



City of Lacey, Washington City Council Regular Meeting Agenda

Refer to the bottom of the agenda for meeting information.

Thursday, October 19, 2023

6:00 PM

Council Chambers and Online

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. 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.

5. Approval of Agenda and Consent Agenda Items:

- A. Council Worksession meeting minutes of September 28, 2023
- B. Council meeting minutes of October 5, 2023
- C. A motion to approve payment of claims, wages, and transfers for September 11, 2023, through October 6, 2023.

6. Public Recognitions and Presentations:

- A. **Lacey Youth Council Report**
Lacey Youth Council Representatives

7. Public Comment:

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

8. Public Hearing:

9. Proclamations:

10. Referral from Planning Commission:

11. Referral from Hearings Examiner:

12. Resolutions:

- A. **Resolution 1139 - In Support of Thurston County Proposition 1**
Dave Schneider, City Attorney
- B. **Resolution 1140 - Related to Thurston County Proposition 1 and Declaring Intent**
Dave Schneider, City Attorney

13. Ordinances:

14. Mayor's Report:

15. City Manager's Report:

- A. **Interlocal Agreement for the Thurston Climate Mitigation Plan**
Linsey Fields, Climate and Sustainability Coordinator
- B. **Contract Award: PW 2022-19 RAC Parking Lot Expansion**
Brett Boogerd, Capital Projects Engineer
- C. **2024 Budget Presentation**
Rick Walk, City Manager

16. Standing General Committees:

17. Other Business:

18. Boards, Commissions and Committee Reports:

- A. Mayor Andy Ryder:
 - 1. Mayors' Forum
 - 2. Thurston Chamber Shared Legislative Committee
 - 3. Transportation Policy Board (TPB)
- B. Deputy Mayor Malcolm Miller:
 - 1. Economic Development Council (EDC)
 - 2. Lodging Tax Advisory Committee (LTAC)
 - 3. Thurston County Coalition Against Trafficking (TCCAT)
 - 4. Thurston Thrives
- C. Councilmember Carolyn Cox:
 - 1. Climate Action Steering Committee
 - 2. LOTT Clean Water Alliance
 - 3. Regional Housing Council
- D. Councilmember Lenny Greenstein:



1. Emergency Medical Services (EMS)
2. TCOMM911

E. Councilmember Michael Steadman:

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

F. Councilmember Ed Kunkel:

1. Joint Animal Services Commission (JASCOM)
2. Lacey South Sound Chamber
3. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB)
4. Solid Waste Advisory Committee (SWAC)

G. Councilmember Robin Vazquez:

1. Intercity Transit Authority
2. Olympic Region Clean Air Agency (ORCAA)
3. Thurston Regional Planning Council (TRPC)
4. Thurston County Board of Health

19. Adjourn

Attendance and Public Comment

Attend Remote or In-Person

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

In-Person	Council Chambers at Lacey City Hall 420 College Street SE, Lacey, WA 98503
Zoom:	https://us02web.zoom.us/webinar/register/WN_pscs6lArTmKjbXuIOJEbhw
Website:	https://cityoflacey.org/government/public-meetings/
Facebook:	https://www.facebook.com/cityoflacey
YouTube:	https://www.youtube.com/watch?v=3yDcA5ku8tw
Cable:	Channel 3 with your local cable provider
Phone:	(888) 788-0099 or (877) 853-5247 (Webinar ID 859 0390 3835)

Verbal Public Comment

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



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

Zoom: Preregister using the following Zoom link no later than two hours prior to the meeting:
https://us02web.zoom.us/webinar/register/WN_pscs6lArTmKjbXulOJEbhw

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

Written Public Comment

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

The commenting period will close two hours before the meeting time.

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

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





City of Lacey, Washington Lacey City Council Worksession Minutes

Thursday, September 28, 2023

6:00 PM

Council Chambers and Online

1. Call to Order

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

2. Roll Call

Council Present

Mayor Andy Ryder
Deputy Mayor Malcolm Miller
Councilmember Carolyn Cox
Councilmember Lenny Greenstein (remote)
Councilmember Michael Steadman
Councilmember Ed Kunkel (remote)
Councilmember Robin Vazquez

Staff Present

Rick Walk, City Manager
Shannon Kelley-Fong, Assistant City Manager
Dave Schneider, City Attorney
Ryan Andrews, Planning Manager
Linsey Fields, Climate and Sustainability Coordinator
Elissa Fontaine, City Clerk

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

Councilmember Vazquez moved to approve the agenda. Councilmember Cox seconded. Motion carried.

