



City of Lacey, Washington City Council Regular Meeting Agenda

Refer to the bottom of the agenda for meeting information.

Tuesday, March 5, 2024

6:00 PM

Council Chambers and Online

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Land Acknowledgment

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 February 13, 2024
- B. Council meeting minutes of February 20, 2024
- C. Approval of wages, claims, and transfers for February 8 through 23, 2024

6. Public Recognitions and Presentations:

- A. **2023 Scouts of America Christmas Tree Roundup Overview**
John Tulloch, Troop 222

7. Public Comment:

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

8. Public Hearing:

9. Proclamations:

A. American Red Cross Month

Dan Wirth, Executive Director, American Red Cross

10. Resolutions:

11. Ordinances:

A. Ordinance No. 1657 - Budget Amendment, 2023 Encumbrance Carryover

Troy Woo, Finance Director

B. Ordinance No. 1658 - Draham Road Annexation

Ryan Andrews, Planning Manager

12. Mayor's Report:

13. City Manager's Report:

A. Communications Plan Update

Shannon Kelley-Fong, Assistant City Manager

Kelly Adams, Special Projects Administrator

Jenny Bauersfeld, Community Relations Specialist

Donna Feliciano, Communication Specialist

John Koch, Digital Media Production Specialist

Sadie Siglin, Management Analyst

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_warvUSFeR8WGNsZXu2Tf-A
Website:	https://cityoflacey.org/government/public-meetings/
Facebook:	https://www.facebook.com/cityoflacey
YouTube:	https://www.youtube.com/watch?v=F359V6oHsEc
Cable:	Channel 77 with your local cable provider
Phone:	(888) 788-0099 or (877) 853-5247 (Webinar ID 865 8775 5105)

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_warvUSFeR8WGNsZXu2Tf-A



[A](#)

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

Written Public Comment

Public comments may also be submitted by email to PublicComment@cityoflacey.org.

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, February 13, 2024

6:00 PM

Council Chambers and Online

1. Call to Order

Deputy Mayor Malcolm Miller called the meeting to order at 6:00 p.m.

2. Roll Call

Council Present

Deputy Mayor Malcolm Miller
Councilmember Lenny Greenstein
Councilmember Michael Steadman
Councilmember Carolyn Cox
Councilmember Robin Vazquez
Councilmember Nicolas Dunning

Council Excused

Mayor Andy Ryder

Commission on Equity Present

Vice Chair Kim Sauer
Commissioner Clifton Brown
Commissioner Jonathan Hegwood
Commissioner Thelma Jackson
Commissioner Makieda Hart

Commission on Equity Excused

Chair Annie Clay
Commissioner Kristine Stolberg

Staff Present

Rick Walk, City Manager

Scott Egger, Public Works Director
Shannon Kelley-Fong, Assistant City Manager
Dave Schneider, City Attorney
Troy Woo, Finance Director
Ed Andrews, Water Maintenance Supervisor
Elissa Fontaine, City Clerk
Paul J. White, Deputy City Clerk

3. Land Acknowledgment

Deputy Mayor Miller presented the abbreviated Land Acknowledgment.

4. Approval of the Amended Agenda

Councilmember Steadman moved to approve the agenda as amended to postpone item 5d to a future meeting. Councilmember Vazquez seconded. Motion carried.

5. Agenda Items

A. Commission on Equity Work Plan

Shannon Kelley-Fong, Assistant City Manager
Kim Sauer, Vice Chair

Assistant City Manager Shannon Kelley-Fong and Commission Vice Chair Kim Sauer presented the Commission on Equity 2024 Work Plan. Work completed in 2023 was reviewed, including policy initiatives and community engagement forums. Projects and activities planned for 2024 were summarized, including finalizing a Diversity, Equity, and Inclusion Strategic Plan, identification of inequities and opportunities for change, and continued community engagement. The commission's work plan will be scheduled for approval by the City Council on a future regular meeting agenda.

B. 4th Quarter Investment Report

Troy Woo, Finance Director

Finance Director Troy Woo presented the fourth quarter investment report and overview of the city's investment policy. The city's net total return in its core fund portfolio slightly outperformed its benchmark at 2.76 percent, and yield in the total portfolio increased from 2.994 percent to 3.243 percent. Investment strategy going forward is expected to maximize yield through investment duration and prudent diversification, including highly selective corporate investment.



C. Property Acquisition Update: Well Source 7

Dave Schneider, City Attorney

Scott Egger, Public Works Director

City Attorney Dave Schneider and Water Maintenance Supervisor Ed Andrews presented an update on the Well Source 7 Property Acquisition. Well 7 is located near Pacific Avenue east of St. Martin's University. It was built in 1976 and is the city's largest producer of well water. Since 2019, the well's capacity has dropped significantly. Factors affecting location of a replacement well and alternatives considered were described. The current, preferred alternative requires acquisition of two properties adjacent to the existing well and associated water treatment facility. City Attorney Schneider summarized the acquisition process, which could include execution of a possession and use agreement or an ordinance exercising eminent domain. Acquisition may take a couple of years, and the need for a new well is pressing.

D. State Legislative Update

Shannon Kelley-Fong, Assistant City Manager

Agenda item 5d was removed from the agenda at the time of agenda approval.

6. Adjourn

Deputy Mayor Miller adjourned the meeting at 7:28 p.m.





City of Lacey, Washington
City Council Regular Meeting Minutes
Tuesday, February 20, 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 Attorney
Shannon Kelley-Fong, Assistant City Attorney
Matt Sharp, Assistant City Attorney
Robert Almada, Chief of Police
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 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

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

6. Public Recognitions and Presentations:

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

The following youth representatives presented reports:

Eliana Allin, Pope John Paul II Report
Zury Ramirez-Plascencia, North Thurston High School Report
Rory Line, Timberline High School Report
Nathaniel Clary, Lacey Youth Council Report

7. Public Comment:

Verbal Public Comment

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

Halle Eickmeyer, college student, provided a public comment.

One (1) person signed up to speak via Zoom, but was not present to provide a comment.

Written Public Comment

Two (2) written comments were received and made a part of the record.

8. Public Hearing:



9. Proclamations:

10. Resolutions:

11. Ordinances:

A. **Ordinance 1656: LMC 9.32.020 Criminal Impersonation**

Dave Schneider, City Attorney

Matt Sharp, Assistant City Attorney, presented the draft ordinance. The proposed amendments to Section 9.32.020 of the Lacey Municipal Code provide updated language to match the recent amendments to RCW 9A.60.045, relating to criminal impersonation.

12. Mayor's Report:

A. **Advisory Board Appointment: Chad Carpenter, LTAC**

Mayor Ryder

Mayor Ryder moved to appoint Chad Carpenter to the Lodging Tax Advisory Committee. Councilmember Greenstein seconded. Motion carried.

13. City Manager's Report:

A. **State Legislative Update**

Shannon Kelley-Fong, Assistant City Manager

Staff and Brian Enslow, State Government Affairs Consultant, presented updates for the 2024 Legislative Session. Details on the supplemental budgets and specific bills were provided.

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 presented a report from the 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)

Deputy Mayor Miller presented a report from JASCOM.

- C. Councilmember Lenny Greenstein:

1. Emergency Medical Services (EMS)
2. TCOMM911

Councilmember Greenstein presented a report from TCOMM911.

- D. Councilmember Michael Steadman:

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

Councilmember Steadman presented a report from ORCAA.

- E. Councilmember Carolyn Cox:

1. LOTT Clean Water Alliance
2. Regional Housing Council



3. Intercity Transit Authority

Holly Paxon, Lacey Timberland Library Manager, was invited to make a comment and extended appreciation to Raina Sedore, Youth Librarian, for her efforts surrounding the Lacey Loves to Read event.

Councilmember Cox presented a report from the Intercity Transit Authority.

F. Councilmember Robin Vazquez:

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

Councilmember Vazquez presented reports from the Thurston County Board of Health and the Thurston Climate Mitigation Collaborative.

G. Councilmember Nicolas Dunning:

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

Councilmember Dunning presented reports from SWAC and the VCB.

16. Adjourn

Mayor Ryder adjourned the meeting at 7:18 p.m.

MAYOR: _____

ATTESTED BY CITY CLERK: _____

DATE APPROVED: _____





LACEY CITY COUNCIL MEETING

March 5, 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 2/8/2024 through 2/23/2024. The disbursements consist of the following:

Checks:	<u>Week of</u>	<u>Beg. Check No.</u>	<u>End. Check No.</u>	<u>Amount</u>
	2/16/2024	273801	273964	810,606.74
	2/23/2024	273965	274017	122,878.03

Electronic Transfers:	<u>Week of</u>	<u>Amount</u>
	2/8/2024	102.70
	2/12/2024	30.00
	2/15/2024	582.98
	2/15/2024	18.04
	2/16/2024	977,886.97
	2/23/2024	267,308.68

Significant Disbursements:

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
Bud Clary Ford/Hyundai	\$ 50,702.60	2023 Ford F150
ESRI	\$ 64,057.50	Enterprise agreement fee
Miles Resources LLC	\$ 367,721.62	RAC parking lot expansion
Olympic Region Clean Air Agency	\$ 53,758.32	2024 per capita
Phoenix Fabricators	\$ 249,713.81	Terry Cargil Reservoir
Puget Sound Energy	\$ 52,523.98	Utility bills
Rognlin's Inc	\$ 250,883.46	Schedule A LS 34 & 37
Structured Communication	\$ 135,621.03	Repl. network switches
Thurston County Auditor	\$ 108,945.18	2023 Voter Registration
Nisqually Indian Tribe	\$ 105,658.10	Inmate Support
Puget Sound Energy	\$ 68,105.46	Utility Bills

CITY OF LACEY
Official Proclamation

WHEREAS, in times of crisis, communities come together to care for one another; American Red Cross volunteers and donors exemplify this humanitarian spirit; and

WHEREAS, in 1881, Clara Barton founded the American Red Cross, turning her dedication of helping others into a bold mission of preventing and alleviating people's suffering; and

WHEREAS, today more than 140 years later, we honor the kindness and generosity of Red Cross volunteers, who continue to carry out Clara's lifesaving legacy; they join the millions of people across the United States who volunteer, give blood, donate financially, or learn vital life-preserving skills through the Red Cross; and

WHEREAS, in Lacey, the contributions of local Red Cross volunteers give hope to the most vulnerable in their darkest hours – whether it's providing emergency shelter, food, and comfort for families devastated by local disasters like home fires; and

WHEREAS, donating essential blood for accident and burn victims, heart surgery and organ transplant patients, and those receiving treatment for leukemia, cancer, or sickle cell disease; and

WHEREAS, the Red Cross partners with our own Lacey Veterans Services Hub and other veteran organizations to sponsor the Thurston County Veterans Resource Fair which provides vital resources for veterans as well as active-duty military throughout Thurston County; and

WHEREAS, their work to prevent and alleviate human suffering is vital to strengthening our community's resilience; and

NOW, THEREFORE, I, Andy Ryder, Mayor of the City of Lacey, on behalf of the Lacey City Council, do hereby proclaim March 2024, as

American Red Cross Month

in the City of Lacey and I encourage all community members to reach out and support its humanitarian mission.

Mayor Andy Ryder
March 5, 2024



LACEY CITY COUNCIL MEETING

March 5, 2024

SUBJECT: 2023 Budget Encumbrance Carryovers

RECOMMENDATION: Motion to adopt the 2023 Budget Encumbrance Carryover ordinance, No. 1657, amending the 2024 Budget.

STAFF CONTACT: Rick Walk, City Manager *RW*
Troy Woo, Finance Director *TW*

ORIGINATED BY: Troy Woo, Finance Department

ATTACHMENTS: 1. Ordinance No. 1657

FISCAL NOTE: See attached Ordinance Exhibit "A"

**WORK PLAN GOAL
AND STRATEGY:** None

PRIOR REVIEW: None

BACKGROUND:

Despite all the extensive budget planning and efforts to complete projects and purchases prior to the year-end closing, staff is not always able to complete all of the projects and purchases within the calendar year. These uncompleted 2023 projects and purchases remain priorities and are expected to be completed during 2024, so it becomes necessary to carryover previously approved budget appropriations into the next year. These proposed amendments are limited to carryover encumbrances and capital projects.

This carryover process addresses 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.

The encumbrance and capital carryover requests are limited to purchase orders that were initiated in the previous year and capital projects that were authorized in the previous year's budget. The outstanding purchase order carryover requests are limited to significant (over \$2,500) unfilled material, equipment, and supply orders. Capital project carryover requests do not have a dollar threshold. The funds requesting the carryovers must have adequate fund balance before the requests can be granted.

Each fund is detailed separately on the proposed carryover amendment list. There are three columns of dollar values. The first column contains the amount currently authorized for that line item in the 2024 budget. The second column is the amount of the proposed adjustment. The last dollar column shows what the new total of that particular line-item account will be if the amendments are adopted. Total lines are included to illustrate the grand total of the fund before and after the amendments. This is important since the budget is adopted by fund total and not by line-item detail. A brief explanation or description is also provided for each line-item of the form.

Next Step. Upon review, the Lacey City Council could consider the following option:

1. To complete unfinished 2023 projects, initiatives, and purchases within adopted budget appropriations, staff recommends the City Council adopt the 2023 Budget Encumbrance Carryover ordinance, No. 1657.

