



City of Lacey, Washington Lacey City Council Worksession Agenda

Refer to the bottom of the agenda for meeting information.

Thursday, September 28, 2023

6:00 PM

Council Chambers and Online

1. Call to Order

2. Roll Call

3. Land Acknowledgement

We, the City of Lacey, are on the ancestral land of the Tribal People of the Treaty of Medicine Creek, including the Nisqually Indian Tribe and Squaxin Island Tribe. We acknowledge, and remember those Tribal People not recognized today who were absorbed or relocated into other tribes for survival. We recognize the ancestors and their descendants who are still here. We recognize and respect the Tribal People of the Treaty of Medicine Creek as the traditional stewards of this land since time immemorial and their role today in taking care of these lands in perpetuity. We recognize and have the responsibility to call attention to the histories of dispossession, forced removal, and abridged treaty rights that allowed our nation, state, and city to develop as it has today. We recommend that community members read the Medicine Creek Treaty of 1854.

4. Approval of the Agenda

5. Agenda Items

A. Public Safety Tax Proposal

Robin Campbell, Interim County Manager

Tye Menser, County Commissioner

Derek Sanders, Thurston County Sheriff

B. Capital Facilities Plan Update

Ryan Andrews, Planning Manager

C. Interlocal Agreement for the Thurston Climate Mitigation Plan

Linsey Fields, Climate and Sustainability Coordinator

D. Legislative Meeting Processes and Efficiencies: Alternative 1 Review

Shannon Kelley-Fong, Assistant City Manager

6. Adjourn

Meeting Information:

Attendance (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

Zoom: <https://us02web.zoom.us/j/87914784929>

Website: <https://cityoflacey.org/government/public-meetings/>

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

YouTube: https://www.youtube.com/watch?v=Zhlu_0cF9cc

Phone: (888) 788-0099 or (877) 853-5247 (Webinar ID 879 1478 4929)

Verbal Public Comment

Verbal public comment is not scheduled for Worksessions. Verbal public comment may be provided at Regular City Council Meetings. Regular Council Meetings are held on the first and third Thursdays of the month.

Written Public Comment

Public comments may be submitted for Worksessions by email to PublicComment@ci.lacey.wa.us. The commenting period will close two hours before the meeting time. Written comments will be provided to the City Council electronically prior to the Worksession meeting. Comments will not be addressed during the Worksession meeting; however, comments received will be added to the official record.





LACEY CITY COUNCIL WORKSESSION

September 28, 2023

SUBJECT: Facilities Master Plan and Capital Facilities Plan Update

RECOMMENDATION: Receive a briefing from the City's consultant team and staff on the Facilities Master Plan and financing strategy as part of the update to the Capital Facilities Plan.

STAFF CONTACT: Rick Walk, City Manager *RW*
Grant Beck, Planning and Development Services Manager
Ryan Andrews, Planning Manager *RA*

ORIGINATED BY: Community and Economic Development Department

ATTACHMENTS: None.

FISCAL NOTE: Financing strategy to be presented

WORK PLAN GOAL AND STRATEGY: Other On-Going City Services and Associated Vision Areas

PRIOR REVIEW: May 26, 2022 City Council Work Session
September 8, 2022 City Council Work Session

BACKGROUND:

The Capital Facilities Element of the Comprehensive Plan is a mandatory element as set forth in RCW 36.70A, of the Growth Management Act. As part of the Capital Facilities Element, a Capital Facilities Plan (CFP) must include these five key components:

- An inventory of existing capital facilities owned by the City, showing the locations and capacities of the capital facilities
- A forecast of the future needs for such capital facilities
- The proposed locations and capacities of expanded or new capital facilities
- At least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes and
- A requirement to reassess the land use element if probable funding falls short of meeting existing needs and to ensure that the land use element, capital facilities element, and financing plan within the capital facilities plan element are coordinated

and consistent. Park and recreation facilities shall be included in the capital facilities plan element.

The general purpose of a Capital Facilities Plan is to show the financial plan that implements the City's Comprehensive Plan. It's meant to help cities use their limited funding wisely and most efficiently and to maximize funding opportunities. Ideally, comprehensive plans, development regulations, budgeting policy and decisions are made in a coordinated and consistent manner, so the outcome can be better implementation of the adopted community vision.

Individual comprehensive plans, sometimes called "master plans", for water, sewer, stormwater, parks, and transportation inform the Capital Facilities Plan. They provide a detailed description of inventories, condition, future need, and projected costs for implementation. Those plans are updated approximately every five years and populate the Capital Facilities Plan, which is reviewed annually reviewed and projects are reprioritized as needed.

The last Capital Facilities Plan was adopted in March 2019 and is in need of an update. To complete this update, the City has contracted with Makers Architecture and Urban Design to assess the City's current and future general government facility needs and develop a master plan for budgeting and long-range planning purposes that will culminate in development of a Government Facilities Master Plan as part of a wholesale update to the Capital Facilities Plan. The facility needs are those that are general government-related and not covered under other specific master plans. The primary focus of the planning includes: City Hall, Maintenance Center, Martin Way Operations Yard, Animal Services, and the Senior Center.

The goals of the effort include:

1. Providing information needed to support City decisions and budgeting for facilities investments.
2. Leading a transparent, objective, collaborative process focused on what's best for the city as a whole over the life of the plan.
3. Identifying employee space and government facilities needed to serve population growth.
4. Coordinating with ongoing planning efforts for the Police Department.
5. Completing an overhaul of the existing Capital Facilities Plan so that it's easy to read, find information and be updated on an annual basis.

The first step in the process was the development of a facility and space needs assessment. The needs assessment included reviewing facilities and touring each, understanding how they are organized to deliver city services by conducting interviews and working with department leaders to identify underutilized areas and shortfalls, and identifying future projects needed to achieve the City's vision.

After the assessment was completed, further visioning occurred with the leadership team and additional evaluation was completed to develop alternative concepts. Working with

City staff, the consultant team developed and evaluated alternatives to address facility needs. City staff determined further analysis was needed of interim and lower cost options for city hall and Animal Services. As a result, the team worked with directors and Animal Services staff to identify critical needs, evaluate lower cost options, and develop a financial plan and preliminary implementation schedule.

At the work session, the Makers team and staff will brief the City Council on the draft Government Facilities Master Plan. Ultimately, these recommendations will be folded into a draft Capital Facilities Plan template with an anticipated final consideration of adoption to occur by the end of 2023.

Next Steps: This is a briefing only on the Government Facilities Master Plan. After the City Council briefing, the Plan will be reviewed by the Planning Commission as part of the overall update to the Capital Facilities Plan. The Planning Commission will conduct a public hearing and make a formal recommendation on the Plan. Once the Planning Commission review has been completed, the Plan will return to the City Council for review and action.



LACEY CITY COUNCIL WORKSESSION

September 28, 2023

SUBJECT: Interlocal Agreement between Thurston County and the Cities of, Lacey, Olympia, and Tumwater to Support Regionally Coordinated Implementation of the Thurston Climate Mitigation Plan

RECOMMENDATION: Review the Interlocal Agreement for the Thurston Climate Mitigation Plan. No action is needed as this will be scheduled for formal action at the October 19th regular meeting.

TO: Lacey City Council

STAFF CONTACT: Rick Walk, City Manager *RW*
Grant Beck, Planning and Development Services Manager
Ryan Andrews, Planning Manager *RA*
Linsey Fields, Climate and Sustainability Coordinator *LF*

ORIGINATED BY: Community and Economic Development Department

ATTACHMENTS: Attachment 1: Interlocal Agreement between Thurston County, City of Lacey, City of Olympia, and City of Tumwater to Support Regionally Coordinated Implementation of the Thurston Climate Mitigation Plan.

FISCAL NOTE: No budget amendment will be required funding will come from existing Climate Action funding.
ILA Year 1 (Oct. 2023-December 2023): \$17,500
ILA Year 2 (Jan. 2024-December 2024): \$30,000
Total cost over first two years: \$47,500

WORK PLAN GOAL AND STRATEGY: Environmental Stewardship (K)
Continue implementation of Climate Mitigation efforts.

COMPREHENSIVE PLAN: Carbon Reduction and Resiliency (CR2)
Goal 1: Work to reduce greenhouse gas (carbon) emissions and work toward sustainable practices and policies.

PRIOR REVIEW: Executive Committee for the Thurston Climate Mitigation Collaborative

BACKGROUND:

Since 2018 the City of Lacey has worked collaboratively with the City of Olympia, City of Tumwater, Thurston County and the Thurston Regional Planning Council (TRPC) to develop and implement the Thurston Climate Mitigation Plan (TCMP). The city adopted the Thurston Climate Mitigation Plan and current Interlocal Agreement in 2021 with the intent to implement the assessed mitigation actions in the TCMP.

In January of 2023 the Executive Committee (previously named the Climate Action Steering Committee; CASC) held a retreat which focused on a staff proposal for improved regional implementation of Thurston Climate Mitigation Plan. This discussion led to agreement among the Executive Committee (EC) and the staff team on the key elements of structure, roles, and process/logistics as well as guidance on next steps within the collaborative.

The new structure includes three bodies which make up the Thurston Climate Mitigation Collaborative (TCMC); the EC, the multi-jurisdictional staff team and the Community Advisory Workgroup (CAW).

Based on the discussions during the January retreat, the staff team developed a new Interlocal Agreement (ILA) to replace the existing ILA to incorporate this new structure. The staff team also created the Regional Implementation Guidance document (exhibit A of Attachment 1) that outlines expectations, roles, responsibilities and regional activities under the new agreement, and a new scope of work for administrative support by TRPC under the new ILA.

In May 2023, TRPC informed the collaborative that they would not sign on to the new ILA as part of the TCMC. Over the last several months the staff team have worked to accommodate this new change and revise the ILA and regional guidance documents.

The new ILA which will be signed and adopted by each jurisdiction contains key changes to the structure of the TCMC and changes in responsibilities for the city.

Moving forward, the City of Lacey will lead and hold an administrative contract for services to the collaborative; which include administrative support for the TCMC bodies (EC, MST, and CAW). Thurston County will lead and hold a contract with ICLEI who will conduct our GHG emissions inventories. All costs for the TCMC will be shared equally among the jurisdictions, we anticipate this cost in the first two years (2023-2024) to equal \$47,500 per jurisdiction for a total of \$190,000 across the collaborative. Costs associated with the TCMC include administrative costs for a contractor, website development and GHG inventory.

NEW COLLABORATIVE STRUCUTRE

The regional guidance document included in the ILA attachment outlines the changes to structure, roles, responsibilities, and regional activities. This new structure will allow the city to take a more prominent role in implementing climate actions through the TCMC. The city will hold an administrative contract for the TCMC for services to the

collaborative. Current ILA language covers staff time for contract management as in kind time, although city staff will track their time over the coming year to ensure equitable contributions across the collaborative. If staff time to administer the contract requires more extensive management, the city will seek to re-negotiate in kind time at the end of 2024.

This new structure will be comprised of four parts: the Executive Committee, the multi-jurisdictional Staff Team, the Community Advisory Workgroup, and the Jurisdictions.

Under the structure each part of the collaborative will have a new role.

1) **Jurisdictions:** The policymaking bodies which decide on what actions and strategies to implement and which resources to dedicate toward the TCMP.

2) **Staff Team:** comprised of staff from each jurisdiction and will coordinate at a staff level on behalf of their jurisdiction.

3) **Community Advisory Group:** Comprised of community members appointed by the staff team and will provide community perspectives to the jurisdiction parties and staff team.

4) **Executive Committee:** Comprised of elected officials of the jurisdiction parties and will identify regional initiatives for consideration by jurisdictions and champion implementation by staff and partners.

Next Steps: Upon review, the Lacey City Council could consider one of the following options; Option 1 is recommended by staff:

Option 1: Recommend the ILA be presented to full council for formal action with no additional edits.

Option 2: Recommend the ILA be presented to full council for formal action with additional edits.

Option 3: Do not recommend the ILA to be presented to full council.

Interlocal Agreement between Thurston County, City of Lacey, City of Olympia, and City of Tumwater to Support Regionally Coordinated Implementation of the Thurston Climate Mitigation Plan

THIS AGREEMENT (“Agreement”) is made and entered into by and between the City of Lacey, a Washington municipal corporation (“Lacey”); the City of Olympia, a Washington municipal corporation (“Olympia”); the City of Tumwater, a Washington municipal corporation (“Tumwater”); and, Thurston County, a Washington municipal corporation (“County”), collectively referred to herein as “the Parties” and individually as “Party.”

WHEREAS, RCW 39.34.010 permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner pursuant to forms of governmental organization that will accord best with geographic, economic, populations, and other factors influencing the needs and development of local communities; and

WHEREAS, pursuant to RCW 39.34.080, each Party is authorized to contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which each public agency entering into the contract is authorized by law to perform; provided, that such contract is authorized by the governing body of each Party to the contract and sets forth its purposes, powers, rights, objectives, and responsibilities of the contracting parties; and

WHEREAS, the Parties understand that human activities, especially combustion of fossil fuels, are leading to increased levels of carbon dioxide and other greenhouse gases in the atmosphere that are altering the climate, resulting in such impacts as reduced snowpack, ocean acidification, sea level rise, increased flooding, summer droughts, loss of habitat, and increased wildfires; and

WHEREAS, these environmental impacts of climate change create economic and public health impacts, and disproportionately impact the most vulnerable and marginalized populations, and the Parties are greatly concerned over all these impacts on the Thurston County region and their respective communities; and

WHEREAS, the Parties have each adopted a resolution with a common emissions baseline and targets to reduce communitywide emissions 45% below 2015 levels by 2030 and 85% below 2015 levels by 2050; and

WHEREAS, in 2021, the Parties each adopted a resolution accepting the Thurston Climate Mitigation Plan (2020) as a framework to guide future action addressing local sources of greenhouse gas emissions that contribute to global climate change; and

WHEREAS, the Parties believe that regionally coordinated implementation of the Thurston Climate Mitigation Plan is essential to the most efficient and effective deployment of the plan’s actions; and

WHEREAS, representatives from the Parties met over the course of 2022 and 2023 to develop a set of expectations for regionally coordinated implementation of the Thurston Climate Mitigation Plan.

Interlocal Agreement for Regional Coordination of the Thurston Climate Mitigation Collaborative
2023 – 2030

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

I. Purpose

The purpose of this Agreement is to establish a framework for ongoing, regionally coordinated implementation of the Thurston Climate Mitigation Plan (“TCMP”) and achieve the following goals:

- Maintain momentum for local climate action.
- Develop efficient regional solutions for reducing sources of greenhouse gases in ways that support all partner jurisdictions.
- Provide accountability on progress toward achieving regional climate targets.
- Build public awareness of climate mitigation activities across the region.

The Agreement defines a collaborative framework for implementing the TCMP that is led by individual jurisdictions (the Parties) and supported by an Executive Committee of elected officials, a multi-jurisdictional Staff Team, and a Community Advisory Workgroup. The Agreement also outlines processes for ongoing implementation of the TCMP, including an annual climate mitigation retreat; regular updates to the TCMP; development of a greenhouse gas inventory; and administrative support.

II. Thurston Climate Mitigation Collaborative

The Thurston Climate Mitigation Collaborative (Collaborative) is a consortium of local government partners working together to significantly reduce regional greenhouse gas emissions and achieve mutually adopted communitywide emissions reduction goals. The Collaborative provides a mechanism through which the Parties can learn, explore, collaborate, incubate, coordinate, and communicate policies and best practices that the Parties can decide to advance collectively or singularly. The Collaborative is made up of Jurisdiction Parties, an Executive Committee, a Staff Team, and a Community Advisory Workgroup.

III. Roles

- i. **Jurisdiction Parties.** Implementation of all actions included in the TCMP is led by individual Jurisdiction Parties. Each Party has the authority to act on any actions in the TCMP, and decides individually what strategies and actions to implement, including actions in the TCMP and/or other climate-related actions. The Parties allocate appropriate staff and resources according to their own priorities and on their own timelines. Jurisdictions may develop annual Jurisdiction Work Programs to communicate regionally on planned climate mitigation activities.
- ii. **Executive Committee.** The Executive Committee consists of an appointed elected official and alternate from each of the Parties. The Executive Committee meets quarterly to share information on local climate mitigation activities, review progress toward achieving emissions targets, and build partnerships to support the regional implementation of the TCMP.
- iii. **Staff Team.** The Staff Team consists of staff representatives from each of the Parties. The Staff Team meets regularly to share information on the climate

mitigation activities of individual jurisdictions and actively facilitate cross-jurisdictional coordination on TCMP implementation.

- iv. **Community Advisory Workgroup (“CAW”).** The CAW consists of up to 15 interested stakeholders, appointed by the Staff Team, representing a variety of perspectives on climate mitigation actions. The CAW meets regularly (up to 12 times a year) to provide community perspectives and feedback on implementation topics decided by the Staff Team and CAW.

Detail on roles and responsibilities are outlined in the TCMP Regional Implementation Guidance document included as Exhibit A.

