



City of Lacey, Washington City Council Regular Meeting Agenda

Refer to the bottom of the agenda for meeting information.

Tuesday, February 20, 2024

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 Minutes of January 23, 2024
- B. City Council Minutes of February 6, 2024
- C. Approval of wages, claims, and transfers for January 11, 2024, through February 9, 2024
- D. Approval of Commission of Equity Work Plan
- E. Youth Council Appointment to Historical Commission: Rory Line
- F. Updated Council Assignments

6. Public Recognitions and Presentations:

- A. **Lacey Youth Council Report**
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. Resolutions:

11. Ordinances:

- A. **Ordinance 1656: LMC 9.32.020 Criminal Impersonation**
Dave Schneider, City Attorney

12. Mayor's Report:

- A. **Advisory Board Appointment: Chad Carpenter, LTAC**
Mayor Ryder

13. City Manager's Report:

- A. **State Legislative Update**
Shannon Kelley-Fong, Assistant City Manager

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 (EDC)
 - 2. Lodging Tax Advisory Committee (LTAC)
 - 3. Thurston County Coalition Against Trafficking (TCCAT)
 - 4. Joint Animal Services Commission (JASCOM)
- C. Councilmember Lenny Greenstein:
 - 1. Emergency Medical Services (EMS)
 - 2. TCOMM911
- D. Councilmember Michael Steadman:
 - 1. Nisqually River Council
 - 2. Thurston County Law & Justice Council
 - 3. Olympic Region Clean Air Agency (ORCAA)
- E. Councilmember Carolyn Cox:
 - 1. LOTT Clean Water Alliance
 - 2. Regional Housing Council



3. Intercity Transit Authority
- F. Councilmember Robin Vazquez:
 1. Thurston Climate Mitigation Collaborative
 2. Thurston Regional Planning Council (TRPC)
 3. Thurston County Board of Health
- G. Councilmember Nicolas Dunning:
 1. Thurston Thrives
 2. Solid Waste Advisory Committee (SWAC)
 3. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB)

16. 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_y3DuD-_KRfunh5gl1jtNqA
Website:	https://cityoflacey.org/government/public-meetings/
Facebook:	https://www.facebook.com/cityoflacey
YouTube:	https://www.youtube.com/watch?v=5zpyQiPEnEo
Cable:	Channel 77 with your local cable provider
Phone:	(888) 788-0099 or (877) 853-5247 (Webinar ID 829 6510 9872)

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_y3DuD-_KRfunh5gl1jtNqA

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

Tuesday, January 23, 2024

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 Lenny Greenstein
Councilmember Michael Steadman
Councilmember Carolyn Cox
Councilmember Robin Vazquez
Councilmember Nicolas Dunning

Planning Commissioners Present

Jeff Gadman, Planning Commission Chair
Daphne Retzlaff, Planning Commission Vice Chair
Eddie Bishop, Planning Commissioner
Kyrian MacMichael, Planning Commissioner
Elliot Kirk, Planning Commissioner
Judith Doyle, Planning Commissioner
Tonya Moore, Planning Commissioner

Planning Commissioners Excused

Spencer Zeman, Planning Commissioner

Parks, Culture and Recreation Board Members Present

Wendy Goodwin, Parks Board Chair
Bill Fosbre, Parks Board Member
Aram Wheeler, Parks Board Member

Laurie Davies, Parks Board Member
Nathaniel Clay, Youth Council Representative

Parks, Culture and Recreation Board Members Excused

Kamber Good, Parks Board Vice Chair
Hilary Dykstra, Parks Board Member
Gary Larson, Parks Board Member

Historical Commissioners Present

Jim Keogh, Historical Commission Chair
Edward Holm, Historical Commissioner
Jon Halvorson, Historical Commissioner

Historical Commissioners Excused

Kevin Wyckoff, Historical Commissioner Vice Chair
Alan Tyler, Historical Commissioner
Kimberly Goetz, Historical Commissioner
Tula'i Patane, Historical Commissioner

Staff Present

Rick Walk, City Manager
Jennifer Burbidge, Parks, Culture and Recreation Director
Dave Schneider, City Attorney (remote)
Ryan Andrews, Planning Manager
Erin Quinn Valcho, Museum Curator
Carter Gibson, Executive Assistant
Jenny Wilson, Senior Parks Planner
Elissa Fontaine, City Clerk

3. Land Acknowledgement

Mayor Ryder read the abbreviated Land Acknowledgement.

4. Approval of the Agenda

Councilmember Greenstein moved to approve the agenda. Deputy Mayor Miller seconded. Motion carried.

5. Agenda Items

A. Planning Commission Work Plan

Grant Beck, Interim Community and Economic Development Director
Ryan Andrews, Planning Manager
Jeff Gadman, Chair



Commissioners and staff presented the 2024 Planning Commission Work Plan.

The 2024-2025 Work Plan Update includes:

- Engagement and Outreach Strategy
- Land Use
- Transportation
- Environment
- Economic Development
- Housing
- Utilities
- Capital Facilities Plan/Transportation Improvement Project

Councilmember Vazquez moved to approve the 2024 Planning Commission Work Plan. Councilmember Greenstein seconded. Motion carried.

B. Parks, Culture and Recreation Board Work Plan

Jennifer Burbidge, Parks, Culture and Recreation Director
Jenny Wilson, Senior Parks Planner
Wendy Goodwin, Chair

Board Members and staff presented the 2024 Parks, Culture and Recreation Board Work Plan.

