



CITY OF
TUMWATER

**CITY COUNCIL WORK SESSION
MEETING AGENDA**

**Online via Zoom and In Person at
Tumwater City Hall, Council Chambers,
555 Israel Rd. SW, Tumwater, WA 98501**

**Tuesday, September 23, 2025
6:00 PM**

1. Call to Order
2. Roll Call
3. Community Center Design and Siting (Parks & Recreation Department)
4. Strategic Plan Discussion – Review Draft (Executive Department)
5. Mayor/City Administrator's Report
6. Adjourn

Meeting Information

The public are welcome to attend in person, by telephone or online via Zoom.

Watch Online

<https://us02web.zoom.us/j/81735573931?pwd=bd1VbslJbLPa6QjwFzB8Gs8JTq4aKW.1>

Listen by Telephone

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 817 3557 3931 and Passcode 148125.

Public Comment

The public may submit comments by sending an email to council@ci.tumwater.wa.us, no later than 4:00 p.m. the day of the meeting. Comments are submitted directly to the Councilmembers and will not be read individually into the record of the meeting.

Post Meeting

Video of this meeting will be recorded and posted on our City Meeting page: <https://tumwater-wa.municodemeetings.com>.

Accommodations

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City's ADA Coordinator directly, call (360) 754-4129 or email ADACoordinator@ci.tumwater.wa.us. For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384.

TO: City Council
FROM: Chuck Denney, Parks & Recreation Director
DATE: September 23, 2025
SUBJECT: Community Center Design and Siting

1) Recommended Action:

This is a discussion item about the programmatic use and design of the community center as well as the location of the facility.

2) Background:

The City contracted with Barker Rinker Seacat (BRS) Architecture in 2024 to assess community needs and design the Tumwater Community Center. Through a series of meetings with staff, a community stakeholder's group, two community open houses, City Council input and a community survey, a draft design has been completed. Staff and BRS will be updating the Council on building design options and presenting information on programmatic operations and a 'day in the life' of facility space and use. The site of this new facility is currently planned at either the former Department of Transportation site on Capitol Blvd or on Port Property, south of Tumwater Blvd.

3) Policy Support:

Build a Community Recognized for Quality, Compassion and Humanity

- Implement Metropolitan Parks District Commitments

4) Alternatives:

- ☐ Discussion and direction on facility design and programming areas
 - ☐ Discussion and direction on facility site
-

5) Fiscal Notes:

BRS Contract: Two Hundred Twenty One Thousand Seven Hundred and Thirty-Three Dollars (\$221,733.00)

6) Attachments:

A. None

TO: City Council
FROM: Lisa Parks, City Administrator
DATE: September 23, 2025
SUBJECT: Strategic Plan Discussion – Review Draft

1) Recommended Action:

This is a review and discussion item, only. The Strategic Plan is anticipated to be on the Council's Regular meeting for final discussion and adoption, if the Council chooses, on November 3, 2025.

2) Background:

This is a continuation of the review of the draft Tumwater Strategic Plan 2026 – 2032. This session will include a review of the updates that have been generated based on Council Members' input from the September 9 and 20 Council work sessions.

3) Policy Support:

Refine and sustain a great organization.

4) Alternatives:

N/A

5) Fiscal Notes:

N/A

6) Attachments:

A: Revised Preliminary Draft Strategic Plan

Tumwater Strategic Plan

2026 - 2032

PRELIMINARY DRAFT – THIS IS A WORKING OUTLINE FOR CITY
COUNCIL REVIEW

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Welcome

Dear Reader,

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Debbie Sullivan, Mayor
Leatta Dahlhoff, Mayor Pro Tem
Angela Jefferson, Councilmember
Joan Cathey, Councilmember
Eileen Swarthout, Councilmember
Michael Althausen, Councilmember
Peter Agabi, Councilmember
Kelly Von Holtz, Councilmember

Acknowledgements

City Council

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Leatta Dahlhoff, Mayor Pro Tem
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Joan Cathey, Councilmember
Eileen Swarthout, Councilmember
Michael Althaus, Councilmember
Peter Agabi, Councilmember
Kelly Von Holtz, Councilmember

Management Team

Lisa Parks, City Administrator
Kelly Adams, Assistant City Administrator
Chuck Denney, Parks and Recreation Director
Brandon Hicks, Transportation and Engineering Director
Brian Hurley, Fire Chief
Karen Kirkpatrick, City Attorney
Jay Mason, Police Chief
Brittaney McClanahan, Executive Assistant
Brad Medrud, Community Development Director
Troy Niemeyer, Finance Director
Dan Smith, Water Resources and Sustainability Director
Michelle Sutherland, Human Resource Director
Jason Wettstein, Communications Director

Consultant

Amy Leneker, The Leneker Team

Introduction

Brief statement, what we did and why, 3-5 sentences...

