# Human Services Commission Agenda

Refer to the bottom of the agenda for meeting information.

| Thursday, September 3, 2026 | 5:30 PM | Council Chambers and Online |
|---|---|---|

1. **Call to Order**
2. **Roll Call**
3. **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.
4. **Approval of Agenda, Previous Meeting Minutes, and Consent Items**

   A. Approval of Agenda

   B. Approval of August 6, 2026, meeting minutes
5. **Public Comment**

   Refer to the bottom of the agenda for instructions on how to provide public comment.
6. **Business Items**

   A. **Public Hearing: Community Development Block Grant (CDBG) 2025 Consolidated Annual Performance and Evaluation Report (CAPER)**
   Michelle Chavez, Human Services Coordinator

   B. **Director's Report**
   Michelle Chavez, Human Services Coordinator
7. **Adjourn**

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**Attendance and Public Comment**

**Attend Remotely or in Person**

There are several ways to attend the Human Services Commission Meeting:

| | |
|---|---|
| In Person: | Council Chambers at Lacey City Hall<br>420 College Street SE, Lacey, WA 98503 |
| Zoom: | https://us02web.zoom.us/webinar/register/WN_rHu8CbgSSoGG80A4PJnC2w |
| City Website: | https://cityoflacey.org/government/public-meetings/ |
| YouTube: | https://www.youtube.com/watch?v=BWQbsYPrat0 |
| Phone: | (888) 788-0099 or (877) 853-5247 (Webinar ID 857 9507 8386) |

## 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

The opportunity for verbal public comment is available in person or by Zoom:

| | |
|---|---|
| In Person: | Use the sign-up sheet located in the meeting room. |
| Zoom: | Preregister using the following Zoom link no later than two hours prior to the meeting:<br>https://us02web.zoom.us/webinar/register/WN_rHu8CbgSSoGG80A4PJnC2w<br><br>Instructions and access details will be provided once registration is complete. |

## Written Public Comment

Please email written public comments to HumanServices@cityoflacey.org. The commenting period will close two hours before the meeting time. Members will receive all written public comments provided by this deadline. Comments may not be addressed during the meeting. All comments are part of the official record.

# Human Services Commission Minutes

Thursday, August 6, 2026 | Council Chambers and Online

## 1. Call to Order

Chair Stephens called the meeting to order at 5:30 p.m.

## 2. Roll Call

COMMISSIONERS PRESENT: Chair Brandon Stephens; Vice Chair Angelina Goldwell; Commissioners Nancy Dihle, Dalia Martinez (remote), Tiffany Walker, Lester Dickson (remote), and John Grausam

STAFF PRESENT: Michelle Chavez, Human Services Coordinator, and Paul J. White, Deputy City Clerk

## 3. Land Acknowledgement

Chair Stephens presented the abbreviated Land Acknowledgement.

## 4. Approval of Agenda, Previous Meeting Minutes, and Consent Items

A. Approval of Agenda

B. July 1, 2026, meeting minutes

C. July 2, 2026, meeting minutes

**Chair Stephens moved to approve the agenda and the minutes of July 1 and 2, 2026. Commissioner Walker seconded. The motion carried.**

## 5. Public Comment

No one registered to speak, and there were no written public comments.

## 6. Business Items

A. **Human Services Grant Program Award Discussion**
Michelle Chavez, Human Services Coordinator

Chavez outlined the Human Services Grant Program funding award process and summarized the 2026 program priorities and application review. Staff has proposed funding Option 1, in which applicants scoring above 600 receive 90 percent of their funding request; applicants above 590, 80 percent; applicants above 580, 70 percent; applicants above 570 receive $13,000 each based on remaining budget available; and applicants scoring below 570 are not funded. This option would award funds to 14 applicants.

In alternative funding Option 2, applicants scoring above 600 would receive 80 percent of their funding request; applicants above 590, 70 percent; applicants above 580, 60 percent; applicants scoring above 560 would receive $14,400 each based on remaining budget available; and applicants scoring below 560 would not be funded. This option would award funds to 16 applicants.

Commissioners discussed the benefits of options 1 and 2 and the reallocation of remaining funds—characterized as contingency funds—should an applicant decline their grant award.

**Chair Stephens moved to recommend Option 2 for City Council approval, as presented. Commissioner Dickson seconded.**

**Chair Stephens moved to amend Option 2 to include a recommendation that declined grant funding be dispersed evenly to remaining award recipients. Commissioner Walker seconded. The motion to amend carried.**

**The question recurred on the motion to recommend Option 2, as amended. The motion carried.**

B. **Director's Report**
Michelle Chavez, Human Services Coordinator

Chavez reported that the September 3, 2026, meeting would include an annual report on the Community Development Block Grant program, which includes a required public comment period. Commissioners inquired about the Human Services Grant Program budget for 2027.

**7. Adjourn**
Chair Stephens adjourned the meeting at 6:11 p.m.

**STAFF REPORT**
Human Services Commission
September 3, 2026

| | | |
|---|---|---|
| **Subject:** | Draft CDBG 2025 CAPER and Public Hearing | |
| **To:** | Human Services Commission | |
| **Prepared by:** | Michelle Chavez, Human Services Coordinator | mjc |
| **Department Director:** | Shannon Kelley-Fong, Assistant City Manager | SKF |
| **Reviewed By:** | | |
| **Final Review:** | Same as Department Director | |

**Purpose:** Informational

**Recommendation:** Hold a public hearing for the draft 2025 CDBG CAPER

**Brief:** The City is required to submit a CDBG Consolidated Annual Performance and Evaluation Report (CAPER) to the US Department of Housing and Urban Development (HUD) as part of its three-year (2025-2027) CDBG Consolidated Plan. The 2025 CAPER is a report that assesses progress toward achieving annual goals and objectives set out in the City's Consolidated Plan and Annual Action Plan.

A public hearing is required for the CAPER and a 15-day public review and comment period is also required.

Warning: Once you run out of space in this box, the text will not show. Keep it brief!

**Alternatives:**
1. N/A

**Prior Review:**
N/A

**Advisory Board Recommendation(s):**
N/A

**Fiscal Impact:**
Budgeted Item: Yes
Amount: $348,393
Project Code: N/A

Funding Source: 120-0000-333-14-20

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**Attachments:**
1. DRAFT 2025 CDBG CAPER

**Policy or Legal Alignment:**
1. 2025-2027 CDBG Consolidated Plan
2. 2025 CDBG Annual Action Plan

**Background:** The Community Development Block Grant (CDBG) Program provides annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.

CDBG funded programs or projects must fall under one of three national objectives:

1. Benefit low- and moderate-income persons
2. Prevention or elimination of slums or blight
2. Address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

General information on the City of Lacey's (City) Community Development Block Grant Program (CDBG) can be accessed on the CDBG webpage.

In 2025, the City Council approved the Lacey 2025-2027 CDBG Consolidated Plan and 2025 Annual Action Plan, which recommended allocating CDBG funds for City capital projects in the first few years, e.g., ADA improvements, sidewalks, etc. This approach complements existing Human Service Grant Program (HSGP) funds, which predominantly focus on services. This use also aligns with administrative resource limitations and is the most flexible if federal requirements change.

**2025 CAPER**

The CAPER is an annual report required by HUD that details the City's progress toward meeting its goals identified in the 3 Year Consolidated Plan and Annual Action Plan. It outlines the City's actions on the following items:

- Goals and Outcomes
- Racial and Ethnic composition of families assisted
- Resources and Investments
- Affordable Housing
- Homeless and Other Special Needs
- Public Housing
- Other Actions
- Monitoring
- Citizen Participation Plan
- CDBG
- Section 3
- Attachments

**Lacey CDBG Goals and Outcomes**

The 2025 Action Plan Goals identified **priority needs** tied to those included in the Lacey 2023-2027 Consolidated Plan.

- **Community and Economic Development, including:** Improvements to public facilities and infrastructure which support housing for low- or moderate-income households and neighborhoods. Improvements to low-income neighborhoods to reduce the concentration of poverty.

**Services, including:** Supportive services for unhoused community members or those experiencing a mental health crisis, services to support older adults, children, and families, including food insecurity and child care, services to improve economic opportunities for low- or moderate-income persons.

- **Affordable Housing including:** Increase the affordable housing supply and preserve or improve existing affordable housing.

**The following goals address the priority needs:**

1) Provide Public Facilities and Infrastructure Improvements to support low-or-moderate income households and neighborhoods and reduce the concentration of poverty.

   Several potential public infrastructure projects have been identified (Table A).