The 2024-2025 Work Plan Update includes:

- Enhancements Program
- Sponsorship Program
- Naming Rights Policy Update
- New Park Rules Signs
- Grants, Donations, Pledges
- Greg Cuoio Park Phase 1A
- Construction Projects
- Planning Projects

Councilmember Greenstein moved to approve the 2024 Parks, Culture and Recreation Board Work Plan. Councilmember Steadman seconded. Motion carried.

C. Historical Commission Work Plan

Jennifer Burbidge, Parks, Culture and Recreation Director
Erin Quinn-Valcho, Museum Curator



Jim Keogh, Chair

Commissioners and staff presented the 2024 Historical Commission Work Plan. The Work Plan is scheduled for Council approval at the February 6, 2024, Council meeting.

The 2024-2025 Work Plan Update includes:

- Programs
- Oral History Project
- Grants and Other Funding
- Historic Properties
- RAC Interpretive Kiosk
- Historian of the Year
- Depot Interior Exhibits
- Jacob Smith House Marker

Deputy Mayor Miller moved to approve the 2024 Historical Commission Work Plan. Councilmember Cox seconded. Motion carried.

D. Executive Session

Pursuant to RCW 42.30.110(1)(g)

Mayor Ryder announced at 7:35 p.m. that the Council would meet in an executive session at 7:40 p.m. for 30 minutes, until 8:10 p.m.

Mayor Ryder announced at 8:10 p.m. the Council is extending the Executive Session for 15 minutes, until 8:25 p.m.

Mayor Ryder reconvened the Council Worksession meeting at 8:25 p.m. and the Worksession meeting was called back to order. No action was taken.

6. Adjourn

Mayor Ryder adjourned the meeting at 8:25 p.m.





City of Lacey, Washington
City Council Regular Meeting Minutes
Tuesday, February 6, 2024 - 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 Lenny Greenstein

Councilmember Michael Steadman

Councilmember Carolyn Cox

Councilmember Robin Vazquez

Councilmember Nicolas Dunning

Staff Present

Rick Walk, City Manager

Dave Schneider, City Attorney

Grant Beck, Planning and Development Services Manager (remote)

Linsey Fields, Climate and Sustainability Coordinator

Elissa Fontaine, City Clerk

3. Pledge of Allegiance

4. Land Acknowledgement

Mayor Ryder read the abbreviated Land Acknowledgment.

5. Approval of Agenda and Consent Agenda Items:

A. Council Worksession meeting minutes of January 9, 2024

- B. Council meeting minutes of January 16, 2024
- C. Approval of wages, claims, and transfers for January 8, 2024, through January 26, 2024

Councilmember Greenstein moved to approve the agenda and consent agenda. Deputy Mayor Miller seconded. Motion carried.

6. Public Recognitions and Presentations:

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.

One (1) person signed up to speak at the meeting

Courtney Schrieve, with North Thurston Public Schools, provided comments on the district's local lunch buddy program.

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

Whitney Bowerman provided comments regarding the Desmond Homeless Camp.

Stephanie Scott provided comments regarding the Desmond Homeless Camp.

Karley Hall registered via Zoom but was not present to provide a comment.

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:

9. Proclamations:

A. Black History Month Proclamation

Michael Okoro, Pearl Foundation of Puget Sound



Mayor Ryder and Council proclaimed February 2024 as Black History Month. Michael Okoro and representatives of the Pearl Foundation of Puget Sound accepted the proclamation.

10. Resolutions:

11. Ordinances:

12. Mayor's Report:

A. Hearing Examiner Appointment

Grant Beck, Planning and Development Services Manager

Interviews were conducted on Friday, February 2, 2024, by the Interview Committee, comprised of Mayor Ryder and Councilmembers Greenstein and Vazquez.

Mayor Ryder moved to authorize the City Manager to enter into a professional services agreement for Hearings Examiner Services with Phil Holbrooks, with Holbrooks Associates, for a first term as the Hearing Examiner. Councilmember Greenstein seconded. Motion carried.

B. Library Board Reappointment: Pamela Nelson

Mayor Ryder

Mayor Ryder moved to reappoint Pamela Nelson to a second term on the Library Board. Deputy Mayor Miller seconded. Motion carried.

13. City Manager's Report:

A. Interlocal Agreement for Thurston Climate Mitigation Collaborative Regional Initiatives

Linsey Fields, Climate and Sustainability Coordinator

Staff presented the interlocal agreement for regional initiatives. The chosen 2024 regional initiative includes two parts: 1) Home Energy Score Disclosure Model Ordinance, and 2) Energy Efficiency and Electrification Campaign.

Mayor Ryder moved to authorize the City Manager to sign the Interlocal Agreement between Thurston County and the cities of Olympia and Tumwater to implement the 2024 Thurston Climate Mitigation Collaborative



Regional Initiatives. Councilmember Vazquez seconded.

Mayor Ryder, Deputy Mayor Miller and Councilmember(s) Steadman, Cox, Vazquez and Dunning voted in favor.

Councilmember Greenstein voted against.

Motion carried.

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)

Mayor Ryder did not provide 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. Joint Animal Services Commission (JASCOM)

Deputy Mayor Miller provided a report from the Economic Development Council (EDC).

C. Councilmember Lenny Greenstein:

1. Emergency Medical Services (EMS)
2. TCOMM911



Councilmember Greenstein did not provide any reports.

Councilmember Greenstein and Council extended condolences to the family of the late Greg Stevens, a prominent community and Rotary Club member.

D. Councilmember Michael Steadman:

1. Nisqually River Council
2. Thurston County Law & Justice Council
3. Olympic Region Clean Air Agency (ORCAA)

Councilmember Steadman provided a report from the Thurston County Law and Justice Council.

