



City of Lacey, Washington City Council Regular Meeting Agenda

Refer to bottom of the agenda for instructions on attendance and public comment.

Thursday, May 4, 2023

6:00 PM

Council Chambers and Online

Call to Order

1. Pledge of Allegiance

2. Approval of Agenda and Consent Agenda Items:

Items listed under the consent agenda are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A. Council Worksession minutes of April 13, 2023
- B. Council minutes of April 20, 2023
- C. A motion to approve payment of claims, wages, and transfers for April 11, 2023, through April 24, 2023.

3. Public Recognitions and Presentations:

- A. **Spirit of Lacey Award Ken Balsley**
Mayor Ryder
- B. **Ken Balsley Historian of the Year**
Erin Quinn Valcho, Museum Curator

4. Public Comment:

Refer to the bottom of the agenda for instructions on how to provide public comment.

5. Public Hearing:

6. Proclamations:

- A. **Lacey History Month Proclamation**
Erin Quinn Valcho, Museum Curator

- B. **Bicycle Month Proclamation**
Duncan Green, Intercity Transit

7. Resolutions:

8. Ordinances:

9. Mayor's Report:

10. City Manager's Report:

11. Standing General Committees:

12. Other Business:

13. Boards, Commissions and Committee Reports:

A. Mayor Andy Ryder:

1. Mayors' Forum
2. Thurston Chamber Shared Legislative Committee
3. Transportation Policy Board (TPB)

B. Deputy Mayor Malcolm Miller:

1. Economic Development Council (CDC)
2. Lodging Tax Advisory Committee (LTAC)
3. Thurston County Coalition Against Trafficking (TCCAT)
4. Thurston Thrives

C. Councilmember Carolyn Cox:

1. Climate Action Steering Committee
2. LOTT Clean Water Alliance
3. Regional Housing Council

D. Councilmember Lenny Greenstein:

1. Emergency Medical Services (EMS)
2. TCOMM911

E. Councilmember Michael Steadman:

1. Community Action Council
2. Nisqually River Council
3. Thurston County Law & Justice Council

F. Councilmember Ed Kunkel:



1. Joint Animal Services Commission (JASCOM)
 2. Lacey South Sound Chamber
 3. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB)
 4. Solid Waste Advisory Committee (SWAC)
- G. Councilmember Robin Vazquez:
1. Intercity Transit Authority
 2. Olympic Region Clean Air Agency (ORCAA)
 3. Thurston Regional Planning Council (TRPC)
 4. Thurston County Board of Health

14. Adjourn

Attendance and Public Comment

Attend Remote or In Person

The public may attend the meeting in person, or you may view or listen to the meeting using one of the following platforms:

In Person: Council Chambers at Lacey City Hall, 420 College Street SE, Lacey, WA 98503

Via Zoom: https://us02web.zoom.us/webinar/register/WN_7TWMYeWvSfCCftFcMEO_aw

City Website: <https://cityoflacey.org/upcoming-meetings/>

Facebook : <https://www.facebook.com/cityoflacey>

YouTube: <https://www.youtube.com/watch?v=cCzaQInxfGg>

Cable: Channel 3 with your local cable provider

By Phone: (888) 788-0099 or (877) 853-5247 (Webinar ID 862 3943 9476)

Verbal Public Comment

Those wishing to provide verbal public comment may do so in-person or by Zoom:

In-Person: Use the sign-up sheet located in the Council Chambers.

Via Zoom: Preregister using the following Zoom link no later than two hours prior to the meeting:
https://us02web.zoom.us/webinar/register/WN_7TWMYeWvSfCCftFcMEO_aw



Instructions and access details will be provided once registration is complete.

Written Public Comment

Public comments may also be submitted by email to publiccomment@ci.lacey.wa.us.

The commenting period will close two hours before meeting time.

Written comments will be provided to the City Council electronically prior to the meeting.

Comments will not be addressed during the Council meeting; however, comments received will be added to the official record.



