



City of Lacey, Washington City Council Regular Meeting Agenda

Refer to the bottom of the agenda for meeting information.

Tuesday, August 20, 2024

6:00 PM

Council Chambers and Online

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Land Acknowledgement

We, the City of Lacey, are on the ancestral land of the Tribal People of the Treaty of Medicine Creek, including the Nisqually Indian Tribe and Squaxin Island Tribe. We acknowledge, and remember those Tribal People not recognized today who were absorbed or relocated into other tribes for survival. We recognize the ancestors and their descendants who are still here. We recognize and respect the Tribal People of the Treaty of Medicine Creek as the traditional stewards of this land since time immemorial and their role today in taking care of these lands in perpetuity. We recognize and have the responsibility to call attention to the histories of dispossession, forced removal, and abridged treaty rights that allowed our nation, state, and city to develop as they have today. We recommend that community members read the Medicine Creek Treaty of 1854.

5. Approval of Agenda and Consent Agenda Items

- A. Approval of the Council minutes of July 16, 2024
- B. Approval of the Worksession minutes of July 23, 2024
- C. Approval of the Council minutes of August 6, 2024
- D. Approval of wages, claims, and transfers for July 11 through August 9, 2024

6. Public Recognitions and Presentations

- A. **988 Suicide Prevention Program**
Don Seese, Washington State Department of Veteran's Affairs
- B. **Spirit of Lacey Recipient and Mariner's Fan of the Year: Ruth Weigelt**

7. Public Comment

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

8. Public Hearing

9. Proclamations

A. St. Martin's University and Abbey Proclamation and Recognition

Dr. Brownsberger, President, Saint Martin's University

10. Resolutions

11. Ordinances

12. Mayor's Report

A. Appointment: 2024-2025 Lacey Youth Council

Sadie Siglin, Management Analyst

13. City Manager's Report

A. Impacts of State Legislative Actions SB 5290 and HB 1293

Vaness Dolbee, Community & Economic Development Director

Sarah Scheling, Current Planning & Economic Development Manager

B. Transportation Maintenance Update

Scott Johnston, Transportation Maintenance Supervisor

C. Public Art Utility Wrap Overview

Sadie Siglin, Management Analyst

D. Diversity, Equity, Inclusion, and Belonging Strategic Plan Council Message Review

Shannon Kelley-Fong, Assistant City Manager

E. Other Items

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



3. Opioid Abatement Council Independent Subcommittee
- 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_3WsSOGER7aozzCem_CX0g
- Website: <https://cityoflacey.org/government/public-meetings/>
- Facebook: <https://www.facebook.com/cityoflacey>
- YouTube: <https://www.youtube.com/watch?v=Nvau9KXBGkk>
- Cable: Channel 77 with your local cable provider
- Phone: (888) 788-0099 or (877) 853-5247 (Webinar ID 896 0770 4574)

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_3WsSOGER7aozzCem_CX0g

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
City Council Regular Meeting Minutes
Tuesday, July 16, 2024 - Council Chambers and Online

1. Call to Order

Mayor Andy 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 (remote)

Staff Present

Rick Walk, City Manager
Shannon Kelley-Fong, Assistant City Manager
Robert Almada, Chief of Police
Jen Burbidge, Parks, Culture, and Recreation Director
Vanessa Dolbee, Community Development Director
Scott Egger, Public Works Director
Dave Schneider, City Attorney
Michelle Chavez, Human Services Coordinator
Ed Taylor, Emergency Management and Safety Coordinator
Hans Shepherd, Senior Planner
Brandy Legomina, Deputy City Clerk

3. Pledge of Allegiance

Mayor Ryder led the Pledge of Allegiance.

4. Land Acknowledgment

Mayor Ryder presented the abbreviated Land Acknowledgment.

5. Approval of Agenda and Consent Agenda Items

- A. Approval of wages, claims, and transfers for June 11, 2024, through July 5, 2024

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

6. Public Recognitions and Presentations

7. Public Comment

Verbal Public Comment

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

Evette Temple, Board President of Homes First, commented on affordable rental housing challenges and solutions.

One (1) person registered to speak via Zoom.

Hailey Saxton, Program Support Specialist for New Horizon Communities, formally known as Gehote Communities, introduced the organization to the Council and expressed interest in working in the Lacey community.

Written Public Comment

No written public comment was received.

8. Public Hearing

9. Proclamations

- A. **Community Action Council Monarch Program and Retirement of Astro the Service Dog**

Abi McLane, Chief Operating Officer, Community Action Council of Lewis, Mason, and Thurston Counties

Mayor Ryder and Council recognized the outstanding work of Astro, the Courthouse Service Dog, and wished him a happy retirement.

