

## **MINUTES OF THE LACEY CITY COUNCIL WORKSESSION**

MARCH 5, 2020

7:00 P.M. – 9:02 P.M.

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

STAFF PRESENT: S. SPENCE, J. BURBIDGE, S. EGGER, M. HARDIE,  
D. SCHNEIDER, R. ARMADA, R. WALK, T. WOO, P. EDMONDS

Mayor Ryder amended the agenda to move the Public Comment Policy and Council Travel agenda items to a future Worksession.

ACTION: APPROVE THE AMENDED WORKSESSION AGENDA

MOTION: MOTION MADE, SECONDED AND CARRIED BY COUNCILMEMBERS  
GREENSTEIN AND COX

### **LACEY YOUTH COUNCIL POLICY RECOMMENDATION**

PRESENTERS: WILLA EISEL, MAYOR, LACEY YOUTH COUNCIL  
XIMYUE YU, DEPUTY MAYOR, LACEY YOUTH COUNCIL  
DAISY VILLALOBOS, COUNCILMEMBER, LACEY YOUTH COUNCIL

ACTION: MOTION MADE, SECONDED AND CARRIED BY COUNCILMEMBERS  
STEADMAN AND GREENSTEIN TO ACCEPT THE PROPOSED POLICY FOR  
LACEY YOUTH COUNCIL AND FORWARD TO FULL CITY COUNCIL FOR  
FORMAL ADOPTION

The City Council created the Lacey Youth Council to engage with the community's youth and develop future leaders. At the October 24, 2019, Council Meeting, Council confirmed the appointment of seven members to the Lacey Youth Council as recommended by Mayor Ryder.

The Youth Council presented a draft policy to the City Council. The policy defines the purpose, structure, operations and recruitment process of the Lacey Youth Council.

## **WASHINGTON CENTER FOR THE PERFORMING ARTS FUNDING REQUEST**

PRESENTERS: JOCELYN WOOD, DEVELOPMENT DIRECTOR  
ALEX BUNN, CAPITAL CAMPAIGN CHAIR  
SPENCE WEIGAND, BOARD MEMBER

ACTION: INFORMATION ONLY

The Washington Center presented their capital needs for all areas of the interior totaling \$6.6 million. Phase I includes upgrades backstage including energy efficient lighting, sound equipment, and rigging. Phase II includes the front of the house such as paint, carpet, and theater seats.

Currently, they have commitments of \$4.3 million, which includes matching funds available from the State of Washington Building for the Arts Program, as well as \$500,000 from the Murdock Charitable Trust, and the cities of Olympia and Tumwater.

The Washington Center requested an investment of \$250,000 from the City of Lacey to support their capital campaign.

Council encouraged the Washington Center to apply for \$200,000 in lodging tax funds through the Lodging Tax Advisory Committee (LTAC). A meeting of the Committee is scheduled for March 27, 2020. Council will discuss other funding options if LTAC denies or modifies the Washington Center's request.

## **LACEY HEARINGS EXAMINER'S REPORT**

STAFF: RICK WALK, COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR  
TED HUNTER, HEARINGS EXAMINER, SOUND LAW CENTER  
ANDREW REEVES, HEARINGS EXAMINER, SOUND LAW CENTER

ACTION: INFORMATION ONLY

Council received a presentation on the process of hearing and deciding land use applications and appeals. The hearings examiner works for the City of Lacey and carries out what the City Council enacts through the City's ordinances and policies.

The hearings examiner must adhere to the appearance of fairness doctrine by ensuring outside observers believe a fair process is occurring. This includes avoiding concerns about personal bias, financial interest, and ex parte contact. Recusal is

appropriate if personal bias, financial interest, or inappropriate ex parte contacts emerge as potential issues.

### **REVIEW OF APPEAL FEE**

STAFF: RICK WALK, COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR  
ACTION: COUNCIL DIRECTED STAFF TO REVIEW COMPARABLE RATE STRUCTURES FOR SEPA AND PROVIDE A FEW OPTIONS TO THE LAND USE COMMITTEE.

Staff provided a presentation on the administrative appeal fee and the fee study conducted in 2016-17. The fee study included a multi-part process to determine average staff time required to complete tasks. Council adopted the \$2,000 appeal fee in 2017. In 2019, the appeal fee increased to \$2,179 due to the annual cost increase.

Appeal Fee Options:

1. No change
2. No change to current fee – fee is refunded if appellant prevails
3. Set appeal fee at \$1,000 – 2017 rate (13%)
4. Set appeal fee at \$500 (6.5%)
5. Something else or a combination of the above

Council discussed combining Options 2 and 3, or using Option 2 with an appeal fee of \$1,500. Council directed staff to review comparable rate structures for SEPA and provide a few options to the Land Use Committee.

### **CULTURAL CELEBRATION CANCELLATION**

STAFF: JEN BURBIDGE, PARKS & RECREATION DIRECTOR  
ACTION: INFORMATION ONLY

Staff provided an update on the cancellation of the March 7, 2020, Cultural Celebration. This was due to a significant number of vendors who have cancelled their participation in the event. Vendors expressed concern about COVID-19 and the potential for exposure during public events.