

# MEETING MINUTES

TUMWATER PUBLIC WORKS COMMITTEE

November 20, 2025



**CONVENE:** 8:00 a.m.

**PRESENT:** Chair Eileen Swarthout and Councilmembers Michael Althauser and Angela Jefferson.

**Staff:** City Administrator Lisa Parks, Assistant City Administrator Kelly Adams, City Attorney Karen Kirkpatrick, Finance Department Director Troy Niemeyer, Transportation & Engineering Department Director Brandon Hicks, Water Resources & Sustainability Department Director Dan Smith, Water Resources & Sustainability Deputy Director Tyle Zuchowski, Program Manager Patrick Soderberg, Sustainability Manager Alyssa Jones Wood, City Engineer Bill Lindauer, Community Engagement Specialist Marnie McGrath, and Administrative Assistant Bonnie Hale

**SERVICE PROVIDER  
AGREEMENT WITH  
FEHR & PEERS FOR  
THE VEHICLE MILES  
TRAVELED GAP  
ANALYSIS:**

Manager Jones Wood presented on the Vehicle Miles Traveled (VMT) Gap Analysis project that aims to identify whether the City's current plans, practices, and policies are sufficient for reaching our vehicle travel reduction goals. Fehr & Peers was selected as the contractor for this project.

**MOTION:**

**Councilmember Jefferson moved, seconded by Councilmember Althauser to place the Service Provider Agreement with Fehr & Peers for the Vehicle Miles Traveled Gap Analysis on the December 2, 2025, City Council consent calendar with a recommendation to approve and authorize the Mayor to sign.**

**TECHNICAL  
SERVICES  
AGREEMENT WITH  
KING COUNTY FOR  
REGIONAL  
COLLABORATION  
FOR BETTER  
RESILIENCE  
OUTCOMES IN THE  
PUGET SOUND  
BASIN:**

Manager Jones Wood presented on an opportunity for the City to have a Vulnerability Assessment on climate impacts to the community done at no cost to the City by partnering with Small Communities Cohort of the Puget Sound Preparedness Collaborative. This assessment would fulfill action item CL-3.1 of the forthcoming Climate Element.

**MOTION:**

**Councilmember Jefferson moved, seconded by Councilmember Swarthout to place the Technical Services Agreement with King County for Regional Collaboration for Better Resilience Outcomes in the Puget Sound Basin on the December 2, 2025, City Council consent calendar with a recommendation to approve and authorize the Mayor to sign.**

**SERVICE PROVIDER  
AGREEMENT WITH  
CAROLLO  
ENGINEERS FOR THE  
2025 SANITARY  
SEWER  
COMPREHENSIVE  
PLAN UPDATE:**

Program Manager Soderberg presented on the need for an update to the City's Sanitary Sewer Comprehensive Plan, the last of which was done 10 years ago, to meet the state requirement for updates when any major expansion and improvements are to be done to the City sewer system. Carollo Engineers was chosen as the contractor for this update.

**MOTION:**

**Councilmember Jefferson moved, seconded by Councilmember Swarthout to place the Service Provider Agreement with Carollo Engineers for the 2025 Sanitary Sewer Comprehensive Plan Update on the December 2, 2025, City Council consent calendar with a recommendation to approve and authorize the Mayor to sign.**

**ORDINANCE NO.  
O2025-015, EMINENT  
DOMAIN FOR X  
STREET  
ROUNABOUT:**

Director Brandon Hicks presented Ordinance No. O2025-015, Eminent Domain for the X Street roundabout. The proposed ordinance continues work on the Capital Boulevard Corridor Plan with a new roundabout on Capital Boulevard and X Street. This will be the fourth project of this plan. Eminent Domain is required to acquire property rights needed to accomplish this project.

<b>MOTION:</b>	<b>Councilmember Swarthout moved, seconded by Councilmember Jefferson to place Ordinance No. O2025-015, Eminent Domain for X Street on the December 2, 2025, City Council consideration calendar with a recommendation to adopt.</b>
<b>RESOLUTION NO. R2025-020, CRAFT DISTRICT DEVELOPMENT AGREEMENT AMENDMENT NO. 4</b>	Director Hicks presented Resolution No. R2025-020, the proposed fourth amendment of the Craft District Development Agreement that seeks to extend the term of the agreement for an additional year through December 31, 2026.
<b>MOTION:</b>	<b>Councilmember Althauser moved, seconded by Councilmember Jefferson to place Resolution No. R2025-020 Craft District Development Agreement Amendment No. 4 on the December 2, 2025, City Council agenda scheduled as a public hearing with a recommendation to adopt.</b>
<b>ADJOURNMENT:</b>	<b>With there being no further business, Chair Swarthout adjourned the meeting at 9:03 a.m.</b>

Prepared by Bonnie Hale, Administrative Assistant