Tambra Donohue, Astro's caregiver, and Lisa Wahl, Astro's primary handler, accepted the proclamation on Astro's behalf.

10. Resolutions



A. Resolution 1152: 2025 Six-Year Transportation Improvement Program (TIP)
Martin Hoppe, Transportation Manager

Hoppe presented Resolution 1152: 2025 Six-Year Transportation Improvement Program (TIP). The Six-Year TIP is a list of projects planned to start in the next six (6) years, that is consistent with City's Comprehensive Plan. The Six-Year TIP is both a state and federal requirement that is checked for consistency by the Thurston Regional Planning Council (TRPC) and the State TIP. Upon completion of the review, the City is allowed to apply to obligate funding for these projects. Discussion ensued.

Councilmember Greenstein moved to approve Resolution 1152, adopting the 2025 Six-Year Transportation Improvement Program Mitigation List. Deputy Mayor Miller seconded. The motion carried.

B. Resolution 1153: 2024 Comprehensive Emergency Management Plan (CEMP) Update

Bracy DiLeonardo, Benefits Manager
Ed Taylor, Emergency Management and Safety Coordinator

Taylor presented Resolution 1153: 2024 Comprehensive Emergency Management Plan (CEMP) Update. The CEMP is the City's plan of response to disasters and recovery. Discussion ensued.

Councilmember Vazquez moved to adopt Resolution 1153, approving the 2024 City of Lacey Comprehensive Emergency Management Plan (CEMP), as amended to include authorization for signing the CEMP and the associated letter of adoption. Deputy Mayor Miller seconded. The motion carried.

11. Ordinances

A. Ordinance 1662: Neighborhood Commercial District Code

Vanessa Dolbee, Director of Community and Economic Development

Dolbee presented Ordinance 1662: Neighborhood Commercial District Code. The Neighborhood Commercial Zoning Amendment was initiated after a Land Use Application was submitted for a gas station in a Neighborhood Commercial Zone. Due to the number of concerns within the community, the Code Amendment process was initiated to analyze the particular use within the zone. Since then, staff has spent eighteen (18) months working through public engagement, analysis of feedback, development feasibility, and drafting regulations for consideration by the public. This project has over one thousand (1,000) touchpoints with the community and interested parties, eleven (11) Planning Commission meetings, and seven (7) City Council Worksessions.



Shepherd presented district characteristics; a timeline of the ordinance's progression; draft code language for ground floor commercial heights; draft code language for affordable housing; and the future code review processes for Townhouse Development and Multifamily Tax Exemption. Discussion ensued.

Councilmember Vazquez moved to approve Ordinance 1662, adopting the amendments to LMC 16.36 Neighborhood Commercial District. Deputy Mayor Miller seconded. The motion carried.

12. Mayor's Report

- A. Reappointment: Parks, Culture and Recreation Board - Gary Larson**
Mayor Andy Ryder

Mayor Ryder moved to reappoint Gary Larson to the Parks, Culture, and Recreation Board. Councilmember Greenstein seconded. The motion carried.

Mayor Ryder addressed national events from the past weekend and called on the need for compassion, compromise, and the importance of listening to each other for the betterment of the community. Mayor Ryder affirmed that violence is never acceptable in our democracy.

13. City Manager's Report

- A. Human Services Grant Program Update**
Michelle Chavez, Human Services Coordinator

Chavez presented an update on the Human Services Grant Program (HSGP). This presentation showcased meeting progression to include the grant application and the rubric process; an application workshop; and the acceptance period for applications. The goal is to have the Program Year One launch from October 2024 through September 2025. Discussion ensued.

- B. National Opioid Settlement: Kroger Settlement**
Dave Schneider, City Attorney

Schneider presented the National Opioid Settlement with Kroger. This presentation included discussion on a Washington state settlement for \$47.5 million to be paid over eleven (11) years, with half of the amount being allocated to cities.

Councilmember Greenstein moved to authorize the City Manager to execute all documents necessary to participate in settlements with Kroger. Deputy Mayor Miller seconded. The motion carried.



C. **Fireworks Spectacular Event Update**

Jen Burbidge, Parks, Culture and Recreation Director

Burbidge presented an overview of the Fireworks Spectacular Event at Rainier Vista Park. This presentation included discussion on the various sponsors, volunteers, staff, entertainment, and members of the public who attended the event. This event had an attendance of over 23,000, with over 1,000 attendees coming from outside the fifty (50) mile radius.

D. **Other Items**

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 provided a report from the Mayor's Forum.

B. Deputy Mayor Malcolm Miller:

1. Economic Development Council (EDC)
2. Lodging Tax Advisory Committee (LTAC)
3. Thurston County Coalition Against Trafficking (TCCAT)
4. Joint Animal Services Commission (JASCOM)

Deputy Mayor Miller provided a report from JASCOM.

