



LAKEWOOD CITY COUNCIL STUDY SESSION AGENDA

Monday, January 13, 2020

7:00 P.M.

City of Lakewood

City Council Chambers

6000 Main Street SW

Lakewood, WA 98499

Page No.

CALL TO ORDER

ITEMS FOR DISCUSSION:

- (3) 1. Review of citizens' advisory boards, committees and commission 2020 Work Plans. – (Workplan)
- (23) 2. Review of City Council liaisons to citizens' advisory boards, committees and commissions and representation on external committees and boards. – (Memorandum)
- (29) 3. Legacy Plan Update. – (Memorandum)
- (174) 4. Review options to implement and leverage SHB 1406 funding for affordable and supportive housing. – (Memorandum)
- (201) 5. Review code amendments related to structures in parks. – (Memorandum)

ITEMS TENTATIVELY SCHEDULED FOR THE JANUARY 21, 2020 REGULAR CITY COUNCIL MEETING:

- 1. Business Showcase.
- 2. Proclamation recognizing Dr. Martin Luther King, Jr. and the month of February 2020 as Black History Month – *Ms. Anessa McClendon*
- 3. Proclamation declaring January as School Board recognition month. – *Clover Park School District Board of Directors*
- 4. Larry Saunders Service Award. – *Mr. Bob Warfield, Lakewood Community Foundation Fund*
- 5. Adopting the 2020 citizens' advisory boards, committees and commission Work Plans. – (Motion – Consent Agenda)

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6. Authorizing the execution of an agreement for the Colonial Plaza public art project. – (Motion – Consent Agenda)
7. Authorizing the replacement of existing wide format printers and scanner. – (Motion – Consent Agenda)
8. Appointing Councilmember to serve on the Pierce Transit Board of Commissioners for a three-year term from January 1, 2020 through December 31, 2022.– (Motion – Consent Agenda)
9. Approving the vacation of the eastern seventy (70) feet of Walnut Street SW right-of-way east of the intersection with Langlow Street SW. – (Ordinance – Consent Agenda)
10. Amending Chapter 8.76 of the Lakewood Municipal Code relating to structures in parks. – (Ordinance – Consent Agenda)
11. Municipal Court Update. – (Reports by the City Manager)

REPORTS BY THE CITY MANAGER

CITY COUNCIL COMMENTS

ADJOURNMENT

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AMERICAN LAKE – LAKE MANAGEMENT DISTRICT NO. 1

ADVISORY COMMITTEE

2020 ANNUAL WORK PLAN, BUDGET, AND MEETING SCHEDULE

Members:

Chair: TBD	Peter Marsh
Vice-Chair: TBD	Richard Martinez
Thomas Blume	Mark Pfeiffer
David Clouse	
Mary Dodsworth	

City Staff Support:

Paul Bucich, Public Works Engineering Director
 Greg Vigoren, Engineering Services Manager
 Diana Halar, Compliance Inspector

Meeting Schedule:

February 27, May 14, August/September, and November

2020 Work Plan & Budget:

1.	Aquatic vegetation surveys (2)	\$3,100
2.	Invasive aquatic vegetation control/treatment	\$20,000
3.	Public education & outreach efforts	\$2,000
4.	Supplies, equipment, annual meeting	\$500
5.	City administrative costs	\$4,270
	Total Estimated Costs	\$29,870

Date	Topic(s)
January 13 th	2020 work plan, budget, and schedule reviewed by City Council – chair and staff
March	Prepare member outreach postcard or newsletter – committee
May	Conduct beginning of season aquatic vegetation survey – contractor
May	Distribute member outreach postcard or newsletter – committee and staff
May	Install milfoil signs at boat launches – staff
June	Hire a contractor for aquatic vegetation control/herbicide treatment – staff
July/August	Conduct invasive aquatic vegetation control activities or herbicide treatment – contractor
September	Conduct end of season aquatic vegetation survey – contractor
October	Review control/treatment report – committee
November	Develop 2021 work plan, budget, and schedule based on 2020 activities, LMD needs, and available budget – committee
November	Elect Advisory Committee Chair and Vice-Chair for 2021 – committee

Special Events:

Date	Event
August/September	Annual member meeting at American Lake Park

ARTS COMMISSION

2020 ANNUAL WORK PLAN AND MEETING SCHEDULE

Members:

Chair Linda McDermott
 Vice-Chair: Earl Borgert
 Adriana Bayer
 Darryl Owens
 Judy Swortz
 Kat Flores

Lani Neil
 Paige Hansen
 Patti Belle
 Phillip Raschke
 Susan Werner
 Tod Wolf

City Council Liaison: TBD

City Staff Support:

Sally Martinez, Recreation Coordinator
 Nicolette York, Office Assistant

Youth Council Liaison

Aiden Kluesner
 Angel Lee
 Jasmine Smith
 Jessie Yadao
 Kera Buckmaster
 Kyle King

Meeting Schedule:

First Monday of the month, 5:00-6:15 pm, American Lake Room

Work Plan:

1.	MLK Contest
2.	Recruitment and Retention
3.	Holiday Festival & Christmas Tree Lighting, Parade, Jingle Bell Dash, Candy Cane Lane Vendors
4.	LIFE Film Experience
5.	Rotating Artists
6.	Public Art Recommendations and Implementation
7.	Summer Nights at the Pavilion, Outdoor Concert Series
8.	SummerFEST Booth for Passport to Art
9.	Arts Commission Retreat
10.	Joint Commission Meeting

Date	Topic(s)
1.6.20	MLK Contest, Officer Elections, Budget Allocation, Committee Formation and reports
1.6.-12.30.20	Public Art Recommendations and Implementation
2.3.20	Committee reports, Reel Life 96 Preparation, LIFE workshop prep
3.2.20	Committee reports, Reel Life 96 Preparation, LIFE workshop prep
4.6.20	Committee reports, Reel Life 96 Preparation, LIFE workshop prep
5.4.20	Committee reports, SummerFEST booth planning, Reel Life 96 Preparation, LIFE workshop prep

6.1.20	Committee reports, MLK Involvement, SummerFEST booth planning, Reel Life 96 Preparation, LIFE workshop Implementation
7.6.20	Committee reports, MLK Contest Scoring, SummerFEST booth planning, Concert Series Implementation, Reel Life 96 Preparation, LIFE workshop Implementation
8.3.20	Committee reports, MLK Involvement, Retreat planning, Concert Series Implementation, Lodging Tax Grant Concert Series and Reel Life 96, LIFE workshop Implementation
9.7.20	Committee reports, Notify Schools of MLK Contest Winners (TBD), Reel Life 96 Preparation
10.5.20	Committee reports, Reel Life 96, Christmas Tree Lighting Prep
10.12.20	Joint Commission Meeting, Reel Life 96
11.2.20	Committee reports, Reel Life 96 Screening, Christmas Tree Lighting Prep
12.7.20	Committee reports, Christmas Festival Recap, Election prep, Concert Series Planning


2020 Special Events:

Date	Event
January/February (TBD)	MLK Event (history and details attached)
Quarterly	Rotating Artists
June-August	LIFE (film) Workshops
July 13	SummerFEST Booth
July-August	Summer Nights at the Pavilion Outdoor Concert Series, Fort Steilacoom Park (8 wk series)
March (TBD)	Arts Commission Retreat
November 14	Reel Life 96 Screening & Awards
December 5	Christmas Tree Lighting Event



To: Mayor and City Council

From: Mary Dodsworth, Parks, Recreation and Community Services Director

Through: John Caulfield, City Manager 

Date: January 13, 2020

Subject: MLK Committee - Summary and Event Update

The MLK community event was started by Jo Ethel Smith and a group of community members who wanted to honor the work of Dr. Martin Luther King, Jr. The City was asked to join this group and support their efforts soon after Incorporation. Over the years we have seen the committee grow and change. Currently it's the largest and most diverse and dynamic group of people we've seen in years. Many community organizations are represented and each brings new ideas and perspectives to the committee. This group meets year round and last year, following the 2019 event, they came up with new ideas and suggestions for exhibits, presentations, entertainment and the event schedule to see if they could generate more participation. An update was provided to the City Council last March.

The MLK event is on the City's Arts Commission work program. Members of the City's Arts commission are on the committee and have historically participated by coordinating an essay contest in conjunction with the MLK event. They also contribute ideas and various types of support to help implement the event. This will probably be the last year you'll see written essays as part of the annual program. At this year's event they are introducing a spoken word (poetry) artist and next year I think they will incorporate this type of written word along with others forms of media to engage youth.

Below is a list of committee members and 2020 MLK events and activities.

Name	Agency
Sally Martinez	City of Lakewood, Arts Commission Liaison
Deana Wright	City of Lakewood
Marie Barth	City Council Member
Mary Moss	Multi-Cultural Coalition
Brynn Grimley	City of Lakewood Communications
Cameron Fairfield	City of Lakewood Youth Council Liaison
Grant Twyman	CPSD, Equity, Diversity & Inclusion Specialist
Leanna Albrecht	CPSD communications
Elissa Torres	CPSD facilities
Anessa McClendon	Community Member
Charlie Parker,	Pierce College, Equity, Diversity and Inclusion Coordinator
Emily Feleen	Pierce College
Cloyd Coles III	Student
L. DL. Denice Randle	Executive Director Peace Community Center
Denise Robinson	Community Member
Kimi Ginn	Community Member
June Ellis	Tacoma/South Puget Sound, MESA STEM Organization
Lynese Mack	Lakewood youth council
Zem Murray	Lakewood YMCA
Phil Raschke	Lakewood Arts Comm
Kat flores	Lakewood Arts Comm
Sandra Cavillo	Lakewood Arts Comm
Rahab Njau	Business owner
Shalom Aburu	Miss Uganda North America 2018 , Miss Africa Washington State and a business owner

MLK Committee Summary

In 2020, Lakewood is expanding its recognition of the work of Dr. Martin Luther King, Jr. We will not only create a public event to gather and celebrate his message but we will also provide entertainment and education throughout the month of February in honor of Black History Month. New this year, we are working with community partners like the Pierce County Library System, City of Lakewood, Clover Park School District, Pierce College, Lakewood YMCA, Lakewood Multicultural Coalition and others to bring events to the community for people to engage, celebrate and learn more about black history.

MLK Event and Black History Month Activity

- 2/1— Lakewood MLK Celebration – Harrison Prep School
- 2/8 - African American Story Telling – Tillicum Library
- 2/15- Eva Abram reading, voter registration and census event – Lakewood Library
- 2/22- Talent & Fashion Show – Lakewood Boys and Girls Club
- Hidden Figures – media updates throughout the month

Event Details:**Martin Luther King, Jr. Celebration**

Date: Saturday, Feb. 1 ~ 10 to 11:30 a.m.

Location: Harrison Preparatory School

Theme: 2020 Dr. Martin Luther King Jr.

Celebration, Essay Competition with the theme: "The Dream and the Valuing of Human Life"

There will be choir performances by students from Clover Park High School, Idlewild

Elementary School and Harrison Preparatory

School, as well as YMCA dancers and poetry

read by Hudtloff and Woodbrook middle school

students. The day's keynote speaker is Shalom

Aburu, who will share her story of coming to

the United States from Uganda to attend Pierce

College and the challenges she faced as she

transitioned into her new surroundings.

Hidden Heroes**Date: Jan. 20- through February**

Starting on Dr. Martin Luther King, Jr.'s

birthday, a weekly email will be sent to

individuals, organizations and businesses with

highlights of lesser-known heroes, leaders or

pioneers from the African-American

community. National and local heroes will be

featured each week. Each week this

information will also be posted to the city's

website (cityoflakewood.us) under "City News"

and featured on the city's Facebook page.

African American storytelling

Date: Saturday, Feb. 8 - Time: 12 p.m.

Location: Tillicum Pierce County Library

In celebration of Black History Month, storyteller Kimi Ginn presents an interactive

performance exploring the Civil Rights

Movement, including a Rosa Parks

dramatization and a tribute to Martin Luther

King, Jr. Suitable for ages 5 and up. No

registration required.

Mrs. Mary Church Terrell: A Remarkable Woman

Date: Saturday, Feb. 15 Time: 2 p.m.

Location: Lakewood Pierce County Library

Enjoy a live performance with actress-

storyteller Eva Abram as Mrs. Mary Church

Terrell, the daughter of formerly enslaved

parents, who became an influential activist for

women's suffrage and civil rights for African

Americans. Following the presentation there

will be a "get out the vote" effort from 3:15 to 5

p.m. at the library to encourage people to

register to vote. Information will also be

provided about the upcoming 2020 Census and

importance of completing the census on April 1.

Talent & Fashion Show

Date: Saturday, Feb. 22 ~ 11 a.m. to 1 p.m.

Location: Boys & Girls Club of South Puget

Celebrate the talents of our youth by attending

this event that combines fashion and

performances of all genres and styles. Youth

from the community, including members of the

Boys & Girls Club, will put their hard work on

display for the public to see during the two-

hour event.

	<ul style="list-style-type: none"> • Prepare for Joint meeting with Council
9/28*	<ul style="list-style-type: none"> • Joint meeting with City Council
10/7*	<ul style="list-style-type: none"> • Public hearing on housing, services, and community development needs
10/21	<ul style="list-style-type: none"> • CDBG - Adopt FY 2021 policies & funding strategies • Continue human services funding deliberations
11/18	<ul style="list-style-type: none"> • Prepare 2021-22 human services funding recommendations
11/23*	<ul style="list-style-type: none"> • Present 2021-22 human services funding recommendations

Lakewood's Promise Advisory Board 2020 ANNUAL WORK PLAN AND MEETING SCHEDULE

Members:

Chair: Ellie Wilson
Dr. Michele Johnson
Leanna Christian
Mary Dodsworth
Ron Banner
Andie Gernon

Vice Chair: Dr. Joyce Loveday
Elise Bodell
Joyce Loveday
Beverly Howe
Wanda Elder
Youth Council: Abel Alvarado

City Council Liaison:

Councilmember TBD

City Staff Support:

Brian Humphreys, Human Services Coordinator

Meeting Schedule:

First Thursday of the month, 7:30 am, American Lake Conference Room

2020 Work Plan:

1.	Create and execute a plan to collaboratively address the issue of Youth Mental Health
2.	Direct the process of adding a Workforce Development component to Human Services
3.	Develop a more productive format for the Lakewood Community Collaboration
4.	Develop a digital distribution plan for the What's UP! Newsletter
5.	Coordination with Youth Council on Summit

Date	Topic(s)
1/9 (2 nd Thurs.)	<ul style="list-style-type: none"> Election of 2020 officers and Review 2020 draft work program Youth Summit Planning Review What's UP! newsletter and 2020 approaches Develop a Workforce Development strategy; establish a work group
2/6	<ul style="list-style-type: none"> Youth Summit planning continues Develop a Youth Mental Health strategy; establish a work group
3/18*	<ul style="list-style-type: none"> 5:30pm, Joint Meeting with CSAB Review What's UP! newsletter Review recommendations for Human Services priorities
4/2	<ul style="list-style-type: none"> Ready, Set, Go for Youth Summit – last minute planning
5/7	<ul style="list-style-type: none"> Debrief Youth Summit with Youth Council members
6/4	<ul style="list-style-type: none"> Review What's UP! newsletter (summer edition) Review format for Lakewood Community Collaboration
9/3	<ul style="list-style-type: none"> Update on Promise summer activities and other community initiatives Review What's UP! newsletter
10/1	<ul style="list-style-type: none"> Prepare for Joint meeting with City Council
10/19*	<ul style="list-style-type: none"> Joint meeting with City Council
11/5	<ul style="list-style-type: none"> Review feedback from the City Council Review the 2020 work plan and identify strategic goals for 2021
12/3	<ul style="list-style-type: none"> Review 2021-22 human services funding allocations; look for opportunities for alignment and collaboration for the 2021 Lakewood's Promise work plan

*Meeting with City Council or joint meeting with Community Services Advisory Board

**City of Lakewood
Landmarks and Heritage Advisory Board (LHAB)
2019 Summary & 2020 Work Plan**

Members

Glen Spieth, Chairperson (elected January 2019)
Joan Cooley, Vice-Chair (elected January 2019)
Beth Campbell
Marjorie Thomas-Candau
William Elder

Council Liaison

John Simpson

Staff Support

Planning Manager, Courtney Brunell

Administrative Support

Community Development Administrative Assistant, Karen Devereaux

Meeting Schedule

Fourth Thursday of every month at 6:00 PM in City Hall, American Lake Room

Background

The mission of the City of Lakewood Landmarks and Heritage Advisory Board is to preserve, protect and promote the unique heritage and historic resources of the City of Lakewood. The Landmarks and Heritage Advisory Board advises the City Council, the City Manager and City staff in connection with protection and preservation of historical landmarks in Lakewood and establishing procedures for designation and preservation of landmarks.

2019 Accomplishments

- Awarded the Washington State CLG Grant to complete a reconnaissance level survey for the Oak Park Neighborhood and city-wide public outreach. Met all timelines and goals associated with the Oak Park Neighborhood Survey including:

WORK TO BE ACCOMPLISHED	COMPLETION DATE
Consultant begins reconnaissance-level survey work and background review	April 12, 2019
1 st Public Meeting held	February 28, 2019
First draft of reconnaissance level survey ready for City staff and LHAB review	May 3, 2019
LHAB and Historic Preservation Consultant conduct a second public meeting to present	May 31, 2019

findings	
Second draft report ready for City staff and LHAB review	June 17, 2019
City-wide public outreach meeting	July 25, 2019
Final survey report submitted to DAHP	July 31, 2019

- Provided copies of the Lakewood touring maps to Clover Park School District for their 4th grade classrooms.
- Reached out to other jurisdictions to learn more about recognizing Lakewood's Historic Streets. Identified Streets that may be qualified to receive recognition.
- Awarded the 2020 Pierce County Historic Preservation Grant totaling \$2,425 to complete 50% of the identified historic street sign recognition program.
- Amended the Lakewood Landmarks Application to allow for "hardscaping," such as, bridges to be aesthetically described.
- Researched creating a historic walking tour in the City of Lakewood by contacting Pretty Gritty tours who presented during the October board meeting.
- Received an update from the Lakewold Gardens Board of Directors regarding improvements being made as part of a capital campaign. Confirmed that improvements would not warrant a certificate of appropriateness.

2020 Work Plan

Ongoing Projects

The Landmarks and Heritage Advisory Board has provided no specific timelines for the completion of the following work plan items since this Board is often dependent on the follow-through of other public agencies or private property owners.

- Implement a historic streets recognition program
- Research grant opportunities to fund additional historic markers throughout the City of Lakewood
- Update the Lakewood Touring map to include historic streets identified through the recognition program.
- Work with Pretty Gritty Tours to develop a walking tour program for the City of Lakewood.
- Develop frequently asked questions (FAQ's) to be included on the LHAB website.
- Explore the use of the Community Landmark designation for the Colonial Center; Western State Hospital; Rhodesleigh House; Villa Carman (Madera); the Flett House; Little Church on the Prairie; Thornewood Castle; Mueller-Harkins Hangar; Tacoma Country and Golf Club; the "H" barn at Fort Steilacoom Park; and the Alan Liddle House.
- Work on recruitment of new members to serve on the LHAB.
- Actively engage with the City of Lakewood Youth Council.

**Lodging Tax Advisory Committee (LTAC)
2020 Annual Work Plan and Meeting Schedule**

Members:

Mayor Don Anderson, Chair

Represent Businesses Authorized to Collect

Asuka Ludden, Best Western (*term expired 11/1/19, submitted application for another 3-year term*)

Vacant

Vacant

Represent Businesses Authorized to Receive

Phil Raschke, Lakewood Playhouse (*term expired 11/1/19, submitted application for another 3-year term*)

Linda K. Smith, Lakewood Chamber of Commerce

Chelene Potvin-Bird, Travel Tacoma + Pierce County, WA

City Council Liaison: Not Applicable

City Staff:

Tho Kraus, Assistant City Manager/Administrative Services

Emmanuel “Manny” Cristobal, Finance Supervisor

Carolyn Whipple, Financial Analyst

Meeting Schedule:

July - Joint Lodging Tax Advisory Committee Meeting.

September - Listen to presentations, rate and make funding recommendations.

November - Present recommendations to the City Council.

