



City Council Regular Meeting Agenda

Refer to the bottom of the agenda for meeting information.

Tuesday, July 15, 2025

6:00 PM

Council Chambers and Online

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Land Acknowledgement

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.

5. Approval of Agenda and Consent Agenda Items

- A. Worksession minutes of May 27, 2025
- B. Worksession minutes of June 10, 2025
- C. Council minutes of June 17, 2025
- D. Payment of claims, wages, and transfers for June 5 through July 3, 2025
- E. 2026 Budget Calendar

6. Public Comment

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

7. Resolutions

- A. **Resolution 1170: 6-Year Transportation Improvement Program (TIP)**
Martin Hoppe, Transportation Manager

8. Mayor's Report

- A. CAR-PFD Appointment Recommendation: Ann Campbell, District Wide Appointee

- B. CAR-PFD Appointment Recommendation: Jeff Line, District Wide Appointee
- C. Parks, Culture, and Recreation Board Reappointment: Bill Fosbre

9. City Manager's Report

- A. **Contract Award: PW 2022-28 Meridian Campus Production Well**
Jason Kashani, Utility Engineer
- B. **Parks Annual Report**
Jen Burbidge, Parks, Culture and Recreation Director

10. Council Reports

- A. Mayor Andy Ryder:
 - 1. Mayors' Forum
 - 2. Thurston Chamber Shared Legislative Committee
 - 3. Transportation Policy Board (TPB)
- B. Deputy Mayor Malcolm Miller:
 - 1. Economic Development Council (EDC)
 - 2. Lodging Tax Advisory Committee (LTAC)
 - 3. Thurston County Coalition Against Trafficking (TCCAT)
 - 4. Joint Animal Services Commission (JASCOM)
- C. Councilmember Lenny Greenstein:
 - 1. Emergency Medical Services (EMS)
 - 2. TCOMM911
 - 3. Opioid Abatement Council Independent Subcommittee
- D. Councilmember Michael Steadman:
 - 1. Nisqually River Council
 - 2. Thurston County Law & Justice Council
- E. Councilmember Carolyn Cox:
 - 1. LOTT Clean Water Alliance
 - 2. Regional Housing Council
 - 3. Intercity Transit Authority
- F. Councilmember Robin Vazquez:
 - 1. Thurston Climate Mitigation Collaborative
 - 2. Thurston Regional Planning Council (TRPC)
- G. Councilmember Nicolas Dunning:
 - 1. Thurston Thrives
 - 2. Solid Waste Advisory Committee (SWAC)
 - 3. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB)

4. Olympic Region Clean Air Agency (ORCAA)

11. Adjourn

Attendance and Public Comment

Attend 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_gl0dGWz3THCCpetscirIZA
Website:	https://cityoflacey.org/government/public-meetings/
Facebook:	https://www.facebook.com/cityoflacey
YouTube:	https://www.youtube.com/watch?v=JPEGOyo5LiE
Cable:	Channel 77 with your local cable provider
Phone:	(888) 788-0099 or (877) 853-5247 (Webinar ID 852 5835 1559)

Verbal Public Comment

Each speaker is limited to three minutes. Comments are welcome on matters connected to City business or specific agenda items. **Ballot measure endorsements (in support or opposition) are not allowed during Public Comment. This includes comments on candidates or the Lacey Metropolitan Park District (RCW 42.17A.555).**

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_gl0dGWz3THCCpetscirIZA

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 Minutes

Tuesday, May 27, 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

Councilmember Carolyn Cox

Councilmember Robin Vazquez

Councilmember Nicolas Dunning

Staff Present

Rick Walk, City Manager

Shannon Kelley-Fong, Assistant City Manager

Dave Schneider, City Attorney

Vanessa Dolbee, Community and Economic Development Director

Sarah Schelling, Current Planning and Economic Development Manager

Wesley Nguyen, Economic Development Coordinator

Paul J. White, Deputy City Clerk

3. Land Acknowledgement

Mayor Ryder presented the abbreviated Land Acknowledgment.

4. Approval of the Agenda

Councilmember Greenstein moved to approve the agenda. Councilmember Steadman seconded. The motion carried.

5. Public Comment

Verbal Public Comment

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

Written Public Comment

One (1) written public comment was received.

6. Agenda Items

A. Five-Year Economic Development Strategy

Vanessa Dolbee, Community and Economic Development Director
Sarah Schelling, Current Planning and Economic Development Manager
Wesley Nguyen, Economic Development Coordinator
Brittany Bagent, Project Director, EConorthwest
James Kim, Project Manager, EConorthwest

Bagent and Kim presented the Five-Year Economic Development Strategic Plan prepared by consultant EConorthwest as a response to key questions about how to shape Lacey's next wave of economic growth, revitalize older commercial areas, and diversity retail options and employment base. Project phasing was presented, and the engagement work of phase 2 is beginning. Kim presented demographic findings, noting Lacey's aging population that is becoming more diverse and trending toward smaller households. Most of Lacey's residents work elsewhere and many of Lacey's workers live elsewhere. Retail and real estate statistics were described. Bagent summarized the stakeholder engagement process and responded to councilmember questions and comments.

B. Urban Growth Area Annexation Financial Study

Vanessa Dolbee, Community and Economic Development Director
Sarah Schelling, Current Planning and Economic Development Manager
Katherine Goetz, Senior Associate, Berk Consulting
Andrew Bjorn, Senior Advisor - Urban Planning at Small Housing

Walk introduced the presentation, noting that since 2015, the City has annexed about 1,791 acres with a population of almost 2,900. Most of those annexations were property-owner initiated pursuant to the City's annexation policy. It is hoped future annexations can be approached comprehensively and strategically to benefit existing residents and residents living in annexation areas.

Goetz and Bjorn presented the Lacey Annexation Financial Study prepared by Berk Consulting, which addresses the financial impacts and costs and benefits of annexation and assesses developable land and likely building capacity within the Urban Growth Area (UGA). State law and local policy governing annexation were summarized. Subareas of the UGA were assessed based on their assessed valuation, number of current housing units, and current non-residential square footage. The methodology for determining development impact, including annual budget impacts, was presented. Scenarios considered included no growth, building out the analyzed development capacity, and growth based on historic patterns. Revenue and expenditure estimates under each scenario were

summarized. Staffing estimates for growth scenarios were also presented. Revenue and staffing were compared to peer cities.

Next steps include coordination with Thurston County leadership and discussions of applicable interlocal agreements related to future annexations.

7. Adjourn

Mayor Ryder adjourned the meeting at 7:38 p.m.

DRAFT



Lacey City Council Worksession Minutes

Tuesday, June 10, 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 Carolyn Cox

Councilmember Robin Vazquez

Councilmember Nicolas Dunning (remote)

Council Excused

Councilmember Michael Steadman

Staff Present

Rick Walk, City Manager

Shannon Kelley-Fong, Assistant City Manager

Jennifer Burbidge, Parks, Culture, and Recreation Director

Scott Egger, Public Works Director

Troy Woo, Finance Director

Brandy Legomina, Deputy City Clerk

3. Land Acknowledgement

Mayor Ryder presented the abbreviated Land Acknowledgement.

4. Approval of the Agenda

The agenda was amended to address agenda item 6.B, 2025 First Quarter Financial Report and Budget Outlook, before item 6.A.

Councilmember Greenstein moved to approve the agenda, as amended.

Deputy Mayor Miller seconded. The motion carried.

5. Public Comment

Verbal Public Comment

No one signed up to speak at the meeting in person or remotely.