E. Councilmember Carolyn Cox:

1. LOTT Clean Water Alliance
2. Regional Housing Council
3. Intercity Transit Authority

Councilmember Cox provided reports from the Intercity Transit Authority and Regional Housing Council.

F. Councilmember Robin Vazquez:

1. Thurston Climate Mitigation Collaborative
2. Thurston Regional Planning Council (TRPC)
3. Thurston County Board of Health

Councilmember Vazquez provided a report from the Thurston Regional Planning Council (TRPC).

G. Councilmember Nicolas Dunning:



1. Thurston Thrives
2. Solid Waste Advisory Committee (SWAC)
3. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB)

Councilmember Dunning did not provide any reports.

16. Adjourn

Mayor Ryder adjourned the meeting at 7:09 p.m.

MAYOR: _____

ATTESTED BY CITY CLERK: _____

DATE APPROVED: _____





LACEY CITY COUNCIL MEETING February 20, 2024

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 1/11/2024 through 2/9/2024. The disbursements consist of the following:

Checks:	<u>Week of</u>	<u>Beg. Check No.</u>	<u>End. Check No.</u>	<u>Amount</u>
	*1/31/2024	273643	273646	1,881.92
	2/2/2024	273647	273725	333,786.95
	2/9/2024	273726	273800	2,424,371.22

Electronic Transfers:	<u>Week of</u>	<u>Amount</u>
	1/11/2024	59,187.69
	1/30/2024	57,992.07
	*1/31/2024	18,858.26
	*1/31/2024	1,889,010.06
	*1/31/2024	308,477.76
	*1/31/2024	2,500.00
	2/1/2024	104,273.60
	2/2/2024	635,461.25
	2/5/2024	4,995.64
	2/6/2024	137,610.93
	2/8/2024	173.85
	2/9/2024	643,624.45

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

Payroll:	<u>Month Ended</u> 1/31/2024	<u>Wages</u> 2,127,030.40
----------	---------------------------------	------------------------------

Significant Disbursements:

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
Elan	\$ 59,187.69	Credit Card Charges
Olympia-CARPFD	\$ 57,992.07	January 2024 CARPFD
Washington Federal	\$ 104,273.60	2017 Rev Bonds
Aclara Technologies LLC	\$ 52,909.00	Star & DCU Maintenance
Axon Enterprise Inc	\$ 127,145.83	Taser Equipment
H D Fowler	\$ 156,776.45	Sentinel Controller Upgrade
Musco Sports Lighting LLC	\$ 53,698.90	RAC Relamping
RH2 Engineering Inc	\$ 52,862.53	Madrona 337 Connection & LS 19 Rehabilitation
Dept of Revenue	\$ 137,610.93	January 2024 Excise Taxes
Apex Mechanical LLC	\$ 228,332.50	Animal Shelter Dog Adoption Kennel
Bud Clary Ford/Hyundai	\$ 102,479.34	2023 Ford F150 Trucks (Qty 2)
LOTT Wastewater Alliance	\$ 616,213.01	January 2024 Lott Reserve Capacity
LOTT Wastewater Alliance	\$ 1,292,180.09	January 2024 ERU's
McClure and Sons Inc	\$ 101,245.21	Beachcrest Wellfield
N. Thurston Public Schools	\$ 78,161.12	January 2024 Impact Fees
Pacific Civil & Infrastructure	\$ 90,318.71	LS 19 Replacement
Rognlin's Inc	\$ 190,329.77	LS 34 & 37 Rehabilitation
CDW Government Inc	\$ 51,191.25	Getac Warranty



LACEY CITY COUNCIL MEETING February 13, 2024

SUBJECT: Commission on Equity Work Plan 2024

RECOMMENDATION: Option 1: Adopt the Commission on Equity Work Plan 2024.

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

ORIGINATED BY: City Manager's Department

ATTACHMENTS: 1. Commission on Equity Work Plan 2024

FISCAL NOTE: 2024 budget includes sufficient funding to perform the items identified in the 2024 Work Plan.

PRIOR REVIEW: [Lacey City Council Worksession – February 13, 2024](#)
[Commission on Equity – December 26, 2023](#)
[Commission on Equity – November 27, 2023](#)

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

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

**COE
RECOMMENDATION:** Approve the draft Commission on Equity Work Plan 2024.

BACKGROUND: On January 21, 2021, the Lacey City Council established the Commission on Equity (“COE”) with Ordinance 1581. The COE, an advisory body to the Lacey City Council, is tasked with providing recommendations on ways to:

- identify and advance opportunities that will create a more welcoming community;

- continue critical conversations on race and equity;
- seek greater participation from underrepresented community members; and
- identify existing gaps and barriers which could prevent full participation in government and public policy.

The Commission on Equity Work Plan 2024 provides an overview of the tasks that the COE is anticipated to work on in 2024.

The COE recommended the approval of the draft Commission on Equity Work Plan 2024 at their December 26, 2023 meeting.

Next Steps. At a future Regular City Council meeting, the Lacey City Council could consider one of the following four options:

Option 1: Adopt the Commission on Equity Work Plan 2024.

Option 2: Take no action; Do not adopt the Commission on Equity Work Plan 2024. This option would provide less direction for the Commission on Equity in 2024.

Option 3: Provide direction to City staff on other elements to consider. After further diligence on these elements, City Staff would then return to the Lacey City Council to review additional materials for consideration. This option would provide less or delayed direction for the Commission on Equity in 2024.

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



Commission on Equity

Work Plan 2024



Background

On January 21, 2021, the Lacey City Council established the Commission on Equity (“COE”) with Ordinance 1581. The COE, an advisory body to the Lacey City Council, is tasked with providing recommendations on ways to:

- Identify and advance opportunities that will create a more welcoming community.
- Continue critical conversations on race and equity.
- Seek greater participation from underrepresented community members.
- Identify existing gaps and barriers which could prevent full participation in government and public policy.

