



Lacey City Council Worksession Amended* Agenda

Refer to the bottom of the agenda for meeting information.

Tuesday, January 28, 2025

6:00 PM

Council Chambers and Online

1. Call to Order

2. Roll Call

3. 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 they have today. We recommend that community members read the Medicine Creek Treaty of 1854.

4. Approval of the Amended* Agenda

5. Public Comment

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

6. Agenda Items

A. Commission on Equity Work Plan

Shannon Kelley-Fong, Assistant City Manager

B. Historical Commission Work Plan

Jen Burbidge, Parks, Culture, and Recreation Director

C. Parks, Culture, and Recreation Board Work Plan

Jen Burbidge, Parks, Culture, and Recreation Director

D. ~~Metropolitan Park District Initiative~~

~~Rick Walk, City Manager~~

Jen Burbidge, Parks, Culture, and Recreation Director

* Item removed

7. Adjourn

Meeting Information:

Attendance (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_aVtaCTS2QTOUwj40MqqEeQ

Website: <https://cityoflacey.org/government/public-meetings/>

Facebook: <https://www.facebook.com/cityoflacey>

YouTube: <https://www.youtube.com/watch?v=gO8lcklZB7k>

Phone: (888) 788-0099 or (877) 853-5247 (Webinar ID 859 7402 1188)

Verbal Public Comment

Each speaker is limited to three minutes. Comments are welcome on matters connected to City business or specific agenda items.

Prior to starting your comments, please provide your:

- a. Name
- b. City of residence or connection to the City
- c. Topic or subject matter of your comments

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_aVtaCTS2QTOUwj40MqqEeQ

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.



LACEY CITY COUNCIL WORKSESSION

January 28, 2025

SUBJECT: 2025 Commission on Equity Work Plan

RECOMMENDATION: Review the 2025 Commission on Equity Work Plan. Add this item to a future consent agenda for approval.

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

ORIGINATED BY: City Manager's Department

ATTACHMENTS: 1. Draft 2025 Commission on Equity Work Plan

FISCAL NOTE: The 2025 budget includes sufficient funding to perform the identified work plan items.

PRIOR REVIEW: Commission on Equity Meeting – December 30, 2024
Commission on Equity Meeting - November 25, 2024

WORK PLAN: Required for 2025

BACKGROUND: The Commission on Equity (COE) was created on January 21, 2021, through [Ordinance 1581](#).

The Commission on Equity is tasked with:

- Identifying and advancing opportunities that create a more welcoming community
- Continuing critical conversations on race and equity
- Seeking greater participation from underrepresented community members, and
- Identify existing gaps and barriers that could prevent full participation in government and public policy.

Annually, the COE is tasked with creating a work plan for Lacey City Council consideration for the upcoming year, see **Attachment 1**.

Next Steps:

- Option 1:** Review the 2025 COE Work Plan. Add this item to a future consent agenda for approval.
- Option 2:** Review the 2025 COE Work Plan and provide direction to City staff on potential amendments. After further review, staff would return to the Council with additional information prior to approval.



Commission on Equity

Work Plan 2025



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

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

Commissioners:

First Name	Last Name	City / UGA	Position	Term	Term Expiration	OMPA Training Date
Clifton	Brown	City	Commissioner	1st	12/31/2025	09/23/2024
Kim	Sauer	City	Vice Chair	1st	12/31/2025	09/23/2024
Thelma	Jackson	City	Commissioner	2nd	12/31/2027	09/23/2024
Annie	Clay	UGA	Chair	2nd	12/31/2027	09/23/2024
Raul	Garza	City	Commissioner	1st	12/31/2025	12/19/2024
Makieda	Hart	UGA	Commissioner	2nd	12/31/2027	09/23/2024
Jonathan	Hegwood	City	Commissioner	1st	12/31/2025	09/23/2024
Kieran	Powell	Youth	LYC Rep.	1st	06/31/2025	-

City Staff Support:

Shannon Kelley-Fong, Assistant City Manager
 Veronica Hand, Equity and Inclusion Program Manager
 Kelly Adams, Special Projects Administrator

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

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

Public Comment: At each regular meeting

Review of 2022 - 2024 COE Activities:

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

Table A		
Overview of Commission on Equity Work 2022-2023		
Year	Month	Activity
2022	January	Discussed participation in Lacey's Cultural Celebration DEI Strategic Plan Workshop #4: Revisit Equity Values, Mission, and Vision Statements & Overview of Values-based decision making in practice Community Engagement Update Focus Group Subcommittee Update Juneteenth Celebration Update
2022	February	Joint Meeting w/ Lacey City Council – Review of Work & 2022 Work Plan Review of BIPOC Business Startup Training Program LPD Presentation DEI Strategic Plan Workshop #5: Values Based Decision Making in Practice Focus Group Strategy Booth at the Lacey Cultural Celebration
2022	March	Held a focus group with Lacey Youth Council Held a booth at the Lacey Cultural Celebration Discussed developing a Community Connectivity Assessment (CCA) Reviewed DEI Strategic Plans from other organizations DEI Strategic Plan Workshop #7: Creating and Prioritizing Action
2022	April	Reviewed Parks & Recreation Facility Policies Reviewed Parks, Culture & Recreation Comprehensive Plan - Public Involvement Plan Reviewed the City's Communications Plan
2022	May	Thurston County Climate Mitigation Plan & Advisory Board Current Planning – CED Presentation Reviewed Proclamation Policy Reviewed Flag Policy and Juneteenth Flag addition in 2022 Continued discussion on CCA development Juneteenth Celebration Update Police Facility Community Advisory Panel Update (CAP)
2022	June	Held 41st Juneteenth Celebration in partnership with the Fred U. Harris Lodge

