

**CITY COUNCIL**

ANDY RYDER

Mayor

MALCOLM MILLER

Deputy Mayor

LENNY GREENSTEIN

MICHAEL STEADMAN

CAROLYN COX

ED KUNKEL

ROBIN VAZQUEZ

CITY MANAGER

SCOTT SPENCE

LACEY CITY COUNCIL AGENDA**APRIL 7, 2022****6:00 P.M.****REMOTE AND IN PERSON ATTENDANCE**

The Lacey City Council meeting will be conducted both remote and in person.

The public may attend the meeting in person in the Council Chambers at Lacey City Hall, 420 College Street SE, Lacey, Washington, or you may view or listen to the meeting by using one of the following platforms: [Live Meetings](#), [YouTube](#), [Facebook](#), Thurston Community Media, Channel 3 with your local cable provider, or Zoom: <https://us02web.zoom.us/j/89441514930>

The public may listen to the meeting via telephone by dialing toll-free: **(888) 788-0099** or **(877) 853-5247** - when prompted enter Webinar ID **841 9545 3307**

CALL TO ORDER:

1. **PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF AGENDA & CONSENT AGENDA ITEMS***
 - A. [Council Worksession minutes of March 10, 2022](#)
 - B. [Council Meeting minutes of March 17, 2022](#)
 - C. [A motion to approve payment of claims, wages, and transfers for March 10, 2022, through March 31, 2022](#)

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

3. PUBLIC RECOGNITIONS AND PRESENTATIONS:

- A. Public Service Award to Ken Balsely (Mayor Ryder)

4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA****VERBAL PUBLIC COMMENT IN PERSON OR REMOTE**

Persons wishing to provide verbal public comment on items NOT on the agenda may do so in person or remote. *In person:* Register at the meeting using the sign-up sheet in the Council Chambers. *Remote:* Preregister to speak at https://us02web.zoom.us/webinar/register/WN_Q8U4aq_qTXecczpDnVHeHQ. Instructions and access details will be provided once registration is complete. Registration for remote verbal public comment closes at 4:00 p.m. on April 7, 2022.

WRITTEN PUBLIC COMMENT

Public comments may also be submitted by email to publiccomment@ci.lacey.wa.us. 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. The commenting period will close at 4:00 p.m. on April 7, 2022

5. **PUBLIC HEARING:**
6. **PROCLAMATIONS:**
 - A. [Earth Month Proclamation](#) (*Linsey Fields, Water Resources Specialist*)
 - B. [Arbor Month Proclamation](#) (*Linsey Fields, Water Resources Specialist*)
 - C. [Child Abuse Awareness and Prevention Month](#) (*Shelly Willis, Executive Director, Family Education and Support Services*)
7. **REFERRAL FROM PLANNING COMMISSION:**
8. **REFERRAL FROM HEARINGS EXAMINER:**
9. **RESOLUTIONS:**
10. **ORDINANCES:**
 - A. [Ordinance No. 1619 – 2022 Budget Amendment](#) (*Troy Woo, Finance Director*)
11. **MAYOR'S REPORT:**
12. **CITY MANAGER'S REPORT:**
13. **STANDING GENERAL COMMITTEE:**
 - A. [Finance & Economic Development Committee](#) (03.22.2022)
 - B. [Land Use & Environment Committee](#) (03.22.2022)
 - C. [General Government & Public Safety Committee](#) (03.22.2022)
14. **OTHER BUSINESS:**
15. **BOARDS, COMMISSIONS AND COMMITTEE REPORTS:**
 - A. Mayor Andy Ryder:
 1. Mayors' Forum
 2. Thurston Chamber Shared Legislative Committee
 3. Transportation Policy Board (TPB)
 - B. Deputy Mayor Malcolm Miller:
 1. Economic Development Council (CDC)
 2. Lodging Tax Advisory Committee (LTAC)
 3. Thurston County Coalition Against Trafficking (TCCAT)
 4. Thurston Thrives
 - C. Councilmember Carolyn Cox:
 1. Climate Action Steering Committee
 2. LOTT Clean Water Alliance
 3. Regional Housing Council
 - D. Councilmember Lenny Greenstein:
 1. Emergency Medical Services (EMS)
 2. TCOMM911
 - E. Councilmember Michael Steadman:
 1. Community Action Council
 2. Nisqually River Council
 3. Thurston County Law & Justice Council

F. Councilmember Ed Kunkel:

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

G. Councilmember Robin Vazquez:

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

MINUTES OF THE LACEY CITY COUNCIL WORKSESSION

THURSDAY, MARCH 10, 2022

6:00 P.M. – 6:39 P.M.

REMOTE ONLY

To hear the full discussion of a specific topic, or the complete meeting, watch the recorded meeting available on YouTube – https://youtube.com/watch?v=T4WLh_52PBI

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

STAFF PRESENT: S. KELLEY-FONG, S. HOCK, E. FONTAINE

ACTION: APPROVE WORKSESSION AGENDA

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

JOINT ANIMAL SERVICES UPDATE

STAFF: SARAH HOCK, EXECUTIVE DIRECTOR

ACTION: INFORMATION ONLY

Sarah Hock, Executive Director of Joint Animal Services, provided a review of agency progress and accomplishments over the last two years.

Joint Animal Services is Thurston County's primary regional animal shelter and animal control agency. Established in 1977, the cities of Lacey, Olympia, Tumwater and unincorporated Thurston County fund Animal Services. Joint Animal Services currently serves 774 square miles of urban and rural terrain, and a total population of 280,970.

Staff provided 2020-2021 Data and Statistics, Field Response, and highlighted an End of Year Summary for 2021.

2021 Accomplishments Included:

- Updated Technology
 - o Shelter Management Software
 - o Phone System
 - o Virtual Waitlist and Queue Management App

- Pet Store Ordinance
 - o In 2021, the cities of Olympia, Lacey, and Tumwater adopted a pet store ordinance banning the retail sales of dogs and cats
- Volunteer Programs
 - o New volunteer software
 - o Moved onboarding of fosters and volunteers to an online format
- Adoption Event
 - o A large scale adoption event sponsored by the BISSELL Pet Foundation
 - o 85 pets adopted:
 - 65 Cats
 - 19 Dogs
 - 1 Iguana
- Launched New Licensing Portal

Staff also reviewed the beginning stages of creating a medical area and surgery suite, and presented the 5-year Strategic Plan.

