

MINUTES OF A REGULAR COUNCIL MEETING
OF THE LACEY CITY COUNCIL HELD
THURSDAY, MARCH 12, 2020, IN LACEY
COUNCIL CHAMBERS

CALL TO ORDER: Deputy Mayor Pratt called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE: Deputy Mayor Pratt led the Pledge of Allegiance.

COUNCIL PRESENT: C. Pratt, C. Cox, L. Greenstein, M. Miller,
S. Steadman

COUNCIL EXCUSED: A. Ryder, E. Kunkel

STAFF PRESENT: S. Spence, R. Armada, S. Egger, M. Hardie,
D. Schneider, R. Walk, T. Woo, P. Edmonds

Deputy Mayor Pratt requested amending the agenda to adjourn to Worksession to discuss Commerce Emergency Funding Shelter and an update on COVID-19.

APPROVAL OF AGENDA
AND CONSENT AGENDA:

Consent Agenda Items:

- A. Council worksession minutes of February 20, 2020
- B. Council meeting minutes of February 27, 2020
- C. A motion to approve payment of claims, wages and transfers for February 19, 2020, through March 4, 2020

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

PUBLIC COMMENT:

Michelle Andrews, a resident of Olympia and volunteer at Joint Animal Services, requested Council support with the City of Olympia's ordinance relating to Puppyland, and encouraged Council not to allow the business to locate in Lacey.

Donna Snow, a resident of Lacey, encouraged Council to adopt an ordinance banning Puppyland and similar businesses from locating in Lacey.

RESOLUTIONS:

Mary Ann Hardie, Human Resources Director, presented Council with Resolution 1084 adopting the 2019 City of Lacey Comprehensive Emergency Management Plan.

All independent local emergency management organizations in the state of Washington are required to develop a Comprehensive Emergency Management Plan (CEMP). The CEMP addresses the four phases of emergency management which are mitigation, preparedness, response, and recovery. The CEMP serves as the roadmap to guide Lacey Officials and Staff in how to mitigate, prepare, respond, and recover from emergencies. Lacey last updated its CEMP in 2013.

COUNCILMEMBER STEADMAN MOVED TO APPROVE RESOLUTION 1084 ADOPTING THE 2019 COMPREHENSIVE EMERGENCY MANAGEMENT PLAN AND AUTHORIZE THE MAYOR TO SIGN THE LETTER OF PROMULGATION. COUNCILMEMBER GREENSTEIN SECONDED. MOTION CARRIED.

ORDINANCES:

Troy Woo, Finance Director, presented Council with Ordinance 1564 amending the 2020 Budget.

The proposed amendments are limited to carryover encumbrances and capital projects. This carryover process relieves concerns that authorized budgets will be exceeded when large carryover projects do not have the authorized appropriations until late into the year. It is the City's practice to amend the budget once per year during September. If the City Council approves these appropriations earlier in the year, the risk of exceeding authorized expenditure levels is minimized.

COUNCILMEMBER GREENSTEIN MOVED TO APPROVE ORDINANCE 1564 AMENDING THE 2020 BUDGET. COUNCILMEMBER COX SECONDED. MOTION CARRIED.

Troy Woo, Finance Director, presented Council with Ordinance 1565 which updates the business and occupation tax section of the Lacey Municipal Code.

On December 5, 2019, the City Council adopted Ordinance No. 1560, which adopted the provisions of the business and occupation (B&O) tax model ordinance as required by State law (RCW 35.102). A new LMC section 3.02.077 relating to B&O tax apportionment was adopted in accordance with the B&O tax model ordinance. The adopted ordinance failed to repeal the old LMC section 3.02.080 also relating to B&O tax apportionment, so there are conflicting sections relating to apportionment.

The proposed ordinance repeals LMC 3.02.080 to be consistent with the B&O tax model ordinance.

COUNCILMEMBER STEADMAN MOVED TO APPROVE ORDINANCE 1565 AMENDING LACEY MUNICIPAL CODE 3.02, BUSINESS AND OCCUPATION TAXES. COUNCILMEMBER GREENSTEIN SECONDED. MOTION CARRIED.

CITY MANAGER'S REPORT: Scott Egger, Public Works Director, requested Council award Contract Number PW 2020-07 to low bidder Reed Trucking & Excavating from Puyallup, Washington in the amount of \$350,058.12 for the Meridian Water Improvements. The Engineer's Estimate was \$362,387.50.