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

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

		Land Acknowledgement Application Community Forum - Centering Immigrant Communities Naming of Facilities Overview
2023	October	Cancelled
2023	November	Advisory Board Stipend Program Demographic Data Collection Draft Work Plan 2024 DEI Strategic Plan: Document Element Review, Part 1 Community Forum – Centering Immigrant Communities Discussion Equity Tools Overview, Part II
2023	December	Election of Officers Community Liaisons, Part II 2024 Work Plan Recommendation DEI Strategic Plan Workshop: Document Elements Review, Part 2 Lacey Cultural Celebration 2024 2024 Schedule
2024	January	Advisory Board Stipend Program and Demographics Survey State Business Presentation DEI Strategic Plan Workshop: Document Elements Review, Part 3 - Commission on Equity Message and Demographics
2024	February	Thurston County EDC Presentation Lacey Chamber of Commerce Presentation Economic Development Update Middle Housing Public Engagement DEIB Strategic Plan Update Lacey Cultural Celebration Community Forum Planning
2024	March	Climate and Sustainability Efforts Update Human Services Presentation Community Liaison Program Advisory Board Stipend Program Demographic Data Draft DEIB Strategic Plan Workshop: City Workforce Data Review Equity and Inclusion Program Coordinator
2024	April	Public Comment Policy Meeting with the Lacey Youth Council Community Liaison Program Utility Wrap Project Phase I Review Draft DEIB Strategic Plan: Status Overview, Part I League of Women Voters Equity Panel Update All Abilities Community Forum

		Lacey Cultural Celebration Feedback Equity and Inclusion Project Manager Update May Meeting Discussion
2024	May	School Resource Officer Program Overview Draft DEIB Strategic Plan: Status Overview, Part II and Draft Review Equity Index Maps Overview 43rd Juneteenth Celebration Update Future Community Forums
2024	June	Equity and Inclusion Program Manager Introduction North Thurston Public Schools Update All Abilities - Community Forum Feedback Review Draft DEIB Strategic Plan Review Juneteenth Celebration Parks Improvement Funding Work Group
2024	July	Comprehensive Plan Update: Communications and Community Engagement Plan Human Services Update: Grant Program, Draft Community Participation Plan and Draft Needs Assessment Outline Utility Wrap Project Phase I Update Community Forum and Regional Event Planning Update DEIB Strategic Plan Update Regional DEIB Government Staff Meetings
2024	August	University & College Equity Initiatives: Saint Martin's University, South Sound Community College Thurston County Equity Coalition TOGETHER! Club House and Equity Initiatives Overview Park Improvement Funding Work Group Update Lacey Police Department Community Academy
2024	September	Diversity, Equity, Inclusion, and Belonging Strategic Plan Adoption Celebration Lacey Youth Council Representative Introduction: Kieran Powell Advisory Board Handbook Updates Human Services Update: Commission, Grant Program, and Needs Assessment Survey Equity Index Maps Discussion Park Improvement Funding Work Group Update Tentative October Schedule
2024	October	Black Home Initiative Housing Update: Covenant Homeownership Act - 2023 HB 1474

		Community Resource Unit / Mobile Outreach Team / 30x30 Initiative Equity Initiative Update Park Improvement Funding Work Group Update
2024	November	
2024	December	

2024 Work Plan Report Card: Table B provides a succinct overview of the 2024 Work Plan activities and their respective progress (complete, in-progress, not started).

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

Year	Q	Category	Activity	Status
2024	Q2	Engagement	Hold a focus group with community members / affinity group(s) (All Abilities)	Complete
			Joint Meeting with the Lacey Youth Council.	Complete
			Hold a joint/informational meeting with DEI representatives from local education institutions	Established regular staff meeting
		Strategic Plan	Continue work on Draft DEI Strategic Plan.	Complete
		Policy Items	Continue research and review on paid community liaison programs; create a recommendation	In-progress
			Continue research and review on equity tools; create a recommendation	In-progress
			Start review of Advisory Board recruitment process	Not started
			Comprehensive Plan Involvement	In-progress
			Review other City policy documents, as they come up	Complete
		Program Items	Review of Community Survey options	Not started
		Events	Participate in the 42nd Juneteenth Celebration with the Fred U. Harris Lodge	Complete
			Start planning DEI Summit	In-progress

Year	Q	Category	Activity	Status
2024	Q3	Engagement	Hold a joint/informational meeting with DEI representatives from other government entities	Complete
			Hold a focus group with community members / affinity group(s) (TBD)	In-progress
		Strategic Plan	Recommend Adoption of Strategic Plan	Complete
		Policy Items	Start research and review of Equity Maps	Complete
			Continue Comprehensive Plan Involvement	In-progress
			Create recommendation on Advisory Board Recruitment process	Not started
			Review other City policy documents, as they come up	Complete
		Program Items	Recommend Community Survey options	In-progress
		Events	Continue Planning DEI Summit	In-progress

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

In-progress and not started items were incorporated in to the 2025 Workplan.

2025 Work Plan Report

Table C provides a succinct overview of anticipated COE efforts in 2025.

Continued items:

Advisory Board recruitment process review*

Equity Tools*

Equity Maps*

Community Liaison Programs*

Community Surveys*

Comprehensive Plan involvement*

DEIB Summit planning and hosting*

Continued forums and other engagement and events*

New items:

2024 DEIB Strategic Plan Report*

Language Access Plan Review*

Employees Survey Review*

Cross Departmental Equity Team Review*

City contracting review and communication*

Other items as they come up

*Diversity, Equity, Inclusion, and Belonging Strategic Plan item

Table C				
2025 Work Plan				
Year	Q	Category	Activity	Status
2025	Q1	Engagement	Participate in the Lacey Cultural Celebration	
			Joint Meeting with the Lacey Youth Council	
		Policy Items	Finalize paid community liaison program recommendation	
			Finalize Equity Map	
			Review Employee Survey	
			Review other City policy documents, as they come up (e.g., Economic Development Plan, etc.)	
			2024 DEIB Strategic Plan Report Review	
		Program Items	Joint meeting with City Council and Annual Report Out	
			Review and make recommendation on Community Survey option	
		Events	Start 42nd Juneteenth Celebration planning with Fred U. Harris Lodge	
			Participate in the Lacey Cultural Celebration	
			Continue planning for 2025 DEIB Regional Summit	

Year	Q	Category	Activity	Status
2025	Q2	Engagement	Hold a focus group	
			Hold a joint/informational meeting with DEIB representatives from local education institutions; Invite administrators	
		Policy Items	Continue Advisory Board Process	
			Continue research and review on equity tools	
			Start review of Advisory Board recruitment process	
			Comprehensive Plan Involvement	
			Review other City policy documents, as they come up	
		Program Items		
		Events	Participate in the 42nd Juneteenth Celebration with the Fred U. Harris Lodge	
			Host 2025 DEIB Regional Summit with partners	