Glossary of Terms

This Strategic Plan is organized....

Still need to define the terms that are blank...

Vision: A statement of what we would like the community to be, long-term. This overarching future direction is meant to articulate a shared community future.

Mission:

Values:

Focus Area:

Focus Area Goal:

Action Items:

Work Plan Tasks:

Vision, Mission, and Values

Vision

Tumwater is a thriving, inclusive and people-centered city where a resilient economy, vibrant neighborhoods, and a healthy natural environment foster deep community connection, civic pride, and a shared commitment to honoring our history while shaping a dynamic tomorrow.

Mission

We work in partnership with our community to provide essential services, protect our environment, grow our economy, and to support a connected, inclusive social fabric where everyone belongs. (Revised based on review during 9-9-25 work session.)

Values

This section will be updated with language from Council's discussion on June 28, 2025 and with the assistance of Microsoft Copilot.

People

We respect the diverse people that make up the social fabric of our community and strive to be inclusive of all people. We value and seek to strengthen our vibrant neighborhoods, that are cornerstones of civic life and community identity. As we pursue our goals and the long-term sustainability of the City organization, we value the contributions and diversity of our staff, support their continued personal and professional growth, and act to retain their expertise for the good of the community.

Environment

We act to preserve and enhance the natural environment and the social fabric of our community.

Opportunity

We seize opportunities to improve our community's social, environmental, and economic well-being. We endeavor to realize positive opportunities in adverse situations and periods of change.

Partnership

We work collaboratively with residents, businesses, and community organizations. We also actively partner with other jurisdictions to address regional, state, and even broader issues.

Learning

We are a learning organization which strives to benefit from past experience, foresight, and innovation to seek new ways to enhance the community and improve City operations and services.

Excellence

We strive for excellence and integrity in providing City services. By providing quality services, being responsible and efficient stewards of public resources, and empowering employees to achieve excellence, we continue to build public trust and encourage civic involvement. We know that excellence does not have to come at the price of our sense of community or our small city character.

DRAFT

Implementation Framework – Tools For Success

City, Council, Community: Roles and Responsibilities

One of the City's primary goals in undertaking this strategic planning effort is to identify the Council's priorities, providing guidance for future decision-making, particularly as our community grows and changes. This deliberate, ongoing process for decision-making relies on clearly defined roles and responsibilities:

City Council sets policy direction and approves the Strategic Plan, including the annually updated Strategic Work Plans and the biennial budget.

City staff manages implementation by developing and proposing the detailed tasks in the annual Strategic Work Plans within the context of the biennial budget; carrying out the work plan tasks, and evaluating and regularly reporting on progress made to implement the Strategic Plan.

Community members express their level of satisfaction with the community and the City's delivery of outcomes anticipated by the Strategic Plan.

Strategic Work Plans and Timely Opportunities

Text to be developed...

Strategic Plan Prioritization Criteria

Introductory text to be developed...

Overall Criteria:

1. Is this **consistent** with the City's vision, mission, and values, and with the Comprehensive Plan?
2. Will this **enhance** an existing program/service and/or will it provide a new benefit not currently available?
3. What are the potential **consequences** – positive or negative – of inaction at this time?
4. What is the total **resource** commitment for this?
5. Is this a Tumwater community **priority**?

Description of Annual Schedule

Text to be developed...

Focus Areas (Overview)

FOCUS AREA	GOAL
Vibrant, Livable, and Inclusive Community	Build a community recognized for quality, compassion, and humanity.
Environmental Stewardship	Be a leader in environmental health and sustainability
Community Mobility	Create and maintain a transportation system safe for all modes of travel
Health & Safety	Provide and sustain quality public safety services
Growth & Development	Pursue and support targeted community and economic development
Tumwater Excellence	Refine and sustain a great organization
[PHOTO HERE]	

Focus Area: Vibrant, Livable, and Inclusive Community

GOAL: Build a community recognized for quality, compassion, and humanity.

