

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
AUGUST 20, 2024 Page 1**

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

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

Excused: Councilmember Eileen Swarthout.

Staff: City Administrator Lisa Parks, City Attorney Karen Kirkpatrick, Finance Director Troy Niemeyer, Police Chief Jon Weeks, Fire Chief Brian Hurley, Transportation & Engineering Department Director Brandon Hicks, Water Resources & Sustainability Department Director Dan Smith, Coordinator Alyssa Jones Wood, and City Clerk Melody Valiant.

**SPECIAL ITEMS:**

**PROCLAMATION:  
OVERDOSE  
AWARENESS DAY,  
AUGUST 31, 2024:** Councilmember Dahlhoff read a proclamation declaring August 31, 2024 as *Overdose Awareness Day* and urging the community to raise awareness around drug overdose by reducing stigma through initiatives related to education, prevention, treatment, and recovery support for substance use disorder.

Mayor Sullivan presented the proclamation to several individuals representing Thurston County Public Health and Social Services. They thanked the Council for issuing the proclamation for the third consecutive year in conjunction with other local city councils and Thurston County. Tumwater is the only jurisdiction that has actively participated in the Thurston County Opioid Response Task Force for the last five years and the only jurisdiction to continue to participate in special projects and work groups. Councilmember Dahlhoff was thanked and acknowledged for her efforts serving on the Task Force.

International Overdose Awareness Day is August 31, 2024 for recognizing individuals who have lost their lives to a fatal drug overdose as well as eliminating the stigma around drug use and drug overdoses while recognizing the grief and loss of those who have died because of a drug overdose. Thurston County is hosting two events. The first is on Friday, August 23, 2024 from 10 a.m. to 1 p.m. at Harbor House in downtown Olympia. The event will feature resources available to pregnant and parenting populations, distribution of free Naloxone to prevent an overdose, and overdose response training. The second event on Friday, August 30, 2024 will feature a resource fair from 11 a.m. to 4 p.m. and a group coordinated memorial walk from 1 p.m. to 2 p.m. at Heritage Park in Olympia.

**PUBLIC COMMENT:** **Pamela Hansen, P.O. Box 14521, Tumwater,** offered comments on

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
AUGUST 20, 2024 Page 2**

three items. She congratulated the City for issuing the proclamation and for its ongoing support. Her experience surrounding drugs was as security officer at various locations responsible for deterring drug use. She believes she has affected change and provided support when there was a need for assistance. The City of Olympia recently approved partially decriminalizing the use of mushrooms. The use of mushrooms should be deterred rather than encouraged or tolerated. Resources should be provided to help avoid usage. During the draining of Capitol Lake, it was possible to walk in the mudflat of the river near the old brewhouse and take pictures of a drain to the river. Another photographer who had reached the middle of the river described the old brewhouse as a “needle house.” From her position she was able to view many broken windows and graffiti along and live security cameras. Her concern is that the area serves as a haven for illegal activities because of its location and is creating more problems for the surrounding area. More officers should be patrolling the area to provide updates on those activities to the community. Additionally, Resolution No. R2024-013 for surplus property should include the name of the Asset Manager.

- CONSENT CALENDAR:**
- a. Approval of Minutes: Joint City Council and Planning Commission Work Session & Council Work session, July 9, 2024
  - b. Approval of Minutes: City Council, July 16, 2024
  - c. Payment of Vouchers
  - d. Resolution No. R2024-012 Percival Creek Fish Passage Barrier Removal #22-1161
  - e. Resolution No. R2024-013, Surplus Property
  - f. Small Works Contract with West Coast Fence Pros, LLC for the Palermo Security Fence Replacement Project
  - g. Small Works Contract with CONSTRUCT, Inc. for Crosby House Foundation Repair
  - h. Three Lakes Crossing Oversizing Agreement with Copper Ridge, LLC
  - i. Advisory Board Appointments of Charlie Schneider to the Board of Parks and Recreation, Rob Paylor to the Historic Preservation Commission, and Gina Kotek, Malissa Paulsen, and Cody Perez to the Planning Commission

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

Mayor Sullivan reviewed the items approved on the consent calendar.

