

MINUTES OF THE LACEY CITY COUNCIL WORKSESSION

APRIL 22, 2021

4:00 P.M. – 5:59 P.M.

REMOTE ONLY

COUNCIL PRESENT: MAYOR RYDER, DEPUTY MAYOR PRATT, COUNCILMEMBERS
GREENSTEIN, STEADMAN, COX, KUNKEL, MILLER

STAFF PRESENT: S. SPENCE, S. KELLEY-FONG, D. SCHNEIDER, R. WALK,
E. FONTAINE

Mayor Ryder amended the agenda to add the item *Youth Council Update*

ACTION: APPROVE WORKSESSION AMENDED AGENDA

MOTION: MOTION MADE, SECONDED AND CARRIED BY COUNCILMEMBER
GREENSTEIN AND DEPUTY MAYOR PRATT

REVIEW OF QUASI-JUDICIAL PROCESS

STAFF: RICK WALK, COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR

ACTION: INFORMATION ONLY

Rick Walk, Community and Economic Development Director presented on the Quasi-Judicial process and Lacey City Council's role.

Staff highlighted the limitations on Council's ability to respond to citizens and maintaining appearance of fairness and due process.

A comparison of the Quasi-Judicial process and Legislative functions included the following:

- Legislative
 - Actions affect the entire community
 - Adoption of zoning ordinances, critical areas regulations, comprehensive plans
 - Area-wide rezones are legislative in nature
 - Open Public Meetings Act

- Quasi-judicial
 - Decisions are like court proceedings
 - Determine requests of specific parties for permits, variances or other land use approvals
 - Involve application of existing laws to project proposals
 - Site-specific rezones
 - Decisions are based on Comprehensive Plan, Development Code, and basis of fact
 - Arbitrary and Capricious Test
 - Appearance of Fairness

Staff reviewed the effect of Hearing Examiner decisions and highlighted that decisions may be designated as one of the following:

- Recommendations to City Council
 - Current provision in LMC (maintain appearance of fairness)
- Final decision
 - Appealable to City Council (maintain appearance of fairness)
- Absolute Final Decision
 - Appealable to Superior Court (Council not involved/liability reduced)

The following alternatives were presented for Council discussion and consideration.

1. No change (Council involved)
2. Amend process to have Hearings Examiner final decision on all quasi-judicial matters subject to appeal to Council (Council still involved)
3. Amend process to have the final decision on all quasi-judicial matters subject to appeal to Superior Court (staff recommended) - (Council not involved and risk/liability reduced)

Council will have a more detailed discussion regarding the quasi-judicial process at a future Worksession.

COMMISSION ON EQUITY RECOMMENDATION

STAFF: SHANNON KELLEY-FONG, ASSISTANT CITY MANAGER
ACTION: INFORMATION ONLY

Shannon Kelley-Fong, Assistant City Manager, provided an update on the Commission on Equity member applications and highlighted the appointment recommendations from the Equity Workgroup.

As directed by City Council, initial review and recommendations of the applicants was conducted by the Equity Workgroup within the following process:

1. Initial Review conducted on April 5, 2021 – Applications with no names or addresses
2. Second Review conducted on April 12, 2021 – Application with names and addresses
3. Presentations conducted on April 13, 2021 – 10 applicants presented to the Equity Workgroup
4. Recommendations compiled on April 13 - 21 by the Equity Workgroup

Council expressed agreement in proceeding with appointing the recommended individuals at the May 20, 2021, Lacey City Council meeting.

Next steps include the Commission on Equity having their first meeting in June 2021. The first meeting would include introductions and an overview of Commission guidelines and procedures.

A consultant would lead the subsequent meetings, in which the group would establish the following:

- Shared definitions, e.g., equity, inequities, etc.; and
- Develop a draft workplan for the remainder of 2021 for the City Council's consideration.

Council directed staff to provide a recommendation regarding position terms prior to appointing Commission on Equity members.

YOUTH COUNCIL UPDATE

STAFF: SHANNON KELLEY-FONG, ASSISTANT CITY MANAGER

ACTION: INFORMATION ONLY

Shannon Kelley-Fong, Assistant City Manager. presented an update on Lacey Youth Council. The City evaluated the current Youth Council and staff highlighted recommendations to enhance the program for future years.

The following recommendations were reviewed and approved by the Youth Council on April 20, 2021:

Purpose

- Current:
 - Engage with Community's Youth & empower Youth to become future leaders
- Recommendation:
 - Serve as an advisory body to the Lacey City Council on youth perspectives related to community matters.

Membership

- Current:
 - 7 members, must be juniors or seniors
- Recommendations:
 - Increase membership to up to 15 individuals.
 - Allow sophomores to participate, in addition to juniors and seniors
 - Youth Council Mayor and Deputy Mayor must be juniors or seniors with one previous year on Youth Council, at the Mayor's discretion.

Meeting Times

- Current:
 - Once a month
- Recommendations:
 - Meet a minimum of twice a month:
 - o Regular meeting – First Tuesday
 - o Worksession Meeting – Following City Council presentation meeting on second Thursday.
 - Create a yearly workplan that includes:
 - o Civic educational element – determined by City
 - o Coordinated interactions with City Councilmembers
 - o Time to work on Youth projects
 - o Board and Commission updates
 - o City Staff presentations: 1) Information and 2) Youth perspectives

Youth Representation on Boards/Commissions

- Current:
 - LMC calls for Youth Representatives on Lacey Library Board, Board of Park Commissioners, Historical Commission, Commission on Equity (Council Policy 10.10)
- Recommendations:
 - Youth Councilmembers (juniors and seniors) serve as the Youth representatives to the above four boards
 - Have three (juniors or seniors) Youth Councilmembers serve as Project Managers for Youth project(s)

Lacey City Council Interaction

- Current:
 - Rotating Councilmembers
 - Mentors
 - Presentations in front of the Lacey Council every 2 months
- Recommendations:
 - Have one permanent Lacey Councilmember liaison; rotate the rest of the Councilmembers to attend at least once a year
 - Remove mentor requirement for now
 - Increase presentations in front of the Lacey Council every month – rotating Youth Councilmembers representing each school

Projects

- Current:
 - Youth focused public service and community engagement projects
 - Project proposals at first Worksession
- Recommendations:
 - Craft a year-long Youth Council work plan that includes a minimum of one service / community engagement project
 - Support City events throughout the year
 - Attend Youth Action Day / Other Leadership Summits
 - Have three Youth Councilmembers serve as program Project Managers

Replacement Process

➤ Current:

- No standard set for removing members that are not consistently attending meetings

➤ Recommendations:

- If a member fails to attend a total of two meetings without being approved by the City, they will be removed from the Youth Council

Regarding the time of the meetings, Council expressed a need to allow for accommodations when Council and school schedules return to normal. It was also suggested having Youth members having an alternate to gain flexibility with schedules.

Council also directed staff to provide further clarification and encouraged more flexibility regarding the recommended replacement process.

Staff will present an updated Youth Council Policy to the Lacey City Council at the May 20, 2021, Council meeting.

HAZARD PAY

PRESENTER: CITY COUNCIL

ACTION: INFORMATION ONLY

Council engaged in a discussion regarding implementation of hazard pay by City ordinance.

Council expressed concerns with applying boundaries and limitations regarding who would receive hazard pay, and who wouldn't.

It was determined that alternative solutions should be discussed at future meetings, including the Council Retreat