5. Agenda Items

A. Public Safety Tax Proposal

Robin Campbell, Interim County Manager
Tye Menser, County Commissioner
Derek Sanders, Thurston County Sheriff

The Thurston County Board of County Commissioners voted on July 27, 2023, to include a resolution on the upcoming general election ballot for a public safety tax resulting in an increase in sales tax of two-tenths of one percent to be dedicated to supporting public safety within the county. Sherriff Sanders highlighted the need to increase deputies within the region. Lacey City Council expressed support of the resolution.

B. Capital Facilities Plan Update

Ryan Andrews, Planning Manager

Julie Bassuk, Partner in Charge, and Beth Batchelder, Project Manager, with Makers Architecture and Urban Design, provided a detailed briefing on the draft Government Facilities Master Plan, and requested feedback and recommendations to be incorporated into the draft Capital Facilities Plan template. Staff anticipate final consideration of adoption will occur by the end of 2023.

C. Interlocal Agreement for the Thurston Climate Mitigation Plan

Linsey Fields, Climate and Sustainability Coordinator

The City adopted the Thurston Climate Mitigation Plan (TCMP) and the current Interlocal Agreement (ILA) in 2021, with the intent of implementing the assessed mitigation actions in the TCMP. In January 2023, a new Interlocal Agreement was developed to replace the existing ILA in order to incorporate the new structure. Staff briefed Council on the updated structure and draft ILA. The ILA will be presented to the full Council for action at a future meeting.



D. Legislative Meeting Processes and Efficiencies: Alternative 1 Review

Shannon Kelley-Fong, Assistant City Manager

Staff reviewed and discussed the four (4) options relating to the next steps in reconstructing the legislative meeting process. Staff recommended moving 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. Council expressed support of the recommended direction.

6. Adjourn

Mayor Ryder adjourned the meeting at 8:19 p.m.





City of Lacey, Washington
City Council Regular Meeting Minutes
Thursday, October 5, 2023 - Council Chambers and Online

1. Call to Order

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

2. Roll Call

Council Present

Mayor Andy Ryder
Deputy Mayor Malcolm Miller (remote)
Councilmember Carolyn Cox
Councilmember Lenny Greenstein
Councilmember Ed Kunkel

Council Excused

Councilmember Michael Steadman
Councilmember Robin Vazquez

Staff Present

Rick Walk, City Manager
Scott Egger, Public Works Director
Shannon Kelley-Fong, Assistant City Manager
Dave Schneider, City Attorney (remote)
Troy Woo, Finance Director
Elissa Fontaine, City Clerk

3. Pledge of Allegiance

4. Land Acknowledgement

5. Approval of Agenda and Consent Agenda Items:

- A. City Council meeting minutes of September 21, 2023
- B. A motion to approve payment of claims, wages, and transfers for September 11, 2023, through September 22, 2023

Councilmember Greenstein moved to approve the agenda and consent agenda. Councilmember Cox seconded. Motion carried.

6. Public Recognitions and Presentations:

7. Public Comment:

8. Public Hearing:

9. Proclamations:

A. Walk to School Month

Kerri Wilson, Walk N Roll Program Supervisor and Employee Transportation Coordinator

Council proclaimed October 2023, as Walk to School Month. Kerri Wilson, Walk N Roll Program Supervisor and Employee Transportation Coordinator with Intercity Transit, accepted the Proclamation.

B. National Disability Employment Awareness Month

Joseph Kasperski, Chief Financial & Operations Officer, Washington State Department of Services for the Blind

Council proclaimed October 2023, as Disability Employment Awareness Month. Cecilia Zamprelli-Jones, Washington State Department of Services for the Blind representative, accepted the proclamation.

