



City of Lacey, Washington
City Council Regular Meeting Minutes
Thursday, December 7, 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
Councilmember Carolyn Cox
Councilmember Lenny Greenstein
Councilmember Michael Steadman (remote)
Councilmember Ed Kunkel (remote)
Councilmember Robin Vazquez

Staff Present

Rick Walk, City Manager
Shannon Kelley-Fong, Assistant City Manager
Scott Egger, Public Works Director
Dave Schneider, City Attorney
Troy Woo, Finance Director
Grant Beck, Interim Community and Economic Development Director
Ryan Andrews, Planning Manager
Martin Hoppe, Transportation Manager
Ryan Jewell, Utilities Engineer
Scott Johnston, Transportation Maintenance Supervisor
Elissa Fontaine, City Clerk

3. Pledge of Allegiance

4. Land Acknowledgement

Mayor Ryder presented the abbreviated Land Acknowledgement.

5. Approval of Amended Agenda and Consent Agenda Items:

- A. City Council Meeting Minutes of November 2, 2023
- B. Council Worksession Meeting Minutes of November 9, 2023
- C. City Council Meeting Minutes of November 16, 2023
- D. Council Special Meeting Minutes of November 30, 2023
- E. Approve payment of claims, wages, and transfers of November 1, 2023, through November 24, 2023.
- F. Adopt 2024 Federal Legislative Agenda
- G. Adopt 2024 State Legislative Agenda and Manual

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

6. Public Recognitions and Presentations:

- A. **Public Service Award - Jerry Wilkins, Civil Service Commissioner**
Mayor Ryder

Mayor Ryder and Council awarded Jerry Wilkins with the Public Service Award for serving on the Civil Service Commission from 2010-2023.

- B. **Thurston County Youth Football League (TCYFL) River Ridge Hawks 8th Grade Football Champions Recognition**
Tim Claridge, Coach, TCYFL President

Mayor Ryder and Council recognized the River Ridge 8th Grade Football Team for their Thurston County Youth Football League Championship.

- C. **Public Recognition - Tom Nelson, Running all Lacey Streets***
Jennifer Burbidge, Parks, Culture, and Recreation Director

*Item amended on December 5, 2023, to reschedule for a future Council Meeting



7. Public Comment:

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

Three (3) - people signed up to speak via Zoom

Two (2) - people signed up to speak at the meeting

Alexander Knerr register to provide public comment via Zoom, but was not present.

Gord Thompson provided a public comment regarding the recognition of the TCYFL River Ridge Hawks 8th Football Team.

Madelyn Knerr provided a public comment regarding Gaza civilian casualties.

Michael Wilson provided a public comment regarding the City's Maintenance Crew.

Catherine Anderson provided public comment and requested follow-up regarding a potential code enforcement topic in her neighborhood.

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.

Zero (0) written public comments were received.

8. Public Hearing:

A. Final 2024 Proposed Budget

Troy Woo, Finance Director

Mayor Ryder opened the Final 2024 Proposed Budget Public Hearing at 6:16 p.m.

Verbal Public Testimony: The deadline to pre-register to speak and provide public testimony was 4:00 p.m. the day of the meeting.

Zero (0) - people signed up to provide public testimony via Zoom

Zero (0) - people signed up to speak at the meeting.

Written Public Testimony: The deadline to submit written public testimony was



4:00 p.m. the day of the meeting. Written testimony is not addressed during the meeting; however, it is added to the official record.

Zero (0) - written public testimony was received.

Mayor Ryder closed the Final 2024 Proposed Budget Public Hearing at 6:19 p.m.

9. Proclamations:

10. Referral from Planning Commission:

11. Referral from Hearings Examiner:

12. Ordinances:

A. Ordinance 1649 - Business and Occupation Tax Model Ordinance

Troy Woo, Finance Director

Staff presented the draft ordinance and advised adoption will bring the City into compliance with State statute.

Councilmember Greenstein moved to approve Ordinance 1649 updating the business and occupation tax section of the Lacey Municipal Code.

Councilmember Cox seconded. Mayor Ryder, Deputy Mayor Miller, Councilmembers Greenstein, Steadman, Cox and Vazquez voted in favor. Councilmember Kunkel voted against. Motion carried.

B. Ordinance 1650 - Hearings Examiner Code Update

Grant Beck, Interim Community and Economic Development Director

Staff presented the draft ordinance and highlighted the recommended changes.

Councilmember Greenstein moved to adopt Ordinance 1650 related to decisions by the Hearings Examiner and the City Council's role in the Quasi-Judicial Process. Councilmember Vazquez seconded. Motion carried.

C. Ordinance 1651 - Council Meeting Time and Place

Shannon Kelley-Fong, Assistant City Manager

Staff presented the draft ordinance amending Lacey Municipal Code 2.04.010. The draft ordinance maintains the current Lacey City Council meeting time of 6:00 p.m.

Councilmember Greenstein moved to adopt Ordinance 1651 amending Lacey



Municipal Code 2.04.010, Time and Place, changing Regular and Worksession meetings of the City Council from Thursdays to Tuesdays. Deputy Mayor Miller seconded. Motion carried.