IV. Scope of Agreement

- i. **Thurston Climate Mitigation Plan Implementation.** The Staff Team and Executive Committee will work together to coordinate on regional climate mitigation action to the extent that joint action is deemed possible and beneficial. Two or more Parties may work jointly on projects to implement the strategies and actions identified in the Thurston Climate Mitigation Plan. Any request for funding to implement joint projects will require approval by the respective Parties. Implementation of projects funded by two or more Parties may require a separate agreement.
- ii. **Annual Climate Mitigation Retreat.** The Staff Team, CAW, and Executive Committee will come together in an Annual Retreat that will serve as a strategic planning session to have deep and meaningful discussions on climate mitigation progress and needs, with an emphasis on strategies that would most benefit from regional coordination. The Annual Retreat will be planned by the Staff Team and hosted by individual Jurisdiction Parties, rotating on an annual basis in the following order: Lacey, Olympia, Tumwater, and Thurston County. The Jurisdiction Party hosting the retreat will be responsible for any costs associated with planning or facilitation of the Retreat.
- iii. **Thurston Climate Mitigation Plan Updates.** The TCMP will be re-evaluated and updated, as needed, based on the best available science, monitoring data, and new or evolving conditions. Plan updates will be recommended by the Staff Team and CAW, approved by the Executive Committee, and forwarded to the Parties for adoption. The Staff Team will recommend minor administrative plan updates every other year, beginning in 2024, with a complete plan review and update every six years, beginning in 2028. Each Party will contribute equally to the costs of updating the plan. This equal contribution will be based on the approved budget.
- iv. **Greenhouse Gas Inventory.** The Collaborative will conduct a countywide Greenhouse Gas Inventory at least every three years to quantify emissions and track progress toward meeting TCMP emission targets. Each Party will contribute equally to the costs of the Greenhouse Gas Inventory. This equal contribution will be based on the approved budget.

Thurston County will be responsible for administrative tasks associated with the development of the Greenhouse Gas Inventory, including maintaining software subscriptions, and coordinating data collection and analysis.

Thurston County will also be responsible for procuring and managing third-party contractors to support the Greenhouse Gas Inventory, which may include developing requests for proposals and/or qualifications, developing scopes of work and contracts, managing consultant deliverables, and other related tasks.

- v. **Administrative Support.** The Parties will cooperatively fund a third-party partner to provide annual Administrative Support services for the Collaborative, which may include, but not be limited to, the following:
- a. Coordinating and facilitating the Executive Committee and Community Advisory Workgroup.
 - b. Producing an Annual Climate Mitigation Progress Report.
 - c. Hosting and maintaining a website for the Thurston Climate Mitigation Collaborative.

Each party will contribute equally to the costs of the Administrative Support services. This equal share will be based on the approved budget.

The City of Lacey will be responsible for procuring and managing third-party contractors to provide Administrative Support services, which may include developing requests for proposals and/or qualifications, developing scopes of work and contracts, managing deliverables, and other related tasks.

V. Funding and In-kind Commitment

- i. **Base Funding.** Each Party shall contribute an equal share of funds sufficient for the execution of Greenhouse Gas Inventory, Administrative Support, and future Thurston Climate Mitigation Plan updates. This equal share will be based on the approved budget.

A 15-month budget for execution of the Greenhouse Gas Inventory and Administrative Support for October 2023 - December 2024 is included in Exhibit B.

In subsequent even-numbered years, the Staff Team will provide a proposed biennial budget for review by the Parties, by no later than June 1, for the subsequent two calendar years. For the purposes of this Agreement, the approval and adoption of the respective annual budgets by the Parties will serve as the commitment to fund each Party's share of the Agreement for the subsequent two years.

Based on the approved Greenhouse Gas Inventory costs, Thurston County shall issue invoices at least biannually specifying each Party's share of actual expenses. Invoices must be paid within thirty (30) days.

Based on the approved Administrative Support costs, the City of Lacey shall issue invoices annually specifying each Party's share of actual expenses. Invoices must be paid within thirty (30) days.

- ii. **In-kind Commitment.** Each Jurisdiction Party shall allocate in-kind staff time to implement this Agreement. In-kind staff support includes, but is not limited to:
 - a. Staff participation in the Staff Team.
 - b. Elected official participation in the Executive Committee.
 - c. Completion of annual progress reporting and review of annual report.
 - d. Support from jurisdictional staff with specific expertise (i.e., planning, transportation, water resources, etc.).
- iii. **Future Appropriations.** The Parties represent that funds for service provision under this Agreement have been appropriated and are available. To the extent that such service provision requires future appropriations beyond current appropriation authority, the obligations of each Party are contingent upon the appropriation of funds by that Party's legislative authority to complete the activities described herein. If no such appropriation is made, the Agreement shall terminate as to that Party, and the Party shall provide notice of termination per Section IX within thirty (30) calendar days of its budget adoption.

VI. Indemnification and Insurance

Each Party shall defend, indemnify, and hold the other parties, their officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including reasonable attorney fees, arising out of or in connection with the indemnifying Party's performance of this Agreement, including injuries and damages caused by the negligence of the indemnifying Party's officers, officials, and employees.

Each Party shall maintain liability insurance; this may be fulfilled by a Party's membership and coverage in Washington Cities Insurance Authority (WCIA), a self-insured municipal insurance pool.

VII. No Separate Legal Entity Created; No Real or Personal Property to be Acquired or Held

This Agreement creates no separate legal entity. No real or personal property will be acquired or held as part of carrying out this Agreement. To the extent any Party furnishes property for purposes of carrying out this Agreement, such property must be returned to that Party upon termination of this Agreement, or upon that Party's withdrawal from this Agreement.

VIII. Duration of Agreement

This Agreement is effective on the date of the last authorized signature, and terminates on December 31, 2030, unless earlier terminated as provided in Section IX, below. The Parties may choose to renew this Agreement for additional periods.

This Interlocal Agreement, once fully executed, replaces and terminates the previous Interlocal Agreement between Thurston County, City of Lacey, City of Olympia, City of Tumwater, and the Thurston Regional Planning Council for the implementation of the Thurston Climate Mitigation Plan.

IX. Amendment or Termination of Agreement

This Agreement may be amended or terminated upon mutual agreement of the Parties. The Parties may amend this Agreement to allow other entities to participate in Thurston Climate Mitigation Plan implementation. As a prerequisite for joining the Agreement, new parties must adopt the Collaborative's common emissions-reduction targets and prepare a climate mitigation implementation strategy for that entity that is consistent with the Thurston Climate Mitigation Plan. Each new jurisdiction joining this Agreement is responsible for an equal share of the costs of this Agreement, beginning from the date of that jurisdiction's joining.

A Party may withdraw from this Agreement upon 60 days written notice to the remaining Parties, and there is no reimbursement to the withdrawing Party upon withdrawal. This Agreement automatically terminates when only one Party remains.

X. Interpretation and Venue

This Agreement is governed by the laws of the State of Washington as to interpretation and performance. Venue for enforcement of any provision of this Agreement, or for any lawsuit arising out of or relating to this Agreement, is the Superior Court of Thurston County.

XI. Entire Agreement

This Agreement sets forth all terms and conditions agreed upon by the Parties and supersedes any and all prior agreements oral or otherwise with respect to the specific subject matter addressed herein.

XII. Recording

Prior to its entry into force, Thurston County shall file this Agreement with the Thurston County Auditor's Office.

XIII. Counterparts

This Agreement may be executed in counterparts, and all such counterparts once so executed together must be deemed to constitute one final agreement, as if one document had been signed by all Parties, and each such counterpart, upon execution and delivery, must be deemed a complete original, binding on the parties. A faxed or email copy of an original signature must be deemed to have the same force and effect as the original signature.

XIV. Rights

This Agreement is between the signatory Parties only and does not create any third-party rights.

XV. Notice

Any notice required under this Agreement must be to the party at the address listed below and it becomes effective five business days following the date of deposit with the United States Postal Service.

THURSTON COUNTY

Attn: Rebecca Harvey, Climate Mitigation Senior Program Manager
Re: Thurston Climate Mitigation Collaborative
3000 Pacific Avenue SE
Olympia, WA 98501

CITY OF OLYMPIA

Attn: Pamela Braff, Director of Climate Programs
Re: Thurston Climate Mitigation Collaborative
P.O. Box 1967
Olympia, WA 98507-1967

CITY OF LACEY

Attn: Rick Walk, City Manager
Re: Thurston Climate Mitigation Collaborative
420 College Street SE
Lacey, WA 98503

CITY OF TUMWATER

Attn: Dan Smith, Water Resources & Sustainability Director
Re: Thurston Climate Mitigation Collaborative
555 Israel Road SW
Tumwater, WA 98501

Remainder of this page left intentionally blank.

Signatures are affixed to next page.

This Agreement is hereby entered into between the Parties and is effective as of the date of the last authorized signature affixed hereto.

GOVERNMENT AGENCY EXECUTIVE

APPROVED AS TO FORM

CITY OF LACEY 420 College Street SE Lacey, WA 98503 Rick Walk , City Manager Date	CITY OF LACEY 420 College Street SE Lacey, WA 98503 David Schneider , City Attorney Date
CITY OF OLYMPIA 601 4th Ave East Olympia, WA 98501 Steven J. Burney , City Manager Date	CITY OF OLYMPIA 601 4th Ave East Olympia, WA 98501 Mark Barber , City Attorney Date
CITY OF TUMWATER 555 Israel Road SW Tumwater, WA 98501 Debbie Sullivan , Mayor Date	CITY OF TUMWATER 555 Israel Road SW Tumwater, WA 98501 Karen Kirkpatrick , City Attorney Date
THURSTON COUNTY 3000 Pacific Avenue SE Olympia, WA 98501 Ramiro Chavez , County Manager Date	THURSTON COUNTY 3000 Pacific Avenue SE Olympia, WA 98501 Jon Tunheim , Prosecuting Attorney Date



**Thurston Climate Mitigation Collaborative
Regional Implementation Guidance**

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1. Purpose

The purpose of this document is to outline expectations for regionally coordinated implementation of the Thurston Climate Mitigation Plan.

2. Background

Thurston County and the cities of Lacey, Olympia, and Tumwater (the Parties) worked with Thurston Regional Planning Council (TRPC) to develop the Thurston Climate Mitigation Plan (TCMP) with actions to reduce regional greenhouse gas emissions that contribute to global climate change. As part of the first phase of this project, the Parties adopted a mutual emissions reduction goal, which is to:

Reduce net communitywide greenhouse gas emissions 45% below 2015 levels by 2030 and 85% below 2015 levels by 2050 to ensure that our community does its part to keep the global average temperature from rising more than 2° Celsius (3.6° F) above historic levels.

Along with the emissions targets, the TCMP includes a set of 12 regional goals that emphasize the co-benefits of climate action in supporting the strength and resilience of the broader community. The TCMP set a regional framework to achieve those goals and describes:

- A shared vision for the alignment of climate action with community goals
- Data on greenhouse gas contributions from various sources
- Strategies and actions to reduce emissions
- Emissions reduction estimates based on the strategies and actions
- A strategy for implementing climate mitigation actions

The four Parties agreed that regionally coordinated implementation of the TCMP is essential to the most efficient and effective deployment of the plan's actions. In 2022, staff from the four Parties met to outline expectations for regionally coordinated implementation of the TCMP, with greater clarification of roles and responsibilities. This document outlines the outcome of those discussions and forms the basis for an Interlocal Agreement (ILA) that defines a collaborative framework for implementing the TCMP and establishes the following goals for ongoing partnership:

- Maintain momentum for local climate action.
- Develop efficient regional solutions for reducing sources of greenhouse gases in ways that support all partner jurisdictions.
- Provide accountability on progress toward achieving regional climate targets.
- Build public awareness of climate mitigation activities across the region.

The ILA establishes the **Thurston Climate Mitigation Collaborative** (Collaborative), a consortium of local government partners working together to significantly reduce regional greenhouse gas emissions and achieve mutually adopted communitywide emissions reduction goals. The Collaborative provides a mechanism through which the Parties can learn, explore, collaborate, incubate, coordinate, and communicate policies and best practices that the Parties can decide to advance collectively or singularly. The Collaborative is made up of Jurisdiction Parties, an Executive Committee, a Staff Team, and a Community Advisory Workgroup.

3. Acronyms

Acronyms

- CAW – Community Advisory Workgroup
- ILA – Interlocal Agreement among Thurston County, City of Lacey, City of Olympia, and City of Tumwater to support regionally coordinated implementation of the Thurston Climate Mitigation Plan, approved in 2023.
- TCMP – Thurston Climate Mitigation Plan
- TCMC – Thurston Climate Mitigation Collaborative

4. How Implementation of the TCMP Works

Implementation of all actions included in the TCMP is led by individual Jurisdiction Parties. Although the initial (2020) version of the TCMP identifies different approaches (Legislative Agenda, Regionally Coordinated, Individual Jurisdictions, Supporting Partner), these categories do not limit whether or how individual jurisdictions choose to implement actions in the TCMP.

The Parties believe that regionally coordinated implementation of the Thurston Climate Mitigation Plan is essential to the most efficient and effective deployment of the plan's actions. This document outlines expectations and mechanisms for regionally coordinated implementation.

- The **Interlocal Agreement (ILA)** among Thurston County, City of Lacey, City of Olympia, and City of Tumwater establishes a framework for ongoing, regionally coordinated implementation of the TCMP.

The ILA is not comprehensive of all climate mitigation activities being conducted in the region. It only identifies a limited set of activities that are coordinated among the jurisdictions on a regional level. Individual jurisdictions lead implementation of most climate mitigation actions through their own local programs, including other regional activities not included in the ILA. This agreement reflects discussion and decisions among staff and elected officials in 2022 and 2023 and replaces a previous ILA, signed 03/01/2022.

- Each jurisdiction has the authority to act on any actions in the TCMP, and decides individually what strategies and actions to implement, including actions in the TCMP and/or other climate-related actions. **Jurisdiction Parties** allocate appropriate staff and resources according to their own priorities and on their own timelines.

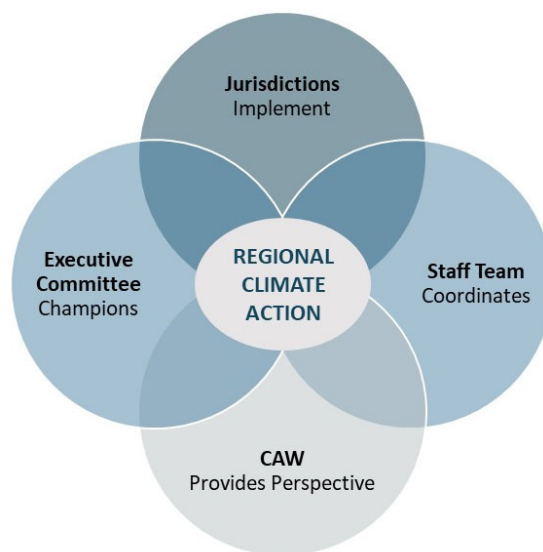
Jurisdiction plans may be shared through the optional **Jurisdiction Work Program** – an optional document describing annual activities that will be undertaken by an individual jurisdiction in that year to advance implementation of the Thurston Climate Mitigation Plan.

- **Staff Team** meets monthly to share information and facilitate coordination across jurisdictions.
- **Community Advisory Workgroup (CAW)** meets regularly (up to 12 times a year) to provide community perspectives and feedback on climate mitigation progress and priorities to the Jurisdiction Parties, Staff Team, and Executive Committee.
- **Executive Committee** champions implementation of climate mitigation actions and meets quarterly (public meetings) to review progress and build partnerships to support implementation of the TCMP. One of these meetings is the Annual Retreat, described below.

The Executive Committee may be convened for additional meetings to review proposed amendments to the TCMP.

- An **Annual Retreat** serves as a strategic planning session for the Staff Team, CAW, and Executive Committee to discuss climate mitigation progress and needs, with an emphasis on regional coordination and selection of a regional initiative.
- The Staff Team will lead an annual process to select **Regional Initiatives** to advance in a coordinated way in the coming year. Once selected, the initiatives will be considered by all jurisdictions for potential inclusion in their work plans and budgets.
- The Collaborative will conduct a regular **Greenhouse Gas Inventory** to quantify emissions by sector and track progress toward meeting TCMP emission targets.
- The Collaborative will engage a third-party partner for **Administrative Support Tasks** including committee and workgroup facilitation, annual progress reports, and website hosting.
- The Collaborative will begin a **comprehensive update to the TCMP** every six years, beginning in 2028. Minor administrative updates will be evaluated every other year, beginning in 2024.
- **Annual Progress Reports** will communicate highlights of climate mitigation activities and outcomes over the past year, including regional work as well as activities conducted by Jurisdiction Parties.
- Some climate mitigation actions identified in the TCMP require or are best addressed by state action. The Staff Team or Executive Committee may recommend **Legislative Priorities** that would support implementation of the TCMP. Any recommendation will be provided to each jurisdiction to include in their list of legislative priorities for the session. Advocacy for these priorities is only done by individual Jurisdiction Parties if they so choose, and not by the Executive Committee.

TCMP Collaborative Structure



Jurisdictions: Each jurisdiction's policymaking body decides which strategies and actions to implement and what resources to dedicate toward TCMP implementation.

Staff Team: Comprised of staff from each Jurisdiction Party. Coordinates at a staff level on behalf of their jurisdiction.

Community Advisory Workgroup (CAW): Comprised of community members appointed by the Staff Team. Provides community perspectives to the Jurisdiction Parties, Staff Team, and Executive Committee.

Executive Committee: Comprised of elected officials of the Jurisdiction Parties. Identifies regional initiatives for consideration by jurisdictions and champions implementation by staff and partners.