MINUTES OF THE LACEY CITY COUNCIL WORKSESSION

THURSDAY, APRIL 13, 2023

6:00 P.M. – 7:50 P.M.

REMOTE AND IN-PERSON

To hear the full discussion of a specific topic, or the complete meeting, watch the recorded meeting available on YouTube:

https://youtube.com/live/OMnLc_1nSm8

COUNCIL PRESENT: MAYOR RYDER, DEPUTY MAYOR MILLER, COUNCILMEMBERS COX, GREENSTEIN, STEADMAN, KUNKEL, AND VAZQUEZ

STAFF PRESENT: R. WALK, S. EGGER, S. KELLEY-FONG, T. WOO, P. EDMONDS

ACTION: APPROVE WORKSESSION AGENDA

MOTION: MOTION MADE, SECONDED, AND CARRIED BY COUNCILMEMBERS GREENSTEIN AND KUNKEL

SOCIAL SECURITY COVERAGE RESOLUTION

STAFF: TROY WOO, FINANCE DIRECTOR

ACTION: INFORMATION ONLY

On December 1, 2022, the Lacey City Council adopted Resolution No. 1123, which was thought to be the first step to correct an administrative error relating to the City's absolute coverage under Section 218 of the Social Security Act, which was thought to be effective on March 1, 1967. However, upon creating the modification to the Washington State's original Section 218 Agreement with the Social Security Administration, a miscommunication between the two entities was discovered.

It was originally thought the corrected effective date within Resolution No. 1123 would allow the change to Washington State's agreement with the Social Security Administration. Instead, the Social Security Administration has communicated that the City is required to provide evidence, such as City Council meeting minutes or statements from the 1967 City Council, clarifying they intended Social Security coverage for February 1967, which is the month prior to joining the State's retirement system. Also, the City's wage reporting and contribution history must be consistent with the purported intended Social Security coverage.

Unfortunately, the City cannot provide any of the required evidence from 1967.

To continue to extend Social Security coverage, a majority vote referendum of the members of the Washington State Retirement Systems Public Employees' Retirement System (PERS) is required. The City has been advised to complete the process during the calendar year 2023. The detailed process was outlined by the majority vote referendum employer checklist included within the meeting packet. An abbreviated summary of the checklist is as follows:

1. Complete and submit Section 218 Coverage Questionnaire.
2. Adopt Resolution authorizing Social Security coverage initiating the referendum process.
3. Provide 90-day notice of referendum to employees.
4. Presentations made to employees by the Washington Department of Retirement Systems and the Social Security Administration.
5. Conduct referendum vote.

Following a *favorable* referendum vote, an agreement for Social Security coverage will be executed and the Social Security Administration will execute a modification to the master agreement with the State of Washington. Social Security coverage, contributions, and withholding will continue as if nothing occurred.

If the referendum vote is *not in favor* of voluntary Social Security coverage, the City will refund Social Security Tax refunds to employees retroactively through 2020 and issue the applicable W-2 and 941X tax forms. In this scenario, employees will have effectively ceased to contribute to Social Security as of December 31, 2019.

Staff will present the resolution authorizing an agreement with the State of Washington relating to Social Security coverage for eligible employees subject to a referendum vote to the City Council on April 20, 2023.

UTILITY BILLING DELINQUENCIES UPDATE

STAFF: TROY WOO, FINANCE DIRECTOR
ACTION: INFORMATION ONLY

At the beginning of 2020, Governor Inslee signed Proclamation 20-23 which prohibited any termination or enforcement of past due utility bills from March 18, 2020, through October 31, 2021, with special provisions until December 31, 2021.

Around this same time, the City endured some challenges with the City's radio meter reading system, online bill pay system, and staffing turnover.

A timeline of the utility delinquency enforcement was provided. The first step will be to deliver an informational letter in late April or early May to customers who are delinquent. The information will walk them through the process and provide information on potential financial aid that is available.

Staff will provide additional updates at future Worksession meetings.