C. Hispanic and Latino/a/e/x Heritage Month

Kindra Galan, Education Program Director, Cielo Programs

Mayor Ryder and Council proclaimed September 15 through October 15, 2023, as Hispanic and Latinx Heritage Month. Kindra Galan, Education Program Director of Cielo Programs, accepted the proclamation.

10. Referral from Planning Commission:

11. Referral from Hearings Examiner:



12. Resolutions:

A. Resolution No. 1138: Advisory Board Stipend Program

Shannon Kelley-Fong, Assistant City Manager

Staff advised that in order to try and reduce barriers to participation in government and increase representation on advisory boards, government agencies are introducing stipend programs for advisory body members. Stipends offset costs incurred by participating on the City's advisory bodies. Staff provided an overview of the proposed Stipend Program for Advisory Boards. Pending 2024 Budget funding, the program will be implemented in January 2024.

Councilmember Greenstein moved to approve Resolution 1138 adopting the Advisory Board Stipend Program in the City Council Policies and Procedures Manual. Councilmember Kunkel seconded. Motion carried.

13. Ordinances:

14. Mayor's Report:

A. Planning Commission Appointment: Jeffrey Gadman

Mayor Ryder

Mayor Ryder moved to appoint Jeff Gadman to the Planning Commission. Councilmember Greenstein seconded. Motion carried.

15. City Manager's Report:

A. City of Lacey Wellness Program

Alyssa Dolan-Caret, Human Resources Specialist

Staff presented on the City's Wellness Program and highlighted Committee efforts and events throughout the year.

16. Standing General Committees:

A. Finance and Economic Development Committee - September 26, 2023

Mayor Ryder provided a report on the meeting.

17. Other Business:



18. Boards, Commissions and Committee Reports:

A. Mayor Andy Ryder:

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

Mayor Ryder did not present any reports.

B. Deputy Mayor Malcolm Miller:

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

Deputy Mayor Miller presented reports on the Economic Development Council and Lodging Tax Advisory Committee.

C. Councilmember Carolyn Cox:

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

Councilmember Cox presented a report on the Regional Housing Council.

D. Councilmember Lenny Greenstein:

1. Emergency Medical Services (EMS)



2. TCOMM911

E. Councilmember Michael Steadman:

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

Councilmember Steadman was excused from the meeting.

F. Councilmember Ed Kunkel:

1. Joint Animal Services Commission (JASCOM)
2. Lacey South Sound Chamber
3. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB)
4. Solid Waste Advisory Committee (SWAC)

Councilmember Kunkel presented a report on the Solid Waste Advisory Committee.

G. Councilmember Robin Vazquez:

1. Intercity Transit Authority
2. Olympic Region Clean Air Agency (ORCAA)
3. Thurston Regional Planning Council (TRPC)
4. Thurston County Board of Health

Councilmember Vazquez was excused from the meeting.

19. Convene to Worksession



A. 2024 Budget Workshop

Rick Walk, City Manager

Troy Woo, Finance Director, presented the 2024 Budget in detail. Staff requested Council direction on the following topics:

- Workforce Enhancements
- Water, Wastewater, and Stormwater rate increases
- Rescind Water Utility Rate
- Property Taxes
- Local Human Services Grant Program
- Reserve Discussion
- Thurston County Public Safety Tax

20. Adjourn

Mayor Ryder adjourned the meeting at 8:39 p.m.

MAYOR: _____

ATTESTED BY CITY CLERK: _____

DATE APPROVED: _____





LACEY CITY COUNCIL MEETING

October 19, 2023

SUBJECT: Disbursement Approval

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

STAFF CONTACT: Troy Woo, Finance Director

ORIGINATED BY: Troy Woo, Finance Director *TW*
Alix Turcotte, Senior Accountant *AT*
Carrie Bode, Accounting Technician *CB*

BACKGROUND:

The action requested of the City Council is by motion to approve payment of claims, wages and transfers for 9/11/2023 through 10/06/2023. The disbursements consist of the following:

Checks:	<u>Week of</u>	<u>Beg. Check No.</u>	<u>End. Check No.</u>	<u>Amount</u>
	9/29/2023	271955	272030	182,017.12
	*9/29/2023	272031	272034	2,091.02
	10/06/2023	272035	272126	1,511,247.38