5. Roles and Responsibilities

Jurisdiction Parties (Jurisdictions)

Members: Signatories to the ILA. As of 2023, the Jurisdiction Parties include the legislative bodies of:

- Thurston County
- Lacey
- Olympia
- Tumwater

Role: Jurisdictions have ultimate decision-making authority over the implementation of climate mitigation activities, including, but not limited to, work conducted under the ILA. Each City Council and the Board of County Commissioners will make independent decisions on which strategies and actions to implement and how to resource and tailor implementation to work best for their jurisdiction. Parties may undertake climate mitigation activities beyond those strategies and actions identified in the Thurston Climate Mitigation Plan.

Responsibilities:

- Approves ILA, and any amendments;
- Approves budgets to support work identified in the ILA, including Thurston Climate Mitigation Plan Updates, Greenhouse Gas Inventories, and Administrative Support services;
- Assigns staff members to the Staff Team;
- Appoints representatives to the Executive Committee;
- Determines budgets, staffing, and work programs for implementing climate mitigation actions, including:
 - Strategies and actions identified in the TCMP;
 - Other climate-related actions not identified in the TCMP;
- Receives and considers recommendations from the Staff Team and Executive Committee, including amendments to the TCMP and legislative priorities; and
- Advocates for legislative priorities, which may include climate priorities identified through regional collaboration.

Meeting Frequency:

- Jurisdiction parties do not meet collectively on a regular basis. Their designees may meet informally to discuss ILA updates.

How to Contact:

- Members of the public can direct comments to each of the jurisdiction's legislative bodies (Board of County Commissioners or City Council)

Staff Team

Members: Staff representatives from each of the Jurisdiction Parties

Role: The Staff Team meets on a regular basis to share information on the climate mitigation activities of individual jurisdictions and actively facilitate cross-jurisdictional coordination on TCMP implementation. Staff members bring back information and recommendations from and to the decision-making bodies in their individual Jurisdiction Parties.

Responsibilities:**Executive Committee and CAW Meetings**

- Approves meeting frequency and agendas, in collaboration with the Executive Committee and CAW;
- Identifies items that require discussion or review by the Executive Committee and CAW, including items for discussion at the Annual Retreat;
- Prepares presentation and discussion materials and coordinates external presenters, as needed, for Executive Committee and CAW meetings; and
- Appoints members of the CAW.

Collaborative Activities

- Develops contracts and scopes of work to support work identified in the ILA (Thurston Climate; Mitigation Plan Updates, Greenhouse Gas Inventories, and Administrative Support Services);
- Plans and develops agendas and materials for the Annual Retreat;
- Facilitates the selection of an annual regional initiative, following the regional initiatives process;
- Identifies and recommends amendments to TCMP, based on emerging information;
- Assists in development of the Annual Progress Report;
- Shares information on jurisdiction-led climate mitigation implementation activities;
- Coordinates on opportunities for regional collaboration, including funding; and
- Identifies and recommends legislative priorities.

Meeting Frequency:

- Monthly

How to Contact:

- Contact information for individual staff is posted on the Collaborative website.
- Staff Team meetings are not open to the public, but meeting summaries will be posted to the Collaborative website.

Community Advisory Workgroup (CAW)

Members: Up to 15 interested community members representing a variety of perspectives on climate mitigation actions. Members are appointed by the Staff Team for three-year terms or on a rolling basis to fill vacancies. The Staff Team will develop a document detailing the process for recruiting and appointing members of the CAW. This guidance document will be posted on the Collaborative website and reviewed annually for potential updates by the Staff Team and Executive Committee.

Role: The Community Advisory Workgroup (CAW) meets regularly to provide community perspectives and input on climate mitigation progress and priorities to the Jurisdiction Parties, Staff Team, and Executive Committee.

Responsibilities:

- Reviews and provides feedback on climate mitigation actions led by Jurisdiction Parties (can make recommendations to individual jurisdictions on climate implementation priorities)
- A rotating representative attends Executive Committee meetings
- Identifies comments or perspectives for the group facilitator to report out to the Executive Committee and Staff Team

- Requests agenda items for consideration at future CAW meetings
- Reviews the annual report
- Other tasks as requested by the Executive Committee or Staff Team

Meeting Frequency:

- 10-12 times per year

How to Contact:

- CAW meetings are not open to the public, but meeting summaries are posted to the Collaborative website.
- Written comments sent to the committee facilitator will be circulated to the full workgroup.

Executive Committee

Members: Appointed policymaker representative and alternate from each of the Jurisdiction Parties

Role: The Executive Committee champions implementation of climate mitigation actions by the Staff Team, Jurisdiction Parties, and other community partners. The Executive Committee meets quarterly to share information on local climate mitigation activity, review progress toward achieving emissions targets, and build partnerships to support implementation of the TCMP. The Executive Committee identifies regional initiatives for consideration by the Jurisdictions and makes recommendations to the Jurisdictions on amendments to the TCMP. The Executive Committee cannot make requests of the Staff Team outside activities specified in the ILA. The Jurisdictions do not delegate jurisdictional decision authority to the Executive Committee.

Responsibilities:

- Reviews progress toward achieving emissions targets;
- Approves any items for potential regional focus, identified by consensus at the Annual Retreat;
- Receives updates on any regional items identified at the Annual Retreat; and
- Reviews and recommends proposed amendments to TCMP, based on emerging information.

Meeting Frequency:

- Quarterly. One meeting is timed to align with the Annual Retreat
- May be convened more frequently to review proposed amendments to the TCMP.
- May be convened less frequently than four times a year, if the Staff Team determines there is not sufficient content for a regional discussion.

How to Contact:

- Executive Committee meetings are open to the public, and meeting summaries are posted to the Collaborative website.
- An opportunity for public comment is provided at each Executive Committee meeting. Written comments sent to the committee facilitator will be circulated to the full committee.

6. Activities

Annual Climate Mitigation Retreat

Purpose: An annual retreat will serve as a strategic planning session that brings together members of the Staff Team, CAW, and Executive Committee to have deep and meaningful discussions on climate mitigation progress and needs, with an emphasis on strategies that would most benefit from regional coordination. The Annual Retreat will be planned by the Staff Team and hosted by individual Jurisdiction Parties, rotating on an annual basis.

Content: The agenda for the annual retreat may include, but is not limited to, the following:

- Jurisdiction updates on past and planned climate mitigation activities
- A discussion of potential regional initiatives for focus over the following year
- Discussion on trends and findings from the most recent GHG Inventory and Annual Report

How to Learn More:

- The Annual Retreat is open to public attendance, but does not include an opportunity for public comment or active participation. Members of the public may provide written comments to retreat attendees through the means noted for each group.

Regional Initiatives

Purpose: An annual process to identify priority strategies and/or actions that would benefit from regional coordination, and propose as a focus of regional work. **Note:** The identification and selection of a regional initiative through this process does not guarantee that it will be implemented by the Staff Team. Jurisdictions must approve the necessary staff, resources, and budget for this work to occur.

Content:

Step 1

The Staff Team prepares options for regional initiatives.

- The Staff Team, CAW, and Executive Committee submit proposals for regionally coordinated initiatives.
- The Staff Team evaluates proposals and identifies a short list for discussion at the Annual Retreat.

Step 2

The Staff Team, CAW, and Executive Committee discuss options.

- Staff Team presents options for regional initiatives at annual retreat.
- Staff Team, CAW, and Executive Committee discuss proposals.
- Executive Committee selects regional initiative at post-retreat meeting.

STEP 3

The Staff Team develops a project plan.

- Staff Team develops budget, plan, and timeline for regional initiative.
- Jurisdictions propose regional initiative for inclusion in respective workplans and budgets.

STEP 4**Jurisdictions allocate resources.**

- Executive Committee members advocate for allocation of staff and budget resources.
- If jurisdiction partners allocate necessary staff and resources, Staff Team proceeds with work on regional initiative.
- Work may proceed immediately or be delayed to accommodate staff and budget resources.

STEP 5**The Staff Team develops work product.**

- Staff Team begins work on regional initiative.
- Staff Team provides updates on project progress at regular Executive Committee meetings.
- Executive Committee champions completed work product.

How to Learn More:

- All steps in the Regional Initiative selection process will be documented in notes from the Retreat and meetings of the Staff Team, CAW, and Executive Committee. Meeting summaries will be posted to the Collaborative website.

Thurston Climate Mitigation Plan Updates

Purpose: Periodic evaluations and updates to the Thurston Climate Mitigation Plan.

Content: The TCMP will be re-evaluated and updated, as needed, based on the best available science, monitoring data, and new or evolving conditions. Plan updates will be recommended by the Staff Team and CAW, approved by the Executive Committee, and adopted by the Parties. The Staff Team may recommend minor administrative updates every other year, beginning in 2024, with a comprehensive plan review and update every six years, beginning in 2028. Each Party will contribute equally to the costs of updating the plan.

How to Learn More:

- The Staff Team, CAW, and Executive Committee will all engage in TCMP updates with meeting summaries posted to the Collaborative website.
- The TCMP update process will include opportunities for public comment.

Greenhouse Gas Inventory

Purpose: An inventory of greenhouse gas emissions in Thurston County over the course of a year, used to quantify emissions by sector and track progress toward meeting TCMP emission targets.

Content: A countywide Greenhouse Gas Inventory will be conducted for the calendar year 2022 along with a review of prior inventories for accuracy, completeness, and methodological consistency. After the 2022 inventory, future inventories will be conducted at least every three years. Each Party will contribute equally to the costs of each Greenhouse Gas Inventory. Thurston County will be responsible for administrative tasks including maintaining software subscriptions, coordinating data collection and analysis, and procuring and managing third-party contractors to support the completion of the inventory.

**How to Learn More:**

- Greenhouse Gas Inventory Reports will be posted on the Collaborative website and presented at Executive Committee meetings, which are open to the public.

Administrative Support Tasks

Purpose: The Collaborative will engage a third-party entity to provide annual Administrative Support services for the Collaborative.

Content: Administrative Support Tasks may include, but are not limited to, the following:

- Coordinating and facilitating the Executive Committee and Community Advisory Workgroup
- Producing an Annual Progress Report
- Hosting and maintaining a website for the Thurston Climate Mitigation Collaborative

Each party will contribute equally to the costs of the Administrative Support services. The City of Lacey will be responsible for procuring and managing third-party contractors to provide Administrative Support services.

How to Learn More:

- The agreement with the Administrative Support contractor will be posted to the Collaborative website.

EXHIBIT B

Proposed Budget for October 2023 – December 2024*

Budget shows estimates for execution of administrative support tasks, development of a new website and branding for the Thurston Climate Mitigation Collaborative, and regular greenhouse gas inventories.

#	Task Title	Description	Year 1 2023 (Oct - Dec)	Year 2 2024 (Jan - Dec)	TOTAL
1	Administrative Support	Coordinating and facilitating the Executive Committee and Community Advisory Workgroup; Producing an Annual Climate Mitigation Progress Report; Hosting and maintaining a website for the Thurston Climate Mitigation Collaborative.	\$25,000	\$85,000	\$110,000
2	New Website and Branding	Development of a new website for the Thurston Climate Mitigation Collaborative; creation of a logo for the Collective; development of branded template documents. This process is estimated to take 6-8 months.	\$35,000	\$25,000	\$60,000
3	Greenhouse Gas Inventory	Countywide Greenhouse Gas Inventory and/or Contribution Analysis.	\$10,000	\$10,000	\$20,000
	Subtotal		\$70,000	\$120,000	\$190,000
	Per Partner		\$17,500	\$30,000	\$47,500

* Proposed 15-month budget is provided as an estimate of anticipated costs for ongoing support of the Thurston Climate Mitigation Collaborative, as described in the Interlocal Agreement and Regional Guidance Document. The proposed budget does not include costs for future updates to the Thurston Climate Mitigation Plan, facilitation of the Annual Retreat, or implementation of climate mitigation strategies.



LACEY CITY COUNCIL WORKSESSION

September 28, 2023

SUBJECT: Legislative Meeting Process – Alternative 1 Review

RECOMMENDATION: Review and discuss the four (4) options provided in the “Next Steps” section of this staff report.

City staff recommends Option 1:

Move forward with implementing Alternative 1: No Committees, Expand Worksession and Regular Meetings and change City Council meeting nights from Thursdays to Tuesdays starting January 1, 2024.

At a future meeting, this would require the City Council to adopt:

- A. A resolution to modify the City Council Policies - Procedures Manual to remove references to Committee Meetings; and
- B. An ordinance modifying City Council meeting dates from Thursdays to Tuesdays.

Under this option it is recommended that a comprehensive update to the City Council Policies – Procedures Manual occur with the resolution. City staff would provide more information on this at a future City Council meeting

STAFF CONTACT: Rick Walk, City Manager *RW*
Shannon Kelley-Fong, Assistant City Manager *SKF*

ATTACHMENTS: None

FISCAL NOTE: None

PRIOR REVIEW: *Commission on Equity – August 28, 2023*
Lacey City Council Worksession – August 10, 2023

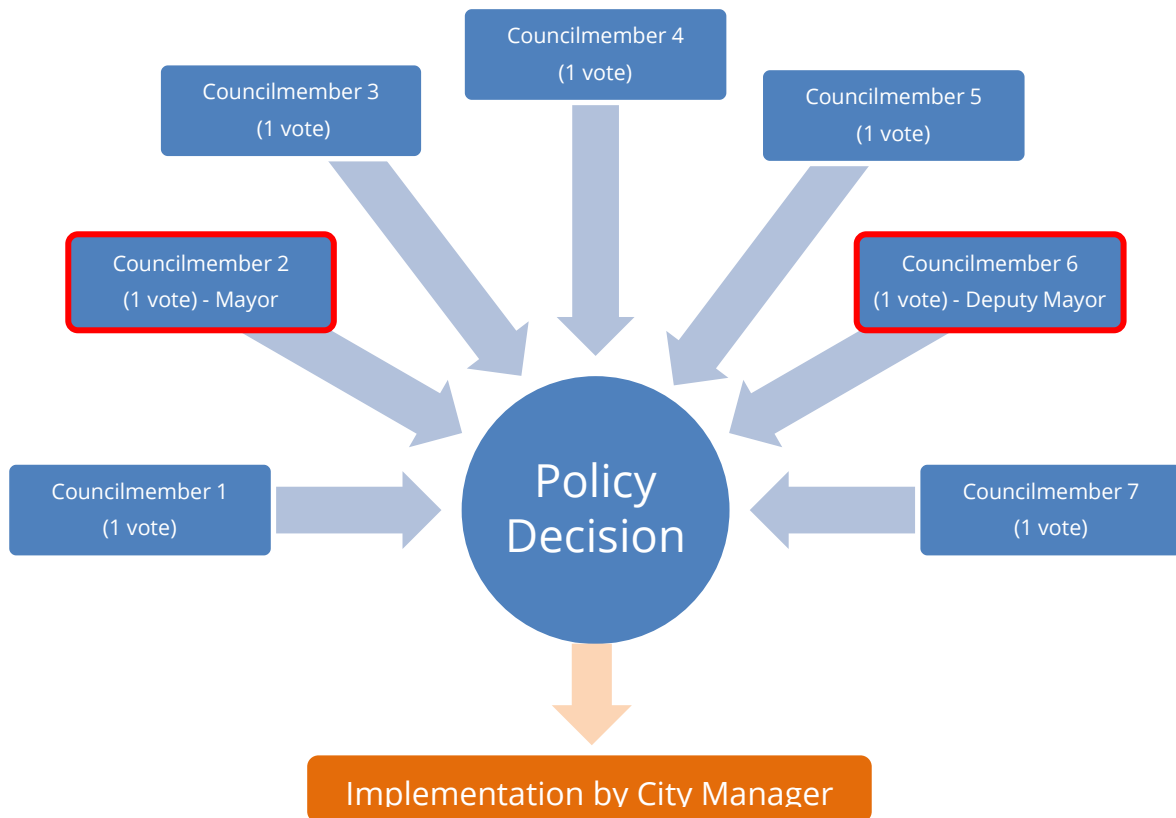
**WORK PLAN GOAL:
AND STRATEGY** An Engaged Community (L)

COMM. PLAN: Goal 2 (C) – Create relationships and continue to build capacity with historically underrepresented communities to ensure barriers to participation are eliminated allowing individuals to participate in decisions that impact the community, as desired.

**COE
RECOMMENDATION:** Pursue alternatives to the current legislative process to reduce potential barriers to participation.

BACKGROUND: The City of Lacey (City) operates under a Council-Manager form of government. Under this form of government, a City Council elected by the public is responsible for policymaking, and a professional city manager, appointed by the council, is responsible for administration of the City organization. In distinction from a Mayor-Council form of government (commonly referred to as a “Strong Mayor” form of government), under the Council-Manager form of government, each of the elected councilmembers have an equal vote. The City has seven (7) councilmembers. **Figure A** depicts an example of this form of government.

Graph A: Council-Manager Form of Government



The City Council’s primary duties are to make policy decisions, including: adopting regulations and budgets, levy taxes, authorize public improvements, providing for public safety and health, approving advisory board appointments, and overseeing a wide-ranging agenda for the community of Lacey. The City Council commonly makes decisions after thoroughly reviewing information from City staff, including recommendations from advisory boards, or other subject matter experts on a topic. This information exchange occurs at public meetings, such as Committee Meetings, Worksession Meetings, Regular Meetings, and Special Meetings.