C. Councilmember Lenny Greenstein:

1. Emergency Medical Services (EMS)
2. TCOMM911
3. Opioid Abatement Council Independent Subcommittee

Councilmember Greenstein did not provide any reports.

D. Councilmember Michael Steadman:

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

Councilmember Steadman provided a report from ORCAA.



E. Councilmember Carolyn Cox:

1. Lacey-Olympia-Tumwater-Thurston Clean Water Alliance (LOTT)
2. Regional Housing Council
3. Intercity Transit Authority

Councilmember Cox did not provide any reports.

F. Councilmember Robin Vazquez:

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

Councilmember Vazquez provided reports from TCMC and TRPC.

G. Councilmember Nicolas Dunning:

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

Councilmember Dunning did not provide any reports and supported Mayor Ryders address on the national events over the weekend.

16. Adjourn

Mayor Ryder adjourned the meeting at 7:11 p.m.

MAYOR: _____

ATTESTED BY CITY CLERK: _____

DATE APPROVED: _____





City of Lacey, Washington Lacey City Council Worksession Minutes

Tuesday, July 23, 2024

6:00 PM

Council Chambers and Online

1. Call to Order

Mayor Andy 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 (remote)
Councilmember Carolyn Cox
Councilmember Robin Vazquez
Councilmember Nicolas Dunning (remote)

Staff Present

Rick Walk, City Manager
Shannon Kelley-Fong, Assistant City Manager
Dave Schneider, City Attorney
Vanessa Dolbee, Community and Economic Development Director
Ryan Andrews, Planning Manager
Michelle Chavez, Human Services Coordinator
Paul J. White, Deputy City Clerk

3. Land Acknowledgment

Mayor Ryder presented the abbreviated Land Acknowledgment.

4. Approval of the Agenda

Councilmember Greenstein moved to approve the agenda. Councilmember Cox seconded. The motion carried.

5. Agenda Items

A. Draft Interlocal Agreement for Draham Road Island Annexation

Ryan Andrews, Planning Manager

Andrews presented the interlocal agreement with Thurston County and the areas north of I-5 to be annexed. The agreement would supersede some provisions of previous interlocal agreements covering the same areas dealing with tax revenue and County ownership of sewer utilities already maintained by the City of Lacey. Andrews summarized the schedule for transferring fee collection and permit responsibilities in the annexation area and notifications to third-party taxing districts. Annexation is expected to be complete by the end of 2024 following a public hearing likely in October.

B. Interlocal Agreement for HOME Consortium

Michelle Chavez, Human Services Coordinator

Chavez presented an interlocal agreement (ILA) for participation in the HOME Investment Partnerships Program (HOME) Consortium. The federal program, managed by the U.S. Department of Housing and Urban Development, makes funding available in support of affordable housing efforts through Entitlement communities. The new ILA will assure Lacey's participation as an independent Community Development Block Grant entitlement city. A resolution adopting the new ILA is expected for Council consideration on August 6.

C. Public Comment and Public Hearing Policy

Shannon Kelley-Fong, Assistant City Manager

Kelley-Fong summarized prior review of updates to public comment and public hearing policies by the City Council, Lacey Youth Council, Commission on Equity, and advisory board staff liaisons. Kelley-Fong provided background on recent hate speech incidents in various jurisdictions, including Lacey, First Amendment considerations, and the current state of Lacey's comment and testimony policies. Councilmembers discussed policy options still pending consensus. Based on Council input, a draft policy will be presented for approval at a subsequent City Council public meeting.



D. Diversity, Equity, Inclusion, and Belonging (DEIB) Strategic Plan - Council Message Input

Shannon Kelley-Fong, Assistant City Manager

Kelley-Fong presented the City's Diversity, Equity, Inclusion, and Belonging (DEIB) Strategic Plan initiative, which Council previously reviewed on July 9, 2024. Kelley-Fong summarized the purpose, goals, and development roadmap for the DEIB Strategic Plan. Councilmembers were asked to contribute to a City Council message for the strategic plan by means of an idea cloud exercise. Council input will be used to draft a message for incorporation in the strategic plan.

6. Executive Session

A. Executive Session pursuant to RCW 42.30.110(1)(g)

At 7:37 p.m., the City Council recessed to executive session pursuant to RCW 42.30.110(1)(g) to discuss matter(s) pertaining to performance of a public employee. The Mayor announced that the executive session would start at 7:40 p.m. and last approximately 25 minutes, after which the City Council would reconvene the worksession at or shortly after 8:05 p.m.