This contract provides for the installation of approximately 1,700 LF of 6-inch, 8-inch, and 12-inch diameter water main. The start date is anticipated to be May 2020, with 30 working days allotted.

COUNCILMEMBER GREENSTEIN MOVED TO AWARD CONTRACT NO. PW 2020-07 TO LOW BIDDER REED TRUCKING & EXCAVATING FROM PUYALLUP, WASHINGTON IN THE AMOUNT OF \$350,058.12 FOR THE MERIDIAN WATER IMPROVEMENTS. COUNCILMEMBER COX SECONDED. MOTION CARRIED.

STANDING COMMITTEES: Finance & Economic Development Committee
Councilmember Greenstein reported the Committee met on February 25, 2020, to discuss the 2019 encumbrance carryover budget amendment, 2020 budget amendments, B&O tax model ordinance, and 2020 property tax report.

General Government & Public Safety Committee

Deputy Mayor Pratt reported the Committee met on February 25, 2020, to discuss the Community Development Block Grant timeline and receive an update on cable franchise negotiations.

Utilities Committee

Councilmember Steadman reported the Committee met on March 2, 2020, to receive updates on the Stormwater Comprehensive Plan and Nisqually Flood Utility Response.

BOARDS & COMMISSIONS:

LOTT

Councilmember Cox reported on the cost-of-service project, construction projects, and surplus equipment hearing.

Olympic Region Clean Air Agency

Councilmember Cox reported on COVID-19, air quality report, and the agency's website.

Intercity Transit

Councilmember Cox reported on COVID-19 briefing, ridership, and service changes.

Councilmember Cox requested Council discuss Intercity Transit's request for construction mitigation dollars for transit at a future Worksession.

Health & Human Services Commission (HHSC)

Councilmember Cox reported on several items:

- Interlocal Agreement to combine HHSC and Regional Housing Council
- Current grant cycle
- Olympia's Home Fund presentation
- United Way Education to Financial Stability presentation

Solid Waste Advisory Committee

Councilmember Steadman reported on the bylaws, future work plan, and capital projects.

Thurston Regional Planning Council

Councilmember Miller reported on several items:

- Education and housing subcommittees
- Streamflow restoration
- Regional Transportation Plan and I-5 interchange improvements
- 2020 legislative session update

Deputy Mayor Pratt adjourned to a Worksession at 7:54 p.m.

WORKSESSION

COUNCILMEMBERS GREENSTEIN AND STEADMAN MOVED TO APPROVE THE WORKSESSION AGENDA. MOTION CARRIED.

Commerce Emergency Funding Shelter

Thurston County recently received information from the Department of Commerce indicating the State budget may include up to \$13 million for use between April 1 and June 30, 2020, to add new shelter beds throughout the State and additional funding during 2021. Commerce asked for immediate feedback on a number of questions relating to how communities could use these funds, local matching funds, the number of shelter beds needed, and whether there is a regional commitment.

Thurston County requested Council's commitment to work regionally to add shelter beds throughout all jurisdictions, and support the County's draft responses to Commerce.

Council was in agreement to support Thurston County's responses and approach to Commerce.

COVID-19 Update

The City is adjusting and making decisions related to COVID-19 based on State and regional recommendations. On March 12, 2020, Thurston County declared a health

emergency and mandated closing events with more than 250 people. This will affect some City-sponsored events as well as tournaments at the Regional Athletic Complex.

On March 13, 2020, staff will prepare a Declaration of Emergency for the Mayor's signature. A resolution to affirm the declaration will be forwarded to Council for formal adoption.

Travel and nonessential training for all City employees will be suspended until March 31, 2020, and will be re-evaluated at that time. The City will consider a 14-day leave bank to assist employees if schools are closed.

COUNCILMEMBERS GREENSTEIN AND STEADMAN MOVED TO SUSPEND ALL NONESSENTIAL MEETINGS OF BOARDS AND COMMISSIONS, AT THE DISCRETION OF DEPARTMENT DIRECTORS, THROUGH APRIL 1, 2020. MOTION CARRIED.

Council was in agreement to cancel all parks events, and field and shelter reservations until March 31, 2020, and will be re-evaluated at that time.

Deputy Mayor Pratt adjourned the Worksession at 8:26 p.m.

MAYOR: _____

ATTESTED BY CITY CLERK: _____

DATE APPROVED: _____