Year	Q	Category	Activity	Status
2025	Q3	Engagement	Hold a joint/informational meeting with DEIB representatives from other government entities	
			Hold a focus group with community members / affinity group(s) (TBD)	
			Research and consider LGBTQIA+ celebration	
		Policy Items	Review Language Access Plan	
			Continue Comprehensive Plan Involvement	
			Review Cross Departmental Equity Team Plan	
			Review other City policy documents, as they come up	
		Program Items		
		Events		

Year	Q	Category	Activity	Status
2025	Q4	Engagement	Hold a focus group with community members	
			Recruit for COE Members (if needed)	
		Policy Items	Review contracting and opportunities for information sharing	
			Continue Comprehensive Plan Involvement	
			Review other City policy documents, as they come up	
			Draft 2026 Commission on Equity Work Plan	
		Program Items		
		Events	Start 2026 DEIB Regional Summit Planning	

Commission on Equity: 2025 Work Plan

City Council Worksession | January 28, 2025



Background

Tentative tasks for 2025

Recommended by COE

Seek Council input

**Review and add to a
future consent agenda
for approval.**



What's in it?

Information on COE

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

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

Commissioners: |

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Kim	Sauer	City	Vice Chair	1st	12/31/2025	09/23/2024
Thelma	Jackson	City	Commissioner	2nd	12/31/2027	09/23/2024
Annie	Clay	UGA	Chair	2nd	12/31/2027	09/23/2024
Raul	Garza	City	Commissioner	1st	12/31/2025	12/19/2024
Makieda	Hart	UGA	Commissioner	2nd	12/31/2027	09/23/2024
Jonathan	Hegwood	City	Commissioner	1st	12/31/2025	09/23/2024
Kieran	Powell	Youth	LYC Rep.	1st	06/31/2025	-



What's in it?

2022-2024 Accomplishments

2024	January	Advisory Board Stipend Program and Demographics Survey State Business Presentation DEI Strategic Plan Workshop: Document Elements Review, Part 3 - Commission on Equity Message and Demographics
2024	February	Thurston County EDC Presentation Lacey Chamber of Commerce Presentation Economic Development Update Middle Housing Public Engagement DEIB Strategic Plan Update Lacey Cultural Celebration Community Forum Planning
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What's in it?

Accountability – Report Card

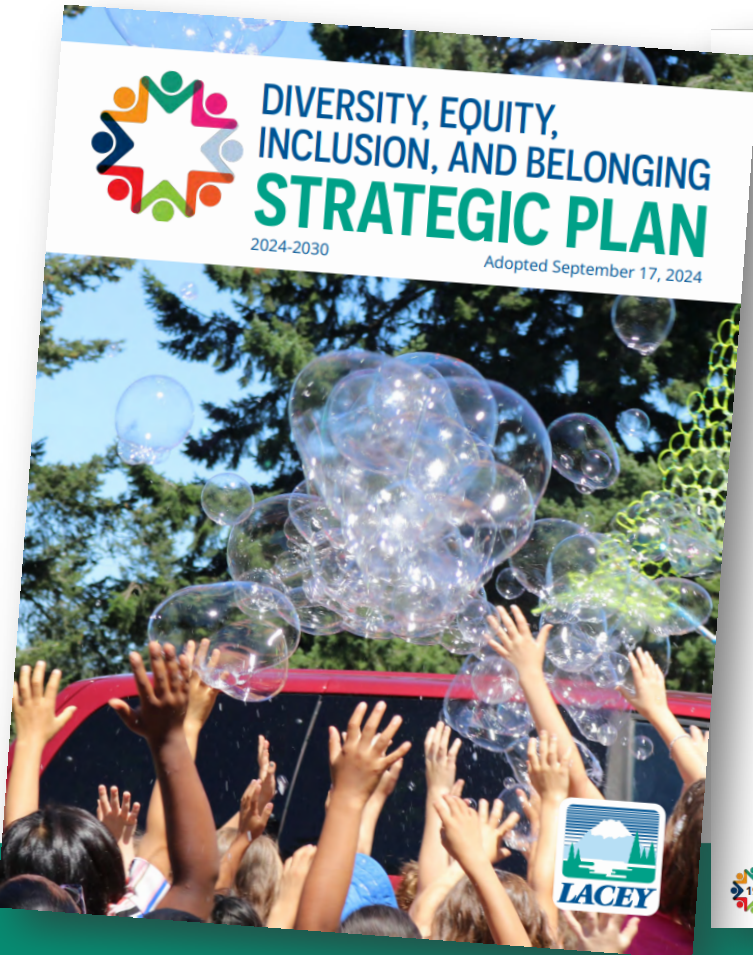
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2024	Q1	Engagement	Participate in the Lacey Cultural Celebration.	Complete
			Hold a joint/informational meeting with Business community representatives: Thurston County EDC, local Chambers, etc.	Complete
		Strategic Plan	Continue work on Draft DEI Strategic Plan	Complete
		Policy Items	Continue research and review on paid community liaison programs.	In-progress
			Continue research on Equity Tools	In-progress
			Review other City policy documents, as they come up. (e.g., Economic Development Plan, etc.)	Complete
		Program Items	Joint meeting with City Council and Annual Report Out	Complete
		Events	Start 42nd Juneteenth Celebration planning with Fred U. Harris Lodge	Complete
			Participate in the Lacey Cultural Celebration.	Complete

Year	Q	Category	Activity	Status
2024	Q4	Engagement	Hold a focus group with community members (TBD).	In-progress
			Recruit for COE Members (if needed)	Complete
		Strategic Plan	Implementation (continuously)	Complete
		Policy Items	Continue research and review of Equity Maps	Complete
			Continue Comprehensive Plan Involvement	In-progress
			Review other City policy <u>documents</u> , as they come up	Complete
			Draft 2025 Commission on Equity Work Plan	Complete
		Program Items	-	
		Events	Host DEI Summit	In-progress, Spring 2025

What's in it?