2020 Work Plan:

- Attend the Joint Lodging Tax Advisory Committee meeting to discuss the LTAC in general, review guidelines, past grants awarded, and potential funding available for 2020 grant awards.
(July 13, 2020)
- Review lodging tax grant applications in advance of day-long presentations. The LTAC shall receive the applications at least 45-days before final action on or passage of proposals by the City Council.
(Mid-September)
- Listen to presentations from potential lodging tax grant recipients. Review, rate, and make funding recommendations that are forwarded to the Lakewood City Council for their deliberations.
(Late September)
- Meet on an as needed basis to review lodging tax grant applications for the next year and provide funding recommendations to the Lakewood City Council for their consideration and deliberations.
- Present recommendations to the Lakewood City Council.
(November 9, 2020)
- Follow up with further review and recommendations as requested by the Lakewood City Council.

PARKS AND RECREATION ADVISORY BOARD

2020 ANNUAL WORK PLAN AND MEETING SCHEDULE

Members:

Jason Gerwen, Chair
Vito Iacobazzi, Vice-Chair
Sylvia Allen
Alan Billingsley

Michael Darrah
Susan Dellinger
Michael Lacadie

Youth Council Liaison:

Gloria Arauja Ruiz
Anaya Davia
Yajaira Gonzalez
Brian Noel

Kayala Purdie
Samantha Reed
Kloe Salazar

City Council Liaison:

TBD

City Staff Support:

Mary Dodsworth, Director Parks, Recreation & Community Services
Nikki York, Office Assistant

Meeting Schedule:

Fourth Tuesday of Each Month, 5:30 p.m. American Lake Room, Lakewood City Hall

2020 Work Plan:

1.	Fort Steilacoom Park Project Updates
2.	Legacy Plan Update
3.	Parks CIP Update
4.	Wards Lake Park Project Update
5.	Harry Todd Park Project Update
6.	Edgewater Park Project Update

Date	Topic(s)
1/28	Elect Chair /Vice-Chair, Review 2020 Work Plan, CPSD Cooperative Use Agreement
2/25	Legacy Plan Update
3/24	Fort Steilacoom Park Project Updates, Prepare for Parks Appreciation Day, Prepare for Joint Council Meeting, No Smoking Policy Education
*4/27	Joint Council Meeting
5/26	Public Art Recommendation
6/23	Food Policy, Parks CIP Update, Urban Forestry/Tree Management Plan
7/28	Springbrook Park Update
8/25	No Meeting
9/22	Chambers Creek Canyon Trail Update, South Sound Wildlife Area Update
10/27	Special Event Update, 2021/2022 Budget Update
11/24	Seeley Lake Park Project Update
12/22	No Meeting

Special Events:

Date	Event
2/1/20	MLK Jr Celebration
4/25/20	Parks Appreciation Day
5/16/20	Ray Evans Memorial Fishing Event
Tuesdays	Farmers Market (June - September)
Thursdays	Summer Nights at the Pavilion
6/20	Senior Center Expo
7/11/20	SummerFEST
10/17/20	Truck & Tractor Day
10/24/20	Make a Difference Day
12/5/20	Christmas Tree Lighting/ Jingle Bell Dash

**City of Lakewood
Planning Commission
2019 Summary & 2020 Work Plan**

Members:

Dan Daniels
Nancy Hudson-Echols
Ryan Pearson
Connie Coleman-Lacadie

James Guerrero
John Paul Wagemann
Christopher Webber

Council Liaison:

Councilmember: TBA

City Staff Support:

Dave Bugher, Assistant City Manager for Development Services
Tiffany Speir, Special Projects Planner
Karen Devereaux, Administrative Assistant

Overview:

Carry out the work plan as authorized by the City Council to conduct research, make recommendations or perform other work in furtherance of the goals and objectives of the City. Specifically, the Planning Commission provides citizen review and recommendations on the community's comprehensive plan and local land use regulations.

Meeting Schedule:

First and third Wednesdays, 6:30 PM.

2019 Accomplishments:

- Review of Annual Housing Report
- Review and recommendation of Updated Quasi-Judicial Process
- Review and recommendation of Periodic Review of Shoreline Master Program and Adoption of Restoration Plan
- Review and recommendation re 2019 Comprehensive Plan Zoning Map and Text Amendments
- Review and recommendation of 2020 Comprehensive Plan Amendment Docket List
- Review and recommendation of updated Sign Code
- Review and recommendation of historical residential densities in City of Lakewood
- Review and recommendation of 6 year Transportation Plan
- Review and recommendation on new LMC Title 18A (Land Use & Development Code) and related amendments to Titles 1, 3, 12, 14, 17, and 18B
- Review and recommendation of area-wide rezone of 5 parcels from OSR2 to OSR 1 (former Ft. Steilacoom Golf Course)
- Review updates from VISION 2040 to VISION 2050

2020 Work Plan:

Due to expected participation at public hearings that may affect the schedule for Planning Commission action, the dates below are regarded as tentative.

Scheduled 2020 Projects (all dates subject to change)

Work to be accomplished	Estimated start date	Estimated completion date
Election of new officers.	Feb 5, 2020	Jan 15, 2020
Receipt of 2019 Annual Housing Report.	Feb 5, 2020	Feb 5, 2020
Review of 2020 Comprehensive Plan amendments.	Feb 19, 2020	May 1, 2020
Periodic review of Comprehensive Plan revamp in anticipation of 2023 statutory update.	Mar 4, 2020	Dec 2, 2020
Review of 6-year transportation improvement plan (TIP).	Apr 15, 2020	May 6, 2020
Review of annual development regulation amendment package (18A clean up, more).	May 20, 2020	Aug 19, 2020
Review of 2021 Buildable Lands Report status.	Jun 3, 2020	Aug 5, 2019
Periodic Review of Lakewood Station District Subarea Plan status.	Jun 3, 2020	Dec 2, 2020
Review of Downtown Subarea Plan, Planned Action and Hybrid Form-Based Code biennial review.	Jul 1, 2020	Aug 5, 2020
Review of 2021 Comprehensive Plan docket.	Sep 2, 2020	Oct 7, 2020

2020 Land Use and Development Code “Parking Lot” Amendments:

The “Parking Lot” describes land use and development code amendments that have yet to be decided upon by the City Council as possible Work Plan items during the upcoming calendar year and/or biennium.

Three Parking Lot items are currently on the table for review and consideration: Temporary Transitory Accommodations¹; Nonconforming uses/structures and Design Review for Commercial Zoning Districts (*minus the CBD Subarea Plan*).

If the Council adds these items, it affects the proposed 2020 Work Plan. The three items are challenging assignments since they will require significant public outreach. Further, the City Council calendar from September through December will be busy with the biennial budget process. Excepting for the 2021 Comprehensive Plan docket, we will not be advancing major land use projects for Council review/action during this timeframe.

¹ Temporary Transitory Accommodations refers to local zoning regulations that would allow religious organizations to offer on-site temporary shelters, while protecting the public’s health and safety. Any regulations would also have to comply with RCW 35A.21.360.

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	
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.	Recruitment
2.	Infrastructure Safety Issues
3.	Energize Neighborhood Association Meetings

Date	Topic(s)
2/5	Western State Hospital and SummerFest Prep
4/1	Reserve Program Presentation and SummerFest Prep
6/3	Coalition Presentation and Final SummerFest Prep
8/5	
10/7	Election and Work Plan for 2021
12/2	Work Plan and Joint Meeting Prep

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
November 24	Fallen Officer Food Drive

PSAC 2019/2020
WORK PLAN AND SIGNIFICANT ACCOMPLISHMENTS

Members:

Chair Ken Witkoe
Vice-Chair James Hairston
Alan Hart
Mark Peila

Mark Terry
Ray Dotson

Council Liaison:

Councilmember TBD

City Staff Support:

Chief Michael Zaro
Administrative Assistant Joanna Nichols

Meeting Schedule:

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

Accomplishments:

Date	Topic(s)
12/16/19	Fireworks Recommendation letter to City Council submitted
	Gathered and evaluated information regarding Adult Family Homes. Conclusion: the City is being as proactive as they can be and nothing more can be done via PSAC.
	Worked with City engineers/Public Works regarding train tracks/safety concerns, to include discussion of possible solutions and specific concerns such as Clover Creek train intersection. It is an on-going challenge that the City is staying on top of as best they can.

(Current Year) Work Plan:

1.	Recruitment
2.	Energize Neighborhood Associations
3.	Infrastructure Safety Issues

**Lakewood Youth Council
2020 ANNUAL WORK PLAN AND MEETING SCHEDULE**

Members:

Abel Alvarado	Hank Jones	Kera Buckmaster
Aiden Kluesner	Jasmine	Kloe Salazar
Anaya Davis	Jazmyn	Kyle King
Angel Lee	Jessie Yadao	Lynese Cammack
Annette Ray	Joo Gyeong Kim	Megan Duncan
Brian Noel	Josaphine Kaiser	Sammantha Reed
Dante Ost	Kathleen Julca	Theresa
Deyana Panagelinan	Sarah Wilton	Yajaira Gonzalez
Gloria Arauja Ruiz	Kayala Purdie	

City Council Liaison: TBD

City Staff Support: Cameron Fairfield, Recreation Coordinator

Meeting Schedule:

First Monday of Each Month, 6:00pm / Present to Council at 7:00pm, Lakewood City Hall

Third Monday of Each Month, 4:00pm, Lakewood City Hall

2019 / 2020 Work Plan:


2019	
Date	Topic(s)
9/3/19 Tuesday	First Meeting / Introductions / Purpose of the Board / Meeting Expectations Report to Council
10/7/19	Truck and Tractor Registration Parks Legacy Plan Update Meet and Greet with Lakewood City Council
10/12/19 Saturday	Truck and Tractor Day – Fort Steilacoom Park
10/18/19	Make-A-Difference Day Planning Grant Twyman – Diversity Inclusion Specialist CPSD Youth Summit Introduction
10/26/19 Saturday	Make-A-Difference Day Fort Steilacoom Park
11/4/19	Report to Council
11/12/19 TUESDAY	Joint Meeting with City Council Lakewood Police Station
12/2/19	Report to Council
12/7/19	Lakewood Christmas Tree Lighting Holiday Fair at Hudtloff Middle School
2020	
Date	Topic(s)
1/6/20	Board Member Reports / School Reports Report to Council
1/20/20 Tentative No School	Youth Summit Planning
2/1/20	MLK Celebration Harrison Prep School

TBD	Lions Club Crab Feed McGavie Center Clover Park Technical College
2/3/20	Board Member Reports / School Reports Report to Council
2/17/20	Youth Summit Planning / Subcommittees
3/2/20	Board Member Reports / School Reports Report to Council
TBD	ACW Quality Communities Scholarship Deadline Youth Council Completion Will Happen Prior to This Date
3/19/20	2020 Youth Summit
4/6/20	Youth Summit Review Board Member Reports / School Reports Report to Council
4/24/20	Math Relay Harry Lang Stadium Clover Park High School
5/4/20	Board Member Reports / School Reports Report to Council
6/1/20	Youth Council Review Updates / Changes What can we do better for next year! Final Report to Council



To: Mayor and City Councilmembers

From: Briana Schumacher, City Clerk

Through: John J. Caulfield, City Manager 

Date: January 13, 2020

Subject: 2020 City Council Liaisons to Citizens' Advisory Boards, Committees and Commissions and representation to external Committees and Boards

Annually, the City Council has reviewed its Council liaison assignments to its citizens' advisory boards, committees and commissions. Attached is a list of Council liaison assignments should the Council wish to make any adjustments for 2020. Also included is a list of external committees and boards that Councilmembers are currently serving and a tentative schedule for rotating Councilmember attendance at School Board and Neighborhood Association meetings.



CITIZENS ADVISORY BOARDS, COMMITTEES, & COMMISSIONS (CABC)

Committee/Board	Council Liaison	Legislation	Meeting Time	Meeting Location
American Lake – Lake Management District No. 1	N/A	Resolution No. 2019-15	As needed	City Hall
Civil Service Commission	N/A	Appointed by the City Manager	1 st Thursday, 9:30 a.m.	City Hall
Community Services Advisory Board	VACANT Previously Marie Barth	Ordinance No. 594	As needed	City Hall
Lakewood Arts Commission	Jason Whalen	Ordinance No. 421	1 st Monday, 5:00 p.m.	City Hall
Lakewood’s Promise Advisory Board	Mary Moss	Ordinance No. 619	2 nd Thursday, 7:30 a.m.	City Hall
Landmarks Heritage & Advisory Board	John Simpson	Ordinance No. 578	4 th Thursday, 6:00 p.m.	City Hall
Lodging Tax Advisory Committee	Don Anderson	Ordinance No. 133	As needed	City Hall
Parks & Recreation Advisory Board	Don Anderson	Ordinance No. 240	4 th Tuesday, 5:30 p.m.	City Hall
Planning Commission	Mike Brandstetter	Ordinance No. 594	1 st & 3 rd Wednesday, 6:30 p.m.	City Hall
Public Safety Advisory Committee	VACANT Previously Marie Barth	Ordinance No. 413	1 st Wednesday, every other month 5:15 p.m.	Police Station
Youth Council	Paul Bocchi	Resolution No. 2002-16	1 st & 3 rd Monday, 6:00 p.m.	City Hall

Committee/Board	Council Member	Appointed by	Term of Office	Term Expires	Meeting time	Meeting location
Greater Tacoma Convention Center Public Facilities Board	Mike Brandstetter	City Council	1/1/2020	12/31/2023	3 rd Thursday, Quarterly	Greater Tacoma Regional Convention Center
Pierce County Conservation Futures Citizens Advisory Board	Citizen appointment Susan Potter	Pierce County Council	10/1/2017	10/1/2021	Varies	Pierce County
Pierce County Regional Council	Jason Whalen, Paul Bocchi, John Simpson (alt.)	City Council	Ongoing	Ongoing	3 rd Thursday, 6:00 p.m.	Pierce County Annex
Pierce Transit Board	Don Anderson	City Council	1/1/2020*	12/31/2022	2 nd Monday, 4:00 p.m.	Pierce Transit Training Center
Puget Sound Regional Council General Assembly	Mayor and City Council	Board elected by General Assembly constituents	Ongoing	Ongoing	Varies	
South Sound Military Community Partnership Elected Officials Council (EOC)	Mayor, Co-Chair and City Council	Pursuant to SSMCP MOA	Ongoing	Ongoing	Twice annually, typically May and November	Varies
South Sound 911 Policy Board	Mike Brandstetter	City Council	Ongoing	Ongoing	4th Wednesday, 9:00 a.m.	Lakewood City Hall

*City Council reappointment tentatively scheduled for 1/21/2020

OTHER AFFILIATED COMMITTEES AND BOARDS

Committee/Board	Council Representative	Meeting Time	Meeting Location
Lakewood Multicultural Coalition	Councilmember Moss and Councilmember Brandstetter	2 nd Thursday, 9:00 a.m.	City Hall
Lakewood Sister Cities Association	Councilmember Brandstetter	2 nd Thursday, 6:00 p.m.	City Hall

Clover Park School District
School Board Meetings
Clover Park High School Student Services Center
10903 Gravelly Lake Drive SW Room 4
6:00 p.m.

Meeting Date:	Councilmember Attending:
January 13, 2020	Bocchi
February 10, 2020	Brandstetter
March 9, 2020	Farmer
April 13, 2020	Moss
May 11, 2020	Simpson
June 8, 2020	Whalen
July 13, 2020	Bocchi
August 10, 2020	Brandstetter
September 14, 2020	Farmer
October 12, 2020	Moss
November 9, 2020	Simpson
December 14, 2020	Whalen

Lakewood Community Collaboration
City Hall Council Chambers
6000 Main Street SW
9:00 a.m.

Meeting Date:	Councilmember Attending:
February 12, 2020	Bocchi
March 11, 2020	Brandstetter
April 8, 2020	Farmer
May 13, 2020	Moss
June 10, 2020	Simpson
September 9, 2020	Whalen
October 14, 2020	Bocchi
December 9, 2020	Brandstetter

Tillicum/Woodbrook Neighborhood

Tillicum Community Center
14916 Washington Avenue SW
6:30 p.m.

Meeting Date:	Councilmember Attending:
February 6, 2020	Farmer
March 5, 2020	Moss
April 2, 2020	Simpson
May 7, 2020	Whalen
June 4, 2020	Bocchi
July 2, 2020	Brandstetter
August 6, 2020	Farmer
September 3, 2020	Moss
October 1, 2020	Simpson
November 5, 2020	Whalen
December 3, 2020	Bocchi

Lake City Neighborhood

Lake City Fire Station
8517 Washington Blvd. SW
7:00 p.m.

Meeting Date:	Councilmember Attending:
February 13, 2020	Brandstetter
March 12, 2020	Farmer
April 9, 2020	Moss
May 14, 2020	Simpson
June 11, 2020	Whalen
July 9, 2020	Bocchi
August 13, 2020	Brandstetter
September 10, 2020	Farmer
October 8, 2020	Moss
November 12, 2020	Simpson
December 10, 2020	Whalen

North Lakewood Neighborhood

Elks Lodge
6313 75th Street West
7:00 p.m.

Meeting Date:	Councilmember Attending:
January 28, 2020	Bocchi
March 24, 2020	Brandstetter
May 26, 2020	Conflicts w/Council Meeting
July 28, 2020	Farmer
September 22, 2020	Moss
November 24, 2020	Simpson

Northeast Neighborhood

Meeting: No meetings until further notice.

Pacific Neighborhood

Meeting: No meetings until further notice.



TO: Mayor and City Councilmembers

FROM: Shannon Kelley-Fong, Senior Policy Analyst

THROUGH: John J. Caulfield, City Manager *John J. Caulfield*

DATE: January 13, 2020

SUBJECT: Legacy Plan Update

PURPOSE: The purpose of this memorandum is to provide an update on the Legacy Plan process, including an update on engagement events, a discussion on potential levels of service (LOS), and a draft of the 2020 Legacy Plan Mission, Vision, and Goals, Policies, and Action items.

BACKGROUND: In April 2019, the City of Lakewood (hereinafter, the “City”) started the process of updating the city wide parks and recreation master plan, known as the Legacy Plan (hereinafter, the “Plan” or when differentiating between the draft and existing plan, “2020 Plan” or “2014 Plan,” respectively). Since its approval in 2014, the Plan has served as the strategic plan for building a healthy and sustainable parks and recreation system in Lakewood. The Plan is updated every six years to remain responsive to community needs and to remain competitive for Washington State Recreation and Conservation Office (RCO) grant funding.

Table A provides a timeline for the four phases of Plan update process. The City has concluded Phase I: Environmental Scan and Phase II: Needs Assessment. Phase III: Plan Development is currently in process. The first review of the draft 2020 Legacy Plan will occur at the February 24, 2020 City Council study session. Phase IV: Plan Approval is anticipated to occur in the Spring of 2020.

TABLE A												
Legacy Plan Update Phases												
	2019									2020		
	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Spring
Phase I: Environmental Scan												
Phase II: Needs Assessment												
Phase III: Plan Development												
Phase IV: Plan Approval												

ENGAGEMENT EVENT FINDINGS:

An essential step in the Plan update process was to collect input from the community in effort to accurately determine the park and recreation needs and desires of those that live, work, and play in Lakewood. As part of Phase II: Needs Assessment, the City thoughtfully crafted a multi-pronged public involvement campaign to provide community members ample opportunities to be involved in the Plan's update and allow the City to learn more about the needs and desires of the community. Throughout the Spring, Summer, and Fall of 2019 the City performed a number of engagement events in-person and online. Based on past experience and research data, the City recognized that many "traditional" engagement efforts would not yield a representative sample of Lakewood as a whole. As such, in effort to hear from a more diverse set of community stakeholders, the City held a number of targeted outreach events, including focus groups and "pop-up" events. Many of the latter events were done in concurrence with existing community events, thus allowing the City to meet community members where they are at rather than more "traditional" methods of asking community members to come to City Hall to provide feedback. In total, the City's engagement events included open houses, "pop-up" events, focus groups, surveys, and guidance from the Legacy Plan Task Force. These events resulted in receiving comments from 937 participants. **Table B** provides a list of all engagement events by type and the number of participants.