COUNCIL TRAVEL

PRESENTERS: CITY COUNCIL

ACTION: INFORMATION ONLY

Every year, Council identifies travel obligations for the year. Historically by the first Council Worksession in March, Councilmembers will project which conferences they wish to attend during the calendar year as a good faith estimate of total training and travel costs.

Council directed staff to create a centralized list of the conferences and their locations. Mayor Ryder recommended Councilmembers identify their travel by the end of April.



MINUTES OF A REGULAR MEETING OF THE LACEY CITY COUNCIL THURSDAY, MARCH 17, 2022, REMOTE ATTENDANCE

To hear Council's full discussion of a specific topic, or the complete meeting, watch the video-stream available on YouTube – <https://youtu.be/dOGal59NOx0>

CALL TO ORDER

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

1. PLEDGE OF ALLEGIANCE

Mayor Ryder led the Pledge of Allegiance.

Council Present:

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

Staff Present:

Scott Spence, City Manager
Robert Almada, Chief of Police
Jen Burbidge, Parks, Culture & Recreation Director
Scott Egger, Public Works Director
Mary Ann Hardie, Human Resources Director
Shannon Kelley-Fong, Assistant City Manager
Dave Schneider, City Attorney
Rick Walk, Community & Economic Development Director
Troy Woo, Finance Director
Puna Clarke, Utility Engineer
Jason Kashani, Utility Engineer
Ashley Smith, Capital Projects Engineer
Peri Edmonds, City Clerk

2. APPROVAL OF AGENDA AND CONSENT AGENDA

Consent Agenda Items:

- A. Council Worksession minutes of February 24, 2022.
- B. Council Meeting minutes of March 3, 2022.
- C. A motion to approve payment of claims, wages and transfers for February 25, 2022, through March 9, 2022.

MAYOR RYDER MOVED TO AMEND THE AGENDA TO REMOVE AGENDA ITEM 7.A-ORDINANCE NO. 1617 RELATING TO TREE REGULATION REVISIONS AND ADD TO A FUTURE WORKSESSION FOR DISCUSSION. COUNCILMEMBER KUNKEL SECONDED. MOTION CARRIED.

COUNCILMEMBER COX MOVED TO APPROVE THE AMENDED AGENDA AND CONSENT AGENDA. COUNCILMEMBER GREENSTEIN SECONDED. MOTION CARRIED.

3. PUBLIC RECOGNITIONS AND PRESENTATIONS

- A. **Lacey Youth Council Report:** Ryen Hill, Lacey Youth Council Social Media Project Manager, reported on the Cultural Celebration, meeting in-person, and current projects.
- B. **Timberland Regional Library – State of the Library:** Cheryl Heywood, Executive Director of the Timberland Regional Library, presented the 2021 State of the Library and 2022 initiatives.

4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

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

No verbal public comments were provided.

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

Four (4) written public comments were received and will be made part of the meeting record.

5. PUBLIC HEARING

6. PROCLAMATIONS

- A. **American Red Cross Month.** Mayor Ryder and Council proclaimed the month of March as American Red Cross month. Daniel Wirth, Executive Director of the American Red Cross, and Justin Mears, American Red Cross Board Member and local representative, accepted the proclamation.

7. REFERRAL FROM PLANNING COMMISSION

- A. **Ordinance No. 1617 – LMC 14.32 Tree Regulation Revisions.** This item was removed from the agenda and will be forwarded to a Worksession for discussion.

8. REFERRAL FROM HEARINGS EXAMINER

9. RESOLUTIONS

10. ORDINANCES

- A. **Ordinance No. 1617 – LMC 14.32 Tree Regulations Revisions:** This item was removed from the agenda and will be forwarded to a Worksession for discussion (see Agenda Item 7.A).
- B. **Ordinance No. 1618 – Lake Lois Pacific Avenue Annexation:** Ryan Andrews, Planning Manager, presented Ordinance No. 1618 approving the Lake Lois Pacific Avenue annexation and establishing zoning for the property, with an effective date of June 1, 2022.

COUNCILMEMBER STEADMAN MOVED TO APPROVE ORDINANCE NO. 1618 APPROVING THE LAKE LOIS PACIFIC AVENUE ANNEXATION WITH AN EFFECTIVE DATE OF JUNE 1, 2022. COUNCILMEMBER COX SECONDED. MOTION CARRIED.

11. MAYOR'S REPORT

- A. **Recommend the reappointment of Sarah Daniels to the Board of Parks Commissioners:** Mayor Ryder recommended the reappointment of Sarah Daniels.

MAYOR RYDER MOVED TO APPROVE THE REAPPOINTMENT OF SARAH DANIELS TO THE BOARD OF PARKS COMMISSIONERS. COUNCILMEMBER GREENSTEIN SECONDED. MOTION SECONDED.

Mayor Ryder updated Council on the recent National League of Cities conference in Washington DC.

12. CITY MANAGER'S REPORT

- A. **Bid Award for Terry Cargil Reservoir:** Puna Clarke, Utility Engineer, presented a request to award Lacey Contract Number PW 2019-32 to low bidder Phoenix Fabricators & Erectors, LLC in the amount of \$8,456,619.97 for the construction of the Terry Cargil Reservoir.

COUNCILMEMBER STEADMAN MOVED TO AWARD LACEY CONTRACT NUMBER PW 2019-32 TO LOW BIDDER PHOENIX FABRICATORS & ERECTORS, LLC IN THE AMOUNT OF \$8,456,619.97. COUNCILMEMBER KUNKEL SECONDED. MAYOR RYDER, AND COUNCILMEMBERS COX, KUNKEL, MILLER, GREENSTEIN, AND VAZQUEZ VOTED IN FAVOR. COUNCILMEMBER STEADMAN ABSTAINED DUE TO A POTENTIAL CONFLICT OF INTEREST. MOTION CARRIED.

- B. **Bid Award for Lift Station 12 Abandonment:** Jason Kashani, Utility Engineer, presented a request to award Lacey Contract number PW 2021-16 to low bidder Northwest Cascade, Inc. in the amount of \$787,751.11 for the abandonment of Lift Station 12.

COUNCILMEMBER VAZQUEZ MOVED TO AWARD LACEY CONTRACT NUMBER PW 2021-16 TO LOW BIDDER NORTHWEST CASCADE, INC. IN THE AMOUNT OF \$787,751.11. DEPUTY MAYOR MILLER SECONDED. MOTION CARRIED.

- C. **Memorandum of Understanding with St. Martin's Abbey for Property Purchase:** Ashley Smith, Capital Projects Engineer, presented a Memorandum of Understanding between the City and St. Martin's Abbey for the purchase of 11.96 acres for the construction and operation of police stations.