Commissioners:

First Name	Last Name	City / UGA	Position	Term	Date of Appointment	Term Expiration	OMPA Training Date
Clifton	Brown	City	Commissioner	1st	05/20/2021	12/31/2025	06/28/2021
Kim	Sauer	City	Vice Chair	1st	05/20/2021	12/31/2025	06/28/2021
Thelma	Jackson	City	Commissioner	1st	05/20/2021	12/31/2024	06/28/2021
Annie	Clay	UGA	Chair	1st	05/20/2021	12/31/2024	06/28/2021
Kristine	Stolberg	City	Commissioner	1st	05/20/2021	12/31/2025	06/28/2021
Makieda	Hart	UGA	Commissioner	1st	05/20/2021	12/31/2024	06/28/2021
Jonathan	Hegwood	City	Commissioner	1st	05/20/2021	12/31/2025	06/28/2021
Samuel	Tatarian	Youth	LYC Rep.	1st	09/21/2023	06/31/2024	-

City Staff Support:

Shannon Kelley-Fong, Assistant City Manager

Meeting Schedule: Typically, Fourth Monday of the Month, 5:30 p.m., Remote / City Council Chambers

Webpage: [Commission on Equity - City of Lacey](#)

Public Comment: At each regular meeting

Review of 2022/2023 COE Activities

Table A provides a succinct overview of COE efforts over the past two years.

Table A		
Overview of Commission on Equity Work 2022-2023		
Year	Month	Activity
2022	January	- Discussed participation in Lacey's Cultural Celebration - DEI Strategic Plan Workshop #4: Revisit Equity Values, Mission, and Vision Statements & Overview of Values-based decision making in practice - Community Engagement Update - Focus Group Subcommittee Update - Juneteenth Celebration Update
2022	February	- Joint Meeting w/ Lacey City Council – Review of Work & 2022 Work Plan - Review of BIPOC Business Startup Training Program - LPD Presentation - DEI Strategic Plan Workshop #5: Values Based Decision Making in Practice - Focus Group Strategy - Booth at the Lacey Cultural Celebration
2022	March	- Held a focus group with Lacey Youth Council - Held a booth at the Lacey Cultural Celebration - Discussed developing a Community Connectivity Assessment (CCA) - Reviewed DEI Strategic Plans from other organizations - DEI Strategic Plan Workshop #7: Creating and Prioritizing Action
2022	April	- Reviewed Parks & Recreation Facility Policies - Reviewed Parks, Culture & Recreation Comprehensive Plan - Public Involvement Plan - Reviewed the City's Communications Plan
2022	May	- Thurston County Climate Mitigation Plan & Advisory Board - Current Planning – CED Presentation - Reviewed Proclamation Policy - Reviewed Flag Policy and Juneteenth Flag addition in 2022 - Continued discussion on CCA development - Juneteenth Celebration Update - Police Facility Community Advisory Panel Update (CAP)

Commission on Equity-2024 Work Plan

2022	June	• Held 41st Juneteenth Celebration in partnership with the Fred U. Harris Lodge • DEI Strategic Plan Workshop #9: Monitoring and accountability of DEI Strategic Planning • DEI Strategic Plan Workshop: Focus Areas, Impact Statements, and Strategies Part 1 • Continued review of the Flag Policy • Police Facility Community Advisory Panel Update (CAP)
2022	July	• Public Works Presentation • DEI Strategic Plan Workshop: Focus Areas, Impact Statements, and Strategies Part 2 • Flag Policy Review; Created a recommendation • 2022 Work Plan Check-in
2022	August	• Finance Presentation • DEI Strategic Plan Workshop: Focus Areas, Impact Statements, and Strategies Part 3 • Juneteenth After Action Report
2022	September	• City Attorney's Office Presentation • DEI Strategic Plan Workshop: Focus Areas, Impact Statements, and Strategies Part 4
2022	October	• Nat and Thelma Jackson Historical Marker & Art Piece Dedication @ the Lacey Community Center • Overlooked the Affordable Housing Strategy • DEI Strategic Plan Workshop: Focus Areas, Impact Statements, and Strategies Part 5
2022	November	• Reviewed a Draft Land Acknowledgement and Land Acknowledgement Policy • Reviewed the City's Art Plan & Utility Wrap Project 2023 • DEI Strategic Plan Workshop: Focus Areas, Impact Statements, and Strategies Part 6
2022	December	• DEI Strategic Plan Workshop: Focus Areas, Impact Statements, and Strategies Part 7 • Reviewed a draft Work Plan 2023 & Joint Meeting with Lacey City Council • Community Engagement Efforts & Initiatives
2023	January	• Advisory Body Compensation • Draft Land Acknowledgement and Land Acknowledgement Policy Review • Sponsorship Policy Review
2023	February	• NTPS Update on Equity Efforts • JPII Update on Equity Efforts • LPCR Comprehensive Plan first draft review