[PHOTO HERE]

ACTION ITEMS	LEAD
Increase affordable housing in Tumwater, including permanent supportive housing.	CD
Continue implementation of Tumwater Metropolitan Parks District (TMPD) initiatives.	PR/TE
Develop partnerships and strategies to improve municipal service delivery to people in need.	EX
Promote equity and inclusion within the Tumwater Community.	EX

Focus Area: Environmental Stewardship

GOAL: Be a leader in environmental health and sustainability.

[PHOTO HERE]

ACTION ITEMS	LEAD
Implement and promote environmental health and sustainability.	WRS
Conserve and protect Tumwater’s water resources.	WRS
Implement the Thurston Climate Mitigation plan.	WRS
Implement Urban Forestry Plan.	WRS

Focus Area: Community Mobility

GOAL: Create and maintain a transportation system safe for all modes of travel.

[PHOTO HERE]

ACTION ITEMS	LEAD
Implement Capitol Boulevard plan.	TE/CD
Implement Brewery District plan.	TE/CD
Improve maintenance and interconnectivity of a bicycle and pedestrian system.	TE
Continue improving the maintenance of the transportation system.	TE
Explore opportunities to extend multimodal transportation facilities to areas of the City outside the urban core.	TE
Develop a citywide trail system.	TE

Focus Area: Health and Safety

GOAL: Provide and sustain quality public safety services.

[PHOTO HERE]

ACTION ITEMS	LEAD
Explore and implement partnerships to improve efficiency of emergency service delivery.	Fire Police
Evaluate and promote City programs to reduce risk to life and property.	Fire Police Fire
Develop initiatives to address growing emergency service demands.	
Review options for regionalization of fire/emergency services.	Fire
Transition to proactive code enforcement.	Police/CD
Build existing law enforcement staff capacity to meet current core service delivery demands.	Police

Focus Area: Growth and Development

GOAL: Pursue and support targeted community and economic development.

[PHOTO HERE]

ACTION ITEMS	LEAD
Update and implement the City’s Economic Development Plan.	EX
Attract, retain, and grow Tumwater businesses.	EX
Promote tourism in Tumwater.	EX
Leverage brownfield revitalization opportunities.	EX
Complete and implement the Habitat Conservation Plan.	CD

Focus Area: Tumwater Excellence

GOAL: Refine and sustain a great organization.

[PHOTO HERE]

ACTION ITEMS	LEAD
Be good stewards of public funds by following sustainable financial strategies.	FIN
Attract, retain, and promote a talented and diverse workforce.	HR
Create a dynamic organizational culture of diversity, equity, inclusion, and belonging.	HR
Support an environment of continuous learning and improvement for staff and Council.	HR

Appendices

Prioritization Criteria

Legislative/Policy Prioritization Criteria: Focus Area Action Items

Overall Criteria:

1. Is this consistent with the City's vision, mission, and values, and with the Comprehensive Plan?
2. Will this enhance an existing program/service and/or will it provide a new benefit not currently available?
3. What are the potential consequences – positive or negative – of inaction at this time?
4. What is the total resource commitment for this?
5. Is this a Tumwater community priority?

New Opportunity Criteria:

1. Will other City projects/programs/initiatives be delayed or eliminated because of this new item, and if so, is the delay/elimination acceptable?
2. Is this required to comply with a legal mandate or to address a threat to public health and safety?
3. Does the City have sufficient capacity and/or resources to support this?
4. What should be the City's role in this?

Technical Prioritization Criteria: Focus Area Work Plans

1. Is this consistent with the City's vision, mission, and values?
2. Is this consistent with the Comprehensive Plan(s)?
3. Does this advance an adopted plan or policy or an existing objective?
4. Does this protect public health, safety and welfare?
5. Is this required to comply with a legal mandate?
6. Does this contribute to the community's tax base and/or directly generate revenue?
7. Does the City have sufficient staffing resources to support this?
8. Is funding available for implementation/construction?
9. Does this have a clearly identified source of revenue to support ongoing maintenance and operation?
10. Will existing City projects/programs/initiatives be delayed or eliminated because of this new item?
11. What are the consequences of that displacement decision?
12. Are there consequences of inaction?
13. Are there strong benefits of action?
14. How much control or influence over the intended outcome do we have?

15. Will this enhance what is already offered and/or provide a new benefit that is not currently available?
16. Does the City have existing skills/abilities/expertise to address this issue?
17. Is any other entity, private or public, better positioned to undertake this?
18. Does this result in benefits to the natural environment?
19. Does this result in negative impacts to the natural environment?
20. Are there acceptable mitigation measures available to address potential impacts to the natural environment?

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2026 Focus Area Work Plans

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New Opportunities Process

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