# MEETING MINUTES

TUMWATER PUBLIC WORKS COMMITTEE
November 5, 2026

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| **CONVENE:** | 11:00 a.m. |
| **PRESENT:** | Chair Angela Jefferson and Councilmembers Kelly Von Holtz and Eileen Swarthout<br><br>Staff: Construction Manager Colby Fletcher, City Attorney Karen Kirkpatrick, Transportation & Engineering Director Brandon Hicks, City Administrator Paul Simmons, City Engineer Bill Lindauer, Water Resources & Sustainability Director Dan Smith, Senior Engineer Joseph Norman, Administrative Assistant Kelly Quiroz |
| **APPROVAL OF MINUTES:** | **Councilmember Von Holtz moved, seconded by Councilmember Swarthout, to approve the minutes of October 8, 2026. A voice vote approved the motion.** |
| **SUPPLEMENTAL AGREEMENT NO. 4 WITH TIERRA RIGHT-OF-WAY SERVICES (ROW) FOR THE X STREET ROUNDABOUT PROJECT:** | Director Hicks presented Supplemental Agreement No. 4 with Tierra Right-of-Way Services for the X Street Roundabout Project. The project, derived from the Capitol Boulevard Corridor Plan, is estimated at $7.7 million and includes $5.4 million in federal grant funding. The amendment increases the consultant contract by $24,840 to support extended right-of-way negotiations, additional site visits, and relocation assistance resulting from project complexities and property acquisition delays. Staff anticipates completing right-of-way certification by the end of the year and advertising the project for construction in spring 2027.<br><br>Council discussion included project scheduling and the impact of delays on grant funding. Staff reported that coordination with the Thurston Regional Planning Council enabled the city to retain its grant funding and secure an additional year to complete right-of-way acquisition. |

**MOTION:** **Councilmember Swarthout moved, seconded by Councilmember Jefferson, to place Supplemental Agreement No. 4 with Tierra Right-of-Way Services for the X Street Roundabout Project on the November 17, 2026, City Council Consent Calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.**

**SERVICE PROVIDER AGREEMENT WITH ARTISANS GROUP FOR ON-CALL ARCHITECTURAL SERVICES AMENDMENT NO. 1:**

Director Hicks presented Amendment No. 1 to the Service Provider Agreement with Artisans Group for on-call architectural services. The consultant has completed space-planning analysis related to potential City Hall expansion and design work for the Tumwater Valley Lodge renovation project. The amendment increases the maximum contract amount from $100,000 to $124,000 to provide architectural and engineering construction support services during renovation of the lodge, which will house Parks and Recreation administrative staff and provide space for future growth and community use. Committee discussion included the City's growing space needs and the long-term community benefits of the facility.

**MOTION:** **Councilmember Von Holtz moved, seconded by Councilmember Swarthout, to place the Service Provider Agreement with Artisans Group for On-Call Architectural Services Amendment No. 1 on the November 17, 2026, City Council Consent Calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.**

**SCHEDULE 74 UNDERGROUND CONVERSION PROJECT CONSTRUCTION AGREEMENT WITH PUGET SOUND ENERGY FOR ISRAEL ROAD SW & LINDERSON WAY SW PROJECT AMENDMENT NO. 1:**

Construction Manager Fletcher presented Amendment No. 1 to the Schedule 74 Underground Conversion Project Construction Agreement with Puget Sound Energy. The amendment reconciles final construction costs associated with conversion of overhead utilities to underground utilities as part of the Israel Road and Linderson Way improvements. Final project costs exceeded the original estimate due to material price escalation, utility conflicts encountered during construction, and additional inspection requirements. The City's final cost share increased from approximately $378,875 to $425,248, resulting in an amendment of approximately $46,373. Committee members discussed project closeout and were advised that the amendment represents the final reconciliation and that no further amendments are anticipated.

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| **MOTION:** | **Councilmember Swarthout moved, seconded by Councilmember Jefferson, to place the First Amendment to the Schedule 74 Underground Conversion Project Construction Agreement with Puget Sound Energy for the Israel Road SW and Linderson Way SW Project on the November 17, 2026, City Council Consent Calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.** |
| **FINAL ACCEPTANCE OF WORK WITH LAKESIDE INDUSTRIES FOR THE 2025 PAVEMENT MAINTENANCE PROJECT:** | Construction Manager Fletcher provided a summary of the 2025 Pavement Maintenance Project and requested final acceptance of the completed work. The citywide project included roadway resurfacing, pavement rehabilitation, crack sealing, striping, ADA accessibility improvements, drainage improvements, and shoulder enhancements. Major accomplishments included paving approximately 7.3 miles of roadway, installing 11 ADA curb ramps, refreshing approximately 135 miles of pavement striping, and completing drainage improvements at Historical Park.<br><br>The project was substantially completed on November 3, 2025, with final completion achieved on January 16, 2026. The final contract amount was $3,591,155.51, below both the engineer's estimate and the original bid amount. Committee members commented positively on the project outcomes and associated public communication efforts. |
| **MOTION:** | **Councilmember Jefferson moved, seconded by Councilmember Swarthout, to place the final acceptance of work with Lakeside Industries for the 2025 Pavement Maintenance Project on the November 17, 2026, City Council Consent Calendar with a recommendation for the Mayor to accept the project as complete and authorize release of the performance bond as soon as allowed under Washington State law. A voice vote approved the motion unanimously.** |
| **ORDINANCE NO. O2026-007 TUMWATER MUNICIPAL CODE CHANGES – SEWER SERVICE REGULATIONS:** | Director Smith presented Ordinance No. 02026-007, which updates the City's sewer service regulations to align with revised LOTT Clean Water Alliance industrial pretreatment regulations adopted in February 2025. The ordinance incorporates current pretreatment standards, updates industry terminology, and revises code language to reflect current regulatory requirements. Additional changes include updates related to hearing procedures, enforcement provisions, and alignment with state |

law regarding penalties. Councilmember Von Holtz expressed appreciation for the collaborative efforts of LOTT and regional partners in protecting local water resources.

**MOTION:** **Councilmember Von Holtz moved, seconded by Councilmember Swarthout, to place Ordinance No. O2026-007, Tumwater Municipal Code Changes, Sewer Service Regulations, on the November 17, 2026, City Council Consent Calendar with a recommendation to adopt. A voice vote approved the motion unanimously.**

**ADDITIONAL ITEMS:** There were no additional items.

**ADJOURNMENT:** **With there being no further business, Chair Jefferson adjourned the meeting at 11:39 a.m.**

Prepared by Kelly Quiroz, Administrative Assistant