COUNCILMEMBER GREENSTEIN MOVED TO AUTHORIZE THE CITY MANAGER TO SIGN THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LACEY AND ST. MARTIN'S ABBEY FOR THE PURCHASE OF 11.96 ACRES FOR THE CONSTRUCTION AND OPERATION OF A POLICE STATION. DEPUTY MAYOR MILLER SECONDED. MOTION CARRIED.

Scott Spence, City Manager, reported the following Interlocal Agreement was signed pursuant to Resolution 1067 and the Interlocal Agreement Approval Process Policy:

- Interlocal Agreement between the City of Lacey and the Department of Ecology for \$3,000 to assist with homeless encampment located on DOE property.

13. STANDING COMMITTEES

- A. Finance & Economic Development Committee
Mayor Ryder reported on the February 22, 2022, meeting.

B. Land Use Committee

Councilmember Cox reported on the February 22, 2022, meeting.

C. Community Relations & Public Affairs Committee

Councilmember Kunkel reported on the March 7, 2022, meeting.

14. OTHER BUSINESS

15. BOARDS, COMMISSIONS AND COMMITTEE REPORTS

A. Mayor Ryder

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

B. Deputy Mayor Miller

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

C. Councilmember Cox

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

D. Councilmember Greenstein

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

E. Councilmember Steadman

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

F. Councilmember Kunkel

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

G. Councilmember Vazquez

1. Intercity Transit – **report made**
2. Olympic Region Clean Air Agency – **report made**
3. Thurston Regional Planning Council – **report made**

16. ADJOURN

Mayor Ryder adjourned the Council Meeting at 7:35 p.m.

MAYOR: _____

ATTESTED BY CITY CLERK: _____

DATE APPROVED: _____



LACEY CITY COUNCIL MEETING

April 7, 2022

SUBJECT: Disbursement Approval

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

STAFF CONTACT: Troy Woo, Finance Director 

ORIGINATED BY: Troy Woo, Finance Department

BACKGROUND:

The action requested of the City Council is by motion to approve payment of claims, wages and transfers for 3/10/2022 through 3/31/2022. The disbursements consist of the following:

Checks:	<u>Week of</u>	<u>Beg. Check No.</u>	<u>End. Check No.</u>	<u>Amount</u>
	3/11/2022	262382	262514	359,101.12
	3/18/2022	262515	262636	262,256.25
	3/25/2022	262637	262779	212,296.84

Electronic Transfers:	<u>Week of</u>	<u>Amount</u>
	3/8/2022	62.40
	3/9/2022	16,260.50
	3/11/2022	267,429.73
	3/14/2022	2,162.69
	3/14/2022	31,143.13
	3/15/2022	240.00
	3/15/2022	4,770.17
	3/17/2022	121.70
	3/18/2022	170,461.15
	3/22/2022	189.00
	3/25/2022	270,048.08
	3/31/2022	49,826.42

Significant Disbursements:

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
Century Communities, Inc.	\$ 61,921.00	Long Lake Meadows Swr. Reimburse
MurraySmith, Inc.	\$ 61,915.98	PH Treat.,Madrona Wells,Liftstation3
Simmon's&Sons Contract.	\$ 100,254.38	2021 Sidewalk Repair
Tacoma Pump & Drilling	\$ 58,727.61	Source 4 Rehabilitation

Puget Sound Energy	\$ 99,065.68	Utilities
Baker Underground & Const	\$ 111,499.20	Lift Station Awnings

CITY OF LACEY

Official Proclamation

WHEREAS, Earth Day was created 52 years ago, recognizing the importance for everyone to protect the planet on which we live; and

WHEREAS, all life forms on Earth have a right to a healthy, sustainable environment; and

WHEREAS, the global community now faces extraordinary challenges such as environmental degradation, global health issues, climate change, food, and water shortages; and

WHEREAS, all of us have an obligation to preserve the Earth's beauty as well as its resources, this obligation extends not only to today's generation but also to the future generations who will inherit our planet from us; and

WHEREAS, Lacey, exemplifies the ethos of Earth Month by its continued commitment to conserving water and energy, reducing carbon emissions and waste, and maintaining its Tree City USA designation; and

WHEREAS, as we proclaim Earth Month, we recognize our obligation to live up to the significance of environmental stewardship every day; and

NOW, THEREFORE, I, Andy Ryder, Mayor of the City of Lacey, on behalf of the City Council, do hereby proclaim the month of April 2022, as

Earth Month

in the City of Lacey, and I encourage all citizens to be aware of their impacts on our environment and to participate in stewardship opportunities to preserve local resources.



Mayor Andy Ryder
April 7, 2022



CITY OF LACEY

Official Proclamation

WHEREAS, in 1872, Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than one million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our City increase property values, enhance the economic vitality of business areas and beautify our community;

NOW, THEREFORE, I, Andy Ryder, Mayor of the City of Lacey, on behalf of the City Council, do hereby proclaim the month of April 2022, as

Arbor Month

in the City of Lacey, and I encourage all citizens to support efforts to care for our trees and woodlands, and to plant trees to provide beautification for future generations to enjoy.

Mayor Andy Ryder
April 7, 2022

CITY OF LACEY
Official Proclamation

WHEREAS, National Child Abuse Awareness and Prevention Month is recognized in April to raise awareness of the widespread problem of child abuse and neglect that can have long-term, detrimental effects on a child's development, and mental and physical health; and

WHEREAS, the City of Lacey recognizes our future rests in the hands of our most vulnerable and cherished assets, our children; and

WHEREAS, all children deserve to live in a safe, stable, and nurturing environments that promote healthy growth and development; and

WHEREAS, child abuse, neglect, and other trauma are recognized as serious public health problems affecting the quality of life in our community; and

WHEREAS, it is the responsibility of our community to ensure parents, caregivers, and other adults who influence the health and well-being of children have the necessary support, knowledge, and resources to ensure all children achieve their greatest potential; and

WHEREAS, effective child abuse prevention strategies succeed because of partnerships among governmental and non-profit agencies, schools, religious organizations, law enforcement agencies, health care providers, and the business community; and

WHEREAS, the City of Lacey continues our commitment to protect all community members, and calls upon our community to join together to increase public safety and prevent the further abuse and neglect of our children.

NOW, THEREFORE, I, Andy Ryder, Mayor of the City of Lacey, on behalf of the City Council, do hereby proclaim the month of April 2022, as

Child Abuse Awareness and Prevention Month

and urge all Lacey community members, governmental and non-profit entities, faith groups, elected leaders, medical providers and organizations, educators, and businesses to increase their participation in efforts to support families and caregivers, thereby preventing child abuse and strengthening the community in which we live.