COMMUNITY DEVELOPMENT BLOCK GRANT PROPOSALS

STAFF: SHANNON KELLEY-FONG, ASSISTANT CITY MANAGER
ACTION: INFORMATION ONLY

Shannon Kelley-Fong, Assistant City Manager, presented the 2023 Community Development Block Grant (CDBG) proposals.

The Thurston County CDBG Urban County Consortium ("TC CDBG Consortium") received a total of \$1,206,086 in CDBG funding for 2023. After accounting for Thurston County program administration costs (20%, \$241,217), there remains a total of \$1,054,198 in CDBG funding available for the City to allocate. This total includes \$89,328 in remaining administrative costs for FY 2021. Of this total, the maximum amount that can be allocated to public services is \$180,913, and the minimum that can be allocated to capital projects is \$873,285.

The City received a total of twelve (12) proposals totaling \$2,162,993. Six (6) of the applications were for Public Services with requests totaling \$507,195. The remaining six (6) applications were for Capital Projects with requests totaling \$1,571,798.

At the January 12, 2023, Worksession, the City Council established the following 2023 CDBG funding priorities:

Public Services:

- Attempt to allocate the maximum of 15%
- Fund organizations in or serving Lacey residents

Prioritize Projects Focused On:

- Affordable Housing
- Social Services
- Public Facilities and Infrastructure

With the total requested amounts and limited funding available, it is not possible to fully fund all 2023 applicants. Staff recommended the City Council consider one of the following two options:

Option 1:

Discuss the applications and funding allocations at this meeting or a future City Council meeting. Staff provided a few funding options the City Council could consider.

A. Public Services: Move forward with funding the following public services in full:

Boys and Girls Clubs of Thurston County - Lacey Club Scholarships
Requested Amount: \$50,000

Catholic Community Services SW - The Community Kitchen
Requested Amount: \$11,355

Communication Action Council of Lewis, Mason, and Thurston Counties -
Monarch Children's Justice and Advocacy Center
Requested Amount: \$60,000

Senior Services for South Sound - Home Share Program
Requested Amount: \$21,000

With the remaining \$38,588, partially fund one or two of the remaining public service applications or allocate the funds to capital projects:

OlyMAP – Safer Spaces: Smoke & Fire Mitigation
Requested Amount: \$185,000

Thurston County Council on Aging - Medical Equipment
Bank/Senior News
Requested Amount: \$179,840

B. Capital Projects: Prioritize capital projects to fund, with a focus on affordable housing.

There was Council consensus to move forward with funding public services Option 1.A., with the remaining \$38,588 allocated to capital projects.

Option 2:

Allow all applicants to provide a five- to ten-minute presentation on their respective application and program at the April 20, 2023, City Council meeting. The Council could then deliver funding allocation at their May 11, 2023, Worksession, and take action on the CDBG funding allocations at the May 18, 2023, City Council meeting.

The City Council directed staff to invite the following capital project applicants to attend an upcoming Worksession and provide Council with additional background and information on their funding requests:

Foundation for the Challenged
Homes First
Low Income Housing Institute (LIHI)
Rebuilding Together Thurston County
South Puget Sound Habitat for Humanity

Staff noted a comprehensive evaluation will be performed of the CDBG funding process in advance of the 2025 funding cycle.



**MINUTES OF A REGULAR MEETING OF THE
LACEY CITY COUNCIL
THURSDAY, APRIL 20, 2023,
IN PERSON AND REMOTE ATTENDANCE**

To hear Council's full discussion of a specific topic, or the complete meeting, watch the video-stream available on YouTube – <https://www.youtube.com/live/yXBMbb9yIIE>

CALL TO ORDER

Mayor Ryder called the meeting to order at 6:00 p.m.

1. PLEDGE OF ALLEGIANCE

Mayor Ryder led the Pledge of Allegiance.

