

PUBLIC SAFETY ADVISORY COMMITTEE

Alan Hart • James Hairston • Ken Witkoe Michael Arnett • Mark Peila • Ray Dotson • Mark Terry Council Member Marie Barth, Committee Liaison Police Chief Mike Zaro, Committee Staff Support

Regular Meeting, Wednesday, December 4, 2019 at 5:15 p.m

Lakewood Police Department 9401 Lakewood Drive SW Lakewood, WA 98499

- 1. Call to Order
- 2. Roll Call
- 3. Approval of Minutes
- 4. Public Comments- (Members of the audience may comment on items that are not included on the agenda. Each person will be allowed 3 minutes to speak.)
- 5. City Council Liaison Comments
- 6. Fire Department Comments
- 7. Police Department Comments
- 8. Youth Council Comments
- 9. Unfinished Business
 - Final Approval of Fireworks Recommendation Letter to Council
- 10. New Business
 - Work Plan for City Council
 - By Laws and Mission Statement
 - Preview of Next Meeting (February)
- 11. Reports from Board Members & Staff
 - Community Outreach Reports & Open Discussion on Public Safety
 - Pending Policy / Ordinance Changes
- 12. Adjournment

The Lakewood Police Station is accessible to persons with disabilities. Persons requesting special accommodations or language interpreters should contact Joanna Nichols, 830-5002, as soon as possible in advance of the meeting so that an attempt to provide the special accommodations can be made.



PUBLIC SAFETY ADVISORY COMMITTEE

Regular Meeting Minutes Wednesday, October 2, 2019 Lakewood Police Department 9401 Lakewood Drive SW Lakewood, WA 98499

CALL TO ORDER

The meeting was called to order at 5:14 p.m.

ROLL CALL

<u>Public Safety Advisory Committee Members Present</u>: Alan Hart, James Hairston, Ken Witkoe Michael Arnett, Ray Dotson, Mark Terry and Mark Peila

Public Safety Advisory Committee Members Excused: None

Public Safety Advisory Committee Members Absent: None

City Councilmember Present: Councilmember Marie Barth

Fire Department Staff Present: Assistant Fire Chief Hallie McCurdy

<u>Lakewood Youth Council Present:</u> Joo Gyeong Kim.

<u>Staff Present</u>: Chief Mike Zaro and Committee Staff Support; Joanna Nichols, Administrative Assistant

APPROVAL OF MINUTES

Mark Peila motioned to approve August's meeting minutes. All ayes; minutes were approved.

PUBLIC COMMENT

Kent Troy from the Oakbrook Neighborhood was in attendance and asked about a bicycle campaign, teaching proper rules for the road for both bicycles and cars sharing the road with the bicyclists, come spring.

FIRE CHIEF COMMENTS

Assistant Fire Chief Hallie McCurdy discussed the Mitigation Plan. Discussion ensued. Assistant Fire Chief McCurdy will email the plan to Joanna Nichols so she can send it out to PSAC members for perusal. Any comments or recommendations regarding the plan can be sent directly to Assistant Fire Chief McCurdy.

CITY COUNCIL LIAISON COMMENTS

Councilmember Marie Barth passed around the newest Community Economic Development brochure. Discussion ensued.

Michael Arnett asked about the development that was supposed to be going in on Military and 112th/Vernon. Councilmember Marie Barth stated she would try to find out and email it to Mr. Arnett.

POLICE CHIEF COMMENTS

Chief Michael Zaro went over the questions Chair Alan Hart had sent him prior to the meeting, which included shots fired reports on social media, car thefts/vehicle prowls, as well as discussing the Coffee with a Cop event which had one session that morning and another was happening now, during the meeting. Chief Zaro stated the Department intended to do another retail theft emphasis, also.

Chief Michael Zaro also stated he wanted to do another speed emphasis in the next month or two. Discussion ensued.

Alan Hart asked about the Fallen Officer Food Drive. Chief Michael Zaro stated it will be on November 26th this year, from 6 a.m. until 5:30 p.m. The Blood Drive portion will also be happening again, from 9 a.m. until 3 p.m.

Mark Peila asked about the Citizens Academy. Chief Michael Zaro gave a recap, stating there are only three classes left.