2025 agenda items

Diversity, Equity, Inclusion, and Belonging Strategic Plan implementation



GOALS

GOAL	GOAL STATEMENT	SUBAREAS	CITY'S ROLE
Workforce and Work Environment	The City strives to be a culturally competent organization that implements diversity, equity, inclusion, and belonging practices.	- Equity Plan - Hiring and Retention - Development and Workplace	Lead
Community Access and Engagement	The City endeavors to provide accessible communications, meaningful and responsive participation, and improve community connectivity for all.	- Communications - Engagement - Relationships - Collaboration	Lead Partner Advocate
Policies, Programs, and Services	The City works to integrate diversity, equity, inclusion, and belonging into all City policies, projects, programs, and services.	- City Policies - City Services - Public Safety - Parks, Culture, Recreation - Infrastructure - Utilities - Acknowledgements and Events - Contracting	Lead
Livability	The City aims to provide and assist with advancing equitable economic opportunities, a diversity of housing and human services, and a healthy environment for all.	- Economic Development - Housing - Human Services - Partnerships - Environment	Lead Partner Advocate

COMMUNITY ACCESS AND ENGAGEMENT

SUBAREAS	STRATEGY	CITY'S ROLE
Communications	A. Implement the Communications Plan, including developing a Language Access Plan to improve communication accessibility, and continue to enhance the cultural relevancy of City materials.	Lead
Engagement	B. Continue to develop and implement engagement strategies that build community trust and increase participation of BIPOC and other underrepresented voices in local decision making, including on advisory bodies, task forces, and planning efforts.	Lead
Relationships	C. Enhance relationships and opportunities in the community for continued dialogue and knowledge-sharing among the City, partner entities, and community members through events, programs, forums, art, etc.	Lead
Collaboration	D. Create and maintain a clearinghouse of partner entities, advocacy groups, and community-wide DEIB efforts to help facilitate collaboration among local service providers to enhance engagement and connectivity.	Lead



What's in it?

2025 agenda items

In-progress and not started items were incorporated into the 2025 Work Plan.

Continued items:

Advisory Board recruitment process review*

Equity Tools*

Equity Maps*

Community Liaison Programs*

Community Surveys*

Comprehensive Plan involvement*

DEIB Summit planning and hosting*

Continued forums and other engagement and events*

*Diversity, Equity, Inclusion, and Belonging Strategic Plan item



What's in it?

2025 agenda items

In-progress and not started items were incorporated into the 2025 Work Plan.

New items:

2024 DEIB Strategic Plan Report*

Language Access Plan Review*

Employees Survey Review*

Cross-Departmental Equity Team Review*

City contracting review and communication*

Other items as they come up

*Diversity, Equity, Inclusion, and Belonging Strategic Plan item



What's in it?

2025 agenda items

In-progress and not started items were incorporated into the 2025 Work Plan.

New items:

2024 DEIB Strategic Plan Report*

Language Access Plan Review*

Employees Survey Review*

Cross-Departmental Equity Team Review*

City contracting review and communication*

Other items as they come up

*Diversity, Equity, Inclusion, and Belonging Strategic Plan item



What's in it?

2025 agenda items

Diversity, Equity, Inclusion, and Belonging Strategic Plan implementation

Community
Access and
Engagement

COMMUNITY ACCESS AND ENGAGEMENT

The City of Lacey endeavors to provide accessible communications, meaningful and responsive participation, and improve community connectivity for all.

SUBAREAS	STRATEGY AND BENCHMARKS	CITY'S ROLE	DEPT'S ROLE	STATUS
Communications	A. Implement the Communications Plan, including developing a Language Access Plan to improve communication accessibility, and continue to enhance the cultural relevancy of City materials. 1. Develop and implement a Language Access Plan. 2. Establish accessibility standards for print and digital materials. Percentage (%) of new City materials that meet accessibility standard increasingly gets to 100%. 3. The number or percentage (%) of translated City materials increases each year aligned with the Language Access Plan. 4. Use of closed captioning at public meetings increases each year and gets to 100%. The City strategically increases the use of translation and interpretation services for City events, programs, and services. 5. Community Survey - Percentage (%) of individuals that received satisfactory public information is established and increases each survey. Scores are consistent across demographics.	Lead	Leaders: CM, PA Partners/ Support: ALL	 Emerging



Next Steps

Seek Council input:

Is there something missing?

Review and add to a
future consent agenda
for approval





LACEY CITY COUNCIL WORKSESSION

January 28, 2025

SUBJECT: Historical Commission Work Plan

RECOMMENDATION: Review the 2025 Historical Commission's Work Plan and place on the February 4, 2025 City Council consent agenda for approval.

STAFF CONTACT: Rick Walk, City Manager *RW*
Jen Burbidge, Parks, Culture and Recreation Director *JB*
Erin Quinn Valcho, Museum Curator *EQV*

ORIGINATED BY: City Manager and Parks, Culture and Recreation Department

ATTACHMENTS:

1. 2024 Historical Commission Accomplishments
2. 2025 Historical Commission Work Plan

FISCAL NOTE: None.

PRIOR REVIEW: The Historical Commission identified the 2024 accomplishments and formulated their 2025 work plan at their regular meetings and approved the final versions on November 20, 2025.

BACKGROUND:

The Historical Commission provides leadership in raising awareness of Lacey's history and preservation of local historic resources. The Commission guides the creation of public education and interpretive programs, encourages preservation of items and properties that are of historical significance, and reviews nominations to the Lacey Register of Historic Places.

Each year the Historical Commission identifies priorities for the upcoming year and reports out a yearly work plan to the full City Council.

NEXT STEPS:

Option 1: Review the 2025 Historical Commission Work Plan and add to the February 4th City Council consent agenda for approval.

Option 2: Review the 2025 Historical Commission Work Plan and provide direction to City staff on potential amendments. After further review, staff would return to the Council with additional information prior to approval.

Lacey Historical Commission

2024 Accomplishments

2024 Work Plan Accomplishments

- Lacey Museum and Cultural Center Funding Strategy Committee met 3 times and discussed funding opportunities and considerations.
- Awarded Paul Webb the 2024 Ken Balsley Lacey Historian of the Year.
- Celebrated Lacey History Month in May.
- Completed the RAC Kiosk panels; a dedication is expected in early 2025.
- Progress made on historic preservation assessments of the Jacob Smith House and McKinney Building.