Electronic Transfers:	<u>Week of</u>	<u>Amount</u>
	9/11/2023	44,665.23
	9/28/2023	164.45
	9/29/2023	661,791.22
	*9/29/2023	17,986.84
	*9/29/2023	1,734,445.16
	9/29/2023	64,188.95
	10/03/2023	13,726.75
	10/05/2023	192.80
	10/06/2023	368,440.08

Payroll:	<u>Month Ended</u>	<u>Wages</u>
	*9/29/2023	1,978,611.82

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

Significant Disbursements:

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
Miles Resources LLC	\$ 426,887.60	2023 Mullen Rd Sewer
Phoenix Fabricators	\$ 79,778.43	T Cargil Reservoir
Olympia-CARPFD	\$ 64,188.95	Capital Area Regional PFD
Consor North America Inc	\$ 73,716.05	Lift Station Consulting
Lott Wastewater Alliance	\$ 160,775.03	LOTT Reserve Capacity Sept 2023
Lott Wastewater Alliance	\$ 1,194,508.66	September 2023 ERU's



LACEY CITY COUNCIL MEETING

October 19, 2023

SUBJECT: Public meeting to consider the proposed Thurston County Proposition 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security (“Proposition 1”).

RECOMMENDATION:

1. Conduct a public meeting at which citizens or groups may speak in favor or in opposition to the proposed Thurston County Proposition 1.
2. Consider a motion to adopt Resolution No. 1139 in support of Proposition 1.
3. Consider a motion to adopt Resolution No. 1140 declaring the City Council’s intent to use any distribution from Proposition 1 for law enforcement purposes.

STAFF CONTACT: Rick Walk, City Manager 
Dave Schneider, City Attorney 

ORIGINATED BY: Thurston County

ATTACHMENTS:

1. Council Policies – Procedures, Section 5.07
2. Proposed Resolution No. 1139
3. Proposed Resolution No. 1140

FISCAL NOTE: None

WORK PLAN GOAL AND STRATEGY: A Safe and Secure Community - (H)(12)

PRIOR REVIEW: October 5, 2023 Council Worksession.
October 12, 2023 Council Worksession.

BACKGROUND:

Thurston County placed Proposition 1 – Public Safety Tax upon the forthcoming November 7, 2023 ballot. Proposition 1 calls for a sales and use tax for Law enforcement protection, corresponding prosecution and public defense services, and elections security. Proposition 1 proposes an additional sales and use tax rate of two-tenths of one percent. 60% of the tax would be distributed to the County, while the remaining 40% would be distributed to the cities in the county on a per-capita basis. The County has indicated it would use up to 75% of its distribution for law enforcement protection, including hiring additional sheriff deputies and associated infrastructure. Up to 25% of the County distribution would be used for additional prosecution and proportionate public defense services, and elections security infrastructure.

At the October 5, 2023 Council Worksession, Thurston County Commissioner Tye Mesner, Thurston County Sheriff Derek Sanders, and Acting County Manager Robin Campbell briefed the Council on the Proposition 1 ballot measure and the challenges of county-wide law enforcement without adequate staffing. As part of the discussion, a request was made for the City Council to consider a resolution in support of the measure.

At the October 12, 2023 Council Worksession, the City Council directed staff to prepare a resolution in support of Proposition 1 to be considered by the Council at the October 19, 2023 Council meeting. The City Council also directed staff to prepare a resolution declaring the Council's intent to use any potential distribution for law enforcement purposes.

RCW 42.17.555 authorizes a legislative body to express its support or opposition to a ballot measure provided: 1) notice of the meeting includes the title and number of the ballot proposition; and 2) members of the public are afforded an approximately equal opportunity for the expression of an opposing view. Section 5.07 of the City Council Policies – Procedure Manual provides in part that the Council will consider requests to take official action in support of or in opposition to an issue when the issue in question has a direct economic or substantive impact on the Lacey community and is of importance and interest to a broad cross-section of Lacey residents.

ADVANTAGES:

1. In compliance with RCW 42.17A.555 and Council Policies - Procedures, the public will be afforded an equal opportunity for the expression of support or opposition related to any Council resolution in support of the proposed Thurston County Proposition 1 –

Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security.