2) Provide Services and Assistance to Improve Housing and Economic Outcomes

3) Increase affordable housing supply in Lacey and preserve existing affordable housing that will provide permanent housing for formerly unhoused community members, LMI renters and improve quality of affordable housing stock including LMI home-owners.

| Table A | | | | | |
|---|---|---|---|---|---|
| Sample Potential CDBG Eligible City Capital Projects | | | | | |
| # | Project | Eligibility | Timeline | Brief | Est. Cost |
| 1. | Huntamer Park Improvements | Qualified Census Track | Near-term 2026 - 2028 | Updates to park, including sidewalks | $1.8M |
| 2. | ADA sidewalk updates | Qualified Census Track | Near-term 2026+ | Update sidewalks throughout areas | Scalable |
| 3. | Senior Center Expansion | Potential LMI Qualifier | Near-term 2027+ | Expand approx. 3,000 sq. ft. to meet the needs of the growing senior community | $4.3M |
| 4. | Brooks Park Enhancements | Qualified Census Track | Near-term 2027+ | Add new amenities, e.g., playground | $615K |
| 5. | Other public infrastructure improvements (lighting, septic, etc.) | Qualified Census Track | Near-term 2026 - 2028 | Varies | Scalable |
| 6. | Rainier Vista Park Improvements | Qualified Census Track | Long-term 2028+ | Add new amenities, e.g., playgrounds, courts, etc. | $1M |
| 7. | Lacey Museum & Cultural Center | Qualified Census Track | Long-term 2028+ | Construct a new museum and cultural center | $14+M |
| 8. | College St. Sidewalk and Pedestrian Crossing Improvements | Qualified Census Track | Long-term 2028+ | Improve crossing infrastructure | $1M+ |

Two public infrastructure projects have been recommended by the Human Services Commission and approved by the City Council to move forward:

- Huntamer Park Improvement Project
- Improvements to the Virgil S. Clarkson Senior Center.

**2025 CAPER**

As identified in PY25 CDBG Annual Action Plan, 90% of the CDBG dollars are proposed to be spent on capital improvements in Lacey that benefit a majority (51%) of community members who are low- to moderate-income. The remaining 10% would be used for administrative costs (the maximum administrative costs allowed under CDBG is 20%).

As of July 31 2026, $4,599.91 of the $348,393 2025 CDBG allocation has been spent. All of the expenditures thus far have been for administrative costs. It is anticipated that a total of $34,839 of the PY25 funds will be spent on administration and $313,554 will be spent on the Huntamer Park Improvement Project.

**Next Steps**

City staff has begun the required environmental review process and are working across departments to coordinate Phase I, which will be the sidewalk and accessibility improvements in the park. The project will need to be designed and competitively bid in accordance with all CDBG federal regulations included.

Phase II of the project will include additional matching funds and focus on improvements to the playground area, plaza, seats, accent paving, additional picnic tables, play areas, and a potential water feature.

# DRAFT 2025 CDBG Consolidated Annual Performance and Evaluation Report (CAPER)

## CR-05 - Goals and Outcomes

### Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The 2025 Action Plan Goals identified priority needs similar to those included in the Thurston County 2023-2027 Consolidated Plan.

- **Community and Economic Development, including:** Improvements to public facilities and infrastructure which support housing for low- or moderate-income households and neighborhoods. Improvements to low-income neighborhoods to reduce the concentration of poverty.

- **Services, including:** Supportive services for unhoused community members or those experiencing a mental health crisis, services to support older adults, children, and families, including food insecurity and child care, services to improve economic opportunities for low- or moderate-income persons.

- **Affordable Housing including:** Increase the affordable housing supply and preserve or improve existing affordable housing.

**The following goals address the priority needs:**

1) Provide Public Facilities and Infrastructure Improvements to support low-or-moderate income households and neighborhoods and reduce the concentration of poverty.

**Several potential public infrastructure projects have been identified (List Attached). Two public infrastructure projects have been approved to move forward:**

- **Huntamer Park Improvement Project**
- **Improvements to the Virgil S. Clarkson Senior Center.**

2) Provide Services and Assistance to Improve Housing and Economic Outcomes

3) Increase affordable housing supply in Lacey and preserve existing affordable housing that will provide permanent housing for formerly unhoused community members, LMI renters, and improve quality of affordable housing stock, including LMI homeowners.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

| Goal | Category | Source / Amount | Indicator | Unit of Measure | Expected – Strategic Plan | Actual – Strategic Plan | Percent Complete | Expected – Program Year | Actual – Program Year | Percent Complete |
|---|---|---|---|---|---|---|---|---|---|---|
| Housing: Increase and Improve Affordable Housing | Affordable Housing Homeless Non-Homeless Special Needs | | Homeowner Housing Rehabilitated | Household Housing Unit | 10 | 0 | 0.00% | | | |
| Housing: Increase and Improve Affordable Housing | Affordable Housing Homeless Non-Homeless Special Needs | | Homelessness Prevention | Persons Assisted | 10 | 0 | 0.00% | | | |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Provide Public Facilities and Infrastructure | Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development | CDBG: $ | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 9000 | 0 | 0.00% | -5400 | 0 | 0.00% |
| Provide Public Services | Homeless Non-Homeless Special Needs Non-Housing Community Development | | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 300 | 0 | 0.00% | | | |

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest-priority activities identified.**

The City has identified infrastructure improvements as the highest-priority use of CDBG funds in LMI neighborhoods and serving LMI residents in Lacey.

**AP-38 Project Summary**

**Project Summary Information**

A PY25 Project Summary can be found in the attached list of potential projects.

| Table B | | | | | |
|---|---|---|---|---|---|
| Sample Potential CDBG Eligible City Capital Projects | | | | | |
| # | Project | Eligibility | Timeline | Brief | Est. Cost |
| 1. | Huntamer Park Improvements | Qualified Census Track | Near-term 2026 - 2028 | Updates to park, including sidewalks | $1.8M |
| 2. | ADA sidewalk updates | Qualified Census Track | Near-term 2026+ | Update sidewalks throughout areas | Scalable |
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| 7. | Lacey Museum & Cultural Center | Qualified Census Track | Long-term 2028+ | Construct new museum and cultural center | $14+M |
| 8. | College St. Sidewalk and Pedestrian Crossing Improvements | Qualified Census Track | Long-term 2028+ | Improve crossing infrastructure | $1M+ |

## CR-10 - Racial and Ethnic composition of families assisted

**Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)**

**Table 2 – Table of Assistance to Racial and Ethnic Populations by Source of Funds**

| | CDBG |
|---|---|
| White | 0 |
| Black or African American | 0 |
| Asian | 0 |
| American Indian or American Native | 0 |
| Native Hawaiian or Other Pacific Islander | 0 |
| **Total** | **0** |
| Hispanic | 0 |
| Not Hispanic | 0 |

### Narrative

The City has not begun the infrastructure project in the PY25 Annual Action Plan. The City has begun the administration of the PY25 Annual Action Plan including: project planning, scope, budget, and environmental review for the Huntamer Park Project.

# CR-15 - Resources and Investments 91.520(a)

## Identify the resources made available

Table 3 - Resources Made Available

| Source of Funds | Source | Resources Made Available | Amount Expended During Program Year |
|---|---|---|---|
| CDBG | public - federal | 348,393 | $4,599.91 |

### Narrative

The City has expended administration dollars to administer the 2025 CDBG program, including reporting, project planning, and environmental review.

## Identify the geographic distribution and location of investments

Table 4 – Identify the Geographic Distribution and Location of Investments

| Target Area | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description |
|---|---|---|---|
| | | | |

### Narrative

The project is not geographically targeted. It is a resource for the entire community in an LMI neighborhood. 90% of the total PY25 CDBG allocation is dedicated to the Huntamer Park Project. A more detailed description of the project is attached to the CAPER.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

The City plans to leverage State and additional Federal funds to complete the Huntamer Park project. A more detailed description of the funding breakdown is included in the detailed project information attached to the CAPER. The City owns Huntamer Park.

## CR-20 - Affordable Housing 91.520(b)

**Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.**

**Table 5 – Number of Households**

| | One-Year Goal | Actual |
|---|---|---|
| Number of Homeless households to be provided affordable housing units | 0 | 0 |
| Number of Non-Homeless households to be provided affordable housing units | 0 | 0 |
| Number of Special-Needs households to be provided affordable housing units | 0 | 0 |
| **Total** | **0** | **0** |

**Table 6 – Number of Households Supported**

| | One-Year Goal | Actual |
|---|---|---|
| Number of households supported through Rental Assistance | 0 | 0 |
| Number of households supported through The Production of New Units | 0 | 0 |
| Number of households supported through Rehab of Existing Units | 0 | 0 |
| Number of households supported through Acquisition of Existing Units | 0 | 0 |
| **Total** | **0** | **0** |

## Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City aims to build on the strategic directions outlined in its Affordable Housing Strategy Housing - Envision Tomorrow Lacey to continue investing in local and regional plans to create more affordable new rental housing and homeownership opportunities, and to establish broader anti-displacement measures. The City remains committed to all goals outlined in the plan(s) and will pursue those goals through investment in projects through the Human Services Grant Program, Regional Housing Council, HOME Consortium, and other opportunities as they arise.