TABLE B		
Engagement Events - Type and Participation		
Aging Expo	Engagement	19
Coffee with Mayor	Engagement	8
SummerFest	Engagement	60
Farmer's Market	Engagement	80
Ready to Learn fair	Engagement	45
National Night Out	Engagement	61
Tillicum Community Center	Engagement	31
Summer Concert series	Engagement	36
Fort Steilacoom Dog Park	Engagement	27
Controlled Online Survey	Engagement	179
Open Online Survey	Open House	254
BooHan Market	Engagement	16
Open House 1	Open House	13
Open House 2	Open House	10
Open House 3	Open House	6
Online Open House	Open House	7
Multicultural Group	Focus Group	3
Youth Council	Focus Group	20
Lakewood United	Focus Group	20
PRCS Personnel (select)	Focus Group	7
PRCS Personnel (all)	Focus Group	15
Lakewood United	Focus Group	20
Total		937

The following provides brief summaries of the various engagement events held throughout the City as part of the update process:

Legacy Plan Task Force

Throughout the update process a committed group of community stakeholders, the Legacy Plan Task Force (LPTF), met once a month to provide guidance on the update. The LPTF discussed demographic data, funding and resource strategies, level of service measurements, engagement events and community involvement, goals and strategies, and park amenities. The LPTF were instrumental in reviewing and providing feedback on drafts of the Plan. The LPTF consists of:

Vito Iacobazzi, Parks and Recreation Advisory Board

Dean Burke, Travel Tacoma

Miae Aramori, Tacoma/Pierce County Health Department

Jesse Black, Springbrook Connections & Tacoma/Pierce County Health Department

Faaluaiana Pritchard, Asian Pacific Cultural Center

Sarah Woodall, Senior Activity Center participant

Yuni Medlin, Living Access Support Alliance

Rick Bieber, Lakewood-Steilacoom-DuPont Soccer Club

Bruce Dees, Partners for Parks

Leah Livingston, Communities in Schools

Russ Smith, Stakeholder

Open Houses

Community members and local stakeholders were invited to provide input at three open houses. Two of these open houses were held at City Hall (July and August 2019) and the other was held at the Lakewood Library (July 2019). A total of twenty-nine individuals attended the open houses. At the open houses, attendees were able to provide input on: 1) the strengths, weaknesses, opportunities, and threats of the City's existing park and recreation system; 2) the visioning process, including feedback on goals and strategies; 3) their favorite park; and 4) what type of park and recreation amenities they wanted to see added or improved at the City's parks or recreation system in the next few years.

"Pop-up" Events

The City held nine "pop-up" events throughout Lakewood. Pop-up events were typically held at existing community events to increase participation by unrepresented or underrepresented populations by engaging the community where they are at. For example, the City held pop-up events at Springbrook Park during National Night Out, Fort Steilacoom Park during the Summer Concert Series, City Hall during the Farmer's Market, Clover Park High school during the Ready to Learn Fair, and at the Senior Activity Center during the Aging Expo. It is estimated that 370 individuals provided input at these events. These events allowed participants to provide input on: 1) their favorite park; and 2) what type of park and recreation amenities they wanted to see added or improved at the City's parks or recreation system in the next few years.

Focus Groups

The City organized focus groups with multicultural community stakeholders, the Youth Council, Parks, Recreation, and Community Service (PRCS) personnel, and neighborhood stakeholders. The multicultural community stakeholders group helped the City craft its engagement plan. Three

members of this focus group went on to join the LPTF. The focus group with the Youth Council provided input from an age group commonly ignored by more traditional outreach efforts. The Youth Council focus groups provided feedback on how parks and recreation services could be more youth friendly in the future. The PRCS focus group provided input on the day-to-day operations of the City's parks and recreation system, including a detailed discussion on the strengths, weaknesses, opportunities, and threats facing the City's parks and recreation services. The neighborhood stakeholder focus group allowed participants to provide input on: 1) their favorite park; and 2) what type of park and recreation amenities they wanted to see added or improved at the City's parks or recreation system in the next few years.

Online Open House

In effort to provide more flexible opportunities for those who live, work, and play in Lakewood, an online open house was available on the City's website from July to September 2019. This platform was designed to replicate the in-person open house with the added bonus of being available to the general public at any time. Seven individuals provided feedback using this platform. Like the open houses above, participants were able to provide input on: 1) the strengths, weaknesses, opportunities, and threats of the existing park and recreation system; 2) the visioning process, including feedback on goals and strategies; 3) their favorite park; and 4) what type of park and recreation amenities they wanted to see added or improved at the City's parks or recreation system in the next few years.

Surveys

Like the Online Open House, in effort to provide additional flexible opportunities for those who live, work, and play in Lakewood, the City provided two online surveys: 1) the open online survey, and 2) the controlled survey. Between the two surveys, the City collected a total of 324 responses. Both surveys were available in English, Spanish, and Hangul. Importantly, based on past surveys performed by the City, the City recognized that certain demographic groups would likely be overrepresented and others would be underrepresented in a survey. In effort to gather more input from traditionally underrepresented community members, the City strategically held outreach events throughout the City, including "pop-up events" and focus groups. The online surveys consisted of 19 standardized questions. Most questions were multiple choice, however, several questions allowed users to provide open-ended feedback.

Open Online Survey

The open online survey was available for anyone and everyone to access from June 25 to July 31, 2019. The City provided links to the survey on the City's website, social media outlets, in the City Manager's Bulletin, and in an email blast to all registered park and recreation participants. Hard copies of the survey were available at City Hall. In total, the City collected 256 responses from the open online survey.

Controlled Online Survey

For the controlled online survey, two thousand (2000) residences in Lakewood were chosen at random to participate. The residences randomly selected to take this survey received letters in the mail providing a link to the survey and a unique identifier (passcode), which

was required for access to the survey. Hard copies of the survey were available at City Hall. Of the 2000 randomly selected residences sent letters, 1,865 of the letters were delivered (93%). The remaining 135 letters (7%) were returned to City Hall either due to vacancies or other address issues. Of the 1865 residences that received the survey, the City collected 168 responses, providing an overall survey response rate of 9%.

Survey Findings: The following provides a brief overview of the major survey findings. Survey results were reviewed in more detail at the City Council study session on September 9, 2019, see: <https://cityoflakewood.us/wp-content/uploads/2019/09/2019-09-09-Council-Agenda.pdf>.

- Representation – Demographically and geographically, both surveys had areas of over and under representation. As previously mentioned, based on past experience and research data, the City recognized that this was likely to occur. To proactively respond to this, the City strategically held a number of targeted outreach events throughout the community to hear from unserved and underrepresented voices.
- About 80% survey respondents identified living within five blocks or fewer of a park. Very few indicated that they lived more than twenty minutes (or 11 blocks or greater) from a City park.
- More than 50% survey respondents indicated that they or a member of their household went to a City park a few times a month or more; very few participants indicated that they or a member of their household did not use a City park in the past year.
- Over 70% of survey respondents indicated that they usually travelled to a City park by car.
- Survey respondents indicated that the highest rated park features by importance were: Restrooms, Natural Areas, Trails, Open Space, and Parking at parks.
- Survey respondents indicated that the lowest rated park features by importance to survey respondents were: Tennis Courts, Baseball/Softball fields, Outdoor Basketball Courts, Lifeguards/ life guard stations.
- Survey respondents indicated that the top reasons for going to a City park were: to enjoy the outdoors or nature, walk or run, attend a special or planned event, use of playgrounds, meet friends, and the use of the dog park.
- Survey respondents indicated that the top reasons for not using the City's parks were: no time, don't feel safe, don't know where they are, too crowded, and lack of amenities. This question had an open ended element which allowed participants to express why they did not use a City park. In the open-ended responses, respondents provided specific safety concerns that they had, others reasons included: access issues, issues with dog users, and a lack of desired amenities.

- All City parks, with the exception of Wards Lake Park and Edgewater Park, received a rating of excellent or fair from survey respondents. Notably, these two parks are currently undergoing master park plans.
- The main park visited by survey respondents was Fort Steilacoom Park, followed distantly by American Lake Park and Harry Todd Park.
- Survey respondents indicated that the highest quality park amenities were: open space, dog parks, baseball/softball fields, and natural areas.
- Survey respondents indicated that the lowest quality park amenities were: tennis courts, outdoor basketball courts, lifeguards/life guard stations, and restrooms.
- Survey respondents indicated that the City's top priorities for its parks system should be: natural areas, restrooms, trails, spray/water parks, and access to water/fishing.
- Over 70% survey respondents indicated that they or a household member attended at least one recreation program or special event offered by the City in the past 12 months. This question allowed participants to express why they did not attend a program or event. The most common reason was access issues, such as the time and place events were held.

Other Engagement Event Themes: The following themes were identified in the comments collected at focus groups, pop-up events, and survey open ended questions.

- Similar to the survey, overwhelming engagement event respondents indicated that Fort Steilacoom Park was their favorite park (57%), followed distantly by Springbrook Park (13%) and Harry Todd Park (10%). Notably, there were engagement events held at these three parks.
- Some engagement events asked respondents to rank 2014 Legacy Plan goals by importance, on a scale of one to five with one (1) being 'not important' and five (5) being 'very important.' All goals averaged a score of over 4, see **Table B(1)**. There were some comments and questions about the readability and intent of the some of the goals. As a result of this feedback and other engagement event input, the updated Plan attempts to make goals more accessible and better organized .

Table B(1)					
2014 Legacy Plan – Average Goals Importance					
	Goal 1: Protect the open space and water access needs of future generations through acquisition, development and environmental stewardship.	Goal 2: Create safe access to open space through a connected system of urban, non-motorized trails.	Goal 3: Invest in a quality park and recreation system to enhance economic benefit.	Goal 4: Secure sustainable and diverse funding to acquire, develop, maintain and operate the park and recreation system.	Goal 5: Provide affordable, inclusive and accessible park and recreation services citywide.
Average	5.0	4.6	4.5	4.5	4.6
	Goal 6: Create a safe, strong, active and healthy community by providing a variety of open space and recreation opportunities.	Goal 7: Celebrate the cultural diversity of our community by providing a wide range of park and recreation opportunities.	Goal 8: Create a sense of place by encouraging private contributions and incorporating art and history in parks & public spaces.	Goal 9: Maintain and update the Legacy Plan goals, strategies, policies and procedures in response to changing needs, trends, performance outcomes and statutory requirements.	Goal 10: Make accountable, transparent and responsible decisions by considering the environmental, economic, social and cultural impacts to our community.
Average	4.7	4.2	4.4	4.1	4.4

Attachment C provides a copy of the draft 2020 Plan’s Goals, Policies, and Action Items, which are discussed in more detail below.

- Some engagement events asked respondents to perform a Strengths, Weakness, Opportunities, and Threats (SWOT) analysis on the City parks. The following elements were identified:

Strengths: Potential future natural areas, parks and recreation personnel, partnerships, and capacity to host a diversity of activities.

Weaknesses: More personnel and resources needed, better wayfinding signage, and access to the Farmer’s Market.

Opportunities: Natural areas, partnerships, historic barns at Fort Steilacoom Park, park improvements and new park amenities (discussed more below).

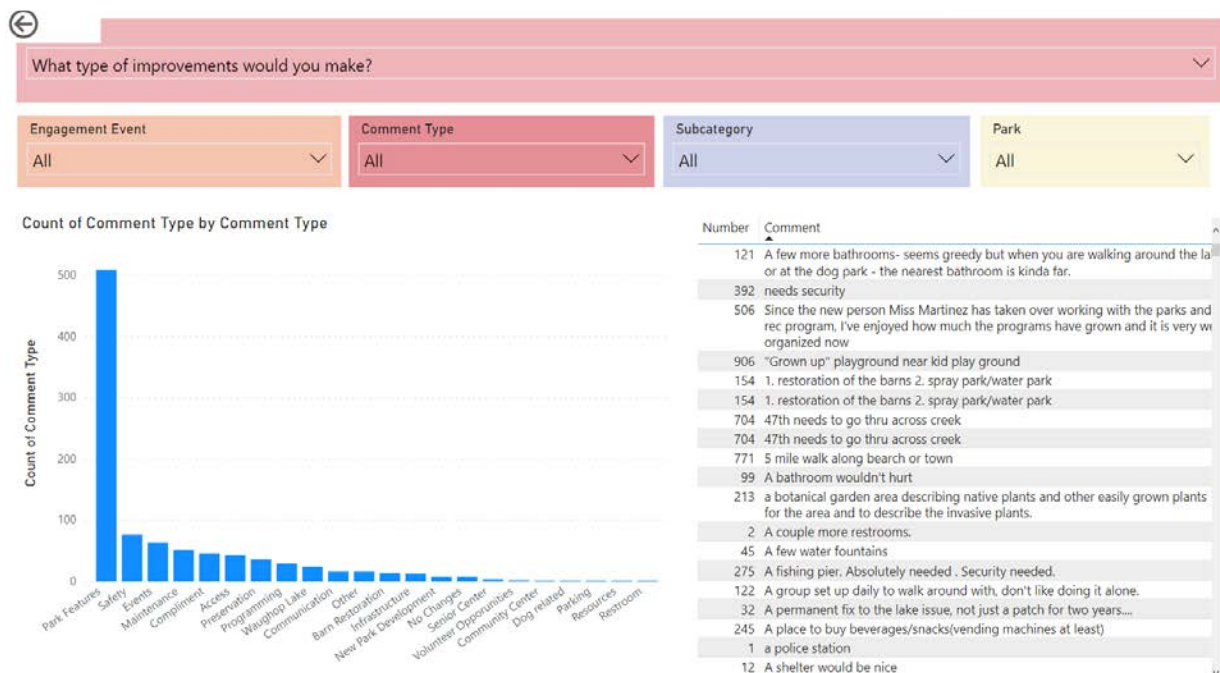
Threats: Increased costs due to deferred maintenance, park pressure and overuse, noxious weeds, and conflicts between users.

- All engagement events asked respondents to identify the type of park and recreation amenities they wanted to see added or improved at the City’s parks in the next few years. A comprehensive list of all Legacy Plan engagement event comments can be found here:

<https://app.powerbi.com/view?r=eyJrIjoieZjczZjNmY2QtYjdiZC00MDIhLWJiMjQ0OWI2ZGY2ZmQzYjE2IiwidCI6IjAwNzZlOGU2LTM4ZDYtNDYxYi1hZGlxLWQ3ODQ3NzU1YmJlMiIsImMiOjZ9>

Upon selecting this link the following webpage will open, see **Figure 1**:

FIGURE 1 – Online engagement event comment sorter - home page



On this webpage, users can search engagement event comments by:

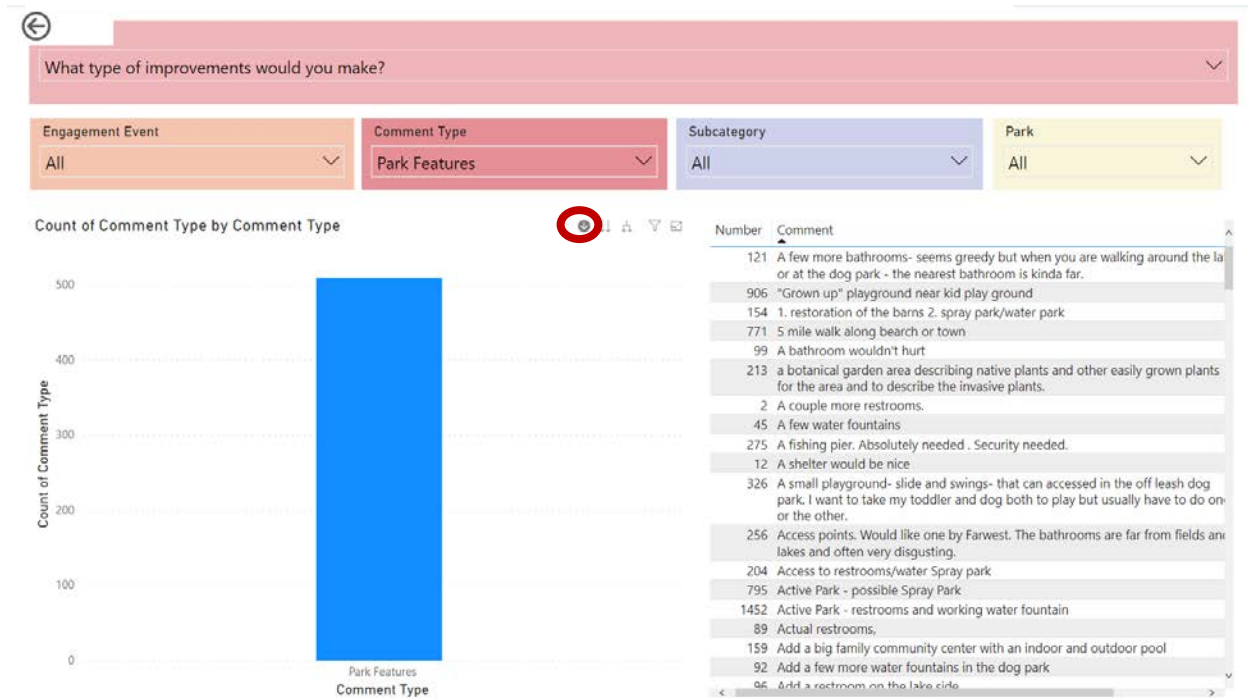
- 1) Question asked;
- 2) Engagement event;
- 3) Comment type;
- 4) Subcategory; and
- 5) Park.

For example, the following shows a search of:

- 1) Questions asked – What type of improvement would you make?
- 2) Comment type – Park features

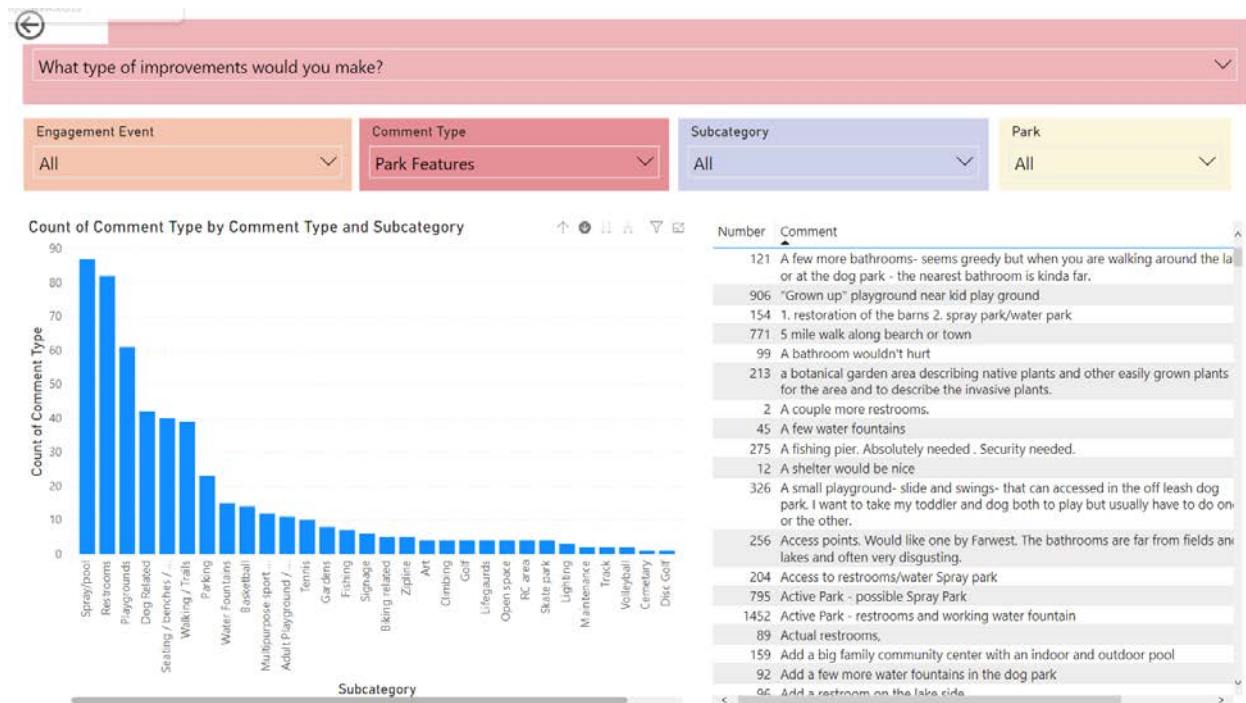
See **Figure 2**.

FIGURE 2 – Online engagement event comment sorter - search example



By selecting the down arrow on the right hand side of **Figure 2** (circled in red above), users can breakdown this data into more detail. **Figure 3** shows comments by park feature type.