Council Present:

Mayor Andy Ryder
Deputy Mayor Malcolm Miller
Councilmember Michael Steadman
Councilmember Carolyn Cox
Councilmember Ed Kunkel
Councilmember Robin Vazquez

Council Excused:

Councilmember Lenny Greenstein

Staff Present:

Rick Walk, Interim City Manager
Robert Almada, Chief of Police
Scott Egger, Public Works Director
Shannon Kelley-Fong, Assistant City Manager
Troy Woo, Finance Director
Peri Edmonds, City Clerk

2. APPROVAL OF AMENDED AGENDA AND CONSENT AGENDA

Consent Agenda Items:

- A. Council Worksession minutes of March 23, 2023.
- B. Council Special meeting minutes of April 3, 2023.
- C. Council meeting minutes of April 6, 2023.
- D. A motion to approve payment of claims, wages and transfers for March 14, 2023, through April 7, 2023.

E. Project #22-0127 Lacey 23 Final Plat (AKA Modera).

**DEPUTY MAYOR MILLER MOVED TO APPROVE THE AGENDA AND
CONSENT AGENDA. COUNCILMEMBER COX SECONDED. MOTION
CARRIED.**

3. PUBLIC RECOGNITIONS AND PRESENTATIONS

A. **Lacey Youth Council Report:** Abigail Asare (North Thurston High School), Deputy Mayor Rianna Joseph (River Ridge High School), Nathan Miller (Pope John Paul II High School) provided highlights on current and upcoming events at their high schools. Youth Mayor Justin Begley (Timberline High School) commented on the safety and building security at Timberline High School.

4. PUBLIC COMMENT

Verbal Public Comments: The deadline to pre-register to speak via Zoom was 4:00 p.m. the day of the meeting.

Zero (0) people signed up to speak via Zoom.

One (1) person signed up to speak at the meeting:

Craig Foster, a Lacey resident, commented on Resolution No. 1128 and the intersection at Britton Parkway and Carpenter Road.

Written Public Comments: The deadline to submit written public comments was 4:00 p.m. the day of the meeting. Written comments are not addressed during the meeting; however, they are added to the official record.

One (1) written public comment was received.

5. PUBLIC HEARING

6. PROCLAMATIONS

A. **Child Abuse Prevention Month:** Mayor Ryder and the City Council proclaimed April 2023, as Child Abuse Prevention Month. Madeline White accepted the proclamation on behalf of Family Education & Support Services.

7. REFERRAL FROM PLANNING COMMISSION

8. REFERRAL FROM HEARINGS EXAMINER

9. RESOLUTIONS

- A. **Resolution No. 1128 - Speed Limits Modifications:** Martin Hoppe, Transportation Manager, presented Resolution No. 1128 relating to modifying speed limits on designated streets within the City of Lacey.

COUNCILMEMBER VAZQUEZ MOVED TO ADOPT RESOLUTION NO. 1128 RELATING TO MODIFYING SPEED LIMITS DESIGNATED WITHIN THE CITY OF LACEY. COUNCILMEMBER KUNKEL SECONDED. MOTION CARRIED.

Council Direction: Council directed staff to research any vehicle that can be licensed as street legal within City limits.

- B. **Resolution No. 1129 - Social Security Coverage:** Troy Woo, Finance Director, presented Resolution No. 1129 relating to authorizing an agreement with the State of Washington relating to Social Security coverage for eligible employees subject to referendum vote.

DEPUTY MAYOR MILLER MOVED TO ADOPT RESOLUTION NO. 1129 AUTHORIZING AN AGREEMENT WITH THE STATE OF WASHINGTON RELATING TO SOCIAL SECURITY COVERAGE FOR ELIGIBLE EMPLOYEES SUBJECT TO REFERENDUM VOTE. COUNCILMEMBER STEADMAN SECONDED. MOTION CARRIED.

10. ORDINANCES

11. MAYOR'S REPORT

12. CITY MANAGER'S REPORT

- A. Rick Walk, Interim City Manager, reported on the following Interlocal Agreement pursuant to Resolution 1067 and the Interlocal Agreement Approval Process Policy:

Interlocal Agreement between the Cities of Olympia, Lacey, and Tumwater, and LOTT Clean Water Alliance for Sewer System and Emergency Response and Mutual Aid.