Commission on Equity-2024 Work Plan

		• Utility Wrap Update • Senior Services for the South Sound Presentation • Focus Groups with community members • Lacey Cultural Celebration • Joint Meeting with the Lacey City Council
2023	March	• Scholarship Policy Review • Cultural Celebration Review • Black and African American Community Forum Review • Juneteenth Planning Update • Advisory Body Compensation Update • Utility Wrap Project Update • Thurston League of Women Voters Equity Commission Panel
2023	April	• Parks, Culture, and Recreation Event Overview • Land Acknowledgement and Land Acknowledgement Policy • Advisory Board Stipend Program
2023	May	• Parks, Culture, and Recreation Comprehensive Plan Review • Sign Code Discussion • Juneteenth Celebration Update • Thurston County League of Women's Voters Equity Panel Update • LGBTQIA+ Community Forum Update • Equity Presentation at Joint Lacey City Council and North Thurston Public School Board Meeting
2023	June	• Timberland Library Equity Efforts • Public Meeting Portal Overview • Oral History Project • Land Acknowledgement Policy • 2023 Juneteenth Celebration Overview & Engagement • LGBTQIA+ Community Forum Update
2023	July	• Public Meeting Portal Overview, Part II • Social Services Overview and Lacey Veterans Services Overview • LGBTQIA+ Community Forum and Community Engagement • Equity Tools Overview
2023	August	• Legislative Meeting Process Overview • LGBTQIA+ Community Forum - Online Survey Update • Joint Animal Services Overview • Lacey Police Department Community Academy
2023	September	• Advisory Board Open Positions: Planning Commission • Community Liaisons Program Overview • Land Acknowledgement Application • Community Forum - Centering Immigrant Communities • Naming of Facilities Overview
2023	October	Cancelled

2023	November	- Advisory Board Stipend Program Demographic Data Collection - Draft Work Plan 2024 - DEI Strategic Plan: Document Element Review, Part 1 - Community Forum – Centering Immigrant Communities Discussion - Equity Tools Overview, Part II
2023	December	- Election of Officers - Community Liaisons, Part II 2024 Work Plan Recommendation - DEI Strategic Plan Workshop: Document Elements Review, Part 2 - Lacey Cultural Celebration 2024 2024 Schedule

2023 Work Plan Report Card: Table B provides a succinct overview of the 2023 Work Plan Activities.

Table B				
2023 Work Plan				
Year	Q	Category	Activity	Status
2023	Q1	Engagement	1. Hold a joint/informational meeting with DEI representatives from local education institutions	Complete: NTPS / PJPII
			2. Hold a focus group with community members / affinity group(s) (TBD)	Complete: Black and African American Community Forum
			3. Participate in the Lacey Cultural Celebration	Complete
		Strategic Plan	4. Continue work on Draft DEI Strategic Plan	In-progress
		Policy Items	5. Research and review potential compensation opportunities for advisory body members; create a recommendation for the City Council	Complete

Commission on Equity-2024 Work Plan

			6. Continue to work on a draft Land Acknowledgement and Land Acknowledgement Policy. Solicit input from Nisqually Indian Tribe and Squaxin Island Tribe	Complete
			7. Continue to review the Corporate Sponsorship Policy with the Board of Park Commissioners; create a recommendation for the City Council	Complete
			8. Review other City policy documents, as they come up. (e.g., Park, Culture, Recreation Comprehensive Plan, etc.)	Complete: PCR Comp. Plan
		Program Items	9. Review recommendations for Utility Wrap Project 2023 with Historical Commission	Complete
		Events	10. Start 42 nd Juneteenth Celebration planning with Fred U. Harris Lodge	Complete
2023	Q2	Engagement	1. Hold a joint/informational meeting with DEI representatives from other local governments	Incomplete
			2. Hold a focus group with community members / affinity group(s) (TBD)	Incomplete
		Strategic Plan	3. Continue work on Draft DEI Strategic Plan	In-progress
			4. Solicit feedback on Draft DEI Strategic Plan with City departments / staff	Incomplete
		Policy Items	5. Finalize draft Land Acknowledgement and Land Acknowledgement Policy; create a recommendation for the City Council	Complete
			6. Research and review paid community liaison programs	In-progress
			7. Review other City policy documents, as they come up	Complete
		Program Items	8. Make recommendation for Utility Wrap Project 2023 with Historical Commission	Complete

Commission on Equity-2024 Work Plan

2023	Q3		9. Review of Community Survey options.	Incomplete
		Events	10. Continue 42 nd Juneteenth Celebration planning with Fred U. Harris Lodge	Complete
		Engagement	1. Hold a joint/informational meeting with local non-profit service providers	Complete: LWV Event
			2. Hold a focus group with community members / affinity group(s) (TBD)	Complete: LGBTQIA+ Community Forum
			3. Host a Community Engagement Session(s)	Complete: LGBTQIA+ Community Forum
		Strategic Plan	4. Continue work on Draft DEI Strategic Plan	In-progress
			5. Solicit feedback on Draft DEI Strategic Plan with community stakeholders	Incomplete
		Policy Items	6. Continue research and review on paid community liaison programs; create a recommendation for the City Council	In-progress
			7. Research and review Equity Tools	In-progress
			8. Review other City policy documents, as they come up	Complete
2023	Q4	Program Items	9. Make recommendation for Community Survey	Incomplete
		Events	10. Participate in the 42 nd Juneteenth Celebration with the Fred U. Harris Lodge	Complete
2023	Q4	Engagement	11. Hold a focus group with community members (TBD)	Complete: Immigrant Community Forum

Commission on Equity-2024 Work Plan

		Strategic Plan	12. Continue work on Draft DEI Strategic Plan	In-progress
			13. Recommend DEI Strategic Plan for adoption	Incomplete
		Policy Items	14. Continue research and review on potential equity tools	In-progress
			15. Start research and review of Equity Maps	Incomplete
			16. Review other City policy documents, as they come up	Complete
		Program Items	-	-
		Events	-	-

Status	Items
Complete	20/36
In-progress	8/36, 4 of these were related to the DEI Strategic Plan
Incomplete	8/36, 3 of these were related to the DEI Strategic Plan