FIGURE 3 – Online engagement event comment sorter – search example - park feature type

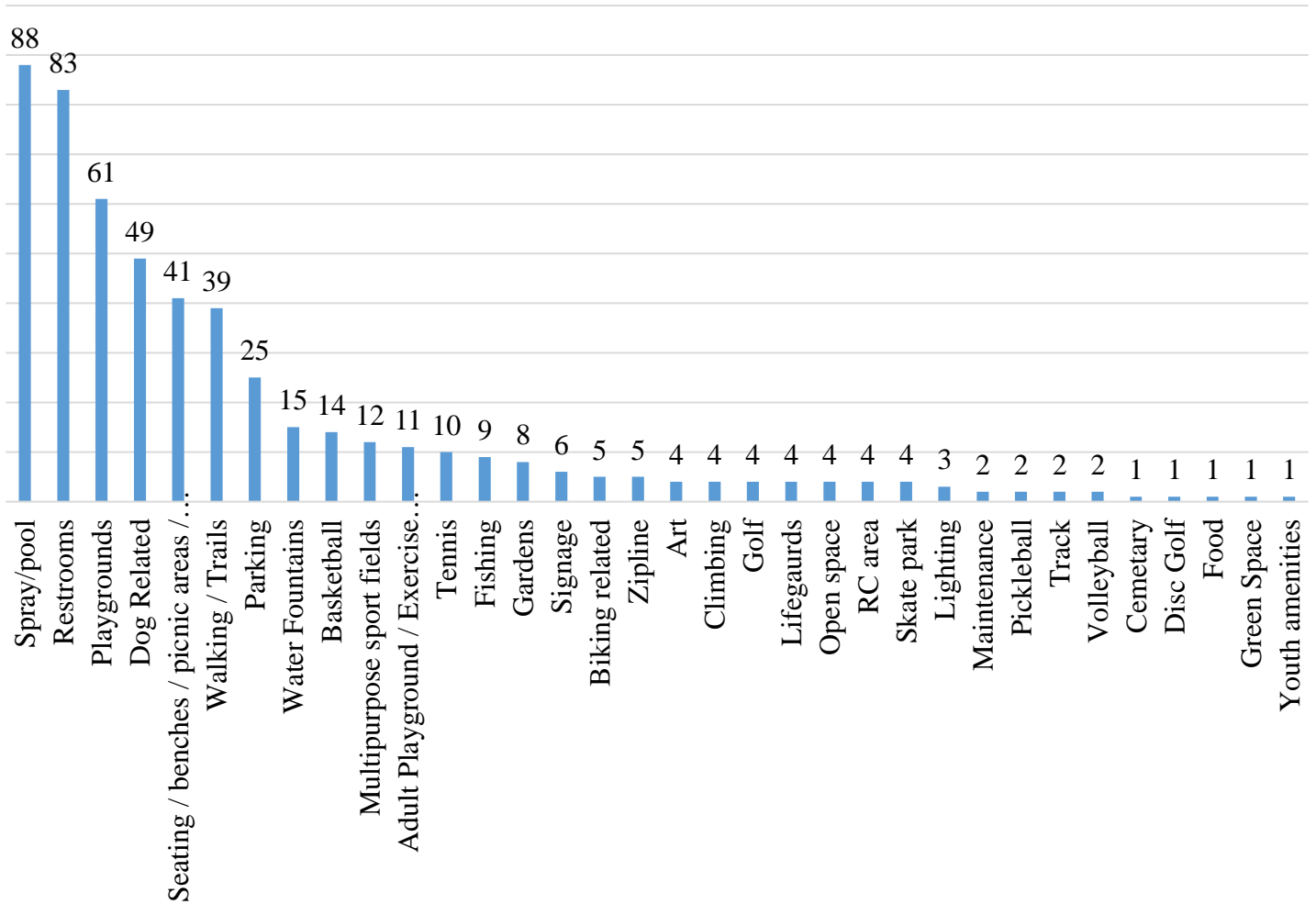


The City reviewed all of the engagement event comments and identified several main themes:

1) Provide more diverse park amenities for all age groups:

Expand park and recreation amenities to provide a wider diversity of active and passive opportunities. **Graph 1** depicts the number of comments on specific desired active and passive park features.

Graph 1: Comments on specific types of active and passive park features



- A. Active Recreation Amenities: The most commonly desired active recreation amenity was a spray or splash park. It's important to note that all engagement events were performed during the Summer and early Fall. Other more frequently discussed active recreation amenities were playgrounds, basketball courts, multipurpose synthetic turf fields, and adult playgrounds / exercise equipment.

NOTE: In **Tables C** through **Table J** all sample comments were left as submitted to the City.

TABLE C				
Sample of Active Recreation Amenities related comments				
#	Event	Comment	Type	Subcategory
224	Open	Bring back the running trail with exercise stops...in the 80s the fitness trail had different fitness challenges....love the rock stairs by the lake. Need more challenges...great park I have been going there since the 70s	Park Features	Adult Playground / Exercise Equipment
551	SummerFest	Spray Park, More Basketball courts	Park Features	Basketball
219	Open	You need to add turf fields for soccer and lacrosse. Both sports are growing at an alarming rate here in WA and the Lakewood area. By adding several turf fields you could rent them out for events	Park Features	Multipurpose sport fields
746	NNO	Springbrook - more fields, expeditious ways to develop parks	Park Features	Open Space
723	Ready to Learn Fair	Spray park like Tacoma, upgrade Active Park playground	Park Features	Spray/pool
856	Summer Concert	Downtown Park should have a Spray parks like Ruston, Playground, skate/ice rink like Spokane ribbon, shaded area, and activities during the day/night like Occidental Park.	Park Features	Spray/pool

- B. Passive Recreation Amenities: The most common passive park amenity identified were restrooms, walking / trails, seating /benches/ picnic areas/shaded areas, parking, water fountains, and dog-related activities.

TABLE D				
Sample of Passive Recreation Amenities related comments				
#	Event	Comment	Type	Subcategory
901	Youth Council	Aesthetics! Plants and murals	Park Features	Art
275	Open	A fishing pier. Absolutely needed . Security needed.	Park Features	Fishing
455	Controlled	Ample parking and accessibility are important to me. Safety. Nature. I believe there should be quiet areas in public parks to allow us to connect with nature.	Park Features	Parking
82	Controlled	I think there should be a spot for Nana's to be able to take their Grandchildren separate from where some parents do not watch their children play. Then the young Grandchildren are not being bullied. (I do like the large climbing rocks)	Park Features	Seating / benches / picnic areas / shaded areas
735	NNO	Springbrook - places for older people to site, watch people play or rest	Park Features	Seating / benches / picnic areas / shaded areas

2) Increase safety and security features at parks

Expand security measures in place at City parks, such as: cameras, police patrols (on foot, bike, and car), emergency call boxes, crime prevention through environmental design elements, and increased animal control for off-leash dogs.

TABLE E				
Sample of Safety related comments				
#	Event	Comment	Type	Subcategory
69	Open	Security. Stopped going because of car prowlers.	Safety	69
71	Open	More Animal Control patrolling Waughop and the park. Ticket the dog owners who don't have their dogs on leashes. I don't visit the park that much anymore because of this problem.	Safety	71
267	Open	Too many shady people idling in cars in the parking lots. I understand it's hard to do anything about this but it's a constant anxiety while my daughter is on the playground.	Safety	267
331	Open	Harry Todd and Springbrook and Wards lake make me nervous with creepy people... don't think my car is safe there either	Safety	331

3) Increase the availability of restrooms and drinking fountains

Expand and/or improve restroom facilities at the City's regional and community parks. There were also a number of comments about wanting to see permanent restroom facilities in neighborhood parks.

TABLE F				
Sample of Restroom and Drinking fountain related comments				
#	Event	Comment	Type	Subcategory
710	Ready to Learn Fair	Springbrook - needs restrooms	Park Features	Restrooms
849	Summer Concert	More restrooms and not sanicans. More events	Park Features	Restrooms
926	Youth Council	Cleanlier bathrooms	Park Features	Restrooms
811	Dog park	Nice if there was a FSP plan for more trees, shade in the parking areas, water foundatin by the lake	Park Features	Water Fountains
641	Farmer's Market	Drinking Fountain by Waughop Lake	Park Features	Water Fountains

4) Maintain, improve, and expand trails and walkways

Running, jogging, hiking and/or walking consistently ranks as some of the most popular outdoor recreation activities. The 2013 State Comprehensive Outdoor Recreation Plan (SCORP) found that “the activity with the highest average number of days of participation by far among all Washington residents is walking (with or without a pet).”¹ Many comments and survey results indicated a strong interest in maintaining, improving, and expanding trail systems and pathways in parks, as well as developing safer routes to parks and other public spaces using sidewalks and multimodal trail systems.

TABLE G				
Sample of Trails/Walking path related comments				
#	Event	Comment	Type	Subcategory
5	Open	Trail from the playground to waughop lake, additional landscaping to separate sidewalks from cars, community garden	Park Features	Walking / Trails
53	Controlled	Continue to add more walking trails, and benches to enjoy the view.	Park Features	Walking / Trails
712	Ready to Learn Fair	Connect parks with trails	Park Features	Walking / Trails
734	NNO	Springbrook - jogging, walking, trail, track	Park Features	Walking / Trails
913	Lakewood United	More paved or black top walking trails	Park Features	Walking / Trails

¹2013 SCORP in full can be accessed here: <https://data.wa.gov/api/assets/F7F680E0-35D9-4575-88B9-74C0FE862CCD?download=true>

5) Increase accessibility of programs and events throughout the City

Expand events in Lakewood and provide events in various locations throughout the City. The majority of these comments were directed specifically at the City's Farmer's Market. Comments expressed a desire to see the Farmer's Market held at different locations, as well as different times during the week and/or on the weekend. Other comments expressed interest in expanding special events, such as the Summer Concert series, and in having food trucks and other food/beverage amenities located near or in parks. In addition, there were a number of comments that stress the importance of water access, ADA access, and more park sites closer to where respondents lived.

TABLE H				
Sample of Accessibility related comments				
#	Event	Comment	Type	Subcategory
10	Open	i wish that all of the lakes were more handicapped accessible. but i can atleast get my wheelchair to Clover Creek at Springbrook.	Access	ADA
368	Controlled	accessiblity - we live near Oakbrook Park and would love to visit it, but it has no benches, no bathrooms and no way for a wheelchair to get around. the parking is minimal, too, but not awful, since most people in the area would walk there.	Access	ADA
696	Ready to Learn Fair	Parent - kids swings, swings for disabled children	Access	ADA
410	Open	That Farmer's Market day/time slot is a horrible choice. A weekday? And it ends by 3pm? No good.	Access	Events
893	Online Open House	More access to lakes and acquisition of more green space	Access	Park Development
281	Open	An easier/better way to put in a kayak. Using the boat ramp/dock in the summer is dangerous!!	Access	Water
369	Open	Larger access to Lake Steilacoom	Access	Water
525	Open	desperately need more access to fishing docks for families, seniors and others.	Access	Water
625	Farmer's Market	More public access to American Lake, Steilacoom Lake too crowded	Access	Water
839	Summer Concert	Water access w/amenties like coffee and ice cream. Places to sit and enjoy food and beverages	Access	Water

6) Improve traditional and web-based communication

Several comments highlighted the lack of awareness of parks, recreation programming, and special events. Several comments noted that a searchable recreation amenity feature on the City's website would be helpful to find parks with the amenities people are interested in. Geofencing, a GPS or RFID technology that creates a virtual geographic boundary, may also be a useful communication technology in the future. This technology could be used to prompt park visitors as they entered the park about park's amenities, a map, and upcoming events.

TABLE I				
Sample of Communication related comments				
#	Event	Comment	Type	Subcategory
424	Open	if the only way I can find out about a program is by searching it out on a website, then I will not know about it. I want a flier in the mail. I want to see it on a reader board in front of City Hall banners\signs around town where folks gather or drive by. Websites should NOT be the only way the City communicates with its residents.	Communication	Events
507	Open	Until this, I was not aware of all of our parks and would love to explore some of them. Maybe highlight a park or two each month online.	Communication	
673	Open House 2	Map of Parks - better information on who may enjoy what park	Communication	
917	Lakewood United	Increase general community awareness about all the parks and each parks unique qualities. Many people are not aware of many of the smaller parks or parks that are not in their neighborhood.	Communication	

7) Expand existing parks, preserve natural resources, and acquire new parklands, including a Downtown Park

Many comment expressed the desire to expand existing parks and to create more parks, including establishing a Downtown Park. There were also several comments expressing the desire to preserve the historic barns at Fort Steilacoom Park.

TABLE J				
Sample of Acquisition and Restoration related comments				
#	Event	Comment	Type	Subcategory
565	SummerFest	Acquire more property for the future	New Park Development	New Park
498	Open	We need more neighborhood parks, a bike system to safely get to tacoma, small playgrounds at small parks or unused properties in our neighborhods.	New Park Development	New Park
371	Open	Having a park in the town center would bring in more people in and outside. Other city's are looking for ways to get their people out and shopping while enjoying their parks. Spokane is a good example of this.	New Park Development	Downtown Park
566	SummerFest	Downtown park for Farmer's Market, Shows, Venue for events	New Park Development	Downtown Park

DRAFT LEGACY PLAN UPDATE

Attachment C provides a copy of an early draft of Legacy Plan 2020 Preface and Chapter 1: Introduction. The draft preface is intended to serve as a quick reference guide for readers and users. This section provides high-level information on the Plan's:

- Vision, Mission, and PRCS motto;
- Goals;
- PRCS core values;
- LOS (currently with no changes to 2014 walkshed but with PACA);
- Park Inventory;
- Map of current parks in or near Lakewood;
- Capital improvement plan (forthcoming);
- 2019/2020 snapshot of Lakewood's parks and recreation system; and
- A brief overview of the structure of the rest of the Legacy Plan.

Chapter 1: Introduction provides sections on the following:

- Plan overview;
- the purpose of the plan;
- meeting this purpose;
- Strategic Framework;
- Planning area;
- RCO requirements;
- Planning Phases;
- Goals;
- State Environmental Policy Act Review;
- Benefits of Parks, Recreation, and Open Spaces;
- A progress report;
- An overview of the Parks, Recreation, and Community Services Department; and
- Description of PRCS related Advisory Boards.

The following changes were made the to 2014 Plan's Vision:

~~"We see Lakewood as~~ **is** a healthy and vibrant community where opportunities abound."

Making the draft 2020 Plan's Vision:

"Lakewood is a healthy and vibrant community where opportunities abound."

The following changes were made the to 2014 Plan's Mission:

~~"We develop~~ **Lakewood provides** quality parks, diverse programs, and sustainable practices ~~to support an active~~ **that encourages** engaged and livable ~~Lakewood~~ **communities**.

Making the draft 2020 Plan's Mission:

"Lakewood provides quality parks, diverse programs, and sustainable practices that encourages engaged and livable communities."

To support and advance the Vision and Mission of the 2020 draft Plan, 5 Goals, 21 Policies, and 59 Action items were crafted. As mentioned earlier, the draft 2020 goals used the 2014 Plan's 10 goals, 42 strategies, and 118 sub-strategies as a foundation. The 2014 Plan's elements were consolidated to reduce redundancies and reorganized to increase readability and to better reflect the current environment and community input. **Attachment B** provides the 2014 Legacy Plan Goals and strategies.

The draft 2020 Plan Goals are:

Goal 1: Protect, preserve, enhance, and expand parks and facilities.

Goal 2: Provide equitable and community-driven services that are accessible for all.

Goal 3: Increase the connectivity of the community.

Goal 4: Leverage and invest in facilities, programs, and infrastructure that boosts economic opportunities and improves quality of life.

Goal 5: Provide transparent, accountable, and fiscally responsible services.

Each of the draft 2020 Plan's five goals retain core elements of the 2014 Plan's 10 goals as evidenced in **Table K**.

TABLE K					
Draft 2020 Plan Goal's overlap with 2014 Plan Goals					
	<u>Goal 1:</u> Protect, preserve, enhance, and expand parks and facilities.	<u>Goal 2:</u> Provide equitable and community-driven services that are accessible for all.	<u>Goal 3:</u> Increase the connectivity of the community.	<u>Goal 4:</u> Leverage and invest in facilities, programs, and infrastructure that boosts economic opportunities and improves quality of life.	<u>Goal 5:</u> Provide transparent, accountable, and fiscally responsible services.
Goal 1: Protect the open space and water access needs of future generations through acquisition, development and environmental stewardship.					
Goal 2: Create safe access to open space through a connected system of urban, non-motorized trails.					
Goal 3: Invest in a quality park and recreation system to enhance economic benefit.					
Goal 4: Secure sustainable and diverse funding to acquire, develop, maintain and operate the park and recreation system.					
Goal 5: Provide affordable, inclusive and accessible park and recreation services citywide.					
Goal 6: Create a safe, strong, active and healthy community by providing a variety of open space and recreation opportunities.					
Goal 7: Celebrate the cultural diversity of our community by providing a wide range of park and recreation opportunities.					
Goal 8: Create a sense of place by encouraging private contributions and incorporating art and history in parks & public spaces.					

	<u>Goal 1:</u> Protect, preserve, enhance, and expand parks and facilities.	<u>Goal 2:</u> Provide equitable and community-driven services that are accessible for all.	<u>Goal 3:</u> Increase the connectivity of the community.	<u>Goal 4:</u> Leverage and invest in facilities, programs, and infrastructure that boosts economic opportunities and improves quality of life.	<u>Goal 5:</u> Provide transparent, accountable, and fiscally responsible services.
Goal 9: Maintain and update the Legacy Plan goals, strategies, policies and procedures in response to changing needs, trends, performance outcomes and statutory requirements					
Goal 10: Make accountable, transparent and responsible decisions by considering the environmental, economic, social and cultural impacts to our community.					

Level of Service Element: A level of service tool (LOS) provides a quantifiable assessment of the gaps in the City’s current parks and recreation system based on established desired service levels. Notably, the RCO recommends a level of service determination for park and recreation plans, however this is not a required element.

There are a variety of LOS measurements used by local agencies, including quantity, quality, distribution, and access measurements. Each type of measurement has potential advantages and disadvantages. Conventionally, some of the more common LOS measurements are the following:

1. *Distribution measurements* – Often called a “walkshed” measurement, this measures the areas or percent of the population within a desired designated walking time or distance of a park or trail. For example, common distribution measurements are within a 10-minute walking time or 0.5-mile walking distance from a park or open space area consideration for man-made and natural barriers that limit safe, accesses, such as major arterials or bodies of water.

The advantage of using a distribution measurement is that it considers the equitable distribution of parks or trails throughout the jurisdiction. The end goal is that all residents have reasonable, proximate, and safe access to parks by meeting the desired walkshed distance or time.

The disadvantage of using a distribution measurement alone is that it: 1) does not consider population growth and increased intensity of use; 2) it does not consider the quality of parks, amenities, or other facilities; and 3) it may not match community preferences and priorities for current needs and demands.

2. *Quantity per capita measurements* – This measurement shows the existing quantity of parks or specific amenities per capita (often per 1,000) and compares this number to the desired quantity (facilities or acreage) per capita level for the community. For example:

Community Parks = 2.5 acres per 1,000 residents

Neighborhood Parks = 1.5 acres per 1,000 residents

Soccer / Lacrosse / Football Fields = 1 field per 7,500 people

Skate Parks = 1 per 40,000 people

The advantage of using a quantity per capita measurement is that it considers population growth and facility needs, as well as intensity of use.

The disadvantage of using a quantity per capita measurement is that by itself it 1) does not consider the distribution of parks or amenities; 2) it does not consider the quality of parks, amenities, or other facilities; 3) it does not take into consideration seasonal considerations, for instance more outdoor pools in eastern Washington; and 3) it may not match community preferences and priorities for current needs and demands. For example, one skate park, notably of an undetermined size, per every 40,000 people may

not fit the needs of every community or it may be located in the north side of a city when the majority of users are located in the south side of a city.

Quality measurements – quality measurements often include assessments of amenity condition, safety criteria, and public satisfaction.

The advantage of using a quality measurement is that it considers the condition of parks and amenities.

The disadvantage of using a quality measurement that by itself it: 1) does not consider the distribution of parks; 2) it does not directly consider population growth but does consider intensity of use through a condition assessment; 3) it may not match community preferences and priorities for current needs and demands, and 4) assessment grading conditions can be subjective - grading would require a high level of consistency.

Table K(1) provides the RCO's Level of Service Summary for Local Agencies from the Planning Policies and Guidelines Manual 2 (July 2018).