## Discuss how these outcomes will impact future annual action plans.

The City may in the future determine additional CDBG dollars should go towards affordable housing.

## Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

**Table 7 – Number of Households Served**

| Number of Households Served | CDBG Actual | HOME Actual |
|---|---|---|
| Extremely Low-income | 0 | 0 |
| Low-income | 0 | 0 |
| Moderate-income | 0 | 0 |
| **Total** | **0** | **0** |

## Narrative Information

The City has not begun the CDBG-funded project yet. The City's initial CDBG-funded priority is Huntamer Park Improvements.

The City's long-range planning goals and policies support our strategy to meet local and regional housing goals, implement state requirements, and support thriving neighborhoods and housing opportunities for everyone who calls Lacey home – now and in the future.

Each goal and policy is grounded in the City's Housing Action Plan and Affordable Housing Strategy, which outline detailed actions, tools, and strategies to expand housing options and affordability, guide implementation and monitoring, and adjust housing policies over time. For more information, please visit the City's updated Comprehensive Plan at
- Housing - Envision Tomorrow Lacey

## CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City operates a local grant program that offers $300,000 in direct allocations to local non-profit agencies that serve vulnerable community members, including chronically unhoused individuals and families, families with children, Veterans, and unaccompanied youth, and persons at risk of becoming unhoused.

The City funds and manages the Lacey Veterans Services Hub (LVSH), which provides direct services to vulnerable community members, including unhoused community members, Veterans, and their families. Every Thursday, LVSH provides coordinated entry for unhoused veterans. There are also four HUD/VASH caseworkers located at the LVSH who help with housing vouchers and case management for unhoused veterans Monday through Friday, 8 a.m. to 4 p.m.

The Thurston County Veterans Assistance fund also operates out of the LVSH Monday through Friday, 8 a.m. – 4 p.m. to provide emergency assistance to Veterans at risk of becoming unhoused.

The LVSH also serves as a satellite location for the Thurston County Food Bank Monday through Friday, 8 a.m. to 4 p.m., by providing access to food, socks, personal hygiene kits, and basic items to persons and families in need.

### Addressing the emergency shelter and transitional housing needs of homeless persons

The City does not oversee the coordinated entry program or the administration of HMIS. The City does oversee the Lacey Veterans Services Hub (LVSH) which provides direct services to unhoused community members including veterans and families. Every Thursday, LVSH facilitates a meeting with Coordinated Entry providers and unhoused veterans and non-veterans. This weekly meeting is called the Veterans Housing Options Group (VHOG).

**VHOG Providers:**

- Veterans Affairs-Community Housing and Outreach Services
- VA Employment Specialist
- VA Justice Outreach Coordinator
- Thurston County Veterans Assistance Funds Program
- Supportive Services for Veteran Families
- Family Support Center-Coordinated Entry
- Thurston County Food Bank
- Worksource
- MedAdvise (Medicare)
- Vocational Rehabilitation Specialists (VRSI-Homeless Veteran Reintegration Program)
- Olympic Health and Recovery Services-Forensic Projects for Assistance in Transition from Homelessness
- Joint Animal Services
- AJAC-Advanced Manufacturing Apprenticeships
- Heavy Equipment Colleges of America

## Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City provides and supports a broad range of local human services to community members. The services are targeted to alleviate hardships and help individuals to access community resources. The City engages in this work in four (4) distinct ways:

1. Direct social service outreach & clean-up response;
2. Coordinated efforts with regional and community partners;

3. Providing funding to support the work of non-profit and other governmental entities; and
4. Advocacy for more comprehensive solutions to homelessness at the state and federal level.

Through this work, the City aims to provide and support services in the community that are delivered with compassion, enhance public safety and wellbeing for all, and are legal. The following LINK provides a brief overview of the ways the City of Lacey is working on this issue in the community.

### Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City has several resources to assist homeless individuals and families. As mentioned above, the Human Services Grant Program provides direct funding to non-profits who work directly with homeless, unaccompanied youth, families, and others tot ransition to permanent housing and help them to avoid becoming homeless at all.

The Lacey Veterans Services Hub (LVSH) provides many direct human services to homeless persons including those who are chronically homeless. You can learn more about the services provided HERE.

For chronically homeless individuals in crisis the City also has a Mobile Outreach Team (MOT) - that works in coordination with the Lacey Police Department Community Resource Unit (CRU) to assist homeless people to find the resources they need. The CRU and the MOT work in close relationship with our Human Services providers and the LVSH to make sure that every strategy possible is utilized to help community members in need.

This includes helping community members find immediate shelter, enroll in coordinated entry, find transitional housing services, utilize the Thurston County food bank, find school resources, obtain employment and job training, education resources, mental health and health care access, get free transportation and find permanent affordable housing.

## CR-30 - Public Housing 91.220(h); 91.320(j)

### Actions taken to address the needs of public housing

The City will continue to partner with social service agencies and public and private housing initiatives through:

- Funding and maintaining its Human Services Grant Program, which fosters collaboration with non-profits that provide direct services, including housing
- Participation in the Regional Housing Council
- Remaining in the Thurston County HOME Consortium
- Managing the Lacey Veterans Services Hub and acting as a primary site for weekly coordinated entry intake
- Helping the Maple Court Enhanced shelter transition to Permanent Supportive Housing with State, County, and other partners.
- Continued work with the Housing Authority of Thurston County and other local non-profits
- Providing local tax incentives for new affordable housing

### Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The City of Lacey does not have direct access to public housing residents. The City works with the aforementioned partners on public housing initiatives and assistance with homeownership.

### Actions taken to provide assistance to troubled PHAs

N/A

## CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

Housing plays a central role in shaping the quality of life in Lacey. As our community continues to grow, residents consistently express the importance of safe, affordable, and attractive neighborhoods that meet the daily needs of individuals and families across all life stages. Whether it's a standalone house, a cottage-style home, or a small multiplex near schools, parks, or bus routes, Lacey is planning for a full range of housing options to support a vibrant, livable, and connected community. Just as importantly, residents want to ensure that new housing development respects and reflects Lacey's identity – one that includes our tree canopy, open spaces, and strong environmental stewardship. The City's long range affordable housing strategy is located at Housing - Envision Tomorrow Lacey.

In order to support every resident having access to safe and affordable housing, Lacey has completed detailed studies on housing needs, land capacity, and displacement risk. While this web page provides highlights, the full technical reports are available in the Housing section of the Document Library.

**Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The City is developing a Human Services Strategic Plan (2027-2031) and expects to have it finalized and approved by the Lacey City Council in Fall of 2026. The initial draft priorities are:

1. Affordable Housing and Preventing Homelessness
2. Behavioral Health Services (mental health and substance use disorder)
3. Youth Services (including daycare)
4. Senior Services
5. Veteran Services
6. Enhancing Accessibility

The City continues its annual $300,000 allocation to the Human Services Grant Program, which is available to non-profits in the community that provide direct service and reduce obstacles to meeting underserved needs. Since beginning in 2024, 22 grants have been awarded, averaging $26,000 per grant.

### Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Any infrastructure or facility rehabilitation project that falls under EPA and Washington State rules for Lead-Based Paint Risk Assessments will ensure that any hazards are remediated or abated by certified contractors using safe work practices to prevent lead contamination. If lead-based paint hazards are discovered before and during remediation, the community will be educated further.

### Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City's strategy for reducing the number of poverty-level families is through direct service, government and public-sector partnerships, and funding community-based organizations that provide critical social services. Examples of these include:

- Direct outreach to unhoused individuals, including individuals in encampments, living in vehicles, or living on the street
- Funding to non-profit agencies who provide emergency financial assistance, job training and placement, youth programs, emergency home repairs, emergency supplies for school, rapid re-housing, homegrown food supplies and gardening classes, home sharing programs, and more.
- Funding and managing the Lacey Veterans Services Hub, which provides emergency financial assistance, rapid rehousing, direct housing vouchers, food and hygiene supplies, job training and placement, education counseling and placement, access to Veterans benefits, wrap-around intensive case management, and more.

### Actions taken to develop institutional structure. 91.220(k); 91.320(j)

There is a strong commitment in the community to work on issues affecting low-and moderate-income persons. Housing affordability and human services are a high priority and the institutional delivery system has been modified in recent years to help address these issues.

The changes include:

- Additional local funding to create and preserve affordable housing and mental health
- Coordination and help getting additional state and federal funds for affordable housing and mental health
- Adopting the Affordable Housing Strategy
- Coordination with other local governments and nonprofits
- Participating in the Regional Housing Council
- Convening and working with the Homelessness Work Group
- Convening and working with Human Services Work Group
- Convening and working with Human Services Commission

### Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City will continue to partner with social service agencies, and public and private housing initiatives through:

- Funding and maintaining its Human Services Grant Program, which fosters collaboration with non-profits that provide direct services, including housing services
- Participation in the Regional Housing Council
- Remaining in the Thurston County HOME Consortium
- Managing the Lacey Veterans Services Hub and acting as a primary site for weekly coordinated entry
- Helping the Maple Court Enhanced shelter transition to Permanent Supportive Housing with State, County, and other partners
- Continued work with the Housing Authority of Thurston County and other local non-profits
- Providing local tax incentives for new affordable housing

### Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

In the 2023-2027 Fair Housing Assessment done by Thurston County, The Housing Authority of Thurston County and the City of Olympia, Over 600 community members who responded to their survey prioritized the following strategies to increase equity and reduce disparities among protected classes in Thurston County:

1. More affordable housing and/or financial assistance for housing for low-income individuals and families - The City of Lacey funds direct emergency financial assistance through its Human Services Grant Program

2. Increasing access to homeownership - The City of Lacey participates in the Black Homes Initiative in Thurston County and provides a Home Buying Expo annually.

3. Housing in a variety of types and sizes to meet various family sizes and needs - The City's long range housing plans include strategies to increase housing types and sizes.

4. Reducing barriers to accessing housing (criminal history, credit history, etc.)

5. Education about fair housing rights and responsibilities; and enforcement of source of income protections - The City of Lacey funds the Dispute Resolution Center each year to assist tenants and landlords with complaints and mediation. The City partnered with The City of Olympia and the DRC to produce a "Renter Ready" class in July of 2026.

## CR-40 - Monitoring 91.220 and 91.230

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City will adhere to all HUD requirements for monitoring and environmental review. The standards and procedures used are in-line with all federal regulations such as Davis Bacon, Section 3, BABA rules etc. Staff tracks their CDBG dollars to make sure that spending percentages do not exceed 15% for public service projects and 20% for Administration. The City does not currently have sub-recipients. If the City determines a desire for sub-recipients, there will need to be mandatory training for sub recipients and a monitoring handbook and monitoring process developed.

The City will strive to meet our objectives for reducing and ending homelessness by executing our Envision Tomorrow 2045 Comprehensive Plan and through our Human Services Strategic Plan.

## Citizen Participation Plan 91.105(d); 91.115(d)

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports**.

The City published ads in the paper of record for the 2025 CAPER Public Comment Period and Public Hearing. The City presented the CAPER at the Human Services Commission on September 3, 2026, which is a public meeting with a public hearing. The CAPER was made available by request, on-line and in City Hall.

## CR-45 - CDBG 91.520(c)

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City of Lacey has not changed any of the program objectives for the 2025 Program Year or Consolidated Plan 2023-2027.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## CR-45 - CDBG 91.520(c)

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City of Lacey has not changed any program objectives for the 2025 Program Year or the 2023-2027 Consolidated Plan.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## CR-58 – Section 3

### Identify the number of individuals assisted and the types of assistance provided

**Table 8 – Total Labor Hours**

| Total Labor Hours | CDBG | HOME | ESG | HOPWA | HTF |
|---|---|---|---|---|---|
| Total Number of Activities | 0 | 0 | 0 | 0 | 0 |
| Total Labor Hours | | | | | |
| Total Section 3 Worker Hours | | | | | |
| Total Targeted Section 3 Worker Hours | | | | | |

**Table 9 – Qualitative Efforts - Number of Activities by Program**

| Qualitative Efforts - Number of Activities by Program | CDBG | HOME | ESG | HOPWA | HTF |
|---|---|---|---|---|---|
| Outreach efforts to generate job applicants who are Public Housing Targeted Workers | | | | | |
| Outreach efforts to generate job applicants who are Other Funding Targeted Workers. | | | | | |
| Direct, on-the job training (including apprenticeships). | | | | | |
| Indirect training such as arranging for, contracting for, or paying tuition for, off-site training. | | | | | |
| Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching). | | | | | |
| Outreach efforts to identify and secure bids from Section 3 business concerns. | | | | | |
| Technical assistance to help Section 3 business concerns understand and bid on contracts. | | | | | |
| Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns. | | | | | |
| Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services. | | | | | |
| Held one or more job fairs. | | | | | |
| Provided or connected residents with supportive services that can provide direct services or referrals. | | | | | |
| Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation. | | | | | |
| Assisted residents with finding child care. | | | | | |

| | | | | | |
|---|---|---|---|---|---|
| Assisted residents to apply for, or attend community college or a four-year educational institution. | | | | | |
| Assisted residents to apply for, or attend vocational/technical training. | | | | | |
| Assisted residents to obtain financial literacy training and/or coaching. | | | | | |
| Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns. | | | | | |
| Provided or connected residents with training on computer use or online technologies. | | | | | |
| Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses. | | | | | |
| Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act. | | | | | |
| Other. | | | | | |

## Narrative

The City does not currently have any CDBG Projects active or out for bid. The Environmental Review process has just begun for the Huntamer Park Project.

## CR-60 - ESG 91.520(g) (ESG Recipients only)

**ESG Supplement to the CAPER in *e-snaps***

**For Paperwork Reduction Act**

### 1. Recipient Information — All Recipients Complete

**Basic Grant Information**

| | |
|---|---|
| **Recipient Name** | LACEY |
| **Organizational DUNS Number** | 0 |
| **UEI** | F3Q7BEH9DFK4 |
| **EIN/TIN Number** | 910819427 |
| **Identify the Field Office** | SEATTLE |
| **Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance** | |

**ESG Contact Name**

**Prefix**
**First Name**
**Middle Name**
**Last Name**
**Suffix**
**Title**

**ESG Contact Address**

**Street Address 1**
**Street Address 2**
**City**
**State**
**ZIP Code**
**Phone Number**
**Extension**
**Fax Number**
**Email Address**

<u>**ESG Secondary Contact**</u>

**Prefix**
**First Name**
**Last Name**
**Suffix**
**Title**
**Phone Number**
**Extension**
**Email Address**

## 2. Reporting Period — All Recipients Complete

| | |
|---|---|
| **Program Year Start Date** | 09/01/2025 |
| **Program Year End Date** | 08/31/2026 |

## 3a. Subrecipient Form — Complete one form for each subrecipient

**Subrecipient or Contractor Name**
**City**
**State**
**Zip Code**
**DUNS Number**
**UEI**
**Is subrecipient a victim services provider**
**Subrecipient Organization Type**
**ESG Subgrant or Contract Award Amount**

## Attachment
## Huntamer Park Project Information

# PROJECT REQUEST

CITY OF LACEY

**Instructions:** *This form shall be filled out by an authorized Department representative. The intent of this form is to retain approval for initial project feasibility, cost estimating, and capital planning.*

## REQUESTOR'S INFORMATION

Department: Parks, Culture & Recreation Name: Jen Burbidge Date: 5/12/26

Stakeholders (if known): Parks Board, MJR, Community Users of Huntamer Park, City Council

## PROJECT INFORMATION

Project Name: Huntamer Park Pathways Replacements

Project Location: Huntamer Park – Huntamer Park - 626 Woodland Square Loop SE

**Priority**:
- ☐ Emergency
- ☑ High
- ☐ Routine

**Classification**:
- ☑ Safety Improvement
- ☑ Repair
- ☑ Functional Improvement
- ☑ Preventative
- ☑ Appearance/Amenity

Scope: *(include as much information as possible, to include photos and dimensions as necessary to convey pertinent information) List any potential systems that may be affected (electrical, mechanical, structural) and any furniture, fixtures or equipment needed.)*

• Replace the walking paths within the Northern .77-acre parcel at Huntamer Park. The estimated total concrete replacement is ~8,200 square feet (see map document) of exposed aggregate concrete with an approximate 1-foot smooth/regular border on both sides of all the walking paths. These estimates have been calculated with aerial maps and some onsite measurements however a more exact measurement is needed. The replacement concrete needs to be reinforced to support the weight of boom lifts (20,000 lbs) that are used to hang the holiday lights.
• Existing fixtures include four in-ground mounted garbage cans, five picnic tables bolted to the concrete, and six

Reason Needed: *(What is the deficiency and what are the consequences if the project is not completed?)*

• Several locations where the concrete has lifted, creating a concrete "ledge".
• Several locations where the concrete has settled, cracked, and grown into large depressed areas after years of freeze/thaw cycles and heavy equipment use for holiday light installation.
• Virtually everywhere, small hairline cracks run throughout the walking paths. While these may not be a significant concern now, they will eventually become larger if not repaired.

Limitations: *(Schedule or timing requirements, including deadline or limitations on time of year work may be completed. If such limitations exist, please explain)*

Weather limitations of construction may be a constraint.
It would be ideal to coordinate the construction with the other project in the South parcel of the park.

## FUNDING

Cost Range: $419,000 Project Code: TBD Account Number: ____________

*Check all that apply* Amount approved ____________ Year ________
- ☐ Amendment required
- ☐ *Grant ____________
- ☐ *Other ____________

**Provide details, including project requirements or suspense associated with funding*

## PROJECT EXECUTION

*Describe planning that has already been completed (e.g. consultants hired, reports/studies completed, plan review, any active permits)*:

None. Design concept completed for the plaza and water feature. It was suggested combining this project with the plaza/water feature project however the project locations may make it difficult. In addition, this is an immediate need while the plaza/water feature project is a long-term project with funding sources needed.

## PROJECT PHASES

*Estimate a reasonable time frame for beginning each phase, understanding that they may occur in subsequent years depending on complexity and available staff. Check who will be performing the work.*

| | | | |
|---|---|---|---|
| **Planning:** | 20 27 | ☐ Consultant | ☑ City Staff |
| **Design:** | 20 28 | ☐ Consultant | ☑ City Staff |
| **Construction:** | 20 29 | ☑ Contractor | ☐ City Staff |

## QUESTIONS

1. What other alternatives to this project have been considered and why were they discounted?

A consideration is to replace the existing aggregate concrete and borders with asphalt pavement. This would be less expensive however it would not be as strong as the concrete and would not match the south section of the park or the planned new plaza area.

2. Is this project expected to decrease/increase City maintenance costs? How and by how much?

There will be a minimal decrease to maintenance costs. Less repairs will be required in the near-term.

3. Will this project have any impacts to the Public? If yes, please describe.

The public will have an improved, safer, accessible, walking area and event space.

4. Will this project affect adjacent spaces? If yes, please describe.

Yes, Construction would impact the offices and apartment buildings.

5. Will the result of this project require any special equipment, operating conditions, or the purchase of equipment of furniture? If so, is it part of the request? If not, please describe further requirements and estimated costs.

No/unknown at this time.

# Huntamer Park

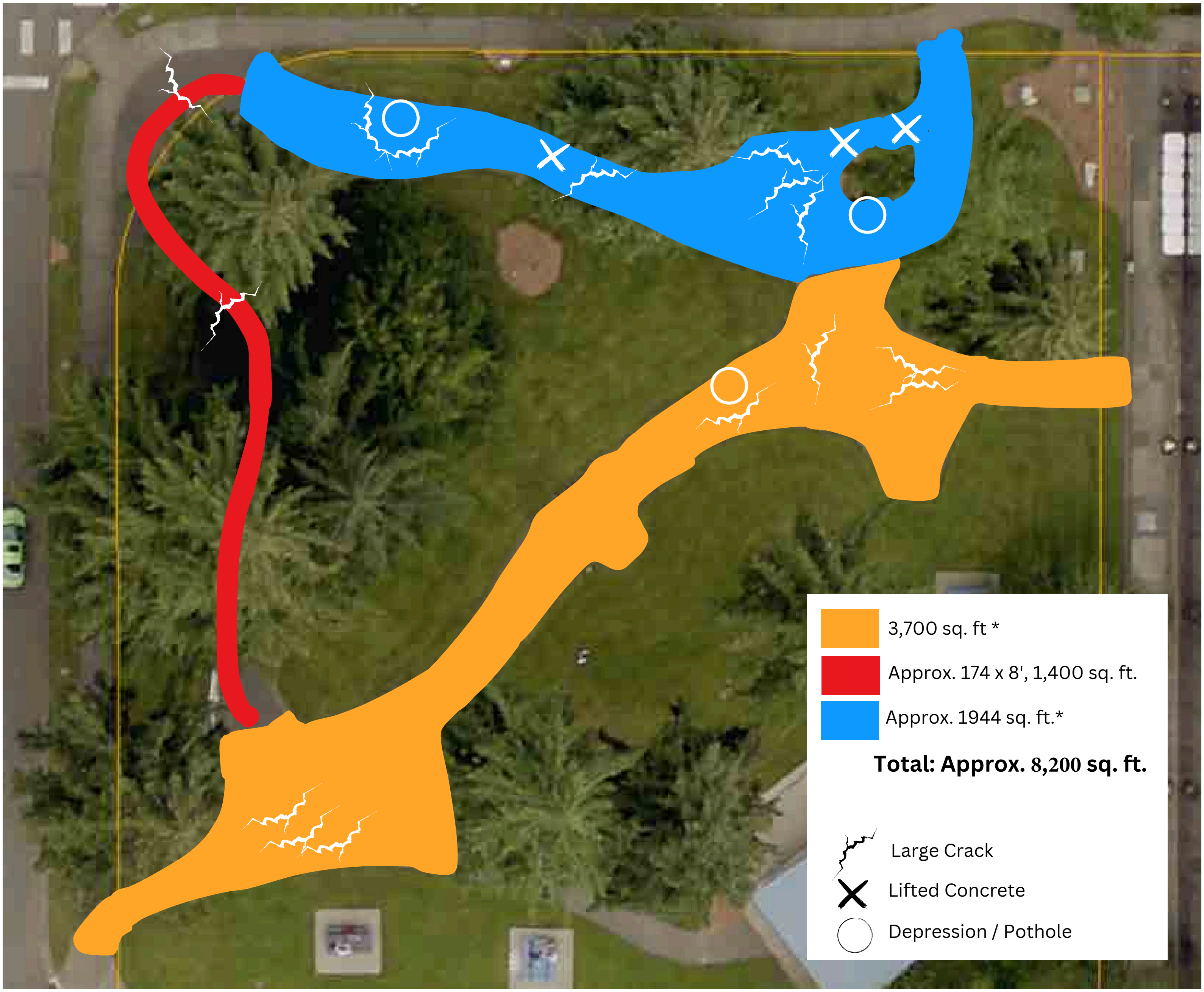


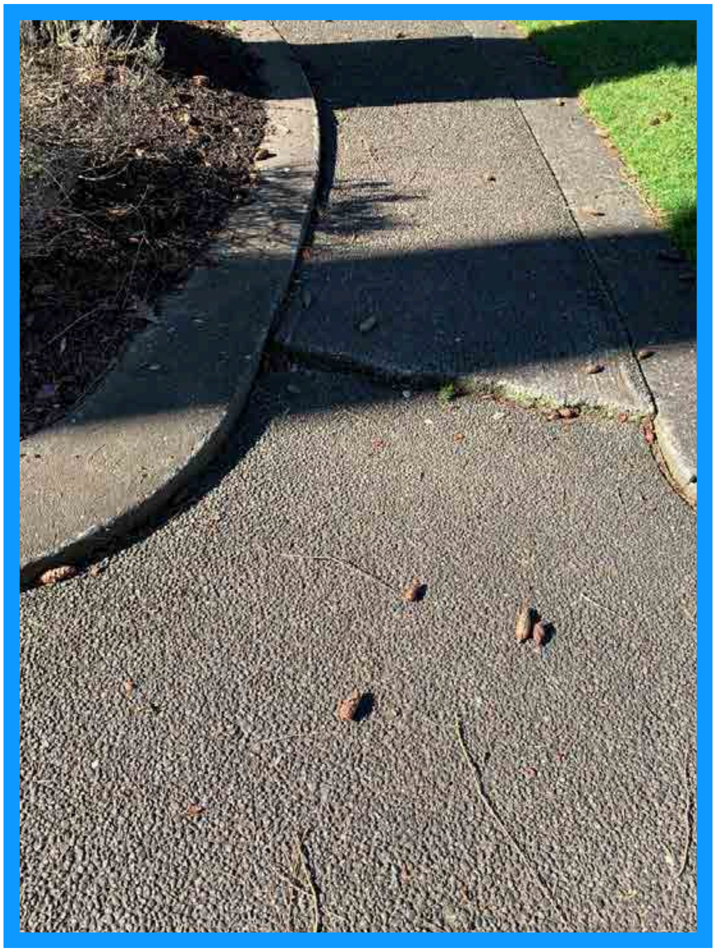

Photo of existing concrete design - aggregate with smooth border


Depressions / Potholes


Depressions / Potholes


Large cracks

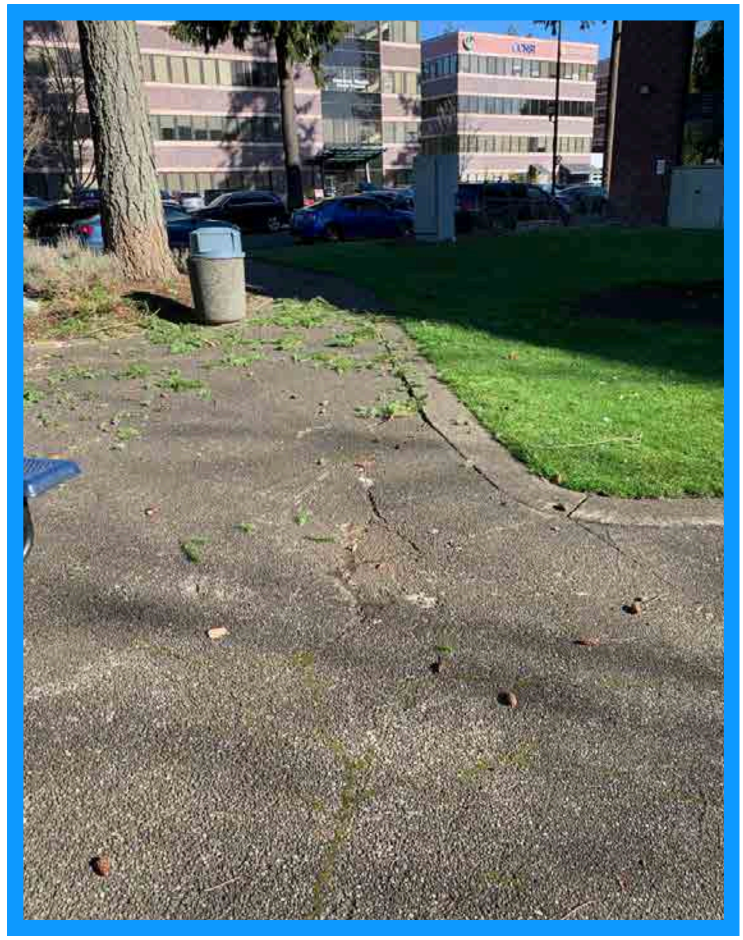

Large cracks


Lifted Concrete

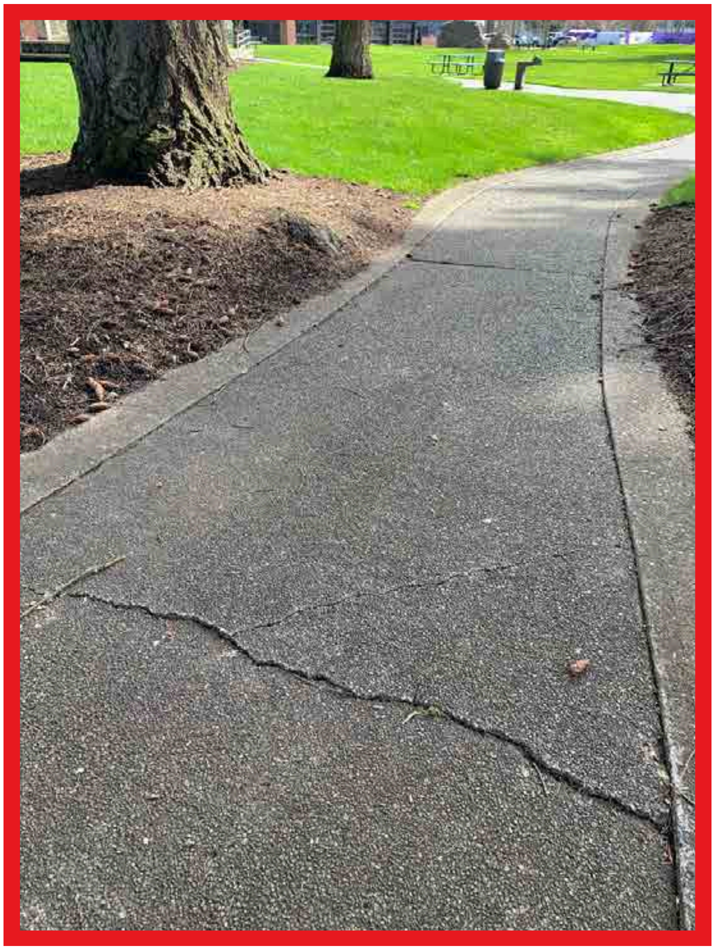

Lifted Concrete

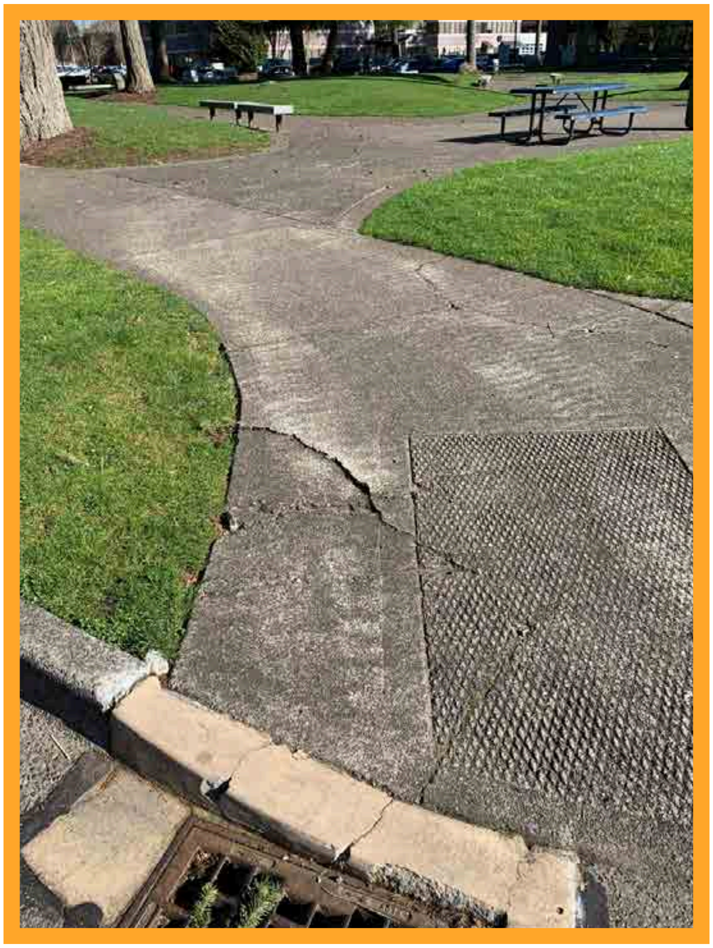

Lifted Concrete


Large cracks


Large cracks

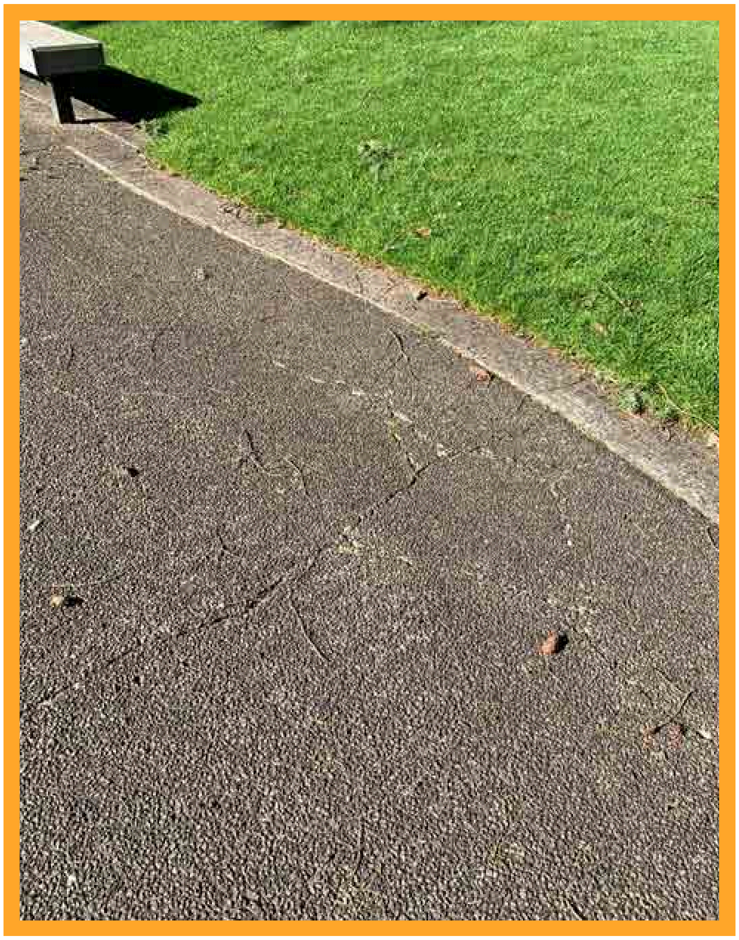

Large cracks


Large cracks


Large cracks


Large cracks

Large cracks



Large cracks

Large cracks

Hutamer Park Sidewalk Replacement
Estimator: BST
With reinforced concrete (4" CSTC, 6" Thick Slab, Cl. 4000, #4 rebar 12" OC/EW)

| Work Description | Units | Estimated Quantity | Unit Cost | Total |
|---|---|---|---|---|
| Minor Change | MC | 1 | $ 15,000.00 | $ 15,000.00 |
| Mobilization | LS | 1 | $ 15,000.00 | $ 15,000.00 |
| Temporary Traffic Control | LS | 1 | $ 5,000.00 | $ 5,000.00 |
| Flaggers | HR | 64 | $ 80.00 | $ 5,120.00 |
| Temporary Chain Link Fencing | LF | 650 | $ 22.00 | $ 14,300.00 |
| Erosion Control | LS | 1 | $ 2,500.00 | $ 2,500.00 |
| Removal of structures and obstructions | LS | 1 | $ 15,000.00 | $ 15,000.00 |
| Crushed surfacing top course | TN | 210 | $ 60.00 | $ 12,600.00 |
| Cement Conc. sidewalk | SY | 870 | $ 150.00 | $ 130,500.00 |
| St. Reinf. Bar | LB | 11000 | $ 3.00 | $ 33,000.00 |
| Lawn and Landscape Restoration | LS | 1 | $ 4,000.00 | $ 4,000.00 |
| Project Closeout | LS | 1 | $ 3,000.00 | $ 3,000.00 |
| | | | | |
| | | | Subtotal | $ 255,020.00 |
| | | tax | 9.7% | $ 24,736.94 |
| | | | Total | $ 279,756.94 |

| | |
|---|---|
| Construction total | $ 279,756.94 |
| PE/CE (30%) | $ 83,927.08 |
| Subtotal | $ 363,684.02 |
| Total with 15% contingency | $ 418,236.63 |

**For Budget Request $ 419,000.00**

***ALTERNATIVE***
With Asphalt instead (4" CSTC, 3" of 1/2" Fiber Reinforced HMA PG 58H-22)

| Work Description | Units | Estimated Quantity | Unit Cost | Total |
|---|---|---|---|---|
| Minor Change | MC | 1 | $ 15,000.00 | $ 15,000.00 |
| Mobilization | LS | 1 | $ 10,000.00 | $ 10,000.00 |
| Temporary Traffic Control | LS | 1 | $ 5,000.00 | $ 5,000.00 |
| Flaggers | HR | 64 | $ 80.00 | $ 5,120.00 |
| Temporary Chain Link Fencing | LF | 650 | $ 22.00 | $ 14,300.00 |
| Erosion Control | LS | 1 | $ 2,500.00 | $ 2,500.00 |
| Removal of structures and obstructions | LS | 1 | $ 15,000.00 | $ 15,000.00 |
| Crushed surfacing top course | TN | 210 | $ 60.00 | $ 12,600.00 |
| Fiber Reinforced HMA PG 58H-22 | TN | 168 | $ 205.00 | $ 34,440.00 |
| Lawn and Landscape Restoration | LS | 1 | $ 4,000.00 | $ 4,000.00 |
| Project Closeout | LS | 1 | $ 3,000.00 | $ 3,000.00 |
| | | | | |
| | | | Subtotal | $ 120,960.00 |
| | | tax | 9.7% | $ 11,733.12 |

| | | | | |
|---|---|---|---|---|
| | | | Total | $ 132,693.12 |

| | |
|---|---|
| Construction total | $ 132,693.12 |
| PE/CE (50%) | $ 66,346.56 |
| Subtotal | $ 199,039.68 |
| Total with 15% contingency | **$ 228,895.63** |

# Estimate of
# Probable Cost of Construction

HBB Landscape Architecture

Date: March 30, 2026

Project Name: Huntamer Park
Project Number: 2024-19
Project Phase: Master Plan: Preferred Concept
Prepared By: M.Oviir / N. Price
Checked By: M.Oviir

| | Subtotal | Mobilization & Overhead (10%) | Contingency ( 30%) | Sales Tax (9.7%) | Construction Total (2026) | Soft Costs (30%) | Total Project Cost (2026) | Escalation 2027 (6%) | Escalation 2028 (6%) | Escalation 2029 (6%) | Total Project Cost (2029) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Preferred Concept | $983,030.00 | $98,303 | $294,909 | $95,354 | **$1,471,596** | $294,909 | **$1,766,504.91** | $105,990 | $112,350 | $119,091 | **$2,103,935.61** |

# PROJECT REQUEST

**Instructions:** *This form shall be filled out by an authorized Department representative. The intent of this form is to retain approval for initial project feasibility, cost estimating, and capital planning.*

## REQUESTOR'S INFORMATION

Department: Parks, Culture & Recreation Name: Jen Burbidge Date: 5/12/26

Stakeholders (if known): Parks Board, MJR, Community Users of Huntamer Park, City Council

## PROJECT INFORMATION

Project Name: Huntamer Park Plaza and Water Feature

Project Location: Huntamer Park – Huntamer Park - 626 Woodland Square Loop SE

**Priority**:
- ☑ Emergency
- ☑ High
- ☑ Routine

**Classification**:
- ☐ Safety Improvement
- ☐ Repair
- ☑ Functional Improvement
- ☑ Preventative
- ☑ Appearance/Amenity

Scope: *(include as much information as possible, to include photos and dimensions as necessary to convey pertinent information) List any potential systems that may be affected (electrical, mechanical, structural) and any furniture, fixtures or equipment needed.)*

Capital Projects team Notes:
Please review the design concept, cost estimates, and review/provide feedback including if these are appropriate budget amounts, including any City staff costs. We asked them to keep these costs (per Ashley); 6% escalation costs per year with a 2029 construction target, 30% contingency, and soft costs at 30%

This project was submitted for budget consideration is 2026 and is being resubmitted for 2027 reconsideration.
• Make improvements to the Southeast corner of Huntamer Park to include replacement of the climbing structure

Reason Needed: *(What is the deficiency and what are the consequences if the project is not completed?)*

• The Woodland District Branding Project, conducted in 2019, included a water feature as a park feature to create a more inviting atmosphere on the South side of the park and to encourage activity. Huntamer Park is a central feature of the mid-town innovation district, without upgrades (as recommended in the branding document) the park will not keep up with the changing environment.
• The existing climbing structure was installed in 2005 and has some fiberglass damage

Limitations: *(Schedule or timing requirements, including deadline or limitations on time of year work may be completed. If such limitations exist, please explain)*

• The highest use of the park is during summer months (early July until mid-August) when events are held, construction during this time would be impossible. Preferred for construction in non-summer months.

## FUNDING

Cost Range: $2,115,000 (+$15,500 Project Code: ________ Account Number: up to $1M from the GF

*Check all that apply* Amount approved ______________________________ Year ________

- ☐ Amendment required
- ☐ *Grant ______________________________
- ☐ *Other ______________________________

**Provide details, including project requirements or suspense associated with funding*

## PROJECT EXECUTION

*Describe planning that has already been completed (e.g. consultants hired, reports/studies completed, plan review, any active permits)*:

• The Lacey Midtown Woodland District Branding Project, 2019
• Lacey Parks, Culture and Recreation Comprehensive Plan 2023-2029 identified Huntamer Park's play structure in need of replacement.
• A landscape architect was hired in June 2024 to provide conceptual designs and a cost estimates. See attached documents and concepts. –
• A survey was conducted for the Southern parcel of the park.

## PROJECT PHASES

*Estimate a reasonable time frame for beginning each phase, understanding that they may occur in subsequent years depending on complexity and available staff. Check who will be performing the work.*

| | | | |
|---|---|---|---|
| **Planning:** | 20<u>28</u> | ☑ Consultant | ☐ City Staff |
| **Design:** | 20<u>29</u> | ☑ Consultant | ☐ City Staff |
| **Construction:** | 20<u>30</u> | ☑ Contractor | ☐ City Staff |

## QUESTIONS

1. What other alternatives to this project have been considered and why were they discounted?

Three concepts for the project were considered with varying cost levels. The one selected best represents the mid-town vision.

2. Is this project expected to decrease/increase City maintenance costs? How and by how much?

The addition of a water feature will increase M&O by $15,500 yearly for the following estimated costs;
o ~$12,200 – 150 hour for Journey Level Maintenance Tech with benefits
o $2,500 – Water and Electricity
o $800 – Chlorine and replacement parts per year

3. Will this project have any impacts to the Public? If yes, please describe.

Yes. upgraded facilities will be a positive change. Making the water feature ADA accessible would be an added benefit. A large plaza area will benefit events.

4. Will this project affect adjacent spaces? If yes, please describe.

Yes, construction would be disruptive to apartments and work buildings. Part of the park would need to be closed during construction.

5. Will the result of this project require any special equipment, operating conditions, or the purchase of equipment of furniture? If so, is it part of the request? If not, please describe further requirements and estimated costs.