Written Public Comment

No written public comments were received.

6. Agenda Items

B. **2025 First Quarter Financial Report and Budget Outlook**

Rick Walk, City Manager

Troy Woo, Finance Director

Consistent with the amended agenda, agenda item 6(b) was considered prior to agenda item 6(a).

Woo presented the 2025 First Quarter Financial Report. This presentation included discussion on General Fund expenditures; General Fund revenues; Utility Funds revenues; Utility Fund expenditures; and the 2025-2026 Financial Outlook.

A. **Regional Athletic Complex (RAC) Phase 3 Funding and Design Concepts**

Jon McNamara, SCJ Alliance

Troy Bishop, ALSC Architect

Andrew Leeper, ALSC Architect

Jen Burbidge, Parks, Culture & Recreation Director

Troy Woo, Finance Director

Following consideration of agenda item 6(b), City Council returned to consideration of agenda item 6(a).

Woo presented the New 30-Year Extension Analysis. This presentation included discussion on the Regional Athletic Center's (RAC) projected operating revenue and expenditures over the next 35 years. Public facilities district sales tax projections, debt scenarios, interest costs, and the sales tax extension timeline were presented in detail.

McNamara, Bishop, and Leeper presented developed concept drawings for RAC Phase 3 expansion. The concept drawings included three options for the undeveloped property west of Marvin Road, which include 1) a baseball and two softball fields, 2) three softball fields and 3) a baseball and multipurpose field. The design concepts also include converting a grass soccer field to turf and the addition of field lighting and berm seating adjacent to the existing turf soccer field. Burbidge presented the initial cost estimates for the three concept designs and future east side and west side improvements. Discussion ensued.

City Manager's Annual Review

An additional report was provided regarding the upcoming City Manager's annual review and survey.

7. Adjourn

Mayor Ryder adjourned the meeting at 8:20 p.m.

DRAFT



City Council Regular Meeting Minutes

Tuesday, June 17, 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 (remote and present until 7:40 p.m.)

Councilmember Carolyn Cox

Councilmember Robin Vazquez

Councilmember Nicolas Dunning

Staff Present

Rick Walk, City Manager

Shannon Kelley-Fong, Assistant City Manager

Dave Schneider, City Attorney

Troy Woo, Finance Director

Veronica Hand, Equity and Inclusion Program Manager

Chelsea Yarwood, Accounting Manager

Nate Ensley, Utilities Engineer

Jason Kashani, Utility Engineer

Elissa Fontaine, City Clerk

3. Pledge of Allegiance

Mayor Ryder led the flag salute.

4. Land Acknowledgement

Mayor Ryder presented the abbreviated Land Acknowledgement.

5. Approval of Amended Agenda and Consent Agenda Items

- A. Council minutes of May 20, 2025
- B. Informational Dinner minutes of June 3, 2025
- C. Council minutes of June 3, 2025
- D. Payment of claims, wages, and transfers for May 28 through June 6, 2025
- E. Council Appointments to the LEOFF 1 Disability Board

Mayor Ryder moved to approve the agenda as amended, which included the addition of agenda item 6.B. LGBTQIA+ Pride Month Proclamation, and the removal of agenda item 8.A., Resolution 1169: Parks and Open Space Interfund Loan, along with the consent agenda. Councilmember Greenstein seconded. The motion carried.

6. Proclamations

A. Juneteenth 2025

Larry Jefferson, National Association for the Advancement of Colored People (NAACP)

Mayor Ryder and Council proclaimed June 19, 2025, as Juneteenth Day. Jefferson, NAACP representative, was present to accept the proclamation.

B. LGBTQIA+ Pride Month

Equity Commissioners Annie Clay and Jon Hegwood

Mayor Ryder and Council proclaimed June 2025, as LGBTQIA+ Pride Month. Equity Commissioners Clay and Hegwood were present to accept the proclamation.

7. Public Comment

Verbal Public Comment

Three (3) people signed up to speak at the meeting.

Meren Gadman, Lacey resident, commented on the upcoming Thurston County Fair.

Paul Longwell, Fair Board President, commented on inclusivity efforts within the Thurston County Fair and invited Council to attend.

Thomasina Cooper, Fair Grounds Manager, commented on the upcoming Thurston County Fair and highlighted events.

One (1) person registered to speak remotely.

Mike Ruth, Lacey resident, commented in opposition to the Log Cabin Road extension.

Written Public Comment

Two (2) written public comments were received.

9. Ordinances

A. Ordinance 1679: 2025 Budget Amendment

Chelsea Yarwood, Accounting Manager

Troy Woo, Finance Director, reported that Item 8.A., Resolution 1169: Parks and Open Space Interfund Loan, was removed from the agenda due to a project delay and the receipt of grant funds. As a result, the interfund loan was no longer required.

Yarwood presented Ordinance 1679, amending the 2025 Budget. The proposed amendment amounts to approximately \$8.8 million. Yarwood highlighted significant amendments within the following fund types:

- General Fund
- Special Funds
- Debt Funds
- Capital Funds
- Utility Funds
- Internal Service Funds

Councilmember Dunning moved to approve Ordinance 1679, amending the 2025 Budget, as presented. Councilmember Vazquez seconded. The motion carried.

B. Ordinance 1680: Sign Regulations

Rick Walk, City Manager

Dave Schneider, City Attorney

Schneider presented Ordinance 1680, amending Lacey Municipal Code Section 16.75.100 relating to sign regulations. The proposed amendment would allow the placement of political signs within the public right-of-way adjacent to private property, specifically within the space between the street and sidewalk, commonly referred to as the "parking strip" or "planter strip".

Under the current code, the placement of political signs is restricted to private property and expressly prohibited within the public right-of-way. Schneider explained that the amendment was prompted by concerns raised by community members regarding the constitutionality of the city's restriction on political signs within public rights-of-way, specifically in relation to the protections of free speech in public forums. Discussion ensued.

Councilmember Greenstein moved to approve Ordinance 1680 relating to sign regulations. Councilmember Dunning seconded. The motion carried.

9. Mayor's Report

A. Human Services Reappointment - Tiffany Walker

Per LMC 2.35.030 (C), the Human Service Commission requires two professional representatives with experience in human services (direct service, management, or volunteer). These representatives may live outside of Lacey city or UGA limits. Walker was appointed on January 21, 2025, while living within the city limits. Due to a recent move outside Lacey city and UGA limits, it was recommended that Walker be reappointed as one of the two professionals with experience in human services. The reappointment does not alter the term expiration.

Mayor Ryder moved to reappoint Tiffany Walker to the Human Services Commission. Deputy Mayor Miller seconded. The motion carried.

10. City Manager's Report

A. Equity and Inclusion Program Updates

Veronica Hand, Equity and Inclusion Program Manager

Hand presented post-event highlights from the Thurston Forward DEI Summit. The free event was designed to bring community members together, collaborate, and share strategies for creating a more welcoming, equitable, and inclusive Thurston County. Equity Commissioner Hegwood provided additional comments about the Summit.

Hand presented an update on the first Annual City Employee Engagement Survey. Employees were invited to participate in the survey with the goal of shaping the future of the workplace, and foster a positive and supportive work environment for everyone.

Hand presented an update on the City's expansion into language interpretation services. The expansion includes an app that will allow staff to contact a live translator when communicating with customers who speak languages other than English.

