

# MEETING MINUTES

TUMWATER CITY COUNCIL  
JOINT PLANNING COMMISSION WORK SESSION  
December 9, 2025



**CONVENE:** 6:33 p.m.

**PRESENT:** Mayor Debbie Sullivan and Councilmembers Peter Agabi, Michael Althauser, Leatta Dahlhoff, Angela Jefferson, Eileen Swarthout, and Kelly Von Holtz.

Excused: Councilmember Joan Cathey

Planning Commission: Chair Elizabeth Robbins and Commissioners Gina Kotek, Sandra Nelson, and Brandon Staff.

Excused: Commissioner Grace Edward and Commissioner Terry Kirkpatrick

Staff: Assistant City Administrator Kelly Adams, City Attorney Karen Kirkpatrick, Fire Chief Brian Hurley, Finance Director Troy Niemeyer, Information Technology Director Lance Inman, Transportation & Engineering Director Brandon Hicks, Communications Director Jason Wettstein, Water Resources & Sustainability Director Dan Smith, Associate Planner Dana Bowers, Deputy Community Development Director Sharon Lumbantobing, Community Development Director Brad Medrud, Associate Planner Erica Smith-Erickson, and Deputy City Clerk Tracie Core.

**2026 LONG RANGE PLANNING WORK PROGRAM:** Director Medrud presented the 2026 Long Range Planning Work Program focusing on the following areas:

- 2025 Accomplishments;
- Proposed 2026 Long Range Planning Work Program; and
- City Council – Planning Commission Discussion Topics.

After the Council and Commissioners discussed the topics provided by Director Medrud in his presentation, he shared the next steps for both the work program review and adoption process:

- General Government Committee briefing on January 14, 2026, if needed
- City Council Consent Calendar on January 20, 2026.

**O2025-010, 2025  
COMPREHENSIVE  
PLAN PERIODIC  
UPDATE:**

Planner Bowers provided an overview of Ordinance O2025-010, 2025 Comprehensive Plan Periodic Update. At the recommendation of the Planning Commission, she requested the City Council place the ordinance on the December 16, 2025, consideration calendar with a recommendation to adopt.

After a brief discussion, it was agreed by Council to place Ordinance O2025-010, 2025 Comprehensive Plan Periodic Update on the December 16, 2025, City Council considerations calendar.

**O2025-011, 2025  
DEVELOPMENT CODE  
PERIODIC UPDATE:**

Planner Smith-Erickson presented Ordinance No. O2025-011, 2025 Development Code Periodic Update covering the following topics:

- Middle housing;
- Accessory dwelling units;
- Co-housing;
- Parking;
- Religious organization housing; and
- Design review.

After questions and discussion by the City Council and Planning Commissioners, it was agreed by Council to place Ordinance O2025-011 on their December 16, 2025, considerations calendar.

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

Mayor Sullivan reminded councilmembers to be in attendance either in person or remotely to vote on the adoption of Ordinance O2025-011 at the December 16, 2025, City Council meeting as it requires a full Council vote to pass.

Mayor Sullivan reminded everyone that there will be a reception for Councilmember Althauser and Mayor Sullivan prior to the December 16, 2025, City Council meeting from 6:00 p.m. – 7:00 p.m. Everyone is welcome to attend.

---

**ADJOURNMENT:** **With there being no further business, Mayor Sullivan adjourned the meeting at 7:53 p.m.**

Tracie Core, Deputy City Clerk