Ken Witkoe asked for a Reserve Program. Chief Michael Zaro stated he would have someone here at the next meeting.

YOUTH COUNCIL COMMENTS

Joo Gyeong Kim was present, but had to leave prior to her turn to share information.

UNFINISHED BUSINESS

The fireworks subcommittee/letter of recommendation was discussed. It was decided to vote on what recommendation to forward to the City Council. Vote was: 5 leave ordinance as

is/status quo; 2 total ban. The subcommittee will write up a new recommendation letter, with help from Joanna Nichols, as needed; if anyone has anything else to add, they can send it to Ken or Joanna by October 31st. Ken will have the final letter to Joanna by November 15th.

NEW BUSINESS

Alan Hart stated that we need to start discussing SummerFest now. It will be on July 11th, 2020. A subcommittee was formed to work out the logistics for SummerFest, consisting of James Hairston, Mark Peila and Ray Dotson.

Alan Hart reminded everyone that each member had to take the OPMA (Open Public Meetings Act) training, and to speak with Joanna Nichols if you needed the links for the training to be resent.

Alan Hart stated that it was time to vote in the new Chair and Vice Chair. Nominations for Chair was Ken Witkoe. All ayes; Ken Witkoe is the new Chair. Nominations for Vice Chair included James Hairston. All ayes; James Hairston is the new Vice Chair.

REPORTS FROM BOARD MEMBERS & STAFF

Members discussed their Neighbrhood Associations, as applicable. Ray Dotson will not be able to attend the Tillicum Neighborhood Association any longer. No one else has stepped up to replace him, as of yet.

Mark Peila asked about plans to create bike lanes running North and South. Discussion ensued. Councilmember Marie Barth will ask Paul Buccich about any plans.

ADJOURNMENT

Mark Peila motioned to adjourn the meeting; all	ayes. Meeting adjourned at 6:40 p.m.
Public Safety Advisory Committee:	Attest:
Alan Hart, Chair	Joanna Nichols, Secretary

To: Mayor Don Anderson and distinguished members of the Lakewood City Council

From: Public Safety Advisory Committee

Re: Fireworks Ban in Lakewood City Limits

Based on recent comments from Lakewood citizens, the Lakewood City Council requested that the Public Safety Advisory Committee look into the issue of banning fireworks within City limits.

In the course of our research, we have learned that the City already has a limit, or partial ban, on the type of firework that is legal to use in the city, and the days and times they may be used, and this ordinance seems to be mostly effective. However, even though some neighboring cities have an entire ban on fireworks inside their city limits, many citizens in those areas ignore the ordinances or appear unaware of the ordinances. A drone video shot on the evening of July 4, 2019 by the LPD showed an incredible number of fireworks going off in areas where fireworks are completely banned.

One alternative which was suggested, to coincide with a total ban of fireworks, was for the City to sponsor a public firework show. This leads to many questions as to where this event could take place and the cost and safety of the event; it was agreed that the expense alone was something the City was not prepared to take on at this time. In addition, the certain drain on police services to enforce the total ban, as well as providing security for the fireworks show, would not only be inadvisable, but also a poor use of police resources and too expensive in terms of police overtime wages.

Finally, if the city were to implement a total ban, the non-profits that use firework stands to raise money would lose that option. The good work these non-profits do to help the citizens of Lakewood in need seems to be something we should take into consideration.

RECOMMENDATION

The members of the Public Safety Advisory Committee recognize the concerns of many citizens regarding the potential of fire and the impact of the noise on people and pets. While many on the committee support a total ban, personally, we cannot ignore the immense challenges that come with that decision. Since public safety is our number one concern and in the interest of public safety, the Public Safety Advisory Committee recommends we leave the current fireworks ordinance in place, with no changes. Based on information we received from WPFR and LPD, we believe that attempting to enforce a total ban on fireworks would be a large drain on police resources and, ultimately, end in failure, as clearly proven by the City of Tacoma's 1998 total ban and subsequent LPD July 4, 2019 drone video footage.

Lastly, it is our recommendation that the City seek ways to educated the public on responsible firework displays (recognizing the potential for fire, the impact on people and pets, and the courtesy of clean up), current legal guidelines, non-profits resource for raising funds, and the costs and challenges of having a city sponsored display.