Activity	Status
11. Continue work on Draft DEI Strategic Plan	In-progress
11. Continue work on Draft DEI Strategic Plan	In-progress
12. Research and review paid community liaison programs	In-progress
17. Continue work on Draft DEI Strategic Plan	In-progress
18. Continue research and review on paid community liaison programs; create a recommendation for the City Council	In-progress

Commission on Equity-2024 Work Plan

19. Research and review Equity Tools	In-progress
20. Continue work on Draft DEI Strategic Plan	In-progress
21. Continue research and review on potential equity tools	In-progress

Activity	Status
13. Hold a joint/informational meeting with DEI representatives from other local governments	Incomplete
14. Hold a focus group with community members / affinity group(s) (TBD)	Incomplete
15. Solicit feedback on Draft DEI Strategic Plan with City departments / staff	Incomplete
16. Review of Community Survey options.	Incomplete
22. Solicit feedback on Draft DEI Strategic Plan with community stakeholders	Incomplete
23. Make recommendation for Community Survey	Incomplete
24. Recommend DEI Strategic Plan for adoption	Incomplete
25. Start research and review of Equity Maps	Incomplete

In-progress and incomplete items were incorporated in to the 2024 Workplan.

2024 Work Plan Report

Table C provides a succinct overview of anticipated COE efforts in 2024.

Major initiatives include:

- DEI Strategic Plan finalization
- Advisory Board recruitment process review
- Equity Tools
- Equity Maps
- Community Liaison Programs
- Community Surveys
- Comprehensive Plan involvement
- DEI Summit planning and hosting
- Continued forums and other engagement and events

Table C				
2024 Work Plan				
Year	Q	Category	Activity	Status
2024	Q1	Engagement	1. Participate in the Lacey Cultural Celebration.	
			2. Hold a joint/informational meeting with Business community representatives: Thurston County EDC, local Chambers, etc.	
		Strategic Plan	1. Continue work on Draft DEI Strategic Plan.	See below for more detail.
		Policy Items	2. Continue research and review on paid community liaison programs.	
			3. Continue research on Equity Tools.	
			4. Review other City policy documents, as they come up. (e.g., Economic Development Plan, etc.)	
		Program Items	5. Joint meeting with City Council and Annual Report Out	
		Events	6. Start 42 nd Juneteenth Celebration planning with Fred U. Harris Lodge	
			7. Participate in the Lacey Cultural Celebration.	

Commission on Equity-2024 Work Plan

Year	Q	Category	Activity	Status
2024	Q2	Engagement	8. Hold a focus group with community members / affinity group(s) (All Abilities)	
			9. Joint Meeting with the Lacey Youth Council.	
			10. Hold a joint/informational meeting with DEI representatives from local education institutions	
		Strategic Plan	11. Continue work on Draft DEI Strategic Plan.	See below for more detail.
		Policy Items	12. Continue research and review on paid community liaison programs; create a recommendation.	
			13. Continue research and review on equity tools; create a recommendation.	
			14. Start review of Advisory Board recruitment process.	
			15. Comprehensive Plan Involvement.	
			16. Review other City policy documents, as they come up.	
		Program Items	17. Review of Community Survey options.	
		Events	18. Participate in the 42 nd Juneteenth Celebration with the Fred U. Harris Lodge.	
			19. Start planning DEI Summit.	

Year	Q	Category	Activity	Status
2024	Q3	Engagement	19. Hold a joint/informational meeting with DEI representatives from other government entities.	
			20. Hold a focus group with community members / affinity group(s) (TBD).	
		Strategic Plan	21. Recommend Adoption of Strategic Plan.	See below for more detail.
		Policy Items	22. Start research and review of Equity Maps.	
			23. Continue Comprehensive Plan Involvement.	
			24. Create recommendation on Advisory Board Recruitment process.	
			25. Review other City policy documents, as they come up.	
		Program Items	26. Recommend Community Survey options.	
		Events	27. Continue Planning DEI Summit	

Commission on Equity-2024 Work Plan

Year	Q	Category	Activity	Status
2024	Q4	Engagement	28. Hold a focus group with community members (TBD).	
			29. Recruit for COE Members (if needed)	
		Strategic Plan	30. Implementation (continuously)	
		Policy Items	31. Continue research and review of Equity Maps.	
			32. Continue Comprehensive Plan Involvement.	
			33. Review other City policy documents, as they come up	
			34. Draft 2025 Commission on Equity Work Plan	
		Program Items	-	
		Events	35. Host DEI Summit	

Strategic Plan Next Steps:

Item	Status	Timeline
Community Engagement: Community Engagement Session, Community Forums, Focus Groups, Events, etc.	Complete	-
Mission, Vision, Values, Goal Areas	Complete	-
Strategies and Benchmarks	Complete	-
Indicators and Benchmarks	Complete	-
Integrate COE feedback on focus areas, impact statements, strategies and indicators	Complete	-
Community Engagement: Review draft Plan with Executive Team and other City Staff	Not started	January 2024
Review feedback with Commission on Equity	Not started	February 2024
Community Engagement: Review draft Plan with Community Members	Not started	March 2024
Review feedback with Commission on Equity	Not started	April 2024
Integrate feedback into Plan	Not started	April 2024
COE Recommendation on Plan	Not started	May 2024
Bring draft to City Council for review	Not started	June 2024
Adoption by City Council	Not started	July 2024



LACEY CITY COUNCIL
February 12, 2024

SUBJECT: Youth Representative to the Historical Commission

RECOMMENDATION: Appoint Rory Line as the Youth Representative to the Historical Commission

STAFF CONTACT: Rick Walk, City Manager
Shannon Kelley-Fong, Assistant City Manager *SKF*
Sadie Siglin, Management Analyst *SS*

ORIGINATED BY: City Manager's Department

ATTACHMENTS: None

FISCAL NOTE: None

PRIOR REVIEW: None

BACKGROUND: A resignation from the Lacey Youth Council has left a Youth Representative vacancy on the Historical Commission. On February 6, 2024, the Lacey Youth Council selected Youth Councilmember Rory Line to serve as the Youth Representative to the Historical Commission.



