

MEETING MINUTES

TUMWATER CITY COUNCIL STRATEGIC PLANNING RETREAT
SEPTEMBER 20, 2025



CONVENE: 9:00 a.m.

PRESENT: Mayor Debbie Sullivan, Councilmembers Peter Agabi, Michael, Althausen, Joan Cathey, Eileen Swarthout, and Angela Jefferson.

Excused: Councilmembers Leatta Dahlhoff and Kelly Von Holtz

Staff: City Administrator Lisa Parks, Assistant City Administrator Kelly Adams, City Attorney Karen Kirkpatrick, and Executive Assistant Brittaney McClanahan.

Facilitator: Amy Leneker

WELCOME, GOALS & AGREEMENTS FOR TODAY:

Mayor Sullivan welcomed the Council and staff. Facilitator Leneker led an ice breaker exercise and reviewed the goals agreements for the day.

ANNUAL TIMELINE:

Administrator Parks reviewed the timeline of the prioritization process. Facilitator Leneker said Councilmembers absent from today's session will be debriefed and confirmed their input will be included in the strategic planning process.

ROLES:

Facilitator Leneker affirmed the role of the Councilmembers as their work relates to the strategic planning process.

PRIORITIZATION PART 1 & 2:

Mayor, Council and Staff discussed that Councilmembers are responsible to guide the "Why" and "What" of strategic planning, while staff are responsible for creating the "How" to accomplish the strategic planning.

**RECAP ACTION
ITEMS, DECISIONS,
PARKING LOT,
APPRECIATION:**

Facilitator Leneker recapped today's work and decisions.

**NEXT STEPS:
ADJOURNMENT:**

Administrator Parks reviewed the Strategic Plan Schedule
The strategic planning retreat was adjourned at 12:00 p.m.

Prepared by Brittaney McClanahan, Executive Assistant