ORDINANCE NO. 1657

CITY OF LACEY

AN ORDINANCE AMENDING THE 2024 FISCAL YEAR BUDGET AND ORDINANCE NO. 1653 ADOPTING SAID BUDGET TO RE-APPROPRIATE 2023 BUDGETED AMOUNTS FOR PROJECTS NOT COMPLETED IN 2023 AND ADOPTING A SUMMARY FOR PUBLICATION.

WHEREAS, at the end of the 2023 fiscal year, certain funds which had been appropriated had not been spent because the programs, improvements, contracts or orders had not, as yet, been completed, and

WHEREAS, in order to complete such programs, projects and orders, and to pay the cost thereof, it is necessary that such funds be re-appropriated in the 2024 budget, NOW, THEREFORE

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

Section 1. The 2024 fiscal year budget and Ordinance No. 1653 adopting said budget are hereby amended in the manner set forth on Exhibit A, which is attached hereto and made a part hereof as though fully set forth at length.

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 5th day of March, 2024.

CITY COUNCIL

By: _____
Mayor

Approved as to form:

City Attorney

Attest:

City Clerk

SUMMARY FOR PUBLICATION

ORDINANCE NO. 1657

CITY OF LACEY

The City Council of the City of Lacey, Washington, passed on March 5, 2024, Ordinance No. 1657 entitled “**AN ORDINANCE AMENDING THE 2024 FISCAL YEAR BUDGET AND ORDINANCE NO. 1653 ADOPTING SAID BUDGET TO RE-APPROPRIATE 2023 BUDGETED AMOUNTS FOR PROJECTS NOT COMPLETED IN 2023 AND ADOPTING A SUMMARY FOR PUBLICATION.**”

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

Section 1 amends the 2024 fiscal year budget and Ordinance No. 1653, adopting said budget by re-appropriating funds from the 2023 fiscal year budget which were not expended because the programs, projects, contracts and orders were not completed in 2023.

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: March 11, 2024

2024 Budget Amendments - Ordinance No. 1657 Exhibit "A"

Account Numbers	Account Description	2024 Budget	Budget Amendment	2024 Budget as Amended	Comments
Current Expense Fund					
Revenues					
001-0000-308-0000	Beginning Cash	25,720,801	4,474,402	30,195,203	Beginning Cash/Cash Reserves
Total Current Expense Fund Revenues		77,709,449	4,474,402	82,183,851	
Expenditures					
001-0301-519-4920	Miscellaneous / Special Projects	10,000	42,019	52,019	Leadership on Equity
001-0302-519-4919	Miscellaneous / Neighborhood Grant Prog	60,000	13,342	73,342	Augment 2024 Neighborhood Grant Program
001-0302-519-4953	Public Art	-	30,000	30,000	Art Plan
001-0304-511-4956	Miscellaneous / Youth Council	5,000	2,059	7,059	Youth Summit and other enhancements
001-0701-516-4905	Miscellaneous / Professional Development	45,000	125,880	170,880	Comprehensive Emergency Management Plan Update
001-0801-552-5825	Emergency Cold Weather Shelter	-	19,613	19,613	Emergency Cold Weather Shelter
001-0802-565-4001	Homeless Services	-	100,000	100,000	TOGETHER! - Host Homes
001-0802-565-4102	Professional Services/Permanent Support Housing	-	3,000,000	3,000,000	Regional Permanent Supportive Housing Project
001-0805-565-6001	Capital Outlays - Equipment	-	2,111	2,111	Veterans Service Hub - Training and Meeting Room Equipment
001-0805-594-6501	Social Services / Veterans Services HUB	-	450,000	450,000	Veteran Services Hub Accessibility
001-0805-594-6502	Veterans Affairs Lease Imp	-	175,547	175,547	Outstation Lease Improvements
001-0903-513-4101	Professional Services - Other	50,000	79,714	129,714	Communications Plan Projects
001-0903-513-4101	Professional Services - Other	129,714	20,000	149,714	Equity Map
001-1401-514-4101	Professional Services - Other	126,000	5,460	131,460	Central Square Naviline Training
001-3301-576-4803	Repairs & Maintenance / Rep & Maint-Facilities	-	12,903	12,903	Install M&O Shop automated gates (2)
001-3701-558-4920	Special Projects	385,000	200,000	585,000	Special Projects - Climate Action Implementation
001-3701-558-4920	Special Projects	585,000	16,179	601,179	Special Projects - Climate Action Phase IV - Pro SVC
001-3701-558-7000	Planning & Comm. Devel. / Economic Development	500,000	40,000	540,000	Springboard/Incubation/Entrepreneur
001-3701-558-7000	Planning & Comm. Devel. / Economic Development	540,000	50,000	590,000	Lacey Midtown branding
001-7401-574-3101	Supplies / Office & Operating Supply	750	15,000	15,750	Woodland Creek Food Forest
001-7401-574-4101	Professional Services - Other	122,000	50,000	172,000	Young Child & Families Center Feasibility Study
001-7401-574-4101	Professional Services - Other	172,000	24,575	196,575	Community Outreach and Engagement Specialist
Total Current Expense Fund Expenditures		77,709,449	4,474,402	82,183,851	
Criminal Justice Fund					
Revenues					
003-0000-308-0000	Beginning Cash	-	1,600,000	1,600,000	Beginning Cash/Cash Reserves
Total Criminal Justice Fund Revenues		1,543,349	1,600,000	3,143,349	
Expenditures					
003-2106-597-0201	Transfers Out / Transfer Out 301 Fund	-	1,600,000	1,600,000	Capital Project Transfers Out - Police Station
Total Criminal Justice Fund Expenditures		1,543,349	1,600,000	3,143,349	

Account Numbers	Account Description	2024 Budget	Budget Amendment	2024 Budget as Amended	Comments
Community Buildings Fund					
Revenues 005-0000-308-0000	Beginning Cash	30,000	25,000	55,000	Beginning Cash/Cash Reserves
Total Community Buildings Fund Revenues		961,535	25,000	986,535	
Expenditures 005-7601-575-6001	Capital Outlays / Capital Outlays-Equipment	-	25,000	25,000	Community Center Tables
Total Community Buildings Fund Expenditures		961,535	25,000	986,535	

Street Fund					
Revenues 101-0000-308-0000	Beginning Cash	98,957	13,000	111,957	Beginning Cash/Cash Reserves
Total Street Fund Revenues		4,745,499	13,000	4,758,499	
Expenditures 101-4201-543-4803	Repairs & Maintenance / Rep & Maint-Facilities	-	13,000	13,000	Install M&O Shop automated gates (2)
Total Street Fund Expenditures		4,745,499	13,000	4,758,499	

Arterial Street Fund					
Revenues 102-0000-308-0000	Beginning Cash	16,024,600	177,900	16,202,500	Beginning Cash
Total Arterial Street Fund Revenues		26,126,804	177,900	26,304,704	
Expenditures 102-4101-595-9001 102-4101-595-9003 102-4101-595-9005	Preliminary Engineering Road Way Construction Engineering	2,273,140 7,315,051 772,509	4,900 152,240 20,760	2,278,040 7,467,291 793,269	Carry forward preliminary engineering cost various transportation construction projects Carry forward utility construction costs various transportation construction projects Carry forward construction engineering costs various transportation construction projects
Total Arterial Street Fund Expenditures		26,126,804	177,900	26,304,704	

Building Improvement Fund					
Revenues 301-0000-308-0000	Beginning Cash	8,523	653,358	661,881	Beginning Cash/Cash Reserves
Total Building Improvement Fund Revenues		29,266,359	653,358	29,919,717	
Expenditures 301-0101-514-6004	Capital Outlays / Capital Outlays - Buildings	29,160,384	653,358	29,813,742	Police Station and Training Center
Total Building Improvement Fund Expenditures		29,266,359	653,358	29,919,717	

Account Numbers	Account Description	2024 Budget	Budget Amendment	2024 Budget as Amended	Comments
Capital Equipment Fund					
Revenues					
302-0000-308-0000	Beginning Cash	332,250	1,047,137	1,379,387	Beginning Cash/Cash Reserves
Total Capital Equipment Fund Revenues		1,241,020	1,047,137	2,288,157	
Expenditures					
302-0102-519-6404	Capital Outlays / Community Relations	4,828	60,000	64,828	Document Management
302-0102-519-6404	Capital Outlays / Community Relations	64,828	25,000	89,828	Veterans' Services HUB signage
302-0102-519-6406	Capital Outlays / Common Facilities	-	88,018	88,018	Technology & Workplace improvements
302-0102-519-6410	Capital Outlays / Police	521,854	193,896	715,750	Body Worn and Fleet Video Program (annual installment)
302-0102-519-6410	Capital Outlays / Police	715,750	64,937	780,687	Police Facility, Vehicle, and Equipment Enhancements
302-0102-519-6410	Capital Outlays / Police	780,687	80,000	860,687	Vehicle for new Detective position
302-0102-519-6411	Capital Outlays / Capital-Public Works-Admi	41,825	8,156	49,981	F150 Lightning Pro (replace vehicle #24) - production delay
302-0102-519-6411	Capital Outlays / Capital-Public Works-Admi	49,981	51,473	101,454	F150 Lightning Pro - vehicle for new Capital Projects Inspector position - production delay
302-0102-519-6415	Capital Outlays / Capital-Community Develop	21,673	9,419	31,092	F150 Lightning Pro (replace vehicle #319) - production delay
302-0102-519-6416	Capital Outlays / Parks and Recreation	-	2,893	2,893	Park Rules Signage
302-0104-559-6001	Capital Outlays / Economic Development	-	463,345	463,345	Midtown District Economic Development Investments
Total Capital Equipment Fund Expenditures		1,241,020	1,047,137	2,288,157	
Parks & Open Space Fund					
Revenues					
303-0000-308-0000	Beginning Cash	82,000	788,198	870,198	Beginning Cash/Cash Reserves
Total Parks & Open Space Revenues		5,691,426	788,198	6,479,624	
Expenditures					
303-0106-576-6001	Capital Outlays / Capital Outlays-Equipment	-	303,449	303,449	Park Facilities Security Camera Expansion
303-0106-576-6003	Capital Outlays / Capital Improvements	5,686,819	145,085	5,831,904	Woodland Creek Park Bridge and Crossing
303-0106-576-6003	Capital Outlays / Capital Improvements	5,831,904	59,394	5,891,298	Wonderwood Park Trail and Court Upgrades
303-0106-576-6003	Capital Outlays / Capital Improvements	5,891,298	25,000	5,916,298	Outdoor Ping Pong Tables
303-0106-576-6003	Capital Outlays / Capital Improvements	5,916,298	255,270	6,171,568	Phase 1A Greg Cuoio Park Design
Total Parks & Open Space Expenditures		5,691,426	788,198	6,479,624	
RAC Capital Fund					
Revenues					
307-0000-308-0000	Beginning Cash	-	2,619,865	2,619,865	Beginning Cash/Cash Reserves
Total RAC Capital Revenues		1,796,354	2,619,865	4,416,219	
Expenditures					
307-0106-576-6001	Capital Outlays / Capital Equipment	58,487	177,705	236,192	RAC Fencing (Softball Fields #1 and #2)
307-0106-576-6219	Capital Outlays / Sport Com-Prel Design	-	5,000	5,000	RAC Phase 3 Preliminary Design
307-0106-576-6221	Capital Outlays / Sport Com-Contractor Prim	-	2,437,160	2,437,160	RAC Parking Lot Construction
Total RAC Capital Expenditures		1,796,354	2,619,865	4,416,219	

Account Numbers	Account Description	2024 Budget	Budget Amendment	2024 Budget as Amended	Comments
Water Utility Fund					
Revenues 401-0000-308-0000	Beginning Cash	-	423,738	423,738	Beginning Cash/Cash Reserves
Total Water Utility Fund Revenues		22,114,117	423,738	22,537,855	
Expenditures 401-3401-534-4803 401-3401-534-6001 401-3402-514-3137 401-3403-534-3148	Repairs & Maintenance / Rep & Maint-Facilities Capital Outlays / Capital Outlays-Equipment Supplies / Meter Supplies / Repairs & Maintenance	17,000 166,796 1,400,000 512,300	32,000 9,244 282,494 100,000	49,000 176,040 1,682,494 612,300	Install M&O Shop automated gates (2) F150 Lightning Pro (replace vehicle #316) - production delay Replace failing meter transmission units, water meters for new development, and replace failing meters Replace filter media at Hawks Prairie Water Treatment Facility
Total Water Utility Fund Expenditures		22,114,117	423,738	22,537,855	
Wastewater Utility Fund					
Revenues 402-0000-308-0000	Beginning Cash	-	159,213	159,213	Beginning Cash/Cash Reserves
Total Wastewater Utility Fund Revenues		24,123,504	159,213	24,282,717	
Expenditures 402-3501-535-4803 402-3504-535-6001	Repairs & Maintenance / Rep & Maint-Facilities Capital Outlays / Capital Outlays-Equipment	2,000 775,000	28,000 131,213	30,000 906,213	Install M&O Shop automated gates (2) Crane Truck replacement (#294) - production delay
Total Wastewater Utility Fund Expenditures		24,123,504	159,213	24,282,717	
Stormwater Utility Fund					
Revenues 403-0000-308-0000	Beginning Cash	-	7,000	7,000	Beginning Cash/Cash Reserves
Total Stormwater Utility Fund Revenues		5,681,576	7,000	5,688,576	
Expenditures 403-4201-538-4803	Repairs & Maintenance / Rep & Maint-Facilities	-	7,000	7,000	Install M&O Shop automated gates (2)
Total Stormwater Utility Fund Expenditures		5,681,576	7,000	5,688,576	
Water Construction Fund					
Revenues 410-0000-308-0000	Beginning Cash	18,438,048	7,558,045	25,996,093	Beginning Cash/Cash Reserves
Total Water Construction Fund Revenues		38,917,790	7,558,045	46,475,835	
Expenditures 410-3418-534-9001 410-3418-534-9005 410-3418-534-9013 410-3418-534-9022	Preliminary Engineering Construction Engineering Construction/Utilities Purchase of Land	1,585,875 2,826,375 33,702,750 300,000	217,521 472,906 5,707,012 1,160,606	1,803,396 3,299,281 39,409,762 1,460,606	Carry forward preliminary engineering cost various water construction projects Carry forward construction engineering costs various water construction projects Carry forward utility construction costs various water construction projects Carry forward utility construction costs various water construction projects
Total Water Construction Fund Expenditures		38,917,790	7,558,045	46,475,835	