B. Bid Award - Marvin Road Production Well

Jason Kashani, Utility Engineer

Kashani presented the bid award for Lacey Contract Number PW 2022-27, Marvin Road Production Well. The project is part of the City's planned improvements to undeveloped and pending water rights to account for new production wells to serve the demands of a growing population. The project was advertised for four (4) weeks and bids were opened May 15, 2025. The engineer's estimate is

\$1,977,781.30. Holt Services Inc., from Milton, Washington, was the low bidder in the amount of \$1,706,136.67. The project is anticipated to start in August 2025, with 145 working days allotted to complete the work.

Councilmember Steadman moved to award Lacey Contract PW 2022-27 to low bidder Holt Services Inc., from Milton Washington in the amount of \$1,706,136.67. Deputy Mayor Miller seconded. The motion carried.

C. Bid Award - Lakeview Meadows Utility Improvements

Nate Ensley, Utilities Engineer

Ensley presented the bid award for Lacey Contract Number PW 2023-22, Lakeview Meadows Utility Improvements. The project intends to replace the sewer main near College St SE and 32nd Ln SE, which has been compromised due to tree root growth, as well as removal of trees posing damage. The project was advertised for approximately three (3) weeks and bids were opened May 29, 2025. The engineer's estimate is \$538,385.66. The apparent low bidder was rejected due to improper bid package documents. ANC Facility Services, from Lacey, Washington, was the next low bidder in the amount of \$421,396.59. The project is anticipated to start in August 2025, with 40 working days allotted to complete the work.

Councilmember Vazquez moved to award Lacey Contract number PW 2023-22 to low bidder ANC Facility Services from Lacey, WA in the amount of \$421,396.59. Councilmember Dunning seconded. The motion carried.

D. Bid Award - Lift Station 3 Replacement

Nate Ensley, Utilities Engineer

Ensley presented the bid award for Lacey Contract number PW 2021-06, Lift Station 3 Replacement. This project replaces the facility onto an adjacent city-owned parcel. The new station's capacity takes into account future development demands within its service area. The project was advertised for approximately four (4) weeks and bids opened May 21, 2025. The engineer's estimate is \$3,747,988.25. The apparent low bidder was rejected due to not meeting the bidder qualification criteria laid out in the project specifications. Prospect Construction Inc., was the next low bidder in the amount of \$3,689,926.24. The project is anticipated to start in August 2025, with 260 working days allotted to complete the work.

Councilmember Dunning moved to award Lacey Contract number PW 2021-06 to low bidder Prospect Construction, Inc. from Puyallup, WA for the amount of \$3,689,926.24. Deputy Mayor Miller seconded. The motion carried.

11. Council Reports

A. Mayor Andy Ryder:

1. Mayors' Forum
2. Thurston Chamber Shared Legislative Committee
3. Transportation Policy Board (TPB)

Mayor Ryder provided a report from the Transportation Policy Board (TPB).

B. Deputy Mayor Malcolm Miller:

1. Economic Development Council (EDC)
2. Lodging Tax Advisory Committee (LTAC)
3. Thurston County Coalition Against Trafficking (TCCAT)
4. Joint Animal Services Commission (JASCOM)

Deputy Mayor Miller provided reports from JASCOM, and the EDC.

C. Councilmember Lenny Greenstein:

1. Emergency Medical Services (EMS)
2. TCOMM911
3. Opioid Abatement Council Independent Subcommittee

Councilmember Greenstein provided reports from TCOMM911 and Opioid Abatement Council Independent Subcommittee.

D. Councilmember Michael Steadman:

1. Nisqually River Council
2. Thurston County Law & Justice Council

Councilmember Steadman was excused, and no reports were provided.

E. Councilmember Carolyn Cox:

1. Lacey-Olympia-Tumwater-Thurston Clean Water Alliance (LOTT)
2. Regional Housing Council
3. Intercity Transit Authority

Councilmember Cox provided reports from the Intercity Transit and LOTT.

F. Councilmember Robin Vazquez:

1. Thurston Climate Mitigation Collaborative (TCMC)
2. Thurston Regional Planning Council (TRPC)

Councilmember Vazquez provided a report from the TRPC.

G. Councilmember Nicolas Dunning:

1. Thurston Thrives
2. Solid Waste Advisory Committee (SWAC)
3. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB)
4. Olympic Region Clean Air Agency (ORCAA)

Councilmember Dunning provided reports from ORCAA and the VCB.

13. Executive Session

A. City Manager Review RCW 42.30.110(1)(g)

At 8:31 p.m., Council recessed to Executive Session, pursuant to RCW 42.30.110(1)(g) to discuss matters pertaining to the performance of a public employee. The Mayor announced that the executive session would start at 8:40 p.m. and last approximately 30 minutes, after which the City Council would reconvene the Council meeting, at or shortly after 9:10 p.m.

At 9:10 p.m. the Mayor announced that the executive session would be extended an additional 10 minutes to 9:20 p.m. The executive session lasted 40 minutes, and no final action was taken.

14. Adjourn

Mayor Ryder reconvened the Council meeting and immediately adjourned the meeting at 9:20 p.m.



LACEY CITY COUNCIL MEETING

July 15, 2025

SUBJECT: Disbursement Approval

RECOMMENDATION: By motion, approve payment of claims, wages, and transfers.

STAFF CONTACT: Troy Woo, Finance Director *TW*
Alix Turcotte, Senior Accountant *AT*
Carrie Bode, Accounting Technician *CB*

ORIGINATED BY: Finance Department

BACKGROUND:

The action requested of the City Council is by motion to approve payment of claims, wages and transfers for 6/5/2025 through 7/3/2025. The disbursements consist of the following:

Checks:	<u>Week of</u>	<u>Beg. Check No.</u>	<u>End. Check No.</u>	<u>Amount</u>
	6/13/2025	280118	280224	289,320.53
	6/20/2025	280225	280335	1,389,490.86
	6/27/2025	280336	280420	258,687.55
	*6/30/2025	280421	280425	4,598.75
	7/3/2025	280426	280531	144,316.84

Electronic Transfers:	<u>Week of</u>	<u>Amount</u>
	6/5/2025	123,929.58
	6/9/2025	41.23
	6/9/2025	119.00
	6/10/2025	19,723.41
	*6/11/2025	1,407.76
	*6/11/2025	3,420.50
	6/12/2025	11.00
	6/13/2025	4,535,495.30
	6/16/2025	1,375.80
	6/18/2025	396.00
	6/20/2025	810,614.16
	6/23/2025	175.07
	6/26/2025	451,322.15
	6/26/2025	288.00
	6/26/2025	52,825.56
	6/27/2025	463,352.17

6/27/2025	2,906.17
*6/30/2025	22,083.48
*6/30/2025	2,031,982.08
6/30/2025	59,986.26
6/30/2025	423.32
7/2/2025	171,231.98
7/3/2025	1,209,347.05

Payroll:	<u>Month End</u>	<u>Wages</u>
	6/30/2025	2,302,371.12

Significant Disbursements:

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
Department of Revenue	\$ 123,929.58	May 2025 Excise Taxes
Bud Clary Ford/Hyundai	\$ 217,736.56	Replacement Police Cars
Forma Construction Company	\$ 2,174,955.65	Police Station
Heritage Bank	\$ 102,616.21	Forma Construction Retainage
Midway Underground, LLC	\$ 582,079.31	Greg Cuoio Park-Phase 1A
Pacific Civil & Infrastructure	\$ 1,212,111.84	Mardona & Westside pH Treatment
Active Construction, Inc.	\$ 532,897.52	College St. NE Extension
Badger Meter, Inc.	\$ 434,842.92	5/8" Meters
Bud Clary Ford/Hyundai	\$ 60,795.06	Van #329 Replacement
Ivoxy Consulting, LLC	\$ 103,262.41	San Refresh Pure Storage
LOTT Wastewater Alliance	\$ 646,258.42	Reclaimed Water Pipeline
McClure and Sons, Inc.	\$ 60,484.52	S10 Generator, Well Pump
Nisqually Indian Tribe	\$ 111,607.03	May 2025 Inmate Services
Thurston County Title Co.	\$ 451,322.15	LOTT/Mullen Rd SE Escrow
US Bank	\$ 52,825.56	US Bank Credit Card Charges
Barcott Construction, LLC	\$ 160,264.76	Lift Station 11 Improvements
Bud Clary Ford/Hyundai	\$ 105,579.43	Detective & Replacement Cars
Puget Sound Energy, Inc.	\$ 119,589.40	Utility Bills
Olympia-CARPF	\$ 59,986.26	June 2025 CARPF
Department of Revenue	\$ 171,231.98	June 2025 Excise Taxes
Bud Clary Ford/Hyundai	\$ 70,379.78	2025 Ford E-Transit Cargo
Lakeside Industries, Inc.	\$ 223,430.09	8 th Avenue Rehabilitation
Owen Equipment Company	\$ 436,163.91	Vactor Body
Pape Machinery, Inc.	\$ 162,931.93	John Deere Backhoe
S. Puget Sound Habitat	\$ 135,044.79	HEARS Lacey/Heat Pumps

*Disbursements for employee out-of-pocket deductions and employee benefits



LACEY CITY COUNCIL MEETING

July 15, 2025

SUBJECT: 2025 Budget Calendar

RECOMMENDATION: Review 2025 Budget Calendar.

STAFF CONTACT: Rick Walk, City Manager *RW*
Troy Woo, Finance Director

ORIGINATED BY: Finance Department

ATTACHMENTS: 1. 2026 Budget Call Memorandum dated June 16, 2025

FISCAL NOTE: None

**WORK PLAN GOAL
AND STRATEGY:** None

PRIOR REVIEW: None

BACKGROUND:

The City's budget process involves ongoing administration and management throughout the year. However, the official start of the budget process traditionally begins with the release of the annual Budget Call memorandum. The 2026 memorandum, attached for your review, provides staff direction and schedule for submitting budget requests for 2026. The memorandum includes:

- A brief summary of current economic indicators to provide an outlook of the upcoming budget year.
- Direction on this year's budget approach and priorities
- Instructions for budget proposals.
- The tentative budget calendar for key deadlines, Council activity, and public hearings for community member engagement.

The 2026 Budget outlook can be summarized by the following section of the budget instructions:

Proposal for new programs, expanded services, or additional staffing will not be considered unless they are accompanied by a clearly identified and dedicated funding source or demonstrate a strategic benefit with strong potential to increase future revenues.

Below are highlights and dates of the key 2026 Budget activities:

July 21	Department budget proposals are due
August 26	Final 2025 Budget Amendment briefing
September 2	2025 Budget Amendments adopted
September 9	City Council: 2026 revenue/expenditure estimates
September 16	City Council Budget Workshop
October 14	City Manager Budget Presentation
October 21	Worksession: Budget discussion (if necessary)
November 4	Public Hearing: Revenues
November 18	Public Hearing: Overall Budget
November 18	Property Tax Ordinance and Resolution adopted
December 2	Final Public Hearing: Overall Budget
December 16	2025 Budget Adoption

As we navigate the economic landscape during the budget development process, the guidance and direction of the City Council will be crucial to successfully balancing the 2026 Budget. City staff looks forward to collaborating with the City Council to develop a budget that aligns with both the City Council's and the community's priorities and initiatives.

Memo

Date: June 16, 2025

To: Department Directors, Managers, and Supervisors

From: Rick Walk, City Manager *RW*
Troy Woo, Finance Director *TW*

Subject: Budget Call, Instructions, and Schedule for 2026 Budget Development

Overview of the Financial Situation

The 2025 Budget was balanced using \$1.8 million of budget strategy reserves due to a budget gap between projected revenues and expenditures. The City of Lacey is anticipating another year of a challenging financial situation. As we begin the 2026 budget planning process, we are facing a projected budget deficit exceeding \$5 million. This projection reflects a continued economic and inflationary trend that have put strain on the City's General Fund revenues and fiscal sustainability.

One of the most significant indicators of our financial stress is the ongoing decline in sales tax collections. For over 12 consecutive months, the City has recorded negative sales tax growth. Comparing year-over-year data for the first five months of 2025, we collected approximately \$271,915 less in 2025 than we did during the same period in 2024. This trend illustrates a weakening of our primary revenue source for the General Fund.

Beyond the short-term sales tax decline, we must also consider broader trends that have contributed to our financial pressures. Over the past several years, the City's revenues have not kept pace with the rising costs of operations. Slower rates of new construction and retail sales have caused General Fund revenues to plateau and, in some cases, decrease. The situation is compounded by the lack of significant expansion in brick-and-mortar commercial activity within Lacey since the 2008 recession.

At the same time, inflation and the escalating costs associated with maintaining operations and compensating staff have steadily increased. This structural imbalance—where expenditures grow faster than revenues—is the core challenge we must address in the upcoming budget cycle.

Our Commitment and Strategic Focus

Despite these challenges, the City remains firmly committed to supporting our staff and delivering high-quality public services to our residents. Our priority in this budgeting process is to preserve the continuity of core City functions and maintain our existing workforce. The City has a strong history of navigating financial downturns. This includes the 2008 recession and subsequent slow recovery, when the City eliminated 10 vacant positions, but did not resort to staff layoffs. That precedent underscores our resolve: we will work to balance the 2026 budget in a way that sustains our current staffing levels.

With that end in mind, we will prioritize finding additional revenue sources or leveraging available reserves to align expenditures with available resources. We understand the value of our staff and the essential services they provide, and we will strive to avoid reductions that compromise our service delivery or employee security.

Next Steps

To address these fiscal realities and prepare a sound financial plan for 2026, the City Manager and Department Directors will be taking the following steps:

1. Collaborative Budget Development

Work as a unified leadership team to balance the 2026 budget. Our efforts will include exploring strategies to increase revenue, optimize resource allocation, and build long-term financial resilience.

2. Service Continuity and Strategic Investment

The primary focus for the 2026 budget will be on maintaining current levels of service, fulfilling operations and maintenance obligations, and ensuring financial responsibility. *Any new programs, services, or staffing additions will only be considered if they come with a dedicated funding source or have clear potential to generate future revenue.*

3. Council Alignment

Work closely with the City Council to align our priorities and ensure that proposed budget actions reflect the realities of our financial position while supporting community needs and expectations.

4. Transparent Communication

Regular updates will be provided to staff and the City Council throughout the budgeting process. We are committed to open communication as we navigate these financial decisions and will ensure that all stakeholders are kept informed of developments.

Closing Thoughts

While the financial challenges ahead are significant, they are not insurmountable. Through prudent management, teamwork, and strategic decision-making, we will work to preserve the strengths of our organization and continue delivering quality services to the Lacey community. Thank you for your ongoing dedication and resilience as we begin this important work.

Budget Instructions

The development of the 2026 budget shall prioritize the preservation of existing service levels and the fulfillment of all essential operations and maintenance responsibilities. Departments are directed to prepare their budgets with a focus on fiscal discipline and sustainability.

Proposals for new programs, expanded services, or additional staffing will not be considered unless they are accompanied by a clearly identified and dedicated funding source or demonstrate a strategic benefit with strong potential to increase future revenues.