LACEY CITY COUNCIL

February 12, 2024

SUBJECT: Amendment to 2024 – 2026 Lacey City Council
Intergovernmental Representatives

RECOMMENDATION: Adopted the 2024 – 2026 Lacey City Council Intergovernmental
Representatives Assignments amended February 12, 2024

STAFF CONTACT: Rick Walk, City Manager *RW*

ORIGINATED BY: City Manager's Department

ATTACHMENTS: 1. Updated 2024-2026 City Council Intergovernmental Board
Assignments

FISCAL NOTE: None

PRIOR REVIEW: None

BACKGROUND: Council adopted the 2024 – 2026 Lacey City Council Intergovernmental Representatives assignments on January 16, 2024. When adopted, the alternate assignment to the Regional Housing Council and primary and alternate assignments to the Community Action Council remained pending.

Since the Council assignments were adopted, Mayor Ryder spoke has with Councilmember Dunning about serving as the alternate on the Regional Housing Council. Councilmember Dunning has agreed to this assignment. Mayor Ryder recommends appointing Councilmember Dunning as alternate to the Regional Housing Council.

Staff has also spoken with Sarah Miranda, Executive Director of the Community Action Council, about the need for Lacey Council Representation on their Board. Sarah informed staff that a city council assignment is not automatically placed on the board. The Community Action Council board has their own separate application process. She encourages any councilmember with interest to apply to be a member of the Community Action Council Board as an individual and it is not necessary to have a general Lacey Council representation. Staff recommends removing the Community Action Council as a standard intergovernmental council representative assignment.

City of Lacey Council
Intergovernmental Boards Representatives
2024 – 2026

INTERGOVERNMENTAL BOARDS & COMMISSIONS	DATE / TIME	LOCATION	Primary	ALTERNATE
Climate Action Steering Committee	4 th Monday 3:00 p.m. – 5:00 p.m.	2411 Chandler Court SW Olympia, WA 98502	Vazquez	Cox
Economic Development Council	4 th Wednesday 12:00 p.m. – 1:30 p.m.	4220 6 th Avenue SE Lacey, WA 98503	Miller	Dunning
Emergency Medical Services	3 rd Wednesday 3:30 p.m. – 5:00 p.m.	2703 Pacific Ave SE Olympia, WA 98501	Greenstein	Steadman
Intercity Transit Authority	1 st & 3 rd Wednesday 5:30 p.m.	526 Pattison SE Olympia, WA 98501	Cox	Vazquez
Joint Animal Services Commission	2 nd Monday 5:30 p.m.	Lacey City Hall Executive Boardroom	Miller	Dunning
LOTT Clean Water Alliance	2 nd Wednesday 5:30 p.m.	500 Adams Street NE Olympia, WA 98501	Cox	Vazquez
Mayors' Forum	1 st Friday 12:00 p.m. – 2:00 p.m.	Rotates each month	Ryder	Miller
Olympia-Lacey-Tumwater Visitor & Convention Bureau	3 rd Tuesday 3:00 p.m. - 5:00 p.m.	Various Locations	Dunning	Miller
Lodging Tax Advisory Committee (LTAC)	AS NEEDED	Council Chambers	Miller	Not applicable

INTERGOVERNMENTAL BOARDS & COMMISSIONS	DATE / TIME	LOCATION	Primary	ALTERNATE
Olympic Region Clean Air Agency	2 nd Wednesday 10:00 a.m.	2940 Limited Lane NW Olympia, WA 98502	Steadman	Dunning
Regional Housing Council	3 rd Thursday 4:30 p.m.	Zoom Webinar	Cox	Dunning
Solid Waste Advisory Committee	1 st Wednesday 10:00 a.m. – 11:30 a.m.	9605 Tilley Road South Olympia, WA 98512	Dunning	Greenstein
TCOMM 911	1 st Wednesday 3:30 p.m.	2703 Pacific Ave SE, Rm. 119 Olympia, WA 98501	Greenstein	Steadman
Thurston County Law & Justice Council	January 20, April 21, July 21, October 20 4:30 p.m. – 6:00 p.m.	2000 Lakeridge Drive Building 1, Room 280 Olympia, WA 98502	Steadman	Dunning
Thurston Regional Planning Council	1 st Friday 8:30 a.m. (except Jan & July, 2 nd Fri)	2411 Chandler Court SW Olympia WA 98502	Vazquez	Miller

INTERGOVERNMENTAL BOARDS & COMMISSIONS	DATE / TIME	LOCATION	Primary	ALTERNATE
Law Enforcement Officers & Firefighters (LEOFF)	AS NEEDED	Executive Boardroom	Greenstein Steadman	Not applicable
Thurston County Board of Health	2 nd Tuesday 3:45 p.m.	Thurston County 3000 Pacific Ave SE Olympia WA 98501	Vazquez	Not applicable
Transportation Policy Board	2 nd Wednesday 7:00 a.m.	2411 Chandler Court SW Olympia WA 98502	Ryder	Steadman
Nisqually River Council	3 rd Friday 9:00 a.m. – 12:00 p.m.	Various locations	Steadman	
Lacey South Sound Chamber	1 st Wednesday (Forum) 11:30 a.m. – 1:30 p.m.	Indian Summer Club House	Pending	Pending
AD HOC COMMITTEES	DATE / TIME	LOCATION	DELEGATE	ALTERNATE
Thurston Thrives	3 rd Monday 3:00 p.m. – 5:00 p.m.	809 Legion Way SE Olympia, WA 98501	Dunning	Miller
Thurston County Coalition Against Human Trafficking	AS NEEDED	Various Location	Miller	
Opioid Abatement Council	Annually	Thurston County 3000 Pacific Ave SE Olympia WA 98501		