- B. Rick Walk, Interim City Manager, provided an update on the opioid case settlement and noted that all 129 cities in the State of Washington signed the Settlement Agreement. Settlements will be finalized in the next couple of months.

13. STANDING COMMITTEES

- A. Land Use & Environment Committee
Councilmember Cox reported on the March 28, 2023, meeting.
- B. Community Relations & Public Affairs Committee
Councilmember Kunkel reported on the April 3, 2023, meeting.

C. Utilities Committee

Councilmember Kunkel reported on the April 3, 2023, meeting.

D. Transportation Committee

Deputy Mayor Miller reported on the April 4, 2023, meeting.

14. OTHER BUSINESS

15. BOARDS, COMMISSIONS AND COMMITTEE REPORTS

A. Mayor Ryder

1. Mayor's Forum - **no report**
2. Thurston Chamber Shared Legislative Committee - **no report**
3. Transportation Policy Board - **no report**

B. Deputy Mayor Miller

1. Economic Development Council (EDC) - **made report**
2. Lodging Tax Advisory Committee (LTAC) - **no report**
3. Thurston County Coalition Against Trafficking (TCCAT) - **no report**
4. Thurston Thrives - **made report**

C. Councilmember Cox

1. Climate Mitigation Steering Committee - **no report**
2. LOTT Clean Water Alliance - **made report**
3. Regional Housing Council - **no report**

D. Councilmember Greenstein (*excused*)

1. Emergency Medical Services (EMS) - **no report**
2. TCOMM911 - **no report**

E. Councilmember Steadman

1. Community Action Council - **no report**
2. Nisqually River Council - **no report**
3. Thurston County Law & Justice - **no report**

F. Councilmember Kunkel

1. Joint Animal Services Commission (JASCOM) - **no report**
2. Lacey South Sound Chamber - **no report**
3. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB) - **made report**
4. Solid Waste Advisory Committee (SWAC) - **no report**

G. Councilmember Vazquez

1. Intercity Transit - **made report**
2. Olympic Region Clean Air Agency - **made report**
3. Thurston Regional Planning Council - **made report**
4. Thurston County Board of Health - **made report**

Mayor Ryder noted a request from the Thurston Regional Planning Council was received to appoint one City of Lacey elected official to serve as the primary representative on the Urban Growth Management Subcommittee, and one City of Lacey elected official to serve

as the alternate representative. Mayor Ryder recommended Deputy Mayor Miller to serve as the primary and Councilmember Vazquez as the alternate.

COUNCILMEMBER STEADMAN MOVED TO APPROVE MAYOR RYDER'S RECOMMENDATION FOR DEPUTY MAYOR MILLER TO SERVE AS THE CITY OF LACEY'S PRIMARY REPRESENTATIVE ON THE TRPC URBAN GROWTH MANAGEMENT SUBCOMMITTEE AND COUNCILMEMBER VAZQUEZ AS THE ALTERNATE REPRESENTATIVE. COUNCILMEMBER COX SECONDED. MOTION CARRIED.

16. ADJOURN

Mayor Ryder adjourned the Council Meeting at 6:59 p.m.

MAYOR: _____

ATTESTED BY CITY CLERK: _____

DATE APPROVED: _____



LACEY CITY COUNCIL MEETING May 4, 2023

SUBJECT: Disbursement Approval

RECOMMENDATION: By motion, approve payment of claims, wages, and transfers.