All budget submissions must align with this directive and reflect the City's commitment to maintaining core functions while navigating current financial constraints.

Below is the anticipated budget schedule for your review.

- | | |
|------------------|--|
| Monday, June 16: | Finance Director issues 2026 Budget "Call". |
| Monday, June 16: | Budget System will be open for use. Note: any minor increases must be accompanied with an offsetting reduction. <u>Please delay any changes until the Finance Department performs a line-by-line analysis that will be reviewed by Directors for implementation.</u> |
| Monday, June 30: | New position requests must be submitted to the Human Resources Department using the current RPI form. The position requests will be reviewed for proper classification, market wage and benefit estimates, and organizational compression. |
| Monday, June 30: | Any Capital Facilities Project Forms that require the Engineering Department's assistance with scoping, cost estimates, and any other tasks necessary to complete the forms must be submitted to Ashley to allow for time prior to budget request due date. The form may be found on the Common Drive, N:\Shared Rosters\Capital Project Request Form.PDF . |

Friday, July 18:	Capital Facilities Project Forms due to Ashley to determine scheduling and recommend prioritization within the full list of proposed and already scheduled City projects.
Monday, July 21:	Budget proposals are due. <i>PDF or electronic submittals are preferred.</i> If hard copies are submitted, only one copy is necessary. Please remember to include the Public Works Capital Facility Project form, if applicable.
Friday, August 1:	City Manager review of construction, project estimates, project priorities, and schedules.
Monday, August 4:	Estimates presented to City Manager for modifications, revisions, or additions.
Aug 6 – Aug 22:	Hold for Departmental Budget Reviews.
Tuesday, August 26:	City Council Worksession - Final 2025 Budget Amendment Ordinance briefing.
Aug 27 – Aug 28:	Hold for departmental follow-up questions.
Tuesday, Sept. 2:	Final 2025 Budget Amendment Ordinance considered by the City Council.
Friday, Sep. 5:	City Manager balances proposed 2026 Budget.
Tuesday, Sept. 9:	City Council Worksession Budget Discussion – provide current information on estimates of revenues and preliminary expenditure requests by department.
Tuesday, September 16:	2026 Budget Workshop (Worksession following Regular Meeting)
Tuesday, October 7:	Proposed 2026 Budget and Budget Message are filed with City Clerk and City Council. Copies of 2026 Budget made available to the public.
Thursday, October 9:	City Clerk publishes notice of filing of proposed budget.
Tuesday, October 14:	2026 Budget Presentation to City Council.
Tuesday, Oct. 21:	City Council Worksession - Budget Discussion (if necessary). City Council Worksession - Property Tax. City Council Worksession – Review Utility Rates.

- Thursday, October 23: City Clerk publishes first notice of November 4 public hearing on revenue sources.
- Thursday, October 30: City Clerk publishes second notice of November 4 public hearing on revenue sources.
- Tuesday, November 4: City Council to conduct public hearing on 2026 revenue sources, including consideration of possible increases in property tax revenues and Stormwater rate increases.
- Thursday, November 6: City Clerk publishes first notice of November 18 public budget hearing.
- Thursday, November 13: City Clerk publishes second notice of November 18 public budget hearing.
- Tuesday, November 18: Conduct Proposed 2026 Budget Hearing: Provide overview of total budget, review expenditure requests for Administration/Finance, Police, Public Works, Community & Economic Development, Parks, Culture & Recreation, and miscellaneous funds.
- City Council sets the 2026 Property Tax Levy by ordinance.
- City Council sets 2026 Stormwater rates by ordinance.
- Thursday, November 20: City Clerk publishes first notice of December 2 public budget hearing.
- Wednesday, Nov. 26: City Clerk publishes second notice of December 2 public budget hearing.
- Tuesday, December 2: Conduct Proposed 2026 Budget Hearing: Provide overview of total budget, review expenditure requests for Administration/Finance, Police, Public Works, Community & Economic Development, Parks, Culture & Recreation, and miscellaneous funds.
- Tuesday, December 16: City Council to adopt 2026 Budget.



LACEY CITY COUNCIL MEETING

July 15, 2025

SUBJECT: Six-Year Transportation Improvement Program

RECOMMENDATION: Motion: Adopt Resolution 1170 adopting the 2026 Six-Year Transportation Improvement Program (TIP) and the Transportation Improvement Mitigation List.

STAFF CONTACT: Rick Walk, City Manager *RW*
Scott Egger, Director of Public Works
Aubrey Collier, City Engineer
Martin Hoppe, Transportation Manager *MH*

ORIGINATED BY: Public Works

ATTACHMENTS:

1. TIP Resolution
2. TIP Summary Sheet
3. Mitigation List
4. TIP Forms

FISCAL NOTE: The Six-Year Transportation Improvement Plan does not immediately obligate the City to fund the identified traffic improvement projects listed. Projects listed are future improvements that will ultimately be paid with a portion, or a combination, of fuel taxes, Real-Estate Excise Taxes, traffic mitigation paid by development, and state and federal transportation grants.

WORK PLAN GOAL AND STRATEGY: Quality Transportation & Infrastructure
Annual Requirement

PRIOR REVIEW: The Planning Commission held a Public Hearing on June 25.

BACKGROUND:

The City is required to prepare an annual Transportation Improvement Program (TIP) and submit it to the Washington State Department of Transportation (WSDOT) and Thurston Regional Planning Council (TRPC). The primary purpose of the TIP is to track transportation grant funds and regionally significant projects. The funds shown on the TIP do not obligate the City to any specific amount of matching dollars. All projects on the TIP are consistent with the Transportation Comprehensive Plan.

The Planning Commission held a public hearing on the 2026 Six-Year Transportation Improvement Program

There are several changes to this year's TIP and Mitigation List:

The construction cost was updated on the College St Corridor Phase 3 - 22nd Ave to Lacey Blvd (16th Ave Roundabout) Project to correlate with the BUILD and SS4A grants submitted this year.

Three new roundabouts were added to both the TIP and Mitigation List. These intersections were all identified to fail LOS prior to 2050:

Britton Pkwy and Central Ave / Callison Rd Roundabout
Britton Pkwy and Western Parkway Roundabout
Marvin Road and Steilacoom Rd Roundabout

The Rainier Road from 66th Ave SE to Yelm Hwy Project was removed as the project was fully funded by the Transportation Improvement Board (TIB) last year.

The Transportation Mitigation List is also updated with the TIP. The yearly inflation rate was increase 2.5% based on the Engineering News Record Construction Cost Index for the July 1st publication.

NEXT STEPS:

Option 1: Adopt Resolution 1170 approving the 2026 Six-Year Transportation Improvement Program (TIP) and the Transportation Improvement Mitigation List.

Option 2: Provide direction to City staff on other elements to consider in regards to this issue. After further diligence on these elements, City Staff would then return to the Lacey City Council to review.

Option 3: Some other option not contemplated in the above options.

RESOLUTION 1170

CITY OF LACEY

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LACEY ADOPTING THE 2026 SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FOR THE CITY OF LACEY AND ADOPTING A REVISED TRANSPORTATION IMPROVEMENT MITIGATION LIST.

