MEETING MINUTES

TUMWATER CITY COUNCIL SPECIAL
October 13, 2026

CONVENE: 6:00 p.m.

PRESENT: Mayor Leatta Dahlhoff and Councilmembers Peter Agabi, Angela Jefferson, Eileen Swarthout, Kelly Von Holtz, and Brandon Weedon.

Excused: Councilmembers Joan Cathey and Meghan Sullivan.

Staff: City Administrator Paul Simmons, Assistant City Administrator Kelly Adams, City Attorney Karen Kirkpatrick, Finance Director Troy Niemeyer, Information Technology Director Lance Inman, Fire Chief Brian Hurley, Parks & Recreation Director Chuck Denney, Transportation & Engineering Director Brandon Hicks, Police Chief Carlos Quiles and City Clerk Melody Valiant.

ADVISORY BOARD APPOINTMENT OF ROSE PONZOHA TO THE LODGING TAX ADVISORY COMMITTEE:

Assistant Administrator Adams introduced the appointment of Rose Ponzoha to the Lodging Tax Advisory Committee. She explained that the special meeting was required to vote on the appointment before the committee's funding presentations the following day, as council members do not vote during regular work sessions. Rose Ponzoha is the general manager of the local Best Western with 10 years of industry experience and has volunteered to fill the required committee role representing tax-collecting businesses.

MOTION: **Councilmember Swarthout moved, seconded by Councilmember Weedon, to approve the appointment of Rose Ponzoha to the Lodging Tax Advisory Committee. A voice vote approved the motion unanimously.**

ADJOURNMENT: **Mayor Dahlhoff adjourned the meeting at 6:02 p.m.**

Prepared by City Clerk, Melody Valiant.

MEETING MINUTES

TUMWATER CITY COUNCIL WORK SESSION
October 13, 2026

CONVENE: 6:02 p.m.

PRESENT: Mayor Leatta Dahlhoff and Councilmembers Peter Agabi, Angela Jefferson, Eileen Swarthout, Kelly Von Holtz, and Brandon Weedon.

Excused: Councilmembers Joan Cathey and Meghan Sullivan.

Staff: City Administrator Paul Simmons, Assistant City Administrator Kelly Adams, City Attorney Karen Kirkpatrick, Finance Director Troy Niemeyer, Information Technology Director Lance Inman, Fire Chief Brian Hurley, Parks & Recreation Director Chuck Denney, Transportation & Engineering Director Brandon Hicks, Police Chief Carlos Quiles, Water Resources & Sustainability Director Dan Smith, Assistant Fire Chief Shawn Crimmins, Deputy Finance Director Nissa Musselman, Communications Director Jason Wettstein and City Clerk Melody Valiant.

Others: Tessa Bradley and Lindsey Barronian with the Artisan Group

BUDGET WORKSHOP #3, CAPITAL FACILITIES PLAN AND EQUIPMENT RENTAL AND RESERVE FUNDS:

Director Niemeyer presented an overview of Budget Workshop #3 focusing on the Capital Facilities Plans (CFPs) and Equipment Rental and Reserve (ER&R) funds. He explained that ER&R internal service funds cover fleet machinery and Information Technology, noting that recent high inflation has caused vehicle replacement costs to outpace revenue.

The presentation also detailed 10-year CFP budgets, which include $71.4 million for general government infrastructure and $38.6 million for transportation initiatives like roundabouts and pavement maintenance. Administrator Simmons emphasized

that any unbudgeted programs proposed by the Council would require trade-offs and difficult funding takeaways from existing priorities.

310 ISRAEL ROAD PURCHASE AND SALE OPTION AGREEMENT:

Administrator Simmons presented a purchase and sale option agreement for 310 Israel Rd to address the space limitations at City Hall. The current City Hall building no longer meets present or future needs, forcing some departments to lease off-site spaces and leaving staff crowded three to an office. Following a March council tour of the cramped City Hall, Artisans conducted a space planning study, which culminated in a May 27th meeting where Council directed staff to pursue a purchase and sale option agreement.

Tessa Bradley of Artisans Group outlined renovation options ranging from a $5.5 million to a $17 million overhaul adding a council chamber and completely replacing the Heating, Ventilation and Air Conditioning (HVAC) system. Councilmembers supported bringing the agreement forward for a final vote at the October 20, 2026, council meeting.

MAYOR/CITY ADMINISTRATOR'S REPORT:

Mayor Dahlhoff reminded everyone that ballots are out and she encouraged everyone to vote and use the ballot drop-off box.

Administrator Simmons had no report.

ADJOURNMENT:

Mayor Dahlhoff adjourned the meeting at 6:48 p.m.

Prepared by City Clerk, Melody Valiant.