Mayor Sullivan welcomed Melissa Paulsen as a new member of the Planning Commission. Ms. Paulsen shared that she is a land use planner for a local jurisdiction serving as its Community Development

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
AUGUST 20, 2024 Page 3**

Director. She lives in Tumwater and is proud to have the opportunity to serve and support the community.

**COUNCIL  
CONSIDERATIONS:**

**URBAN &  
COMMUNITY FOREST  
GRANT ACCEPTANCE  
AGREEMENT WITH  
RIVER NETWORK:**

Coordinator Jones Wood reported the grant is a pass through federal grant for administration by River Network, a non-profit organization. The grant only applies to specific areas identified in the City of Tumwater as Environmental Protection Agency (EPA) Disadvantaged Communities. The map tool provided by the federal government, identified areas eligible for Inflation Reduction Act funding using EPA Environmental Justice Screening Tool (EJ Screen) Indexes, the Climate and Economic Justice Screening Tool, and any geographic areas within the tribal lands category of EPA EJ Screen. Grant funding can only be spent in those areas only.

The grant includes five major project milestones:

- Install air temperature data loggers at heat islands
- Hire a full-time urban forester
- Plan and launch a tree canopy equity program
- Plan and launch a tree assessment assistance program
- Street tree trimming grants

Coordinator Jones Wood described the details of each project milestone. The grant covers the entire cost of milestones 1, 3, 4 and 5 and 50% of milestone 2. Included in the department's 2025/2026 budget is a match request for the remaining costs of the urban forester's salary and benefits not covered by the grant, which would enable expansion of efforts throughout the City.

Staff requests authorizing the Mayor to sign the Subaward Agreement with River Network for the City of Tumwater Urban Forestry Capacity and Equity Project. Coordinator Jones Wood invited questions from the Council.

Councilmember Dahlhoff inquired about any opportunity to identify and track trees that have been removed. Coordinator Jones Wood said the urban forester's job description could include tracking removal of trees for throughout the City.

Councilmember Dahlhoff noted the many instances of the wrong species of trees planted and inquired about any opportunity to monitor and follow-up on situations of unintended consequences of the wrong tree in the wrong place. Coordinator Jones Wood recommended deferring to the Community Development Department to follow up on those types of issues.

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
AUGUST 20, 2024 Page 4**

City Administrator Parks advised that in general, requirements for planting trees in a common or other area is the responsibility of the homeowner association. It is likely code enforcement would apply if trees required by the plat did not survive or were removed. The expectation is that the responsible party would be subject to the City's code enforcement process. The overall benefit of an urban forester's expertise is reviewing landscape plans through the development review permit process providing the City with a check and balance process to determine whether landscape plans are appropriate.

Councilmember Cathey inquired whether heat challenged or disadvantaged areas also include low economic areas. Coordinator Jones Wood replied that disadvantaged communities defined by the EPA are areas that meet the indexes applicable to the City involving a number of environmental justice indexes such as proximity to traffic, air quality, proximity to Superfund sites, actively polluting industries, lower life expectancy areas, higher cancer rates, or lower economic well-being, which are aspects considered in the screen indexes. A number of different maps tools were used by staff to incorporate as much area of Tumwater as possible. The EPA EJ Screen Tool was accepted by the U.S. Forest Service that was used to map a large area of Tumwater. A map of urban heat islands was also included in the presentation.

Councilmember Cathey asked about any potential correlation between the project and the City's efforts to strengthen tree protection ordinances. Coordinator Jones Wood advised that the new position (urban forester) would be involved in any code revisions. Efforts for updating codes are pending the addition of a new planner in the Community Development Department. The new planner is slated to restart the code updates and would work closely with the urban forester next year.