At 8:05 p.m., the Mayor announced that the executive session would be extended an additional 10 minutes to 8:15 p.m. The executive session lasted 35 minutes, and no final actions were taken.

7. Adjourn

Mayor Ryder reconvened the Council worksession and immediately adjourned the meeting at 8:15 p.m.





City of Lacey, Washington
City Council Rescheduled Regular Meeting Minutes
Tuesday, August 6, 2024 - Council Chambers and Online

1. Call to Order

Mayor Andy Ryder called the meeting to order at 7:00 p.m.

2. Roll Call

Council Present

Mayor Andy Ryder
Deputy Mayor Malcolm Miller
Councilmember Lenny Greenstein
Councilmember Michael Steadman (remote)
Councilmember Carolyn Cox
Councilmember Nicolas Dunning (remote)

Council Excused

Councilmember Robin Vazquez

Staff Present

Rick Walk, City Manager
Shannon Kelley-Fong, Assistant City Manager
Dave Schneider, City Attorney
Robert Almada, Chief of Police
Jen Burbidge, Parks, Culture and Recreation Director
Scott Egger, Public Works Director
Michelle Chavez, Human Services Coordinator
Marcus Hoch, Management Analyst
Elissa Fontaine, City Clerk

3. Pledge of Allegiance

Mayor Ryder led the Flag Salute.

4. Land Acknowledgment

Mayor Ryder presented the abbreviated Land Acknowledgement.

5. Approval of Agenda and Consent Agenda Items

- A. Approval of the Council Retreat minutes of June 27, 2024
- B. Approval of the minutes of July 2, 2024
- C. Approval of the minutes of July 9, 2024
- D. Approval of wages, claims, and transfers for July 10 through 26, 2024

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

6. Public Recognitions and Presentations

7. Public Comment

Verbal Public Comment

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

Evette Temple, Board President of Homes First, commented on affordable rental housing challenges and solutions.

Zero (0) people registered to speak via Zoom.

Written Public Comment

Two (2) written public comments were received.

8. Public Hearing

9. Proclamations

A. Overdose Awareness Day

Katie Strozyk, Thurston County Public Health & Social Services

Mayor Ryder and Council proclaimed August 31, 2024, Overdose Awareness Day in the City of Lacey. The proclamation was presented to Katie Strozyk, Thurston



10. Resolutions

A. **Public Comment and Public Hearing Policies Update**

Shannon Kelley-Fong, Assistant City Manager

Kelley-Fong presented the proposed updates to the Council Policies and Procedures Manual and the Advisory Board Handbook regarding Public Comment and Public Testimony.

The Council reviewed the draft policies during the July 23, 2024, Council meeting and provided direction to staff. The draft policies were further updated to reflect the input provided by the Council. Discussion ensued.

1. **Resolution 1150 - City Council Public Comment and Public Hearing Policies**

Shannon Kelley-Fong, Assistant City Manager

Councilmember Greenstein moved to adopt Resolution 1150, updating the Lacey City Council Policies and Procedures Manual, Section 7.07, changing Public Comment and Public Hearing policies, and other minor edits. Councilmember Dunning seconded. The motion carried.

2. **Resolution 1151 - Advisory Board Handbook Public Comment and Public Hearing Policies**

Shannon Kelley-Fong, Assistant City Manager

Councilmember Greenstein moved to adopt Resolution 1151, updating the Advisory Board Handbook, adding Public Comment and Public Hearing policies, and other general updates to reflect current structures and practices. Deputy Mayor Miller seconded. The motion carried.

B. **Resolution 1154 - Electric Vehicle Charging Rate**

Scott Egger, Public Works Director

Marcus Hoch, Public Works Management Analyst

Hoch presented Resolution 1154, implementing electric vehicle charging rates. The proposed fee schedule covers energy, charger replacement costs, and idle/overstay charges. Discussion ensued.

Councilmember Greenstein moved to adopt Resolution 1154, approving the electric vehicle charging fees. Deputy Mayor Miller seconded. Deputy Mayor Miller, Councilmember(s) Greenstein, Steadman, Cox and Dunning voted in favor. Mayor Ryder voted against. The motion carried.



The Council expressed an interest in scheduling the item for periodic review.

C. Resolution 1155 - 2025-2027 HOME Consortium Interlocal Agreement

Shannon Kelley-Fong, Assistant City Manager

Michelle Chavez, Human Services Coordinator

Chavez presented Resolution 1155, detailing the 2025-2027 HOME Interlocal Agreement. HOME funding is a federal program administered by the Department of Housing and Urban Development (HUD). Individual jurisdictions cannot receive HOME funds directly and must be part of a consortium to have projects funded in their area. The agreement would form a HOME Consortium, partnering with Thurston County and the City of Olympia, to participate and receive funds under the National Affordable Housing Act (NAHA).