Account Numbers	Account Description	2024 Budget	Budget Amendment	2024 Budget as Amended	Comments
Wastewater Construction Fund					
Revenues 411-0000-308-0000	Beginning Cash	7,532,958	1,407,320	8,940,278	Beginning Cash/Cash Reserves
Total Wastewater Construction Fund Revenues		17,073,000	1,407,320	18,480,320	
Expenditures 411-3518-535-9001 411-3518-535-9005 411-3518-535-9013	Preliminary Engineering Construction Engineering Construction/Utilities	1,146,875 1,206,375 14,569,750	86,527 104,799 1,215,994	1,233,402 1,311,174 15,785,744	Carry forward preliminary engineering cost various wastewater construction projects Carry forward construction engineering costs various wastewater construction projects Carry forward utility construction costs various wastewater construction projects
Total Wastewater Construction Fund Expenditures		17,073,000	1,407,320	18,480,320	
Stormwater Construction Fund					
Revenues 412-0000-308-0000	Beginning Cash	-	10,000	10,000	Beginning Cash/Cash Reserves
Total Stormwater Construction Fund Revenues		2,033,125	10,000	2,043,125	
Expenditures 412-4218-542-9004 412-4218-542-9005	Storm Drainage Construction Engineering	950,750 80,250	9,250 750	960,000 81,000	Carry forward utility construction costs various stormwater construction projects Carry forward construction engineering costs various stormwater construction projects
Total Stormwater Construction Fund Expenditures		2,033,125	10,000	2,043,125	
Equipment Rental					
Revenues 501-0000-308-0000	Beginning Cash	570,417	368,706	939,123	Beginning Cash/Cash Reserves
Total Equipment Rental Fund Revenues		4,553,776	368,706	4,922,482	
Expenditures 501-4801-548-6002 501-4801-548-6002 501-4801-548-6002 501-4801-548-6002 501-4801-548-6002	Capital Outlays - Replacement Capital Outlays - Replacement Capital Outlays - Replacement Capital Outlays - Replacement Capital Outlays - Replacement	1,547,541 1,590,858 1,633,087 1,684,560 1,736,033	43,317 42,229 51,473 51,473 180,214	1,590,858 1,633,087 1,684,560 1,736,033 1,916,247	F150 Lightning Pro (replace vehicle #24) - production delay F150 Lightning Pro (replace vehicle #316) - production delay F150 Lightning Pro (replace vehicle #319) - production delay F150 Lightning Pro (replace vehicle #322) - production delay Crane Truck replacement (#294) - production delay
Total Equipment Rental Fund Expenditures		4,553,776	368,706	4,922,482	



LACEY CITY COUNCIL MEETING

March 5, 2024

SUBJECT: Draham Road Annexation. Project no. 23-306.

RECOMMENDATION: Motion: Adopt ordinance #1658 annexing nine parcels totaling 42.14 acres known as the Draham Road annexation.

STAFF CONTACT: Rick Walk, City Manager *RW*
Vanessa Dolbee, C&ED Director *VD*
Ryan Andrews, Planning Manager *RA*

ORIGINATED BY: Community and Economic Development Department by Private Applicant

ATTACHMENTS:

1. Ordinance
2. 60% Annexation Petition
3. BRB Final Action Notice
4. Maps

FISCAL NOTE: See background.

WORK PLAN GOAL AND STRATEGY: Coordinated and Collaborative Planning - (A)(3&4)

PRIOR REVIEW: City Council Public Hearing, November 16, 2023
City Council Utilities Committee, July 3, 2023

BACKGROUND:

The City received a petition for annexation of nine parcels located north of 15th Avenue NE, east of Judd Street NE, west of the Woodland Creek Estates Subdivision, and south of the property owned by the City for the future Greg Cuoio Park. The annexation has been sent to the Thurston County Boundary Review Board (BRB) for their review. The BRB has declined to invoke jurisdiction so the application returns to the Council for final consideration in ordinance form.

Annexation Area

The area proposed for annexation is primarily located within the Pleasant Glade Planning Area and within the Lacey Urban Growth Area north of 15th Avenue NE, east of Judd Street NE, west of the Woodland Creek Estates Subdivision, and south of the property owned by the City for the future Greg Cuoio Park. The area includes 9 tax parcels totaling approximately 42.14 acres. The properties contain a mixture of undeveloped properties and residential uses on larger lots. The area contains 9 residential units for an anticipated population of 20 residents. The most recent assessed value of the proposed annexation area is \$4,180,500.

The annexation contains a variety of residential zoning including Low, Moderate and High Density Residential which will be retained upon annexation as required by an annexation agreement with Thurston County.

The annexation area contains two projects with vested land use approvals. Ventura Crossing is located on 15th Avenue NE east of Judd Street NE and is a 69-unit single-family subdivision. Williams Crossing is located to the east of Ventura Crossing and is a 216-unit multi-family apartment complex. Upon annexation, the land use approvals for these projects would be transferred to the City of Lacey and final design, permits, and construction would occur in the city. Consistent with the City Council policy on annexations as reflected in the Development Guidelines and Public Works Standards 3.135, annexation is required as a condition of the City providing utilities to the properties.

The properties are located primarily within the City of Lacey's water service area. Water service is provided by an existing 12-inch waterline located in 15th Avenue NE/Draham Road NE. The line is adequate to serve the existing and future development of the properties within the area, however, this could change if any significant rezoning was to occur in the area.

City of Lacey sewer service in the area is relatively limited. With the installation of the sewer lift station on the south side of 15th Avenue NE associated with the Modera Apartments, additional sewer service can be better served in this area.

Governmental Services

Since 2015, the City of Lacey has annexed a total of 1,522 acres (2.4 square miles) adding nearly 15% to the geographical area of the city and serving an additional 2,863 residents. It is important to recognize the cumulative impact of these recent annexations, and while city services have been extended to these areas, no additional staff have been directly added as a result. The following identifies the recent annexations since 2015:

Property owner-initiated:

2015	Hill-Betti	150 acres	193 residents
2017	NTPS Marvin Rd.	72 acres	
2017	Martin Way East	7 acres	
2018	Barr	10 acres	

2020	Mullen Road	67 acres	3 residents
2021	Serenity Carpenter Rd.	3 acres	
2021	Mosure 54 th Ave.	10 acres	
2021	Steilacoom/Marvin	410 acres	1,589 residents
Total		729 acres	1,785 residents

City-initiated:

2017	Cuoio Park	330 acres	
2017	Gateway Div. 2	80 acres	
2021	Capitol City/Chambers Estates	288 acres	978 residents
2022	Lake Lois	95 acres	100 residents
Total		793 acres	1,078 residents

The annexation of this 42.14 acres is relatively minor in nature and will not generate any substantial property, sales, or utility tax revenue through the existing 9 residential units in the area. Some revenue will be generated through the issuing of permits for the proposed 285 units of residential development associated with Ventura Crossing and Williams Crossing. It is anticipated that providing City services to the area will exceed the revenue associated with the annexation in the long term.

Comments on the proposed annexation were received from several departments. However, it is important to note that these comments were received for a preliminary annexation proposal that would have annexed the area between Judd St. NE and roughly Carpenter Road NE.

The Lacey Police Department has stated that the calls for service from the annexation area have historically been very low. However, the Department did have general concerns with serving the area given the additional demands that will be needed to serve new development on a street network that has not yet been developed to its full capacity (particularly 15th/Draham). Lacey Police are already utilizing these existing streets and these issues will occur whether or not annexation occurs.

The Lacey Public Works Department commented on the transportation infrastructure needed in the area. Both 15th Avenue NE/Draham Road NE and Carpenter Road NE are planned to be constructed to a 4 or 5-lane section including the full suite of multi-modal improvements. Comments on stormwater maintenance were also provided. The main concern is maintenance of existing facilities (catch basins, swales, and vegetation).

Lacey Fire District 3 provides services to all properties which will not change as a result of the annexation.

Other Issues

Upon annexation, the City is required to conduct a door-to-door census of the area. An accurate census ensures that population-based revenues are distributed to the City.

Annexation of this area will leave an unincorporated island of approximately 168 acres between the eastern boundary of the annexation area to the existing city limits east of Carpenter Road NE. Lacey staff has started discussions with Thurston County to annex the unincorporated island using the Interlocal Annexation Method under RCW 35A.14. The draft interlocal agreement will be brought to the City Council for review after the staff negotiation process has been completed.

Process

Procedurally, the next step is for the City Council to take final action through passage of an ordinance approving the annexation. Upon final ordinance passage, notification of the annexation is sent to affected agencies and the annexation certification process will be completed.

NEXT STEPS:

Option 1: Adopt ordinance #1658 annexing nine parcels totaling 42.14 acres known as the Draham Road annexation.

Option 2: Move to not approve ordinance #1658, thereby denying the annexation.

ORDINANCE NO. 1658

CITY OF LACEY

AN ORDINANCE OF THE CITY OF LACEY, WASHINGTON, ANNEXING TERRITORY TO THE CITY OF LACEY, ESTABLISHING THE ZONING FOR SUCH PROPERTY, AND APPROVING A SUMMARY FOR PUBLICATION (DRAHAM ROAD).

WHEREAS, a legally sufficient petition for annexation was filed seeking annexation of certain properties shown on Exhibit B and described on Exhibit A; and

WHEREAS, the City Council held a public hearing on November 16, 2023, pursuant to legal notice, to consider the petition; and

WHEREAS, the City Council voted to refer the proposed annexation to the Thurston County Boundary Review Board; and

WHEREAS, said proposed annexation was filed with and processed by the Thurston County Boundary Review Board, and jurisdiction was not invoked; and

WHEREAS, the proposed annexation represents a logical extension of the corporate limits of the City of Lacey into its established UGA; and

WHEREAS, the proposed annexation is found to be in compliance with the criteria for annexations established in Chapter 35A.14 RCW.

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

Section 1. That certain territory shown on Exhibit B and described on Exhibit A, each of which exhibits are attached hereto and made a part hereof as though fully set forth at length, is hereby annexed to the City of Lacey.

Section 2. Pursuant to the terms of the petition for annexation of said property, the property within the territory annexed by this Ordinance shall be assessed and taxed on the same basis as property previously within the City for the payment of any bonds issued or debts contracted prior to or existing at the date of this annexation.

Section 3. The zoning and all land use designations within the territory annexed shall be in accordance with the Lacey Comprehensive Land Use Plan and the zoning map for the Lacey Urban Growth Area.

Section 4. This Ordinance shall take effect April 1, 2024.

Section 5. 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 6. 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 7. The Summary Attached is hereby approved for publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, this
March 5, 2024.

CITY COUNCIL

BY: _____
Mayor

Attest:

Approved as to form:

City Clerk

City Attorney

Published: _____

SUMMARY FOR PUBLIC ATION
ORDINANCE NO. 1658
CITY OF LACEY

The City Council of Lacey, Washington passed on March 5, 2024, Ordinance No. 1658, entitled “AN ORDINANCE OF THE CITY OF LACEY, WASHINGTON, ANNEXING TERRITORY TO THE CITY OF LACEY, ESTABLISHING THE ZONING FOR SUCH PROPERTY, AND APPROVING A SUMMARY FOR PUBLICATION (DRAHAM ROAD).”

The main points of the Ordinance are described as follows:

1. The Ordinance annexes territory to the City of Lacey.
2. The Ordinance maintains the current zoning for the annexed territory
3. 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.

EXHIBIT "A"
DESCRIPTION OF
ANNEXATION AREA

THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 18 NORTH, RANGE 1 WEST, W.M.; TOGETHER WITH THE NORTH 30.00 FEET OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9, ALSO TOGETHER WITH THE EAST 30.00 FEET OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9, ALSO TOGETHER WITH THE EAST 30.00 FEET OF THE NORTH 30.00 FEET OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9; ALSO TOGETHER WITH THAT PORTION OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER LYING WESTERLY OF THE EAST LINE OF LOTS 1, 2 AND 3 OF SHORT SUBDIVISION NO. SS 1563, AS RECORDED OCTOBER 23, 1980 UNDER AUDITOR'S FILE NO. 1126108, RECORDS OF THURSTON COUNTY, WASHINGTON.

(CONTAINING 42.14 ACRES)



EXHIBIT "B"

DEPICTION OF ANNEXATION AREA

A PORTION OF THE SOUTHEAST QUARTER & THE SOUTHWEST QUARTER
OF SECTION 9, TOWNSHIP 18 NORTH, RANGE 1 WEST, W.M.