Councilmember Dahlhoff said she appreciates advancing forward but the challenge is with current conditions, such as a development that has been clearcut. Knowing the direction moving forward and focusing on intentions in the future, clearcutting of lands continue impacting wetlands and other natural resources, which is counterintuitive. She asked how the staff plans to address the gray area of moving in a new direction while clearcutting of land continues in the City. City Administrator Parks explained that any development project meeting requirements of existing regulations is allowed to move forward. Councilmember Dahlhoff questioned the possibility as the City moves forward to update Comprehensive Plan elements to consider incentivizing green development to avoid clearcutting land. Once land is cleared, mature trees are lost. She asked how the City

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
AUGUST 20, 2024 Page 5**

plans to document and track projects to avoid clearing of large mature trees. City Administrator Parks advised that the City has an obligation and a quasi-judicial permit review process to apply the law. Even when a developer submits an application and complies with all standards those types of situations unfortunately occur.

**MOTION:** **Councilmember Von Holtz moved, seconded by Councilmember Jefferson, to authorize the Mayor to sign the Subaward Agreement with River Network for the City of Tumwater Urban Forestry Capacity and Equity Project. A voice vote approved the motion unanimously.**

**COMMITTEE  
REPORTS:**

**PUBLIC HEALTH &  
SAFETY:** The next meeting is scheduled on September 10, 2024.  
*Peter Agabi*

**GENERAL  
GOVERNMENT:** The next meeting is scheduled on September 11, 2024.  
*Michael Althausen*

**PUBLIC WORKS:** The agenda for the meeting on Thursday, August 22, 2024 includes  
*Eileen Swarthout* consideration of a Right of Entry Agreement with Jason Herrera for Belmore Street Property, an agreement for the Transfer of Interests in Brewery Assets, an amendment to the Fiber Optic Agreement with WSDOT, and additional construction funds for the 2023 Pavement Maintenance Project with Miles Construction.

**BUDGET AND  
FINANCE:** The next meeting is scheduled on August 21, 2024. The agenda  
*Debbie Sullivan* includes applicant presentations for debt financing, recommendation for signing an Audit Engagement letter, and a proposal for Executive Department FTE adjustments and a new position of Economic Development Coordinator.

**MAYOR/CITY  
ADMINISTRATOR'S  
REPORT:** City Administrator Parks reported on the initiation of work on the Israel Road Pedestrian project to remove and replace damaged sidewalks damaged by trees and repaving the street following completion of replacing underground utilities. The construction project will enable three lanes of traffic with one lane closed as needed. The Linwood project to replace and add some sidewalks on Linwood Avenue begins on Monday, August 26, 2024. Both projects are expected to be completed by October.

The Tumwater Brewfest attracted approximately 4,000 people. The event ended early because of thunderstorms. The City has received

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
AUGUST 20, 2024 Page 6**

positive feedback from vendors and participants. City Administrator Parks acknowledged employees involved in both the 4<sup>th</sup> of July events and the Brewfest.

The Mayor's proposed budget has typically been available by the end of the August; however, release of the proposed budget will be delayed by several weeks. Staff continues to work on a different approach this year as to involvement by directors and in the development of the preliminary budget. Budget workshops continue at Council work sessions in September and October, as well as lunchtime budget brown bags on the budget.

Mayor Sullivan reported on her attendance to two Intercity Transit Authority Board meeting since the Council's last meeting. Another class of bus operators graduated. One more bus operator class is scheduled to ensure services are at full capacity. The Board approved the purchase of property at 210 Olympia Avenue NE near the Olympia Transit Center. The vacant lot will provide additional expansion area. The Citizens Advisory Group is accepting applications for positions. Interviews are scheduled in September.

Mayor Sullivan attended the I-5/Martin Way/Marvin Road Executive Advisory Board meeting to discuss the SEPA review for the Martin Way Bridge. Another series of meetings are scheduled.