TABLE K(1) – RCO LOS

Level of Service Summary Local Agencies					
Indicators and Criteria For Local Agencies	A	B	C	D	E
Quantity Criteria					
Number of Parks and Recreation Facilities Percentage difference between existing quantity or per capita average of parks and recreation facilities and the desired quantity or per capita average	<10%	11-20%	21-30%	31-40%	>41%
Facilities that Support Active Recreation Opportunities Percentage of facilities that support or encourage active (muscle-powered) recreation opportunities	>60%	51-60%	41-50%	31-40%	<30%
Facility Capacity Percentage of demand met by existing facilities	>75%	61-75%	46-60%	30-45%	<30%
Quality Criteria					
Agency-Based Assessment Percentage of facilities that are fully functional for their specific design and safety guidelines	>80%	61-80%	41-60%	20-40%	<20%
Public Satisfaction Percentage of population satisfied with the condition, quantity, or distribution of existing active park and recreation facilities	>65%	51-65%	36-50%	25-35%	<25%
Distribution and Access Criteria					
Population within Service Areas Percentage of population within the following services areas (considering barriers to access): <ul style="list-style-type: none"> • 0.5 mile of a neighborhood park/trail • 5 miles of a community park/trail • 25 miles of a regional park/trail 	>75%	61-75%	46-60%	30-45%	<30%
Access Percentage of parks and recreation facilities that may be accessed safely via foot, bicycle, or public transportation	>80%	61-80%	41-60%	20-40%	<20%

2014 Legacy Plan LOS

The 2014 Legacy Plan established a distribution LOS in the form of a walkshed measurement. One of the benefits of using a walkshed measurement is that it clearly depicts where there are current service duplications and service gaps in City, e.g., areas with service duplications are those with more than one park within the desired walkshed distance, whereas, areas with service gaps are those with no parks within the desired walkshed distance. A distribution LOS clearly shows where future parkland acquisitions, or development may be necessary to provide an equitable distribution of parks throughout the City.

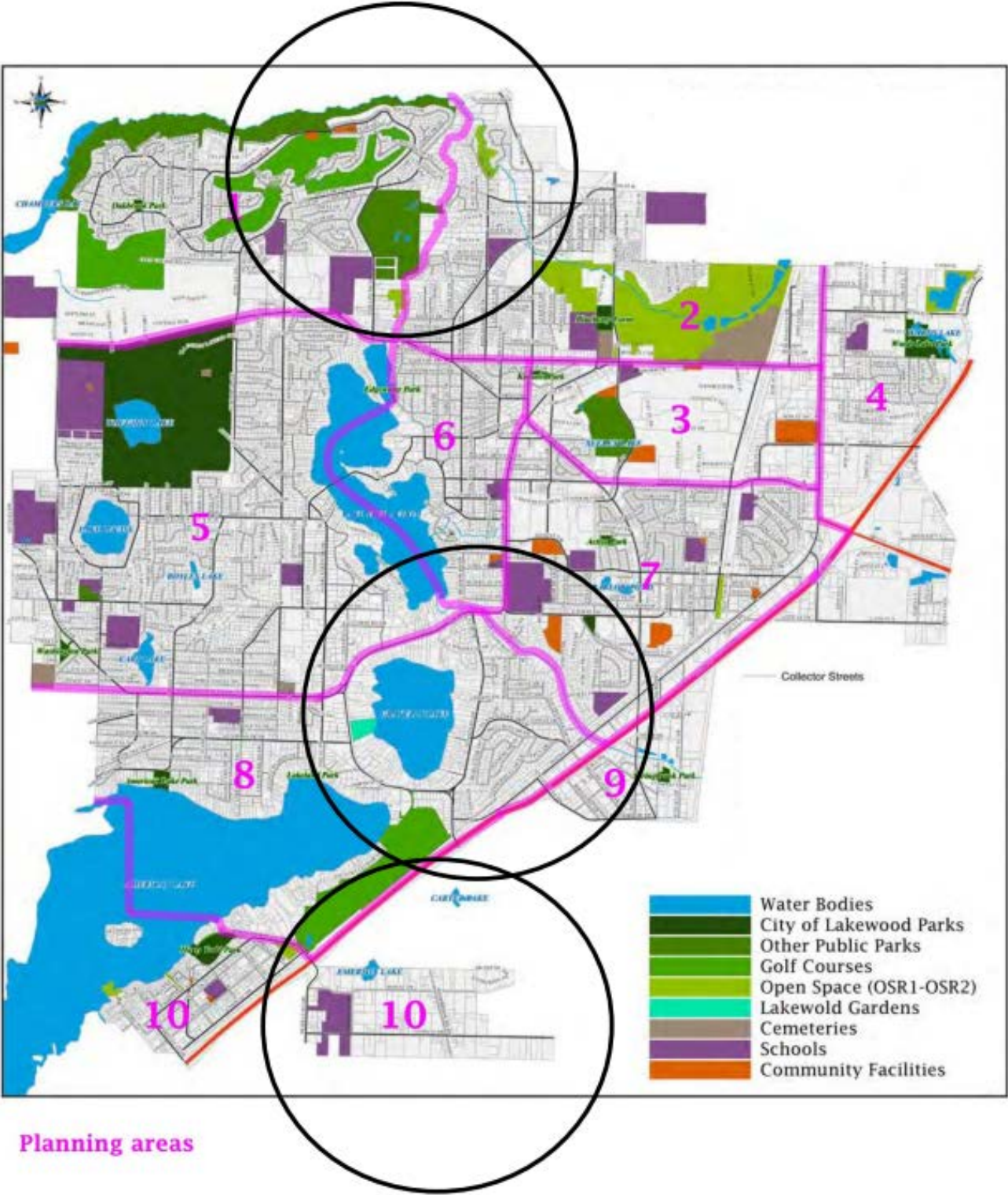
The 2014 Legacy Plan LOS is: All addresses within Lakewood are within a 0.75-mile walking distance of a neighborhood park* equipped with a playground facility.

*This LOS allowed community and regional parks to act as neighborhood parks.

To help identify and determine gaps in this LOS, the 2014 Legacy Plan established 10 park planning areas (PPAs) across the City. PPA boundaries were established by using major physical barriers, such as freeways, major arterials, natural geographies, and water bodies, that restrict safe and convenient access to parks. The 2014 Legacy Plan LOS analysis determined that there were three areas within different PPAs that were potentially underserved as there were no neighborhood parks with a playground facility within a 0.75-mile walking distance. **Figure 4** provides the 2014 Legacy Plan map depicting the established PPAs in pink and the identified areas with potential service gaps highlighted by the black circles. These PPAs and areas were:

- **PPA 2** - The north section, west of Bridgeport Way;
- **PPA 8** - The east section, east of Gravelly Lake; and
- **PPA 10** - The east section, east of I-5.

FIGURE 4 – 2014 Plan LOS Service Gaps

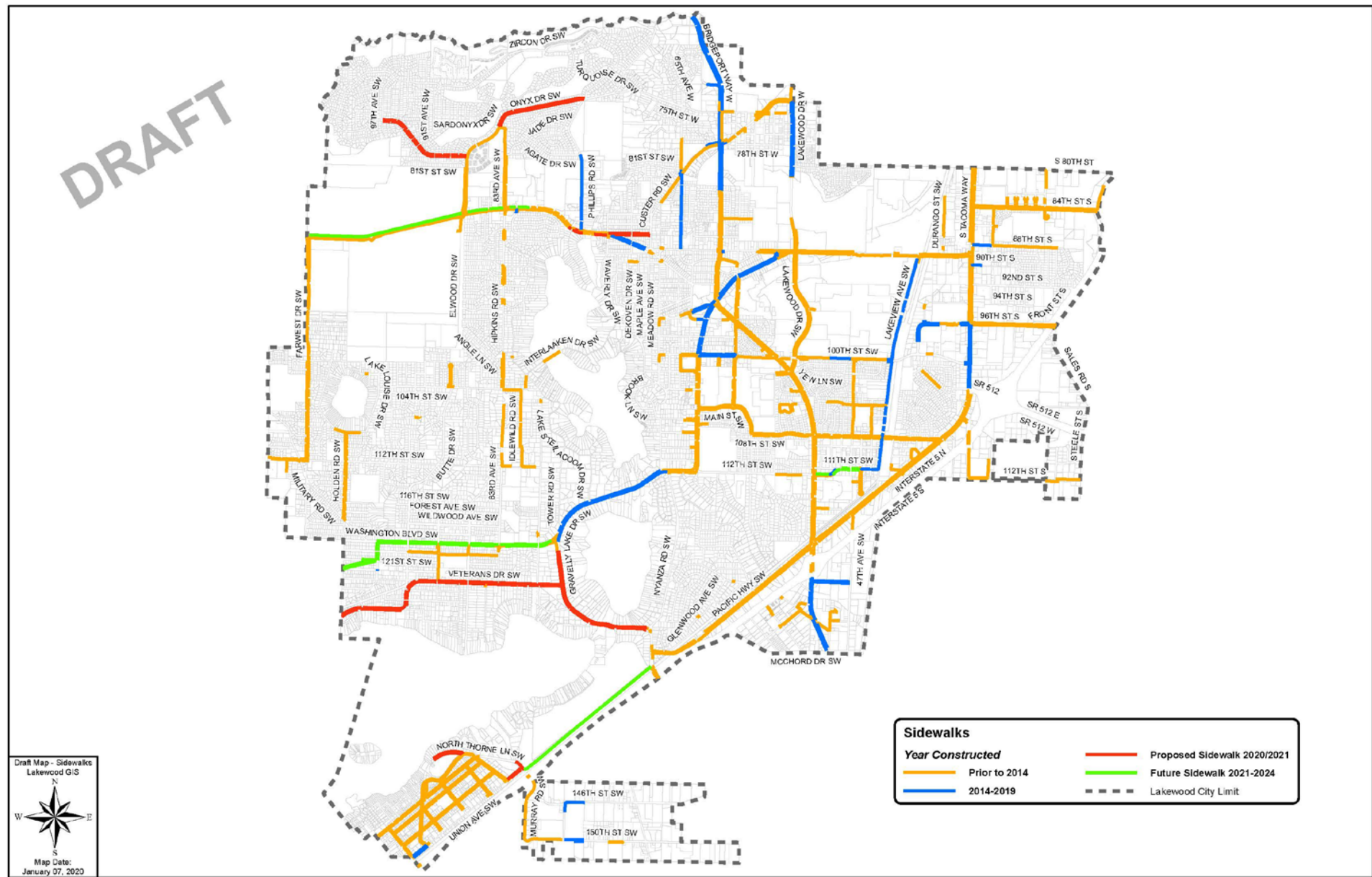


Since 2014, the City has completed a number of infrastructure projects that improve access to parks, public spaces, and increase non-motorized connectivity throughout the City. The following provides an overview of the improvements done in the PPAs identified as having potential gaps in service:

- **PPA 2:** The City is currently working with Pierce County and University Place on the Chamber Creek Canyon Trail system in Chambers Bay Regional Park. Together, these entities are working to improve access to the Chambers Creek Canyon Area by building trailheads and sanctioned trails. The Chambers Creek Canyon Area covers approximately 200 acres of primarily undeveloped wooded habitat along the Chambers Creek. The parties agreed to collaboratively work on the trail between Chambers Creek Trailhead and Kobayasho Park and Phillips Road. This work will include the development of new trailheads at Phillips Road and Zircon Drive in Lakewood, and over 2.5 miles of new trail. When finalized, this trailhead will increase access to a park with open space in PPA 2's north section, west of Bridgeport Way. This improvement will not increase access to a park with a playground facility, unless one is added to the development plans.
- **PPA 8:** The City is currently in the process of developing a 10 to 12-foot non-motorized path on the lake side of the roads around Gravelly Lake (Gravelly Lake Drive and Nyanza Road SW). When finalized, this path will provide safe, active recreation opportunities, such as walking, running, and jogging, in PPA 8's east section, east of Gravelly Lake. When finalized, this loop will increase access to open space in PPA 8. This improvement will not increase access to a park with a playground facility, unless one is added at a future date.

In addition to this path, the City has added a significant amount of sidewalks throughout the City to increase connectivity of neighborhoods, see **Figure 5**.

FIGURE 5 – Recent and forthcoming sidewalk infrastructure improvements



- **PPA 10:** No park related improvements have occurred in the area of PPA 10 identified as potential underserved. Thus, no improvement to access to parks with open space or playground facilities has occurred. Furthermore, access to open space will be significantly reduced when Woodbrook Middle School is closed and the parcel is redeveloped.

The following provides an overview of the improvements done in other PPAs since 2014:

- **PPA 9:** The City expanded Springbrook Park and built an ADA accessible pedestrian bridge allowing those living in north Springbrook, across Clover Creek and gully, to access the park. Prior to that, this area was not within a 0.75 mile walking distance of a park due to Clover Creek acting as a physical barrier restricting safe access. The City is currently in the process of expanding Springbrook Park and working on the restoration of Clover Creek. This expansion has increased access to parks with open space and playground facilities for those living in north Springbrook.
- **PPA 4:** The City is currently working on an updated Master Plan for Ward's Lake Park. Potential park improvements would include: trail expansion, open space improvements, improved water access, safety features, and neighborhood connectivity.
- **PPA 5:** The City is currently working on adding an ADA and All Abilities playground features to the playground at Fort Steilacoom Park.
- **PPA 6:** The City is currently working on a Master Plan for Edgewater Park. Potential park improvements would include: neighborhood parking, improving access issues, shoreline landscaping and stabilization, walking trail, and other park amenities.
- **PPA 10:** The City is currently working on improving water access at Harry Todd Park by creating an ADA accessible pathway to the waterfront, replacing the restroom, replacing the playground facility, and building a fishing pier and finger docks along American Lake.

While improving access to open space and active recreation opportunities, the projects in PPA 2 and 8 would not qualify as improving the 2014 Legacy Plan LOS as these improvements did not add a playground facility.

2020 Legacy Plan LOS

As part of the 2020 Legacy Plan update, the City has the option of revising, completely overhauling, or removing the LOS establishing in the 2014 Plan. It is recommended that the City adopt a combination of LOS measurements for the 2020 Plan, including a distribution measurement, quality and diversity measurement, as outlined below in **Option 1**.

OPTION 1 – Adopt Distribution, Quantity & Quality Measurements

Distribution Measurement - Walkshed LOS

Building off the legacy of the previous walkshed LOS, the 2020 Legacy Plan could continue to use a walkshed measurement with a few modifications to better reflect the recent infrastructure projects that have increased park and active recreation opportunities throughout the City. The recommended new walkshed LOS is:

All Lakewood addresses are within a 10-minute walk of a park with open space.

This walkshed LOS would allow regional, community, and urban parks with open space to meet the walkshed park criteria. Under this LOS, the loop around Gravelly Lake, the trailheads at Phillips Road and Zircon Drive, and the Colonial Plaza would qualify. **Figure 6** provides a walkshed map using this LOS. In this LOS, the need for playground facilities is no longer present in effort to provide a greater variety of park types for a larger diversity of users; this is in alignment with the draft 2020 Plan's Vision of:

“Lakewood provides quality parks, diverse programs, and sustainable practices that encourages engaged and livable communities.”

And draft 2020 Plan's Goals of:

Goal 2: Provide equitable and community-driven services that are accessible for all.

Goal 3: Increase the connectivity of the community.

Goal 4: Leverage and invest in facilities, programs, and infrastructure that boosts economic opportunities and improves quality of life.

Notably, for **Option 1** playground facilities are considered a common park amenity for the quantity (diversity) scoring element. Parks with playground will likely score higher than parks and facilities without playground in the quantity (diversity) scoring element.