WHEREAS, under the requirements of RCW 35.77.010 it is necessary that the City of Lacey adopt a Six-Year Comprehensive Transportation Improvement Program and review said program annually; and

WHEREAS, the City of Lacey has heretofore adopted a Six-Year Comprehensive Transportation Improvement Program and has revised said program annually; and

WHEREAS, the Public Works Director, city staff, and the City's Planning Commission have studied the city streets of Lacey and have presented a proposed revised and extended Six-Year Comprehensive Transportation Improvement Program and the Planning Commission has held a public hearing on said proposal; and

WHEREAS, in conjunction with such review, the City's Transportation Improvement Mitigation List has been reviewed and changes to such list proposed; and

WHEREAS, it is in the best interest of the City of Lacey and its citizens that the proposed transportation program be adopted as the Six-Year Comprehensive Transportation Improvement Program of the City of Lacey and that the City's Transportation Improvement Mitigation List be modified as proposed;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, as follows:

1. That certain document entitled 2026 Six-Year Transportation Improvement Program (TIP), attached hereto and made a part hereof, is hereby adopted as the Six-Year Comprehensive Transportation Improvement Program of the City of Lacey and a copy of said plan together with a copy of this Resolution shall be filed with the Department of Transportation of the State of Washington.
2. That certain document entitled 2025-2026 Transportation Improvement Mitigation List, attached hereto and made a part hereof, is hereby adopted as the current Transportation Improvement Mitigation List designated as Table 14T-15 in Section 14.21.026 of the Lacey Municipal Code.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON,
this 15th day of July, 2025.

CITY COUNCIL

By _____
Mayor

Attest:

Approved as to form:

City Clerk

City Attorney

2026 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM SUMMARY

Current Process	LACEY STIP ID	PROJECT TITLE	2026 Total Project Cost
Planned	11-010	Carpenter Rd Capacity and Safety Improvements Pacific to Shady Lane	\$ 5,400,000
Planned	11-013	Marvin Road from Britton Parkway to Columbia Drive	\$ 19,000,000
Planned	11-014	Martin Way / I-5 Interchange Improvements	\$ 52,000,000
Planned	11-015	Carpenter Road Widening from Martin Way to Britton Parkway	\$ 23,000,000
Planned	11-018	Britton Parkway -- Phase II	\$ 2,500,000
Planned	11-021	College Street Corridor Improvements	\$ 46,000,000
Planned	11-024	Yelm Highway Improvements from Ruddell Rd to Amtrak Bridge	\$ 6,000,000
Planned	11-025	Martin Way East Roadway Improvements	\$ 6,000,000
Planned	11-026	Lacey Hawks Prairie Business District (LHPBD) Commercial Corridors	\$ 11,000,000
Pending CN Grant	19-001	College St Corridor -- Phase 3 (College St and 16th Ave Roundabout)	\$ 15,600,000
Planned	20-002	Willamette Dr and Campus Glen Dr Roundabout	\$ 2,000,000
Planned	26-001	Britton Parkway and Central Ave/ Callison Rd Roundabout	\$ 3,000,000
Planned	26-002	Britton Parkway and Western Parkway Roundabout	\$ 3,000,000
Planned	26-003	Marvin Road and Steilacoom Rd Roundabout	\$ 5,000,000
Total TIP Costs			\$ 199,500,000

Current Phase	Projects to be Removed from TIP (Funds Obligated)		
Planned	11-016	Rainier Road from Yelm Hwy to 66th Ave	\$ 3,500,000

Indicates Changes

2025/2026 TRANSPORTATION IMPROVEMENT MITIGATION LIST

Table 147-15
Referred from 14.21.026, 040B(2)

a b c d e f g h i j k										
Closed on 10/10/2024										
f = (3.95%)										
Verifies by: Tom										
Account Number	Project	2024-2025 Project Cost	2025-2026 Project Cost	Consistent Denominator	Cost per Trip	Existing Volume	Remaining Volume	Mitigated Volume 80%	Collection	% of Total
COMPLETED PROJECTS										
102-0000-224-50-53	42th Avenue and College Street Improvements	\$ 1,561,308	\$ 1,600,580	3500	\$ 457.25	1,645	1,805	1,470	\$ 793,360	48%
102-0000-224-50-50	Marvin Road and Britton Parkway Intersection Improvements	\$ 487,583	\$ 505,193	4000	\$ 125.05	365	3,435	3,065	\$ 383,211	77%
102-0000-224-50-43	Golf Club Road Extension	\$ 725,377	\$ 743,611	3500	\$ 212.43	-	3,300	3,150	\$ 688,160	90%
102-0000-224-50-44	Martin Way / 16th Street Intersection Improvements	\$ 967,189	\$ 991,349	3500	\$ 283.24	1,362	2,148	1,833	\$ 547,564	55%
102-0000-224-50-45	Willemala Drive / 31st Ave Intersection Improvements	\$ 1,238,962	\$ 1,238,186	3500	\$ 354.05	1,024	2,465	2,219	\$ 785,786	63%
102-0000-224-50-47	Decanter Rd/Mulvan Rd Intersection Improvements	\$ 1,457,309	\$ 1,442,543	3500	\$ 412.16	1,212	2,288	2,059	\$ 848,710	56%
FIBED-COMPLETED PROJECTS										
102-0000-224-50-29	Mullen Road Capacity/Safety Improvements East of Rutland	\$ 8,288,360	\$ 8,495,069	4000	\$ 1,560.57	1,138	2,862	2,570	\$ 5,470,721	64%
102-0000-224-50-42	6th Avenue / Steeler Kinney Improvements	\$ 5,498,424	\$ 5,605,132	3500	\$ 1,560.57	2,319	1,981	1,963	\$ 1,704,189	30%
102-0000-224-50-36	Carpenter Rd from Martin Way to Britton Parkway	\$ 23,989,770	\$ 24,589,514	4000	\$ 1,560.57	295	3,705	3,335	\$ 20,498,433	83%
102-0000-224-50-46	Houson Bay Road Improvements	\$ 10,616,324	\$ 10,881,783	3500	\$ 1,560.57	500	2,970	2,673	\$ 8,310,573	76%
102-0000-224-50-51	3rd Avenue Extension (Houson Bay to Martin Road)	\$ 6,596,524	\$ 6,669,238	4000	\$ 1,560.57	580	3,420	3,078	\$ 5,131,479	77%
FIBED-ACTIVE PROJECTS										
102-0000-224-50-49	College Street Reconstruction - Leamy Blvd to 37th Ave	\$ 47,240,376	\$ 48,421,307	5000	\$ 1,560.57	2,080	3,080	2,700	\$ 26,147,949	54%
102-0000-224-50-38	Marvin Road - Britton to Columbia Drive NE	\$ 19,419,224	\$ 20,022,717	5000	\$ 1,560.57	580	4,420	3,978	\$ 19,818,136	80%
102-0000-224-50-41	Yale Highway Improvements Rutland Road to East City Limits	\$ 6,216,289	\$ 6,371,676	4000	\$ 1,560.57	1,277	2,723	2,491	\$ 1,803,767	61%
102-0000-224-50-33	Martin Way & I-5 Interchange Improvements	\$ 53,528,371	\$ 54,808,582	6000	\$ 1,560.57	3,515	2,485	2,237	\$ 20,451,018	37%
ACTIVE PROJECTS										
102-0000-224-50-25	College Street Extension NE	\$ 4,144,180	\$ 4,247,789	3500	\$ 1,213.05	1,017	2,483	2,205	\$ 2,712,150	64%
102-0000-224-50-38	Carpenter Road Capacity/Safety Improvements Pacific to Steel Lane	\$ 5,525,573	\$ 5,663,713	4000	\$ 1,415.93	1,521	2,479	2,231	\$ 3,159,077	50%
102-0000-224-50-40	Marvin Road from Yale Hwy to 16th Ave	\$ 3,591,623	\$ 3,681,414	4000	\$ 925.35	774	3,226	2,803	\$ 2,672,154	73%
102-0000-224-50-52	Britton Parkway and Carpenter Road Intersection Improvements	\$ 1,783,736	\$ 1,828,302	4000	\$ 457.08	412	3,188	3,229	\$ 1,476,010	81%
102-0000-224-50-58	Willemala Drive / Campus Glen Drive Roundabout	\$ 2,080,400	\$ 2,111,910	3000	\$ 693.46	386	3,114	2,803	\$ 1,661,087	80%
102-0000-224-50-59	Britton Parkway and Central Ave/ Callison Rd Roundabout	New	\$ 3,000,000	3500	\$ 857.14	886	2,684	2,344	\$ 2,000,000	47%
102-0000-224-50-60	Britton Parkway and Western Parkway Roundabout	New	\$ 3,000,000	3000	\$ 907.14	861	2,649	2,384	\$ 2,045,614	68%
102-0000-224-50-61	Marvin Road and Stebbins Rd Roundabout	New	\$ 3,000,000	4000	\$ 1,250.00	2,716	1,965	1,167	\$ 1,446,024	39%