Other Noteworthy Accomplishments

- Completed Ken Balsley memorial bench and dedication.
- Hosted 9 HistoryTalks! (521 live participants, 588 post-event views).
- Reviewed 14 museum acquisitions some of which include original Depot artworks, several local history books, ephemera related to Tanglewilde and Thompson Place, NTHS yearbooks, Lacey Burger Bar menu, and additions to the Ken Balsley collection.
- Received \$15,000 grant for Stories of the South Sound from Washington State Historical Society Diversity in Local History program.
- Completed Stories of the South Sound Phase I oral history project. Hosted MemoryLab events at the museum.
- Completed *Live From Lacey!* exhibit about local entertainment history.
- Significant progress on exhibits move to the Bell Center.
- Significant progress on move of the collections and research center to the Russell House.
- Significant progress on early aviation exhibit scheduled for 2025.
- Received \$11,000 bequest from Frank Wells.
- Nearly completed MOU with Thurston County for printing Water, Woods and Prairies.
- Reviewed Utility Wrap public art submissions.
- Intern Olivia Moore was promoted to Museum Assistant (Educator).
- 354 in-person visitors at the Lacey Museum. 2,122 program views online.
- Updated staff training in agents of deterioration and object handling.
- 9 volunteers gave 439 hours to the museum giving tours, helping with crafts, working on exhibits, processing collections, and helping with events.
- Lacey Depot rentals brought \$8,950 in revenue.

Lacey Historical Commission

2025 WORK PLAN

Approved November 20, 2024

Task	Responsible Commissioner	Status	Target Completion date
ONGOING OR ANNUAL			
1. Parks, Culture & Recreation Staff Updates			
2. Support Lacey Museum Programs, Collections, and Projects			
3. Review Museum Collections Acquisitions			
4. Strategic Plan Annual Review			
5. Historic Register Properties Design Reviews			
6. Grant Opportunities			
7. May is Lacey History Month			
8. Ken Balsley Lacey Historian of the Year			
9. Lacey Museum and Cultural Center Funding Strategy Committee	Chair Keogh		
10. Tribal Updates and Collaboration	All		
SPECIAL PROJECTS			
11. New Lacey Museum and Cultural Center	All	Pending funding	TBD
12. RAC Kiosk	Chair Keogh	In progress	First Quarter 2025
13. Lacey Depot Historic Photos	All	Upcoming agenda	
14. Historic Register Properties Map	Vice Chair Wyckoff	Upcoming agenda	
15. Jacob Smith House Interpretive Marker	All	Upcoming agenda	
16. Lacey Research Center and Collections Move	All	In progress	First Quarter 2025
17. Lacey Museum at the Bell Center Move	All	In progress	First Quarter 2025
18. Tour of Museum Sites	All	Upcoming agenda	Summer 2025
POLICIES & PROCEDURES			
19. Museum Policy Update	Commissioner Goetz	Upcoming agenda	
20. Historical Commission CLG Procedures	Commissioner Goetz	Upcoming agenda	Fall 2025
21. Historical Commission Policy Review	Commissioner Goetz	Pending Citywide Policy Review	
HISTORIC PRESERVATION			
22. Jacob Smith House Local Register Nomination	All	In progress	Winter 2024
23. McKinney House Parcel Assessment	All	In progress	Spring 2025
24. Long Lake House Assessment		In progress	Spring 2025

Task	Responsible Commissioner	Status	Target Completion date
25. Identify Potential Register Properties	All	Upcoming agenda	

 **Stories of the
South Sound**
as told by those who lived it



Lacey BURGER BAR

LACEY, WASHINGTON

M E N U

EASY TO FIND -- HARD TO LEAVE

"Headquarters for Tall Tales"

HUNTING AND FISHING
OUR SPECIALTY

Open 6:00 A.M. to 9:00 P.M. Closed Sundays



Joint Worksession

Lacey City Council & Lacey Historical
Commission

January 28, 2025

HISTORY TALKS!

2024 Accomplishments

RAC Interpretive Kiosk



Evergreen Ballroom



The Evergreen Ballroom, shown here in 1933, was one of the many pre-electric highway roadhouses. They were known by the slang term "kerosene circuit" because public rooms were lit by lanterns. Other stops included the Tropics Ballroom at Steamboat Island Road, Dreamland Dance Hall near Tenino, and Playquato in Lewis County. Courtesy of Washington State Library.

Dance Hall Era

In the 1920s during Prohibition, dance halls were a form of inexpensive entertainment that brought young people together. Through the Great Depression and the next several decades, rural dance halls peppered Thurston County and its neighboring communities.

Conveniently located between Portland and Seattle, by 1940 "The Green" was attracting a large audience and nationally known orchestras. For seven decades many outstanding musical performers from across the country graced its stage.

Accommodating the area's changing tastes and diverse population, the ballroom welcomed musical acts from country, rock, and soul. Soldiers stationed at nearby Fort Lewis were drawn to the nationally-known performers they could find at The Green. The owners even arranged transportation to and from several stops in Tacoma to bring youth to their shows.



Built in 1931, the Evergreen Ballroom mysteriously burned to the ground, but owners rebuilt it shortly after in 1932. Since locals complained about the diversity of groups that were booked, speculation rose about the possibility of arson at the hands of the Silver Shirts, a pro-Nazi group active in the area. Courtesy of Washington State Archives.



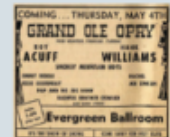
In 2000, shortly after a new investor purchased the dance hall, a fire consumed the Evergreen Ballroom for a second and final time. Courtesy of Lacey Fire District 3.

Mom and Pop Shop

The ballroom featured a 10-piece orchestra, which included the founder, Walter Sholund, and his three sons, trumpeter Irving, clarinetist/saxophonist Ronald and drummer Vernon. Mary, Irving's wife, ran the restaurant portion. Another trumpeter, Archie Watson, remembered, "Mrs. Sholund and the kitchen crew who served up good food at prices you could afford." The Sholund family ran the business until they sold it in 1963.



Jerry Lee Lewis poster, July 28, 1958



Advertisement for Hank Williams and Roy Acuff, May 4, 1950

Posters courtesy of Eric Predohl, PNW Band.com



James Brown and the Flames poster, December 10, 1961



Ike and Tina Turner poster, November 27, 1964

Performers

Besides a house band, Sholund also booked diverse talent and notable acts to attract the growing population of servicemen at Fort Lewis. Louis Armstrong, Duke Ellington, Count Basie, and Benny Goodman led orchestras in the early days. Bluesy artists Ray Charles, Etta James, B.B. King, Sugar Pie DeSanto, Jackie Wilson, the Drifters, and Marvin Gaye also played shows at the ballroom. Other notable performers included Johnny Cash and Janis Joplin.

Many Northwest performers such as George Barner and the Corvettes, and Merrilee Rush and the Turnabouts were also featured. Portland's The Kingmen, and Boise's Paul Revere and the Raiders are a few that went on to national fame.