FIGURE 6 – 10-minute walkshed of park with open space

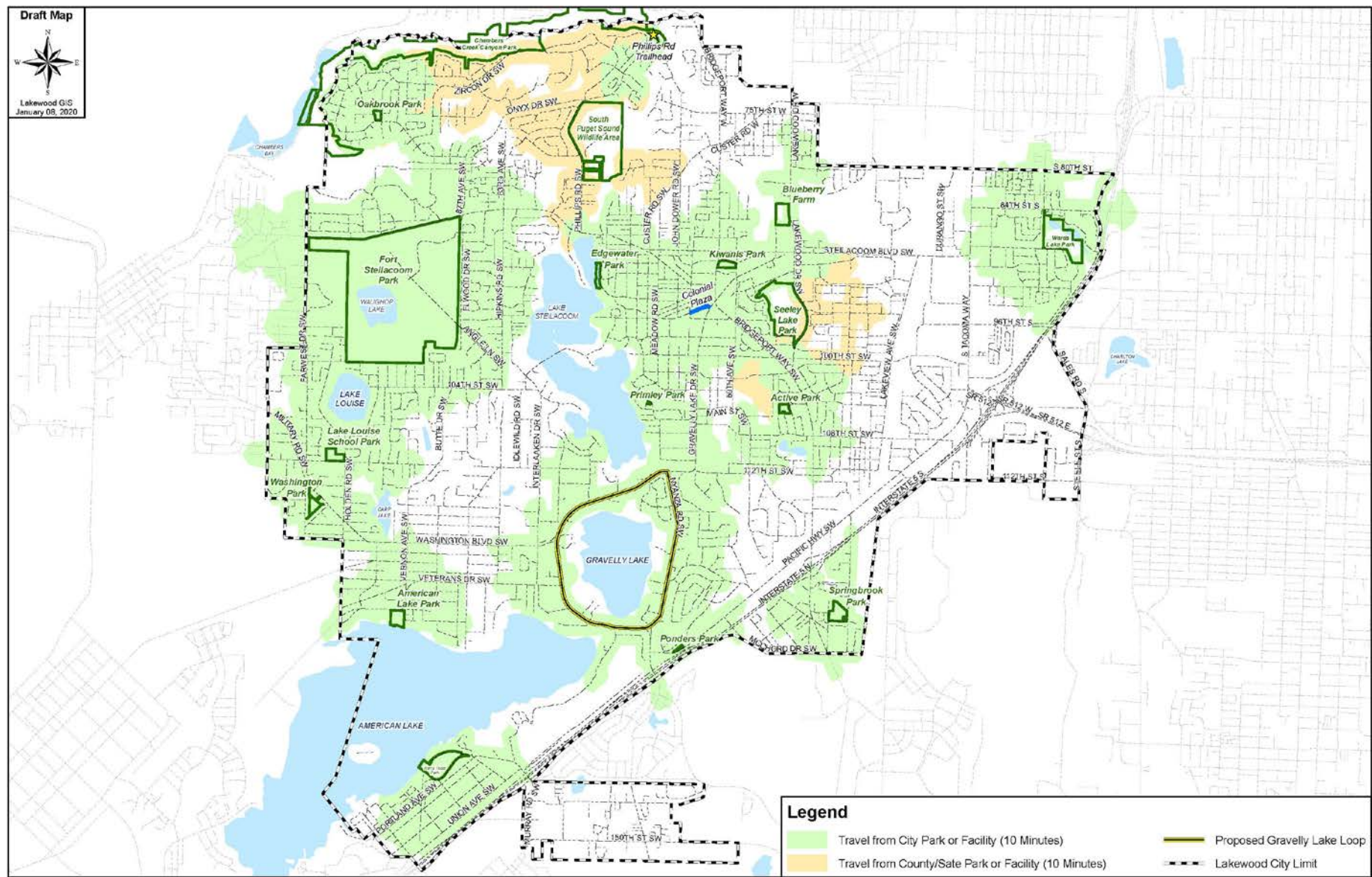


FIGURE 6(1) – 10/15-minute walkshed of park with open space

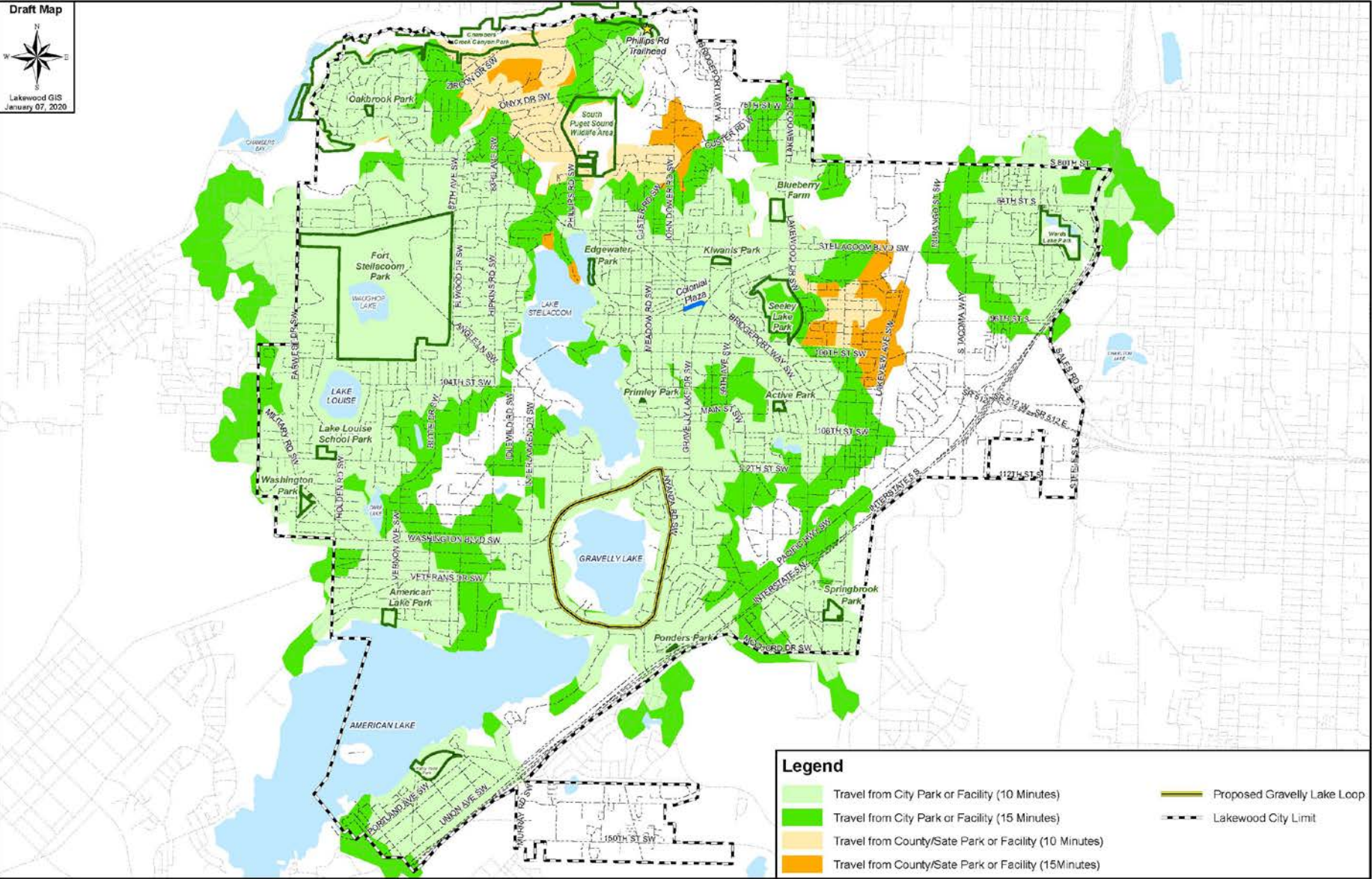


Figure 6 was created using a geographic information system (GIS) spatial analysis tool developed by the Environmental Systems Research Institute (Esri). Areas of the City currently within a 10-minute walking distance of a park with open space are indicated in green. Areas of the City outside of a 10-minute walking distance of a park with open space are indicated in white. The Esri spatial analysis tool calculates the area that can be reached within a 10-minute walk using paths and roads that allow pedestrian traffic, taking into account major physical barriers that would hinder or prohibit modes of active transportation, such as walking or biking. For this measurement, the walking speed is set to 3.1 miles per hour, which equates roughly to a mile every 20 minutes, or a half mile every 10 minutes. This walking speed is at the lower end of the average human walking speed, which is typically one mile per every 15 to 20 minutes. Notably, the City recognizes that walking speed and desired distance is highly subjective. Additionally, not all will be able to walk to parks, no matter the distance or infrastructure provided. That being said, the City aims to encourage those with the ability to safely walk or use other active modes of transportation, e.g., bikes, to travel to the City's parks. Several updates will be made to refine this LOS map, if selected as the LOS.

From **Figure 6**, it is evident that there remains a number of areas in Lakewood currently not within a 10-minute walking distance of a park with open space, including the following areas:

- Woodbrook;
- International District - south;
- Pacific Highway - central;
- Lakes District – central and east; and
- Near Bridgeport and Custer – north;

In the future, to meet this LOS the City would likely need to acquire more parkland or build additional trails or non-motorized infrastructure in the areas. *It is important to note that the purpose of this LOS would not be to identify specific parcels for consideration for acquisition but rather show areas where the City could focus acquisition and capital improvement efforts to create a more equitable distribution of parks and open spaces throughout the City.*

The City could also establish strategic partnerships that leverage existing public or privately owned open spaces to reduce areas of the City outside of the 10-minute walking distance to a park. A discussion on potential public and/or private partnerships is described in more detail later in this memorandum.

Figure 6(1) depicts a 15-minute walkshed of a park with open space.

Quality and Quantity Measurement – Park Amenity Condition Assessment

There are several downsides of using a walkshed LOS measurement alone. First, as noted previously, walking distance or walking time is subjective and not all persons will be able to walk to a park regardless of distance and infrastructure. Second, a walkshed LOS measurement does not provide an assessment of the overall condition of a park or of its amenities. Third, a walkshed LOS measurement alone does not provide an assessment of the diversity of amenities available at each park. The equitable geographic distribution of parks should be coupled with the equitable distribution of quality park amenities. A park may meet the walkshed LOS identified above while, at the same time, be unusable due to unsafe conditions and/or undesirable conditions, such as limited amenities. This could ultimately lead to no, or minimal, use of a park by those who live

and work within a 10-minute walkshed distance. Situations like this could put additional pressure on other City parks due to increased use.

To provide a tool for assessing the quality of parks and their amenities, as well as of the diversity of the amenities provided, the 2020 Plan could establish a quality and quantity LOS measurement, in conjunction with a walkshed measurement. This could be done through a Park Amenity Condition Assessment (PACA). A PACA would work as follows: starting in 2020, on an annual basis City parks and individual park amenities would be scored by trained PRCS personnel (and possibly community stakeholders) using the PACA scoring criteria found in **Attachment A**. *The intent of the PACA would be to comprehensively and systematically track and manage life-cycle needs, maintenance needs, and to help inform, not dictate, future park priorities based on data collected.* The PACA would provide two scores: 1) the quality of amenities score, and 2) the diversity of amenities score.

Quality of amenities score

The PACA would score the quality of individual amenities at each City park using a scale of one to three, with three (3) being “good” condition, two (2) being “fair” condition, and one (1) being “poor” or “failing” condition. For each park, individual amenities scores would be averaged to establish an overall quality score for the park. **Table L** provides a simplified example of this scoring using fictional parks.

Table L				
Quality of Amenities Score – Simplified Example				
Individual Amenities	Park X	Park Y	Park Z	Avg. Amenity Score
Playground	3	2	3	2.6
Basketball Court	3	N/A	3	3
Multipurpose field	N/A	3	3	3
Baseball/Softball Field	2	3	3	2.6
Paved Paths	2	1	2	1.6
Overall Quality Score for Park	2.5	2.25	2.8	

In the simplified example above, the park with the lowest quality amenities score was Park Y with a score of 2.25. The lowest scoring amenity across the three parks was paved paths. Using this data, the City may want to consider prioritizing future improvements to Park Y, in particular, improving the paved paths as this was the lowest scoring element in Park Y as well as in the park system, prior to performing other improvements at Park X and Z. Notably, as mentioned above, *the intent of the PACA would be to comprehensively and systematically track and manage life-cycle needs, maintenance needs, and to help inform, not dictate, future park priorities based on data collected.*

Diversity of amenities score

In addition to a quality score, PACA would score parks based on the number and type of amenities offered at each park. Parks that offer all common amenities, a diversity of active (muscle-powered) amenities, and covered amenities (e.g., large covered areas, basketball courts, exercise equipment, etc.) would score higher than parks that offered fewer common types of amenities. The purpose of selecting common amenities is to encourage the equitable development of the most used park amenities across the City. For the PACA, common amenities could include:

- playgrounds;
- picnic shelters;
- restrooms;
- open fields;
- trails and/or ADA compliant paved paths;
- benches/ seating areas; and
- barbecues.

The purpose of selecting active and covered amenities is to encourage the equitable development of park amenities around the City that enable and support year-round physical recreational opportunities.

The diversity of amenities score would take into account that regional parks are intended to offer more amenities than community parks and neighborhood parks, and that community parks are intended to offer more amenities than neighborhood parks. The diversity of amenities score uses a scale of one to three, with three (3) being “good diversity of park amenities”, two (2) being “fair diversity of park amenities”, and one (1) being “limited or no diversity of park amenities.” **Table M** provides a simplified example of this scoring again using fictional park system.

Table M				
Diversity of Amenities Score – Simplified Example				
	Park X	Park Y	Park Z	Avg. Amenity Score
Common amenities	3	1	3	2.3
Active, no-cost, low barrier amenities in addition to open space, walking trails, and playground facilities	2	1	3	2
Covered, active amenities	1	1	2	1.6
Recreation programming	2	1	3	2
Overall Diversity Score	2	1	2.75	

The above example, indicates that the park with the lowest diversity of amenities score is Park Y with an average score of 1. The lowest scoring amenity across the three parks was covered, active amenities. For this example, the City may want to consider prioritizing future amenity improvements at Park Y prior to improvements at Park X and Z. Across the park system, the City may want to consider focusing on covered, active amenities prior to

other types of amenities. Notably, any element that does not meet basic safety standards should also be a priority for consideration. Once again, as mentioned above, *the intent of the PACA would be to comprehensively and systematically track and manage life-cycle needs, maintenance needs, and to help inform, not dictate, future park priorities based on data collected.*

The 2020 Legacy Plan's PACA LOS could be: All parks and park amenities score 2 or greater on the PACA.

Table M				
Overall PACA Score – Simplified Example				
	Park X	Park Y	Park Z	Avg. Park System Score
Overall Quality Score for Park	2.5	2.25	2.8	2.5
Overall Diversity Score	2	1	2.75	1.9

Other options available for the 2020 Legacy Plan LOS are:

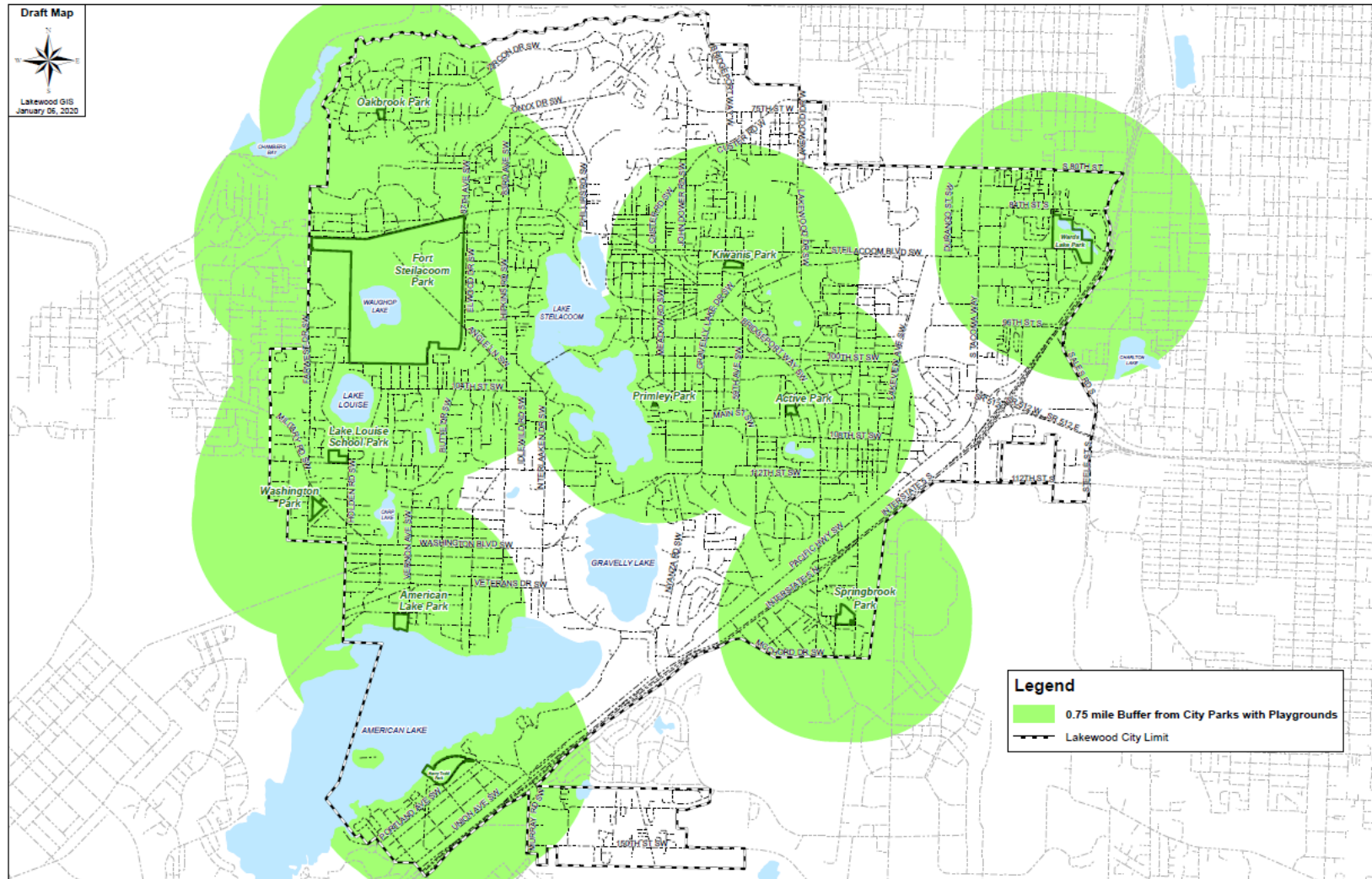
OPTION 2: Use the above walkshed LOS only.

OPTION 3: Use the above quality and diversity LOS only.

OPTION 4: Do not include a LOS in the updated plan. As mentioned previously, RCO recommends, but does not require, a level of service determination for park and recreation planning.

OPTION 5: Leave the existing LOS as is, “All addresses within Lakewood are within a 0.75-mile walking distance of a neighborhood park equipped with a playground facility.” **Figure 7** is an updated map depicting this LOS. The map shows areas of the City that are within the 0.75-mile walkshed of a park with open space and a playground facility in green and areas of the City that are not within this 0.75-mile walkshed.

FIGURE 7 – DRAFT 0.75-mile walkshed of park with open space and a playground facility



There are several areas in the City not currently meeting this LOS. To meet this LOS (Option 5) in the future, the City would need to acquire additional parkland and develop it to include a playground facility. As mentioned previously, the City could minimize the areas of the City that currently do not meet this LOS by creating and leveraging partnerships with public or private entities that have existing facilities with open space and playgrounds.

Option 6: Create some other type of LOS not provided in this memo.

JOINT PARTNERSHIPS

To minimize the areas of the City that currently do not meet any of the above walkshed LOS, the City could create and leverage partnerships with public or private entities that have existing facilities with open space and/or playgrounds, depending on the LOS. An example of a partnership that could reduce unserved or underserved areas of the City would be with the Clover Park School District (CPSD) for use of CPSD facilities, including open space and playground facilities.

Public facilities are built to benefit the community. The City and CPSD have common goals for the Lakewood community as both want to improve the health and general welfare of the community and to contribute to the enhancement of the educational, physical, and recreational opportunities for community members, in particular for youth and young adults. Currently, the City and CPSD work together in a number of capacities to leverage collective resources to more effectively provide services throughout the community. A significant advancement in these collective efforts would be to create a cooperative agreement that would allow for the use of each other's respective facilities including elementary school fields and playground facilities, as well as provide a framework for more comprehensive, future facility planning.

The City and CPSD are actively working on a cooperative use agreement that would allow for the mutual use of each other's facilities for organized, formal use. For example, the City could use CPSD gymnasium facilities to support City basketball programs and CPSD could use the Pavilion in the Park to host an outdoor high school orchestra concert. This type of agreement could be expanded to improve accessibility of outdoor recreation for the general public for unorganized recreation purposes at elementary schools. Typically, joint-use agreements between school districts and local agencies work by allowing school districts the exclusive use of school district properties during school-related educational and recreational activities. At all other times, members of the general public would be allowed to use of school district properties for unorganized recreation purposes, like a neighborhood park. The two entities could collectively use resources to leverage capital projects, for example jointly funding a new playground or covered facility. Currently, the City and CSPD have this type of agreement at Lake Louise Elementary School.



If CPSD would allow the use of its elementary schools for these purposes it would reduce gaps in the 10-minute walkshed (as well as the existing 0.75-mile walkshed), see **Figure 8**.

FIGURE 8 – 10-minute walkshed of a park with open space or CPSD Elementary School

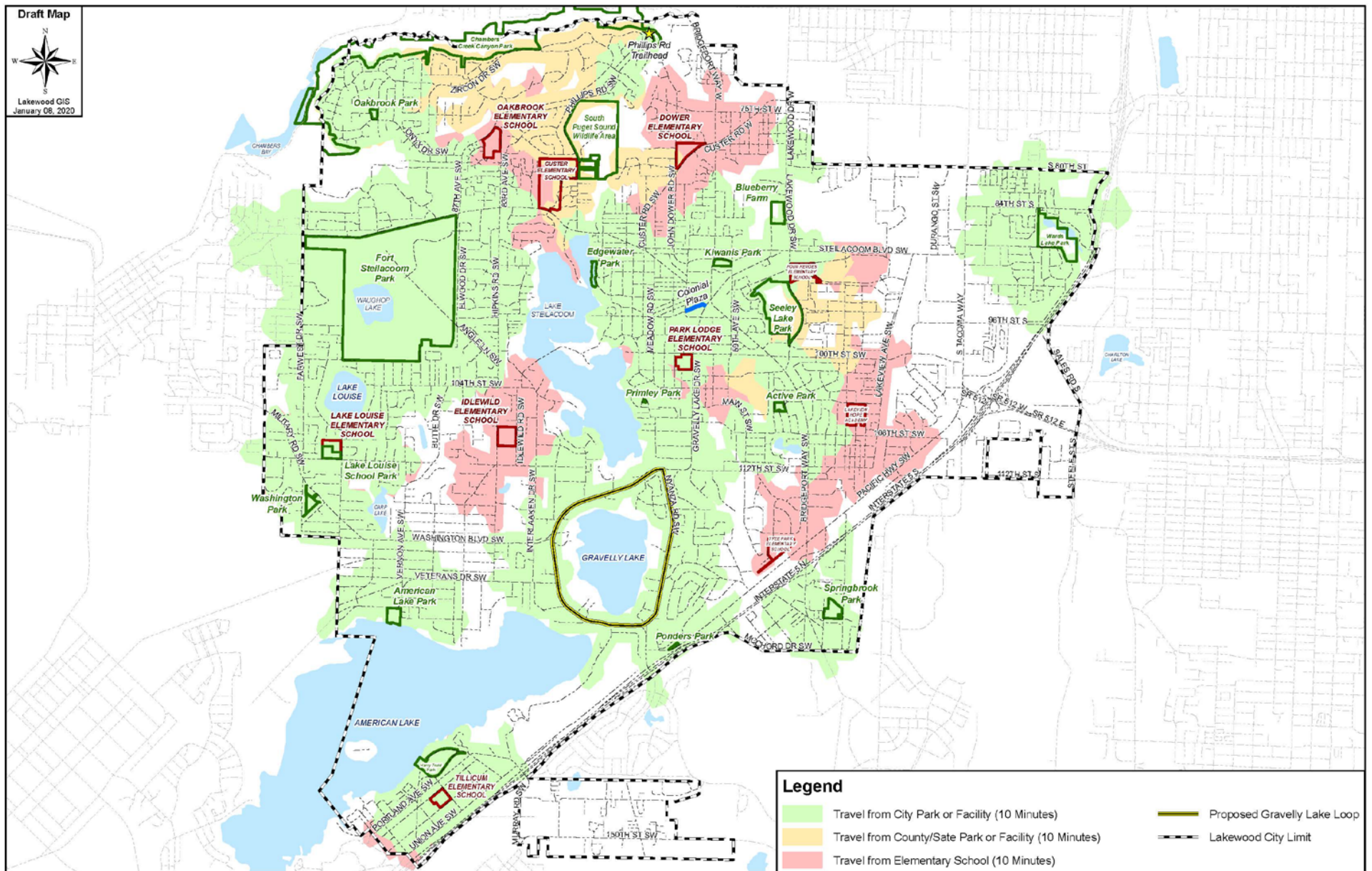
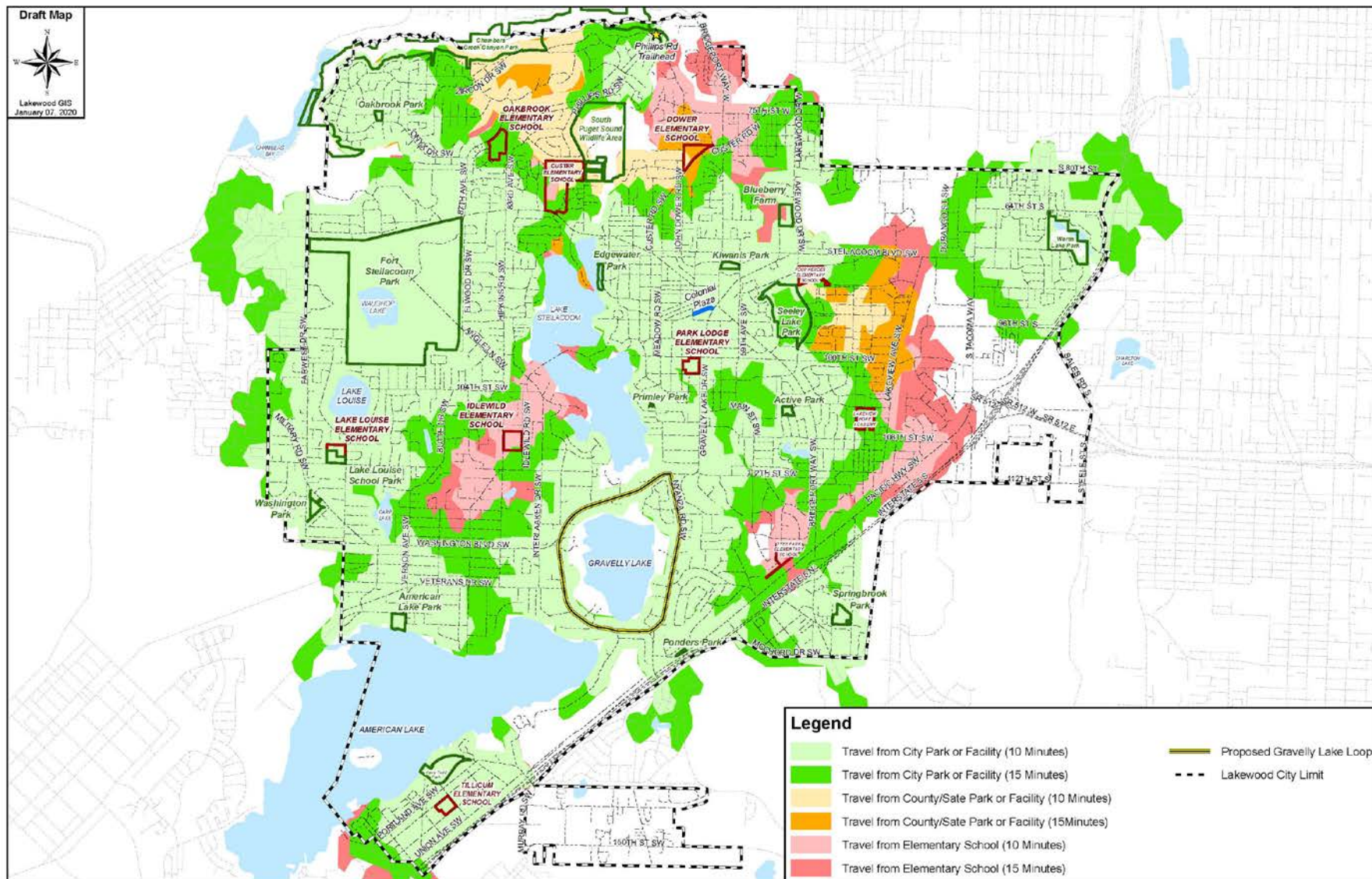