LACEY CITY COUNCIL MEETING 2/20/24

SUBJECT: Lacey Municipal Code 9.32.020, Criminal Impersonation

RECOMMENDATION: Adopt Ordinance 1656, amending Section 9.32.020 of the Lacey Municipal Code related to Criminal Impersonation.

STAFF CONTACT: Rick Walk, Interim City Manager *RW*
Robert Almada, Chief of Police *RA*
Dave Schneider, City Attorney *DS*
Matt Sharp, Assistant City Attorney

ORIGINATED BY: City Attorney's Office

ATTACHMENTS: Proposed Ordinance No. 1656

FISCAL NOTE: None

WORK PLAN GOAL AND STRATEGY: A Safe and Secure Community

OTHER POLICY DOC. ALIGNMENT: N/A

COMMUNICATIONS PLAN: N/A

HOUSING ACTION PLAN: N/A

PRIOR REVIEW: None

BACKGROUND:

In 1978, the Lacey City Council adopted Ordinance 499, which declares criminal impersonation a gross misdemeanor under LMC 9.32.020. Subsequently, the State Legislature amended RCW 9A.60.040, which amendment resulted in the conduct articulated

in LMC 9.32.020 being a class C felony. Further legislative action declared the new crime of Criminal Impersonation in the Second Degree, which is a gross misdemeanor under RCW 9A.60.045.

The City of Lacey's authority to prosecute is limited to misdemeanors and gross misdemeanors. Thus, the City Attorney's office recommends updating the language of LMC 9.32.020 to substantially match that of RCW 9A.60.045.

NEXT STEPS:

Option 1: Adopt Ordinance 1656, amending Section 9.32.020 of the Lacey Municipal Code related to Criminal Impersonation.

Option 2: No change. Continue as is.

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

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

ORDINANCE NO. 1656

CITY OF LACEY

AN ORDINANCE RELATED TO CRIMINAL IMPERSONATION, AMENDING SECTION 9.32.020, OF THE LACEY MUNICIPAL CODE AND APPROVING A SUMMARY FOR PUBLICATION.

WHEREAS, In 1978, the Lacey City Council adopted Ordinance 499, which declares criminal impersonation a gross misdemeanor; and

WHEREAS, the State Legislature subsequently amended RCW 9A.60.040, which amendment resulted in the conduct articulated in LMC 9.32.020 being a class C felony; and

WHEREAS, Further legislative action declared the new crime of Criminal Impersonation in the Second Degree, which is a gross misdemeanor under RCW 9A.60.045.

WHEREAS, The City of Lacey has the authority to prosecute misdemeanors and gross misdemeanors, but not felonies; and

WHEREAS, City staff have recommended amending LMC 9.32.020 to address conduct considered a gross misdemeanor under state law; and

WHEREAS, the City Council finds that the proposed amendments will be in the public interest.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, AS FOLLOWS:

Section 1. Section 9.32.020 of the Lacey Municipal Code is hereby amended to read as follows:

9.32.020 Criminal Impersonation

A. A person is guilty of criminal impersonation if ~~he~~the person:

1. Claims to be a law enforcement officer or creates an impression that the person is a law enforcement officer, and does an act with intent to convey the impression that the person is acting in an official capacity, and a reasonable person would believe the person is a law enforcement officer; or ~~Assumes a false identity and does an act in his assumed character with intent to defraud another or for any other unlawful purpose; or~~
2. Falsely assumes the identity of a veteran or active duty member of the armed forces of the United States with intent to defraud for the purpose of personal gain or to facilitate any unlawful activity. ~~Pretends to be a representative of some person or organization or a public servant and does an act in his pretended capacity with intent to defraud another or for any other unlawful purpose.~~

B. Criminal impersonation is a gross misdemeanor.

Section 2. SEVERABILITY. If any section, sentence, clause or phrase of this ordinance should be held to be invalid by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. CORRECTIONS. The City Clerk and the codifiers of this ordinance are authorized to make corrections to this ordinance including, but not limited to, the corrections of scrivener's/clerical errors, references, ordinance numbering, section/subsection number and any references thereto.

Section 4. The Summary attached hereto is hereby approved for publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY,
WASHINGTON, at a regularly-called meeting thereof, held this _____ day of
_____, 2024.

CITY COUNCIL

By: _____
Mayor

Approved as to form:

City Attorney

Attest:

City Clerk

SUMMARY FOR PUBLICATION
ORDINANCE NO 1656
CITY OF LACEY

The City Council of the City of Lacey, Washington, passed on January 16, 2024, Ordinance No. 1656, entitled “AN ORDINANCE RELATED TO CRIMINAL IMPERSONATION, AMENDING SECTION 9.32.020 OF THE LACEY MUNICIPAL CODE AND APPROVING A SUMMARY FOR PUBLICATION.”

The main points of the Ordinance are described as follows:

1. The Ordinance amends Section LMC 9.32.02, pertaining to the crime of Criminal Impersonation.
2. The Ordinance approves this Summary for Publication.

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: _____, 2024.