Deputy Mayor Miller moved to approve Resolution 1155 authorizing the City of Lacey to enter into an Interlocal Cooperation Agreement with Thurston County and the City of Olympia to form a HOME Consortium to participate and receive funds under the National Affordable Housing Act. Councilmember Greenstein seconded. The motion carried.

D. Parks Improvement Funding Workgroup

1. Resolution 1156: Amending Resolution 1148

Rick Walk, City Manager

Jen Burbidge, Parks, Culture and Recreation Director

Walk presented a review of recruitment efforts and requested action pertaining to the Parks Improvement Funding Workgroup. The proposed resolution amends Resolution 1148, to increase the Workgroup membership maximum from thirteen (13) to fifteen (15).

Councilmember Greenstein moved to approve Resolution 1156, amending Resolution 1148 as recommended to increase the Workgroup membership maximum to fifteen. Deputy Mayor Miller seconded. The motion carried.

2. Appointments: Parks Improvement Funding Workgroup

Rick Walk, City Manager

Councilmember Greenstein highlighted the recruitment process through the Council Sub-Committee. The Sub-Committee recommended appointing the following fifteen applicants:



Voting Members:

- James Eychaner
- Karen Ideker
- Rachel Murata
- Evette Temple
- Cathleen Cook
- Brooklyn McReynolds
- Mark Brown
- Phillip Roybal
- Cheri Wilkins

Non-Voting Members

- Ruth Weigelt
- Daphne Retzlaf
- Jon Hegwood
- Wendy Goodwin
- Lauren Howard
- Haley Ortega

Councilmember Greenstein moved to appoint applicants to the Workgroup as recommended by the three-member Council Committee. Deputy Mayor Miller seconded. The motion carried.

Jennifer Burbidge, Parks, Culture and Recreation Director, presented an overview of next steps for the Workgroup.

11. Ordinances

12. Mayor's Report

13. City Manager's Report

A. Award Yelm Highway Pavement Rehab and Citywide Utility Adjustments Contract PW2024-18

Scott Egger, Public Works Director

Egger highlighted the Yelm Hwy Pavement Rehab & Citywide Utility Adjustments project. The project was advertised for two (2) weeks and bids were opened on July 25, 2024. The engineer's estimate is \$1,510,000.00.

Councilmember Greenstein moved to award Lacey Contract Number PW



2024-18 to low bidder Lakeside Industries from Lacey, WA in the amount of \$1,420,261.00. Councilmember Cox seconded. The motion carried.

B. Police Department Annual Report

Robert Almada, Chief of Police

Almada provided an annual report for the Police Department. The Lacey Police Department is the only accredited police agency in Thurston County, and has been accredited since 1995. The presentation highlighted staffing data, community engagement activities, upcoming events, and 2023 crime rates.

14. Other Business

15. Boards, Commissions and Committee Reports

A. Mayor Andy Ryder:

1. Mayors' Forum
2. Thurston Chamber Shared Legislative Committee
3. Transportation Policy Board (TPB)

Mayor Ryder did not provide any reports.

B. Deputy Mayor Malcolm Miller:

1. Economic Development Council (EDC)
2. Lodging Tax Advisory Committee (LTAC)
3. Thurston County Coalition Against Trafficking (TCCAT)
4. Joint Animal Services Commission (JASCOM)

Deputy Mayor Miller did not provide any reports.

C. Councilmember Lenny Greenstein:

1. Emergency Medical Services (EMS)
2. TCOMM911
3. Opioid Abatement Council Independent Subcommittee

Councilmember Greenstein did not provide any reports.

D. Councilmember Michael Steadman:

1. Nisqually River Council



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

Councilmember Steadman did not provide any reports.

E. Councilmember Carolyn Cox:

1. Lacey-Olympia-Tumwater-Thurston Clean Water Alliance (LOTT)
2. Regional Housing Council
3. Intercity Transit Authority

Councilmember Cox provided a report from the Regional Housing Council.

F. Councilmember Robin Vazquez:

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

Councilmember Vazquez was excused, and no reports were provided.

G. Councilmember Nicolas Dunning:

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

Councilmember Dunning did not provide any reports.

16. Adjourn

Mayor Ryder adjourned the meeting at 8:22 p.m.

MAYOR: _____

ATTESTED BY CITY CLERK: _____

DATE APPROVED: _____





LACEY CITY COUNCIL MEETING

August 20, 2024

SUBJECT: Disbursement Approval

RECOMMENDATION: By motion, approve payment of claims, wages, and transfers.