Mayor Andy Ryder
April 7, 2022



LACEY CITY COUNCIL MEETING

April 7, 2022

SUBJECT: 2022 Budget Amendments

RECOMMENDATION: Adopt ordinance amending the 2022 Budget.

STAFF CONTACT: Scott Spence, City Manager *SS*
Troy Woo, Finance Director *TW*

ORIGINATED BY: Troy Woo, Finance Department

ATTACHMENTS: 1. [Ordinance No. 1619](#)
2. [Summary for Proposed Ordinance](#)

FISCAL NOTE: See attached [Ordinance Exhibit "A"](#).

PRIOR REVIEW: Finance and Economic Development Committee on February 22, 2022.

BACKGROUND:

Throughout the year, adjustments to the budget become necessary as a result of City Council actions, activity levels that were not anticipated during budget development, and grant awards (or other receipts of outside funding). Historically, the budget has been amended once per year immediately prior to the final development of the next year's proposed budget document to allow proper comparisons. However, given the amount of significant budget amendments already identified, the Finance and Economic Development Committee suggested that the full City Council consider an early budget amendment to preserve the integrity of the budget and to maintain the highest level of transparency.

The following are significant budget amendments that have been identified since the adoption of the 2022 Budget. The full details of the proposed budget amendments are attached to the proposed ordinance as exhibit "A".

Current Expense Fund (General Fund)

- A limited-term employee Human Resources Specialist was hired to address temporary long-term staffing shortage in the Human Resources Department. The estimate cost per year is \$91,000.
- At the January 27, 2022 City Council Worksession, the City Council endorsed \$100,000 of support for the TOGETHER! Host Homes Program.
- An additional Payroll/Accounting Services Specialist is vital for the continued success of the City's payroll function. The growth to the City's workforce and a growing level of complexity are the main factors for the needed staffing. For example, the City's overall staffing level has increased 25.7 percent during the last 10 years. The estimated full-year cost for the position is \$108,638.
- To alleviate the workload in the Utility Billing Division and to improve the Finance Department's organizational structure match of the administration of business licensing and business and occupation (B&O) tax, these functions will be shifted to the Accounting Division. To accommodate the additional workload, a Department Assistant position is requested to perform administrative tasks to allow existing staff focus on the higher level required duties. The estimated full-year cost for the position is \$87,041.
- To comply with the 2017 OSHA Arc Flash Labeling requirements, an electrical ARC Flash study is necessary. This labeling is required for any piece of electrical equipment that may need examination, adjustment, service or maintenance while energized, creating the potential for an arc flash incident to occur. The estimated cost of the study is \$493,799 and will be incurred by the General Fund City Facilities, Water, and Wastewater funds. It is estimated the General Fund City Facilities' share is 10.0 percent (\$49,380) of the total cost.
- On January 20, 2022, the City Council authorized the City Manager to execute an interlocal agreement for the implementation of the Regional Climate Mitigation Plan. This Phase 4 will include the preparation of white papers providing information relating to cost, benefits, barriers, and opportunities for the implementation of the plan's top items. Lacey's share for Phase 4 is \$60,662.
- \$26,821 is requested for the Thurston County Economic Development Council's BIPOC business startup training program. The funding will come the unspent 2021 Scale-Up contract budget.

Regional Athletic Complex Fund (General Fund)

- During the second half of 2021, it was discovered that a Regional Athletic Complex irrigation meter had not been billed since 2014. The 2015 through mid-2021 billing amounts would have been \$340,325. The 2022 Budget has been adjusted for the

annual difference, but not for the previous balance owed. This will require a transfer of reserves from the Current Expense Fund.

Capital Equipment Fund (General Fund)

- To facilitate the transition to the post-pandemic workplace and the incorporation of approved 2022 workforce enhancements, \$250,000 is requested for technology investments and workspace improvements. The City Council designated a committed reserve for this purpose.

Arterial Street Fund

- City staff again was well positioned to secure additional transportation grant funding.
 - \$216,250 of Surface Transportation Block Grant (STBG) funds were secured for the Roundabout at Willamette Drive and Campus Glen Drive. A 2022 amendment of \$55,000 is requested, which includes the City's 13.5 percent local match.
 - \$1,478,648 of Surface Transportation Block Grant (STBG) funds were secured for the College Street Corridor Improvements Phase 4 (College Street and 29th Avenue). A 2022 amendment of \$125,000 is requested, which includes the City's 13.5 percent local match.

Building Improvement Fund

- On January 20, 2022, the City Council authorized the contract award for the demolition phase of the Lacey Museum and Cultural Center project. The project will bring the site to a pre-development state, which will include building demolition, grading, and other site work. The project estimate is \$379,865. These costs will be reimbursed by the Heritage Capital Projects grant.
- With the growth to the department, the Community and Economic Development Department is in need of expansion and reallocation of office space. This includes expansion of an existing office, interior changes to create new office spaces, front-counter improvements, and furnishings. A total of \$54,377 is requested for the project.

Parks and Open Space Fund

- The City Council has directed staff to begin two priority park's projects: the design of Greg Cuoio Park and Greenways Master Plan Phase 1A and the acquisition of a priority park property purchase. The combined estimated cost is \$1,850,000, which will be funded through transfers from General Fund reserves.

Water Operations Fund

- To comply with the 2017 OSHA Arc Flash Labeling requirements, an electrical ARC Flash study is necessary. This labeling is required for any piece of electrical equipment that may need examination, adjustment, service or maintenance while energized, creating the potential for an arc flash incident to occur. The estimated cost of the study is \$493,799 and will be incurred by the Water, Wastewater, and the General Fund City Facilities funds. It is estimated the Water Fund's share is 55.0 percent (\$271,589) of the total cost.
- The City's Utility Billing Division has been challenged by a number of significant issues including, expiration of the Governor's COVID-19 moratorium on utility billing collection enforcement, significant 2021 staff turnover, meter reading equipment failure, and billing system processing challenges. The Utility Billing Division will need a minimum of two years to identify, evaluate, develop, and implement significant and critical business processes to ensure a continued high level of customer service and operational functions. To provide the capacity necessary to complete these important improvements, limited-term employee staffing is requested.
 - To address failing automatic meter reading equipment and long lead times for repair/replacement supplies, three limited-term Automated Meter Infrastructure Technician positions are requested.
 - To address the temporary shift to manual read and anticipated significant repair/replacement volume once the supply challenges end, one limited-term Department Assistant III is requested.