FIGURE 8(1) – 10/15-minute walkshed of a park with open space or CPSD Elementary School



However, as seen in **Figure 8**, some areas of the City would continue to be outside of a 10-minute walking distance to a park with open space or a CPSD elementary school, including the following areas:

- Woodbrook;
- International District – south; and
- Lakes District.

Figure 8(1) depicts a 15-minute walkshed of parks with open space or a CPSD elementary school.

SEEKING GUIDANCE: Seeking City Council guidance regarding LOS options for the 2020 Plan. In addition to general feedback on the draft 2020 Plan’s Goals, Policies, and Action items provided in **Attachment C**.

NEXT STEPS: The first review of a comprehensive draft 2020 Legacy Plan will occur at the February 24, 2020 City Council study session.

ATTACHMENTS:

Attachment A – Park Amenity Condition Assessment – Draft Scoring Criteria

Attachment B – 2014 Legacy Plan Goals

Attachment C – Draft Legacy Plan 2020 – Preface & Chapter 1: Introduction

Attachment D – Legacy Plan Update 1.13.20 PowerPoint

ATTACHMENT A

TABLE 1

DRAFT PACA – DIVERSITY SCORING CRITERIA

Common Amenities –

1. playgrounds;
2. picnic shelters;
3. restrooms;
4. open fields;
5. trails and/or ADA compliant pave paths;
6. benches and
7. barbeques.

3 Regional / Community park has all of the common amenities listed above. Neighborhood Park / Urban Park has 6 or more of these amenities.

2 Regional / Community park has five of the common amenities listed above. Neighborhood Park/ Urban Park has 5 of these amenities.

1 Regional / Community park has four or less of common amenities listed above. Neighborhood Park/ Urban Park has 4 or fewer of these amenities.

Park provides active no-cost, low barrier amenities in addition to open space, walking trails, open field, and playground facilities, for example, exercise equipment, basketball court, pickle ball court, etc.

Neighborhood Park: at least 1 of these amenities

Community Park: at least 2 of these amenities

Regional Park: at least 3 of these amenities

3 Yes, the park provides: _____ . This amenity appears to be well used by the community.

2 Yes, the park provides: _____ . This amenity appears to be somewhat used by the community.

1 No, the park does not have amenities other than open space, walking trails, and playground facilities.

Park provides covered amenities.

3 Yes, covered amenities include a shelter and 1 other active park amenity.

2 Yes, a shelter - but no active amenity.

1 No, the park does not have any covered amenities.

Park provides low-cost/no-cost recreational programming:

3 Five or more times a year

2 One to four times a year

1 Zero times a year

Comments:

SPECIFIC PARK AMENITIES – PASSIVE (ALL PARKS)	
Amphitheater / Pavillion	
3	In good condition; facility has minimal signs of cracking or material deterioration, no structural or safety issues, minor maintenance repairs present, all elements are operable.
2	In fair condition; facility has some signs of cracking or material deterioration, no structural or safety issues, some maintenance repairs present, all elements are operable.
1	In poor condition; facility has significant signs of cracking or material deterioration, structural or safety issues may/do exist, significant maintenance repairs or replacement necessary, some elements are not operable.
N/A	No Amphitheater
Comments:	
Benches & Picnic Tables	
3	In good condition; materials have minimal wear, no leaks, all elements are in working order, no structural or safety issues, no vandalism.
2	In fair condition; materials have some wear, no structural or safety issues, no leaks, all elements are in working order.
1	In poor condition; materials have significant wear, structural and safety issues may/do exist, leaks may/do exist, some elements are not in working order; vandalism is present.
N/A	No Benches or Picnic Tables
Comments:	
Landscaped beds	
3	In good condition; few weeds, minimal bare or worn areas; plants appear healthy.
2	In fair condition; some weeds, some bare or worn areas; plants are generally healthy.
1	In poor condition; many weeds present, significant bare or worn areas; plants are not healthy or are dead.
N/A	No Landscaped beds
Comments:	
Natural Areas	
3	In good condition; minimal invasive plants, high species diversity, healthy plants.
2	In fair condition; Invasive plants less than 10% of area, limited species diversity, generally healthy plants.
1	In poor condition; Invasive over 10% of area, low species diversity, plants are not healthy or are dead.
N/A	No Natural Areas
Comments:	
Picnic Shelter(s)	
3	In good condition; materials have minimal wear, no leaks, all elements are in working order, no structural or safety issues, no vandalism.
2	In fair condition; materials have some wear, no structural or safety issues, no leaks, all elements are in working order.
1	In poor condition; materials have significant wear, structural and safety issues may/do exist, leaks may/do exist, some elements are not in working order; vandalism is present.
N/A	No Picnic Shelter(s)

Comments:	
Public Art	
3	In good condition; no vandalism, no signs of weathering, all elements are in working order.
2	In fair condition; minor signs of weathering or wear, minor maintenance necessary, all elements are in working order.
1	In poor condition; significant signs of weathering or wear, significant maintenance or replacement necessary, vandalized, some elements are not in working order.
N/A	No Public Art
Comments:	
Trails (compact gravel or dirt walkways)	
3	In good condition; surface is generally smooth and even, 4ft widths in most places, minimal drainage issues.
2	In fair condition; surface is uneven in places, less than 4ft widths in some places, some drainage issues.
1	In poor condition; surface is uneven in many places, less than 4ft widths in many places, significant drainage issues.
N/A	No Trails
Comments:	
Pathways (paved trails / walkways)	
3	In good condition; surface is generally smooth and even, no cracking or holes, meets ADA requirements, minimal drainage issues.
2	In fair condition; surface is uneven in places, some cracking or holes, does not meet ADA requirements some places, some drainage issues.
1	In poor condition; surface is uneven in many places, significant cracking or holes, does not meet ADA requirements many places, significant drainage issues.
N/A	No Pathways
Comments:	
SPECIFIC PARK AMENITIES – ACTIVE (ALL PARKS)	
Baseball/Softball fields	
3	In good condition; thick grass with minimal thin spots, no drainage issues, proper slope, no bumps in the infield, free of unwanted vegetation, no holes present.
2	In fair condition; grass has some thin spots in high use areas, some drainage issues, slope within 1% of proper slope, some bumps in-fields, some unwanted vegetation, a few minor holes present.
1	In poor condition; significant areas are bare, significant drainage issues (holds water), slope over 1% of proper slope, significant bumps in-fields, unwanted vegetation present, significant holes present.
N/A	No Baseball/Softball fields
Comments:	

Basketball Courts	
3	In good condition; no cracks in surface, minimal material wear, no holes present, full courts have clear stripping.
2	In fair condition; some cracks in surface, some material wear, some holes present but they do not impact player safety or the game, full courts have worn stripping.
1	In poor condition; significant cracks in surface, significant material wear, holes present that impact player safety or the game, full courts have indistinguishable or no stripping.
N/A	No Basketball Courts
Comments:	
Multipurpose fields (soccer, lacrosse, football, etc.)	
3	In good condition; thick grass with minimal thin spots, no drainage issues, proper slope, no bumps, free of unwanted vegetation, no holes present.
2	In fair condition; grass has some thin spots in high use areas, some drainage issues, slope within 1% of proper slope, some bumps, some unwanted vegetation, a few holes present.
1	In poor condition; significant areas are bare, significant drainage issues (holds water), slope over 1% of proper slope, significant bumps, unwanted vegetation present, significant holes present.
N/A	No Multipurpose fields
Comments:	
Playground(s)	
3	In good condition; 7-10 years of estimated life, less than 10% material deterioration, safety surfacing with a border, no drainage issues.
2	In fair condition; 3 to 6 years of estimate life, 10% to 25% material deterioration; small compliance issues, some drainage issues.
1	In poor condition; 2 or less years of estimated life, greater than 25% material deterioration, needs significant maintenance or replacement, drainage issues.
N/A	No Playground
Comments:	
Skate Park	
3	In good condition; minimal signs of cracking or material deterioration, no structural or safety issues, no vandalism, minor maintenance repairs necessary
2	In fair condition; some signs of cracking or material deterioration, no structural or safety issues, some vandalism present.
1	In poor condition; significant signs of cracking or material deterioration, structural or safety issues may/do, vandalism present, significant maintenance repairs or replacement necessary
N/A	No Skate Park
Comments:	

Spray Park	
3	In good condition; pad has no cracking, little or no damage or material wear, no structural or safety issues, no vandalism, good drainage.
2	In fair condition; pad has some cracking, some damage or material wear but in working condition, no structural or safety issues, good drainage, color fading.
1	In poor condition; pad has significant cracking, significant damage or material wear, some elements are not in working condition or are broken, structural or safety issues may/do exist, poor drainage, color fading.
N/A	No Spray Park
Comments:	
Tennis Courts	
3	In good condition; no cracks in surface, minimal material wear, no holes present, courts have clear stripping, net has minimal wear.
2	In fair condition; some cracks in surface, some material wear, some holes present but do not impact player safety or the game, courts have worn stripping, nets are worn.
1	In poor condition; significant cracks in surface, significant material wear, holes present that impact player safety or the game, courts have indistinguishable or no stripping, nets are in poor condition.
N/A	No Tennis Courts
Comments:	
Turf elements	
3	In good condition; no drainage issues, no weeds, minor wear or material deterioration, no structural or safety issues, minimal maintenance necessary.
2	In fair condition; some drainage issues, some weeds, some wear or material deterioration, no structural or safety issues, some maintenance necessary.
1	In poor condition; significant drainage issues, many weeds, significant wear or material deterioration, structural or safety issues may/do exist, significant maintenance or replacement necessary.
N/A	No Turf elements
Comments:	

OTHER INFRASTRUCTURE (ALL PARKS)	
Lighting	
3	In good condition; all lights are operational.
2	In fair condition; 10% or less of lights are not operational.
1	In poor condition; over 10% of lights are not operational.
N/A	No Lighting
Comments:	
Parking Area(s)	
3	In good condition; no drainage issues; clear pavement markings, no pavement cracking or holes, no repair required.
2	In fair condition; some drainage issues; faded pavement markings, some pavement cracking or holes, minor repair required.
1	In poor condition; significant drainage issues; unrecognizable pavement markings, significant pavement cracking or holes, significant repair or replacement required.
N/A	No Parking Areas
Comments:	
Restroom(s)	
3	In good condition; materials have minimal wear, no structural or safety issues, no leaks, all elements are in working order, no vandalism.
2	In fair condition; materials have some wear, no structural or safety issues, no leaks, all elements are in working order, no vandalism.
1	In poor condition; materials have significant wear, structural or safety issues may/do exist, leaks do/may exist, some elements are not in working order; vandalism is present.
N/A	No Restrooms
Comments:	
Signage	
3	In good condition; no wear, minimal weathering, no vandalism.
2	In fair condition; some wear, some weathering, no vandalism.
1	In poor condition; significant damage, significant weatherization, vandalism present.
N/A	No Signage
Comments:	
ADA compliance	
3	Park is compliant with ADA standards, including pathways.
2	Some items appear to not comply with ADA standards, but could be fixed with minor projects
1	A number of park assets appear to not comply, including walkways and grading
Comments:	

Attachment B

2.4 Goals and strategies

Goal 1: Protect the open space and water access needs of future generations through acquisition, development and environmental stewardship.

Performance Indicator:

Total number of acres of all types of open space that have been acquired, improved, maintained or restored and are open to the public

Strategies:

1.1 Assess open space needs within each park planning area.

1.1.1 Adopt a function-based open space classification system and park level of service (LOS) standards to direct the assessment of open space and water access needs.

1.1.2 Utilize current LOS standards and GIS network analysis or other methods to identify open space deficiencies in each planning area.

1.1.3 Work with the public and adjoining jurisdictions to identify site-specific open space and water access needs in each park planning area.

1.1.4 Collaborate with planning staff to appropriately incorporate the open space classification and LOS standards in the City's comprehensive plan update.

1.2 Develop partnership and acquisition strategies to address open space deficiencies.

1.2.1 Raise public awareness on the value of open space and its contribution to healthy living, economic development and environmental health.

1.2.2 Identify sites for strategic acquisition to meet the specific open space and water access needs in park planning areas.

1.2.3 Seek final resolution regarding individual street ends properties.

1.2.4 Explore with planning staff creative regulatory tools to encourage the provision of public open space, including the joint use of private open space and facilities.

1.2.5 Promote and develop urban parks and open space amenities within high-density development sites to meet the needs of the nearby residents.

1.2.6 Ensure that park facilities are available in the community to meet public open space needs.

1.2.7 Use the capital improvement program (CIP) update process to review capital needs and priorities.

1.3 Customize park design to ensure open space and water access needs are met.

1.3.1 Engage the public in the preparation of master site plans for open space development or redevelopment to take into account the unique site characteristics, such as environmental sensitivity and other factors, and impacts to local residents.

1.4 Protect public open space and water access for future use.

1.4.1 Ensure that all types of open space are protected and conserved through appropriate comprehensive plan policies, zoning designations and other development regulations.

1.5 Promote environmental stewardship.

1.5.1 Lead by example to raise public awareness of the importance of environmental stewardship.

1.5.2 Maximize the use of public open space for environmental education, interpretative information and stewardship programs.

1.5.3 Explore the feasibility of developing environmental education centers to promote the caring and stewardship of the natural environment.

Goal 2: Create safe access to open space through a connected system of urban, non-motorized trails.

Performance Indicators:

Number of linear feet of off-street trails newly developed within departmentally-managed open spaces

Number of linear feet of non-motorized trails newly developed to improve access to open space and waterfront (For tracking collaboration with the Public Works Department)

Strategies:

2.1 Develop a connected system of non-motorized trails throughout the city.

2.1.1 Create a connected system of on-street non-motorized trails and off-street trails in parks and other public spaces.

- 2.1.2 Coordinate with Public Works Department to create and adopt city-wide standards for trail design.
- 2.1.3 Partner with adjacent jurisdictions to connect city trails and water trails with regional trail systems.
- 2.2 Develop off-street trails within city parks to encourage physical activity for park visitors.**
 - 2.2.1 Develop pathway systems within all parks.
 - 2.2.2 Ensure the design and development of new trails complies with city-wide standards, development regulations and other planning initiatives.
 - 2.2.3 Ensure trail design and development complies with the Americans with Disabilities Act Standards for Universal Access.
- 2.3 Develop trails and linear urban parks within development sites to improve trail connectivity.**
 - 2.3.1 Encourage the provision of on-site trails and landscaped amenities through zoning incentives and other creative tools to support an urban linear park system.
- 2.4 Secure resources for trail development and maintenance.**
 - 2.4.1 Build public awareness on the importance and benefits of trails and linear parks.
 - 2.4.2 Seek alternative funding to develop and maintain a connected network of on-street and off-street trails in Lakewood.
 - 2.4.3 Initiate an “adopt-a-trail” program to facilitate trail development and maintenance.

Goal 3: Invest in a quality park and recreation system to enhance economic benefit.

Performance Indicator:

Total dollar amount devoted to capital improvements of regional and community park sites and services

Strategies:

- 3.1 Create public spaces and amenities in the Central Business District (CBD) to support downtown businesses and residents.**
 - 3.1.1 Develop urban park or open space areas for civic gatherings and celebrations.
 - 3.1.2 Promote walkability in the CBD by creating linear open space, walkways, enhanced landscaping and site amenities.

- 3.1.3 Explore the feasibility of developing an indoor multi-purpose recreation space in the CBD to create a civic center for community gatherings and activities.
- 3.1.4 Encourage public art in the CBD to foster a sense of place.
- 3.1.5 Support public uses and spaces in the CBD.
- 3.2 Encourage the development of open space and recreation amenities in business parks or other commercial areas to support workers and nearby residents.**
 - 3.2.1 Explore partnership opportunities to create open space for those working in or living near commercial or mixed-use areas.
- 3.3 Invest in Fort Steilacoom Park and Fort Steilacoom Golf Course to support regional use and generate economic benefit.**
 - 3.3.1 Implement park improvements recommended in the 2010 Fort Steilacoom Park/Golf Course Planning and Feasibility Study.
 - 3.3.2 Develop business plans and partnerships to guide future operations and capital investments.
 - 3.3.3 Develop regional marketing strategies to promote Fort Steilacoom Park and Fort Steilacoom Golf Course.
- 3.4 Promote tourism at regional and community parks and water access areas.**
 - 3.4.1 Offer signature events and quality recreation opportunities in city parks to attract regional visitors.
 - 3.4.2 Partner with others to host and promote city parks, lakes and signature events.
 - 3.4.3 Provide partners with media links and publicity materials to promote city parks and recreation opportunities.
- 3.5 Ensure city parks are safe and clean to enhance the value of nearby properties.**
 - 3.5.1 Adopt and implement park and facility maintenance best practices.
 - 3.5.2 Develop an asset management plan covering maintenance, replacement and depreciation to ensure city parks and facilities are in good condition at all times.
 - 3.5.3 Initiate “adopt-a-park” and “park watch” volunteer programs to facilitate or enhance park safety and on-going maintenance.