Ken Balsley
Lacey Historian
of the Year Award



Paul Webb
2024 Recipient



HISTORY TALKS!

521 live participants
588 post-event views



The Fight for Gay and Lesbian Adoption Rights: A Milestone on the Road to LGBTQIA+ Equality

Wednesday, April 10
6:30 p.m.

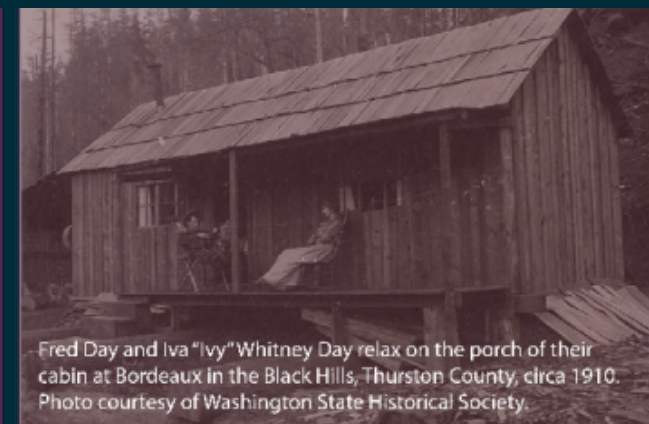
Lacey City Hall, Council Chambers or
Online via Zoom



From Ice Age to the 21st Century: A History of Thurston County

Thursday, November 14
6:30 p.m.

Lacey City Hall, Council Chambers or
Online via Zoom



Fred Day and Iva "Ivy" Whitney Day relax on the porch of their cabin at Bordeaux in the Black Hills, Thurston County, circa 1910. Photo courtesy of Washington State Historical Society.

Oral History Project

- Fill gaps in museum research and collections
- Underrepresented cultures and self-identified groups
- Build community relationships
- Funded through Diversity in Local History Grant
- Phase I complete



Stories of the South Sound

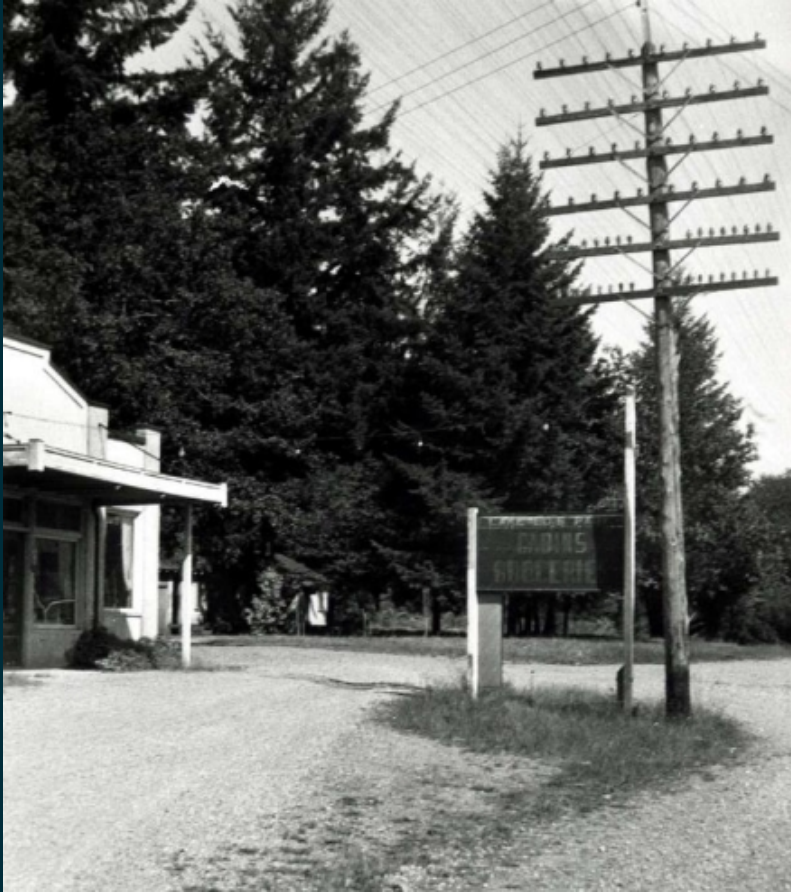
as told by those who lived it



Historic Properties



McKinney Building



Lake Lois Auto Park, 1940
Lacey Museum, McKinney Collection



Lois McKinney
Lacey Museum, McKinney Collection

Jacob Smith House



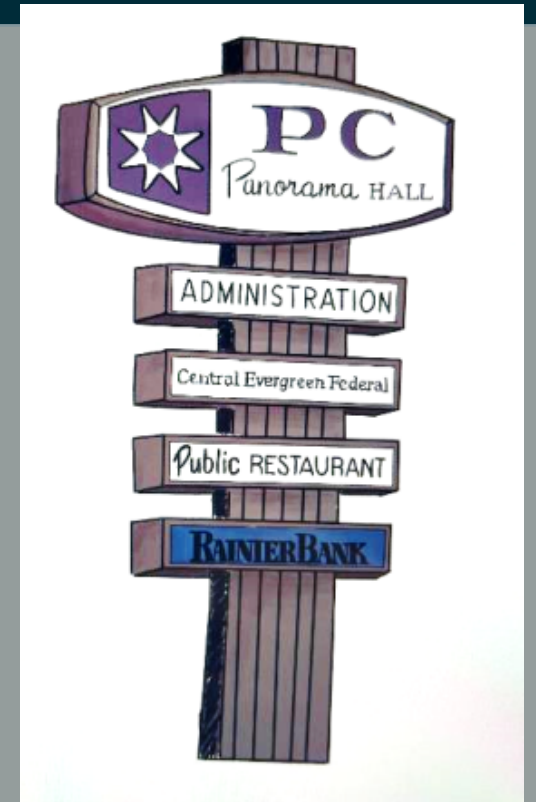
Jacob Smith House, c. 1890s
Lacey Museum Collection



