



City of Lacey, Washington
City Council Regular Meeting Minutes
Tuesday, March 5, 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 Carolyn Cox
Councilmember Robin Vazquez
Councilmember Nicolas Dunning

Council Excused

Councilmember Michael Steadman

Staff Present

Rick Walk, City Manager
Shannon Kelley-Fong, Assistant City Manager
Dave Schneider, City Attorney
Troy Woo, Finance Director
Ryan Andrews, Planning Manager
Kelly Adams, Special Projects Administrator
Jenny Bauersfeld, Community Relations Specialist
Donna Feliciano, Communications Specialist
John Koch, Advanced Digital Media Production Specialist
Sadie Siglin, Management Analyst
Elissa Fontaine, City Clerk

3. Pledge of Allegiance

4. Land Acknowledgment

Mayor Ryder presented the abbreviated Land Acknowledgement.

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

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

6. Public Recognitions and Presentations:

A. 2023 Scouts of America Christmas Tree Roundup Overview

John Tulloch, Troop 222

Jenny Bauersfeld, Community Relations Specialist, presented a brief highlight on the Scouts of America 2023 Christmas Tree Roundup Event and Community Partnerships.

7. Public Comment:

Verbal Public Comment

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

Evelyn Cheney, Lacey resident, provided public comment on her utility bill and requested to be connected with staff regarding her questions.

Althea Sims, Lacey resident, provided public comment on her utility bill and rodents on an adjacent city property.

Written Public Comment

Zero (0) written comments were received.

8. Public Hearing:

9. Proclamations:



A. American Red Cross Month

Dan Wirth, Executive Director, American Red Cross

Mayor Ryder and Council proclaimed March 2024, as American Red Cross Month. The proclamation will be delivered to Dan Wirth, Executive Director of American Red Cross.

10. Resolutions:

11. Ordinances:

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

Troy Woo, Finance Director

The Encumbrance Carryover Budget Amendment is intended to preserve integrity and transparency in the budget. It ensures the authorized budget is not exceeded and is limited to unspent prior year budget appropriations.

Staff highlighted significant carryover projects. A full detailed list was provided in Attachment A of the item materials.

Councilmember Greenstein moved to adopt the 2023 Budget Encumbrance Carryover Ordinance 1657 amending the 2024 Budget. Councilmember Vazquez seconded. Motion carried.

B. Ordinance No. 1658 - Draham Road Annexation

Ryan Andrews, Planning Manager

Staff presented an overview of the Draham Road annexation. The annexation includes 42.14 acres and will not generate any substantial property, sales, or utility tax revenue through the existing 9 residential units, in the area. Upon annexation, the City of Lacey is required to conduct a door-to-door census of the area. Upon final ordinance passage, notification of the annexation is sent to affected agencies and the annexation certification process will be completed.

Councilmember Vazquez moved to adopt Ordinance 1658, annexing nine parcels totaling 42.14 acres known as the Draham Road annexation. Deputy Mayor Miller seconded. Motion carried.

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

Staff presented a review and update on several projects connected to the Communications Plan.

The following 2023 accomplishments were highlighted in detail:

- Expanded online services and electronic forms
- Expanded access to Council action
- Expanded access to public meetings
- Expanded access to City news and content
- Reduced barriers of participation with the Advisory Board Stipend Program
- Refreshed City look - Branding and Style Guide

The following ongoing and upcoming projects were previewed in detail:

- Community Request Management System: LaceyWorks
- City Broadcasting Channel: LaceyTV77
- Community Biennial Survey: LaceyListens

B. City Manager Highlights

Rick Walk, City Manager

Rick Walk, City Manager, provided announcements for the following:

The City of Lacey received the Washington Economic Development Association (WEDA) Diversity, Equity and Inclusion Award in recognition of the Lacey Food Truck Depot.

The Employee Recognition Luncheon event, held on March 1, 2024, was a success and highlighted years of service milestones for specific employees.

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 present 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 presented a report from the Thurston County Economic Development Council.

C. Councilmember Lenny Greenstein:

1. Emergency Medical Services (EMS)
2. TCOMM911

Councilmember Greenstein presented a report from the Emergency Medical Services.

D. Councilmember Michael Steadman:

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



Councilmember Steadman was excused and no reports were provided.

E. Councilmember Carolyn Cox:

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

Councilmember Cox presented reports from the Intercity Transit Authority, LOTT Clean Water Alliance, 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 presented a report from the Thurston Regional Planning Council.

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 present any reports.

16. Adjourn

Mayor Ryder adjourned the meeting at 8:14 p.m.



MAYOR:

Andy D. Lyons

ATTESTED BY CITY CLERK:

Julia Culaine

DATE APPROVED:

March 19, 2024



Handwritten text, possibly a signature or name, followed by a date and a location.

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