



City of Lacey, Washington
Lacey City Council Approved Worksession Minutes

Tuesday, November 26, 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 Robin Vazquez (remote)

Councilmember Nicolas Dunning

Council Excused

Councilmember Carolyn Cox

Staff Present

Rick Walk, City Manager

Shannon Kelley-Fong, Assistant City Manager

Vanessa Dolbee, Community and Economic Development Director

Dave Schneider, City Attorney

Troy Woo, Finance Director

Ty Keltner, Communication Manager

Michelle Chavez, Human Services Coordinator

Donna Feliciano, Communication Specialist

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. Deputy Mayor

Miller seconded. The motion carried.

5. Public Comment

Verbal Public Comment

No one signed up to speak at the meeting and no one registered to speak remotely.

Written Public Comment

No written public comment(s) were received.

6. Agenda Items

A. State Legislative Agenda and Manual Review

Shannon Kelley-Fong, Assistant City Manager
Brian Enslow, Principal, Arbutus Consulting

Enslow presented factors affecting the 2025 state legislative session, including party composition, leadership roles, and state revenue forecasts. Kelley-Fong presented a review of the City's state legislative agenda and legislative manual, which are proposed for approval at the December 3, 2024, regular City Council meeting. The agenda includes local and regional policy and funding requests to the State Legislature. The manual sets parameters for city-sponsored advocacy efforts in the State Legislature in 2025.

B. Human Services Commission Update

Shannon Kelley-Fong, Assistant City Manager
Michelle Chavez, Human Services Coordinator

Chavez summarized the work of the Human Services Work Group, which met throughout 2024, and provided an update on efforts to establish a Lacey Community Development Block Grant (CDBG) Program. Public participation is a requirement of CDBG programs, and the work group recommends establishing a permanent Human Services Commission to meet this requirement. Chavez presented alternatives for Council consideration.

C. Logo and Branding Guide Update

Shannon Kelley-Fong, Assistant City Manager
Ty Keltner, Communications Manager
Donna Feliciano, Communications Specialist

Keltner presented proposals for a new City brand logo with the intent to operationalize goals of the City's communications strategic plan. Keltner reviewed the characteristics and requirements for a successful logo suited to a variety of uses and presented a new proposed design. Implementation of the new design would be phased in as practicable and cost-effective. Protection of the City's logo, such as through trademarking, would be addressed in a proposed ordinance. Keltner described the benefits of an agency-wide branding guide and reported that it would not require City Council approval. Councilmembers discussed design elements of



the new logo.

D. LOTT Clean Water Alliance Surplus Property Update

Vanessa Dolbee, Community and Economic Development Director

Dolbee provided an update on the land acquisition opportunity on Mullen Road near Komachin Middle School. An amendment to the municipal code will be required to support cottage-style housing in Lacey along with a purchase and sale agreement with the LOTT Clean Water Alliance with appropriate contingencies. Additional public engagement is expected. Dolbee reported that \$4.5 million in conditional funding is a consideration in the timing of city action before the end of 2024.

E. Designated Reserves Discussion

Troy Woo, Finance Director

Woo presented the categories of City fund balances pursuant to Governmental Accounting Standards Board (GASB) accounting standards issued in GASB Statement No. 54. Woo presented fund balances and proposed reserves. The City Council must designate committed fund balances and indicate the use to which the funds are restricted by ordinance.

7. Adjourn

Mayor Ryder adjourned the meeting at 8:36 p.m.

Minutes approved December 17, 2024