SE, NW

SW,
NE

SW,
NW

NW
SW

NW,
SE

NE, SW
TOTAL AREA
= 42.14 Acres

15TH AVENUE

SE, SW

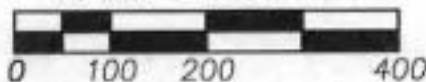
SW,
SE



LEGEND

- 1 APN: 11809310400
- 2 APN: 11809310403
- 3 APN: 11809310404
- 4 APN: 11809310300
- 5 APN: 11809310200
- 6 APN: 11809310100
- 7 APN: 11809310700
- 8 APN: 11809310600
- 9 APN: 11809310500

SCALE: 1"=200 FEET



HATTON GODAT PANTIER

ENGINEERS AND SURVEYORS

3910 MARTIN WAY E, SUITE B

OLYMPIA, WA 98506

TEL: 360.943.1599 FAX: 360.357.6299

hattonpantier.com

14-097



TOYER STRATEGIC ADVISORS, INC.

10519 20th ST SE, SUITE 3

LAKE STEVENS, WA 98258

toyerstrategic.com

October 23, 2023

Ryan Andrews, Planning Manager
Community Development
City of Lacey
420 College St SE
Lacey, WA 98503

DRAHAM ROAD 60% PETITION FOR ANNEXATION

Dear Ryan:

Our firm represents the petitioners for the Draham Road annexation. Attached you will find signed petitions representing 62.55% of the annexation area as depicted (highlighted) on the attached map.

The contents attached include:

1. Original 10% petition (Three's Company).
2. Parcel outlining the properties which have signed the petition.
3. Spreadsheet showing the parcels, ownership, and valuation for each parcel within the annexation area.
4. Original map and legal description for the annexation area.
5. Original copies of the signed annexation petitions (includes the petition, copy of map & legal, and any documentation necessary to demonstrate under RCW 35A.01.040 the sufficiency of the petition signatures).

Please advise our firm as to the soonest date in which we can proceed to a public hearing on the 60% resolution.

Should you have any questions or require additional documentation, please do not hesitate to contact me.

Sincerely,

David Toyer
President

ORIGINAL 10% PETITION

NOTICE OF INTENT TO COMMENCE ANNEXATION PROCEEDINGS

The following owners of land do hereby certify that we are the owners of not less than 10% in value, according to assessed valuation for general taxation, of the following described property (as generally described on the attached exhibit and legal description) which is contiguous to the City of Lacey and hereby provide notice to the City Council of the City of Lacey of the landowners intent to commence annexation proceeding pursuant to Ordinance 510. Pursuant to Section 35A.14.120 of the Revised Code of Washington, the landowners request the Council to set a public meeting at which time this annexation proposal may be considered.

Exhibit and Legal Description (see attached)

Warning: Every person who signs this notice with any other that his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

<u>Property Owner</u>	<u>Signature</u>	<u>Date</u>	<u>Address</u>	<u>Acreage</u>	<u>Parcel No.</u>
Three's Company, LLC	<i>Bea D. Pearson</i> Managing Member	6/3/2023	5216 NE 15 th Av	4.92	11809310100
Three's Company, LLC	<i>Bea D. Pearson</i> Managing Member	6/3/2023	5228 NE 15 th Av	9.15	11809310600
Three's Company, LLC	<i>Bea D. Pearson</i> Managing Member	6/3/2023	5224 NE 15 th Av	4.63	11809310700

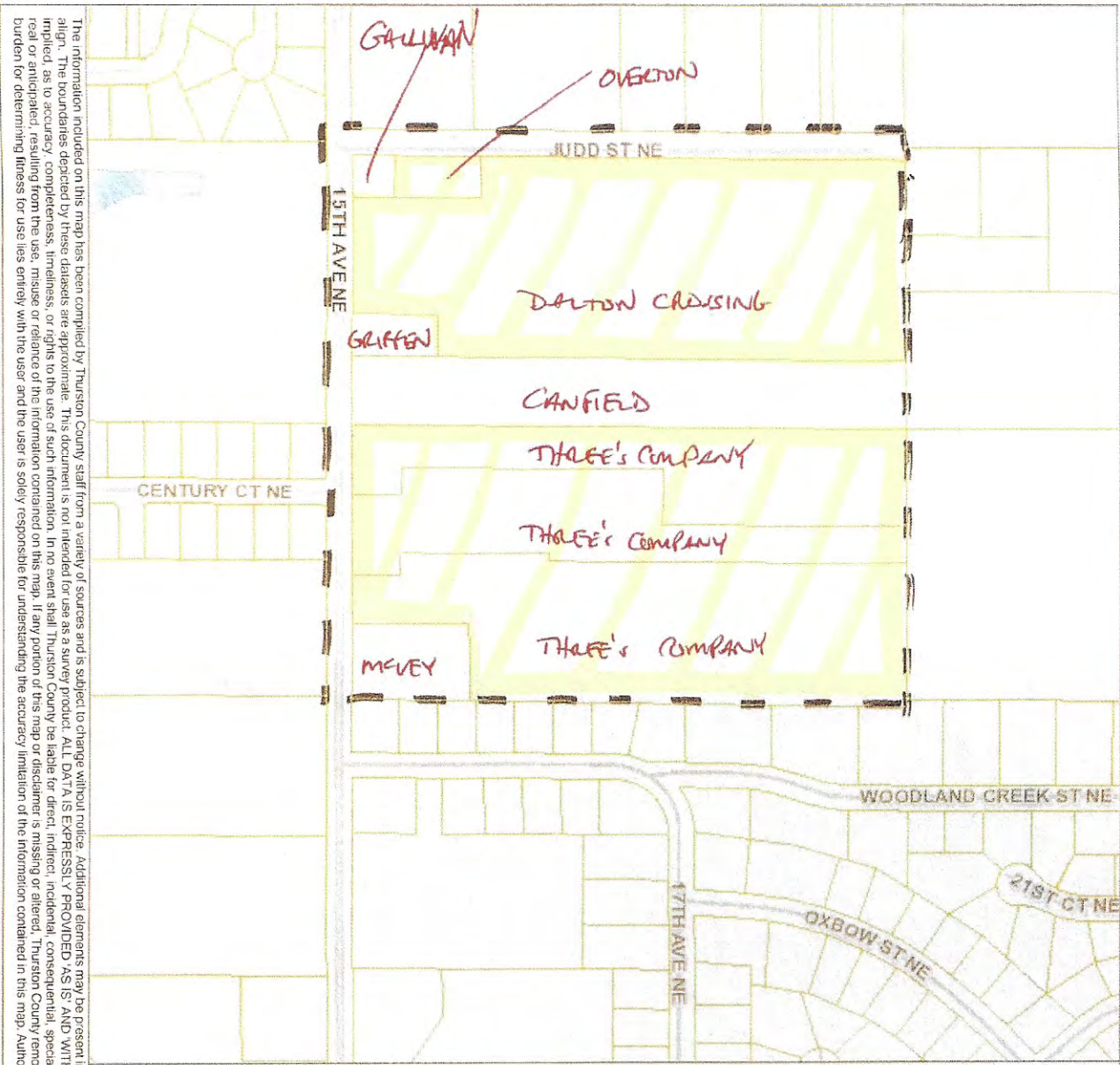
I hereby certify that I have examined the above petition as well as the Assessor's rolls for the area described and I have determined that the petitioners are the owners of not less than 10% in value, according to the assessed valuation for general taxation, of the described area to be annexed.

In determining whether this petition contains the signatures of owners of not less than 10% in value according to the assessed valuation for general taxation purposes I have used the same method that the Thurston County Assessor would use to define assessed valuation for general taxation purposes as the date affixed below.

Signed this _____ day of _____, 20__

Director, Community & Economic Development Department

PARCEL OUTLINE

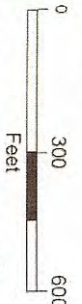


Annexation Area

Legend

- Parcel Boundaries
- Roads - Major
- <all other values>
- 1/5 ACCESS; US 101
- ACCESS; US 101 SB OFF
- RAMP
- 1/5; US 101
- Roads
- + Railroads
- County Border
- Olympia Municipal
- Airport
- Water Bodies (River - Large Scale)
- Water Bodies (Other)
- Parks
- Cities
- Capital Forest
- County Backround
- Roads - Major
- Major Roads
- Ramp
- 1/5; US 101
- Roads (Large Scale)
- + Railroads
- County Border

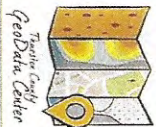
Scale 1: 6,361



Map Created Using GeoData Public Website
Published: 9/21/2023

Note:

The information included on this map has been compiled by Thurston County staff from a variety of sources and is subject to change without notice. Additional elements may be present in reality that are not represented on the map. Ortho-photos and other data may not align. The boundaries depicted by these datasets are approximate. This document is not intended for use as a survey product. ALL DATA IS EXPRESSLY PROVIDED AS IS AND WITH ALL FAULTS. Thurston County makes no representations or warranties, express or implied, as to accuracy, completeness, timeliness, or rights to the use of such information. In no event shall Thurston County be liable for direct, indirect, incidental, consequential, special, or tort damages of any kind, including, but not limited to, lost revenues or lost profits, real or anticipated, resulting from the use, misuse or reliance of the information contained on this map. If any portion of this map or disclaimer is missing or altered, Thurston County removes itself from all responsibility from the map and the data contained within. The burden for determining fitness for use lies entirely with the user and the user is solely responsible for understanding the accuracy limitation of the information contained in this map. Authorized for 3rd Party reproduction for personal use only.



ORIGINAL MAP & LEGAL DESCRIPTION

EXHIBIT "A"
DESCRIPTION OF
ANNEXATION AREA

THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 18 NORTH, RANGE 1 WEST, W.M.; TOGETHER WITH THE NORTH 30.00 FEET OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9, ALSO TOGETHER WITH THE EAST 30.00 FEET OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9, ALSO TOGETHER WITH THE EAST 30.00 FEET OF THE NORTH 30.00 FEET OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9; ALSO TOGETHER WITH THAT PORTION OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, BEING A TRIANGLE OF LAND, LYING WESTERLY OF THE EAST LINE OF LOTS 1, 2 AND 3 OF SHORT SUBDIVISION NO. SS 1563, AS RECORDED OCTOBER 23, 1980 UNDER AUDITOR'S FILE NO. 1126108, RECORDS OF THURSTON COUNTY, WASHINGTON.

(CONTAINING 42.14 ACRES)

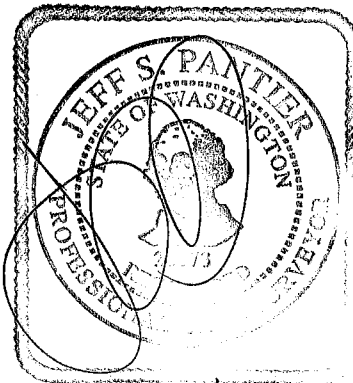


EXHIBIT "B"

DEPICTION OF ANNEXATION AREA

A PORTION OF THE SOUTHEAST QUARTER & THE SOUTHWEST QUARTER
OF SECTION 9, TOWNSHIP 18 NORTH, RANGE 1 WEST, W.M.
SE, NW

SW,
NW

SW,
NE

NW
SW

JUDD STREET NE

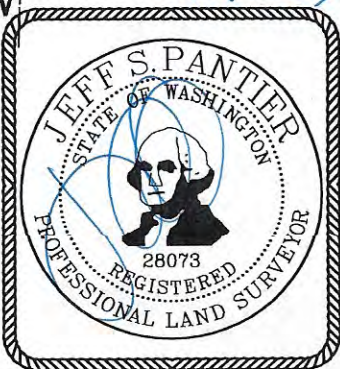
NW,
SE

NE, SW
TOTAL AREA
= 42.14 Acres

15TH AVENUE

SE, SW

SW,
SE



LEGEND

- | | |
|---|------------------|
| 1 | APN: 11809310400 |
| 2 | APN: 11809310403 |
| 3 | APN: 11809310404 |
| 4 | APN: 11809310300 |
| 5 | APN: 11809310200 |
| 6 | APN: 11809310100 |
| 7 | APN: 11809310700 |
| 8 | APN: 11809310600 |
| 9 | APN: 11809310500 |

SCALE: 1"=200 FEET



HATTON GODAT PANTIER

ENGINEERS AND SURVEYORS

3910 MARTIN WAY E, SUITE B
OLYMPIA, WA 98506

TEL: 360.943.1599 FAX: 360.357.6299

hattonpantier.com

EEP
14-097

PARCEL DATA SHEET

Parcel #	Owner Name	Mailing Address	City	State	Zip Code	Site Address	Site City	Site Zip	Acres	Total Value
11809310100	THREES COMPANY LLC	17403 162ND AVE SE	RENTON	WA	98058-9137	5216 NE 15TH AVE	OLYMPIA	98516	4.92	\$ 245,300.0
11809310200	CANFIELD, LINDA D	5118 15TH AVE NE	OLYMPIA	WA	98516	5118 NE 15TH AVE	OLYMPIA	98506	4.9	\$ 477,300.0
11809310300	GRIFFIN, BERNARD D	5044 15TH AVE NE	OLYMPIA	WA	98506	5044 NE 15TH AVE	OLYMPIA	98506	0.46	\$ 327,900.0
11809310400	DALTON CROSSING LLC	13123 GRAYSTONE AVE	NORWALK	CA	90650	1630 JUDD ST NE	OLYMPIA	98516	12.58	\$ 876,300.0
11809310403	OVERTON, DAVID W	5408 SOUTH BAY TER NE	OLYMPIA	WA	98516	1512 JUDD ST NE	OLYMPIA	98516	0.61	\$ 632,700.0
11809310404	GALLIVAN PROPERTIES LLC	1705 DOCK ST # 131	TACOMA	WA	98402	1504 JUDD ST NE	OLYMPIA	98516	0.23	\$ 228,800.0
11809310500	MCVEY, ROSEMARY C	5346 15TH AVE NE	OLYMPIA	WA	98516	5346 15TH AVE NE	OLYMPIA	98516	1.17	\$ 531,800.0
11809310600	THREES COMPANY LLC	17403 162ND AVE SE	RENTON	WA	98058-9137	5228 NE 15TH AVE	OLYMPIA	98516	9.15	\$ 616,900.0
11809310700	THREES COMPANY LLC	17403 162ND AVE SE	RENTON	WA	98058-9137	5224 NE 15TH AVE	OLYMPIA	98516	4.63	\$ 243,500.0
									38.65	\$4,180,500.0
									Signed:	\$2,614,700.0 62.55%

THREE'S COMPANY

CITY OF LACEY, WASHINGTON

60% Petition to Commence Annexation

TO: THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON
420 College Street SE, Lacey, WA 98503

We, the undersigned, are owners of real property lying outside of the corporate limits of the City of Lacey, Washington, but contiguous thereto and designated as part of the Lacey urban growth boundary.