Public Safety Advisory Committee (PSAC) 2019 ANNUAL WORK PLAN AND MEETING SCHEDULE

Members:

Chair Michael Kelly Johnny Williams
Vice Chair Alan Hart James Hairston
Mark Peila Michael Arnett
Ken Witkoe

Council Liaison:

Councilmember Marie Barth

City Staff Support:

Police Chief Michael Zaro Administrative Assistant Joanna Nichols

Meeting Schedule:

1st Wednesday of the Month, 5:15 p.m., Lakewood Police Station

2019 Work Plan:

1.	Adult Family Homes
2.	Traffic Safety
3.	Energize Neighborhood Associations
4.	Fireworks
5.	
6.	

Date	Topic(s)		
2/6/19	Traffic Safety- Police Department Traffic Unit and Public Works Presentations		
6/5/19	Fire Department-Levy Presentation		

Special Events:

Date	Event	
May 2	Pierce County Law Enforcement Memorial (6 p.m. at Sharon McGavick Center)	
June 24	City Council/PSAC Joint Study Session (tentative)	
July	SummerFest	

Public Safety Advisory Committee (PSAC) 2020 ANNUAL WORK PLAN AND MEETING SCHEDULE

Members:

Chair Ken Witkoe Mark Terry
Vice Chair James Hairston Ray Dotson
Mark Peila Michael Arnett
Alan Hart

Council Liaison:

Councilmember (TBD)

City Staff Support:

Police Chief Michael Zaro Administrative Assistant Joanna Nichols

Meeting Schedule:

1st Wednesday of every other month, 5:15 p.m., Lakewood Police Station

2020 Work Plan:

1.	
2.	
3.	
4.	
5.	
6.	

Date	Topic(s)

Special Events:

Date	Event	
May 5	Pierce County Law Enforcement Memorial (6 p.m. at Sharon McGavick Center)	
June 22	City Council/PSAC Joint Study Session	
July 11	SummerFest	

PSAC 2019/2020 WORK PLAN AND SIGNIFICANT ACCOMPLISHMENTS

Chair Ken Witkoe Mark Terry
Vice-Chair James Hairston Michael Arnett
Alan Hart Ray Dotson
Mark Peila

Council Liaison:

Councilmember Marie Barth

City Staff Support:

Chief Michael Zaro Admin Assistant Joanna Nichols

Meeting Schedule:

1st Wednesday, every other month, 5:15 p.m., Police Department

Accomplishments:

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Date	Topic(s)	

(Current Year) Work Plan:

1.	Fireworks
2.	Energize Neighborhood Associations
3.	Adult Family Homes
4.	Traffic Safety
5.	
6.	

CITY

OF LAKEWOOD

PUBLIC SAFETY ADVISORY COMMITTEE

Rules & Regulations

Pursuant to the City of Lakewood Ordinance No. 413, approved May 1, 2006, we, the members of the City of Lakewood Public Safety Advisory Committee do hereby adopt, publish and declare the following rules and regulations.

The rules and procedures established herein shall govern the conduct of meetings, maintenance of order, and order of business at regular meetings.

ARTICLE I - NAME

The name of this board is and shall be the CITY OF LAKEWOOD PUBLIC SAFETY ADVISORY COMMITTEE hereinafter referred to as the "PSAC".

ARTICLE II - OFFICERS AND DUTIES

SECTION 1: OFFICERS

The Officers of the PSAC shall consist of a Chair and Vice-Chair. Officers shall be elected each year for a one-year term at the first regular meeting in October. The PSAC year shall be from October 1st to September 30th the following year.

SECTION 2: CHAIR

The Chair shall preside over the meetings of the PSAC and exercise all the powers usually incident to the office, retaining, however, to himself/herself as a member of the PSAC, the full right to have his/her own vote recorded in all deliberations of the PSAC. He/she shall enforce the by-laws of the PSAC, and execute the will of the PSAC. He/she shall appoint all committees and/or task force members.

SECTION 3: VICE CHAIR

The Vice-Chair, in the absence of the Chair from any meeting, shall perform all the duties incumbent upon the Chair. In the absence of the Chair and Vice-Chair, the members present shall elect, for that meeting only, a temporary Chair who shall have full powers of the Chair. Pro-Tem (See Section 4)

SECTION 4: CHAIR PRO-TEM

In the absence of the Chair and the Vice-Chair, a Chair pro-tem shall be elected informally by the members present to conduct the meeting.