Current City Council Legislative Process: Council Meeting items often go through the following process:

1. **City Manager review and approval.** The City Manager tasks City staff with researching and bringing items to the Lacey City Council based on the direction of the Lacey City Council and/or the emergence of an issue.
2. **Committee Meetings.** Currently, many items brought before the Lacey City Council are referred from a City Council Committee or Committees depending on the topic. At the City, three (3) councilmembers attend each committee and there are currently a total of six (6) committees:
 - a. Transportation
 - b. Utilities
 - c. General Government and Public Safety
 - d. Finance and Economic Development
 - e. Land Use and Environment
 - f. Community Relations and Public Affairs

Each Committee meets occur once a month. Per the City Council's Policies-Procedures Manual, Committees meetings are defined as:

“The Council holds committee meetings on a monthly basis to discuss issues related to community affairs, transportation, finance, economic development, land use, environment, utilities, general government, and public safety. Meeting times and dates are posted on the City’s website. Staff distribute a weekly schedule of pending agenda items to Council and staff. Three Councilmembers serve on each committee to discuss emerging issues, review City programs and policies, and provide recommendations to the full Council. Committee issues can be forwarded to regular Council Meetings for action or to a Council Worksession or committee meeting for further review. Generally, audience participation is not allowed during committee meetings, unless permitted by the Chair. (Refer to Chapter 2, Paragraph 2.12, and Attachment 2.12A, Council Policies, Organization & Procedures of Lacey Council – Resolutions 620, 842, 893.”

Importantly, Committee meetings also provide the opportunity for City staff to present “Informational only” items on City operations or programs, e.g., upcoming transportation projects, community engagement opportunities, financial reports, park programming and events, etc. This information is typically not forwarded on to the full City Council for consideration. However, it is presented a second time to the full City Council, in a significantly abridged form, as part of the Regular Meeting – Standing Committee Report Outs, described below.

3. **Regular Meeting – Standing Committee Report Outs.** Near the end of Regular Meetings, Chairs of the six (6) Committees provide a high-level overview of the topics discussed at their respective meeting. This includes an abridge overview of “Informational only” items, as well as any recommendations forwarded to full City

Council for action. These report outs are often brief and only provide a high-level overview of the content covered in Committee meetings. Given that Committee Meetings occur once per month, materials forwarded to the full City Council for consideration are sometimes reviewed by the full body prior to Standing Committee Report Outs during a Worksession.

4. **Worksession Meeting.** Worksessions are public meetings where the full City Council is able to review and discuss policy items. Worksession agenda items are often referred from Committee meetings. Worksessions occur twice a month. Per the City Council's Policies-Procedures Manual, Worksessions are defined as:

“Worksessions provide an opportunity for the full Council to review and discuss issues in depth without taking official action. Council Worksessions occur on the second and fourth Thursday of each month. All meetings begin at 6 p.m. in the Council Chambers at Lacey City Hall, 420 College Street SE. Although most formal Council action occurs at regular Council Meetings, the Council may make decisions and take official action at Council Worksessions.”

5. **Regular Meeting – Final decision.** These meeting are generally where the full City Council conducts its official business, enacting laws and approving policies. Regular Meetings occur twice per month.

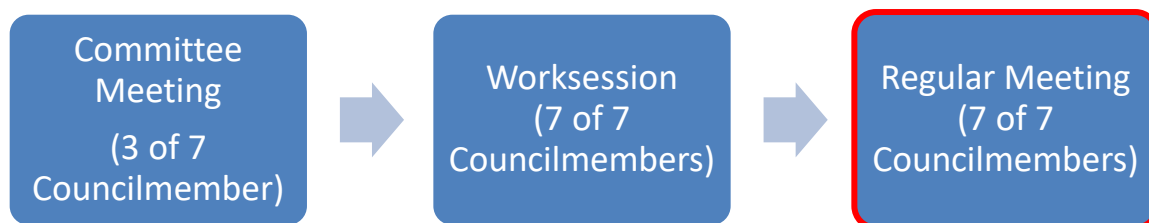
Notably, when prompt action is necessary, this process is often abridged to:

1. **City Manager review and approval.** See above.
2. **Worksession Meeting.** See above.
3. **Regular Meeting – Final decision.** See above.

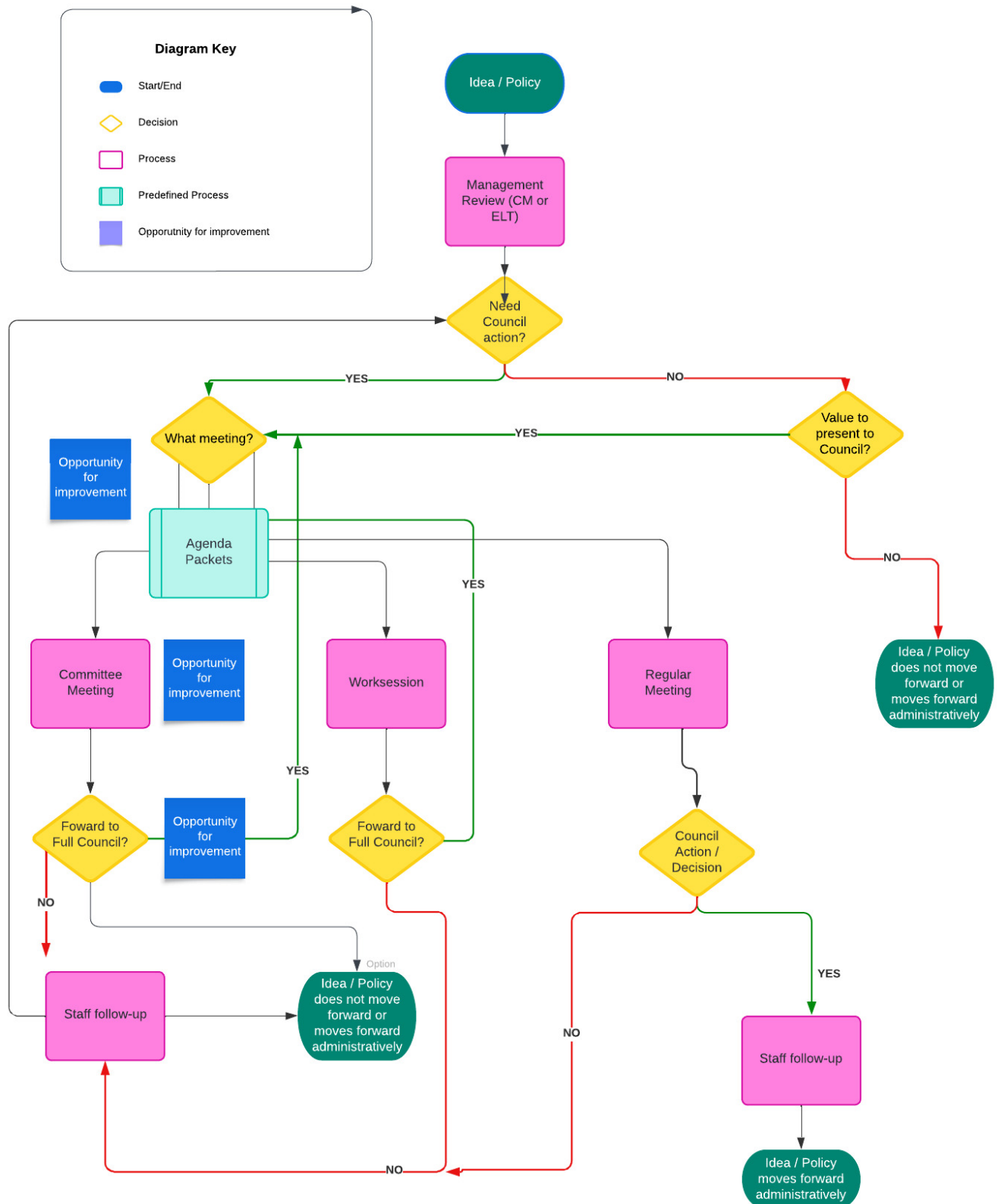
Or, if action is necessary immediately:

1. **City Manager review and approval.** See above.
2. **Regular Meeting – Final decision.** See above.

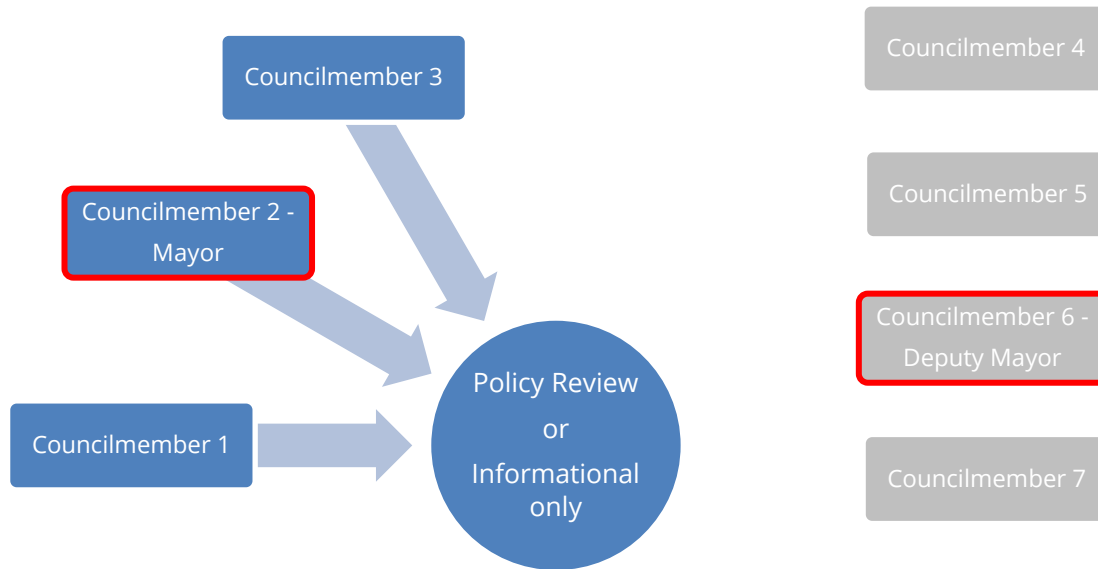
Graph B: Current Legislative Meeting Process (in brief)



Graph C: Legislative Meeting Current Process (in Full)



Graph D: Committee Meeting Structure in more detail



Lean Six Sigma / DMAIC process: City staff performed a lean process improvement project on the City's current legislative meeting process. This project was overviewed in depth at the [Lacey City Council Worksession](#) on August 10, 2023.

In brief, Lean Six Sigma (LSS) is a process improvement approach that emphasizes collaboration and systematically removing operational waste and process variation. LSS uses the Define, Measure, Analyze, Improve, and Control (DMAIC) phases as part of the analysis.

Key findings of this project included:

1. The City changed form of governments in 1973 from Mayor-Council to Council Manager.
2. Committees existed prior to the change in government.
3. Committee structures have changed over time at the City.
4. For the City's 19 peer jurisdictions, Mayor-Council manager forms of government were more likely to have committees than Council-Manager forms of government. **Table A** provides a comparison of peer-jurisdictions with the City.
5. For peer jurisdictions, not all committees are the same, e.g., some jurisdictions use committees of the whole rather than committees of selective elected officials.
6. For peer jurisdictions, most committee times are in the late afternoon or evening. The City's committees are currently in the morning and mid-afternoon, see below.
 - a. Transportation – 1st Tuesday, 11 a.m.
 - b. Utilities – 1st Monday, 10 a.m.

- c. General Government and Public Safety – 4th Tuesday, 9:30 a.m.
 - d. Finance and Economic Development – 4th Tuesday, 8:30 a.m.
 - e. Land Use and Environment 4th Tuesday, 10:30 a.m.
 - f. Community Relations and Public Affairs – 1st Monday, 11 a.m.
7. Lacey City Council, City staff, and community members could save resources (e.g., time) with one of the Alternatives (1-4) to the current legislative meeting structure.
 8. Potential barriers to participation could be reduced for community members, and future councilmembers, with one of the Alternatives (1-4) to the current legislative meeting structure as they would reduce the total number of public meetings.
 9. Potential barriers to participation could be reduced if public meetings occurred in the mid-afternoon and/or early evenings.
 10. **Key stakeholder feedback:** Key stakeholders for this project included the Lacey City Council and the Executive Team and City Clerk. For this project, staff individually interviewed most City Councilmembers for input and held two intensive project sessions with the Executive Team and City Clerk.

Common issues raised by key stakeholders on the current process:

- A. The current process is redundant and time consuming.
- B. There is non-uniform information dissemination with committees, as well as a lack of awareness of what is presented to other committees.
- C. Regular Meeting - Report Outs are often too late and/or significantly abridged.
- D. Committee Meetings could present a barrier to participation due to:
 1. Time of meetings (morning, mid-morning)
 2. Number of meetings (e.g., could be 87)
 3. Future Councilmembers / Public

Common values raised by key stakeholders on Committee Meetings:

- A. They provide opportunity to receive detailed, information only.
- B. They provide a less formal opportunity to interact with content and staff members.
- C. You can gain limited insight of other Councilmembers on topics/issues.
- D. There are worries from Councilmembers about the unknown – The current structure is the only organization experienced by Councilmembers. City staff did not raise this issue.

Table A										
Peer Jurisdiction Comparison – Committee Meetings										
City	Pop.	Size	Type of Government	Comm?	Type of Comm.	#	Committees Names	Committee Times	Study Sessions / Work Sessions	Website
Yakima	98,200	Larger	Council-Manager	No	NA	0			Y	Agendas and Minutes City Council (yakimawa.gov)
Bellingham	93,910	Larger	Mayor-Council	Yes*	Whole Some	5	Public Works and Natural Resources; Climate Action, Parks and Recreation; Public Health Safety Justice and Equity; Community and Economic Development	Varies - in afternoon	Y - Committee of Whole	City of Bellingham - Meetings - OnBase Agenda Online (cob.org)
Kirkland	93,570	Larger	Council-Manager	No	NA	0			Y	City Council – City of Kirkland (kirklandwa.gov)
Auburn (all)	88,750	Larger	Mayor-Council	No	NA	0			Y	Public Meetings Calendar - City of Auburn (auburnwa.gov)
Kennewick	85,320	Larger	Council-Manager	No	NA	0			Y	City Council Kennewick, WA (go2kennewick.com)
Pasco	80,180	Larger	Council-Manager	No	NA	0			Y	Pasco, WA - Official Website Official Website (pasco-wa.gov)
Redmond	75,270	Larger	Mayor-Council	Yes*	Whole	4	Planning and Public Works; Finance; Administration and Communications; Public Safety and Human Services; Parks and Environmental Sustainability	All meet at 4:30 pm	Y	Redmond, WA Official Website
Marysville	72,380	Larger	Mayor-Council	No	NA	0			Y	Marysville, WA - Official Website Official Website (marysvillewa.gov)

Sammamish	68,150	Larger	Council-Manager	No	NA	0			Y	City of Sammamish - Home (civicweb.net)
Lakewood	63,800	Larger	Council-Manager	No	NA	0			Y	Welcome to the City of Lakewood - City of Lakewood
Richland	62,220	Larger	Council-Manager	No	NA	0			Y	City of Richland, WA Home
Shoreline	60,320	Larger	Council-Manager	No	NA	0			Y - Built into Regular Meetings	City of Shoreline Home (shorelinewa.gov)
Lacey	58,180		Council-Manager	Yes	Some (3)	6	Transportation; Utilities; General Government and Public Safety; Finance and Economic Development; Land Use and Environment; Community Relations and Public Affairs committees		Y	City of Lacey - Home
Olympia	56,370	Smaller	Council-Manager	Yes	Some (3)	4	Committee of the Chairs; Community Livability and Public Safety; Finance Committee; Land Use and Environment (Plus: Regional Fire Authority)		Y - Built into Regular Meetings	City of Olympia - Home (olympiawa.gov)
Burien	52,490	Smaller	Council-Manager	No	NA	0			Y	Home - City of Burien (burienwa.gov)
Bothell (all)	48,940	Smaller	Council-Manager	No	NA	0			Y - Built into Regular Meetings	Bothell WA Official Website
Bremerton	45,220	Smaller	Mayor-Council	No	NA	0			Y	Bremerton, WA - Official Website Official Website (bremertonwa.gov)

Puyallup	43,260	Smaller	Council-Manager	No	NA	0			Y	Puyallup, WA Official Website (cityofpuyallup.org)
Edmonds	42,980	Smaller	Mayor-Council	Yes*	Some but all can participate	3	Finance; Parks and Public Works; Public Safety, Planning, Human Services and Personnel;	Varies - in evening	Y - Built into Regular Meetings	Home - City of Edmonds, WA (edmondswa.gov)
Issaquah	40,950	Smaller	Mayor-Council	Yes*	Whole and Some	3	Mobility and Infrastructure; Services Safety and Parks; Planning Development and Environment	All meet at 6:30 pm	Y - Committee of Whole	Issaquah, WA - Official Website Official Website (issaquahwa.gov)

Table B provides the total number, total duration, and average duration of Committee, Worksession, and Regular meetings held in 2022.

Table B			
City Council Meetings held and average duration in 2022			
Meeting Type	Total # of Meetings	Total Duration of Meetings (minutes)	Average Duration of Meetings (Minutes)
Committee	43	1647	38.3
Community Relations & Public Affairs	6	166	28
Finance & Economic Development	9	421	47
General Government & Public Safety	7	238	34
Land Use & Environment	6	268	45
Transportation	8	312	39
Utilities	7	242	35
Joint Worksession	4	381	95
Lacey City Council Joint Worksession	4	381	95
Regular	23	2716	118
Lacey City Council Meetings	23	2716	118
Retreat	1	296	296
Lacey City Council Retreat	1	296	296
Worksession	16	1704	107
Lacey City Council Worksession	16	1704	107
Grand Total	87	6743	78

Alternatives to the current Legislative Process: The LSS project demonstrated that the City could potentially reduce the total number of Council meetings and total meeting time with one of the Alternatives (1-4) to the existing legislative process.

The Alternatives (1-4) outlined below used the following assumptions:

1. An average of 2.5 Councilmembers attends each Committee Meetings.
2. An average of 7 staff members attend each Committee Meetings (e.g., the City Manager, Assistant City Manager, 3 Directors, 1 City Clerk, and 1 Public Affairs staff – this estimate is likely very conservative and the total staff attending each meeting much higher).
3. An average of 6.5 Councilmembers attend each Regular and Worksession Meeting, in addition to each Special Meeting, Joint Meeting, and Retreat.
4. An average of 7 staff members attend each Regular and Worksession Meeting, in addition to each Special Meeting, Joint Meeting, and Retreat (see #2).
5. 2022 represents an average number and duration of meetings per year.
6. All “Informational Only” items continue, albeit some times in different formats.
7. All Special Meetings are for “Informational only” items
8. In Alternative 1, “Informational only” items were distributed 75% to Worksessions and 25% to Regular Meetings.

Table C provides a high-level overview of Alternatives (1-4) to the current system. Considering one of the Alternatives could reduce the total time expended on City Council meetings by 94 to 210 hours annually, a decreased of 5.1 to 11.4 percent from the current system.

City staff strongly recommended **Alternative 1** as their preferred Alternative.

Table C					
Overview of Potential Alternatives (in brief)					
	Current	Alternative 1: No Committees, Expand Worksessions and Regular Meetings	Alternative 2: No Committees, Hold a Special Meeting every other month (info only)	Alternative 3: No Committees Hold 1 Special Meeting monthly (info. only)	Alternative 4: Consolidate to 3 Committees (info. only)
Meeting Totals	87	44	50	56	80
Information only	Y	Y	Y	Y	Y
Information uniformly	N	Y	Y	Y	N
Total Meeting Time	110,786	98,180	101,663	105,146	99,588
Reduction in hours	0	210	152	94	187
All Time Reduction	0%	-11.4%	-8.2%	-5.1%	-10.1%
City Clerk PA Times Reduction	0%	-22.3%	-21.3%	-20.4%	-5.4%
Meeting Durations (hours)	Comm.	0.6	-	-	0.4
	Reg.	2.0	2.1	2.0	2.0
	Work.	1.8	2.5	1.8	1.8
	Special	-	-	2.6	1.3

Alternative 1 Review: At the *Lacey City Council Worksession* on August 10, 2023, the Lacey City Council requested more information on City staff's preferred alternative of **Alternative 1**. Specifically, the Lacey City Council requested a model of what Alternative 1 would look like if implemented.

To do this, City staff used actual City Council meeting data from January 2023 to July 2023 to create a schedule of what Worksession and Regular Meetings could have looked like during this period with no committees. This model assumes the following:

- The number of Regular Meetings and Worksessions Meetings remain the same.
- Committee items that went to a subsequent Worksession Meeting were not duplicated. This totaled nine (9) agenda items, see **Table E**. All other Committee items (28) were integrated into a Regular Meeting or Worksession Meeting.
- Each Regular Meeting – Committee Report Out reduced the total Regular Meeting time by two minutes.

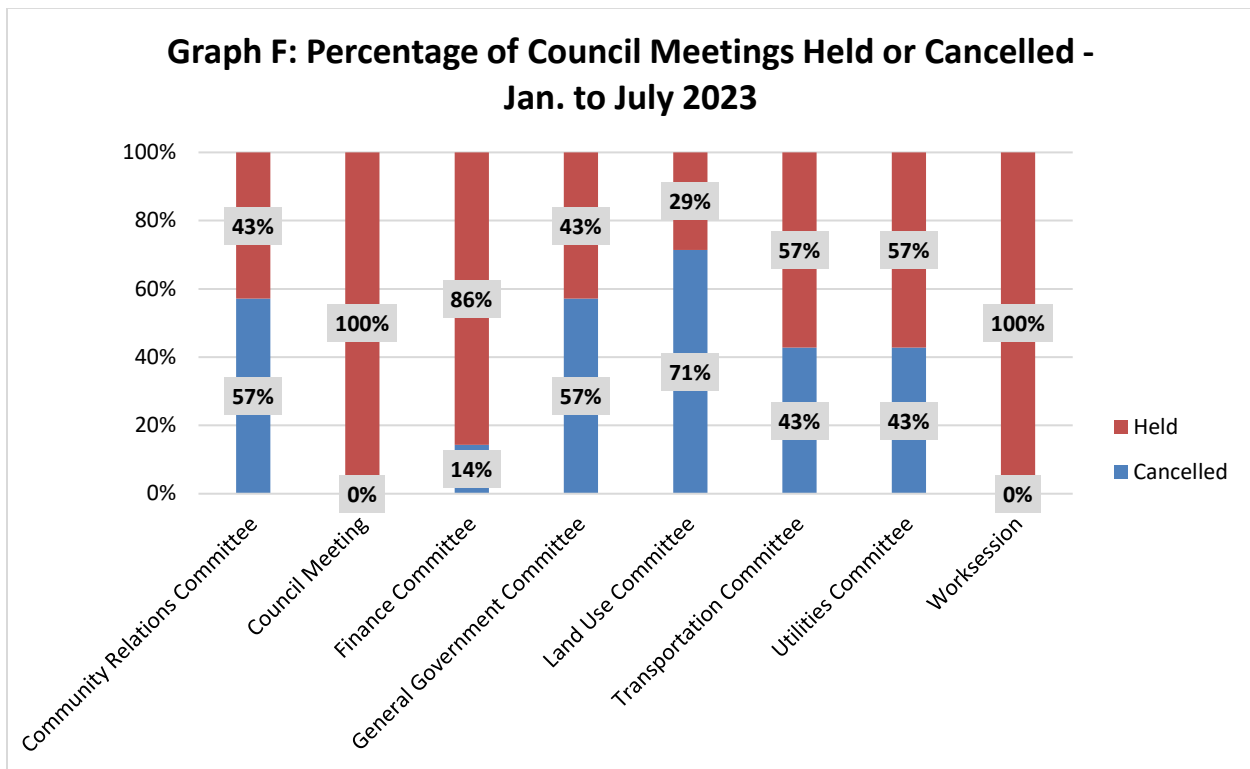
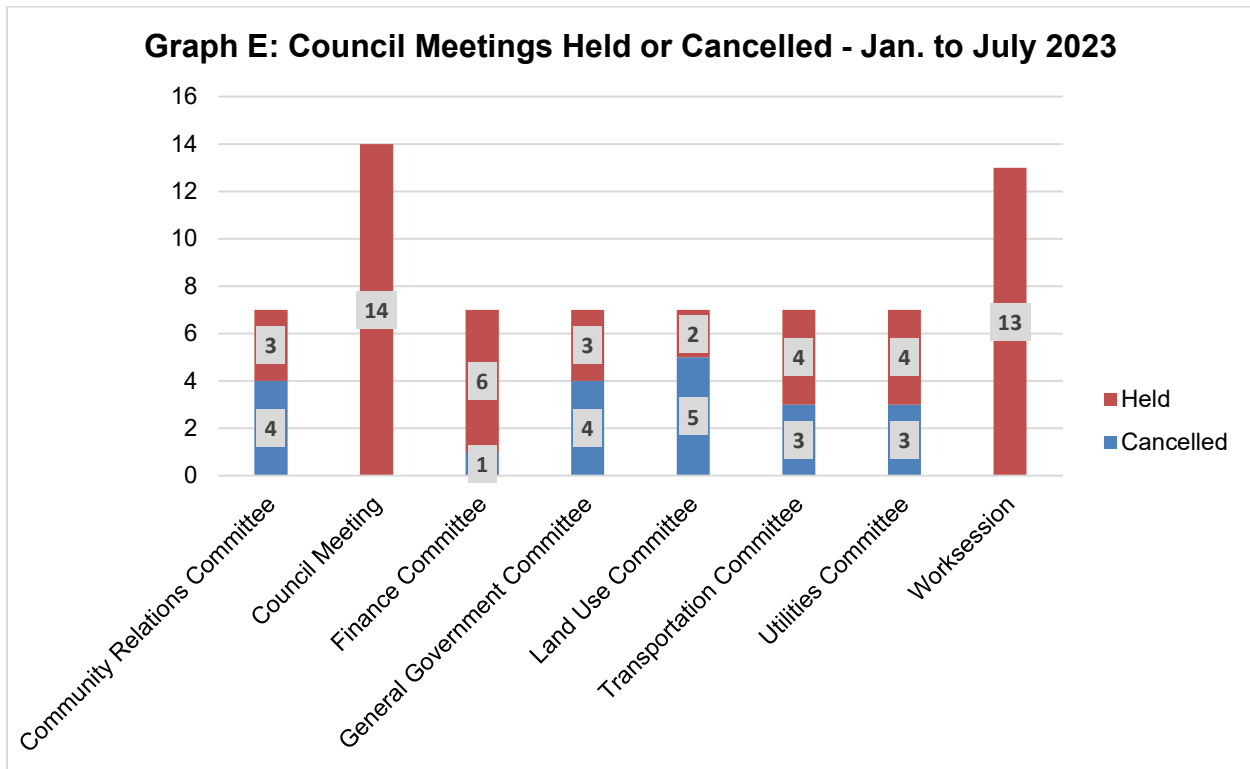
Attachment 1 provides an overview of the existing 2023 meeting schedule.

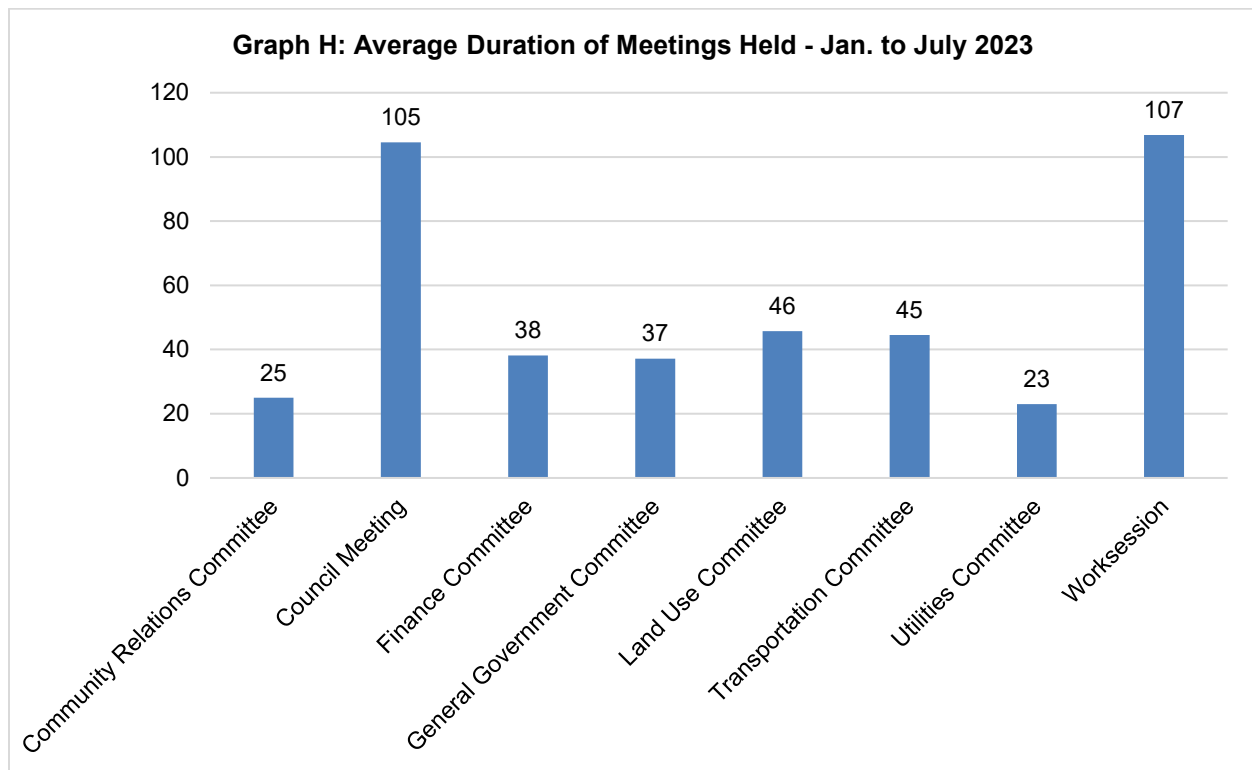
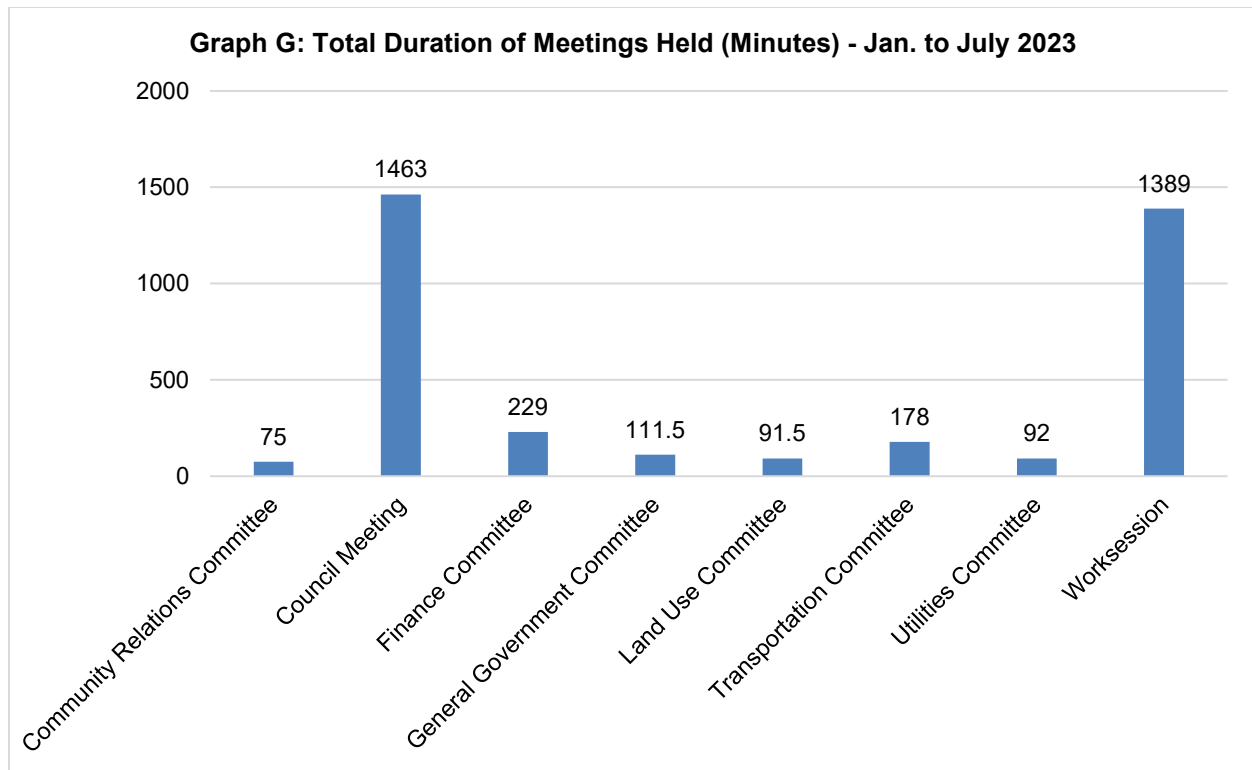
Attachment 2 provides a model of the 2023 meeting schedule with **Alternative 1**.

Table D provides an overview of the key differences between the current system and **Alternative 1**. Notably, Regular Meetings and Worksession Meetings would increase by an average of 21 minutes and 22 minutes, respectively. However, the total meetings would decrease by 22. The total meeting time would decrease by 191 minutes.

