

# MEETING MINUTES

TUMWATER CITY COUNCIL  
October 7, 2025



**CONVENE:** 7:00 p.m.

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

Staff: City Administrator Lisa Parks, Assistant City Administrator Kelly Adams, City Attorney Karen Kirkpatrick, Police Chief Jay Mason, Fire Chief Brian Hurley, Finance Director Troy Niemeyer, Information Technology Director Lance Inman, Transportation & Engineering Director Brandon Hicks, Communication Manager Jason Wettstein, Parks & Recreation Director Chuck Denney, Water Resources & Sustainability Director Dan Smith, City Engineer Bill Lindauer, Administrative Assistant Bonnie Hale, Deputy Chief Carlos Quiles, Jr., Communications Engagement Specialist Marnie McGrath and Deputy City Clerk Tracie Core.

Others: Assistant Superintendent Meagan Dawson with Tumwater School District, Walk N Roll Program Supervisor Kerri Wilson with Intercity Transit, President Bill Fishburn and Vice President Kathy Baros Friedt with Hispanic Round Table.

## **SPECIAL ITEMS:**

### **PROCLAMATION: WALK TO SCHOOL MONTH, OCTOBER 2025**

Councilmember Jefferson read a proclamation declaring October 2025, Walk to School Month. This proclamation promotes the safety and health of children in October and throughout the year by supporting pedestrian and bicycle behaviors, helping make our roads safer for those walking and biking by participating in safe driving practices and following the speed limit.

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Mayor Sullivan presented the proclamation to Meagan Dawson, Assistant Superintendent of the Tumwater School District and Kerri Wilson, Walk N Roll Program Supervisor with Intercity Transit.

**PROCLAMATION:  
FIRE PREVENTION  
WEEK, OCTOBER 5 –  
OCTOBER 11, 2025**

Councilmember Dahlhoff read a proclamation declaring October 5, 2025 – October 11, 2025, as Fire Prevention week. The year’s theme, “Charge into Fire Safety; Lithium-Ion Batteries in your Home, serves to focus on lithium-ion batteries to better educate the public about how to buy, charge and dispose of them safely. Residents and businesses are urged to heed the messages and to support the efforts of the Tumwater Fire Department and other emergency services to keep us safe from fires and in times of medical emergencies.

Mayor Sullivan presented the proclamation to Chief Hurley.

**PROCLAMATION:  
NATIONAL HISPANIC  
HERITAGE MONTH,  
SEPTEMBER 15 -  
OCTOBER 15, 2025**

Councilmember Von Holtz read a proclamation declaring September 15, 2025 – October 15, 2025, National Hispanic Heritage Month. National Hispanic Heritage Month began in 1968 when Congress passed Public Law 90-498 authorizing and requesting the President to issue an annual proclamation of National Hispanic Heritage during mid-September and is a time to honor the many ways Hispanics, Latinos and Latinx contribute to Tumwater, celebrate diverse cultures and work toward stronger, more inclusive, and prosperous community for all.

Mayor Sullivan presented the proclamation to Bill Fishburn, President and Katy Baros, Vice President, and other members of the Hispanic Round Table.

**PUBLIC COMMENT:**

Public comment was given by residents MacMichael, Holthaus, Reynold and Robinson.

**CONSENT  
CALENDAR:**

- a. Approval of Minutes: City Council, September 16, 2025
- b. Approval of Minutes: City Council Strategic Planning Retreat, September 20, 2025
- c. Approval of Minutes: City Council Work Session, September 23, 2025
- d. Payment of Vouchers
- e. Resolution No. R2025-017, Surplus Property
- f. Service Provider Agreement with SCJ Alliance for the Deschutes Valley Trail

- g. SaaS Cloud Contract Amendment with Tyler Technologies
- h. Reappointment of Marnie Slakey to the Historic Preservation Commission
- i. Advisory Board Appointment of Charles Edmonson to the Tree Board

**MOTION:** Councilmember Dahlhoff moved, seconded by Councilmember Agabi, to approve the Consent Calendar as published. A voice vote approved the motion unanimously.

**COUNCIL  
CONSIDERATIONS:**

**SERVICE PROVIDER  
AGREEMENT WITH  
TCF ARCHITECTURE,  
PLLC, FOR CITY  
OPERATIONS AND  
MAINTENANCE  
FACILITY DESIGN  
AMENDMENT NO. 1**

Manager VerHey gave a presentation on the Service Provider Agreement with TCF Architecture, PLLC, for the City Operations and Maintenance Facility Design Amendment No. 1 providing the following updates:

- Design completion is expected by the end of 2026
- Advantages of increasing Administration building size
- Amendment No. 1 Scope of Work
- The service provider agreement amendment increased by \$1,247,727 to a total of \$3,697,727

Councilmembers asked clarifying questions and shared community members concerns regarding the projects size and location to residential housing.

**MOTION:** Councilmember Swarthout moved, seconded by Councilmember Jefferson, to approve Service Provider Agreement with TCF Architecture, PLLC, for the City Operations and Maintenance Facility Design Amendment No. 1 as published. A voice vote approved the motion unanimously.

**COMMITTEE  
REPORTS:**

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

The committee will be meeting on October 14, 2025, and they will be discussing following items:

- Thurston County Dashboard Presentation
- Advanced Life Support Agreement
- Body Worn Camera Project Update

**GENERAL  
GOVERNMENT:**  
*Michael Althaus*

The committee will be meeting on October 8, 2025, and they will be discussing the following item:

- 2025 Comprehensive Plan Periodic Update – User Guide

**PUBLIC WORKS:**  
*Eileen Swarthout*

The committee will be meeting on October 9, 2025, and they will be discussing the following item:

- Capital Facilities Plan - Water, Sanitary Sewer, and Storm Drain

**BUDGET & FINANCE:**  
*Debbie Sullivan*

The committee met on September 26, 2025. They discussed the Tyler Technologies agreement along with the year-to-date Budget and Finance Report. The committee will meet again October 24, 2025.

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

Administrator Parks shared that our Tumwater Mobile Outreach team started operations October 1, 2025. It provides 24-hour crisis response within the City of Tumwater. Administrator Parks also shared the City of Tumwater has been designated a Tier Two Evergreen City in recognition of our commitment to local urban and community forests. The City had to meet specific criteria to achieve the status.

Mayor Sullivan shared that she attended many meetings and events some of which included the Chehalis Tribe Wellness Event, Association of Washington Mayor's forum and two City sponsored events Falls Fest and Clean up / Drop off.

**COUNCILMEMBER  
REPORTS:**

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

**ADJOURNMENT:**

**With there being no further business, Mayor Sullivan adjourned the meeting at 8:52 p.m.**

Prepared by Tracie Core, Deputy City Clerk