Year	ENR Construction Index	Residential Cost	Resolution
2024-2025	1.0%	\$ 2,304	Resolution 1132 Passed 7-10-2024
2025-2026	2.5%	\$ 2,454	Resolution 1170 Passed 7-10-2025

Six Year Transportation Improvement Program

From 2026 to 2031

Agency: Lacey

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	1110	Carpenter Road Capacity and Safety Improvements Carpenter Road SE Pacific Ave SE to Shady Lane Widen roadway to taper from 5-lane section to 3-lane section with bike lanes and sidewalks. Realign 14th Ave.	Lacey11010					21	C G O P T	1.000	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2027		0	TIB	3,240,000	2,160,000	5,400,000
Totals				0		3,240,000	2,160,000	5,400,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	500,000	500,000	0	0
Totals	0	500,000	500,000	0	0

Six Year Transportation Improvement Program
From 2026 to 2031

Agency: Lacey

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	1113	Marvin Road from Britton Parkway to Columbia Drive Marvin Road NE Britton Parkway to Columbia Drive NE Widen Marvin Road from 2 lanes to 5 lanes to Hawks Prairie Rd then transition to 3 lane section, with bike lanes and sidewalks.	Lacey11013					03	C G O P S T W	2.150	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2030	BUILD	15,000,000	TIB	1,000,000	3,000,000	19,000,000
Totals				15,000,000		1,000,000	3,000,000	19,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	0	5,500,000
Totals	0	0	0	0	5,500,000

Six Year Transportation Improvement Program
From 2026 to 2031

Agency: Lacey

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
02	1114	Martin Way / I-5 Interchange Improvements Interstate 5 MP109 to MP 109 Construct interchange per approved IJR.	Lacey11014					03	C G O P S T W	2.000	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2027	HSIP	41,000,000	WSDOT	10,000,000	1,000,000	52,000,000
Totals				41,000,000		10,000,000	1,000,000	52,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	1,000,000	1,000,000	0	0
Totals	0	1,000,000	1,000,000	0	0

Six Year Transportation Improvement Program

From 2026 to 2031

Agency: Lacey

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
03	1115	Lacey11015 Carpenter Road Widening from Martin Way to Britton Parkway Carpenter Road Martin Way to Britton Parkway Widen roadway to 5 lanes with auxilary turn lanes, bike lanes, sidewalks, and other urban amenities.						03	C G O P S T W	1.300	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2027	Discretionary	13,000,000	TIB	5,000,000	5,000,000	23,000,000
Totals				13,000,000		5,000,000	5,000,000	23,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	1,000,000	1,000,000	0	0
Totals	0	1,000,000	1,000,000	0	0

Six Year Transportation Improvement Program

From 2026 to 2031

Agency: Lacey

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	1118	Britton Parkway -- Phase II Britton Parkway Gateway Blvd to Carpenter Road Widen remaining portion of Britton Parkway to 4 lane boulevard.	Lacey11018					03		1.000	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2027	STP(US)	2,500,000		0	1,000,000	3,500,000
Totals				2,500,000		0	1,000,000	3,500,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	500,000	500,000	0	0
Totals	0	500,000	500,000	0	0

Six Year Transportation Improvement Program
From 2026 to 2031

Agency: Lacey

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
14	1121	College Street Corridor Improvements College St SE Lacey Blvd to 37th Ave SE Construct remaining portions of College St Corridor. Anticipated to be 4-6 phases	Lacey11021					21	C G O P T W	2.000	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2028		0		0	46,000,000	46,000,000
Totals				0		0	46,000,000	46,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	500,000	500,000	0
Totals	0	0	500,000	500,000	0

Six Year Transportation Improvement Program
From 2026 to 2031

Agency: Lacey

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
03	1124	Yelm Hwy Improvements from Ruddell Rd to Amtrak Bridge Yelm Highway SE Compton Blvd to Ruddell Road Widen east side for additional northbound lane, bike lane, sidewalk and other urban amenities.	Lacey11024					03	C G O P S T W	1.000	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2027	STBG(R)	3,000,000		0	3,000,000	6,000,000
Totals				3,000,000		0	3,000,000	6,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	500,000	500,000	0
Totals	0	0	500,000	500,000	0

Six Year Transportation Improvement Program
From 2026 to 2031

Agency: Lacey

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
14	1125	Martin Way East Roadway Improvements Martin Way Galaxy Drive to River Ridge Drive Access management, bike lanes, sidewalks, and other urban amenities.	Lacey11025					21	C G O P S T	1.300	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2028		0		0	5,500,000	5,500,000
Totals				0		0	5,500,000	5,500,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	500,000	500,000	0
Totals	0	0	500,000	500,000	0

Six Year Transportation Improvement Program
From 2026 to 2031

Agency: Lacey
County: Thurston
MPO/RTPO: TRPC

Y InsideN Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	1126	Lacey Hawks Prairie Business District (LHPBD) Commercial Corridors Several LHPBD to LHPBD Construct new corridors within LHPBD	Lacey11026					01	C G O P S T W	5.000	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2030		0	OTHER	11,000,000	0	11,000,000
Totals				0		11,000,000	0	11,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	0	2,000,000
Totals	0	0	0	0	2,000,000

Six Year Transportation Improvement Program

From 2026 to 2031

Agency: Lacey

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
03	1901	WA382 / 5289(005) College Street Corridor Improvements Phase 3 College St 22nd Avenue to Lacey Blvd Per the 2009 College Street Corridor Study, this project will widen the roadway to include a planted center median, auxiliary left turn lanes, sidewalks, with typical urban amenities. This includes a traffic control roundabout at 16th Avenue SE.	Lacey19001					04	C G O P S T W	0.400	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	RW	2026	STBG(UL)	1,338,284		0	208,865	1,547,149
S	RW	2026	CMAQ	200,000		0	31,214	231,214
S	RW	2026	DEMO	850,000		0	212,500	1,062,500
P	CN	2027	BUILD	12,480,000		0	3,120,000	15,600,000
Totals				14,868,284		0	3,572,579	18,440,863

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
RW	840,863	0	0	0	0
CN	0	0	5,000,000	5,000,000	5,600,000
Totals	840,863	0	5,000,000	5,000,000	5,600,000