Table D			
Current System Compared to Alternative 1 using 2023 data (Jan. to July)			
	Current	Alternative 1: No Committees, Expand Worksessions and Regular Meetings	Difference
Total Committee Meetings	22	0	-22
Total Worksession Meetings	13	13	0
Total Regular Meetings	14	14	0
Total Meetings	49	27	-22
Total Committee Meeting minutes	777	0	-777
Total Worksession Meeting minutes	1389	1671	282
Total Regular Meeting minutes	1463	1767	304
Total Minutes	3629	3438	-191
Average Committee Meeting minutes	35	0	-35
Average Worksession Meeting minutes	107	129	22
Average Regular Meeting minutes	105	126	21
Average Durations			
Average Committee Meeting hours	0:35	0:00	-35.30
Average Worksession Meeting hours	1:48	2:12	22.00
Average Regular Meeting hours	1:48	2:06	21.00

Meeting Data – Current:





Graph H2: Committee Meeting Items: Informational Only and Full City Council Consideration

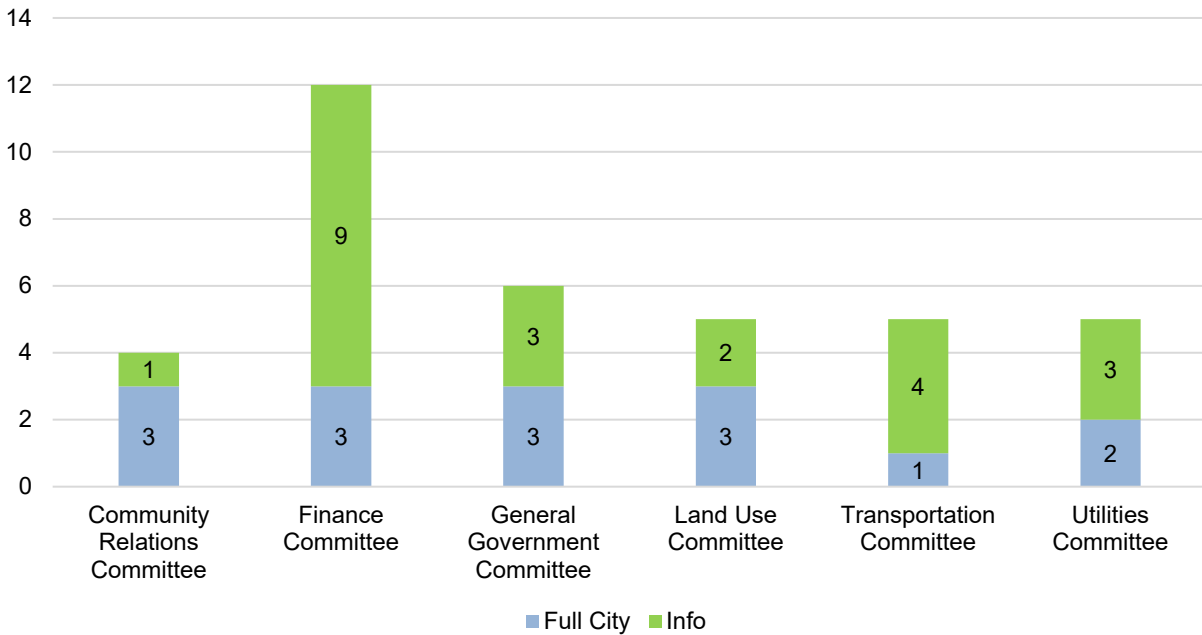


Table D2

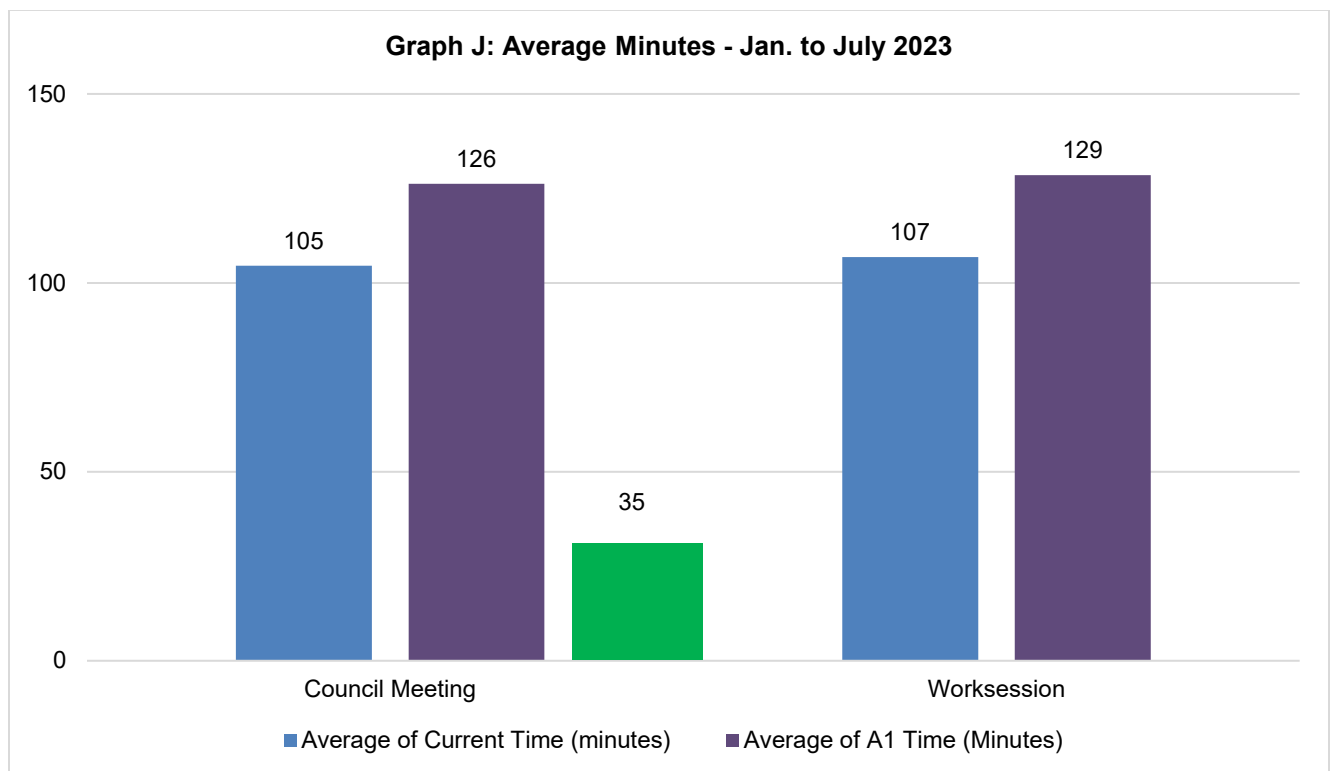
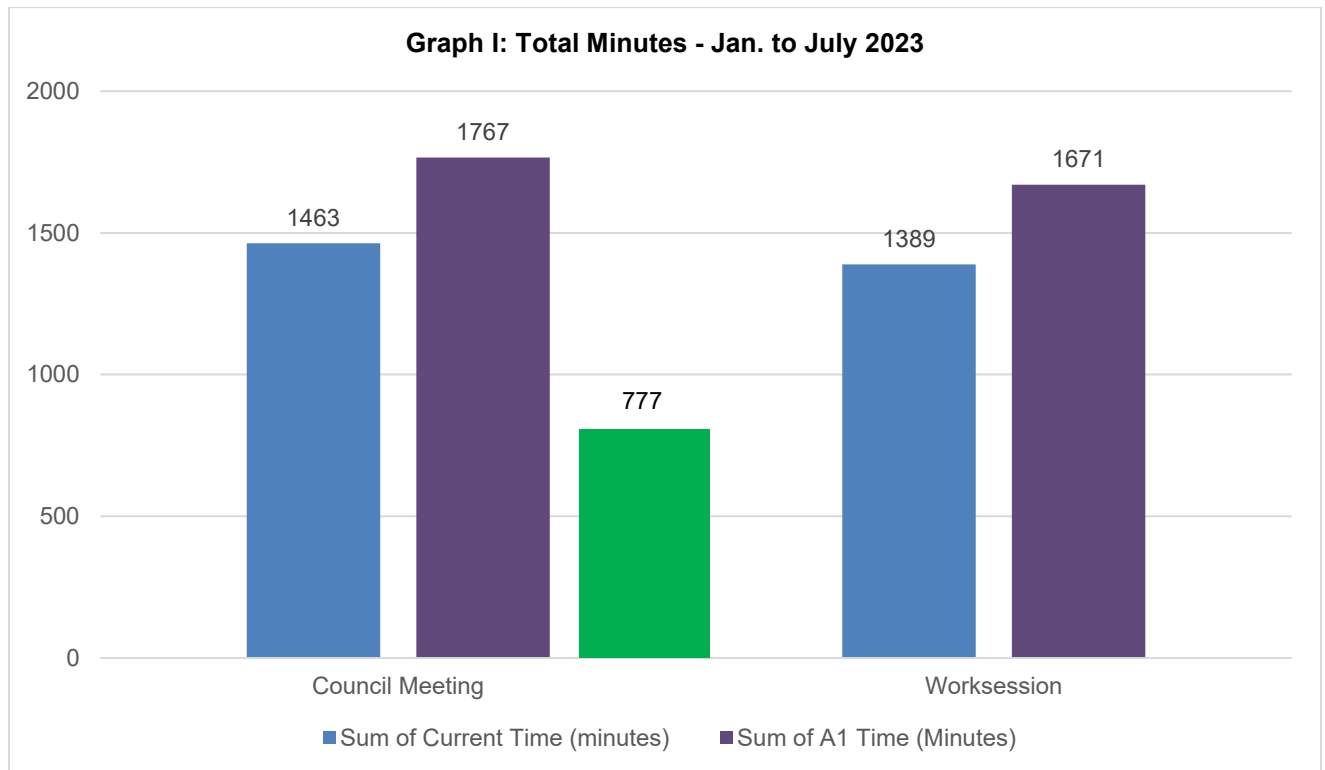
Current System – Committee Meeting Items, 2023 data (Jan. to July)

Committee Meeting	Date	Info/ Full	Minutes	Date Full City Council Reviewed	Agenda Item
Finance	01/24/23	Info	26.00		2023 Market at the Depot - RFP
Finance	01/24/23	Info	9.00		Toro Sentinel Sole source purchase
General Government	01/24/23	Info	22.00		Home Share Pilot Program Update
General Government	01/24/23	Info	22.00		Agenda Management Briefing
Finance	02/28/23	Info	14.00		2022 4th Quarter Investment Report
Finance	02/28/23	Full	20.00	03/16/2023	2022 Carryover Budget Amendment
General Government	02/28/23	Info	30.50		Crime Stats Update
Land Use	02/28/23	Info	40.50		Climate Action Implementation Update
Transportation	03/07/23	Info	55.00		Transportation Update
Finance	03/28/23	Full	22.00	09/07/2023	2023 Budget Amendment Update
Land Use	03/28/23	Full	1.00	Forthcoming	Thurston Regional Climate Action Plan Amended ILA
Community Relations	04/03/23	Full	9.00	04/06/2023	Spirit of Lacey Award
Utilities	04/03/23	Info	9.00		LOTT Pilot Affordable Housing Program
Utilities	04/03/23	Info	12.00		Water System Leak Detection
Transportation	04/04/23	Full	16.00	04/20/2023	Speed Limits Modifications
Utilities	05/01/23	Full	26.00	06/01/2023	Amendments to LMC Chapters 14.29 & 14.36

Transportation	05/02/23	Info	36.00		Transportation Maintenance Annual report for 2022
Finance	05/23/23	Info	33.00		2023 1st Quarter Financial Report
General Government	05/23/23	Full	9.00	06/15/2023	Amendment to LMC 9.12.060 - Harassment
General Government	05/23/23	Full	9.00	08/03/2023	Behavioral Nuisance Ordinance
General Government	05/23/23	Full	19.00	06/15/2023	Council Policies-Procedures Manual Updates: Chapter 7 (Order of Business) and 9 (Electronic Voting)
Community Relations	06/05/23	Info	21.00		LaceyLife Overview
Community Relations	06/05/23	Full	29.00	07/27/2023	Advisory Board Stipend Program
Utilities	06/05/23	Full	23.00		Mandatory Watering Schedule (Odd/Even), Water Shortage Response Plan
Transportation	06/06/23	Info	36.00		Construction Update
Transportation	06/06/23	Info	12.00		Britton Parkway/Carpenter Road Update
Finance	06/27/23	Full	17.00	Forthcoming	EV Charger Rate Discussion
Finance	06/27/23	Info	8.00		Tuition Reimbursement Update
Finance	06/27/23	Info	18.00		2024 Budget Calendar
Land Use	06/27/23	Full	7.00	8/10/2023	Amendments to LMC 2.30 Hearing Examiner
Land Use	06/27/23	Full	32.00	08/03/2023	Energy Efficiency Rebate Update
Land Use	06/27/23	Info	12.00		Legislative Update - Land Use
Community Relations	07/03/23	Full	16.00	7/27/2023	Land Acknowledgement Policy
Utilities	07/03/23	Info			Draham Road Annexation
Finance	07/25/23	Info	11.00		Market at the Depot Update
Finance	07/25/23	Info	22.00		Lacey MakerSpace Update
Finance	07/25/23	Info	29.00		Comprehensive Economic Development Strategy (CEDS) update

Table E
Committee Meeting items included in subsequent Worksessions – Jan to July 2023
2022 Carryover Budget Amendment
Thurston Regional Climate Action Plan Amended ILA
Amendment to LMC 9.12.060 - Harassment
Behavioral Nuisance Ordinance
Council Policies-Procedures Manual Updates: Chapter 7 (Order of Business) and 9 (Electronic Voting)
Advisory Board Stipend Program
Amendments to LMC 2.30 Hearing Examiner
Energy Efficiency Rebate Update
Land Acknowledgement Policy

Comparison of Current to Alternative 1 (A1):



Additional Considerations: If implementing Alternative 1, the following items could also be implemented to reduce Worksession and Regular Meetings durations.

1. **Joint Meetings with Government Bodies/Representatives.** Hold joint meetings with other government bodies or representatives (e.g., Board of County Commissioners (BOCC), North Thurston Public School Board (NTPS), Nisqually Indian Tribe, Washington State Representatives) before Worksessions or Regular Meetings, or on non-City Council meeting days. While this could add more meetings (around 4 to 7 per year), it would allow for continuity of the City's legislative process. Joint meetings often occur on Worksessions and can create unnecessary bottlenecks in the legislative process. See recommendation #7 below.
2. **Joint Meetings with Advisory Boards.** Hold one or two joint meetings total with advisory boards prior to or in January. This would still allow the City Council to review and adopt each advisory board's respective work plans for the subsequent year. This would increase capacity at Worksession Meetings at the beginning of the year.
3. **Bus Tours/Other Community Meetings.** Hold bus tours and other community meetings on non-Council Meeting days. While this could add more meetings (around 1 to 2 per year), it would allow for continuity of the City's legislative meetings. Joint meetings often occur on Worksessions and can create unnecessary bottlenecks in the legislative process.
4. **Expand use of the Consent Agenda.** To reduce time of Regular Meetings, the following items could be placed on the Consent Agenda:
 - a. Advisory Board appointments
 - b. Contract approvals
 - c. Other minor items
5. **Email Some Informational Only Items.** Use email or some other form communication to communicate more minor informational only items.
6. **Condense the Regular Meeting Agenda.** Several sections in the current agenda format could be condensed under "Business Items" section alleviating issues with timing of recommendations and final action (e.g., Referral from Planning Commission, Referral from Hearing Examiner, Resolutions, Ordinances, Other Business Items").
7. **Reduce the number of joint meetings with Government Bodies.** Reduce the number of joint meetings with NTPS and the BOCC to once a year.

Next Steps. Upon review, discuss one of the following options:

Option 1: Move forward with implementing Alternative 1: No Committees, Expand Worksession and Regular Meetings and change City Council meeting nights from Thursdays to Tuesdays starting January 1, 2024.

At a future meeting, this would require the City Council to adopt:

- A. A resolution to modify the City Council Policies - Procedures Manual to remove references to Committee Meetings; and
- B. An ordinance modifying City Council meeting dates from Thursdays to Tuesdays.

Under this option it is recommended that a comprehensive update to the City Council Policies – Procedures Manual occur with the resolution. City staff would provide more information on this at a future City Council meeting

Option 2: Take no action; Do not make a recommendation.

Option 3: Provide direction to City staff on other elements to consider. After further diligence on these elements, City Staff would then return to the Lacey City Council to review additional materials.

Option 4: Some other option not contemplated in the above options.

City staff recommends Option 1.