Museum Move



Store merchandise mock-ups

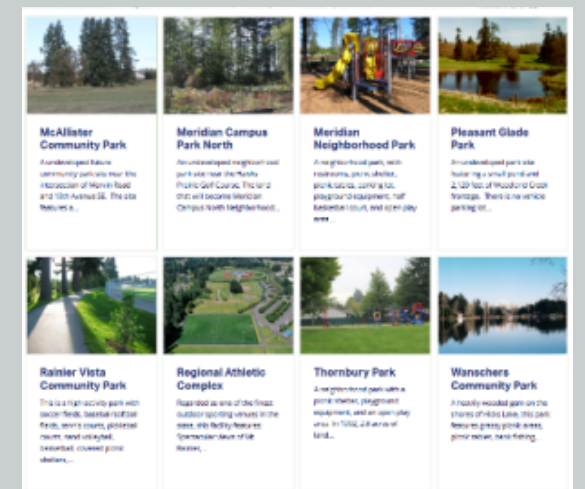


Grants & other funding

Source	Amount	Project	Status
Diversity in Local History Grant (state)	\$15,000	Intern for Stories of the South Sound	Complete
Lodging Tax	\$40,000	Operations	N/A
Private donations	\$11,000 + 1/5 future sale of a house (~\$80K)	N/A	

2025 Work Plan

- RAC kiosk dedication
March 8, 2025
- Complete Museum move
- Historic properties map
- Ken Balsley Historian of
the Year
- Lacey History Month





Questions?





LACEY CITY COUNCIL WORKSESSION

January 28, 2025

SUBJECT: Parks, Culture & Recreation Board Work Plan

RECOMMENDATION: Review the 2025 Parks, Culture and Recreation Board's Work Plan and place on the February 4th City Council consent agenda for approval.

STAFF CONTACT: Rick Walk, Interim City Manager *RW*
Jen Burbidge, Parks, Culture and Recreation Director *JB*
Jenny Wilson, Senior Parks Planner *JW*

ORIGINATED BY: City Manager & Parks, Culture and Recreation Department

ATTACHMENTS:

1. 2024 Parks, Culture & Recreation Board Accomplishments
2. 2025 Parks, Culture & Recreation Board Work Plan

FISCAL NOTE: NONE

PRIOR REVIEW: The Parks, Culture & Recreation Board identified and reviewed the 2024 Accomplishments and formulated their 2025 Work Plan at their regular monthly meetings, and approved the final versions at their December 4, 2024 meeting.

BACKGROUND:

The Parks, Culture & Recreation Board provides leadership in the area of Parks, Culture and Recreation. The Board makes recommendations regarding planning, promotion, management, acquisition, construction, development, maintenance, and operation of Lacey's parks, trails, public recreation facilities and cultural and recreational programs.

Furthermore, the Board makes rules and regulations in regards to the use of the parks and other recreational facilities as best serves the interests of the public. They also receive money or donated properties for the purpose of acquisition of parks or the improvement of the parks or recreation system, and expend and use them in such manner as shall best carry out the interests of the donors, provided that all money received shall be placed properly into restricted accounts to ensure donor's wishes are carried out.

A list of current Parks Board Commissioners is available on the Parks, Culture and Recreation Board [website](#).

Each year the Board identifies priorities for the upcoming year and reports their annual work plan to the full City Council.

NEXT STEPS:

Option 1: Review the 2025 Parks, Culture and Recreation Board Work Plan and add to the February 4th City Council consent agenda for approval.

Option 2: Review the 2025 Parks, Culture and Recreation Board Work Plan and provide direction to City staff on potential amendments. After further review, staff would return to the Council with additional information prior to approval.

Lacey Parks, Culture and Recreation Board

2024 Accomplishments

2024 Work Plan Accomplishments

- Regional Athletic Complex (RAC) parking lot construction project was completed
- Parks wildlife education partnership with StreamTeam
- Education campaign for off-leash dogs in parks
- Renewed Senior Services for South Sound Agreement
- Applied for a Washington State Recreation & Conservation Office (RCO) grant for the Bush Park playground replacement project
- Applied for an RCO grant for the Rainier Vista Park pickleball/ping pong table project
- Hired a consultant to complete a wetland delineation report for the McKinney Building
- Published the 2023 Annual Report
- The design for the replacement bridge at Woodland Creek Park bridge is near completion
- Greg Cuoio Park 90% design completed (will be 100% by end of the year)
- Partnered with Intercity Transit for a future Walk N Roll Program in parks
- RAC historic kiosk project is near completion through a partnership with Thurston County Historic Commission and Lacey's Historical Commission
- Public Facilities District extension agreement signed to fund RAC Phase 3
- Partnered with North Thurston Public Schools (NTPS) to explore opportunities available for the Young Child & Family Center of Lacey project

Other Noteworthy Accomplishments

- Huntamer Park Concept Design Completed
- Commissioner Davies joined the Parks Board
- Received \$5,000 from the Nisqually Tribe for Cultural Celebration
- Received \$5,000 from the Nisqually Tribe for Regional Athletic Complex
- Received \$5,000 from Hawks Prairie Rotary and Lacey Rotary to create trail maps and volunteer support to map the trails
- Received \$1,149 donation through the Parks, Arts, Recreation & Cultural (PARC) Foundation of Thurston County for the Summer Playground Pals Program
- Received \$5,000 donation from the PARC Foundation of Thurston County for the Financial Assistance Program
- Received a \$5,000 commitment to the Rainier Vista Park Pickleball & Table Tennis project as match if funded through the Washington State Recreation & Conservation Office
- Held a dedication ceremony for the Ken Balsley Memorial bench at Civic Plaza
- Approved the installation of a memorial bench and tree at Wanschers Park through the Enhancements Program
- Updated the Special Event Permit/Application to include Depot Park as a site for alcoholic beverage sales and consumption

- Renewed the Specialized Recreation Agreement with Thurston County Parks and Recreation.
- Updated and approved the Interlocal Agreement with NTPS
- Installed new park rules signs
- Parks funding strategy with the City Council led to the creation of Resolution 1148 and the formation of the Parks Improvement Funding Workgroup
- Parks tour with Parks Board and Parks Improvement Funding Workgroup members
- Parks Improvement Funding Workgroup made final recommendation to City Council.

