

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
FEBRUARY 4, 2025 Page 1**

**CONVENE:** 7:03 p.m.

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

Excused: Councilmembers Joan Cathey and Eileen Swarhout.

Staff: City Administrator Lisa Parks, City Attorney Karen Kirkpatrick, Finance Department Director Troy Niemeyer, Police Chief Jon Weiks, Community Development Department Director Michael Matlock, Water Resources & Sustainability Department Director Dan Smith, IT Department Director Lance Inman, -Deputy Fire Chief Shawn Crimmins, Deputy Community Development Department Director Brad Medrud, Communications Manager Jason Wettstein, and City Clerk Melody Valiant.

**SPECIAL ITEMS:**

**PROCLAMATION:  
BLACK HISTORY  
MONTH, FEBRUARY  
2025:** Councilmember Von Holtz read the proclamation declaring February 2025 as *Black History Month*. The proclamation called upon the people of the City of Tumwater to celebrate the contributions of African Americans that are central to society, including civic, economic, professional, medical, scientific, military, and artistic excellence.

Mayor Sullivan presented the proclamation to Dr. Thelma Jackson. Dr. Jackson thanked the City for issuing the proclamation in observance of Black History Month. She invited everyone to visit a new museum at the Life Baptist Church, which is open each Saturday afternoon during the month of February. The museum has been in existence for many years but has increased in size and in depth. The museum offers visitors the ability to read, learn, and observe more about Black history within the nation to present day.

Dr. Jackson acknowledged the City's issuance of a powerful resolution calling out hatred and racism and its commitment to diversity, equity, and inclusion. As a people, it is important to come to grips with what those words mean and who will be standing tall in the face of the attacks the nation is currently experiencing.

**PUBLIC COMMENT:** There were no public comments.

**CONSENT  
CALENDAR:**

- a. Approval of Minutes: City Council Work Session, January 14, 2025
- b. Approval of Minutes: City Council, January 21, 2025
- c. Payment of Vouchers
- d. Resolution No. R2025-002, Adopting the 2025 Fee Resolution
- e. Grant Agreement with the Department of Ecology for the Beehive Industrial Area Stormwater Retrofit Design Project

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
FEBRUARY 4, 2025 Page 2**

- f. Reappointment of Trent Grantham, Alex Chacon and Brodrick Coval to the Tree Board

**MOTION:** **Councilmember Von Holtz moved, seconded by Councilmember Althausser, to approve the consent calendar as published. A voice vote approved the motion unanimously.**

Mayor Sullivan reviewed the items approved on the Consent Calendar.

**COMMITTEE  
REPORTS:**

**PUBLIC HEALTH & SAFETY:** *Peter Agabi* The next meeting is scheduled on Tuesday, February 11, 2025. The agenda includes briefings and consideration of an interlocal agreement with Thurston County for Basic Life Support Funding and the Police Body Camera and In-car Camera Implementation Plan.

**GENERAL GOVERNMENT:** *Michael Althausser* The next meeting is a special meeting on February 18, 2025. The agenda includes a discussion on the Bush Prairie Habitat Conservation Plan and a service provider agreement for Phase 4, an amendment to the service provider agreement for the Housing Authority for Thurston County for a senior housing project, an update on the Climate Element of the Comprehensive Plan, and a discussion of an ordinance for home energy score models.

**PUBLIC WORKS:** *Eileen Swarthout* The meeting on Thursday, February 6, 2025 includes a briefing on the Water System Cost of Service Report and an update on the City's Utility Assistance Programs.

**BUDGET AND FINANCE:** *Debbie Sullivan* The committee's meeting on Friday, January 24, 2025 included a discussion on the pass through of credit card fees for community members who utilize the City's portal payment of utility bills. The committee discussed some implications of the fees as the City incurs approximately \$250,000 each year to use credit cards as opposed to debit cards or acceptance of checks. The committee discussed the future of the fees and deferred the issue to a Council work session. Members received an update on the City's utility assistance programs. More people have enrolled. Members reviewed the scope of work for the financial planning consultant.

**MAYOR/CITY ADMINISTRATOR'S REPORT:** City Administrator Parks reported on the Council's recent authorization for a ballot measure to renew the Transportation Benefit District. The proposal will be included on the April 22, 2025 ballot. As part of the measure, the City is seeking members of the public who may be interested in serving on a committee opposed to the ballot measure or a committee supporting the ballot measure. The task of each committee is to author statements for both for and against for inclusion in the voter's pamphlet prior to the election. The City does not provide any staff support to the committees with the

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
FEBRUARY 4, 2025 Page 3**

Auditor's Office serving as the point of contact on instructions, specifications, and deadlines for the committee's work. Each committee is comprised of three members. Statements for the voter's pamphlet are due to the Thurston County Auditor's Office by February 28, 2025. Appointment to a committee is through submittal of a letter of interest to the Tumwater City Clerk's Office stating the committee of choice and explaining their respective interest in serving as a member. Deadline for the letters is Tuesday, February 18, 2025 by 1 p.m. by email or fax.

