

MEETING MINUTES

TUMWATER CITY COUNCIL
September 2, 2025



CONVENE: 7:00 p.m.

PRESENT: Mayor Pro Tem Leatta Dahlhoff and Councilmembers Peter Agabi, Michael Althaus, Angela Jefferson, Eileen Swarthout, and Kelly Von Holtz.

Excused: Mayor Debbie Sullivan, Councilmember Joan Cathey

Staff: City Administrator Lisa Parks, City Attorney Karen Kirpatrick, 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, Program Manager Patrick Soderberg, Engineer III Ryan Blaser and Deputy City Clerk Tracie Core

SPECIAL ITEMS:

PROCLAMATION: Councilmember Swarthout read a proclamation declaring
NATIONAL VOTER September 16, 2025, National Voter Registration Day. The goal
REGISTRATION DAY for the 2025 National Voter Registration Day is to create awareness of elections and motivate eligible citizens to vote in coming months.

Mayor Pro Tem Leatta Dahlhoff presented the proclamation to Mary Hall, Thurston County Auditor.

PUBLIC COMMENT: Public Comment was given by residents Holthaus, Norton and Nicandri.

CONSENT a. Approval of Minutes: City Council, August 19, 2025
CALENDAR: b. Payment of Vouchers

- c. Intergovernmental Cooperative Purchasing Agreement with National Purchasing Partners
- d. Award of Bid with Active Construction for Percival Creek Fish Passage Barrier Removal project

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

**COUNCIL
CONSIDERATIONS:**

**LOCAL AGENCY
AGREEMENT AND
PROJECT
PROSPECTUS WITH
WASHINGTON STATE
DEPARTMENT OF
TRANSPORTATION
FOR THE SOMERSET
HILL FISH PASSAGE
BARRIER REMOVAL**

Engineer Blaser gave a presentation on the Local Agency Agreement and Project Prospectus with Washington State Department of Transportation for the Somerset Hill Fish Passage Barrier Removal.

The agreement was recommended for approval on the consent calendar at the May 22, 2025, Public Works Committee meeting. Then it went to the June 3rd City Council meeting and was approved. WSDOT requested we make several changes to the funding amounts on the Project Prospectus and Local Agency Agreement so it was presented again to be approved with those changes.

MOTION: **Councilmember Von Holtz, moved, seconded by Councilmember Swarthout, to approve the Local Agency Agreement and Project Prospectus with Washington State Department of Transportation for the Somerset Hill Fish Passage Barrier Removal project. A voice vote approved the motion unanimously.**

**ORDINANCE O2025-
12 CREATING A
COMMUNICATIONS
DEPARTMENT**

Administrator Parks gave a presentation on adopting Ordinance O2025-012, that would amend the municipal code creating a new department entitled Communications Department. Changes to the municipal code included updating several sections to include the communications department and communications director.

Administrator Parks shared the following benefits to creating a Communication Department:

- Department collaboration
- Consistent city-wide communication

- Increased focus on public relations and visibility
- Clarifies authority to convey official information in the absence of the Mayor and City Administrator

Councilmembers asked clarifying questions and discussed the benefits and disadvantages of Communications becoming their own department. Due to the nature of communications, it will be important for this position to work directly with the Mayor and City Administrator.

MOTION: **Councilmember Jefferson, moved, seconded by Councilmember Althaus, to adopt Ordinance O2025-12, Creating A Communications Department. A voice vote approved the motion unanimously.**

R2025-012, PURPLE HEART CITY Manager Wettstein presented R2025-012, a resolution designating Tumwater as a Purple Heart City which honors the bravery and sacrifice of our growing community of veterans and military families. Council voiced their support for the resolution and thanked Manager Wettstein for his work. Manager Wettstein recognized and thanked supporters of the resolution who were in attendance that evening.

MOTION: **Councilmember Jefferson, moved, seconded by Councilmember Von Holtz, to adopt Resolution R2025-12, Designating Tumwater as a Purple Heart City. A voice vote approved the motion unanimously.**

COMMITTEE REPORTS:

PUBLIC HEALTH & SAFETY:
Peter Agabi The next meeting is scheduled for September 9, 2025, and they will be discussing the following items:

- School Resource Officer Contract
- Tumwater Safe Program Briefing

GENERAL GOVERNMENT:
Michael Althaus The next meeting is scheduled for September 10, 2025 and they will be discussing the following item:

- 2025 Comprehensive Plan Update Plan Introduction

PUBLIC WORKS:
Eileen Swarthout

The next meeting is scheduled for September 4, 2025, and they will be discussing the following items:

- Old Highway 99 and 79th Avenue SE Roundabout – Design Amendment
- Trails End Park – Design Amendment

BUDGET & FINANCE:
Debbie Sullivan

No Report - Excused.

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

Administrator Parks introduced the new Economic Development Coordinator, Gene Angel. She also requested direction from Council on moving forward to seek Lodging Tax Advisory Committee (LTAC) funds in the amount of \$50,000 for the International Federation of Association Football (FIFA) Fan Zone and she discussed possible event locations.

**COUNCILMEMBER
REPORTS:**

Councilmembers Althausen, Jefferson, Swarthout and Mayor Pro Tem Dahlhoff gave reports.

Councilmembers Agabi and Von Holtz had nothing to report.

ADJOURNMENT:

With there being no further business, Mayor Pro Tem Dahlhoff adjourned the meeting at 8:50 p.m.

Prepared by Tracie Core, Deputy City Clerk