such a long period of time because I don't know if I'll be able to use a bathroom safely. Seeing a clean all-gender bathroom- for everyone!- made me feel very comfortable, safe, and seen.” During the past four productions since this change, we have received one complaint out of 10,000 patrons this season. An older gentleman stated he was comfortable using the common sink area with mixed genders. He was informed that the family restrooms had their own sinks and he was welcome to use them. TLT was aware this design ma be challenging for our senior patrons but felt this design was the future of businesses as seen b the response at SeaTac and their all-gender restroom design.

#### **Challenges and Learning Lessons:**

Operating a building built in the 1940s already has its own challenges due to changes in construction rules. Our greatest challenge during this project was an error in the computation o the needed slope for the sewer line to accommodate 11 new stalls. It wasn't until the project h begun and was well underway that the plumber challenged the engineer and the discovery w made that the existing plans would result in exposed sewer pipes running above the floor of tl bathroom to meet the necessary codes. Because of this, an entire redesign of the sewage pipe had to be done and resulted in a new trench being dug from the new restrooms, through the middle of the building and into the offices, to connect with the sewer pipes at the front of the building. This caused delays and expanded costs in the project. In retrospect (and for future projects), having an additional engineer review the proposed plans is something we will plan t do. If the errors in the plumbing engineering had been found earlier, we would not have had c almost 30-day delay. Any future projects of this nature that we embark on will see us doing a full review with a consultant after the architecture plans and engineering drawings have been drafted. The cost of hiring a consultant would've been far less than the redesign and constructi delay the sewer issue caused in our project.

Thank you again for your tremendous support on this project. Through your generosity, TLT is now poised to attract new patrons, enhance its relationships with its stakeholders, and be a destination for other groups to utilize in our community.

Sincerely,



Chris Serface  
Managing Artistic Director  
Tacoma Little Theatre

Enc: Photos and TLT Flush Budget vs Actual



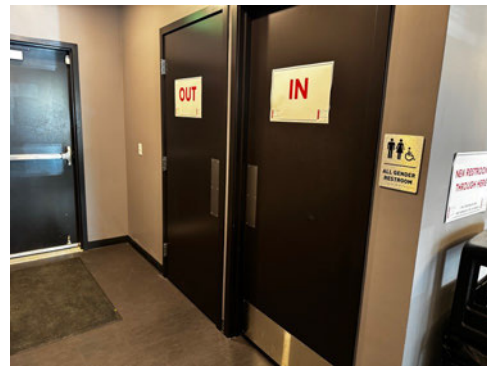
THE NEWLY RENOVATED LOBBY  
AND CONCESSIONS AREA



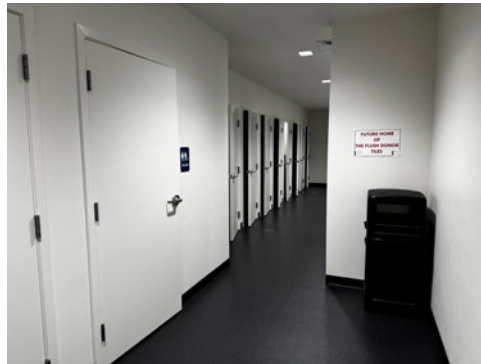
THE NEWLY RENOVATED LOBBY  
AND CONCESSIONS AREA



ADDED HALLWAY TO  
NEW BATHROOMS



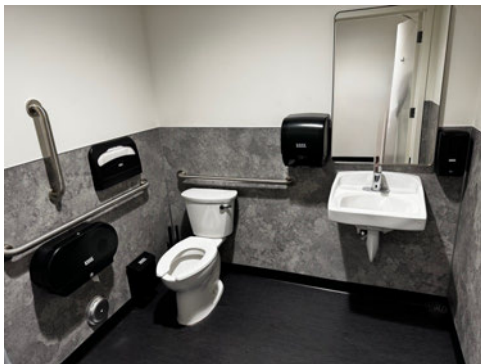
ENTRANCE TO  
NEW BATHROOMS



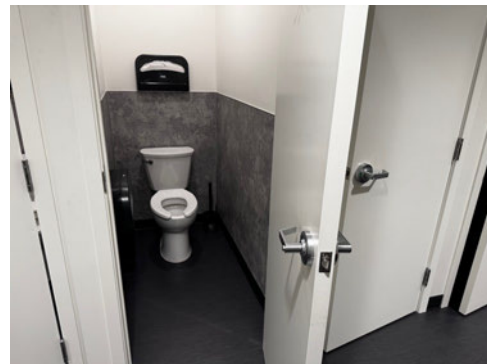
HALLWAY OF  
NEW BATHROOMS



COMMON SINK AREA  
8 TOTAL SINKS (ALL TOUCHLESS)



ADA/FAMILY RESTROOM  
1 OF 2



GENERAL STALL  
1 OF 9

**Tacoma Little Theatre Lobby Bathroom Renovations  
The FLUSH Campaign**

BUDGET		ACTUAL	
Income	Projected	Income	Total
Board and Staff Donations	\$20,000.00	Board and Staff Donations	\$20,000.00
Individual Gifts	\$82,350.00	Individual Gifts	\$133,960.32
Foundation Grants	\$221,000.00	Foundation Grants	\$235,000.00
Government Grants	\$166,650.00	Government Grants	\$141,600.00
TLT Operating Funds	\$15,000.00	TLT Operating Funds	\$286,083.47
<b>Total Income</b>	<b>\$505,000.00</b>	<b>Total Income</b>	<b>\$816,643.79</b>
Expense		Expense	
Construction Management	\$125,000.00	Construction Management/Costs	
Capitalized Equipment	\$25,000.00	and Capitalized Equipment	\$700,523.48
Construction Costs	\$320,000.00	Architecture	\$29,890.25
Architecture and Engineering	\$30,000.00	Engineering	\$24,690.00
Permit	\$1,000.00	Permits	\$8,333.63
City Permit	\$4,000.00	Additional Costs	\$21,511.97
<b>Total Expense</b>	<b>\$505,000.00</b>	<b>Total Expense</b>	<b>\$784,949.33</b>

**Tacoma Little Theatre Lobby Bathroom Renovations  
Funds Raised Report Final**

Income	Actual	Notes
Board and Staff Donations	\$20,000.00	Board and Staff Donations
Individual Gifts	\$133,960.32	Fundraising Campaign (\$500 tiles sold for bathroom and individual donations)
Foundation Grants	\$235,000.00	Tulalip Tribe, The Bamford Foundation, The Dimmer Family Foundation, The Clark Family Foundation, The Ben B. Cheney Foundation, The Sequoia Foundation, The Forest Foundation, The Baker Foundation
Government Grants	\$141,600.00	Department of Commerce Building for the Arts
TLT Operating Funds	\$286,083.47	Use of TLT's Reserve funds and refinance of building to finish project
<b>Total Income</b>	<b>\$816,643.79</b>	

There are no outstanding funding requests at this time.