SECTION 5: SECRETARY

A Secretary shall be provided by the Lakewood Police Department to prepare minutes and keep such records, attend to correspondence of the PSAC, and perform such other duties as may be deemed necessary, including but not limited to:

- 1. Take roll at regular, special and public meetings and hearings.
- 2. Keep a record of all correspondence.
- 3. Preserve all manuscripts and records.
- 4. Keep a current roster of all members.
- 5. Prepare and circulate the monthly agenda and staff reports regarding PSAC business.
- 6. Record, transcribe and publish the minutes of all meetings of the PSAC.
- 7. Publish public notice of meetings.

SECTION 6: SPECIAL ELECTIONS

Should any officer resign, be removed, or otherwise vacate his office, his/her term shall be filled by result of an election at the next regular meeting or as soon as possible.

SECTION 7: TASK FORCES

- The PSAC may establish special task forces to investigate community issues within the scope of its authority. The PSAC may initiate a task force on their own or at the direction of the City Council.
- 2. Task forces will be composed of five (5) members. A maximum of three (3) members shall be from the PSAC.
- 3. Task forces shall operate under the following Section of the PSAC by-laws.

Article II - Section 2: Chair

Article II - Section 3: Vice-Chair

Article II - Section 4: Chair - Pro-Tem

Article II - Section 5: Secretary

Article III - Section 5: Attendance

Article III - Section 6: Rules of Meeting

Article III - Section 7: Voting/Parliamentary Procedures and Motions

Article III - Section 11: Meeting Decorum

Article III - Section 12: Debates

4. Task forces are charged with researching the basic topic, identifying issues, gathering information from experts, proponents, opponents, and the general public either in work sessions or public meetings.

5. Task forces will make a clear, concise written report that includes alternatives and recommendations to the PSAC.

SECTION 8: <u>STANDING OR TEMPORARY COMMITTEES</u>

The Chair shall have full power to create standing or temporary committees of one or more members, charged with such duties of examination, investigation, and inquiry relative to one or more subjects of interest to the PSAC, and within the scope of its authority. No standing or temporary committee shall have the power to commit the PSAC to the endorsement of any plan or program prior to its submission to, and approved by the PSAC. Committee reports should be very brief, giving subject matter and date(s) during which the subject was discussed. Standing and temporary committees shall use the same rules and regulations of the PSAC in their deliberations.

ARTICLE III - MEETINGS

SECTION 1: REGULAR MEETINGS

Regular meetings of the PSAC shall be held as stated on the City Website at the Lakewood Police Station or at such other place as the PSAC may determine. Any regular meeting may be canceled or rescheduled by the Chair, or in his absence, by the Vice-Chair. If, in any given month there is no business which requires PSAC action, the regular meeting will be canceled. Every effort will be made to conduct each meeting as efficiently as possible in order to adjourn the meeting no later than 8 p.m.

SECTION 2: LEGAL HOLIDAYS

If a regular meeting falls on a legal holiday, that meeting shall be rescheduled or canceled by the Chair.

SECTION 3: SPECIAL MEETINGS

Special meetings of the PSAC may be called by any of the following: Chair, or in his absence, by the Vice-Chair; or by a majority vote of the PSAC members. The scheduling and holding of all PSAC meetings is to be done in accordance with Washington State Law. Every effort shall be made to set up work sessions or special meetings with City of Lakewood City Council and other Advisory Boards in order to create effective communication between these bodies.

SECTION 4: QUORUM

A majority of the current membership of the PSAC shall constitute a quorum for the transaction of business. Any action taken by a majority of those present, when those present constitute a quorum, at any regular or special meeting of the PSAC shall be deemed the official action of the PSAC.

SECTION 5: ATTENDANCE

Attendance of regular and special meetings is expected of all PSAC members. Any member anticipating absence from a meeting should notify the Chair or the Police Department in advance of any meeting.

If a member shall miss three consecutive meetings without there being reasonable cause, the PSAC may recommend to the City Council the removal of the member.