STAFF CONTACT: Troy Woo, Finance Director *TW*
Alix Turcotte, Senior Accountant *AT*
Carrie Bode, Accounting Technician *CB*

ORIGINATED BY: Finance Department

BACKGROUND:

The action requested of the City Council is by motion to approve payment of claims, wages and transfers for 7/11/2024 through 8/9/2024. The disbursements consist of the following:

Checks:	<u>Week of</u>	<u>Beg. Check No.</u>	<u>End. Check No.</u>	<u>Amount</u>
	*7/31/2024	276090	276092	1,433.59
	8/2/2024	276093	276152	130,054.32
	8/9/2024	276153	276231	2,006,001.17

Electronic Transfers:	<u>Week of</u>	<u>Amount</u>
	7/11/2024	30,886.07
	*7/23/2024	39,039.02
	*7/24/2024	70,364.66
	7/26/2024	27,119.78
	7/26/2024	507.00
	7/29/2024	6,597.48
	7/29/2024	147.00
	*7/29/2024	135.24
	7/30/2024	62,673.48
	*7/31/2024	22,252.20
	*7/31/2024	1,964,324.59
	8/1/2024	51.42
	8/2/2024	1,217,482.67
	8/5/2024	201.28

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

Electronic Transfers:	<u>Week of</u>	<u>Amount</u>
	8/8/2024	152,827.58
	8/8/2024	31.00
	8/8/2024	7,642.44
	8/8/2024	143.00
	8/9/2024	130,176.96
Payroll:	<u>Month End</u>	<u>Wages</u>
	7/31/2024	2,314,911.53

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
Olympia-CARPFD	\$ 62,673.48	July 2024 CARPFD
Empire Well Drilling, LLC.	\$ 121,292.85	2023 Well Rehabilitation
Phoenix Fabricators & Erectors, LLC	\$ 228,816.03	T Cargil Reservoir
Puget Sound Energy, Inc.	\$ 57,855.99	Utility Bills
Rodarte Construction, Inc.	\$ 561,644.66	ULID 25 Tolmie Sewer & Water
Department of Revenue	\$ 152,827.58	July 2024 Excise Taxes
LOTT Wastewater Alliance	\$ 148,460.29	July 2024 Connection Fees
LOTT Wastewater Alliance	\$ 1,296,978.92	July 2024 ERUs
National Auto Fleet Group	\$ 357,771.19	Crane Truck Replacement

CITY OF LACEY *OFFICIAL PROCLAMATION*

WHEREAS, established in 1895, Saint Martin's University has been a cornerstone of higher education in the Pacific Northwest, providing quality education rooted in the Benedictine heritage, and is one of 13 Benedictine colleges and universities in the United States; and

WHEREAS, the Benedictine Monks belong to the oldest monastic order in Western Civilization, with 1,500 years of tradition reflecting a proven record of scholarship and achievement; the monks of Saint Martin's Abbey founded the institution and today remain actively engaged in campus life; and

WHEREAS, Saint Martin's began as a school educating boys and young men in college prep classes, with college-level courses being added in 1900; then in 1938 Saint Martin's became a four-year, accredited, baccalaureate-granting institution, and two years later its first graduates received their degrees; and

WHEREAS, years since have brought tremendous growth and innovation across the campus, including graduate programs, a library, residence halls, state-of-the-art educational buildings, a Diversity and Equity Center, a Veterans Center, a world-class track and field facility, a Recreation Center, and a Memorial Plaza; and

WHEREAS, for nearly 130 years, Saint Martin's University has been a community of lifelong learners, an active community builder, and a dedicated educational and economic partner to the southwest Washington state region, and Saint Martin's Alumni continue to be a valuable and integral part of the Lacey community; and

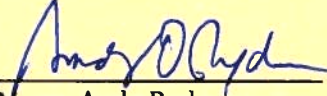
WHEREAS, the valued partnership between Saint Martin's University, Abbey, and the City of Lacey exemplifies a shared commitment to fostering educational opportunities, economic development, and cultural enrichment; and

NOW, THEREFORE, I, Andy Ryder, Mayor of the City of Lacey, on behalf of the Lacey City Council, do hereby recognize and commend

Saint Martin's University and Abbey

for their significant contributions to education, community service, and ongoing partnership with the City of Lacey.