We, the undersigned, owning in excess of 60% of the current assessed value of the properties within the area depicted by the maps and legal descriptions attached hereto as Exhibits A & B, do hereby petition the City Council of Lacey to annex this area into the City's corporate limits pursuant to RCW 35A.14.120, using the pre-designated zoning and comprehensive plan land use designation subject to the following condition(s):

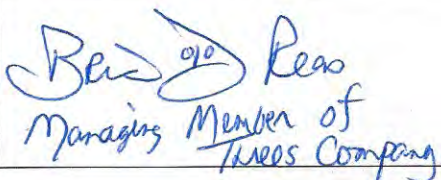
- a. The annexation area, if annexed, shall be required to assume it's proportionate share of the general indebtedness of the City of Lacey at the time of the effective date of such annexation.
- b. The annexation area shall retain the city land use and zoning designations of High Density Residential, which have previously be established by the City and Thurston County as part of the city-county joint planning.

This petition along with its exhibits shall be presented together as one document. Multiple copies of the petition may be circulated and thenceforth filed, each which may be signed separately, but together constituting the signatures of those owners of more than 60% of the assessed value of the annexation area.

NOTE: READ BEFORE SIGNING

The signature of a record owner, as determined by the records of the county auditor, shall be sufficient without the signature of his or her spouse.

- In case of mortgaged property, the signature of the mortgagor shall be sufficient, without the signature of his or her spouse.
- In the case of property purchased on contract, the signature of the contract purchaser, as shown by the records of the county auditor, shall be deemed sufficient without the signature of his or her spouse.
- Any officer of a corporation owning land within the area involved, who is duly authorized to execute deeds or encumbrances on behalf of the corporation, may sign on behalf of such corporation and shall attach to the petition a certified excerpt from the bylaws of such corporation showing such authority.
- When property stands in the name of a deceased person or any person for whom a guardian has been appointed the signature of the executor, administrator, or guardian, as the case may be, shall be equivalent to the signature of the owner of the property.
- When a parcel of property is owned by multiple owners, the signature of an owner designated by the multiple owners is sufficient.
- Names of the petitioners should be in identical form as the same appear of record in the chain of title to the real estate.

PARCEL	SIGNATURE	DATE	SITE ADDRESS	OWNER	VALUE	ACRES
11809310600	 Ben Reas Managing Member of THREES Company	9/29/23	5228 NE 15TH AVE, OLYMPIA 98516	THREES COMPANY LLC	\$616,900	9.15

WARNING: Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

CITY OF LACEY, WASHINGTON
60% Petition to Commence Annexation
PAGE 2

PARCEL	SIGNATURE	DATE	SITE ADDRESS	OWNER	VALUE	ACRES
11809310100	<i>Bea Peas Managing Member of Threes Company</i>	<i>9/29/23</i>	5216 NE 15TH AVE, OLYMPIA 98516	THREES COMPANY LLC	\$245,300	4.92
11809310700	<i>Bea Peas Managing Member of Threes Company</i>	<i>9/29/23</i>	5224 NE 15TH AVE, OLYMPIA 98516	THREES COMPANY LLC	\$243,500	4.63
11809310400			1630 JUDD ST NE, OLYMPIA 98516	DALTON CROSSING, LLC	\$876,300	12.58
11809310404			1504 JUDD ST NE, OLYMPIA 98516	GALLIVAN PROPERTIES LLC	\$228,800	0.23
11809310200			5118 NE 15TH AVE, OLYMPIA 98516	LINDA CANFIELD	\$477,300	4.90
11809310300			5044 NE 15TH AVE, OLYMPIA 98516	BERNARD GRIFFIN	\$327,900	0.46
11809310403			1512 JUDD ST NE, OLYMPIA 98516	DAVID OVERTON	\$632,700	0.61
11809310500			5346 15TH AVE NE, OLYMPIA 98516	ROSEMARY MCVEY	\$531,800	1.17

AFFIDAVIT BY CORPORATE OFFICER BEFORE NOTARY

STATE OF WASHINGTON
(NAME OF STATE)

COUNTY OF KING
(NAME OF COUNTY)

Personally appeared before me, the undersigned authority in and for said county and state,
BRIAN D. REAS, who having been being first duly sworn by the undersigned Notary Public,
(Name of Person Signing the Affidavit)

affirms that he/she is the MANAGING MEMBER of THREES COMPANY, a
(Title. Ex: Director, Agent, Officer, etc.) (Name of Entity)

LLC organized under the laws of WASHINGTON, with its principal office
(Type of Entity. Ex: company, corporation, etc.) (State)

located at: 17403 162ND AVE SE, RENTON, WA, and in whose behalf he/she is duly
(Address of Entity's Principal Office)

authorized to execute deeds and encumbrances, including annexation petitions on behalf of said

LLC Brian D. Reas, Managing Member
(Type of Entity)

STATE OF Washington
(NAME OF STATE)

COUNTY OF King
(NAME OF COUNTY)

I certify that I know or have satisfactory evidence that Brian D. Reas is the person
(Name of Person Signing Affidavit)

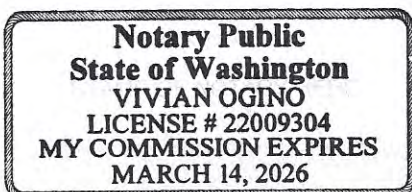
who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath

stated that (he/she) was authorized to execute the instrument, and acknowledged that as the

Managing Member of Threes Company to be the free and voluntary
(Title) (Name of Entity)

act of such party for the uses and purposes mentioned in the instrument.

Dated: June 3rd, 2023



Printed Name: Vivian Oginio

Signature: [Signature]

My Commission Expires: 3/14/2026

EXHIBIT "A"
DESCRIPTION OF
ANNEXATION AREA

THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 18 NORTH, RANGE 1 WEST, W.M.; TOGETHER WITH THE NORTH 30.00 FEET OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9, ALSO TOGETHER WITH THE EAST 30.00 FEET OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9, ALSO TOGETHER WITH THE EAST 30.00 FEET OF THE NORTH 30.00 FEET OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9; ALSO TOGETHER WITH THAT PORTION OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER LYING WESTERLY OF THE EAST LINE OF LOTS 1, 2 AND 3 OF SHORT SUBDIVISION NO. SS 1563, AS RECORDED OCTOBER 23, 1980 UNDER AUDITOR'S FILE NO. 1126108, RECORDS OF THURSTON COUNTY, WASHINGTON.

(CONTAINING 42.14 ACRES)



9/24/2023

EXHIBIT "B"

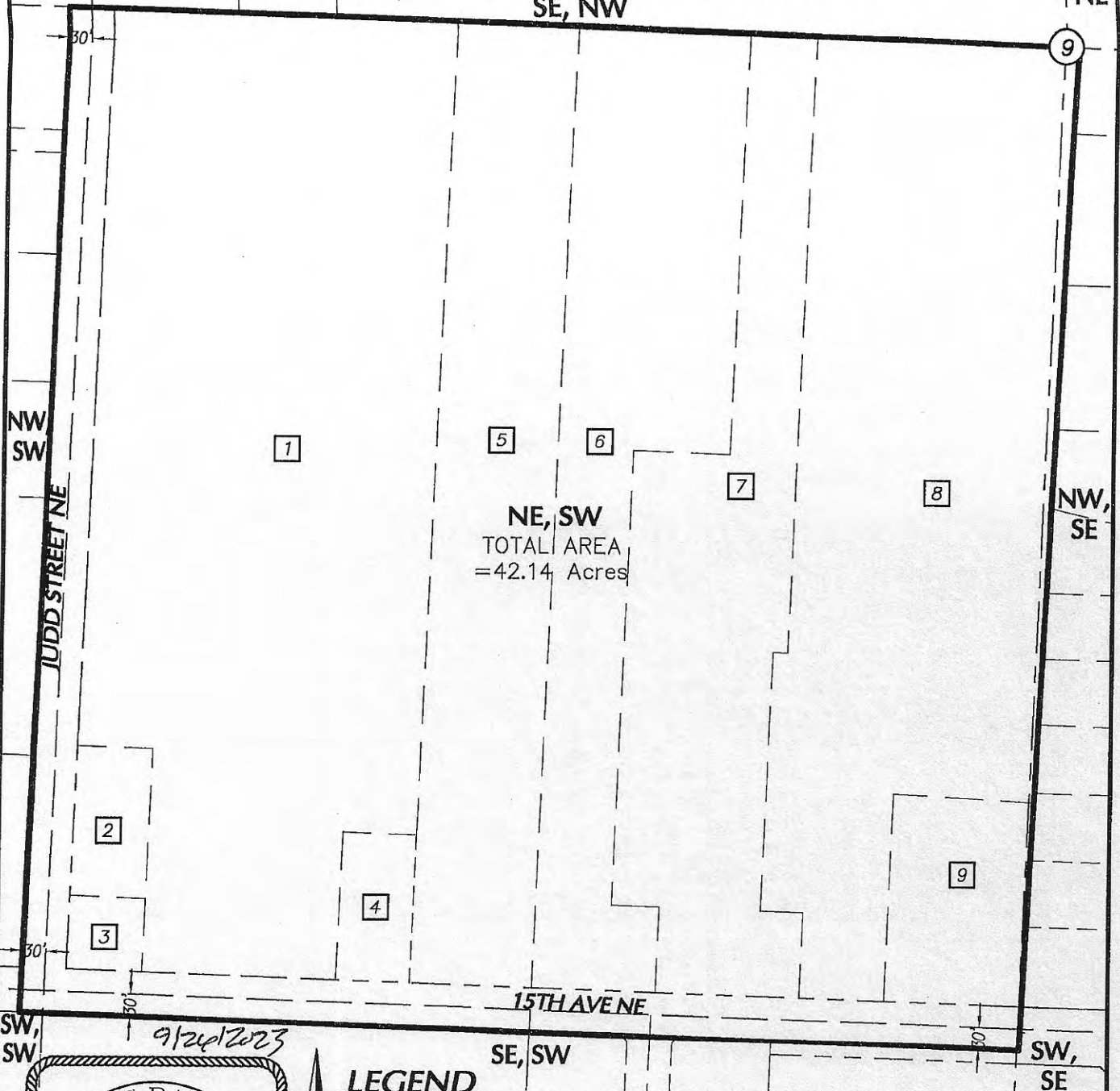
DEPICTION OF ANNEXATION AREA

A PORTION OF THE SOUTHEAST QUARTER & THE SOUTHWEST QUARTER
OF SECTION 9, TOWNSHIP 18 NORTH, RANGE 1 WEST, W.M.

SE, NW

SW,
NW

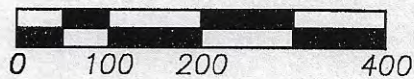
SW,
NE



LEGEND

- | | |
|---|------------------|
| 1 | APN: 11809310400 |
| 2 | APN: 11809310403 |
| 3 | APN: 11809310404 |
| 4 | APN: 11809310300 |
| 5 | APN: 11809310200 |
| 6 | APN: 11809310100 |
| 7 | APN: 11809310700 |
| 8 | APN: 11809310600 |
| 9 | APN: 11809310500 |

SCALE: 1"=200 FEET



HATTON GODAT PANTIER

ENGINEERS AND SURVEYORS

3910 MARTIN WAY E, SUITE B

OLYMPIA, WA 98506

TEL: 360.943.1599 FAX: 360.357.6299

hattonpantier.com

14-097 EEP

DALTON CROSSING

CITY OF LACEY, WASHINGTON
60% Petition to Commence Annexation

TO: THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON
420 College Street SE, Lacey, WA 98503

We, the undersigned, are owners of real property lying outside of the corporate limits of the City of Lacey, Washington, but contiguous thereto and designated as part of the Lacey urban growth boundary.