SECTION 6: RULES OF MEETINGS

- 1. <u>Participation.</u> In keeping with Parliamentary Procedures, discussion by the members should be concise, to the point, and relevant to the business pending before the PSAC.
- 2. <u>Staff Participation.</u> The Chair may call on a City employee, qualified to give expert testimony and/or a presentation on a matter, to address the PSAC.
- 3. <u>Public Participation</u>. The Rules of Procedure for Public Participation are identified in Section 11. Time limits for the maximum duration of Audience Comments and Public Hearings at any one meeting may be imposed, if necessary, at the discretion of the Chair.
- 4. Robert's Rules of Order, Newly Revised, shall govern the deliberations of the PSAC except when in conflict with any of the rules contained herein.

SECTION 7: <u>VOTING/PARLIAMENTARY PROCEDURES AND MOTIONS</u>

VOTING:

- 1. Each member present has a duty and obligation to vote on all questions put before the PSAC unless that member has a conflict of interest or an appearance of fairness concern in the case of quasi-judicial matters. If a member does not vote on a question before the PSAC (without a conflict of interest or appearance of fairness exclusion), the vote of such member shall be counted as a vote with the prevailing side. It is provided, however, that a new member to the PSAC who is attending his or her first or second meeting may, at the member's discretion, be excused from voting on issues if the member believes he or she does not have sufficient information or background on the question to make an informed vote.
- 2. Any time a member of the PSAC believes he or she may have a conflict of interest or appearance of fairness concern which should or may disqualify that member from voting on a particular issue shall apprise the Chair of such potential conflict of interest or appearance of fairness concern, and the Chair shall determine whether or not the member is entitled to vote, provided that the decision of the Chair may be overruled by a majority of the remaining members of the PSAC (excluding the member whose vote is subject of the decision).

3. In advance of any quasi-judicial matter coming before the PSAC, the Chair shall request of the members present whether any of them believe they have an appearance of fairness concern or a conflict of interest which would disqualify them from participating in the quasi-judicial matter. Additionally, the Chair shall inquire of people in attendance of the quasi-judicial hearing whether any member of the public in attendance believes that a member of the PSAC has a conflict of interest or an appearance of fairness concern which would disqualify such member from voting on the quasi-judicial matter. If any concerns or questions are raised regarding the eligibility of a member to vote, the decision shall be made on the member's eligibility to vote as set forth in Paragraph 2, above.

PARLIAMENTARY PROCEDURES AND MOTIONS

- If a motion does not receive a second, it dies. Matters that do not constitute a
 motion include nominations, withdrawal of motion by the person making the motion,
 request for a roll call vote, and point of order or privilege, therefore a second is not
 needed.
- 2. A motion that receives a tie vote is deemed to have failed.
- 3. When making motions, be clear and concise and not include arguments for the motion within the motion.
- 4. After a motion has been made and seconded, the PSAC members may discuss their opinions on the issue prior to the vote.
- 5. A motion may be withdrawn by the maker of the motion with agreement of the second prior to the calling of the question without the consent of the PSAC.
- 6. A motion to table is non-debatable and shall preclude all amendments or debates of the issue under consideration. A motion to table is to be used in instances where circumstances or situations arise which necessitate the interruption of the PSAC members' consideration of the matter then before them. A motion to table, if passed, shall cause the subject matter to be tabled until the interrupting circumstances or situations have been resolved, or until a time certain, if specified in the motion to table. To remove an item from the table in advance of the time certain requires a two-thirds' majority vote.
- 7. A motion to postpone to a certain time is debatable, is amendable and may be reconsidered at the same meeting. The question being postponed may be considered at a later time at the same meeting, or to a time certain at a future Regular or special PSAC meeting.
- 8. A motion to postpone indefinitely is debatable, is not amendable, and may be reconsidered at the same meeting only if it received an affirmative vote.
- 9. A motion to call for the questions shall close debate on the main motion and is undebatable. This motion must receive a second and fails without a two-thirds' vote; debate is reopened if the motion fails.