DISADVANTAGES:

1. None.

RESOLUTION NO. 1139

CITY OF LACEY

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LACEY IN SUPPORT OF THURSTON COUNTY PROPOSITION 1 – SALES AND USE TAX FOR LAW ENFORCEMENT PROTECTION, CORRESPONDING PROSECUTION AND PUBLIC DEFENSE SERVICES AND ELECTIONS SECURITY.

WHEREAS, Thurston County Proposition No. 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security (“Proposition 1”), will be presented to Thurston County voters at the general election to be held on November 7, 2023; and

WHEREAS, Proposition 1 would authorize an additional sales and use tax rate of two-tenths of one percent for law enforcement protection, corresponding prosecution and public defense services, and elections security; and

WHEREAS, the Thurston County Sheriff’s Office is in need of more law enforcement officers and services to patrol the county and keep the community safe; and

WHEREAS, Thurston County has indicated it would use up to 75% of the additional tax distribution for law enforcement protection, including hiring additional sheriff deputies and associated infrastructure and up to 25% of the distribution would be used for additional prosecution and proportionate public defense services, and elections security infrastructure; and

WHEREAS, ensuring the protection and safety of the residents of Lacey is an essential priority; and

WHEREAS, Proposition 1 would have a direct economic and substantive impact on the Lacey community and is of importance and interest to a broad cross-section of Lacey residents; and

WHEREAS, On October 19, 2023, the City Council held a public meeting pursuant to the provisions of RCW 42.17A.555(1), at which meeting members of the public were afforded an equal opportunity for the expression of an opposing view of Thurston County Proposition 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, that the City Council is in support of Thurston County Proposition No. 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security, and encourages voters to approve this Proposition on November 7, 2023.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, this 19th day of October, 2023.

LACEY CITY COUNCIL

By _____
Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

RESOLUTION NO. 1140

CITY OF LACEY

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LACEY RELATED TO THURSTON COUNTY PROPOSITION NO. 1 – SALES AND USE TAX FOR LAW ENFORCEMENT PROTECTION, CORRESPONDING PROSECUTION AND PUBLIC DEFENSE SERVICES AND ELECTIONS SECURITY, AND DECLARING ITS INTENT TO USE ANY DISTRIBUTED FUNDS FOR LAW ENFORCEMENT PURPOSES.

WHEREAS, Thurston County Proposition No. 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security (“Proposition 1”), will be presented to Thurston County voters at the general election to be held on November 7, 2023; and

WHEREAS, Proposition 1 would authorize an additional sales and use tax rate of two-tenths of one percent for law enforcement protection, corresponding prosecution and public defense services, and elections security; and

WHEREAS, On October 19, 2023, the City Council passed Resolution 1139 in support of Proposition 1 and encouraging voters to approve the Proposition on November 7, 2023; and

WHEREAS, if approved by the voters, 60% of the tax would be distributed to the County, while the remaining 40% would be distributed to the cities in the county on a per-capita basis; and

WHEREAS, ensuring the protection and safety of the residents of Lacey is an essential priority; and

WHEREAS, the City of Lacey has identified the need for additional law enforcement personnel, to secure permanent funding for certain existing succession planning law enforcement positions, to continue social and support services as part of the law enforcement response, and to identify funding for the operations and maintenance of the new Police Station facility; and

WHEREAS, Proposition 1 would have a direct economic and substantive impact on the Lacey community and is of importance and interest to a broad cross-section of Lacey residents.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, that any taxes distributed to the City of Lacey as a result of the

passage of Thurston County Proposition No. 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security, will be received into the City’s Criminal Justice account and restricted for law enforcement purposes.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, this 19th day of October, 2023.

LACEY CITY COUNCIL

By _____

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney



LACEY CITY COUNCIL MEETING

October 19, 2023

SUBJECT: Public meeting to consider the proposed Thurston County Proposition 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security (“Proposition 1”).

RECOMMENDATION:

1. Conduct a public meeting at which citizens or groups may speak in favor or in opposition to the proposed Thurston County Proposition 1.
2. Consider a motion to adopt Resolution No. 1139 in support of Proposition 1.
3. Consider a motion to adopt Resolution No. 1140 declaring the City Council’s intent to use any distribution from Proposition 1 for law enforcement purposes.

STAFF CONTACT: Rick Walk, City Manager 
Dave Schneider, City Attorney 

ORIGINATED BY: Thurston County

ATTACHMENTS:

1. Council Policies – Procedures, Section 5.07
2. Proposed Resolution No. 1139
3. Proposed Resolution No. 1140

FISCAL NOTE: None

WORK PLAN GOAL AND STRATEGY: A Safe and Secure Community - (H)(12)

PRIOR REVIEW: October 5, 2023 Council Worksession.
October 12, 2023 Council Worksession.

BACKGROUND:

Thurston County placed Proposition 1 – Public Safety Tax upon the forthcoming November 7, 2023 ballot. Proposition 1 calls for a sales and use tax for Law enforcement protection, corresponding prosecution and public defense services, and elections security. Proposition 1 proposes an additional sales and use tax rate of two-tenths of one percent. 60% of the tax would be distributed to the County, while the remaining 40% would be distributed to the cities in the county on a per-capita basis. The County has indicated it would use up to 75% of its distribution for law enforcement protection, including hiring additional sheriff deputies and associated infrastructure. Up to 25% of the County distribution would be used for additional prosecution and proportionate public defense services, and elections security infrastructure.

At the October 5, 2023 Council Worksession, Thurston County Commissioner Tye Mesner, Thurston County Sheriff Derek Sanders, and Acting County Manager Robin Campbell briefed the Council on the Proposition 1 ballot measure and the challenges of county-wide law enforcement without adequate staffing. As part of the discussion, a request was made for the City Council to consider a resolution in support of the measure.

At the October 12, 2023 Council Worksession, the City Council directed staff to prepare a resolution in support of Proposition 1 to be considered by the Council at the October 19, 2023 Council meeting. The City Council also directed staff to prepare a resolution declaring the Council's intent to use any potential distribution for law enforcement purposes.

RCW 42.17.555 authorizes a legislative body to express its support or opposition to a ballot measure provided: 1) notice of the meeting includes the title and number of the ballot proposition; and 2) members of the public are afforded an approximately equal opportunity for the expression of an opposing view. Section 5.07 of the City Council Policies – Procedure Manual provides in part that the Council will consider requests to take official action in support of or in opposition to an issue when the issue in question has a direct economic or substantive impact on the Lacey community and is of importance and interest to a broad cross-section of Lacey residents.

ADVANTAGES:

1. In compliance with RCW 42.17A.555 and Council Policies - Procedures, the public will be afforded an equal opportunity for the expression of support or opposition related to any Council resolution in support of the proposed Thurston County Proposition 1 –

Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security.

DISADVANTAGES:

1. None.

RESOLUTION NO. 1139

CITY OF LACEY

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LACEY IN SUPPORT OF THURSTON COUNTY PROPOSITION 1 – SALES AND USE TAX FOR LAW ENFORCEMENT PROTECTION, CORRESPONDING PROSECUTION AND PUBLIC DEFENSE SERVICES AND ELECTIONS SECURITY.

WHEREAS, Thurston County Proposition No. 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security (“Proposition 1”), will be presented to Thurston County voters at the general election to be held on November 7, 2023; and

WHEREAS, Proposition 1 would authorize an additional sales and use tax rate of two-tenths of one percent for law enforcement protection, corresponding prosecution and public defense services, and elections security; and

WHEREAS, the Thurston County Sheriff’s Office is in need of more law enforcement officers and services to patrol the county and keep the community safe; and

WHEREAS, Thurston County has indicated it would use up to 75% of the additional tax distribution for law enforcement protection, including hiring additional sheriff deputies and associated infrastructure and up to 25% of the distribution would be used for additional prosecution and proportionate public defense services, and elections security infrastructure; and

WHEREAS, ensuring the protection and safety of the residents of Lacey is an essential priority; and

WHEREAS, Proposition 1 would have a direct economic and substantive impact on the Lacey community and is of importance and interest to a broad cross-section of Lacey residents; and

WHEREAS, On October 19, 2023, the City Council held a public meeting pursuant to the provisions of RCW 42.17A.555(1), at which meeting members of the public were afforded an equal opportunity for the expression of an opposing view of Thurston County Proposition 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, that the City Council is in support of Thurston County Proposition No. 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security, and encourages voters to approve this Proposition on November 7, 2023.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, this 19th day of October, 2023.

LACEY CITY COUNCIL

By _____
Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

RESOLUTION NO. 1140

CITY OF LACEY

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LACEY RELATED TO THURSTON COUNTY PROPOSITION NO. 1 – SALES AND USE TAX FOR LAW ENFORCEMENT PROTECTION, CORRESPONDING PROSECUTION AND PUBLIC DEFENSE SERVICES AND ELECTIONS SECURITY, AND DECLARING ITS INTENT TO USE ANY DISTRIBUTED FUNDS FOR LAW ENFORCEMENT PURPOSES.

WHEREAS, Thurston County Proposition No. 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security (“Proposition 1”), will be presented to Thurston County voters at the general election to be held on November 7, 2023; and

WHEREAS, Proposition 1 would authorize an additional sales and use tax rate of two-tenths of one percent for law enforcement protection, corresponding prosecution and public defense services, and elections security; and

WHEREAS, On October 19, 2023, the City Council passed Resolution 1139 in support of Proposition 1 and encouraging voters to approve the Proposition on November 7, 2023; and

WHEREAS, if approved by the voters, 60% of the tax would be distributed to the County, while the remaining 40% would be distributed to the cities in the county on a per-capita basis; and

WHEREAS, ensuring the protection and safety of the residents of Lacey is an essential priority; and

WHEREAS, the City of Lacey has identified the need for additional law enforcement personnel, to secure permanent funding for certain existing succession planning law enforcement positions, to continue social and support services as part of the law enforcement response, and to identify funding for the operations and maintenance of the new Police Station facility; and

WHEREAS, Proposition 1 would have a direct economic and substantive impact on the Lacey community and is of importance and interest to a broad cross-section of Lacey residents.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, that any taxes distributed to the City of Lacey as a result of the

passage of Thurston County Proposition No. 1 – Sales and Use Tax for Law Enforcement Protection, Corresponding Prosecution and Public Defense Services and Elections Security, will be received into the City’s Criminal Justice account and restricted for law enforcement purposes.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, this 19th day of October, 2023.

LACEY CITY COUNCIL

By _____

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney



LACEY CITY COUNCIL
October 19, 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: **Motion to:** Authorize the City Manager to sign the necessary agreements to effectuate an Interlocal Agreement with Thurston County and the cities of Olympia & Tumwater.

TO: Lacey City Council

STAFF CONTACT: Rick Walk, City Manager *RW*
Grant Beck, Planning and Development Services Manager *GB*
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: A budget amendment is not required. Funding is identified in budgeted Climate Action funds.
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, Lacey City Council worksession 9/28/2023.

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 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.

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.

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.

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

Option 1: Authorize the City Manager to sign the ILA for the Thurston Climate Mitigation Collaborative.

Option 2: Do not authorize the City Manager to sign the ILA for the Thurston Climate Mitigation Collaborative.

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.

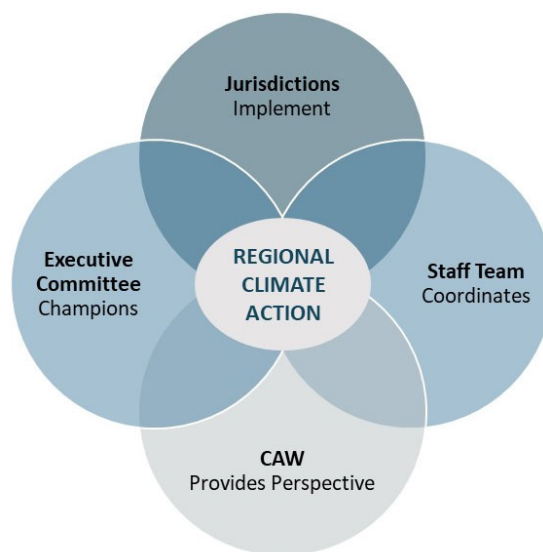
Jurisdiction plans may be shared through the optional **Jurisdiction Work Program** – an optional document describing annual activities that will be undertaken by an individual jurisdiction in that year to advance implementation of the Thurston Climate Mitigation Plan.

- **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 MEETING October 19th, 2023

SUBJECT: RAC Parking Lot Expansion

RECOMMENDATION: Motion to award Lacey Contract Number PW 2022-19 to low bidder Miles Resources, LLC of Puyallup, Washington in the amount of \$2,990,224.42.

STAFF CONTACT: Rick Walk, City Manager *RW*
Scott Egger, P.E., Public Works Director *SE*
Jen Burbidge, Parks, Culture and Recreation Director *JB*
Aubrey Collier, P.E., S.E., City Engineer *AC*
Ashley Smith, P.E., Design and Construction Manager *AS*
Lisa Hull, Project Administrator *LH*
Brett Boogerd, Capital Project Engineer *BB*

ORIGINATED BY: Public Works Department

ATTACHMENTS: NONE

FISCAL NOTE: The RAC Parking Lot Expansion project was anticipated and included in the 2023 approved and 2024 proposed budget. Funding for the project is provided under the fund code PR21PL, RAC Capital Fund 307-0106-576.62-21, and Arterial Streets 102-4101-595.90-03, respectively.

WORK PLAN GOAL AND STRATEGY: Vibrant & Diverse Economy - (F)
Quality Transportation & Infrastructure – (J)

PRIOR REVIEW: This project has been reviewed by Council on several occasions, most recently at the June 6th Transportation Committee. The design for this project was included in the Parks, Culture & Recreation Board (Parks Board) Work Plan in 2021 and the project construction was included in the Parks Board 2022 & 2023 Work Plans.

BACKGROUND:

This contract provides for the expansion of the RAC parking lot at the southeast corner of Steilacoom Road and Marvin Road to include, but not limited to: Grading, paving, striping, stormwater, illumination, landscaping, CCTV infrastructure installation, installation of (6) Type 3 electrical vehicle charging stations, and other construction work.

The project was advertised for almost three weeks and bids were opened on October 5, 2023. Fourteen (14) bids were received. The bids ranged from a low of \$2,990,224.42 to a high of \$3,952,312.38. Miles Resources, LLC of Puyallup, Washington, is low bidder at \$2,990,224.42. One proposal was considered irregular and was rejected. A Bid Summary Sheet is attached.

Miles Resources, LLC is qualified and capable of performing the work. Start date of the project is anticipated to be winter of 2023/2024, and there are 170 working days allotted. The contract stipulates use of the parking area by the City no later than May 17th, 2024.

ADVANTAGES:

1. Provide additional needed parking for RAC visitors, including busses.
2. Improved frontage and multimodal transportation connectivity along Steilacoom Rd.
3. The project will provide electric vehicle charging stations.

DISADVANTAGES:

1. Temporary closure of existing gravel lot during construction.
2. Minor traffic disruptions along Steilacoom Rd during construction.

**CITY OF LACEY
RAC Parking Lot Expansion
PW 2022-19**

CONTRACTOR	LOCATION	BID	POS.
Miles Resources, LLC	Puyallup, WA	\$ 2,990,224.42	1
Active Construction Inc	Puyallup, WA	\$ 2,996,996.00	2
Nordland Construction NW	Nordland, WA	\$ 3,188,370.99	3
P & A Civil, LLC	Tacoma, WA	\$ 3,269,665.40	4
SCI Infrastructure, LLC	SeaTac, WA	\$ 3,350,019.27	5
Granite Construction Company	Olympia, WA	\$ 3,566,102.88	6
Midway Underground	Toledo, WA	\$ 3,588,808.87	7
Tucci & Sons Inc	Tacoma, WA	\$ 3,658,855.10	8
Northwest Cascade, Inc	Tacoma, WA	\$ 3,713,704.89	9
Rodarte Construction, Inc.	Auburn, WA	\$ 3,741,305.49	10
Ceccanti	Tacoma, WA	\$ 3,816,004.45	11
OSG Dozing, INC	Olympia, WA	\$ 3,905,935.73	12
Rognlin's Inc	Aberdeen, WA	\$ 3,927,301.13	13
Nisqually Construction Services, LLC	Olympia, WA	REJECTED	14
ENGINEER'S ESTIMATE: \$4,051,095.05			