We, the undersigned, owning in excess of 60% of the current assessed value of the properties within the area depicted by the maps and legal descriptions attached hereto as Exhibits A & B, do hereby petition the City Council of Lacey to annex this area into the City's corporate limits pursuant to RCW 35A.14.120, using the pre-designated zoning and comprehensive plan land use designation subject to the following condition(s):

- a. The annexation area, if annexed, shall be required to assume it's proportionate share of the general indebtedness of the City of Lacey at the time of the effective date of such annexation.
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NOTE: READ BEFORE SIGNING

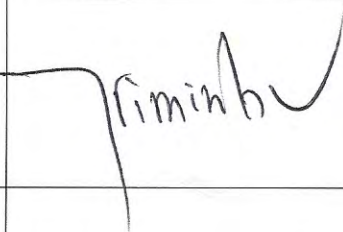
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11809310600			5228 NE 15TH AVE, OLYMPIA 98516	THREES COMPANY LLC	\$616,900	9.15

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CITY OF LACEY, WASHINGTON
60% Petition to Commence Annexation
PAGE 2

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11809310500			5346 15TH AVE NE, OLYMPIA 98516	ROSEMARY MCVEY	\$531,800	1.17

AFFADAVIT OF AUTHORITY TO SIGN ANNEXATION PETITION

STATE OF California
(NAME OF STATE)

COUNTY OF Orange
(NAME OF COUNTY)

I, Tri Minh Vo, having been being first duly sworn by the undersigned Notary Public,

affirms that I am a MANAGER_ of DALTON CROSSING, LLC, a limited liability company organized

under the laws of Washington State, which entity's principal office is located at: 324 West Bay Dr. NW, Ste# 201, Olympia, WA, UNITED STATES, and I have authorization to execute deeds and

encumbrances, including

annexation petitions on behalf of said limited liability company.

Tri Minh Vo 9/26/2023
Signature

STATE OF _____
(NAME OF STATE)

COUNTY OF _____
(NAME OF COUNTY)

I certify that I know or have satisfactory evidence that _____ is the person
(Name of Person Signing Affidavit)

who appeared before me, and said person acknowledged that (he/she) signed this instrument after

being administered an oath, stating that (he/she) is authorized to execute the instrument as the

_____ of _____, to be the free and voluntary
(Title) (Name of Entity)

act of such party for the uses and purposes mentioned in the instrument.

Dated: _____

SEE ATTACHED ALL-PURPOSE ACKNOWLEDGMENT

Printed Name: _____

Signature: _____

My Commission Expires: _____

ALL-PURPOSE ACKNOWLEDGMENT

AFFADAVIT OF AUTHORITY TO SIGN ANNEXATION PETITION

Title of Document: _____

Date of Document: SEPTEMBER 26, 2023

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of ORANGE) ss.

On 09/26/2023 before me, TERRY TRAN, Notary Public,
personally appeared TRI MINH VO

who proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____



FOR NOTARY STAMP

EXHIBIT "A"
DESCRIPTION OF
ANNEXATION AREA

THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 18 NORTH, RANGE 1 WEST, W.M.; TOGETHER WITH THE NORTH 30.00 FEET OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9, ALSO TOGETHER WITH THE EAST 30.00 FEET OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9, ALSO TOGETHER WITH THE EAST 30.00 FEET OF THE NORTH 30.00 FEET OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 9; ALSO TOGETHER WITH THAT PORTION OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER LYING WESTERLY OF THE EAST LINE OF LOTS 1, 2 AND 3 OF SHORT SUBDIVISION NO. SS 1563, AS RECORDED OCTOBER 23, 1980 UNDER AUDITOR'S FILE NO. 1126108, RECORDS OF THURSTON COUNTY, WASHINGTON.

(CONTAINING 42.14 ACRES)



9/26/2023

EXHIBIT "B"

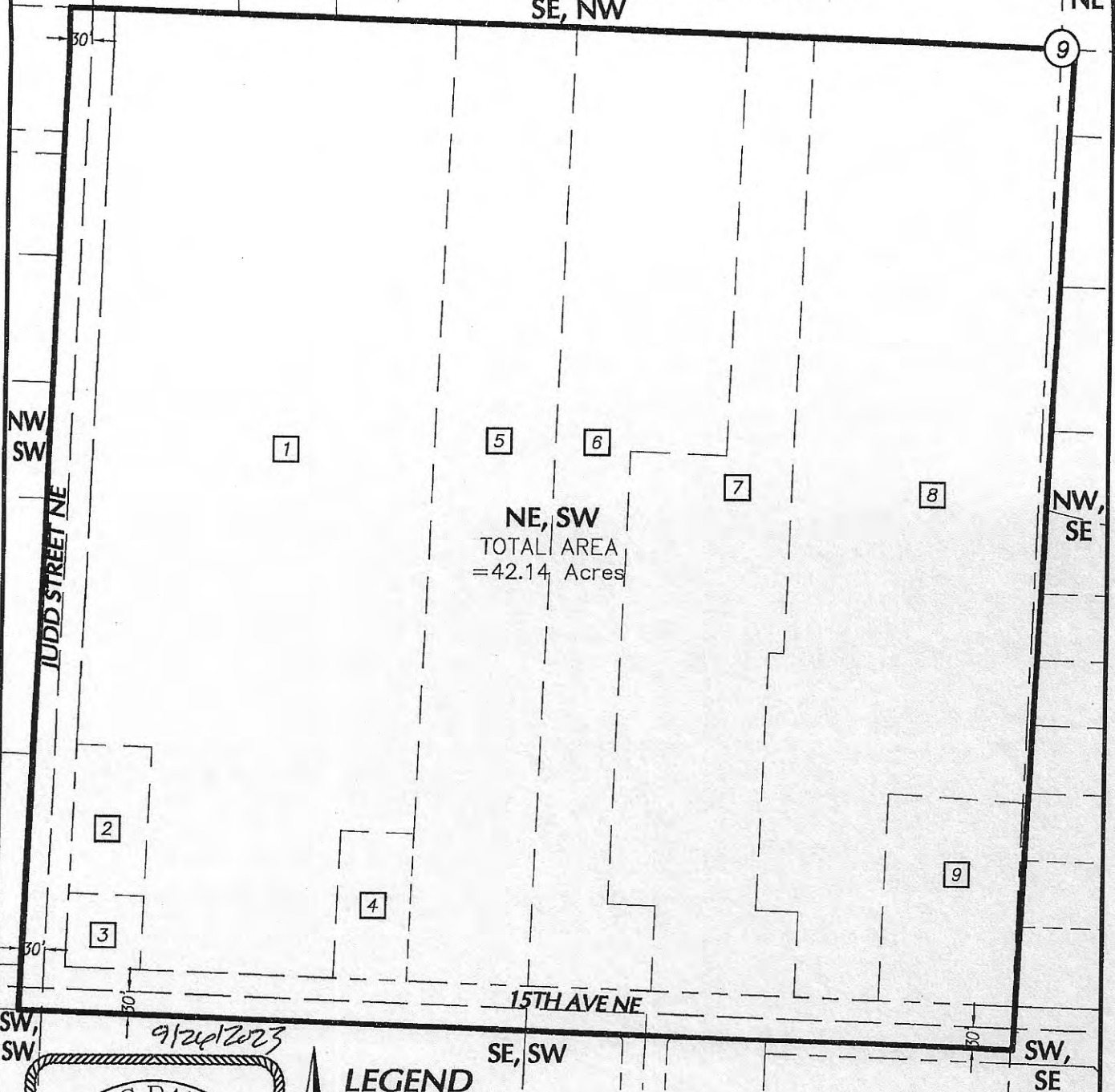
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OF SECTION 9, TOWNSHIP 18 NORTH, RANGE 1 WEST, W.M.

SE, NW

SW,
NW

SW,
NE



NE, SW
TOTAL AREA
= 42.14 Acres

LEGEND

- | | |
|---|------------------|
| 1 | APN: 11809310400 |
| 2 | APN: 11809310403 |
| 3 | APN: 11809310404 |
| 4 | APN: 11809310300 |
| 5 | APN: 11809310200 |
| 6 | APN: 11809310100 |
| 7 | APN: 11809310700 |
| 8 | APN: 11809310600 |
| 9 | APN: 11809310500 |

SCALE: 1"=200 FEET



HATTON GODAT PANTIER

ENGINEERS AND SURVEYORS

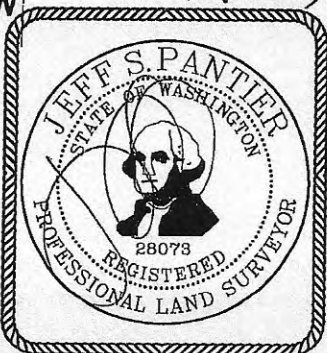
3910 MARTIN WAY E, SUITE B

OLYMPIA, WA 98506

TEL: 360.943.1599 FAX: 360.357.6299

hattonpantier.com

14-097 EEP



OVERTON

CITY OF LACEY, WASHINGTON
60% Petition to Commence Annexation

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CITY OF LACEY, WASHINGTON
60% Petition to Commence Annexation
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11809310403	<i>David Overton</i>	<i>10/16/2023</i>	1512 JUDD ST NE, OLYMPIA 98516	DAVID OVERTON	\$632,700	0.61
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DESCRIPTION OF
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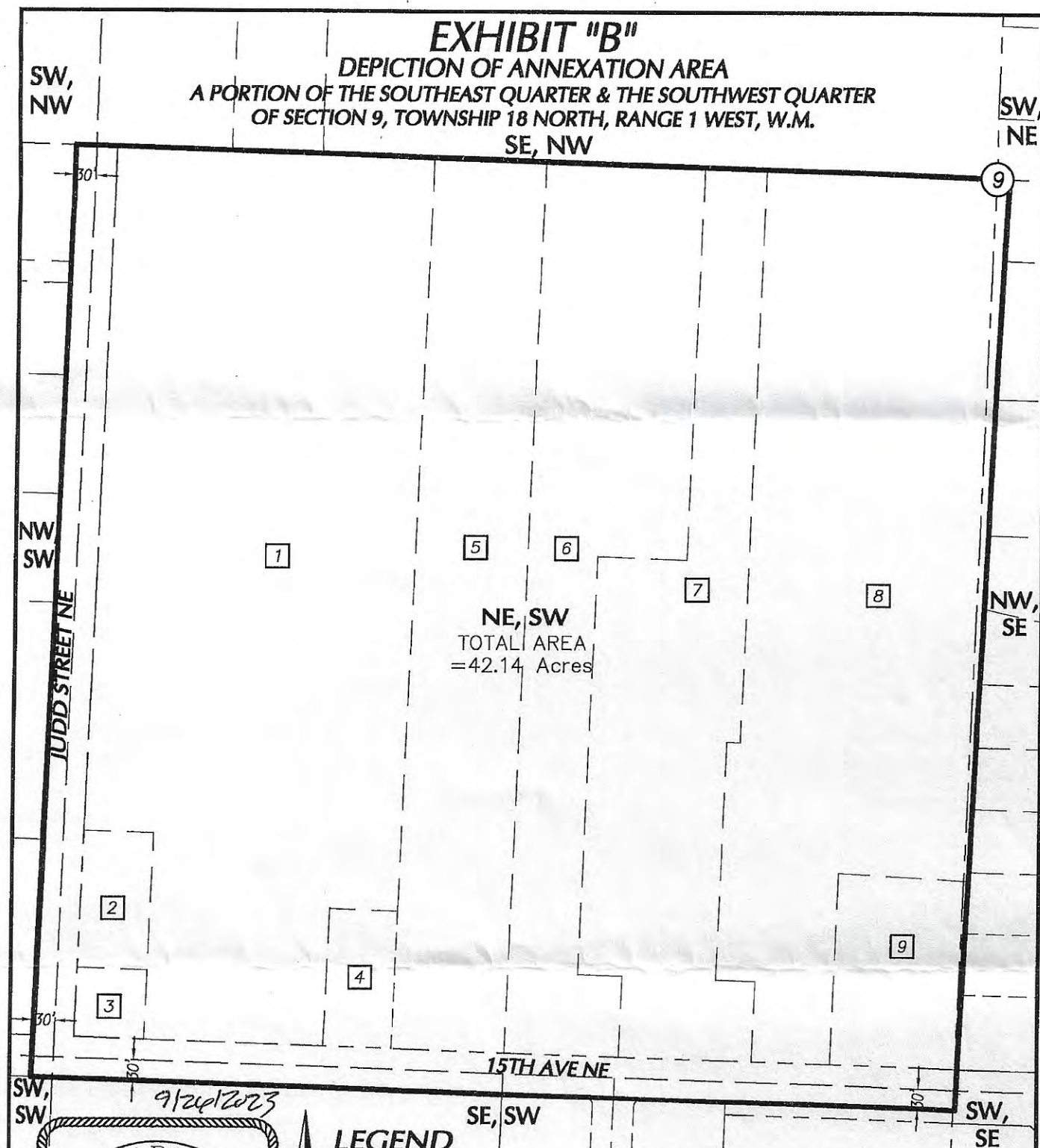
(CONTAINING 42.14 ACRES)



9/24/2023

EXHIBIT "B"

DEPICTION OF ANNEXATION AREA
A PORTION OF THE SOUTHEAST QUARTER & THE SOUTHWEST QUARTER
OF SECTION 9, TOWNSHIP 18 NORTH, RANGE 1 WEST, W.M.
SE, NW



NE, SW
TOTAL AREA
= 42.14 Acres

LEGEND

- | | |
|---|------------------|
| 1 | APN: 11809310400 |
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SCALE: 1"=200 FEET



