

MEETING MINUTES

TUMWATER CITY COUNCIL
November 3, 2025



CONVENE: 7:00 p.m.

PRESENT: Mayor Debbie Sullivan and Councilmembers Peter Agabi, Joan Cathey, Leatta Dahlhoff, Angela Jefferson, Eileen Swarthout, and Kelly Von Holtz

Excused: Councilmember Michael Althausen

Staff: City Administrator Lisa Parks, Assistant City Administrator Kelly Adams, City Attorney Karen Kirkpatrick, Deputy Police Chief Carlos Quiles, Jr., Information Technology Director Lance Inman, Transportation & Engineering Director Brandon Hicks, Community Development Director Brad Medrud, Assistant Fire Chief Shawn Crimmins, Finance Director Troy Niemeyer, Water Resources & Sustainability Director Dan Smith, Communication Director Jason Wettstein, Associate Planner Dana Bowers, Deputy Community Development Director Sharon Lumbantobing, Sustainability Manager Alyssa Jones-Wood, and Deputy City Clerk Tracie Core.

SPECIAL ITEMS:

PROCLAMATION: AMERICAN INDIAN HERITAGE MONTH, NOVEMBER 2025

Councilmember Swarthout read a proclamation declaring the month of November 2025 as American Indian Heritage Month. The proclamation encourages people to celebrate the rich culture of Indigenous people, honor their sacrifices, acknowledge the unique challenges Native people face, historically and in the present and recognize their continued significance in our community.

Mayor Sullivan presented the proclamation to Chairman Peters, Squaxin Island Tribe.

**PROCLAMATION:
NATIONAL VETERANS
AND MILITARY
FAMILIES MONTH**

Councilmember Jefferson read a proclamation declaring the month of November 2025 National Veterans and Military families Month. The proclamation honors the strength and sacrifices of our veterans and active military members whose service is essential to our national security and freedom, and the families, caregivers, and survivors of veterans during the month of November.

Mayor Sullivan presented the proclamation to Brian Waananen, Lacey Veterans Service Hub Coordinator.

**ENERGIZE THURSTON
CLOSEOUT BRIEFING**

Sustainability Coordinator Jones-Wood gave a presentation providing a program overview of the Thurston Climate-Mitigation Collaborative which offers subsidized and group purchase discounts for heat pumps and heat pump water heaters for income-qualified participants.

PUBLIC COMMENT:

Public comment was given by residents Turcotte and Ficker.

**CONSENT
CALENDAR:**

- a. Approval of Minutes: City Council, October 21, 2025
- b. Approval of Minutes: City Council Work Session, October 28, 2025
- c. Payment of Vouchers
- d. R2025-016, Small Works Roster
- e. ILA with the LOTT Clean Water Alliance for the Class A+ Reclaimed Water Demonstration Pilot

MOTION:

Councilmember Dahlhoff, moved, seconded by Councilmember Von Holtz, to approve the Consent Calendar as published. A voice vote approved the motion unanimously.

PUBLIC HEARING:

**ORDINANCE O2025-016, AD VALOREM
PROPERTY TAX LEVY
2026**

Director Niemeyer gave a presentation on Ordinance O2025-016, Ad Valorem Property Tax Levy 2026 prior to the public hearing seeking to move the ordinance to the November 18, 2025, consent agenda for adoption.

Mayor Sullivan opened the testimony for the public hearing at 7:36 p.m.

No comments were given.

Mayor Sullivan closed the public hearing at 7:37 p.m.

MOTION: Councilmember Dahlhoff, moved, seconded by Councilmember Von Holtz, to move Ordinance O2025-016, Ad Valorem Property Tax Levy 2026 to the November 18, 2025 consent agenda for adoption. A voice vote approved the motion unanimously.

**COUNCIL
CONSIDERATIONS:**

**RESOLUTION NO.
R2025-016: FOOD
SYSTEM PLAN** Associate Planner Bowers presented Resolution R2025-016, Food System Plan for adoption. The plan was developed to address the community's concern for food insecurity. The plan was put on the work program for the long-range planning in 2024 -2025. A public hearing was held at the Planning Commission meeting on September 23, 2025, and brought before Council at the October 14, 2025, Work Session.

MOTION: Councilmember Jefferson, moved, seconded by Councilmember Dahlhoff, to adopt Resolution R2025-016, Food System Plan. A voice vote approved the motion unanimously.

