



Lacey City Council Approved Worksession Minutes

Tuesday, April 22, 2025

Council Chambers and Online

1. Call to Order

Mayor 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 (present after 6:31 p.m.)

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

Troy Woo, Finance Director

Sarah Schelling, Current Planning & Economic Development Manager

Ty Keltner, Communications Manager

Veronica Hand, Equity and Inclusion Program Manager

Jenny Bauersfeld, Community Relations Specialist

Michelle Chavez, Human Services Coordinator

Donna Feliciano, Communications Specialist

John Koch, Digital Media Production Specialist

Peyton Griffin, Communications Intern

Paul J. White, Deputy City Clerk

3. Land Acknowledgement

Mayor Ryder presented the abbreviated Land Acknowledgement.

4. Approval of the Agenda

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

5. Public Comment

No one signed up to speak at the meeting in person or remotely, and no written comments were received.

6. Agenda Items

A. Community & Economic Development Update

Sarah Schelling, Current Planning & Economic Development Manager

Schelling presented the Annual Development Update, noting statistics on land use and permitting, and providing progress updates on specific projects. Schelling pointed out that the number of land-use permits is not necessarily reflective of the number of dwelling units in development.

Councilmember Steadman was present after 6:31 p.m.

Schelling reported that no projects currently in development include an affordable housing component and clarified where multi-family tax exemptions apply in the city.

B. Human Services Grant Program Update

Michelle Chavez, Human Services Coordinator

Chavez summarized the 2025 Human Services Grant Program purpose, budget, priorities, and commission recommendations. Proposed program changes included capping grant awards for public service programs at \$35,000 and limiting applications to one per agency. The schedule for the 2025 grant program was presented. Program requirements and administrative needs for the Human Services Grant Program and the Capital Development Grant Program were discussed.

Councilmember Vazquez moved to approve the updated Human Services Grant Program policy, application, and rubric, as presented. Councilmember Cox seconded.

Councilmember Steadman moved to amend the motion to cap the maximum award for both capital and public service grants at \$50,000. Councilmember Greenstein seconded. Motion to amend carried.

The question recurred on the main motion, as amended. Motion carried, as amended.

C. Communications Plan Update

Ty Keltner, Communications Manager

Veronica Hand, Equity and Inclusion Program Manager
Jenny Bauersfeld, Communications Relations Specialist
Donna Feliciano, Communications Specialist
John Koch, Digital Media Production Specialist
Peyton Griffin, Communications Intern

The Communications Plan Update was presented. Progress was described for the following key deliverable actions:

- Implementing a city intranet for internal communications
- Improving management of community requests for service and information through the LaceyWorks community request management system
- Improving communication with external stakeholders, such as through the Community Academy
- Launching of website subscription services
- Progress toward consistent and effective city branding and style guidelines
- Coordination of media to refine messaging and achieve a unified voice for the City
- Increasing community engagement through social media
- Preparation to conduct multi-faceted community outreach, including conducting statistically valid, biennial community satisfaction surveys
- Improve City accessibility through language access resources, diversity, equity, inclusion, and belonging activities, and launch of Lacey TV 77

D. 2025 Budget Amendment Update

Troy Woo, Finance Director

Woo summarized the proposed changes to the 2025 budget and responded to councilmember questions. The proposed amendment amounts to approximately \$5.5 million and will be presented for adoption, by ordinance, at a subsequent City Council meeting.

E. For/Against Committee Appointments Metropolitan Park District Ballot Measure

Mayor Andy Ryder

Dave Schneider, City Attorney

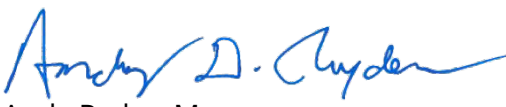
Schneider reported on the process for submitting a Lacey Metropolitan Park District (MPD) ballot measure for the August 5, 2025, general election. To this end, the City adopted Resolution 1166 on April 1, 2025. Pursuant to RCW 29A.32.280, the City appoints committees of no more than three members each to prepare statements for and against the ballot measure for the voter's pamphlet. Should the City fail to appoint the committees, the County Auditor's Office would be responsible for doing so. The committee recruitment closed on April 18, 2025. Recommended appointments are as follows:

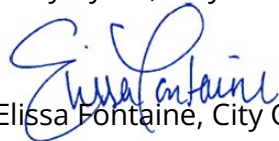
"For" Committee: Rachel Murata, Mark Brown, and Wendy Goodwin
"Against" Committee: Charles Beck and Cassandra Wyckoff
Committee statements will be due to the Thurston County Elections Division by
May 9, 2025.

**Mayor Ryder moved to approve the committee appointments as
recommended. Councilmember Cox seconded. Motion carried.**

7. Adjourn

Mayor Ryder adjourned the meeting at 8:57 p.m.

MAYOR: 
Andy Ryder, Mayor

ATTEST: 
Elissa Fontaine, City Clerk

APPROVED: May 20, 2025