HATTON GODAT PANTIER

ENGINEERS AND SURVEYORS

3910 MARTIN WAY E, SUITE B
OLYMPIA, WA 98506

TEL: 360.943.1599 FAX: 360.357.6299

hattonpantier.com

14-097





COUNTY COMMISSIONERS

Carolina Mejia, District One Tye Menser, District Three
Gary Edwards, District Two Wayne Fournier, District Four
Emily Clouse, District Five

BOUNDARY REVIEW BOARD

Creating Solutions for Our Future

January 30, 2024

Ryan Andrews, Planning Manager,
City of Lacey
420 COLLEGE STREET SE
LACEY, WA 98502

SUBJECT: ANNEX2023-07 Draham Road

Dear Mr. Andrews,

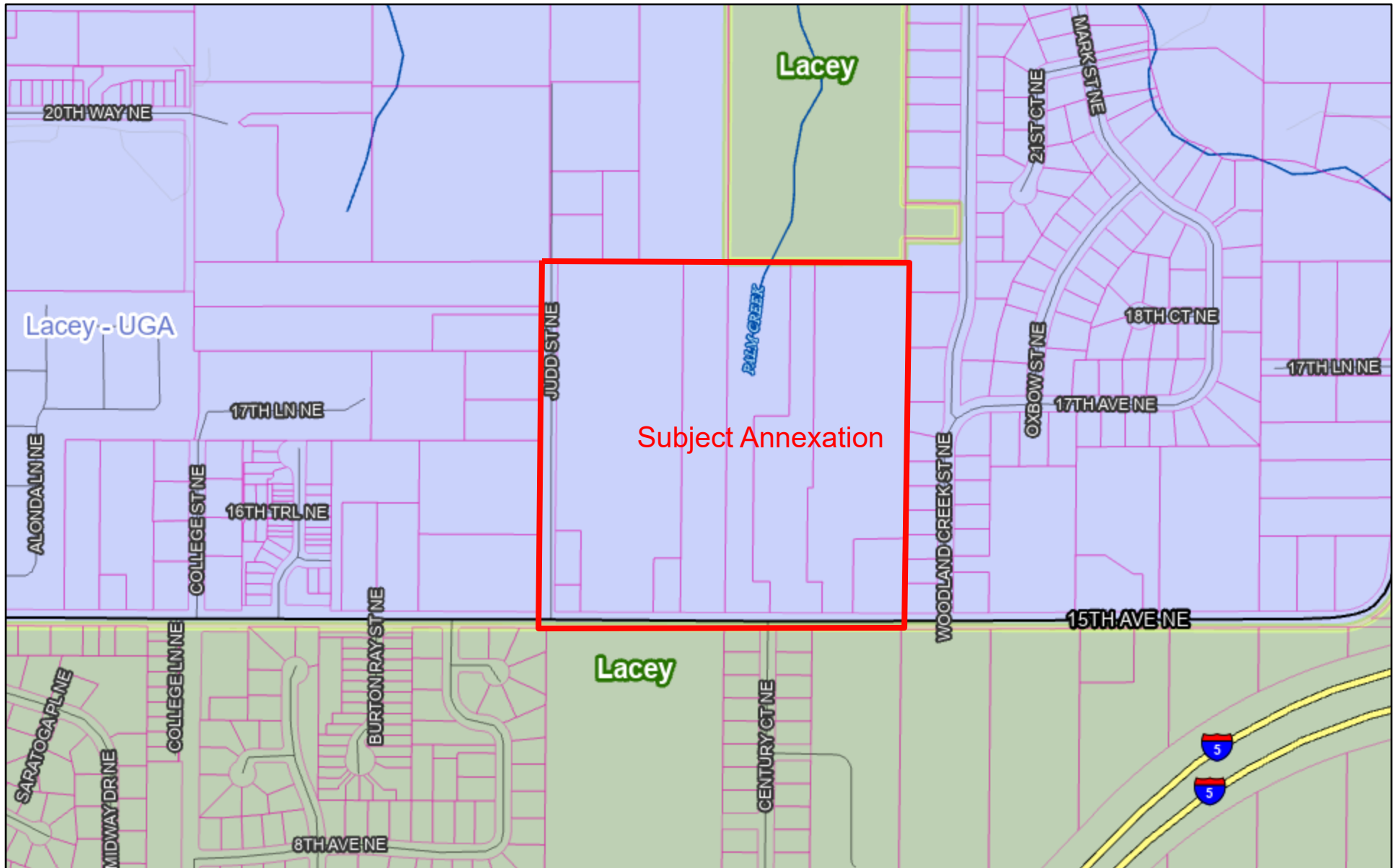
The 45-day period allowed for the jurisdiction of the Boundary Review Board to be invoked, pursuant to RCW 36.93.100, passed as of January 26, 2024 at 4:30pm. No request for review was received for this annexation, which is now returned to the City of Lacey for your final action.

Please send me a copy of the recorded annexation ordinance and map. I will notify other affected parties. If you have any questions, please feel free to contact me.

Sincerely,

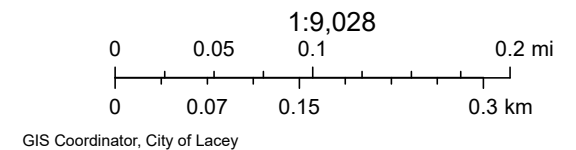
Michael Mills, Chief Clerk

Draham Road Annexation Overview



11/3/2023, 10:24:53 AM

- | | | | |
|---|---|---|--|
|  UGA |  Stream |  Major Roads |  Unnamed |
|  City Limits |  Lacey Streets |  Minor Roads |  Lacey Area Parcels |
| |  Interstate 5 | | |