13. Resolutions:

A. Resolution 1142 - Council Policies and Procedures Manual Update

Shannon Kelley-Fong, Assistant City Manager

Staff presented the draft resolution and highlighted the alternate Exhibit A in order to remove references to the Hearings Examiner, as previously approved under Ordinance 1650.

Councilmember Vazquez moved to approve Resolution 1142 as modified to remove references to the Hearings Examiner, amending the City Council Policies and Procedures Manual to eliminate Committee meetings and make other comprehensive updates. Councilmember Greenstein seconded. Motion carried.

14. Mayor's Report:

A. Appointment of Hearings Examiner Pro Tem

Grant Beck, Interim Community and Economic Development Director

Staff presented an option that will allow current development applications to proceed through the process until the City can issue a Request for Qualifications for Hearings Examiner's services.

Mayor Ryder moved to appoint Trebucket Legal Consulting LLC (TLC Law) as Hearings Examiner Pro Tempore pursuant to Section 2.30.020 Lacey Municipal Code. Deputy Mayor Miller seconded. Motion carried.

15. City Manager's Report:

A. Contract Award - 2023 Well Rehabilitation PW 2023-42

Scott Egger, Public Works Director

The 2023 Well Rehabilitation project was advertised for two (2) weeks and bids were opened on November 8, 2023. Two (2) bids were received. One (1) bid was rejected due to errors in the bid proposal. The remaining bid was the lowest bid received and submitted by Empire Well Drilling LLC from Wenatchee, WA.

Deputy Mayor Miller moved to award Lacey Contract number PW 2023-42 to



low bidder Empire Well Drilling LLC from Wenatchee, WA for the amount of \$399,237.00. Councilmember Greenstein seconded. Motion carried.

B. Interlocal Agreement - Pacific Ave SE Pavement Preservation

Martin Hoppe, Transportation Manager

Thurston County received a 100% Federal Grant to overlay Pacific Avenue. Proportionately, this equates to \$1,337,700 of work within the current city limits. If additional funds are needed, Transportation Benefit District (TBD) collected funds are available. TBD funds would be allowed to fund this project because the scope of work is pavement rehabilitation. The project is expected to be advertised late 2023, with construction beginning early/mid 2024.

Councilmember Greenstein moved to authorize the City Manager to sign the Interlocal Agreement with Thurston County for the Pacific Avenue Pavement Preservation Project. Councilmember Cox seconded. Motion carried.

C. Interlocal Agreement - Marvin Road Improvement Project Phase I

Ryan Jewell, Utilities Engineer

The City has partnered with Thurston County on the Marvin Road Intersection Improvements project, with the County as the lead agency. The project location is Marvin Road, from 22nd Ave SE to Union Mills Road.

Mayor Ryder moved to authorize the City Manager to sign the Interlocal Agreement with Thurston County for Phase 1 of the Marvin Road Upgrade Project. Councilmember Vazquez seconded. Motion carried.

D. Interlocal Agreement - Franz Anderson Permanent Supportive Housing

Ryan Andrews, Planning Manager

The Franz Anderson Road project located in Olympia was awarded funding through the Washington State Rights-of-Way Safety Initiative to house individuals living in the Washington State Department of Transportation right-of-way. The first phase of the project included 50 temporary tiny shelters which have been installed and are currently occupied. The second phase of the project will be to construct permanent supportive housing on the site.

Deputy Mayor Miller moved to authorize the City Manager to sign the Interlocal Agreement between the City of Olympia, City of Lacey, City of Tumwater and Thurston County for pooling and transfer of funds to support a permanent supportive housing project at Franz Anderson Road. Councilmember Cox seconded. Mayor Ryder, Deputy Mayor Miller,



**Councilmembers Cox, Steadman and Vazquez voted in favor.
Councilmembers Greenstein and Kunkel voted against. Motion carried.**

E. Snow and Ice Response 2023-2024

Scott Johnston, Transportation Maintenance Supervisor

Staff provided a presentation on the City's response to winter weather and covered the following items:

- Plow Route Expansion
- Salt Storage Increased
- Accelerated De-icing Response
- Materials and Equipment

16. Standing General Committees:

A. Land Use and Environment Committee

November 28, 2023, Meeting Report

Councilmember Cox 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 provided a report from the Thurston Chamber Shared Legislative Committee.

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 provided reports from the Economic Development Council (EDC), and Thurston Thrives.

C. Councilmember Lenny Greenstein:

1. Emergency Medical Services (EMS)
2. TCOMM911

Councilmember Greenstein provided a report from Emergency Medical Services (EMS).

D. Councilmember Michael Steadman:

1. Nisqually River Council
2. Thurston County Law & Justice Council

Councilmember Steadman did not provide any reports.

E. Councilmember Carolyn Cox:

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

Councilmember Cox provided a report from LOTT Clean Water Alliance.

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 provided a report from the Joint Animal Services Commission (JASCOM).

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 provided reports from the Thurston Regional Planning Council (TRPC), and the Intercity Transit Authority.

19. Adjourn

Mayor Ryder adjourned the meeting at 8:28 p.m.

MAYOR: _____

ATTESTED BY CITY CLERK: _____

DATE APPROVED: _____