Mayor Sullivan attended the Funding and Governance Work Group meeting for the Deschutes Estuary Restoration Project.

National Night Out was a success in Tumwater. Mayor Sullivan reported she attended three neighborhood events.

Mayor Sullivan attended the Thurston County Fair welcoming ceremony and participated in a competition involving mayors, commissioners, and the Thurston County Sheriff.

**COUNCILMEMBER  
REPORTS:**

***Peter Agabi:*** There were no meetings and no report.

***Joan Cathey::*** There were no meetings and no report.

***Kelly Von Holtz:*** At the Thurston County Law Enforcement Assisted Diversion (LEAD) meeting, members received an update on the activities of LEAD in Thurston County. On Thursday, August 27, 2024 from 11 a.m. to 1:30 p.m. virtual training is scheduled on the Trueblood case, a federal settlement agreement to provide systemic reforms of the

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
AUGUST 20, 2024 Page 7**

competency evaluation and restoration services system for people with mental illness.

***Angela Jefferson:***

At the August 7, 2024 meeting of the TCOMM 9-1-1 Administration Board, the discussion focused on the phone replacement project with the project kickoff held on July 18, 2024. An onsite assessment at TCOMM was held on July 30, 2024. Completion of the project cutover is scheduled for second quarter 2025. The next academy for 911 telecommunicators is scheduled on October 24, 2024. TCOMM has seven vacant positions with four academies scheduled in 2025.

At the Olympia and Beyond meeting, members discussed Destination Master Plan next steps. The annual meeting is scheduled on Thursday, September 17, 2024 in Tenino.

On Saturday, August 27, 2024, Councilmember Jefferson attended the recently formed Thurston County NAACP. NAACP is the National Association for the Advancement of Colored People formed in 1909 to advocate for Black people. Today, NAACP advocates for equality and justice for all people.

***Leatta Dahlhoff:***

Councilmember Dahlhoff attended the first meeting of Thurston County NAACP and looks forward to the coordination, collaboration, and partnership with the City of Tumwater.

***Michael Althausen:***

Councilmember Althausen attended the meeting of the Funding and Governance Work Group for the Deschutes Estuary Restoration Project. Members continued review of updates to the interlocal agreement. A work session on the interlocal agreement is planned with the Council within the next several months. Artistic renderings of the restored estuary are available online at the Department of Enterprise Services.

The Regional Housing Council (RHC) last met on July 5, 2024. Members discussed a potential retreat and narrowed the scope of the retreat agenda. An option includes hosting a function to discuss the role of RHC in policy development and whether the organization should be empowered to provide recommendations for jurisdictions on regional policies for housing across jurisdictional boundaries. Members received a presentation about the Black Home Initiative, a regional effort to increase the number of first-time Black homebuyers by 1,500 by 2027. The effort also spans the I-5 corridor with a number of jurisdictions and non-profits in Pierce and King Counties joining the effort. A presentation is scheduled on the initiative. Also discussed was a manufactured home proviso presented by staff for consideration of recommendations. The RHC is responsible for recommending grants for Thurston County to consider. The process is

**TUMWATER CITY COUNCIL MEETING  
MINUTES OF HYBRID MEETING  
AUGUST 20, 2024 Page 8**

scheduled at a specific time each year and does not afford a way to address other concerns, such as a mobile home park experiencing a crisis. Members allocated some of the funding (20%) for availability mid-year. The discussion focused on the format for assisting mobile home communities, such as assistance for purchase of the community. Members reviewed a crosswalk prepared by staff of existing affordable housing incentives across jurisdictional lines to identify any gaps for potential alignment. Councilmember Althaus said he looks forward in the next year to aligning the policies of all jurisdictions to provide consistency to the development community.

**ADJOURNMENT:**                    **With there being no further business, Mayor Sullivan adjourned the meeting at 8:03 p.m.**

Prepared by Valerie L. Gow, Recording Secretary/President  
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