Lacey Parks, Culture, and Recreation Board

2025 WORK PLAN

Approved: November 6, 2024

Task	Responsible Commissioner	Status	Target Completion date
ONGOING			
1. Parks, Culture & Recreation Staff Updates			
2. Annual Budget, Parks Capital Improvement Program and City Capital Facilities Plan Update			
3. Grant Opportunities			
4. July is Parks & Recreation Month			
5. Annual Report			
6. Regional Trails Plan			
CONSTRUCTION PROJECTS			
7. Woodland Creek Park Bridge & Fencing	All	Upcoming agenda	Fall 2025
8. Wonderwood Park Trail & Court Upgrades (Sunset)	All	Upcoming agenda	Summer 2025
9. RAC Ballfield Safety Netting	All	Upcoming agenda	Summer 2025
10. Greg Cuoio Park Phase 1A Construction	All	Upcoming agenda	Spring 2025
11. Long's Pond Dock Replacement	All	Upcoming agenda	Spring 2026
SPECIAL PROJECTS			
12. Park Facilities Security Camera Expansions	All	Upcoming agenda	Summer 2025
13. Community Garden Pilot Project / WCFF	All	In progress	Pending non-profit partner
14. Dogs Off Leash Issues, education	All	Upcoming agenda	Spring 2025
15. Financial Assistance Policy Review	All	Upcoming agenda	Winter 2025
16. InterCity Transit Walk N Roll Partnership	Chair Goodwin	Upcoming agenda	Summer 2025
17. RAC Kiosk	All	In Progress	Winter 2025
18. Arbors Park Lease Agreement	All	In Progress	Winter 2025
19. Research Long Lake House and Possible Demo	All	In Progress	Spring 2025
PARK RULES			
20. Metal Detecting Update	All	Upcoming agenda	Spring 2025
21. Ebikes & Escooters Update (with partners)	All	Upcoming agenda	Spring 2025
22. Affixing Signs Update	All	Upcoming agenda	Spring 2025
23. Mobile Vendors in Parks Consider & Research	All	Upcoming Agenda	Summer 2025
PLANNING			
24. RAC Phase 3 Planning & Design	All	Upcoming agenda	Spring 2025
25. NTPS Young Child & Family Center Feasibility	All	In progress	Spring 2025
26. Lake Lois Habitat Reserve – update interpretive signage & brochure	All	Upcoming agenda	Spring 2025
27. Greg Cuoio Park Phase 1A Design & Financial Plan	All	In progress	Winter 2025
28. RAC Wifi Pre-Design	All	Upcoming Agenda	Fall 2025
29. Bush Park Playground Replacement	All	Upcoming Agenda	Fall 2026
30. McKinney House and Parcel Assessment	All	Upcoming Agenda	Winter 2025
31. Rainier Vista – Pickleball and Ping Pong	All	Upcoming Agenda	TBD Awaiting Grant Funding
32. RAC Lights LED Conversion	All	Upcoming Agenda	Will pursue in 2026 grant cycle

Parks Board / City Council

Joint Worksession| January 28, 2025



LACEY PARKS
CULTURE & RECREATION

2024 Accomplishments

- RAC Parking Lot
- Huntamer Park
- Parks Wildlife Education
- Off-Leash Dogs Education
- Partnerships
- Grants, Donations, & Pledges



LACEY PARKS
CULTURE & RECREATION

RAC Parking Lot



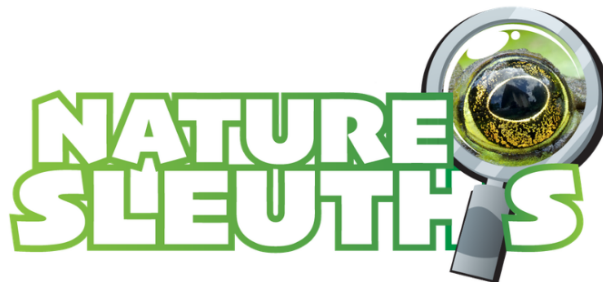
LACEY PARKS
CULTURE & RECREATION

Huntamer Park Concept



LACEY PARKS
CULTURE & RECREATION

Parks Wildlife Education



Stream Team's Nature Sleuth program is an all-ages treasure hunt. Adventure through this park and other local parks to investigate wildlife, habitat, landmarks, and conservation efforts. Collect stickers and be entered to win prizes as you complete missions. Visit **StreamTeam.Info/Nature-Sleuths** or scan for more information:



Off-Leash Dogs Education



Please keep me on a leash in the park.
Sometimes I get scared of
other dogs — or even people!



LACEY PARKS
PARKS & TRAILS



LACEY PARKS
CULTURE & RECREATION

Partnerships



LACEY PARKS
CULTURE & RECREATION

Grants, Donations, and Pledges

Source	Amount	Project
Nisqually Tribe	\$5,000	Cultural Celebration
Nisqually Tribe	\$5,000	Regional Athletic Complex
Hawks Prairie Rotary and Lacey Rotary	\$5,000	Trail Mails
Parks, Arts, Recreation & Cultural (PARC) Foundation of Thurston County	\$5,000 (Pledge)	Rainier Vista Pickleball & Table Tennis Project
Parks, Arts, Recreation & Cultural (PARC) Foundation of Thurston County	\$5,000	Financial Assistance Program
Parks, Arts, Recreation & Cultural (PARC) Foundation of Thurston County	\$1,149	Summer Playground Pals

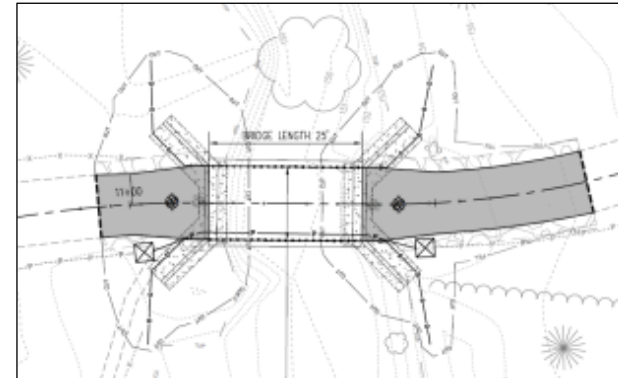


LACEY PARKS
CULTURE & RECREATION

2025 Work Plan

Construction Projects

- Greg Cuoio Park Phase 1A
- Woodland Creek Park Bridge Replacement



LACEY PARKS
CULTURE & RECREATION

2025 Work Plan

Planning Projects

- RAC Phase 3 Design
- McKinney Building
- Bush Park Playground Replacement



LACEY PARKS
CULTURE & RECREATION

Thank You Parks Board



LACEY PARKS
CULTURE & RECREATION

Thank You & Questions



LACEY PARKS
CULTURE & RECREATION