City Administrator Parks updated the Council on the FD Cares Program. Effective January 1, 2025, the City partnered with the Olympia Fire Department to participate in the FD Cares Program. The program provides community assistance, referral, and education services to community members who may be relying on the 911 emergency services system for non-acute services. Staff completed interviews for the FD Cares representative dedicated to Tumwater on a part-time basis. The goal is to fill the position within the next several weeks. During the interim, the program will work with Tumwater Fire Department staff for training on procedures for referral of patients.

City offices are closed on Monday, February 17, 2025 in observance of President's Day.

The Tumwater Youth Showcase is performing at the Washington Center for the Performing Arts on Wednesday, February 12, 2025 from 6:30 p.m. to 8 p.m. for Jazz Night and Tuesday, February 25, 2025 from 6:30 p.m. to 8 p.m. for Orchestra Night. The program is a collaboration of the Tumwater School District and City of Tumwater's Arts Program.

Mayor Sullivan announced her appointment to the Thurston Economic Development Council (EDC) Board of Directors. At the last meeting of the Board, new members were introduced. Members received a report from the FIFA World Cup on the selection of Olympia/Lacey as one of the remote sites for the event in June 2026. Members received a report from TVW regarding the expansion of its building on Capitol Way. Members engaged in a roundtable discussion on the 2025 EDC budget with action anticipated at the next meeting. Members discussed the Pacific Salish Economic Development District.

On Friday, January 24, 2026 Mayor Sullivan attended an all-day Association of Washington Cities Mayors Exchange. Mayors are able to discuss many issues facing cities.

Mayor Sullivan also hosts a monthly coffee at the Old Town Center for seniors. The Old Town Center also provides seniors with lunch during the week.

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
FEBRUARY 4, 2025 Page 4**

Mayor Sullivan attended the Holiday Inn grand opening.

On Saturday, February 1, 2025 Mayor Sullivan attended the Olympia Area Chinese New Year's celebration from 5 p.m. to 9:30 p.m.

**COUNCILMEMBER  
REPORTS:**

***Angela Jefferson:***

At the January 23, 2025 Thurston County Emergency Medical Services meeting, members discussed the 2025 Quality Improvement Plan and fiscal year initiatives, reviewed the 2024 comprehensive EMS Plan emphasizing its 20-year vision and the need for structural and operational changes. The plan recognizes the diversity of service requirements in both rural and urban communities. Members discussed ambulance license applications and the rates. One member questioned the hiring of one ambulance service provider compared to other applicants. The main reason is because the company pays employee's union wages and benefits. Members addressed the need for new officers and committees for future tasks to include negotiating a new advanced life support contract and budget planning.

***Leatta Dahlhoff:***

Councilmember Dahlhoff attended a conference on behalf of the LOTT Clean Water Alliance. LOTT was awarded a 2025 National Environmental Achievement Award from the National Association of Clean Water Agencies. The award recognizes outstanding contributions to the environmental protection and the clean water community. Within the Watershed Collaboration category, LOTT was recognized for its Clean Water Community Connections Program. The program is designed to play an active role in broader community efforts to support water quality, including the development of additional affordable housing, collaborative planning for sea level rise, creating joint educational and recreational amenities, and partnering with school districts.

The next meeting of Thurston County TCOMM 911 Administration Board is Wednesday, February 5, 2025 followed by a virtual meeting of resident-owned communities on mobile home park solutions. The next meeting of the Thurston County Opioid Response Task Force Prevention Subgroup is on Friday, February 7, 2025. The Thurston County Opioid Abatement Council is moving forward on its assignments.

***Peter Agabi:***

There were no meetings and no report.

***Kelly Von Holtz:***

Councilmember Von Holtz is scheduled to attend the next meeting of the Intercity Transit Authority meeting followed by the Tumwater Public Health and Safety Committee on February 11, 2025.

Last week Councilmember Von Holtz attended a luncheon at the ASHHO Cultural Center for its 12-week culinary program. In addition to her

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
FEBRUARY 4, 2025 Page 5**

attendance, a Tumwater police officer attended the luncheon

***Michael Althaus:*** Councilmember Althaus attended the Regional Housing Council meeting. The condensed agenda included some planning for the Council's retreat in May 2025. Some of the questions members will explore and answer include the future goals of the organization, ways for the Council to be exposed to more policy work as an entity rather than rendering funding decisions, and ways to incorporate lived experience and subject matter expertise within the decision-making processes. Any final decisions will require revisions to the interlocal agreements. Members appointed more members to the Homeless Services Advisory Board and received updates from technical staff on the upcoming request for proposal process. Members reviewed changes to the Point in Time Count process this year.

**ADJOURNMENT:** **With there being no further business, Mayor Sullivan adjourned the meeting at 7:37 p.m.**

Prepared by Valerie L. Gow, Recording Secretary/President  
Puget Sound Meeting Services, [psmsoly@earthlink.net](mailto:psmsoly@earthlink.net)