

# MEETING MINUTES

TUMWATER PUBLIC WORKS COMMITTEE  
SEPTEMBER 18, 2025



**CONVENE:** 8:00AM

**PRESENT:** Chair Eileen Swarthout, Councilmember Michael Althausen and Angela Jefferson

Staff: City Administrator Lisa Parks, Finance Director Troy Niemeyer, Transportation & Engineering Director Brandon Hicks, City Attorney Karen Kirkpatrick, Communications Specialist Marnie McGrath, Transportation & Engineering Assistant Director Jeff Cook, City Engineer Bill Lindauer, Fire Chief Brian Hurley, Capital Projects Manager Jared Verhey, Parks & Recreation Director Chuck Denney, Community Development Director Brad Medrud, Administrative Assistant Kelly Quiroz

**APPROVAL OF MINUTES:** Councilmember Althausen moved, seconded by Councilmember Jefferson, to approve the minutes of August 21, 2025 as presented. A voice vote approved the motion.

**ORDINANCE NO. O2025-009 FINAL DOCKET FOR 2025 COMPREHENSIVE PLAN AMENDMENTS:** Director Medrud explained that this is the first of three ordinances this year that will be part of the Comprehensive Plan. Ordinance No. O2025-009 deals exclusively with the adoption of the Capital Facilities plan, which is a six-year plan that the City updates every two years. Director Hicks presented the 2026-2031 Capital Facilities Plan, explaining what it is and how it informs our future budget process.

**SERVICE PROVIDER AGREEMENT WITH SCJ ALLIANCE FOR THE DESCHUTES VALLEY TRAIL:** Director Denney presented the history, vision, and benefit of the Deschutes Valley Trail. He explained that the Deschutes Valley Trail will provide a system that spans the City from the south to north and connects Capital Lake trails and Olympia. Manager Verhey followed up with a brief review of the routing and plan segments and summarized the service provider agreement. The

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service provider agreement with SCJ Alliance will be in the amount of \$2,499,216.93.

**MOTION:** Councilmember Jefferson moved, seconded by Councilmember Althausser, to place the service provider agreement with the SCJ Alliance on the October 7, 2025 Consent Calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.

**SERVICE PROVIDER AGREEMENT WITH TCF ARCHITECTURE FOR THE PUBLIC WORKS FACILITY (O&M) BUILDING A DESIGN AMENDMENT NO. 1:** Manager Verhey gave an overview of the City Public Works Facility, formerly known as the Operations & Maintenance Facility. He explained that the new facility will accommodate all of the Public Works Departments. The service provider agreement amendment increased the not-to-exceed amount by \$1,247,727 to a total of \$3,697,727.

**MOTION:** Councilmember Jefferson moved, seconded by Councilmember Althausser, to place the service provider agreement amendment no. 1 on the October 7, 2025 Considerations with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.

**ADJOURNMENT:** With there being no further business, Chair Swarthout adjourned the meeting at 9:31 a.m.

Prepared by Kelly Quiroz, Administrative Assistant