Six Year Transportation Improvement Program
From 2026 to 2031

Agency: Lacey
County: Thurston
MPO/RTPO: TRPC

Y InsideN Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
04	2002	Willamette Dr and Campus Glen Dr Roundabout Willamette Dr NE Campus Glen Dr to Campus Glen Dr Roundabout	Lacey20002					21	C G O P S T W	0.250	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	RW	2026		0		0	50,000	50,000
P	CN	2027	STBG(UL)	1,686,750		0	263,250	1,950,000
Totals				1,686,750		0	313,250	2,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
RW	50,000	0	0	0	0
CN	0	1,000,000	950,000	0	0
Totals	50,000	1,000,000	950,000	0	0

Six Year Transportation Improvement Program
From 2026 to 2031

Agency: Lacey

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
04	2601	Britton Parkway and Central Ave / Callison Rd Roundabout Britton Parkway Central Ave/Callison Rd to Construct Roundabout	Lacey26001					21			CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2030	BIA	2,000,000		0	1,000,000	3,000,000
Totals				2,000,000		0	1,000,000	3,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	0	500,000
Totals	0	0	0	0	500,000

Six Year Transportation Improvement Program

From 2026 to 2031

Agency: Lacey

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
04	2602	Britton Parkway and Western Parkway Roundabout Britton Parkway Western Parkway to Intersection Construct Roundabout	Lacey26002					21		0.250	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2030	BIA	2,000,000		0	1,000,000	3,000,000
Totals				2,000,000		0	1,000,000	3,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	0	500,000
Totals	0	0	0	0	500,000

Six Year Transportation Improvement Program
From 2026 to 2031

Agency: Lacey
County: Thurston
MPO/RTPO: TRPC

Y InsideN Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
03	2603	Marvin Road and Steilacoom Road Roundabout Marvin Road NE to Construct Roundabout	Lacey26003					21				No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2030	SRTS	4,500,000		0	500,000	5,000,000
Totals				4,500,000		0	500,000	5,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	0	500,000
Totals	0	0	0	0	500,000

	Federal Funds		State Funds	Local Funds	Total Funds
Grand Totals for Lacey	99,555,034		30,240,000	73,045,829	202,840,863



Application for Appointment to Capital Area Regional Funding District

Board of Directors

CAR-PFD

DATE OF APPLICATION:	04/15/25		
APPLICATION FOR:	CARPFD		
APPLICANT:	Ann		Campbell
ADDRESS:		Tumwater WA 98512	
EMAIL:			

Phone Number:	
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Do you have other civic obligations and/or memberships in professional organizations?
No.
Briefly explain why you would like to serve on the CAR-PFD Board:
7 years overseeing allocation of competitive affordable rental and homeownership capital funding investments. More than \$200 Million invested in last 3 years. 7 years serving as the State representative to the Impact Capital loan committee -https://www.impactcapital.org/about/ 12 years overseeing the allocation, administration, and implementation of state and federally funded infrastructure funds for drinking water, wastewater, stormwater, roads, streets, bridges, and broadband. Administered a \$1.2 Billion revolving loan fund. Established the inaugural Washington State Broadband Office's competitive funding programs- setting the foundation to award more than \$1 Billion of federal infrastructure investment and jobs act funding. Extensive policy making with federal, state, county, city, and tribal governments over the prior 20 years. Champion of inclusive design and collaborative decision making.
Briefly describe any special knowledge, skills, or experience that would relate to this appointment:
I have been looking for ways to volunteer within the community. I have more than 25 years' experience with state and local capital funding and managing revenue streams for infrastructure and housing. Using my experience and skills to provide subject matter expertise for our area elected officials would be a great way for me to be able to give back.



Application for Appointment to Capital Area Regional Funding District

Board of Directors

CAR-PFD

DATE OF APPLICATION:	04/24/25		
APPLICATION FOR:	CARPFD		
APPLICANT:	Jeff		Line
ADDRESS:		Lacey, WA 98503	
EMAIL:			

Phone Number:	
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Do you have other civic obligations and/or memberships in professional organizations?
Chinqually Booters Soccer Club - President: March 2017 - present Southlake HOA - Treasurer: February 2020 - present Shelton School District - CTE Board Advisor/Event Volunteer - January 2024 - present Olympia SHRM - Member - January 2024 - present Thurston County Youth Soccer Association - President: June 2023 - September 2024
Briefly explain why you would like to serve on the CAR-PFD Board:
I bring the following: Small Team Leadership Skills. Enterprise (Large Scale) Leadership Skills. Ability to Read & Interpret Financial Information. (P&Ls/Balance Sheets) Non-Profit Leadership. Project Management Skills. Learning Mindset. Humility & Humor. Thanks!
Briefly describe any special knowledge, skills, or experience that would relate to this appointment:
Having lived in Thursday County for almost 30 years, I have personally benefited from the work this Board does and my kids and family have equally benefited as well. I would like to expand from my current roles within non-profit leadership and give back to the community abroad. Professionally, this fits my desire to learn more about government, while giving back to Thurston County. Personally, my Wife & I are empty nesters as all of our kids are away at college in 3 states.



STAFF REPORT

July 15, 2025

SUBJECT: Meridian Campus Production Well

RECOMMENDATION: Motion to award Lacey Contract Number PW 2022-28 to low bidder Holt Services Inc. from Milton, Washington in the amount of \$2,058,244.06

STAFF CONTACT: Rick Walk, City Manager *RW*
Scott Egger, Public Works Director *SE*
Vince McGowan, Water Resources Manager *VM*
Teri O'Neal, Senior Utility Engineer *TSO*
Jason Kashani, Utility Engineer *JSK*
Tyson Poeckh, Project Administrator *TP*

ORIGINATED BY: Public Works Department

ATTACHMENTS: Attachment #1 Bid Tab Summary
Attachment #2 Project Vicinity Map

FISCAL NOTE: Funding for this contract is provided through fund source 410-3418-534.90 and there are sufficient funds for this project.

PRIOR REVIEW: Council approved the 2025 Water Capital Funds as part of the 2025 Budget. The Meridian Campus Production Well project is listed as a 2025 Water Capital Fund project.

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BACKGROUND:

The Meridian Campus Production Well is part of the City's planned improvements for undeveloped and pending water rights to account for new production wells to serve the demand of a growing population. This project includes drilling and installing a production well at the City owned property northeast of the intersection of Willamette Drive NE and Deni Drive NE. A 16-inch diameter well casing will be drilled to approximately 750 feet below ground surface. After construction of the production well, a future project will include design and construction of a treatment facility with the well housed inside.

The project was advertised for approximately three weeks and bids were opened June 24, 2025. Due to the specialized work, and limited driller availability, only one bid was received which was from Holt Services Inc. from Milton, Washington in the amount of \$2,058,244.06. The Engineer's Estimate was \$1,981,642.74. A Bid Summary Sheet is attached.

Holt Services, Inc. is qualified and capable of performing the work. Project start is anticipated on or before January 2026 with 130 working days allotted to complete the work. The project is expected to be completed by July 2026.

NEXT STEPS:

Option 1: Approve the motion to award Lacey Contract Number PW 2022-28 to low bidder Holt Services Inc. from Milton, Washington in the amount of \$2,058,244.06.

Option 2: Do not approve the motion to award Lacey Contract Number PW 2022-28 to low bidder Holt Services Inc. from Milton, Washington.

Option 3: Provide direction to City staff on other elements to consider in regards to this issue. After further diligence on these elements, City Staff would then return to the Lacey City Council to review.

Option 4: Some other option not contemplated in the above options.

Attachment #1
BID SUMMARY:

CITY OF LACEY
Meridian Campus Production Well
PW 2022-28

[illegible]

Attachment #2
Project Vicinity Map:

