



CITY COUNCIL
ANDY RYDER
Mayor

MALCOLM MILLER
Deputy Mayor

LENNY GREENSTEIN
MICHAEL STEADMAN
CAROLYN COX
ED KUNKEL
ROBIN VAZQUEZ

CITY MANAGER
SCOTT SPENCE

LACEY CITY COUNCIL AGENDA
MAY 5, 2022
6:00 P.M.
REMOTE AND IN PERSON ATTENDANCE

The Lacey City Council meeting will be conducted both remote and in person.

The public may attend the meeting in person in the Council Chambers at Lacey City Hall, 420 College Street SE, Lacey, Washington, or you may view or listen to the meeting by using one of the following platforms: [Live Meetings](#), [YouTube](#), [Facebook](#), Thurston Community Media, Channel 3 with your local cable provider, or Zoom: https://us02web.zoom.us/webinar/register/WN_66SBF1V-SnqbktcHke_Fcw

The public may listen to the meeting via telephone by dialing toll-free: **(888) 788-0099** or **(877) 853-5247** - when prompted enter Webinar ID **870 7377 4852**

CALL TO ORDER:

1. **PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF AGENDA & CONSENT AGENDA ITEMS***
 - A. [Council Worksession minutes of April 14, 2022](#)
 - B. [Council Meeting minutes of April 21, 2022](#)
 - C. [A motion to approve payment of claims, wages, and transfers for April 14, 2022, through April 27, 2022](#)

**Items listed under the consent agenda are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

3. **PUBLIC RECOGNITIONS AND PRESENTATIONS:**

- A. Lacey History Month and Historian of the Year (*Erin Quinn Valcho, Museum Curator*)

4. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA****

VERBAL PUBLIC COMMENT

Persons wishing to provide verbal public comment on items NOT on the agenda must preregister to speak at https://us02web.zoom.us/webinar/register/WN_66SBF1V-SnqbktcHke_Fcw. Instructions and access details will be provided once registration is complete. Registration for verbal public comment closes at 4:00 p.m. on May 5, 2022.

WRITTEN PUBLIC COMMENT

Public comments may also be submitted by email to publiccomment@ci.lacey.wa.us. 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. The commenting period will close at 4:00 p.m. on May 5, 2022

5. **PUBLIC HEARING:**
6. **PROCLAMATIONS:**
 - A. [Lacey History Month Proclamation](#) (*Erin Quinn Valcho, Museum Curator*)
 - B. [Bicycle Commuter Month Proclamation](#) (*Duncan Green, Intercity Transit Bicycle Commuter Contest Coordinator*)
7. **REFERRAL FROM PLANNING COMMISSION:**
8. **REFERRAL FROM HEARINGS EXAMINER:**
9. **RESOLUTIONS:**
10. **ORDINANCES:**
11. **MAYOR'S REPORT:**
12. **CITY MANAGER'S REPORT:**
13. **STANDING GENERAL COMMITTEE:**
 - A. [General Government & Public Safety Committee \(04.26.2022\)](#)
14. **OTHER BUSINESS:**
15. **BOARDS, COMMISSIONS AND COMMITTEE 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 (CDC)
 2. Lodging Tax Advisory Committee (LTAC)
 3. Thurston County Coalition Against Trafficking (TCCAT)
 4. Thurston Thrives
 - C. Councilmember Carolyn Cox:
 1. Climate Action Steering Committee
 2. LOTT Clean Water Alliance
 3. Regional Housing Council
 - D. Councilmember Lenny Greenstein:
 1. Emergency Medical Services (EMS)
 2. TCOMM911
 - E. Councilmember Michael Steadman:
 1. Community Action Council
 2. Nisqually River Council
 3. Thurston County Law & Justice Council
 - F. Councilmember Ed Kunkel:
 1. Joint Animal Services Commission (JASCOM)
 2. Lacey South Sound Chamber
 3. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB)
 4. Solid Waste Advisory Committee (SWAC)

G. Councilmember Robin Vazquez:

1. Intercity Transit Authority
2. Olympic Region Clean Air Agency (ORCAA)
3. Thurston Regional Planning Council (TRPC)

MINUTES OF THE LACEY CITY COUNCIL WORKSESSION

THURSDAY, APRIL 14, 2022

6:01 P.M. – 7:51 P.M.

REMOTE AND IN-PERSON

To hear the full discussion of a specific topic, or the complete meeting, watch the recorded meeting available on YouTube – <https://youtu.be/Srmdc2ShY-4>

COUNCIL PRESENT: MAYOR RYDER, DEPUTY MAYOR MILLER, GREENSTEIN, STEADMAN (AUDIO ONLY), KUNKEL, VAZQUEZ (REMOTE)

COUNCIL EXCUSED: COUNCILMEMBER COX

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

ACTION: APPROVE WORKSESSION AGENDA

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

2022 STATE LEGISLATIVE SESSION REVIEW

PRESENTERS: BRIAN ENSLOW, STATE LOBBYIST
ROBERT ALMADA, CHIEF OF LACEY POLICE

ACTION: INFORMATION ONLY

Brian Enslow, State Lobbyist, provided a presentation highlighting the 2022 State Legislative Session.

Highlights included the following priority agenda items:

- Public Safety Concerns
- Affordable Housing
- Homelessness
- Transportation (I-5 Corridor between Mounts Road to Tumwater and the Nisqually River Delta)

Chief of Police, Robert Almada, spoke on the impacts of the 2021 Policing Legislation, as well as reviewed the 2022 Policing Legislation results.

2021 Policing Legislation included review of the following items:

- HB 1054: Prohibits firearms .50 caliber or larger
- HB 1054: Pursuits in strictly limited circumstances
- HB 1310: Use of force

Staff highlighted the impacts of the legislation on crime, arrests and overall demand for police services.

2022 Legislative Session results included the following critical issues addressed:

- HB 1719: Narrowed definition of Military Equipment (i.e. .50 caliber rifle).
- HB 1735: Expands authority to use of force by law enforcement
- HB 2037: Defines “Physical Force”

Other policy bills of interest discussed included the following:

- ESHB 1329: Public Meetings
- HB 1630: Restricting Weapon in Public Spaces
- SB 5818: Limiting appeals under the State Environmental Policy Act
- HB 1241: Comprehensive Plan Review Cycle
- 5277: Reducing Greenhouse Gas Emissions
- 1799: Solid Waste Plans

TRANSPORTATION CALMING POLICY DISCUSSION

STAFF: SCOTT EGGER, PUBLIC WORKS DIRECTOR
ROGER SCHOESSEL, CITY ENGINEER

ACTION: INFORMATION ONLY

Staff presented on the City's Transportation Calming Policy. Highlights included a review of policy history and development.

In order to address neighborhood traffic concerns, the City has adopted the following process to evaluate and/or implement a Neighborhood Traffic Calming Program:

1. Citizens Request is received.
2. The Transportation Department will evaluate the request to see if meets the minimum requirements for traffic calming devices. Cut through traffic

and possible diversions will be evaluated along with any other relevant issues.

3. Results of the study will be shared with the Citizens.
4. If the studies warrant traffic calming devices, options will be presented to the neighborhood association or group for a preferred alternative.
5. Results will be shared with the Transportation Committee if warrants are met to install a traffic calming device and the neighborhood wishes to proceed. The neighborhood boundary will be established at this time.
6. The neighborhood association or group will circulate a petition to install a temporary traffic calming device. This requires a majority support of 60% of the voting neighborhood.
7. All information will be presented to the Transportation Committee for approval to install a temporary device.
8. The City will install a temporary traffic calming device. The device will be in place for a minimum of 6 months to 1 year to determine effectiveness.
9. Upon completion of the test period, a ballot will be mailed to the voting neighborhood. This vote will be to install a permanent traffic control device. A 60% majority is required for permanent installation.
10. A public meeting will be held to share the results of the test period and the outcome of the neighborhood vote.
11. These results will also be shared with the Transportation Committee. If there are no adverse effects from the devices and neighborhood support is evident, the Committee will approve placement of permanent traffic calming. The City share will be paid for from funds budgeted for the neighborhood traffic calming program in the next budget cycle.

Criteria required consists of the following:

- Two Lane Residential Roadway.
- Average Daily Traffic (ADT shall be between 300 and 3,000 vehicles).
- 85th Percentile speeds shall be greater than 5mph above the speed limit.
- Approval of LFD 3 for specific locations.
- Minimum sight distance of 150 feet.
- Roadway grade of less than 10%.
- Placement of a traffic calming device will not result in unacceptable diversion of traffic onto another street.

LACEY MAKERSPACE UPDATE

STAFF: RICK WALK, COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR

ACTION: INFORMATION ONLY

Rick Walk, Community & Economic Development Director, presented an update on the Lacey MakerSpace. The update reviewed highlights on the following items:

- Membership Data
- Funding Sources to Date
- 2021 EDA Grant
- Expansion Plans
- Future Plans & Funding

COUNCIL RETREAT AGENDA PREVIEW

STAFF: SCOTT SPENCE, CITY MANAGER

SHANNON KELLEY-FONG, ASSISTANT CITY MANAGER

ACTION: INFORMATION ONLY

Shannon Kelley-Fong, Assistant City Manager, highlighted the draft Council Retreat agenda in order to gain clarity and establish priorities from the Council. The proposed agenda included the following:

- Six-year financial forecast
- Reflection & visioning
- Context & Process overview
- Priorities discussion

Staff indicated that Council will each receive a survey to detail priorities and noted the packet will be distributed early next week.



**MINUTES OF A REGULAR MEETING OF THE
LACEY CITY COUNCIL
THURSDAY, APRIL 21, 2022,
REMOTE AND IN PERSON**

To hear Council's full discussion of a specific topic, or the complete meeting, watch the video-stream available on YouTube – <https://youtu.be/HIAIE4kaTP8>

CALL TO ORDER

Mayor Ryder called the meeting to order at 6:00 p.m.

Mayor Ryder amended the agenda to include 16. A. Convene to Executive Session relating to Real Estate Acquisition pursuant to RCW 42.30.110(1)(b).

1. PLEDGE OF ALLEGIANCE

Mayor Ryder led the Pledge of Allegiance.

Council Present:

Mayor Andy Ryder
Deputy Mayor Malcolm Miller
Councilmember Carolyn Cox (*remote*)
Councilmember Lenny Greenstein
Councilmember Michael Steadman
Councilmember Ed Kunkel
Councilmember Robin Vazquez

Staff Present:

Scott Spence, City Manager
Shannon Kelley-Fong, Assistant City Manager
Robert Almada, Chief of Police
Jen Burbidge, Parks, Culture & Recreation Director
Dave Schneider, City Attorney
Ashley Smith, Capital Projects Engineer
Elissa Fontaine, Deputy City Clerk

2. APPROVAL OF AMENDED AGENDA AND CONSENT AGENDA

Consent Agenda Items:

- A. Council Worksession minutes of March 24, 2022.
- B. Council Meeting minutes of April 7, 2022.
- C. A motion to approve payment of claims, wages and transfers for April 1, 2022, through April 13, 2022.

COUNCILMEMBER GREENSTEIN MOVED TO APPROVE THE AMENDED AGENDA AND CONSENT AGENDA. COUNCILMEMBER STEADMAN SECONDED. MOTION CARRIED.

3. PUBLIC RECOGNITIONS AND PRESENTATIONS

- A. **Poet Laurette Cynthia Pratt – April Poetry Month:** Cynthia Pratt presented on the upcoming activities of Poet Laurette and recited a poem titled, *My City*.
- B. **Lacey Youth Council Report:** Justin Begley, Youth Mayor, presented the Lacey Youth Council report and highlighted concerns relating to student resources for depression, anxiety, homelessness, racial injustice, and sexual assault.

4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Public Comments:

Virtual - The deadline to pre-register to speak remotely was 4:00 p.m. the day of the meeting. Two verbal public comments were provided.

Karen Messimer, Lacey resident, invited Council to attend an electric car show, held on April 30, 2022, and spoke in favor of the Thurston Climate Mitigation efforts.

Fern Humphrey, Lacey resident, shared traffic concerns surrounding Glen Mary Drive.

Council Direction:

Council directed staff to follow up on the outlined traffic

In Person – No members of the public signed up to speak at the meeting.

Written Public Comments - The deadline to submit written public comments was 4:00 p.m. the day of the meeting. Written comments are not addressed during the meeting; however, they are added to the official record. Three public comments were received and will be made part of the meeting record.

5. PUBLIC HEARING

6. PROCLAMATIONS

- A. **2022 State Legislator Appreciation Proclamation.** Mayor Ryder and Council proclaimed appreciation for the 2022 State Legislators. Brian Enslow, State Lobbyist, accepted the proclamation.
- B. **Month of the Military Child Proclamation.** Mayor Ryder and Council proclaimed the month of April 2022 as Month of the Military Child. Vivian Lewis, North Thurston Public Schools Military Liaison, accepted the proclamation.

7. REFERRAL FROM PLANNING COMMISSION

8. REFERRAL FROM HEARINGS EXAMINER

9. RESOLUTIONS

- A. **Resolution 1116 – Greg Cuoio Park Phase 1A Grant Application.** Jen Burbidge, Parks, Recreation & Culture Director, presented Resolution No. 1116, relating to the Greg Cuoio Park Phase 1A Grant Application.

COUNCILMEMBER STEADMAN MOVED TO APPROVE RESOLUTION NO.1116 FOR THE GREG CUOIO PARK PHASE 1A GRANT APPLICATION. COUNCILMEMBER KUNKEL SECONDED. MOTION CARRIED.

10. ORDINANCES

11. MAYOR’S REPORT

Mayor Ryder did not have any items to report.

12. CITY MANAGER’S REPORT

- A. Shannon Kelley-Fong, Assistant City Manager, presented on the Memorandum of Understanding for CDBG 2022-2024.

MAYOR RYDER MOVED TO APPROVE THE MEMORANDUM OF UNDERSTANDING FOR CDBG 2022-2024. COUNCILMEMBER KUNKEL SECONDED. MAYOR RYDER, DEPUTY MAYOR MILLER AND COUNCILMEMBERS COX, KUNKEL AND VAZQUEZ VOTED IN FAVOR. COUNCILMEMBERS GREENSTEIN AND STEADMAN VOTED AGAINST. MOTION CARRIED.

- B. Ashley Smith, Capital Projects Engineer, presented Lacey Contract Number PW 2022-13 to KMB Architects from Olympia, Washington, in the amount of \$658,474 for the Lacey Police Station Design.

COUNCILMEMBER GREENSTEIN MOVED TO APPROVE CONTRACT PW 2022-13 TO KMB ARCHITECTS FROM OLYMPIA, WASHINGTON IN THE AMOUNT OF \$658,474 FOR THE LACEY POLICE STATION DESIGN. COUNCILMEMBER STEADMAN SECONDED. MOTION CARRIED.

- C. Scott Spence, City Manager, presented on an Interlocal Agreement with United States Department of Agriculture for a Cooperative Services Agreement relating to Wildlife Damage Management Program in the amount of \$12,670.50

13. STANDING COMMITTEES

A. Utilities Committee

Councilmember Kunkel reported on the April 4, 2022, meeting.

14. OTHER BUSINESS

15. BOARDS, COMMISSIONS AND COMMITTEE REPORTS

A. Mayor Ryder

1. Mayor's Forum – **No Report**
2. Thurston Chamber Shared Legislative Committee – **No Report**
3. Transportation Policy Board – **No Report**

B. Deputy Mayor Miller

1. Economic Development Council (EDC) – **No Report**
2. Lodging Tax Advisory Committee (LTAC) – **No Report**
3. Thurston County Coalition Against Trafficking (TCCAT) – **No Report**
4. Thurston Thrives – **No Report**

C. Councilmember Cox

1. Climate Mitigation Steering Committee – **Report made**
2. LOTT Clean Water Alliance – **Report made by Councilmember Vazquez as Alternate**
3. Regional Housing Council – **Report made by Mayor Ryder as Alternate**

D. Councilmember Greenstein

1. Emergency Medical Services (EMS) – **Report Made**
2. LEOFF 1 Disability Board – **Report Made**
3. TCOMM911 – **No Report**

E. Councilmember Steadman

1. Community Action Council – **No Report**
2. Nisqually River Council – **No Report**
3. Thurston County Law & Justice – **Made Report**

- F. Councilmember Kunkel
 - 1. Joint Animal Services Commission (JASCOM) – **No report**
 - 2. Lacey South Sound Chamber – **Report Made**
 - 3. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB) – **Report Made**
 - 4. Solid Waste Advisory Committee (SWAC) – **Report Made**

- G. Councilmember Vazquez
 - 1. Intercity Transit – **Report Made**
 - 2. Olympic Region Clean Air Agency – **Report Made**
 - 3. Thurston Regional Planning Council – **No Report**

16. CONVENE TO EXECUTIVE SESSION

A. Real Estate Acquisition pursuant to RCW 42.30.110(1)(b):

Mayor Ryder convened to a 5-minute recess at 7:05 p.m., to set up the Executive Session.

The Executive Session is set to start at 7:10 p.m., for 20 minutes, to discuss a real estate acquisition pursuant to RCW 42.30.110(1)(b). The Mayor will reconvene at 7:30 p.m.

Mayor Ryder reconvened the regular meeting at 7:30 p.m. No action was taken.

Mayor Ryder adjourned the regular meeting at 7:30 p.m.

17. ADJOURN

MAYOR: _____

ATTESTED BY CITY CLERK: _____

DATE APPROVED: _____



LACEY CITY COUNCIL MEETING
May 5, 2022

SUBJECT: Disbursement Approval

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

STAFF CONTACT: Troy Woo, Finance Director ^{tw}

ORIGINATED BY: Troy Woo, Finance Department

BACKGROUND:

The action requested of the City Council is by motion to approve payment of claims, wages and transfers for 4/14/2022 through 4/27/2022. The disbursements consist of the following:


Checks:	<u>Week of</u>	<u>Beg. Check No.</u>	<u>End. Check No.</u>	<u>Amount</u>
	4/15/2022	262933	263014	1,937,380.61
	4/22/2022	263097	263260	190,693.55

Electronic Transfers:	<u>Week of</u>	<u>Amount</u>
	4/12/2022	16,005.65
	4/13/2022	99.10
	4/13/2022	113.60
	4/13/2022	366.56
	4/14/2022	201.00
	4/14/2022	222.00
	*4/14/2022	130,960.85
	*4/14/2022	6,469.95
	*4/14/2022	218.40
	4/15/2022	215,607.23
	4/21/2022	1,049.19
	4/21/2022	219.00
	4/22/2022	136,909.96
	4/26/2022	218.00

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

Significant Disbursements:

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
Badger Meter, Inc.	\$ 59,759.76	5/8" Water Meters
LOTT Wastewater Alliance	\$1,431,322.86	ERU's/ LOTT Reserve Cap Fees
N/ Thurston Pub. Schools	\$ 63,005.42	Impact Fees
Stanley Convergent Security	\$ 154,550.56	RAC Security Cameras
Puget Sound Energy	\$ 71,573.00	Utilities



CITY OF LACEY
Official Proclamation

WHEREAS, in 1852, the area now known as the Lacey Historical Neighborhood was homesteaded by an industrious settler name Isaac Wood, who eventually became the first brew master in the territory north of the Columbia River and provided the inspiration for Lacey's original name of Woodland; and

WHEREAS, by 1891, the Northern Pacific Railroad added a rail line through the growing community which now boasted a sulky racing track, hotel, train depot, school district, platted subdivision, and post office; and

WHEREAS, in 1891, a post office was established with the unique name of Lacey to avoid confusion with another town in the state;

WHEREAS, in 1895, Saint Martin's College opened its doors and, on its campus in 1922 KGY radio received one of the earliest radio licenses in the state of Washington; and

WHEREAS, by the 1920's with the advent of the automobile, Lacey had become well-known as a resort community, over time featuring nineteen lakeside resorts offering swimming, diving, roller skating, dancing and exciting water chutes; and


WHEREAS, the City of Lacey through a vote of its residents, was incorporated on December 5, 1966; and

WHEREAS, Lacey's Historical Commission, Historical Society, City Council, and residents recognize the significance of our community's heritage; and


NOW, THEREFORE, I, Andy Ryder, Mayor of the City of Lacey, do hereby proclaim the month of May 2022, to be

Lacey History Month

AND FURTHER, I encourage all residents to join me in discovering and celebrating Lacey's 170 years of history during this month of May and throughout the year.



Mayor Andy Ryder
May 5, 2022



CITY OF LACEY
Official Proclamation

WHEREAS, *transportation accounts for about a third of the energy use in Washington State, and about half of our CO2 emissions from fossil fuel; and*

WHEREAS, *bicycle commuting reduces energy consumption, pollution, parking problems, and traffic congestion; and*

WHEREAS, *bicycling makes people healthier and more productive, prevents chronic diseases through physical activity and supports physical, emotional, and mental well-being; and*

WHEREAS, *the City of Lacey has adopted a Pedestrian and Bicycle Plan to prioritize and encourage bicycle and pedestrian trips by providing a safe, well-connected, and convenient bicycle and pedestrian circulation network throughout the city; and*


WHEREAS, *The City of Lacey encourages and supports pedestrian and bicycle facilities through our development standards; and*

WHEREAS, *Intercity Transit, with sponsors including many area businesses and organizations is hosting the 35th Annual Bicycle Community Challenge during the month of May, 2022.*

NOW, THEREFORE, in recognition of the 65th National Bike Month I, Andy Ryder, Mayor of the City Lacey, on behalf of the Lacey City Council, proclaim May 2022, as

Bicycle Month

in the City of Lacey, and encourage all citizens to consider using active recreation and transportation modes, when possible.



Mayor Andy Ryder
May 5, 2022

GENERAL GOVERNMENT & PUBLIC SAFETY COMMITTEE

APRIL 26, 2022

9:30 A.M. – 9:35 A.M.

REMOTE AND IN PERSON

To hear the full discussion of a specific topic, or the complete meeting, you may watch the video-stream available on the City of Lacey's YouTube Channel: <https://youtu.be/qXcGCbsiUek>

COUNCIL PRESENT: COUNCILMEMBER GREENSTEIN (CHAIR), MAYOR RYDER,
COUNCILMEMBER KUNKEL

STAFF PRESENT: SCOTT SPENCE, RICK WALK, SHANNON KELLEY-FONG, JAMIE OAKLAND,
JULIE MCFADDEN, WESLEY NGUYEN, PERI EDMONDS

ACTION: APPROVE THE GENERAL GOVERNMENT & PUBLIC SAFETY COMMITTEE
AGENDA

MOTION: MOTION MADE, SECONDED, AND CARRIED BY MAYOR RYDER AND
COUNCILMEMBER KUNKEL

REGIONAL ATHLETIC COMPLEX OPERATIONS AND USES

STAFF: JAMIE OAKLAND, PARKS MAINTENANCE SUPERVISOR
JULIE MCFADDEN, PARKS SENIOR MAINTENANCE TECHNICIAN

ACTION: INFORMATION ONLY

Staff provided a presentation on the operations and events at the Regional Athletic Complex (RAC).

The RAC is used for many types of sports activities, including flag football, softball, baseball, fastpitch, soccer, and the Lakefair Volleyball Tournament. The following community events held at the RAC were highlighted:

Bearded Collie Dog Show
Fun Runs
Polynesian Festival
Military Appreciation Day
Drive-Through Vaccination Clinic
Under Armour Commercial
Drive Through Vaccination Event (2020)
Day Users

Maintenance for the RAC requires 4 full-time regular employees, 5 temporary (6-month) seasonal employees, and 5 part-time employees. The part-time and temporary employees provide 42% of the labor.

BIPOC BUSINESS TRAINING PROGRAM UPDATE

STAFF: RICK WALK, COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR
WESLEY NGUYEN, ECONOMIC DEVELOPMENT COORDINATOR
ACTION: INFORMATION ONLY

Staff provided an update on the BIPOC Business Startup Training Program. The City entered into a contract with Thurston Economic Development Council's Center for Business and Innovation to develop the curriculum, promote training with the targeted audience, and hold 5-week courses.

The 15-hour program is held over a 5-week period and includes 1.5 hours of live webinars and 1.5 hours of online study work per week. Coaching and consultant services are available to participants.

Topics of the training program include:

- Structuring/Licensing
- Business Location
- Branding/Marketing
- Finance/Accounting
- Business Plan Writing

The first two training cohorts were successfully held between February 15th and March 15th. The training lead selected 17 applicants for the program, with 12 participating regularly. Some of the types of businesses were beauty care, a private school, and a non-profit startup. The next training cohort began on April 19th.