In addition, organizational structure changes will be evaluated, which may result in position classification changes. The estimated full-year cost for the additional limited-term positions is \$363,682. The funding source of this utility expense is the reevaluation and likely delay to the \$6.8 million automated meter system replacement, which is currently programmed for 2023.

- To address meter equipment failures and the end of service (12/31/2022) of the current automatic meter reading system, \$800,000 is requested for meter supplies and system upgrade. During the last 12 months, batteries on the meter reading equipment have been failing at a high rate. Adding to this challenge is the supply chain shortages that have been experienced by many different lines of businesses. The needed meter supplies include complete meters and water meter transmission units (MTU). To attempt to alleviate the supply chain shortage and to potentially expedite the City's order larger quantity orders are to be placed.

Wastewater Operations Fund

- To comply with the 2017 OSHA Arc Flash Labeling requirements, an electrical ARC Flash study is necessary. This labeling is required for any piece of electrical equipment that may need examination, adjustment, service or maintenance while energized, creating the potential for an arc flash incident to occur. The estimated cost

of the study is \$493,799 and will be incurred by the Wastewater, Water, and the General Fund City Facilities funds. It is estimated the Wastewater Fund's share is 35.0 percent (\$172,830) of the total cost.

Joint Animal Services

- The Animal Services 2022 Budget was adopted after the City adopted its 2022 Budget. The Animal Services Board included an increase to Thurston County service levels resulting in a \$307,066 budget increase.

At its February 22, 2022, meeting, the Finance and Economic Development Committee reviewed the proposed amendments and recommended full City Council consideration of the proposed amendments to the 2022 adopted budget.

ORDINANCE NO. 1619

CITY OF LACEY

AN ORDINANCE AMENDING THE 2022 FISCAL YEAR BUDGET ADOPTED BY ORDINANCE NO. 1608 BY REVISING THE BUDGETED AMOUNTS FOR THE CURRENT EXPENSE, REGIONAL ATHLETIC COMPLEX (M&O), ARTERIAL STREET, BUILDING IMPROVEMENT, CAPITAL EQUIPMENT, PARKS AND OPEN SPACE, WATER M&O, WASTEWATER M&O, WATER CAPITAL, WASTEWATER CAPITAL, AND ANIMAL SERVICES FUNDS AND APPROVING A SUMMARY FOR PUBLICATION.

WHEREAS, there is a need for additional expenditures to be budgeted within the Current Expense, Regional Athletic Complex (M&O), Arterial Street, Building Improvement, Capital Equipment, Parks and Open Space, Water M&O, Wastewater M&O, Water Capital, Wastewater Capital, and Animal Services Funds for expenditures which could not be contemplated at the time of adopting the 2022 fiscal year budget; and

WHEREAS, revenues, as shown on Exhibit "A" attached hereto, are available from the sources indicated on said Exhibit for the making of said expenditures; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, as follows:

Section 1. The 2022 fiscal year budget and Ordinance No. 1608 adopting said budget are hereby amended by making those certain changes to the 2022 fiscal year budget set forth on Exhibit "A", attached hereto and made a part hereof as though fully set forth herein and for all purposes considered to be a portion of this ordinance.

Section 2. The City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3. The summary attached hereto is hereby approved for publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, on this 7th day of April, 2022.

Approved as to form:

Mayor

City Attorney

ATTEST:

City Clerk

SUMMARY FOR PUBLICATION

ORDINANCE NO. 1619

CITY OF LACEY

The City Council of the City of Lacey, Washington, passed on April 7, 2022, Ordinance No. 1619 entitled **“AN ORDINANCE AMENDING THE 2022 FISCAL YEAR BUDGET ADOPTED BY ORDINANCE NO. 1608 BY REVISING THE BUDGETED AMOUNTS FOR THE CURRENT EXPENSE, REGIONAL ATHLETIC COMPLEX (M&O), ARTERIAL STREET, BUILDING IMPROVEMENT, CAPITAL EQUIPMENT, PARKS AND OPEN SPACE, WATER M&O, WASTEWATER M&O, WATER CAPITAL, WASTEWATER CAPITAL, AND ANIMAL SERVICES FUNDS AND APPROVING A SUMMARY FOR PUBLICATION.”**

A section by section summary of this ordinance is as follows:

Section 1 revises the amounts, which were budgeted for revenues and expenditures within the funds listed above by the 2022 fiscal year budget, which had been adopted by Ordinance No. 1608. The reason for revising the budgeted amounts is the fact that there exists a need for additional expenditures within those funds, which could not be contemplated at the time of adopting the 2022 fiscal year budget.

Section 2 provides provisions for corrections.

Section 3 approves this summary.

A copy of the full text of this ordinance will be mailed without charge to any person requesting the same from the City of Lacey.