Mayor Andy Ryder
August 20, 2024



LACEY CITY COUNCIL MEETING

August 20, 2024

SUBJECT: Impacts of State legislative actions SB 5290 and HB 1293

RECOMMENDATION: Council briefing, no action requested at this time

STAFF CONTACT: Rick Walk, City Manager *RW*
Vanessa Dolbee, Community & Economic Development Director *VD*
Sarah Schelling, Current Planning & Economic Development
Manager *SS*

ORIGINATED BY: Community & Economic Development

ATTACHMENTS: None

FISCAL NOTE: None

PRIOR REVIEW: Land Use Committee Legislative Update June 27, 2023

BACKGROUND:

During the 2023 legislative session, the Washington State legislature passed several bills that introduced new requirements, or amended existing rules, for local governments planning under the State Growth Management Act. Among those bills were Senate Bill (SB) 5290 Local Project Review, and House Bill (HB) 1293 Design Review.

SB 5290 amends the Local Project Review Act, Chapter 36.70B RCW, the intent of which is to increase timeliness and predictability of local project review, and HB 1293 speaks to the consolidation of land use applications, namely requirements related to design review applications.

Of the two noted legislative actions, SB 5290 makes significant changes to RCW 36.70B Section 7 (Growth Management Act local project reviews), and includes updated permit review timelines, clarifications regarding the determination of completeness process, a new exemption from site plan review for certain interior projects that contain no exterior alterations, updated annual reporting requirements related to permit issuance, and

provisions requiring partial permit fee refunds for failure to timely process permit applications.

In order to comply with the legislation and amendments to the RCW, the City of Lacey will need to update ordinances and application procedural requirements to remain consistent with State law. This effort will include updating Chapter 1 of the Development Guidelines and Public Works Standards manual, potentially creating a new ordinance that codifies permit review timelines and procedures, as well as updating various section of Title 16 (Zoning) of the Lacey Municipal Code. These updates will follow the regular legislative review process, which includes review by the planning commission and the City Council, however there is little flexibility in terms of how the new law is applied. The State has mandated changes to codes and ordinances and the updates staff will propose will be designed to implement the new legislative requirements.

Notable changes that Council will see in the proposed amendments that will be brought forward include changes to the permit review timelines for projects. SB5290 removed the 120-day time limit for project review, regardless of the application type, and enacted the following changes:

- For projects that do not require public notice under RCW 36.70B.110, the final decision must be issued within 65 days of the determination of completeness under RCW 36.70B.070.
 - ***In Lacey this may include building permits, public works civil construction permits, land use applications like boundary line adjustments.***
- For projects that do require public notice under RCW 36.70B.110, the final decision must be issued within 100 days of the determination of completeness under RCW 36.70B.070.
 - ***In Lacey this includes most land use applications; site plan review, binding site plans, and short subdivisions for example.***
- For project permits which require both notice under RCW 36.70B.110 and a public hearing, the final decision must be issued within 170 days of the determination of completeness under RCW 36.70B.070.
 - ***In Lacey this includes major subdivisions, conditional use permits and wetland development permits for example.***

It is worth noting that there is ambiguity in SB5290 related to timeline requirements for building permits and public works construction permits. Additional research is underway to determine whether the law applies to these types of permits. However, until additional guidance is provided by the State, it is advisable that the City apply the timelines prescribed by the law to these permits in order to avoid monetary penalties.

In addition to permit timeline adjustments, other items that will need to be addressed in City regulations include revisions to the requirement thresholds for Site Plan Review found in LMC 16.84, specifically related to interior tenant improvements/remodels and

procedural requirements for the submittal and processing of design review applications of LMC 14.23.040.

The City must begin meeting the permit timeline requirements in 2025, however, SB 5290 also has an annual reporting requirement applicable to permits issued in 2024. Over the course of the last several months, the Department has developed a means to begin tracking permits and will be prepared to report on 2024 permits. While the City must report on 2024 permits, they are not subject to penalty if they have exceeded the timelines noted in SB5290.

The changes required by the new laws are intended to stream line permitting processes and provide timely and predictable service to citizens doing business with the City of Lacey. In the coming months Council will have the opportunity to review the changes and ask questions related to impacts of implementation of both SB 5290 and HB 1293 as the City takes the necessary steps to remain compliant with State laws.

NEXT STEPS:

Community and Economic Development staff will draft language to comply with the requirements of SB5290 and HB1293 and begin the legislative review process with the Planning Commission and City Council.

LACEY CITY COUNCIL WORKSESSION
August 20, 2024

SUBJECT: Diversity, Equity, Inclusion, and Belonging Strategic Plan
– City Council Message

RECOMMENDATION: Discussion only. Provide direction on additions and edits.

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

ORIGINATED BY: City Manager's Department

ATTACHMENTS: 1. Draft Diversity, Equity, Inclusion, and Belonging Strategic Plan – City Council Message

FISCAL NOTE: TBD based on specific programs and initiatives.

PRIOR REVIEW: [Lacey City Council – July 23, 2024](#)
[Lacey City Council – July 9, 2024](#)
[Commission on Equity – June 24, 2024](#) (+22 Workshops)

WORK PLAN GOALS:

Vibrant Place to live, work, & play: D. Finalize Homeless Response Plan & enhance social services

An Engaged Community: L. Enhance communication & engagement efforts

Quality Transportation & Infrastructure: J. Enhance multimodal transportation infrastructure and create a welcoming physical environment for all community members

Environmental Stewardship: K. Continue implementation of Climate Mitigation efforts

Excellence in Programs & Services: M. Attract and retain quality and qualified staff to meet service needs

BACKGROUND: At the July 23, 2024 meeting, the Lacey City Council engaged in a mini-workshop (“Idea Cluster”) to provide feedback on what they would like included in their message as part of the Draft Diversity, Equity, Inclusion, and Belonging Strategic Plan. **Table A** provides an overview of the feedback provided by the Lacey City Council.

Table A	
Lacey City Council Message – Feedback from 07.23.2024	
Cluster	Idea
1	Service is our Priority
1	People first!
2	The COE efforts and broad community engagement they undertook to birth this plan strengthen it. It represents many voices
2	More public engagement
2	Everyone can participate
2	Every voice can be heard / understood
3	Everyone is welcome
3	Welcome to all
3	A community that is open and welcoming to all
3	Unheard should know we value them
3	All residents equally valued
3	We must plan and take action today to create welcoming community for residents now and future generations
3	Community for all
4	A home where everyone feels valued
4	Treatment with respect
4	Build a community that give people a sense of belonging
4	All cultures are valued. We belong.
5	We forget or neglect our connections to each other at our peril.
5	Hate free community Safe community
5	We are all connected by our shared community
5	Freedom to live
5	Everyone can feel safe
6	We must be honest, transparent, and persistent in fixing gaps
6	Lacey strives to be fair and accessible to all
6	Everyone can be successful
-	Avoid “white voice” in message (plain talk, not academic)
-	The work of our Commission on Equity to develop this plan is a gift
-	As we elected officials, we commit to using our power to remove barriers to full access, participation, and enjoyment of our city
-	We are only seven people, charged to represent and listen to the nearly 60K people within our boundaries.
-	We didn’t create the existing inequities, but we’re here now and it’s our shared responsibility to eliminate them.

Comment	Power and responsibility
Comment	Intent, acknowledge

Based on this feedback, **Attachment 1** provides a draft message for the Lacey City Council to review and consider.

RECOMMENDATION: Discussion only. Provide direction on additions and edits.

ATTACHMENT 1

DRAFT - City Council's Message

Our diversity makes us stronger.

Lacey is a vibrant, resilient, and thriving community because of the different backgrounds, experiences, cultures, talents, and perspectives of our 60,000+ community members.

We, the Lacey City Council, are very proud and grateful to be able to represent the most diverse city in Thurston County, and one of the most diverse cities in the state of Washington. While we celebrate our diversity, we also want to recognize the longstanding histories of inequity, discrimination, and disparities that continue to persist and impact our community and beyond.

While we didn't create these inequities, as leaders we are tasked to help eliminate them and safeguard against future injustices. We have the power to improve our City and the lives of our community members.

This Plan represents a significant step in that direction. We commit to serve as leaders, partners, and advocates to eliminate inequities, remove barriers to access and participation, and to create a welcoming community where all belong.

We are incredibly thankful to the City's Commission on Equity for their efforts over the past three years in guiding the development of this Plan with the help of City staff. This journey included a broad range of community engagement efforts, conversations, dialogues, and workshops. As a result, the Plan represents many community voices, including their ideas, concerns, needs, and dreams for Lacey.

In adopting and implementing this Plan, we want the community to know that in Lacey:

- **People are the priority.** City government exists to provide services to help and benefit the community. Our goal is to provide services that meet the evolving needs of the community in a safe, equitable, effective, culturally relevant, and human-centered way.
- **You belong.** Through this Plan and other actions, we are working to create a community where all individuals feel valued, welcomed, respected, safe, and free to be who they are.
- **Your voice is important.** We are seven people representing many voices. Public engagement and participation are key to helping create and carry out responsive, equitable, and effective policies and programs. This Plan encourages an active and

healthy relationship with the community where all voices are heard, included, and valued.

- **We act with purpose.** With this Plan we are being intentional and accountable in this work. The Plan outlines where we are now and where we want to be in the future. It also includes specific benchmarks to assess progress and it creates an annual report for the community to review.

Importantly, there is no community without “you.” We need partners. We need ideas. We need engagement. We need to work together to “keep Lacey classy” in times of difficulty and challenge. Most of all, we need you.

Together, we can make a welcoming community for all.

Your Lacey City Council members,

GET SIGNATURES