- 10. A motion to amend is defined as amending a motion that is on the floor and has been seconded, by inserting or adding, striking out, striking out and inserting, or substituting.
- 11. Motions that cannot be amended include: Motion to adjourn, lay on the table, roll call vote, reconsideration and take from the table. A motion to amend an amendment is not in order.
- 12. Amendments are voted on first, then the main motion as amended (if the amendment received an affirmative vote).
- 13. Debate of the motion only occurs after the motion has been moved and seconded.
- 14. The Chair's Secretary should repeat the motion prior to voting.
- 15. The Secretary will take a roll call vote, if requested by the Chair, a PSAC member, or as required by law.
- 16. When a question has been decided, any PSAC member who voted in the majority may move for reconsideration, but no motion for reconsideration of a vote shall be made until the next Regular PSAC meeting.
- 17. A representative from the Police Department and/or the City Attorney shall act as the PSAC's parliamentarian and shall decide all questions of interpretation of these rules which may arise at a PSAC meeting.

SECTION 8: <u>AGENDA AND STAFF REPORTS</u>

An agenda for every regular meeting shall be prepared and distributed by the Police Department to each PSAC member not less than five (5) days prior to the date of the meeting at which such agenda is to be considered. The agenda shall be accompanied with a complete copy of the unapproved minutes of the previous meeting, staff reports, and such other material, illustrations, petitions, etc., as may pertain to the agenda.

SECTION 9: ORDER OF BUSINESS

- 1. The order of business for each regular meeting of the PSAC shall be as follows:
 - A. Call to order.
 - B. Roll Call.
 - C. Approval of minutes of preceding meeting.
 - D. Agenda Update.
 - E. Public Comments.

Members of the audience may comment on items relating to any matter related to PSAC business under the "Public Comments" period and **NOT** on the agenda. Comments are limited to three (3) minutes per person; a total of fifteen (15) minutes per topic. Groups with four or more members present may designate speaker to present their issues. The designated speaker may have a total of ten (10) minutes to speak. Public comments sign-up forms will be available at the Secretary's desk at each meeting for use by those citizens

wishing to address the PSAC. The secretary shall serve as timekeeper. Any person making personal, impertinent or slanderous remarks while addressing the PSAC shall be barred from further audience participation by the Chair unless permission to continue is granted by a majority vote of the PSAC. If the PSAC determines that an issue requires long debate, the PSAC may extend the timelines.

F. Public Hearings.

The public hearings section of the agenda allows for local citizens to submit testimony on projects where public notice provisions are required pursuant to the Lakewood Municipal Code. Testimony shall be received in the same manner for each project dually noticed and as outlined above under the public comments section.

G. Business Items.

The business items section deals with matters before the PSAC that do not require a Public Hearing.

H. Reports.

(1) City Council Actions

Staff will report on actions taken by the City Council that followed PSAC actions and other matters of interest.

(2) Written Communications

Staff will review pertinent written communication on planning related topics.

(3) Future Agenda(s)

PSAC members may request items to be placed on future agendas. Staff may report on items planned for future agendas.

- I. Reports of Standing or Temporary Committees.
- J. Adjournment.
- 2. Recess The foregoing agenda may be interrupted for a stated time as called by the Chair to recess for any reason.

SECTION 10: MEETINGS OPEN TO THE PUBLIC

Any regular or special meeting of the PSAC shall be appropriately noticed per Washington State Statute, and be open to the public.

SECTION 11: MEETING DECORUM

To provide a fair and efficient form for the conduct of business at Public Safety Advisory Committee meetings, the following rules of decorum shall be observed:

- 1. No person including Board members shall address the PSAC or a presenter without first obtaining recognition from the Chair.
- The order of business shall be as prescribed on the agenda. Changes to the agenda order shall be approved by the Chair or by majority vote of PSAC members present.
- 3. In instances where a written staff report has been prepared, the staff representative, upon recognition by the Chair, shall present the staff report.
- 4. Following the presentation of the staff report, the PSAC shall be afforded the opportunity to question the staff regarding the material in the report.
- 5. After questioning of the staff is completed, the Chair may recognize the applicant or proponent of that item to speak, if any. Following the proponent's remarks, any other person wishing to speak on the matter may be recognized by the Chair.
- 6. Once any person has spoken in regard to a specific matter before the PSAC, he or she shall not be recognized to speak again until all persons wishing to speak have been given the first opportunity to do so.