STAFF CONTACT: Troy Woo, Finance Director *TW*

ORIGINATED BY: Troy Woo, Finance Department

BACKGROUND:

The action requested of the City Council is by motion to approve payment of claims, wages and transfers for 4/11/2023 through 4/24/2023. The disbursements consist of the following:

Checks:	<u>Week of</u>	<u>Beg. Check No.</u>	<u>End. Check No.</u>	<u>Amount</u>
	4/14/2023	269460	269577	329,569.64
	4/21/2023	269578	269668	537,887.92

Electronic Transfers:	<u>Week of</u>	<u>Amount</u>
	4/11/2023	1,548.47
	4/14/2023	402,829.95
	4/14/2023	65.80
	*4/14/2023	252,254.16
	4/17/2023	58.00
	4/17/2023	108,159.56
	4/21/2023	317,695.51
	4/24/2023	99.69

Significant Disbursements:

Bud Clary Chevrolet	\$ 59,020.39	Pickup Replacement
Elcon Corporation	\$ 132,396.46	Electric Vehicle Charging Station
Bud Clary Chevrolet	\$ 50,556.66	Police Vehicle Replacement
Gray & Osborne, Inc.	\$ 90,610.80	pH Predesign & Source 10 Generator
KMB Architects	\$ 201,013.34	Police Station Design
Puget Sound Energy	\$ 79,830.10	Utilities
VersaLift NW, LLC	\$ 201,436.20	VersaLift – Bucket Truck

* Disbursements for employee out-of-pocket deductions and employee benefits.

CITY OF LACEY *Official Proclamation*

WHEREAS, the history of Lacey begins with the Coast Salish people, specifically Southern Lushootseed speakers, the Nisqually and Squaxin Island tribes, who have lived here since time immemorial and are still here today; and

WHEREAS, early American settlers traveled in covered wagons, including the first settlers in Lacey, David and Elizabeth Harrison Chambers who arrived in 1845, and whose property became the Mountain View Golf Course, the Mountain View Rodeo, and eventually Panorama; and

WHEREAS, the Northern Pacific Railroad reached the rural farming community of Woodland in 1889 and built a depot to service it, bringing a hotel, school district, platted subdivision, and racetrack; and in 1891, a post office was established with the new name of Lacey to avoid confusion with another town in the state; and

WHEREAS, in 1895, Saint Martin's College opened its doors; and on its campus in 1922 KGY radio received one of the earliest radio licenses in the state of Washington; and

WHEREAS, in the mid-20th century, many Black people arriving in Thurston County faced housing challenges due to discrimination and redlining, lived in Lacey which was without racially-restricted covenants; and

WHEREAS, a group of local business owners and representatives from the North Thurston School District, the Lacey Fire District, and the Lacey Area Chamber of Commerce joined forces to prevent annexation into Olympia; and through a vote of its residents, the City of Lacey was incorporated on December 5, 1966; and

NOW, THEREFORE, I, Andy Ryder, Mayor of the City of Lacey, do hereby proclaim the month of May 2023, to be

Lacey History Month

AND FURTHER, I encourage all residents to join me in discovering and celebrating Lacey's 178 years of history during this month of May and throughout the year.



Mayor Andy Ryder
May 4, 2023

CITY OF LACEY

Proclamation

WHEREAS, transportation accounts for about one third of the energy use in Washington State, and about half of our CO2 emissions from fossil fuel; and

WHEREAS, bicycle commuting reduces energy consumption, pollution, parking problems, and traffic congestion; and

WHEREAS, bicycling makes people healthier and more productive, prevents chronic diseases through physical activity and supports physical, emotional and mental well-being; and

WHEREAS, the City of Lacey has adopted a Pedestrian and Bicycle Plan to prioritize and encourage bicycle and pedestrian trips by providing a safe, well-connected, and convenient bicycle and pedestrian circulation network throughout the city; and

WHEREAS, the City of Lacey encourages and supports pedestrian and bicycle facilities through our development standards; and

WHEREAS, Intercity Transit, with sponsors including many area businesses and organizations is hosting the 36th Annual Bicycle Community Challenge during the month of May 2023, and

NOW, THEREFORE, in recognition of the 66th National Bike Month, I, Andy Ryder, Mayor of the City Lacey, on behalf of the Lacey City Council, proclaim May 2023, as

Bicycle Month

in the City of Lacey, and encourage all community members to consider using active recreation and transportation modes, when possible.





Mayor Andy Ryder
May 4, 2023