**INTERLOCAL
AGREEMENT (ILA)
WITH THURSTON
COUNTY AND THE
CITIES OF OLYMPIA
AND LACEY FOR THE
THURSTON CLIMATE
MITIGATION
COLLABORATIVE** Manger Jones-Wood gave a presentation on an Interlocal Agreement (ILA) with Thurston County and the cities of Olympia and Lacey for the Thurston Climate Mitigation Collaborative that would function as a replacement for the previous agreement. The updated agreement aims to simplify administrative tasks so that more time can be devoted to implementing the collaborative's initiatives.

MOTION: Councilmember Swarthout moved, seconded by Councilmember Jefferson, to approve the Interlocal Agreement with Thurston County and the Cities of Olympia and Lacey for the Thurston Climate Mitigation Collaborative. A voice vote approved the motion unanimously.

RESOLUTION R2025-014, CITY OF TUMWATER STRATEGIC PLAN

Administrator Parks presented Resolution R2025-014, City of Tumwater Strategic Plan. Administrator Parks gave a brief overview of the work involved in the plan. The Plan is oriented towards helping to guide the community in both our budgeting processes and our day-to-day work plan. The following are focus areas of the plan:

- Vibrant, livable and inclusive community;
- Environmental stewardship;
- Community mobility;
- Health and safety;
- Growth and development;
- Tumwater excellence.

After a brief discussion, it was recommended to place Resolution R2025-014, adopting the 2026-2032 Tumwater Strategic Plan on the consideration agenda for the November 18, 2025, City Council meeting.

MOTION:

Councilmember Dahlhoff, moved, seconded by Councilmember Jefferson, to place Resolution R2025-014, City of Tumwater Strategic Plan on the November 18, 2025 City Council meeting on considerations. A voice vote approved the motion unanimously.

POOLING OPIOID SETTLEMENT FUNDS WITH THURSTON COUNTY, LACEY AND OLYMPIA

Administrator Parks presented the Pooling Opioid Settlement Funds with Thurston County, Lacey, and Olympia and had two questions for Council:

- Does the Council want to pool funds with Thurston County, cities of Olympia and Lacey for 2026 and 2027?
- And if so, how much?

After discussion and questions from Council, it was agreed to move forward with pooling of the funds.

COMMITTEE REPORTS:

**PUBLIC HEALTH & SAFETY:
*Peter Agabi***

The next committee meeting will be December 9, 2025. The Tuesday, November 11, 2025, meeting has been cancelled due to the Veteran's Day holiday.

**GENERAL
GOVERNMENT:**
Michael Althausen

The committee will next meet on November 12, 2025.

PUBLIC WORKS:
Eileen Swarthout

The next meeting will be held on Thursday, November 6, 2025, and they will be discussing the following items:

- Land License with Earthscope Consortium, Inc for GPS Station at Tumwater Hill Park
- Supplemental Agreement No. 1 with SCJ Alliance for the I-5 & SR 121-93rd Ave Se Interchange Improvements Study project
- Service Provider Agreement Sargent Engineers for On-Call Services Amendment No. 1
- Service Provider Agreement with Stantec for the Pioneer Park Restoration Project Amendment 4

BUDGET & FINANCE:
Debbie Sullivan

The committee met on October 23, 2025, and discussed the following item:

- Monthly Financial Update

The next meeting is scheduled for January 23, 2025 due to cancelled meetings in November and December from the proximity to holidays.

**MAYOR/CITY
ADMINISTRATOR'S
REPORT:**

Administrator Parks congratulated staff on receiving the Washington Festival and Events Association award for 2025 for the 4th of July Festival at Tumwater Valley. She also shared staff is working on highlighting our utility assistance program on our website. Lastly, she shared Geographic Information System (GIS) day is November 19, 2025, and there will be paving that will close part of Littlerock Road on November 4th and 5th.

Mayor Sullivan attended the Thurston County Economic Development Council board meeting, a change of command at Joint Base Lewis McChord and the Thurston County ballot processing center ribbon cutting. She also shared that we now have Planned Action EIS Committees.

**COUNCILMEMBER
REPORTS:**

Councilmembers Agabi, Cathey, Dahlhoff, Jefferson, Swarthout and Von Holtz gave reports.

Councilmember Althausen was excused and did not give a report.

EXECUTIVE SESSION

Mayor Sullivan recessed the meeting at 8:23 p.m. to discuss potential litigation pursuant to RCW 42.30.110(1)(a) for approximately 15 minutes.

ADJOURNMENT:

Mayor Sullivan reconvened the meeting and adjourned the meeting at 8:41 p.m.

Prepared by Tracie Core, Deputy City Clerk