Attachment 1
Current System: 2023 Meetings – January to July

Table F							
Current System: City Council Meetings – January to July 2023							
Meeting Type	Date	Cancelled	Info/Full	Minutes	Full date	Agenda Category	Agenda Item
Community Relations	01/02/23	Yes		0.00		Agenda	CANCELLED
Utilities	01/02/23	Yes		0.00		Agenda	CANCELLED
Transportation	01/03/23	Yes		0.00		Agenda	CANCELLED
Council Meeting	01/05/23	No		77.00		Agenda	
						Consent Agenda	Council Worksession (12.08.2022)
						Consent Agenda	Council Meeting (12.15.2022)
						Consent Agenda	Disbursement Approval
						Public	2023 Washington State Legislators Meeting to Review 2023 State Legislative Priorities - District 2, 22, and 35
						Proclamations	Reverend Dr. Martin Luther King, Jr. Day Proclamation
						CM Report	Approve Amended 2023 Federal Legislative Agenda
						CM Report	Award PW 2022-38 2022 Overlay Utilities
Worksession	01/12/23	No		116.00			
							LOTT "Planning for the Future"
							City Manager Recruitment Update
							Community Cat Program Update
							2023 Community Development Block Grant (CDBG) Priorities
							City Council Intergovernmental Boards and Committee Assignments
Council Meeting	01/19/23	No		123.00		Agenda	
						Consent Agenda	Council Meeting (01.05.2023)
						Consent Agenda	Disbursement Approval
						Public	Public Service Award to Dennis Reed for service on the CAR-PFD Board
						Public	Public Service Award to Trent Grantham for service on the CAR-PFD Board
						Public	Director's Award of Excellence for College St and Yelm Hwy Super T Pavement Rehab Project
						Public	Honor Dave Weber, Board of Park Commissioner
						Public	Lacey Youth Council Report
						Public	Lacey Loves to Read Bookmark Winner Recognition
						Proclamations	Lacey Loves to Read proclamation
						Ref from H.E.	Project# 19-309: Joyner/Gusta Shoreline CUP, SDP, and Variance

				Ordinances	Update language to LMC Chapter 7 Animal
				Mayor's Report	Appoint Spencer Zeman to the CAR-PFD Board of Directors
				Mayor's Report	Reappointment of Sharla Desy to the Lacey Library Board
				CM Report	MOA for Brewery Wellfield Asset Transfer
				CM Report	Board of Park Commissioners Name Change
				CM Report	Beachcrest Wellfield pH Improvements
				Committees	Community Relations & Public Affairs (12.05.2022)
				Committees	Utilities (12.05.2022)
				Committees	Transportation (12.06.2022)
Finance	01/24/23	No	35.00	Agenda	
Finance	01/24/23	No	Info 26.00		2023 Market at the Depot - RFP
Finance	01/24/23	No	Info 9.00		Toro Sentinel Sole source purchase
General Government	01/24/23	No	44.00	Agenda	
General Government	01/24/23	No	Info 22.00		Home Share Pilot Program Update
General Government	01/24/23	No	Info 22.00		Agenda Management Briefing
Land Use C	01/24/23	Yes	0.00	Agenda	CANCELLED
Worksession	01/26/23	No	97.00	Agenda	
					ILA - Regional Housing Council (minor changes)
					Construction Compost Procurement (HB 1799 Response)
					Utility CIP Presentation
Council Meeting	02/02/23	No	103.00	Agenda	
				Consent Agenda	Worksession (01.12.2023)
				Consent Agenda	Council Meeting (01.19.2023)
				Consent Agenda	Disbursement Approval
				Proclamations	Proclamation - Future Business Leaders of America (FBLA) Week
				Ordinances	Ordinance No. 1635 - Construction Compost Procurement
				CM Report	Federal Legislative Update
Community Relations	02/06/23	Yes	0.00	Agenda	CANCELLED
Utilities	02/06/23	Yes	0.00	Agenda	CANCELLED
Transportation	02/07/23	Yes	0.00	Agenda	CANCELLED
Worksession	02/09/23	No	126.00	Agenda	
					City Council/Planning Commission Joint Meeting
					Quarterly Construction Update
					Joint Planning - Thurston County
					Neighborhood Commercial Update
					2025 Comp Plan Update/2023 Work Program
Council Meeting	02/16/23	No	166.00	Agenda	
				Consent Agenda	Worksession (01.26.2023)
				Consent Agenda	Council (02.02.2023)
				Consent Agenda	Disbursement Approval

				Public	Lacey Youth Council Report
				Proclamations	Black History Month Proclamation
				Proclamations	Proclamation - WWII Veteran Harvey Drahos
				Resolutions	Resolution No. 1125 - Sole Source Approval
				CM Report	ILA - Reginal Housing Council
				CM Report	Corporate Sponsorship and Naming Rights Policy
				Committees	Finance (01.24.2023)
				Committees	General Government (01.24.2023)
Worksession	02/23/23	No	103.00	Agenda	
					Historical Commission / Lacey City Council Joint Worksession
					Visitor Convention Bureau Presentation
Finance	02/28/23	No	34.00	Agenda	
Finance	02/28/23	No	Info	14.00	2022 4th Quarter Investment Report
Finance	02/28/23	No	Full City	20.00	3/16/2023 2022 Carryover Budget Amendment
General Government	02/28/23	No	30.50	Agenda	
General Government	02/28/23	No	Info	30.50	Crime Stats Update
Land Use	02/28/23	No	40.50	Agenda	
Land Use	02/28/23	No	Info	40.50	Climate Action Implementation Update
Council Meeting	03/02/23	No	73.00	Agenda	
				Consent Agenda	Worksession (2.9.2023)
				Consent Agenda	Council (2.16.2023)
				Consent Agenda	Disbursement Approval
				Proclamations	American Red Cross Month
				Mayor's Report	Recommend the appointments of Bill Fosbre, Chris Porrazzo, Hilary Dykstra to Parks, Culture and Recreation Board
				CM Report	Corporate Sponsorship and Naming Rights Policy
				CM Report	Award PW 2023-06 2023 Mullen Rd Sewer Improvements
Community Relations	03/06/23	Yes		Agenda	CANCELLED
Utilities	03/06/23	Yes		Agenda	CANCELLED
Transportation	03/07/23	No	55.00	Agenda	
Transportation	03/07/23	No	Info	55.00	Transportation Update
Worksession	03/09/23	No	113.00	Agenda	
				Worksession	Youth Council Joint Meeting
				Worksession	Commission on Equity Joint Meeting
Council Meeting	03/16/23	No	103.00	Agenda	
				Consent Agenda	Worksession (2.23.2023)
				Consent Agenda	Council (3.2.2023)
				Consent Agenda	Disbursement Approval
				Public	2022 Police Department Awards Highlights
				Public	Lacey Youth Council Report
				Resolutions	Investment Policy Amendments

						Ordinances	Ordinance 1636: 2022 Carryover Budget Amendment Ordinance
						CM Report	Opioid Settlement Agreement
						CM Report	Award Contract PW 2022 - 16 -- Citywide Signal ITS Detection Upgrade
						CM Report	Letter of Intent to Transfer Brewery Assets
						Committees	Finance (2.28.2023)
						Committees	General Government (2.28.2023)
						Committees	Land Use (2.28.2023)
						Committees	Transportation (3.7.2023)
Worksession	03/23/23	No		136.00		Agenda	
							Park Board / Lacey City Council Joint Worksession
							Lacey Veterans Services Hub Update
							Convene to Executive Session to receive City Manager Recruitment Update
Finance	03/28/23	No		22.00		Agenda	
Finance	03/28/23	No	Full City	22.00	Forthcoming		2023 Budget Amendment Update
General Government	03/28/23	Yes		0.00		Agenda	CANCELLED
Land Use	03/28/23	Yes		0.00		Agenda	CANCELLED - No Quorum
Land Use	03/28/23	No	Full City	1.00	Forthcoming		Thurston Regional Climate Action Plan Amended ILA
Community Relations	04/03/23	No		9.00		Agenda	
Community Relations	04/03/23	No	Full City	9.00	04/06/23		Spirit of Lacey Award
Utilities	04/03/23	No		21.00		Agenda	
Utilities	04/03/23	No	Info	9.00			LOTT Pilot Affordable Housing Program
Utilities	04/03/23	No	Info	12.00			Water System Leak Detection
Special Meeting	04/03/23	No		23.00		Agenda	SPECIAL MEETING
							City Manager Interview Schedule
Transportation	04/04/23	No		16.00		Agenda	
Transportation	04/04/23	No	Full City	16.00	4/20/2023		Speed Limits Modifications
Council Meeting	04/06/23	No		95.00		Agenda	
						Consent Agenda	Worksession (3.9.2023)
						Consent Agenda	Council (3.16.2023)
						Consent Agenda	Disbursement Approval
						Consent Agenda	Final Plat of Bradley Park
						Proclamations	Arbor Day Proclamation
						Proclamations	Earth Day Proclamation
						CM Report	Recommend award of Contract PW 2020-40
						CM Report	North Thurston Public Schools Joint Use Agreement Update
						Committees	Finance (3.28.2023)
						Adjourn to Executive Session	Adjourn to Executive Session pursuant to RCW 42.30.110(1)(g)

Worksession	04/13/23	No	107.00	Agenda	
					Social Security Coverage Resolution Discussion
					Utility Billing Delinquencies Update
					CDBG Proposal Presentations
Council Meeting	04/20/23	No	75.00	Agenda	
				Consent Agenda	Worksession (3.23.2023)
				Consent Agenda	Council Special Meeting (4.3.2023)
				Consent Agenda	Council (4.6.2023)
				Consent Agenda	Disbursement Approval
				Consent Agenda	Project# 22-0127 Lacey 23 Final Plat (AKA Modera)
				Public	Lacey Youth Council Report
				Proclamations	Child Abuse Prevention Month Proclamation
				Resolutions	Resolution No. 1128: Speed Limit Modifications
				Resolutions	Resolution No. 1129: Social Security Coverage Resolution
				Committees	Land Use (3.28.2023)
				Committees	Community Relations (4.3.2023)
				Committees	Utilities (4.3.2023)
				Committees	Transportation (4.4.2023)
Finance	04/25/23	Yes	0.00	Agenda	CANCELLED
General Government	04/25/23	Yes	0.00	Agenda	CANCELLED
Land Use	04/25/23	Yes	0.00	Agenda	CANCELLED
Worksession	04/27/23	No	120.00	Agenda	
					2023 CDBG Presentations (This should go first on the agenda)
					Future Police Station Update
					Police Station/Other Priorities Funding Strategy
Community Relations	05/01/23	Yes	0.00	Agenda	CANCELLED
Utilities	05/01/23	No	26.00	Agenda	
Utilities	05/01/23	No	Full City 26.00	06/01/23	Amendments to LMC Chapters 14.29 & 14.36
Transportation	05/02/23	No	59.00	Agenda	
Transportation	05/02/23	No	Info 36.00		Transportation Maintenance Annual report for 2022
Council Meeting	05/04/23	No	59.00	Agenda	
				Consent Agenda	Worksession (4.13.2023)
				Consent Agenda	Council (4.20.2023)
				Consent Agenda	Disbursement Approval
				Public	Spirit of Lacey Award Ken Balsley
				Public	Ken Balsley Historian of the Year Award
				Proclamations	Lacey History Month Proclamation
				Proclamations	Bicycle Month
Worksession	05/11/23	No	117.00	Agenda	
					Emergency Medical Services Healthcare Crisis Presentation (in partnership with EMS)

						Ziply Telecommunications Franchise Agreements Applications		
						Adjourn to Executive Session Convene to Executive Session Pursuant to RCW 42.30.110(1)(g)		
Special Meeting	05/16/23	No				Worksession	Joint Worksession - Hosted by NTPS	
Council Meeting	05/18/23	No	95.00				Agenda	
						Consent Agenda	Worksession (4.27.2023)	
						Consent Agenda	Council (5.4.2023)	
						Consent Agenda	Disbursement Approval	
						Public	Lacey Youth Council Report	
						Ref from P.C.	Capital Facilities Plan Interim Amendment for Police Facility - Ordinance No. 1637	
						Resolutions	Resolution No. 1130 - Ziply Fiber Pacific Franchise Agreement Resolution No. 1131 - Ziply Wireless Franchise Agreement	
						Mayor's Report	Reappointment of Councilmember Steadman to LEOFF 1 Disability Board	
						Mayor's Report	Reappointment of Councilmember Greenstein to LEOFF 1 Disability Board	
						CM Report	SSMCP MOA	
						CM Report	2023 CDBG Program Funding	
						Committees	Utilities (5.1.2023)	
						Committees	Transportation (5.2.2023)	
Finance	05/23/23	No	33.00				Agenda	
Finance	05/23/23	No	Info	33.00				2023 1st Quarter Financial Report
General Government	05/23/23	No	37.00				Agenda	
General Government	05/23/23	No	Full City	9.00	06/15/23	Amendment to LMC 9.12.060 - Harassment		
General Government	05/23/23	No	Full City	9.00	08/03/23	Behavioral Nuisance Ordinance		
General Government	05/23/23	No	Full City	19.00	06/15/23	Council Policies-Procedures Manual Updates: Chapter 7 (Order of Business) and 9 (Electronic Voting)		
Land Use	05/23/23	Yes	0.00				Agenda	
Worksession	05/25/23	No	111.00				Agenda	
						Cuoio Park Urban Growth Boundary Amendment		
						2022 - 2024 Work Plan Report		
Council Meeting	06/01/23	No	180.00				Agenda	
						Consent Agenda	Worksession (5.11.2023)	
						Consent Agenda	Council (5.18.2023)	
						Consent Agenda	Disbursement Approval	
						Public	Public Service Award to Sean Smith for service on LEOFF I Disability Board	
						Proclamations	Juneteenth Proclamation	

				Ordinances	Ordinance No. 1638 - Amendments to LMC Chapters 14.29 & 14.36
				Mayor's Report	Appointment of Jon Halvorson to Historical Commission
				Committees	Finance (5.23.2023)
				Committees	General Government (5.23.2023)
				Adjourn to Worksession	2023 State Legislative Session Review
				Adjourn to Executive Session	Executive Session RCW 42.30.110(1)(g)
Community Relations	06/05/23	No		50.00	Agenda
Community Relations	06/05/23	No	Info	21.00	LaceyLife Overview
Community Relations	06/05/23	No	Full City	29.00	7/27/2023 Advisory Board Stipend Program
Utilities	06/05/23	No		23.00	Agenda
Utilities	06/05/23	No	Full City	23.00	Mandatory Watering Schedule (Odd/Even), Water Shortage Response Plan
Transportation	06/06/23	No		48.00	Agenda
Transportation	06/06/23	No	Info	36.00	Construction Update
Transportation	06/06/23	No	Info	12.00	Britton Parkway/Carpenter Road Update
Worksession	06/08/23	No		71.00	Agenda
					Timberland Regional Library Update
					1-2 Stryker Brigade Combat Team Update
					International Code Council (ICC) Updates
Council Meeting	06/15/23	No		145.00	Agenda
				Consent Agenda	Worksession (5.25.2023)
				Consent Agenda	Council (6.1.2023)
				Consent Agenda	Disbursement Approval
				Public	Timberline High School Baseball Team Recognition
				Public	Recognition of the 2022-2023 Lacey Youth Council
				Proclamations	Proclamation - Senior Services for South Sound 50th Anniversary
				Proclamations	2023 State Legislators Appreciation
				Resolutions	Resolution No. 1132 - Amendments to City Council Policies-Procedures Manual (Chapter 7 and 9)
				Resolutions	Resolution No. 1133 - Unopened Right of Way Vacation
				Ordinances	Ordinance No. 1639 - Amendment to LMC 9.12.060 - Harassment
				CM Report	The 2023 Consumer Confidence Report
				CM Report	Budd/Deschutes Coalition ILA
				CM Report	ILA for Maintenance of Deschutes River Ranch Mitigation Property
				CM Report	Award PW 2023-28 2023 Overlay Phase 1
				CM Report	TCMedia Contract Extension

						Committees	Community Relations (6.5.2023)
						Committees	Utilities (6.5.2023)
						Committees	Transportation (6.6.2023)
Special Meeting	06/22/23	Yes				Agenda	
							Joint Worksession with BOCC Location: Thurston County Offices
Finance	06/27/23	No		43.00		Agenda	
Finance	06/27/23	No	Full City	17.00	Forthcoming		EV Charger Rate Discussion
Finance	06/27/23	No	Info	8.00			Tuition Reimbursement Update
Finance	06/27/23	No	Info	18.00			2024 Budget Calendar
General Government	06/27/23	Yes		0.00		Agenda	CANCELLED
Land Use	06/27/23	No		51.00		Agenda	
Land Use	06/27/23	No	Full City	7.00	8/10/2023		Amendments to LMC 2.30 Hearing Examiner
Land Use	06/27/23	No	Full City	32.00	08/03/23		Energy Efficiency Rebate Update
Land Use	06/27/23	No	Info	12.00			Legislative Update - Land Use
Community Relations	07/03/23	No		16.00		Agenda	
Community Relations	07/03/23	No	Full City	16.00	7/27/2023		Land Acknowledgement Policy
Utilities	07/03/23	No		22.00		Agenda	
Utilities	07/03/23	No	Info				Draham Road Annexation
Transportation	07/04/23	Yes		0.00		Agenda	CANCELLED DUE TO HOLIDAY
Council Meeting	07/06/23	No		115.00		Agenda	
						Consent Agenda	Worksession (6.8.2023)
						Consent Agenda	Council (6.15.2023)
						Consent Agenda	Worksession (6.22.2023)
						Consent Agenda	Disbursement Approval
						Public	Public Service Award Peg Evans-Brown for service on Planning Commission
						Public	Volunteer Recognition for Gary Walker (Lacey Veterans Services Hub)
						Mayor's Report	Selection of City Manager
						Mayor's Report	ILA Cascade Pacific Action Alliance
						CM Report	Lift Station 34 & 37 Rehabilitation
						CM Report	Hicks Lake Monitoring Contract
						Convene to Executive Session	Convene to Executive Session Pursuant to RCW 42.30.110(1)(b) related to property acquisition
Worksession	07/13/23	No		87.00		Agenda	
							TCMedia and Television Production and Programming Services Discussion
Council Meeting	07/20/23	No		54.00		Agenda	
						Consent Agenda	Council (7.6.2023)
						Consent Agenda	Disbursement Approval

					Ref from P.C.	Resolution No. 1134 6-Year Transportation Improvement Program (TIP)
					Resolutions	Resolution No 1135: Unopened ROW Vacation Public Hearing
					CM Report	Other Items
					Committees	Finance (6.27.2023)
					Committees	Land Use (6.27.2023)
					Committees	Community Relations (7.3.2023)
					Committees	Utilities (7.3.2023)
Finance	07/25/23	No		62.00	Agenda	
Finance	07/25/23	No	Info	11.00		Market at the Depot Update
Finance	07/25/23	No	Info	22.00		Lacey MakerSpace Update
Finance	07/25/23	No	Info	29.00		Comprehensive Economic Development Strategy (CEDS) update
General Government	07/25/23	Yes		0.00	Agenda	CANCELLED
Land Use	07/25/23	Yes		0.00	Agenda	CANCELLED
Worksession	07/27/23	No		85.00	Agenda	
						Potential Contract with Dispute Resolution Center
						Land Acknowledgement Policy
						Advisory Board Stipend Program