SECTION 12: <u>DEBATES</u>

- 1. <u>Speaking to the Motion.</u> No member of the PSAC, including the Chair, shall speak more than twice on the same motion except by consent of the majority of the PSAC Members present at the time the motion is before the PSAC.
- 2. <u>Interruption.</u> No member of the PSAC, including the Chair, shall interrupt or argue with any other member while such member has the floor, other than the Chair's duty to preserve order during meetings.
- 3. <u>Courtesy.</u> All speakers, including all members of the PSAC, in the discussion, comments, or debate of any matter or issue shall address their remarks to the Chair, be courteous in their language and deportment, and shall not engage in or discuss or comment on personalities, or include in derogatory remarks or insinuations in respect to any other member of the PSAC, or any member of the staff or the public, but shall at all times confine their remarks to those facts which are germane and relevant to the question or matter under discussion.
- 4. <u>Transgression.</u> If a member of the PSAC shall transgress these rules on debates, the Chair shall call such member to order, in which case such member shall be silent except to explain or continue in order. If the Chair shall transgress these rules on debate or fail to call such member to order, any other member of the PSAC may, under a point of order, call the Chair or such other member to order, in which case the Chair or such member, as the case may be, shall be silent except to explain or continue in order.
- 5. <u>Challenge to Ruling.</u> Any member of the PSAC, including the Chair, shall have the right to challenge any action or ruling of the Chair, or member, as the case may be,

in which case the decision of the majority of the PSAC present, including the Chair, shall govern.

ARTICLE IV - REPORTS

SECTION 1: PSAC REPORTS

Reports of official PSAC reviews or official recommendations based on public hearing shall be considered the majority report of the PSAC. All PSAC reports shall include a finding of facts. The reports will be prepared by the Secretary of the PSAC and approved and forwarded to the City Council.

SECTION 2: <u>ANNUAL REPORTS</u>

In the 1st quarter of the calendar year, the PSAC shall prepare a written report to be forwarded to the Mayor and City Council containing, but not limited to:

- 1. A comparison of the adopted annual work program, objectives, and activities with actual or anticipated accomplishments.
- 2. The extent to which unforeseen problems and opportunities have occurred.
- 3. Proposals for any new short or long range programs to implement the policies of the Comprehensive Plan.

ARTICLE IV - AMENDMENTS

These rules and regulations may be amended by a majority vote at a regular or special meeting.

The foregoing rules and regulations were approved and adopted at a regular meeting of the PSAC held on the 6th day of August, 2008.

Public Safety Advisory Committee	Attest:	
Alan Hart, Chair	Joanna Nichols, Secretary	

PSAC COMMUNITY OUTREACH

Neighborhood Association Meetings

Tillicum/Woodbrook - Ray	Springbrook/Pacific-
Tillicum American Lake Gardens Community Center	Centerforce
14916 Washington Ave SW	5204 Solberg Dr SW
6:30 p.m. 1st Thursday of the Month	6 p.m. 3rd Thursday of the month
Lake City-	Northeast- Alan
West Pierce Fire Station 22	West Pierce Fire Station 20
8517 Washington Blvd.	10928 Pacific Hwy SW
7 p.m. 2nd Thursday of the Month	7 p.m. 3rd Tuesday of the Month
Lakeview-Alan	North Lakewood- Mark
West Pierce Fire Station 20	Elks Lodge
10928 Pacific Hwy SW	6313 75th St W, Lakewood
7 p.m. 4th Thursday of the Month	7 p.m. on the 4th Tuesday, every other month (Jan, Mar, May, Jul, Sep, Nov)
Other Committees	
Lakewood Community Collaboration/Lakewoods Promise	Lakewood United
Lakewood City Hall Council Chambers	Burs Restaurant
6000 Main St SW	6151 Steilacoom Blvd SW
9:30 a.m. 2nd Wednesday of the Month	7 a.m. every Thursday
Civil Service Board	Healthy Start Coalition
Laborated City Hall record IE	Classer Deals Calcard District Offices 10002 Cresselled also Daise CW

Civil Service BoardHealthy Start CoalitionLakewood City Hall room 1EClover Park School District Offices 10903 Gravelly Lake Drive SW9:30 a.m. 1st Thursday of the Month9:15 a.m. 2nd Thursday of the month

Updated 8/2019