Yes, water and electricity and specialized training for staff (outlined above)

# Estimate of
# Probable Cost of Construction
HBB Landscape Architecture

Date: March 30, 2026

Project Name: Huntamer Park
Project Number: 2024-19
Project Phase: Master Plan: Preferred Concept
Prepared By: M.Oviir / N. Price
Checked By: M.Oviir

| | Subtotal | Mobilization & Overhead (10%) | Contingency ( 30%) | Sales Tax (9.7%) | Construction Total (2026) | Soft Costs (30%) | Total Project Cost (2026) | Escalation 2027 (6%) | Escalation 2028 (6%) | Escalation 2029 (6%) | Total Project Cost (2029) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Preferred Concept | $983,030.00 | $98,303 | $294,909 | $95,354 | **$1,471,596** | $294,909 | **$1,766,504.91** | $105,990 | $112,350 | $119,091 | **$2,103,935.61** |

# Estimate of
# Probable Cost of Construction
## HBB Landscape Architecture

Date: March 30, 2026

| | |
|---|---|
| Project Name: | Huntamer Park |
| Project Number: | 2024-19 |
| Project Phase: | Master Plan: Preferred Concept |
| Prepared By: | M.Oviir / N. Price |
| Checked By: | M.Oviir |

**Park Improvements Total: $1,766,504.91**

## Preferred Concept

| Item | Description | Qty | Unit | | Unit Cost | | Item Total |
|---|---|---|---|---|---|---|---|
| 1 | **Site Preparation** | | | | | **$** | **80,113.60** |
| | Grading, clearing & grubbing, TESC, subgrade preparation, vegetation protection fence | 13,306 | SF | $ | 5.60 | $ | 74,513.60 |
| | Adjustments to Existing Irrigation | 1 | LS | $ | 5,600.00 | $ | 5,600.00 |
| 2 | **Plaza Space** | | | | | **$** | **206,516.80** |
| | Concrete Paving - (regular concrete with scoring) | 2,022 | SF | $ | 22.40 | $ | 45,292.80 |
| | Specialty Paving - (integral color, exposed aggregate, specialty mix, or paver) | 1,359 | SF | $ | 56.00 | $ | 76,104.00 |
| | Custom Seat Bench - Streetlife SOL-SKT-C-170-60-CT-CU + VBR | 1 | LS | $ | 85,120.00 | $ | 85,120.00 |
| 3 | **Pathways** | | | | | **$** | **37,587.00** |
| | Concrete path (10' wide) | 2,211 | SF | $ | 17.00 | $ | 37,587.00 |
| 4 | **Walls** | | | | | **$** | **8,400.00** |
| | Seat wall - (concrete, 18" high, 12" wide) | 50 | LF | $ | 168.00 | $ | 8,400.00 |
| 5 | **Planting** | | | | | **$** | **71,147.60** |
| | Seed Lawn Restoration (restoration around edges) | 5,111 | SF | $ | 5.60 | $ | 28,621.60 |
| | Shrub/ Groundcover Planting area (shrubs, groundcovers, soil, fertilizer) | 2,158 | SF | $ | 17.00 | $ | 36,686.00 |
| | Trees (deciduous tree, 2" caliper) | 8 | EA | $ | 730.00 | $ | 5,840.00 |
| 6 | **Water Feature** | | | | | **$** | **336,000.00** |
| | Water Feature (dry deck, interactive, 10-15 nozzles, programmable zones, includes lighting, pump and fileter in underground vault) | 1 | LS | $ | 336,000.00 | $ | 336,000.00 |
| 7 | **Site Furnishings** | | | | | **$** | **39,200.00** |
| | Trash/Recycle Receptacle (metal, with concrete pad) | 4 | EA | $ | 2,800.00 | $ | 11,200.00 |
| | Picnic Table (movable, bistro style, 5 person, metal) | 5 | EA | $ | 5,600.00 | $ | 28,000.00 |
| 8 | **Informal play** | | | | | **$** | **57,065.00** |
| | Landscape Pebble - small - QPEBBLE2-36 | 9 | EA | $ | 1,078.00 | $ | 9,702.00 |
| | Landscape Pebble - medium - QPEBBLE5-56 | 5 | EA | $ | 3,837.00 | $ | 19,185.00 |
| | Landscape Pebble - large - QPEBBLE4-77 | 2 | EA | $ | 5,839.00 | $ | 11,678.00 |
| | Shipping, tax & Installation (40% of equipment cost) | 1 | LS | $ | 16,500.00 | $ | 16,500.00 |
| 9 | **Utility Connections / Adjustments** | | | | | **$** | **56,000.00** |
| | water, power, drainage | 1 | LS | $ | 56,000.00 | $ | 56,000.00 |
| 10 | **Lighting** | | | | | **$** | **35,000.00** |
| | Low level site lighting (integrated strip lighting/bollards/pedestrian fixtures) | 1 | LS | $ | 35,000.00 | $ | 35,000.00 |
| 11 | **Art Integration** | | | | | **$** | **56,000.00** |
| | Art Installation - Allowance | 1 | LS | $ | 56,000.00 | $ | 56,000.00 |

| | |
|---|---|
| *Subtotal* | $983,030.00 |
| *Contractor Mobilization & Overhead (10%)* | $98,303.00 |
| *Contingency (30%)* | $294,909.00 |
| *Sales Tax (9.7%)* | $95,353.91 |
| ***Construction Total*** | **$1,471,595.91** |
| Soft Costs (30%) | $294,909.00 |
| **Total Project Cost** | **$1,766,504.91** |


# Huntamer Park Improvements

## Preferred Concept

April 2026

CITY OF LACEY

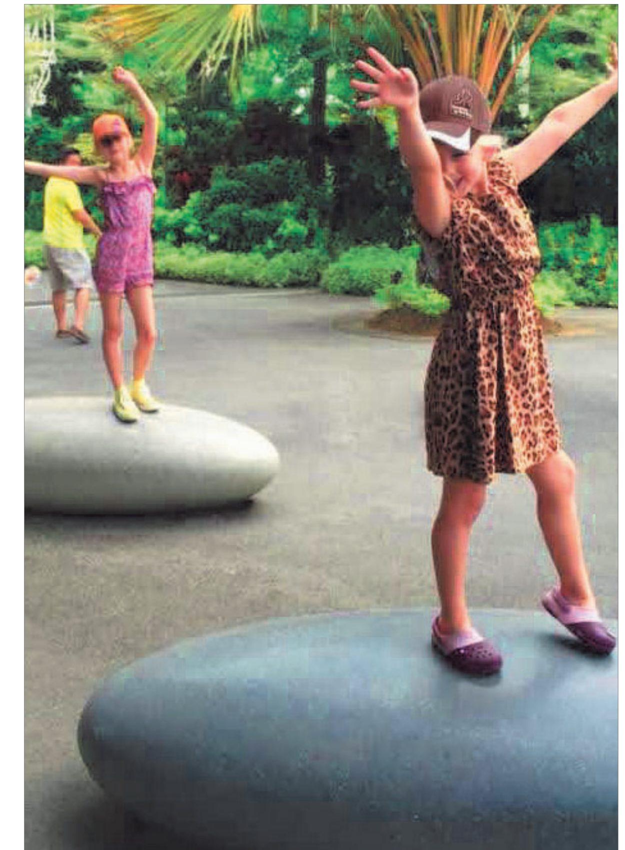
HBB
LANDSCAPE ARCHITECTURE

# Reference Images

Landscape Character

Custom Seat Bench

Informal Seating



Informal Play / Seating

Water Feature

Seat Wall

Plaza Paving

Picnic Tables

**Huntamer Park Improvements**
Preferred Concept
April 2026

CITY OF LACEY

HBB
LANDSCAPE ARCHITECTURE

Wonderwood Park Asphalt Replacement
Estimator: BST

| Work Description | Units | Estimated Quantity | Unit Cost | Total |
|---|---|---|---|---|
| Minor Change | MC | 1 | $ 50,000.00 | $ 50,000.00 |
| Mobilization | LS | 1 | $ 75,000.00 | $ 75,000.00 |
| Site Preparation (grading, cleating, TESCm sub | LS | 1 | $ 80,113.60 | $ 80,113.60 |
| Plaza (concrete paving, specialty paving, custo | LS | 1 | $ 206,516.80 | $ 206,516.80 |
| Pathways (concrete) | SF | 2211 | $ 17.00 | $ 37,587.00 |
| Walls (Seat wall 18" high) | LF | 50 | $ 168.00 | $ 8,400.00 |
| Plantings | LS | 1 | $ 71,147.60 | $ 71,147.60 |
| Water feature | LS | 1 | $ 336,000.00 | $ 336,000.00 |
| site furnishings | LS | 1 | $ 39,200.00 | $ 39,200.00 |
| informal play | LS | 1 | $ 57,065.00 | $ 57,065.00 |
| Utility connections | LS | 1 | $ 56,000.00 | $ 56,000.00 |
| lighting | LS | 1 | $ 35,000.00 | $ 35,000.00 |
| Art integration | LS | 1 | $ 56,000.00 | $ 56,000.00 |
| Project Closeout | LS | 1 | $ 8,500.00 | $ 8,500.00 |
| | | | Subtotal | $ 1,116,530.00 |
| | | tax | 9.7% | $ 108,303.41 |
| | | | Total | $ 1,224,833.41 |

| | |
|---|---|
| Construction total | $ 1,224,833.41 |
| 9% Inflation | $ 1,335,068.42 |
| PE/CE (20%) | $ 267,013.68 |
| Architect/consultant | $ 160,208.21 |
| Subtotal | $ 1,762,290.31 |
| Total with 20% contingency | $ 2,114,748.37 |
| **For Budget Request** | **$ 2,115,000.00** |