Published: April 11, 2022

2022 Budget Amendments - Ordinance No. 1619 Exhibit "A"

Account Numbers	Account Description	2022 Budget	Budget Amendment	2022 Budget as Amended	Comments
Current Expense Fund					
Revenues					
001-0000-308-0000	Beginning Cash	5,434,278	3,156,701	8,590,979	Cash Reserves
Total Current Expense Fund Revenues		49,812,347	3,156,701	52,969,048	
Expenditures					
001-0401-531-5801	Agreements / Pollution Control Auth.	41,785	1,919	43,704	Olympic Region Clean Air Agency assessment increase
001-0401-558-5802	Agreements / Thurston Region Planning	105,213	7,203	112,416	Thurston Regional Planning Council assessment increase
001-0401-573-5820	Agreements / IT/Amtrak	18,441	13,559	32,000	Increased operating costs for the Centennial Station
001-0701-516-1001	Salaries & Wages / Salaries-Regular	693,922	65,000	758,922	Limited-term Human Resources Specialist
001-0701-516-2001	Personnel Benefits / Employer Paid Benefits	264,448	26,000	290,448	Limited-term Human Resources Specialist
001-0701-516-2041	Professional Services / Tuition Reimbursement	-	10,000	10,000	Launch employee tuition reimbursement program
001-0701-516-4146	Professional Services / Prof Svc-Civil Service	-	10,000	10,000	Civil Service legal and technical professional services support
001-0802-565-4001	Homeless Services / Homeless Services	400,000	100,000	500,000	TOGETHER! Host Homes Program
001-0805-565-6001	Capital Outlay - Equipment	2,111	22,000	24,111	Lacey Veterans Services Hub computer and computer lab furniture
001-1401-514-1001	Salaries & Wages / Salaries-Regular	964,643	77,599	1,042,242	Additional Payroll/Accounting Specialist position
001-1401-514-1001	Salaries & Wages / Salaries-Regular	1,042,242	62,172	1,104,414	Department Assistant position within Accounting/Finance division
001-1401-514-2001	Personnel Benefits / Employer Paid Benefits	405,498	31,039	436,537	Additional Payroll/Accounting Specialist position
001-1401-514-2001	Personnel Benefits / Employer Paid Benefits	436,537	24,869	461,406	Department Assistant position within Accounting/Finance division
001-1401-514-4105	Professional Services / Prof. Svc-Audit	73,336	10,464	83,800	Estimated increase to 2021 audit costs
001-1501-515-4109	Professional Services / Prof. Svc-Prosecution	401,904	20,000	421,904	Early backfill of retiring City Prosecutor
001-1501-515-4109	Professional Services / Prof. Svc-Prosecution	421,904	1,951	423,855	Addition costs relation to professional services - prosecution
001-1501-515-4115	Professional Services / Governmental Services	277,139	1,344	278,483	Addition costs relation to professional services - governmental services
001-2104-521-4303	Travel / Registrations	35,750	11,000	46,750	Increased cost for attendance at the Basic Law Enforcement Academy (BLEA)
001-2106-521-3102	Supplies / Small Tools & Equipment	1,400	9,478	10,878	Vehicle cargo and firearm storage
001-2107-521-3107	Supplies / Supplies-Tactical Team	10,000	5,514	15,514	Ballistic shield purchase
001-3601-519-4101	Professional Services / Prof. Svc-Other	-	49,380	49,380	OSHA arc flash labeling requirements - electrical ARC Flash study
001-3701-558-4920	Special Projects	595,000	60,662	655,662	Regional Climate Action Plan Phase 4
001-3701-558-4920	Special Projects	655,662	7,619	663,281	Regional study of new construction 100 percent electrical energy reliant potential costs
001-3701-558-7000	Planning & Comm. Devel. / Economic Development	500,000	26,821	526,821	Thurston County Economic Development Council BIPOC business startup training program
001-7501-597-0201	Transfers Out / Transfer Out 301 Fund	400,000	60,783	460,783	CED office remodel and record storage shelving
001-7501-597-1003	Transfers Out / Transfer Out 303 Fund	203,449	1,850,000	2,053,449	Design for Phase 1A of Greg Cuoio Park and Greenways Master Plan & property acquisition
001-7501-597-1008	Transfers Out / Transfer Out 007 Fund	200,000	340,325	540,325	Transfer to fund RAC irrigation water billing error
001-7501-597-1102	Transfers Out / Transfer Out 302 Fund	500,000	250,000	750,000	Fund technology & workspace adjustments - post-pandemic workplace & 2022 new positions
Total Current Expense Fund Expenditures		49,812,347	3,156,701	52,969,048	
Regional Athletic Complex (M&O) Fund					
Revenues					
007-0000-397-1101	Transfers In 001, 003, 005	200,000	340,325	540,325	
Total Regional Athletic Complex (M&O) Fund Revenues		1,233,312	340,325	1,573,637	
Expenditures					
007-3305-576-4702	Utility - City of Lacey	92,000	340,325	432,325	Irrigation water billing error
Total Regional Athletic Complex (M&O) Fund Expenditures		1,233,312	340,325	1,573,637	

2022 Budget Amendments - Ordinance No. 1619 Exhibit "A"

Account Numbers	Account Description	2022 Budget	Budget Amendment	2022 Budget as Amended	Comments
Arterial Streets Fund					
Revenues					
102-0000-333-2020	20.205 Highway Planning	454,555	180,000	634,555	Surface Transportation Block Grant for roundabout designs
Total Arterial Streets Fund Revenues		3,816,998	180,000	3,996,998	
Expenditures					
102-4101-595-9001	Capital Projects / Preliminary Engineering	1,192,998	55,000	1,247,998	Design roundabout Willamette Drive and Campus Glen Drive
102-4101-595-9001	Capital Projects / Preliminary Engineering	1,247,998	125,000	1,372,998	Design roundabout College Street and 29th Avenue
Total Arterial Streets Fund Expenditures		3,816,998	180,000	3,996,998	
Building Improvement Fund					
Revenues					
301-0000-334-0690	Other State Agencies	-	379,865	379,865	Heritage Capital Grant reimbursement
301-0000-397-1101	Transfers In / Transfer In 001,003,005	2,000,000	60,783	2,060,783	Transfer In from Fund 001 Reserves
Total Building Improvement Fund Revenues		5,488,770	440,648	5,929,418	
Expenditures					
301-0101-514-6003	Capital Outlay - Improvements	400,000	6,406	406,406	Replacement of permanent record storage shelves
301-0101-514-6004	Capital Outlay - Buildings	3,074,505	379,865	3,454,370	Well decommissioning, soil cleanup, and archaeology assessment at 5700 Pacific SE
301-0101-514-6004	Capital Outlay - Buildings	3,454,370	54,377	3,508,747	Community and Economic Development office remodel
Total Building Improvement Fund Expenditures		5,488,770	440,648	5,929,418	
Capital Equipment Fund					
Revenues					
302-0000-397-1101	Transfer In 001, 003, 005	500,000	250,000	750,000	Technology & workspace adjustments - post-pandemic workplace & 2022 new positions
Total Capital Equipment Fund Revenues		3,376,487	250,000	3,626,487	
Expenditures					
302-0102-519-6406	Capital Outlays / Common Facilities	197,967	250,000	447,967	Technology & workspace adjustments - post-pandemic workplace & 2022 new positions
Total Capital Equipment Fund Expenditures		3,376,487	250,000	3,626,487	
Parks & Open Space Fund					
Revenues					
303-0000-397-1101	Transfer In 001, 003, 005	579,241	1,850,000	2,429,241	Transfer In from Fund 001 to fund park facility repairs
Total Parks & Open Space Fund Revenues		614,766	1,850,000	2,464,766	
Expenditures					
303-0106-576-6003	Capital Outlays / Capital Improvements	296,242	1,850,000	2,146,242	Design for Phase 1A of Greg Cuoio Park and Greenways Master Plan & Property Acquisition
Total Parks & Open Space Fund Expenditures		614,766	1,850,000	2,464,766	

2022 Budget Amendments - Ordinance No. 1619 Exhibit "A"

Account Numbers	Account Description	2022 Budget	Budget Amendment	2022 Budget as Amended	Comments
Water Fund					
Revenues					
401-0000-308-0000	Beginning Cash	-	1,435,270	1,435,270	Cash Reserves
Total Water Fund Revenues		16,010,213	1,435,270	17,445,483	
Expenditures					
401-3401-534-4102	Professional Services - Engineering	647,365	271,589	918,954	OSHA arc flash labeling requirements - electrical ARC Flash study
401-3402-514-1001	Salaries - Regular	465,501	68,612	534,113	Limited-term employee Department Assistant III for Utility Billing Division
401-3402-514-1001	Salaries - Regular	534,113	191,160	725,273	Three limited-term employee AMI Technician for Utility Billing Division
401-3402-514-2001	Employer Paid Benefits	223,167	27,445	250,612	Limited-term employee Department Assistant III for Utility Billing Division
401-3402-514-2001	Employer Paid Benefits	250,612	76,464	327,076	Three limited-term employee AMI Technician for Utility Billing Division
401-3402-514-3137	Supplies/Meters	300,000	800,000	1,100,000	Increase water meter inventory and meter transmission unit replacements
Total Water Fund Expenditures		16,010,213	1,435,270	17,445,483	
Wastewater Fund					
Revenues					
402-0000-308-0000	Beginning Cash	60,859	172,830	233,689	Cash Reserves
Total Wastewater Fund Revenues		20,947,953	172,830	21,120,783	
Expenditures					
402-3501-535-4102	Professional Services - Engineering	505,541	172,830	678,371	OSHA arc flash labeling requirements - electrical ARC Flash study
Total Wastewater Fund Expenditures		20,947,953	172,830	21,120,783	
Water Capital Fund					
Revenues					
410-0000-308-0100	Estimated Beginning Cash / Construction Cash	19,273,197	10,000	19,283,197	Cash Reserves
Total Water Capital Fund Revenues		28,416,622	10,000	28,426,622	
Expenditures					
410-3418-534-9001	Preliminary Engineering	4,342,249	10,000	4,352,249	Arc Flash Study
Total Water Capital Fund Expenditures		28,416,622	10,000	28,426,622	
Wastewater Capital Fund					
Revenues					
411-0000-308-0100	Estimated Beginning Cash / Construction Cash	10,447,042	5,000	10,452,042	Cash reserves
Total Wastewater Capital Fund Revenues		12,999,652	5,000	13,004,652	
Expenditures					
411-3518-535-9001	Preliminary Engineering	2,949,375	5,000	2,954,375	Arc Flash Study
Total Wastewater Capital Fund Expenditures		12,999,652	5,000	13,004,652	

2022 Budget Amendments - Ordinance No. 1619 Exhibit "A"

Account Numbers	Account Description	2022 Budget	Budget Amendment	2022 Budget as Amended	Comments
Animal Services					
Revenue					
503-0000-337-3901	Animal Services Admin / Th County-Assessment	689,989	246,071	936,060	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-0000-337-3902	Animal Services Admin / Olympia-Assessment	310,197	24,827	335,024	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-0000-337-3903	Animal Services Admin / Lacey-Assessment	316,802	24,723	341,525	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-0000-337-3904	Animal Services Admin / Tumwater-Assessment	147,909	11,445	159,354	Change in service level for Thurston County - December 20, 2021 Adopted Budget
Total Animal Services Revenue		2,511,895	307,066	2,818,961	
Expenditures					
503-3902-539-1001	Salaries & Wages / Salaries-Regular	537,683	10,000	547,683	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-3902-539-2001	Personnel Benefits / Employer Paid Benefits	360,885	6,000	366,885	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-3902-539-3502	Animal Supplies / Supplies-Medical/Vaccine	22,000	1,000	23,000	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-3902-539-4119	Professional Services / Prof. Svc-Vet Services	23,500	2,500	26,000	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-3902-539-4701	Utility Services / Utility-Electric	22,000	1,000	23,000	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-3902-539-4705	Utility Services / Utility-City of Olympia	13,500	500	14,000	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-3903-539-1001	Salaries & Wages / Salaries-Regular	254,624	120,000	374,624	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-3903-539-1005	Salaries & Wages / Salaries-Overtime	3,800	16,200	20,000	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-3903-539-2001	Personnel Benefits / Employer Paid Benefits	134,713	80,000	214,713	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-3903-539-3117	Supplies / Supplies-Uniform Purchase	2,400	1,200	3,600	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-3903-539-4809	Repairs & Maintenance / Rep & Maint-Fleet Mgmt	15,606	(1,334)	14,272	Change in service level for Thurston County - December 20, 2021 Adopted Budget
503-3903-539-6001	Capital Outlays / Capital Outlays-Equipment	25,000	70,000	95,000	Change in service level for Thurston County - December 20, 2021 Adopted Budget
Total Animal Services Expenditures		2,511,895	307,066	2,818,961	

FINANCE & ECONOMIC DEVELOPMENT COMMITTEE MINUTES

MARCH 22, 2022

8:30 A.M. – 9:04 A.M.

REMOTE ONLY

To hear the full discussion of a specific topic, or the complete meeting, you may watch the video-stream available on the City of Lacey's YouTube Channel: <https://youtu.be/XgnE-s4JzwU>

COUNCIL PRESENT: MAYOR RYDER (CHAIR), DEPUTY MAYOR MILLER, COUNCILMEMBER GREENSTEIN

STAFF PRESENT: SCOTT SPENCE, RICK WALK, PERI EDMONDS

ACTION: APPROVE FINANCE & ECONOMIC DEVELOPMENT COMMITTEE AGENDA

MOTION: MOTION MADE, SECONDED, AND CARRIED BY COUNCILMEMBER GREENSTEIN AND DEPUTY MAYOR MILLER

LACEY MAKERSPACE UPDATE

STAFF: RICK WALK, COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR

ACTION: INFORMATION ONLY

Staff provided an update on the Lacey MakerSpace. Highlights included membership, equipment purchased, grant opportunities, workforce training, programs through the Department of Commerce, and new businesses utilizing the space and equipment.

With the success of the MakerSpace, the Executive Committee, in collaboration with Saint Martin's University and Thurston Economic & Development Council, are considering how to increase the space by either expanding in place or relocating the facility to another location on campus. The estimated cost to expand in place (in three phases) is estimated at \$1.2 million. To relocate the facility would cost an additional \$100,000 to \$200,000.

The Committee directed staff to present funding options to the full Council at a future Worksession.

LAND USE & ENVIRONMENT COMMITTEE

MARCH 22, 2022

10:30 A.M. – 11:40 A.M.

REMOTE ONLY

To hear the full discussion of a specific topic, or the complete meeting, you may watch the video-stream available on the City of Lacey's YouTube Channel: <https://youtu.be/tMJT0HnvWCs>

COUNCIL PRESENT: COUNCILMEMBER COX (CHAIR), COUNCILMEMBER GREENSTEIN,
COUNCILMEMBER VAZQUEZ

STAFF PRESENT: SCOTT SPENCE, RICK WALK, GRANT BECK, SARAH SCHELLING, HANS
SHEPHERD, PERI EDMONDS

ACTION: APPROVE THE LAND USE & ENVIRONMENT COMMITTEE AGENDA

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

ENERGY EFFICIENCY PROGRAM UPDATE

STAFF: RICK WALK, COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR
HANS SHEPHERD, SENIOR PLANNER

ACTION: INFORMATION ONLY

Staff presented an update on the Energy Efficiency Program. Currently, there is a variety of energy efficiency/residential improvement programs already offered within the public, private, and non-profit sectors. Staff will conduct a gap analysis of these existing programs, identify areas of overlap, program gaps, and potential barriers for Lacey residents and homeowners. This analysis will allow staff to better allocate limited resources while avoiding potential redundancies within the Lacey Residential Energy Efficiency Pilot Program.

The gap analysis will result in a comprehensive inventory of available programs and a stronger understanding of existing challenges and barriers faced by Lacey residents and homeowners. Part of the initial gap analysis will include interviews with program and content experts, local stakeholders, and regional partners. The interviews have been divided into three general categories:

1. Landlords and Management Agencies
2. Tenants and Renter Groups

3. Aging Housing Stock (houses built before 1980)

PROMOTION STRATEGY – ADU PROGRAM

STAFF: RICK WALK, COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR
HANS SHEPHERD, SENIOR PLANNER
ACTION: INFORMATION ONLY

Staff highlighted a promotion strategy for the Accessory Dwelling Unit (ADU) Program. The ADU Program is an implementation strategy to increase the number of affordable housing options within the City of Lacey. The program specifically seeks to increase the abundance, diversity, and flexibility in housing design through small-scale residential infill.

To promote the ADU program coming out of the COVID-19 pandemic, staff identified three parallel tracks to advance in the coming months. Once a formal design guide is developed and the ADU Suitability Map launched, staff will conduct an awareness campaign to reintroduce the program to the community.

DEVELOPMENT UPDATE

STAFF: RICK WALK, COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR
GRANT BECK, PLANNING AND SERVICES DEVELOPMENT MANAGER
SARAH SCHELLING, SENIOR PLANNER
ACTION: INFORMATION ONLY

Staff provided an update on the development within the City of Lacey, including permit activity, the new permit tracking system, housing trends, and the following projects under construction or in review:

Projects Under Construction/Groundbreaking/Site Preparation:

- Woodbrook Townhomes (125-unit multi-family)
- The Landing (19,579 sq. ft new commercial on 5 pads)
- Bradley Park Subdivision (81 lot subdivision; future commercial use)
- Moderna Apartments (360-unit apartment complex)
- Coastal Farm & Range (25,000 sq. ft. tenant improvement)
- Serenity Apartments Homes (81-unit multi-family; live/work units)
- Griffin Multi Family (183-unit apartment complex)
- Olympia Behavioral Health (85 bed behavioral health hospital)
- Tec Equipment (truck dealership and service facility)
- Hogum Bay Mixed Use (mixed use development)
- NC Machinery (heavy equipment sales, rental, and service)

- Campus Reserve Townhomes (39 three story townhomes)
- Campus Springs Townhomes (28 three story townhomes)
- Willamette Apartments (216-unit apartment complex; future commercial use)
- MHK Mixed Use (two story mixed use)
- Martin Way Mixed Use (five story mixed use)

Projects Under Review/Hearings Scheduled:

- Intelco Loop Multi Family (216-unit apartment complex)
- Gateway at Hicks Lake (132-unit multi-family complex)
- Hicks Lake Apartments (178-unit multi-family complex)
- Off Campus Emergency Department (emergency medical office building)
- 6th Avenue Apartments (151-unit mixed use development)
- Brittan Plaza North (552-unit apartment complex)
- Meridian Campus Neighborhood Market (neighborhood market)
- Winston Apartments (188-unit apartment complex)
- Midtown In-fill Residential (360-unit and ground floor retail)
- 7th Roundabout (Pedestrian gateway to Saint Martin's University)
- Martin Village Residential (355-unit apartment complex)
- Olympia Orthopedics (medical building and office/retail pads)

GENERAL GOVERNMENT & PUBLIC SAFETY COMMITTEE

MARCH 22, 2022

9:33 A.M. – 9:38 A.M.

REMOTE ONLY

To hear the full discussion of a specific topic, or the complete meeting, you may watch the video-stream available on the City of Lacey's YouTube Channel: <https://youtu.be/rZ1DnGr54GY>

COUNCIL PRESENT: COUNCILMEMBER GREENSTEIN (CHAIR), MAYOR RYDER

COUNCIL EXCUSED: COUNCILMEMBER KUNKEL

STAFF PRESENT: SCOTT SPENCE, SHANNON KELLEY-FONG, ELISSA FONTAINE

ACTION: APPROVE THE GENERAL GOVERNMENT & PUBLIC SAFETY COMMITTEE
AGENDA

MOTION: MOTION MADE, SECONDED, AND CARRIED BY MAYOR RYDER AND
COUNCILMEMBER GREENSTEIN

PAINT THE TOWN PURPLE PROGRAM – NORTH THURSTON PUBLIC SCHOOLS

PRESENTERS: SHANNON KELLEY-FONG, ASSISTANT CITY MANAGER

VIVIAN LEWIS, NTPS MILITARY LIAISON

ACTION: INFORMATION ONLY

Shannon Kelly-Fong, Assistant City Manager, introduced Vivian Lewis, Military Liaison for North Thurston Public Schools (NTPS).

Vivian Lewis, NTPS Military Liaison, presented the Paint the Town Purple Program and highlighted that every April, NTPS celebrates the Month of the Military Child. This year, NTPS will be hosting a ribbon tying event, by securing purple ribbons on light poles throughout the City of Lacey. The ribbons will be displayed from April 1st – 30th.

A proclamation declaring April as Military Child Appreciation Month is currently scheduled for the April 21, 2022, Council Meeting.