Attachment 2
Alternative 1: 2023 Meetings – January to July

Table G									
Alternative 1: City Council Meetings – January to July 2023									
Meeting Type	Date	Cancelled	Info/Full	Current Time (minutes)	Current Time (hours)	A1 Time (Minutes)	A1 Hours	Full City Council	Agenda Category Agenda Item
Council Meeting	01/05/23	No		77.00	1.28	112.00	1.87		Agenda
									Consent Agenda Council Worksession (12.08.2022)
									Consent Agenda Council Meeting (12.15.2022)
									Consent Agenda Disbursement Approval
									Public 2023 Washington State Legislators Meeting to Review 2023 State Legislative Priorities - District 2, 22, and 35
									Proclamations Reverend Dr. Martin Luther King, Jr. Day Proclamation
									CM Report Approve Amended 2023 Federal Legislative Agenda
									CM Report Award PW 2022-38 2022 Overlay Utilities
Finance	01/24/23	No	Info	0.00	0.00	26.00	0.43		CM Report 2023 Market at the Depot - RFP
Finance	01/24/23	No	Info	0.00	0.00	9.00	0.15		CM Report Toro Sentinal Sole source purchase
Worksession	01/12/23	No		116.00	1.93	116.00	1.93		
									LOTT "Planning for the Future"
									City Manager Recruitment Update
									Community Cat Program Update
									2023 Community Development Block Grant (CDBG) Priorities
									City Council Intergovernmental Boards and Committee Assignments
Council Meeting	01/19/23	No		123.00	2.05	117.00	1.95		Agenda
									Consent Agenda Council Meeting (01.05.2023)
									Consent Agenda Disbursement Approval
									Public Public Service Award to Dennis Reed for service on the CAR-PFD Board
									Public Public Service Award to Trent Grantham for service on the CAR-PFD Board
									Public Director's Award of Excellence for College St and Yelm Hwy Super T Pavement Rehab Project

								Public	Honor Dave Weber, Board of Park Commissioner
								Public	Lacey Youth Council Report
								Public	Lacey Loves to Read Bookmark Winner Recognition
								Proclamations	Lacey Loves to Read proclamation
								Ref from H.E.	Project# 19-309: Joyner/Gusta Shoreline CUP, SDP, and Variance
								Ordinances	Update language to LMC Chapter 7 Animal
								Mayor's Report	Appoint Spencer Zeman to the CAR-PFD Board of Directors
								Mayor's Report	Reappointment of Sharla Desy to the Lacey Library Board
								CM Report	MOA for Brewery Wellfield Asset Transfer
								CM Report	Board of Park Commissioners Name Change
								CM Report	Beachcrest Wellfield pH Improvements
								Committees	Community Relations & Public Affairs (12.05.2022)
								Committees	Utilities (12.05.2022)
								Committees	Transportation (12.06.2022)
Worksession	01/26/23	No		97.00	1.62	141.00	2.35	Agenda	
									ILA - Regional Housing Council (minor changes)
									Construction Compost Procurement (HB 1799 Response)
									Utility CIP Presentation
General Government	01/24/23	No	Info		0.00	22.00			Home Share Pilot Program Update
Council Meeting	02/02/23			103.00	1.72	125.00	2.08	Agenda	
								Consent Agenda	Worksession (01.12.2023)
								Consent Agenda	Council Meeting (01.19.2023)
								Consent Agenda	Disbursement Approval
								Proclamations	Proclamation - Future Business Leaders of America (FBLA) Week
								Ordinances	Ordinance No. 1635 - Construction Compost Procurement
								CM Report	Federal Legislative Update
General Government	01/24/23	No	Info		0.00	22.00			Agenda Management Briefing
Worksession	02/09/23	No		126.00	2.10	126.00	2.10	Agenda	

								City Council/Planning Commission Joint Meeting
								Quarterly Construction Update
								Joint Planning - Thurston County
								Neighborhood Commercial Update
								2025 Comp Plan Update/2023 Work Program
Council Meeting	02/16/23	No		166.00	2.77	162.00	2.70	Agenda
								Consent Agenda Worksession (01.26.2023)
								Consent Agenda Council (02.02.2023)
								Consent Agenda Disbursement Approval
								Public Lacey Youth Council Report
								Proclamations Black History Month Proclamation
								Proclamations Proclamation - WWII Veteran Harvey Drahos
								Resolutions Resolution No. 1125 - Sole Source Approval
								CM Report ILA - Reginal Housing Council
								CM Report Corporate Sponsorship and Naming Rights Policy
						-2.00		Committees Finance (01.24.2023)
						-2.00		Committees General Government (01.24.2023)
Worksession	02/23/23	No		103.00	1.72	133.50	2.23	Agenda
								Historical Commission / Lacey City Council Joint Worksession
								Visitor Convention Bureau Presentation
General Government	02/28/23	No	Info		0.00	30.50		Crime Stats Update
Council Meeting	03/02/23	No		73.00	1.22	129.50	2.16	Agenda
								Consent Agenda Worksession (2.9.2023)
								Consent Agenda Council (2.16.2023)
								Consent Agenda Disbursement Approval
								Proclamations American Red Cross Month
								Mayor's Report Recommend the appointments of Bill Fosbre, Chris Porrazzo, Hilary Dykstra to Parks, Culture and Recreation Board
								CM Report Corporate Sponsorship and Naming Rights Policy
								CM Report Award PW 2023-06 2023 Mullen Rd Sewer Improvements
Land Use	02/28/23	No	Info		0.00	40.50		CM Report Climate Action Implementation Update
Transportation	04/04/23	No	Full City		0.00	16.00	4/20/2023	CM Report Speed Limits Modifications
Worksession	03/09/23	No		113.00	1.88	139.00	2.32	Agenda

							Worksession	Youth Council Joint Meeting
							Worksession	Commission on Equity Joint Meeting
Utilities	05/01/23	No	Full City	0.00	26.00	06/01/23		Amendments to LMC Chapters 14.29 & 14.36
Council Meeting	03/16/23	No		103.00	1.72	109.00	1.82	Agenda
							Consent Agenda	Worksession (2.23.2023)
							Consent Agenda	Council (3.2.2023)
							Consent Agenda	Disbursement Approval
							Public	2022 Police Department Awards Highlights
							Public	Lacey Youth Council Report
							Resolutions	Investment Policy Amendments
							Ordinances	Ordinance 1636: 2022 Carryover Budget Amendment Ordinance
							CM Report	Opioid Settlement Agreement
							CM Report	Award Contract PW 2022 - 16 -- Citywide Signal ITS Detection Upgrade
							CM Report	Letter of Intent to Transfer Brewery Assets
Finance	02/28/23	No	Info	0.00	14.00	0.23	CM Report	2022 4th Quarter Investment Report
					-2.00		Committees	Finance (2.28.2023)
					-2.00		Committees	General Government (2.28.2023)
					-2.00		Committees	Land Use (2.28.2023)
					-2.00		Committees	Transportation (3.7.2023)
Worksession	03/23/23	No		136.00	2.27	145.00	2.42	Agenda
								Park Board / Lacey City Council Joint Worksession
								Lacey Veterans Services Hub Update
								Convene to Executive Session to receive City Manager Recruitment Update
Community Relations	04/03/23	No	Full City	0.00	9.00	04/06/23		Spirit of Lacey Award
Special Meeting	04/03/23	No		23.00	0.38	23.00	0.38	Agenda
								SPECIAL MEETING
Council Meeting	04/06/23	No		95.00	1.58	114.00	1.90	Agenda
							Consent Agenda	Worksession (3.9.2023)
							Consent Agenda	Council (3.16.2023)
							Consent Agenda	Disbursement Approval
							Consent Agenda	Final Plat of Bradley Park
							Proclamations	Arbor Day Proclamation
							Proclamations	Earth Day Proclamation
							CM Report	Spirit of Lacey Award

								CM Report	Recommend award of Contract PW 2020-40
								CM Report	North Thurston Public Schools Joint Use Agreement Update
Utilities	04/03/23	No	Info	0.00	9.00			CM Report	LOTT Pilot Affordable Housing Program
Utilities	04/03/23	No	Info	0.00	12.00			CM Report	Water System Leak Detection
					-2.00			Committees	Finance (3.28.2023)
								Adjourn to Executive Session	Adjourn to Executive Session pursuant to RCW 42.30.110(1)(g)
Worksession	04/13/23	No		107.00	1.78	129.00	2.15	Agenda	
									Social Security Coverage Resolution Discussion
									Utility Billing Delinquencies Update
									CDBG Proposal Presentations
Finance	03/28/23	No	Full City	0.00	22.00	0.37	Forthcoming		2023 Budget Amendment Update
Council Meeting	04/20/23	No		75.00	1.25	103.00	1.72	Agenda	
								Consent Agenda	Worksession (3.23.2023)
								Consent Agenda	Council Special Meeting (4.3.2023)
								Consent Agenda	Council (4.6.2023)
								Consent Agenda	Disbursement Approval
								Consent Agenda	Project# 22-0127 Lacey 23 Final Plat (AKA Modera)
								Public	Lacey Youth Council Report
								Proclamations	Child Abuse Prevention Month Proclamation
								Resolutions	Resolution No. 1128: Speed Limit Modifications
								Resolutions	Resolution No. 1129: Social Security Coverage Resolution
Transportation	05/02/23	No	Info	0.00	36.00			CM Report	Transportation Maintenance Annual report for 2022
					-2.00			Committees	Land Use (3.28.2023)
					-2.00			Committees	Community Relations (4.3.2023)
					-2.00			Committees	Utilities (4.3.2023)
					-2.00			Committees	Transportation (4.4.2023)
Worksession	04/27/23	No		120.00	2.00	120.00	2.00	Agenda	
									2023 CDBG Presentations (This should go first on the agenda)
									Future Police Station Update
									Police Station/Other Priorities Funding Strategy
Council Meeting	05/04/23	No		59.00	0.98	114.00	1.90	Agenda	
								Consent Agenda	Worksession (4.13.2023)

								Consent Agenda	Council (4.20.2023)
								Consent Agenda	Disbursement Approval
								Public	Spirit of Lacey Award Ken Balsley
								Public	Ken Balsley Historian of the Year Award
								Proclamations	Lacey History Month Proclamation
								Proclamations	Bicycle Month
Transportation	03/07/23	No	Info	0.00	55.00			CM Report	Transportation Update
Worksession	05/11/23	No		117.00	1.95	117.00	1.95	Agenda	
									Emergency Medical Services Healthcare Crisis Presentation (in partnership with EMS)
									Ziply Telecommunications Franchise Agreements Applications
								Adjourn to Executive Session	Convene to Executive Session Pursuant to RCW 42.30.110(1)(g)
Special Meeting	05/16/23	No		0.00		0.00		Worksession	Joint Worksession - Hosted by NTPS
Council Meeting	05/18/23	No		95.00	1.58	124.00	2.07	Agenda	
								Consent Agenda	Worksession (4.27.2023)
								Consent Agenda	Council (5.4.2023)
								Consent Agenda	Disbursement Approval
								Public	Lacey Youth Council Report
								Ref from P.C.	Capital Facilities Plan Interim Amendment for Police Facility - Ordinance No. 1637
								Resolutions	Resolution No. 1130 - Ziply Fiber Pacific Franchise Agreement Resolution No. 1131 - Ziply Wireless Franchise Agreement
								Mayor's Report	Reappointment of Councilmember Steadman to LEOFF 1 Disability Board
								Mayor's Report	Reappointment of Councilmember Greenstein to LEOFF 1 Disability Board
								CM Report	SSMCP MOA
								CM Report	2023 CDBG Program Funding
Finance	05/23/23	No	Info	0.00	33.00			CM Report	2023 1st Quarter Financial Report
					-2.00			Committees	Utilities (5.1.2023)
					-2.00			Committees	Transportation (5.2.2023)
Worksession	05/25/23	No		111.00	1.85	134.00	2.23	Agenda	
									Cuoio Park Urban Growth Boundary Amendment
									2022 - 2024 Work Plan Report

Utilities	06/05/23	No	Info	0.00	23.00			Mandatory Watering Schedule (Odd/Even), Water Shortage Response Plan
Council Meeting	06/01/23	No		180.00	3.00	176.00	2.93	Agenda
								Consent Agenda
								Worksession (5.11.2023)
								Consent Agenda
								Council (5.18.2023)
								Consent Agenda
								Disbursement Approval
								Public
								Public Service Award to Sean Smith for service on LEOFF I Disability Board
								Proclamations
								Juneteenth Proclamation
								Ordinances
								Ordinance No. 1638 - Amendments to LMC Chapters 14.29 & 14.36
								Mayor's Report
								Appointment of Jon Halvorson to Historical Commission
								Committees
								Finance (5.23.2023)
								Committees
								General Government (5.23.2023)
								Adjourn to Worksession
								2023 State Legislative Session Review
								Adjourn to Executive Session
								Executive Session RCW 42.30.110(1)(g)
Worksession	06/08/23	No		71.00	1.18	119.00	1.98	Agenda
								Timberland Regional Library Update
								1-2 Stryker Brigade Combat Team Update
Transportation	06/06/23	No	Info	0.00	36.00			Construction Update
Transportation	06/06/23	No	Info	0.00	12.00			Britton Parkway/Carpenter Road Update
								International Code Council (ICC) Updates
Council Meeting	06/15/23	No		145.00	2.42	139.00	2.32	Agenda
								Consent Agenda
								Worksession (5.25.2023)
								Consent Agenda
								Council (6.1.2023)
								Consent Agenda
								Disbursement Approval
								Public
								Timberline High School Baseball Team Recognition
								Public
								Recognition of the 2022-2023 Lacey Youth Council
								Proclamations
								Proclamation - Senior Services for South Sound 50th Anniversary
								Proclamations
								2023 State Legislators Appreciation
								Resolutions
								Resolution No. 1132 - Amendments to City Council Policies-Procedures Manual (Chapter 7 and 9)

							Resolutions	Resolution No. 1133 - Unopened Right of Way Vacation
							Ordinances	Ordinance No. 1639 - Amendment to LMC 9.12.060 - Harassment
							CM Report	The 2023 Consumer Confidence Report
							CM Report	Budd/Deschutes Coalition ILA
							CM Report	ILA for Maintenance of Deschutes River Ranch Mitigation Property
							CM Report	Award PW 2023-28 2023 Overlay Phase 1
							CM Report	TCMedia Contract Extension
					-2.00		Committees	Community Relations (6.5.2023)
					-2.00		Committees	Utilities (6.5.2023)
					-2.00		Committees	Transportation (6.6.2023)
Special Meeting	06/22/23	Yes		0.00	0.00	0.00	0.00	Agenda
Worksession	06/22/23	Yes		0.00	0.00	0.00	0.00	Agenda
Council Meeting	07/06/23	No		115.00	1.92	123.00	2.05	Agenda
							Consent Agenda	Worksession (6.8.2023)
							Consent Agenda	Council (6.15.2023)
							Consent Agenda	Worksession (6.22.2023)
							Consent Agenda	Disbursement Approval
							Public	Public Service Award Peg Evans-Brown for service on Planning Commission
							Public	Volunteer Recognition for Gary Walker (Lacey Veterans Services Hub)
							Mayor's Report	Selection of City Manager
							Mayor's Report	ILA Cascade Pacific Action Alliance
							CM Report	Lift Station 34 & 37 Rehabilitation
Finance	06/27/23	No	Info	0.00	8.00		CM Report	Tuition Reimbursement Update
							CM Report	Hicks Lake Monitoring Contract
							Convene to Executive Session	Convene to Executive Session Pursuant to RCW 42.30.110(1)(b) related to property acquisition
Worksession	07/13/23	No		87.00	1.45	137.00	2.28	Agenda
Community Relations	06/05/23	No	Info	0.00	21.00			LaceyLife Overview
Land Use	06/27/23	No	Info	0.00	12.00			Legislative Update - Land Use
Finance	06/27/23	No	Full City	0.00	17.00		TBD	EV Charger Rate Discussion
								TCMedia and Television Production and Programming Services Discussion
Council Meeting	07/20/23	No		54.00	0.90	119.00	1.98	Agenda
							Consent Agenda	Council (7.6.2023)
							Consent Agenda	Disbursement Approval

							Ref from P.C.	Resolution No. 1134 6-Year Transportation Improvement Program (TIP)
							Resolutions	Resolution No 1135: Unopened ROW Vacation Public Hearing
							CM Report	Other Items
Finance	07/25/23	No	Info	0.00	11.00		CM Report	Market at the Depot Update
Finance	07/25/23	No	Info	0.00	22.00		CM Report	Lacey MakerSpace Update
Utilities	07/03/23	No	Info	0.00	22.00		CM Report	Draham Road Annexation
Finance	06/27/23	No	Info	0.00	18.00		CM Report	2024 Budget Calendar
							-2.00	Committees Finance (6.27.2023)
							-2.00	Committees Land Use (6.27.2023)
							-2.00	Committees Community Relations (7.3.2023)
							-2.00	Committees Utilities (7.3.2023)
Worksession	07/27/23	No		85.00	1.42	114.00	1.90	Agenda
								Potential Contract with Dispute Resolution Center
								Land Acknowledgement Policy
								Advisory Board Stipend Program
Finance	07/25/23	No	Info	0.00	29.00			Comprehensive Economic Development Strategy (CEDS) update