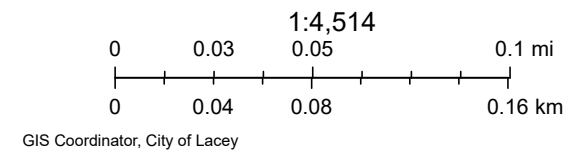


Draham Road Annexation Aerial Photo

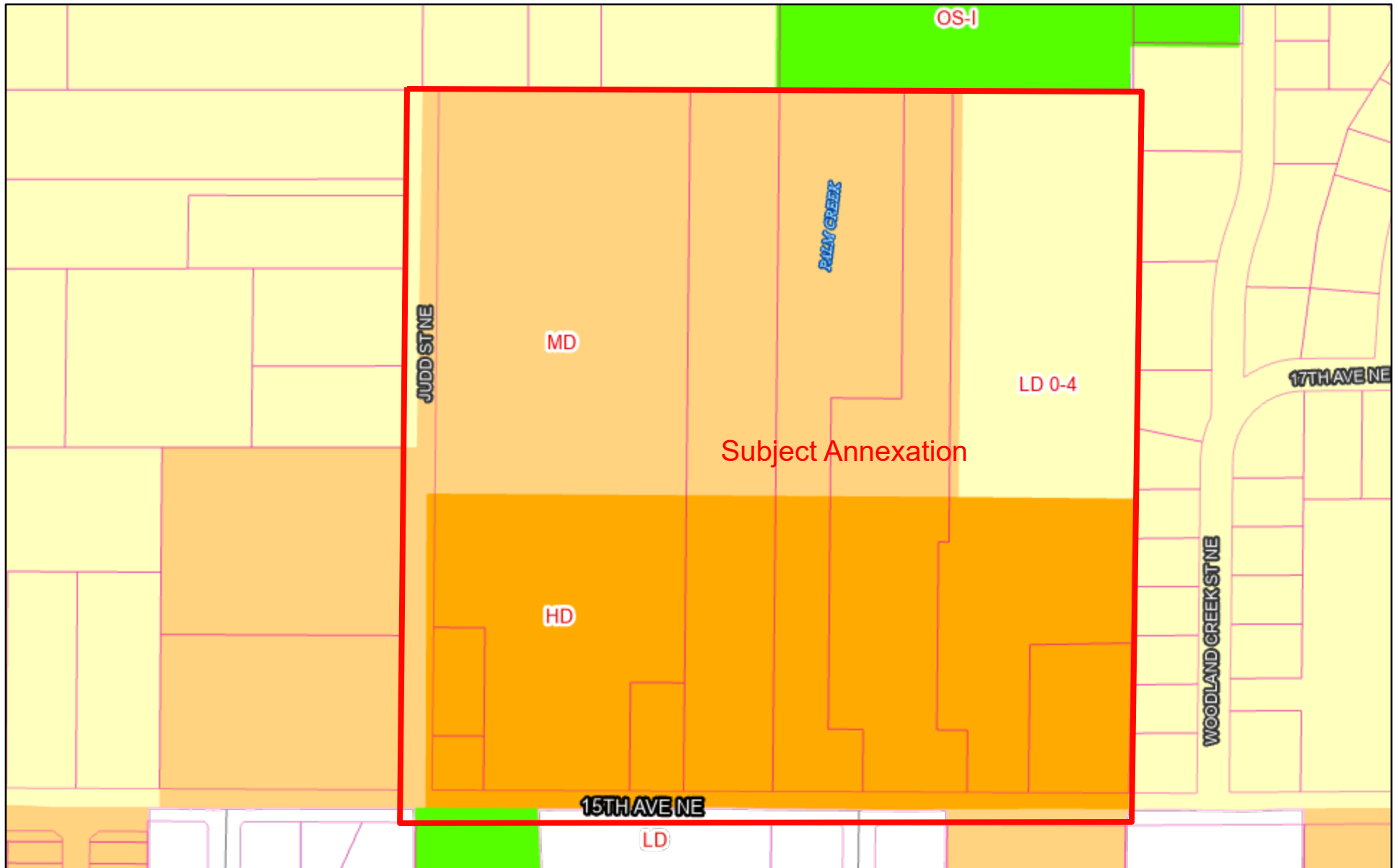


11/3/2023, 10:20:58 AM

— Stream Lacey Streets — Minor Roads
— Major Roads Lacey Area Parcels



Draham Road Annexation Zoning



11/3/2023, 10:22:14 AM

Lacey Zoning

LD 0-4 Low Density Residential

MD Moderate Density Residential

HD High Density Residential

OS-I Open Space Institutional

<all other values>

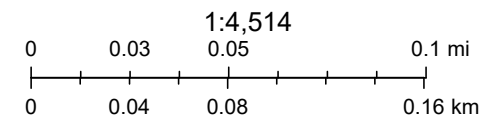
Stream

Lacey Streets

Major Roads

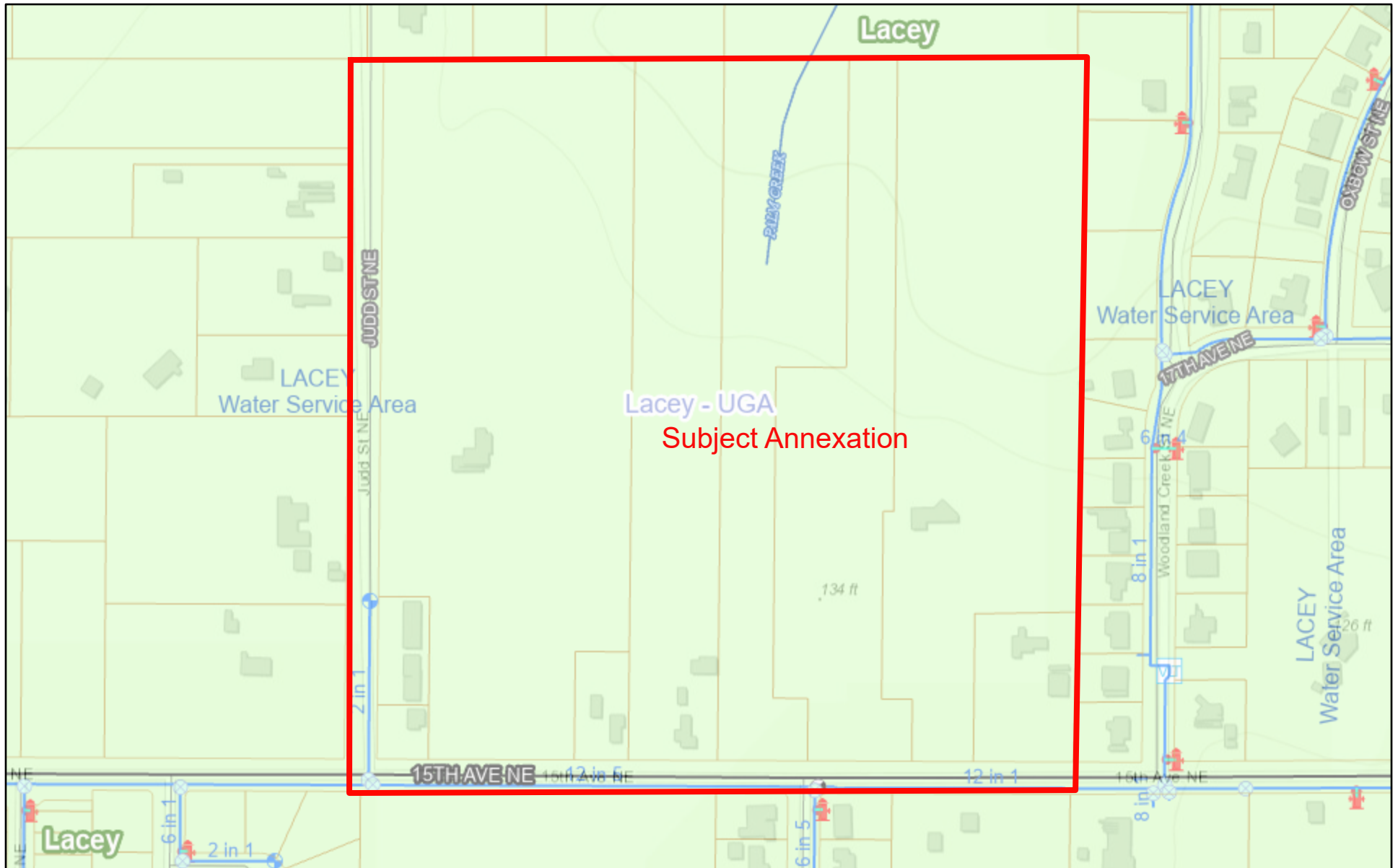
Minor Roads

Lacey Area Parcels



GIS Coordinator, City of Lacey

Draham Road Annexation Water



11/3/2023, 10:30:33 AM

Fire Facilities

- Hydrant
- Hydrant Valve

Water Facilities

- Pressure Regulating Vault
- Water Mains
- Main, COL

Water Valves

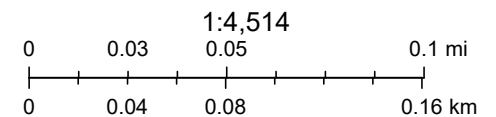
- Blow Off
- Butterfly

Water Service Areas

- LACEY
- Lacey Area Parcels

UGA

- City Limits
- Stream

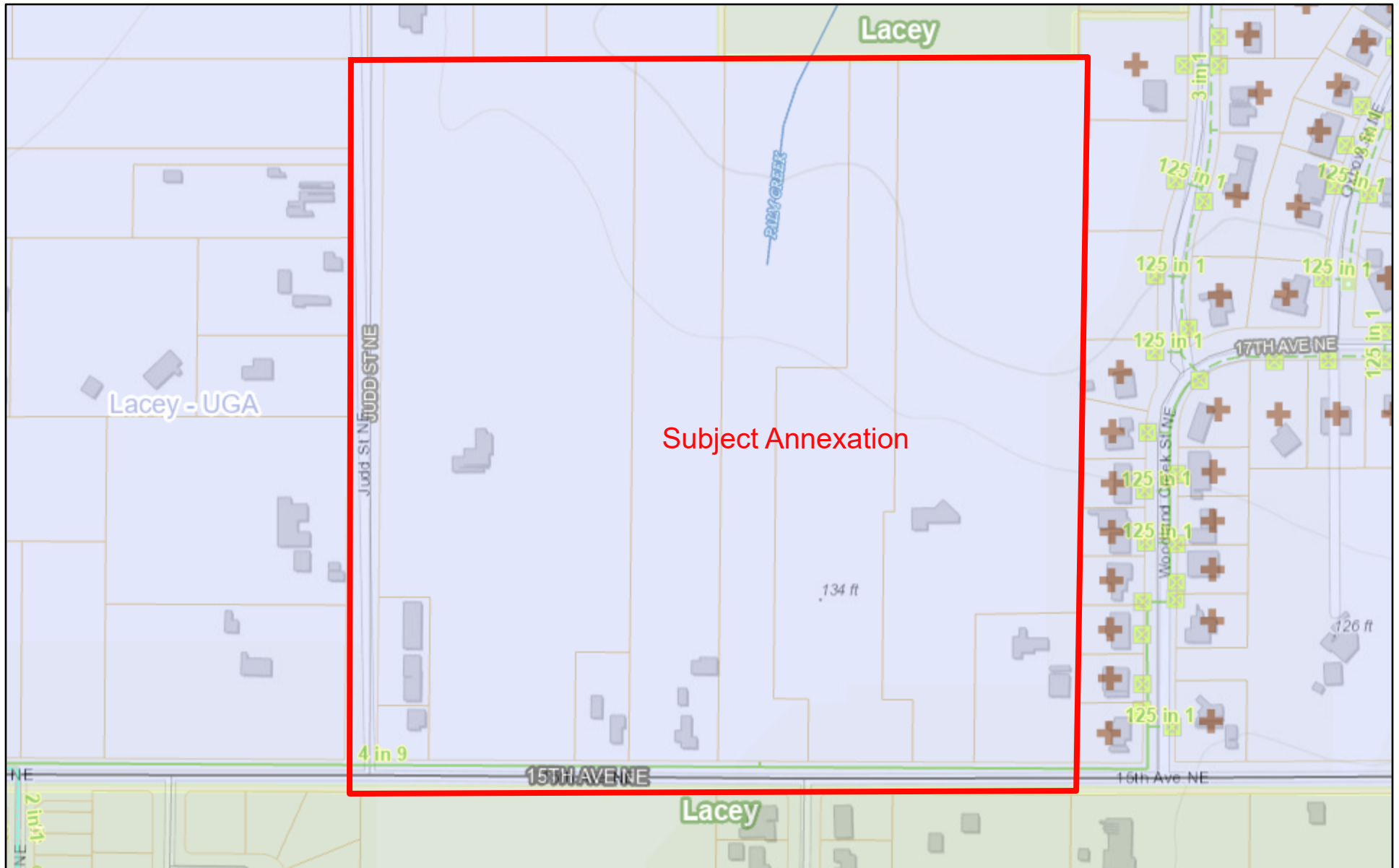


GIS Coordinator, Bureau of Land Management, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

ArcGIS Web AppBuilder

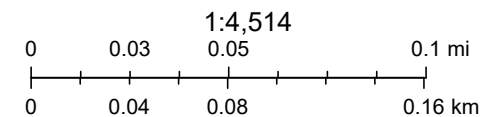
Bureau of Land Management, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA | GIS Coordinator |

Draham Road Annexation Sewer



11/3/2023, 10:42:37 AM

- | | | | | |
|-----------------------|------------------------|----------------------|----------------------|-----------------|
| + | --- STEP Main, COL | ■ Pig Launch, COL | □ Lacey Area Parcels | — Stream |
| — Sewer Main | --- <all other values> | ■ Sewer Facility | □ UGA | — Lacey Streets |
| — Force Main, COL | ■ Equipment | ■ STEP, COL | □ City Limits | — Major Roads |
| --- Gravity Main, COL | ● Cleanout, COL | ● Grinder, PVT/Other | | — Minor Roads |



GIS Coordinator, Bureau of Land Management, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA



CITY OF LACEY **COMMUNICATIONS PLAN | 2022-2027** **ANNUAL REPORT 2023**



March 5, 2024

Goals

1 **Augment internal communications to increase cross-departmental collaboration and awareness.**



To be a better all-around community provider and partner, the City strives to strengthen its internal communications leading to increases in cross-departmental awareness, improved message alignment, and advanced information access and management.

2 **Continuously evaluate and enhance external communications to provide transparent, timely, and accessible information to community stakeholders.**



The only constant is change. Lacey is a constantly growing and diversifying community.

With this in mind, the City endeavors to find new and innovative ways to reach a wider range of audiences. Similarly, the City is committed to evaluating what is and what is not working to ensure that limited resources are directed in meaningful ways. This includes focusing on enhancing diversity, equity, and inclusion efforts. The City will continuously look for improved ways to keep community members informed about events, opportunities and major decisions, and increase access to engagement and participation opportunities, particularly when decisions impact the greater community.

3 **Proactively craft communications and establish a defined Lacey brand.**



The City will continue to refine the City and the Lacey community's overall image through a variety of opportunities, including developing materials that resonate with existing and future residents, investors, and other community stakeholders alike.

Targeted Actions, Priority & Timeline (in brief)

GOAL 1



Augment internal communications to increase cross-departmental collaboration and awareness.

TARGETED ACTIONS	Priority	2022 ANTICIPATED TIMELINE						2024 Update
		Implementation			Enhance / Continue			
		2022	2023	2024	2025	2026	2027 & Beyond	
A. Develop and implement an organization-wide intranet communications system.	High							City has infrastructure for project. Project will commence Q2/3 of 2024 and continue for next few years in partnership with various Departments.
B. Institute an organization-wide document management system to increase efficiencies and streamline internal and external processes, serve as a repository of City information, reduce risk, secure data, and better connect staff. Continue to leverage this tool to meet future organizational needs.	High							Starting environmental scan; Work anticipated continue over the next few years.
C. Develop a comprehensive web and App accessible City Services Center (311) for internal and external users to access City information, make service-related requests, and for the City is make more data-driven decisions.	High							Complete in 2024. LaceyWorks – a comprehensive web and app launched Q1 2024.

TARGETED ACTIONS	Priority	2022 ANTICIPATED TIMELINE						2024 Update
		Implementation			Enhance / Continue			
		2022	2023	2024	2025	2026	2027 & Beyond	
D. Create a Citywide style guide to ensure consistent branding and messaging of City materials.	Medium							
E. Create a consistent communications on-boarding program for new City employees and provide on-going communication training opportunities.	Medium							
F. Continually improve internal communications processes and tools, such as the communication dashboard and leverage new technologies that facilitate and streamline internal communications.	Medium							
G. Expand community access to documents, reports, forms, and other City materials through the City's Document Management System, 311 App, online Municipal Code, Public Records Request system, TrakIt, and other technologies.	Medium							Expanded access to documents and forms online on City websites. Expanded Municipal Code to include searchable Resolutions and Proclamations. Updated all Ordinances to ensure all materials were included Launched new Legislative Platform, CivicClerk, to increase accessibility,

TARGETED ACTIONS	Priority	2022 ANTICIPATED TIMELINE						2024 Update
		Implementation			Enhance / Continue			
		2022	2023	2024	2025	2026	2027 & Beyond	
								transparency, and organizational efficiencies.



GOAL 2

Continuously evaluate and enhance external communications to provide transparent, timely, and accessible information to community stakeholders.

TARGETED ACTIONS	Priority	ANTICIPATED TIMELINE						2024 Update
		Implementation		Enhance / Continue				
		2022	2023	2024	2025	2026	2027 & Beyond	
A. Leverage email, text, and other technologies that allow end-users to opt-in to their preferred information channels.	High							See below.
a. Create one-stop location for subscribing to email notifications.	High							Created, and continue to augment, one-stop location to receive email notification on City news: https://cityoflacey.org/email-notifications/
b. Use text messaging for emergency alerts, planning and construction updates, and critical events, as well as other information categories that end-users may opt-in to.	High							Under review for applicability.
B. Building off the Lacey Cares initiative, conduct regular multi-faceted community outreach and engagement efforts to determine community sentiments.	High							See below.

TARGETED ACTIONS	Priority	ANTICIPATED TIMELINE						2024 Update
		Implementation			Enhance / Continue			
		2022	2023	2024	2025	2026	2027 & Beyond	
a. Conduct a statistically valid, biannual community satisfaction survey to better understand community sentiments, including strengths and opportunities for improvement.	High							2024: Performing a statistically valid, biannual community satisfaction survey (LaceyListens) in Q3/Q4.
b. Provide an annual report on the Communications Plan.	High							Completed 2023 review and 2024 overview on March 4, 2024.
c. Perform a comprehensive evaluation and overhaul of the Communications Plan at year six.	High							
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.	High							Created and implemented Advisory Board Stipend Program. Commission on Equity held three Community Forums. Continued to work on Community Connectivity Analysis. 2024: Reviewing Advisory Board Application process.

TARGETED ACTIONS	Priority	ANTICIPATED TIMELINE						2024 Update
		Implementation			Enhance / Continue			
		2022	2023	2024	2025	2026	2027 & Beyond	
								2024: Reviewing Community Liaison Program.
D. Create a Language Access policy that helps comprehensively expand communications to people with Limited English Proficiency (LEP) and other accessibility needs.	Medium							City websites include language translations, and accessibility menu. LaceyTV77 provides closed captioning and translation services for Lacey City Council meetings. Language Access policy remains a forthcoming project.
E. Expand and standardize communication processes with external stakeholders. Use interactive and innovative communication methods to reach underheard or underrepresented populations.	Medium							Commission on Equity held three Community Forums. 2024 - Reviewing Community Liaison Program.

GOAL 3



Proactively craft communications and establish a defined Lacey brand.

TARGETED ACTIONS	Priority	ANTICIPATED TIMELINE						2024 Update
		Implementation			Enhance / Continue			
		2022	2023	2024	2025	2026	2027 & Beyond	
A. Establish consistent City materials by creating a Citywide style guide, logo and flag use policy, and pursuing other comprehensive changes to communication materials.	High							Forthcoming.
B. Refine key messages and create a unified voice for City priorities and initiatives, establish proactive media responses to ensure rapid, accurate, and widespread message reach, and craft policies on when to use certain types of communications. Collaborate with departments to identify and enhance distinct communication needs.	High							Public Affairs continues to refine processes and procedures for high priority communications.
C. Enhance the City's image by developing a comprehensive marketing and branding campaign that raises awareness of the City's amenities and attractions. Create a process that allows for specialized branding for major initiatives.	High							
D. Expanding community partnerships with other organizations and stakeholders to leverage messaging, marketing, and storytelling opportunities.	Medium							

E. Continue to identify and refine future market targets and communications strategies with Community Stakeholders (e.g., press, future residents, visitors, business investors, etc.).	Medium						
F. Implement Communications Policies, see Appendix B.	Medium						Continuous
G. Provide an emphasis on disseminating information to community stakeholders on community growth and development plans, public safety programs and initiatives, and other large Citywide initiatives.	Medium						