Goal 4: Secure sustainable and diverse funding to acquire, develop, maintain and operate the park and recreation system.

Performance Indicator:

% of operating budget offset by alternative sources of funding

Strategies:

- 4.1 Develop a long-term financial plan to support a sustainable park and recreation system.**
 - 4.1.1 Develop a funding plan to expand the revenue base with strategies to seek diverse funding sources.
 - 4.1.2 Review funding strategies biennially to reflect the current economy, market conditions and community impacts.
 - 4.1.3 Review pricing philosophy and fee structure biennially to maximize cost recovery while balancing program affordability and market competitiveness.
 - 4.1.4 Implement the funding plan and track all revenue sources and expenditures.
- 4.2 Seek creative funding sources to meet the open space, water access and program needs of the community.**
 - 4.2.1 Identify alternative funding sources and creative methods to acquire open space and water access sites; and to fund development, operations and maintenance of the park and recreation system.
 - 4.2.2 Partner with non-profit organizations to raise funds for park and recreation purposes.
- 4.3 Create a legacy campaign to solicit funds to implement a comprehensive park and recreation system.**
 - 4.3.1 Work with community partners and Advisory Boards to identify high-priority "legacy projects" for future park and facility development, the promotion of arts and culture or other community programs, services or events.
 - 4.3.2 Develop public awareness and outreach strategies to promote the benefits of parks and recreation with the purpose of mobilizing the community to champion a fiscally-sustainable park and recreation system.
 - 4.3.3 Launch a legacy campaign to encourage public donation of gifts and properties to support an affordable, inclusive and accessible park and recreation system.

Goal 5: Provide affordable, inclusive and accessible park and recreation services city-wide.

Performance Indicator:

Number of programs offered and participants served in underserved areas (such as Park Planning Areas 4, 7, 9 and 10)

Strategies:

- 5.1 Include a wide variety of quality programs to meet the diverse needs of the community.**
 - 5.1.1 Offer a comprehensive range of active living, arts and culture, nature and environment, personal enrichment and community building programs to impact on the lives of community members and program participants.
 - 5.1.2 Assume a wide range of roles, such as a direct provider, partner, sponsor or information clearing house.
 - 5.1.3 Ensure parks and programs are available to meet the needs of all ages, abilities, family compositions, socio-economic and cultural backgrounds.
 - 5.1.4 Consult with alternative providers and review their plans to ensure a wide range of recreation services are available to our residents.
 - 5.1.5 Conduct a program needs assessment every three to five years to evaluate resident needs, alternative program providers and facilities, program participation rates, demographic changes and industry trends.
- 5.2 Increase access to recreation opportunities in underserved areas.**
 - 5.2.1 Provide recreation programs in underserved areas for all age groups.
 - 5.2.2 Develop scholarship funds through grants and donations to increase program participation.
 - 5.2.3 Increase promotion and outreach efforts to inform residents of available recreation programs and services.
- 5.3 Seek creative alternatives to ensure program affordability.**
 - 5.3.1 Partner with others to share the use of space and develop recreation facilities.
 - 5.3.2 Utilize volunteers to support affordable programs.
 - 5.3.3 Seek alternative funding sources to ensure programs are accessible.
 - 5.3.4 Partner with military organizations to provide affordable programs and services to meet the needs of the military population living in Lakewood.

- 5.4 Ensure equitable access to parks across the city.**
- 5.4.1 Distribute parks and open space equitably across the city so that all Lakewood residents can conveniently access a public open space within a ¼-mile walking distance from home. Examples could include:
- Purchase park land near the Oakbrook County Club in planning area 1.
 - Developing the Gravelly Lake non-motorized trail (linear park) in planning area 8, or
 - Creating open space in planning area 10 near residentially zoned properties.
- 5.4.2 Partner with the School District to create neighborhood park facilities in the following park planning areas to help meet the ¼-mile walking distance park LOS standard across the city:
- Park Planning Area 1: Oakbrook Elementary, Custer Elementary and Huddtloff Middle Schools
 - Park Planning Area 2: Dower Elementary School
 - Park Planning Area 5: Idlewild Elementary School
 - Park Planning Area 7: Southgate Elementary, Lakeview Elementary and Tyee Park Elementary Schools
 - Park Planning Area 8: Lake City Elementary School
- 5.4.3 Work with the School District to ensure that open space and neighborhood park facilities are considered when surplus or redeveloping school properties.
- 5.4.4 Partner with the State to develop a nature-based play area and/or low-impact nature/wildlife discovery trails within the State Game Refuge to meet the park LOS standards in Park Planning Area 1.
- 5.5 Facilitate and encourage the use of public transit and active transportation to access city parks and recreation programs.**
- 5.5.1 Develop strategic sections of sidewalks and shared-use paths to create safe walking access to parks and recreation facilities.
- 5.5.2 Ensure that the mobility needs in underserved areas are addressed when developing non-motorized trail strategies.

- 5.5.3 Locate regional and community park and recreation facilities along transit routes whenever possible.

5.6 Seek public support for affordable, inclusive and accessible park and recreation services.

- 5.6.1 Build public awareness on how parks and recreation can create an active, engaged and livable city filled with opportunities.
- 5.6.2 Build relationships with the community by reaching out to special interest and diverse population groups.
- 5.6.3 Create a network of community advocates for program development representing diverse interests and special needs of our community.

Goal 6: Create a safe, strong, active and healthy community by providing a variety of open space and recreation opportunities.

Performance Indicator:

% of program participants reporting that the program attended made a positive difference/improvement in their lives or the lives of their family members

Strategies:

- 6.1 Provide a wide range of park and open space amenities and facilities to support a safe and healthy community.**
- 6.1.1 Consider building wellness stations, installing educational signs or creating "pathways for play" to encourage physical activity in parks.
- 6.1.2 Install spraygrounds to provide a fun, creative and safe water play environment.
- 6.1.3 Develop extreme sports facilities, such as BMX tracks, to create active challenges.
- 6.1.4 Monitor the need for sports fields to accommodate athletic program needs and trends.
- 6.1.5 Install artificial turf and field lighting to increase both playability and safety of athletic fields.
- 6.1.6 Create community gardens conveniently located within residential areas, particularly those high-density and mixed-use areas, to advance active lifestyles and healthy eating.
- 6.1.7 Explore the feasibility of developing a multi-purpose recreation center to provide recreation programs for all.

- 6.2 Ensure park and facility design and maintenance support a safe and healthy community.**
 - 6.2.1 Design playground facilities with universal access to broaden accessibility.
 - 6.2.2 Use best practices, such as Crime Prevention through Environmental Design, barrier-free and universal design principles and environmentally-sustainable practices, when designing, building, renovating or maintaining parks and facilities.
 - 6.2.3 Develop and apply indoor facility maintenance LOS standards when designing or managing multi-purpose recreation facilities.
- 6.3 Develop policies to support active living and healthy communities.**
 - 6.3.1 Develop and adopt a “healthy food policy” to encourage healthy food choices at city sponsored programs, meetings and events.
 - 6.3.2 Develop and adopt a “tobacco or smoke free parks policy” to ensure a healthy environment and clean air for park visitors.

Goal 7: Celebrate the cultural diversity of our community by providing a wide range of park and recreation opportunities.

Performance Indicator:

Number of cultural programs or events offered

Strategies:

- 7.1 Raise cultural awareness through arts and cultural programs.**
 - 7.1.1 Showcase community cultures through a wide variety of recreation programming
 - 7.1.2 Support special events to celebrate arts, history and culture.
 - 7.1.3 Display cultural art work at events and in parks and public spaces.
 - 7.1.4 Develop strategic partnerships with local organizations that represent diverse ethnic backgrounds.
- 7.2 Enhance cultural competency of staff.**
 - 7.2.1 Ensure that park and recreation experiences offered by the city are accessible and inclusive to all members of the community.
 - 7.2.2 Provide staff training on local demographics and cultural awareness to ensure programs are accessible and relevant to a variety of cultures and ethnic groups in Lakewood.

Goal 8: Create a sense of place by encouraging private contributions and incorporating art and history in parks and public spaces.

Performance Indicator:

Number of new spaces that has at least one art or history element

Strategies:

- 8.1 Showcase art, culture and history throughout the city to foster a sense of place and neighborhood pride.**
 - 8.1.1 Create visually appealing gateways by integrating art work, way-finding signs and landscaping at city entry points and along major thoroughfares.
 - 8.1.2 Incorporate art and history in public spaces and support local art exhibits and performances throughout the city.
 - 8.1.3 Install interpretive signs with interactive features in parks and public facilities to show and tell the history of the area.-
 - 8.1.4 Display art work in various locations to reflect the unique character of neighborhoods and the community.
 - 8.1.5 Provide opportunities for program participants to showcase completed (visual and performing) art work in public spaces and events.
 - 8.1.6 Support the development of performing arts facilities in or near the CBD.
 - 8.1.7 Address on-going maintenance and operation impacts before installing art displays in city parks and public spaces.
 - 8.1.8 Identify, inventory, preserve and protect structures or landmarks of historic significance within city parks and other public spaces.
 - 8.1.9 Cultivate volunteers to serve as docents of city arts, culture and history.

Goal 9: Maintain and update the Legacy Plan goals, strategies, policies and procedures in response to changing needs, trends, performance outcomes and statutory requirements.

Performance Indicator:

Number of staff reports to the Parks and Recreation Advisory Board or Council on Legacy Plan elements (such as new policies, trend updates, performance tracking data, etc.)

Strategies:

- 9.1 Maintain plan update cycle to ensure plan relevancy.**

- 9.1.1 Authorize sufficient resources to update Legacy Plan every six years to maintain state grant funding eligibility and satisfy statutory requirements.
- 9.1.2 Update the six-year CIP and work programs in conjunction with biennial budget development.
- 9.2 Track performance outcomes to assess factors affecting plan implementation.**
 - 9.2.1 Monitor changes and trends in performance outcomes to identify factors which may trigger revisions to strategies and operations.
- 9.3 Incorporate program evaluations and performance management into daily operations and annual work programs.**
 - 9.3.1 Develop a performance management data system.
 - 9.3.2 Develop a data collection procedural manual.
 - 9.3.3 Assign staff to manage and coordinate performance management practices.
 - 9.3.4 Train staff on performance management, outcome-based evaluation, level of service assessment and use of data for service improvement.
 - 9.3.5 Conduct program evaluations through participant surveys and community surveys.
 - 9.3.6 Utilize ICMA Center for Performance Measurement and other performance measurement tools to monitor performance.
 - 9.3.7 Publish annual reports to demonstrate impacts and outcomes of work programs.
- 9.4 Encourage the use of best practices in the management and operation of the parks and recreation system.**
 - 9.4.1 Develop policies and standard operating procedures.
- 9.5 Maintain a knowledgeable and skilled staff to carry out established responsibilities.**
 - 9.5.1 Train staff to implement policies, procedures and best practices, and the use of trends data to anticipate changes in business and operations.
 - 9.5.2 Ensure staff has relevant experience and expertise to implement established work programs.

Goal 10: Make accountable, transparent and responsible decisions by considering the

environmental, economic, social and cultural impacts to our community.

Performance Indicator:

% of participants reporting, after a major public participation event, that they are satisfied with the decisions with the full consideration of the environmental, economic, social and cultural impacts to our community

Strategies:

- 10.1 Consider the above-defined impact areas in decision-making processes.**
 - 10.1.1 Include implications of each impact area in staff reports and when making recommendations.
- 10.2 Demonstrate accountability and transparency in decision-making processes.**
 - 10.2.1 Include the Park and Recreation Advisory Board and other Advisory Committees and encourage public involvement in all planning, service delivery and decision-making.
 - 10.2.2 Use a variety of means to reach out to and communicate with diverse groups in the community.
 - 10.2.3 Consider access, language and other factors when developing public participation processes.
 - 10.2.4 Provide multiple opportunities for the public to review information and provide input.



CITY OF LAKEWOOD



LEGACY PLAN

PARKS, RECREATION & OPEN SPACE MASTER PLAN



A HEALTHY AND VIBRANT COMMUNITY WHERE OPPORTUNITIES ABOUND



APPROVED DATE X, 2020



Here at the City of Lakewood, we believe that a legacy is the combination of **yesterday's efforts, today's energies, and protecting and advancing tomorrow's aspirations.**

Preface

The preface provides a quick overview of the Legacy Plan's key elements, including the vision, mission, goals, core values of this plan. A more detailed explanation of these items are provided in the following chapters.

1.1 Executive Summary

There is a common misconception that a “legacy” is unchangeable, a permanent memorial of past actions and inactions. Here at the City of Lakewood (“the City”), we believe that a legacy is the combination of yesterday's efforts, today's energies, and protecting and advancing tomorrow's aspirations.

Healthy and vibrant parks and recreation systems do not happen overnight. Rather, they are legacies - they come together over time and continue to thrive because of boundless dedication, collaboration, inspiration, hard work, trust, innovation, support, and the *ability to respond and grow with the community*.

The City strives to continue to offer healthy and vibrant parks and recreation opportunities for all. To support these efforts, the Legacy Plan (“the Plan”) acts 1) as a strategic and functional guide for the City Council and City personnel for the next six years (2020-2026) and, 2) to provides the framework for long-term park, programing, and facility needs.

Building off the successes and learning from the challenges experienced during the past six years, the Plan will guide policy and implementation strategies to help determine how, when, and in what way limited and vital resources are invested into the community for parks and recreation services. The Plan endeavors to align park, recreation, and open space opportunities with the needs of the community, which were identified in an extensive, multi-pronged engagement effort throughout the Summer and Fall of 2019. This Plan continues the shift from playing “catch-up” from incorporation to thinking “bold and big” as directed by the City Council.

Lakewood is projected to grow in population by 33%, to 77,329 residents by 2035. As a predominately built-out city, higher densities housing will be necessary for population growth. This will inevitably put increased pressure on existing parks, recreation programs, and facilities. In addition, it is anticipated that Lakewood's population will continue to become increasingly older and more diverse. The Plan serves as a point-in-time representation of current trends, demographic realities and projections, and the aspirations and needs expressed by the community through a variety of engagement mediums. Looking out to the future, recreational needs and preferences of the greater community will likely evolve. The City is prepared to continue to find innovative and sustainable ways to align park and recreation services with the needs of the community and the vision and goals of the City Council.

We look forward to continuing to build the City's park, recreation, and open space legacy.

Vision

Lakewood is a healthy and vibrant community where opportunities abound.

Mission

Lakewood provides quality parks, diverse programs, and sustainable practices that encourages engaged and livable communities.

PRCS Motto

Safe, Clean, Green, and Equitable.



Goals

Goal 1

Protect, preserve, enhance, and expand parks and facilities.

Goal 2

Provide equitable and community-driven services that are accessible for all.

Goal 3

Increase the connectivity of the community.

Goal 4

Leverage and invest in facilities, programs, and infrastructure that boosts economic opportunities and improves quality of life.

Goal 5

Provide transparent, accountable, and fiscally responsible services.

Core Values

The core values of PRCS compliments and reflects the core values of the City, which are Service, Teamwork, Integrity, and Respect. PRCS also adds the core value of Sustainability - creating the acronym S.T.I.R.S.

PRCS's core values guide the department's operations as well as the manner in which the department values personnel, community members, and customers.

S	Service	Service means providing safe, clean, green, equitable, healthy, fun, accessible, and sustainable services.
T	Teamwork	Teamwork means effectively engaging partners, personnel, stakeholders, and residents in effort to leverage the community's collective capabilities and resources.
I	Integrity	Integrity means demonstrating ethical, honest, responsible, transparent, and accountable behavior.
R	Respect	Respect means embracing and encouraging diversity, showing compassion, and being good stewards.
S	Sustainable	Sustainable means a broad sense of sustainability, it refers to crafting systems and partnerships that maintain viability throughout time ensuring that the environmental, economic, social, and cultural needs and desires of future generations will not be compromised.

Levels of Service

A level of service tool (LOS) provides a quantifiable assessment of the strengths and gaps within the City's parks and recreation system as a whole.

Walkshed

All Lakewood addresses are within a 10-minute walk of a park with open space and a playground facility.

Park Amenity Condition Assessment

All parks and park amenities score 2 or greater.

Recreation Guiding Principal

The City does not have a quantifiable LOS for recreation, however, recreation decisions are guided by the following principal:

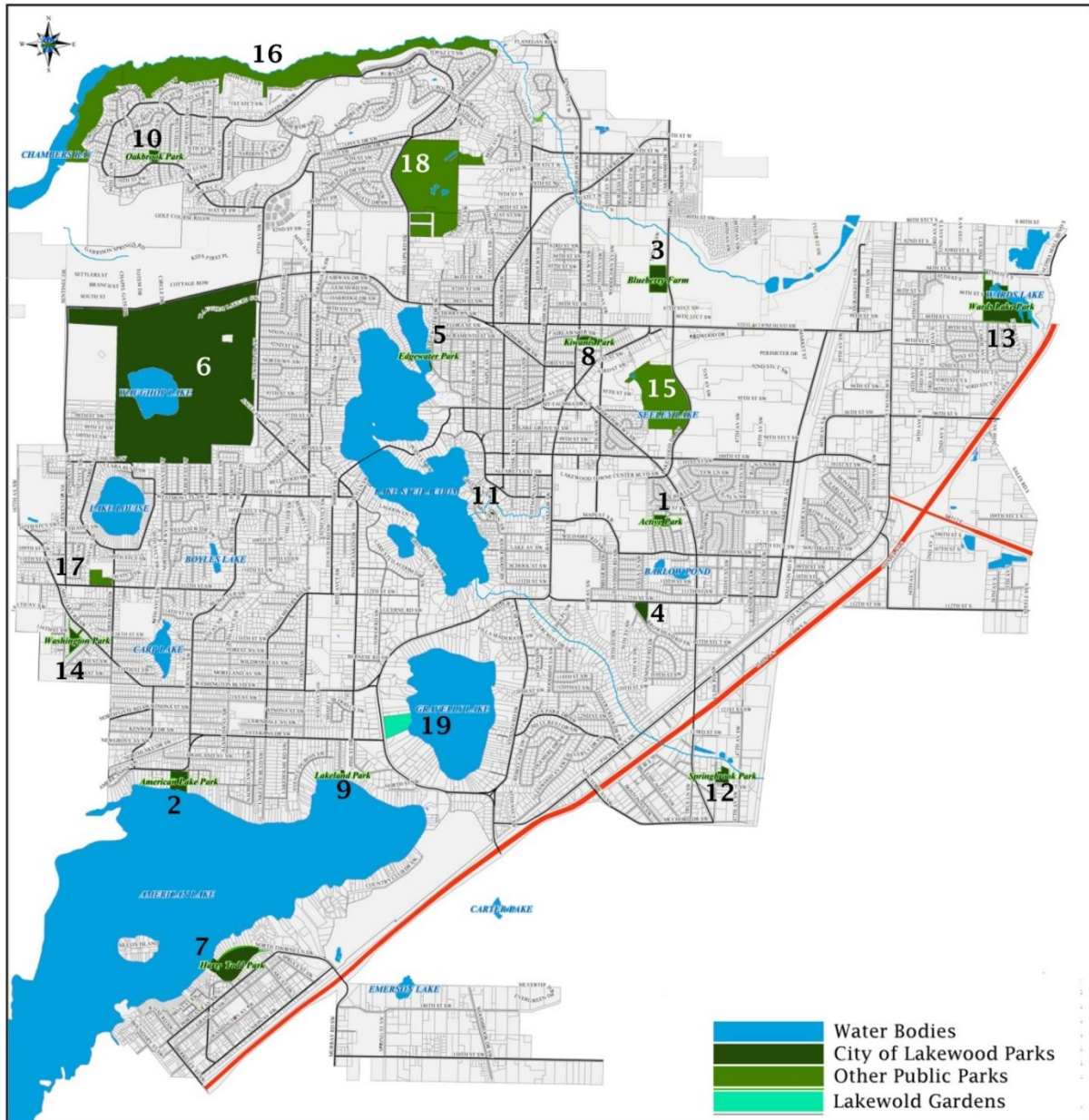
Provide and support recreation programs that are socially responsible and economically accountable.

Park Inventory

Lakewood owns and operates 14 sites. **Table X** provides a list of the City parks (and joint park projects with other jurisdictions) by park type, size, development status, and park amenity index score.

TABLE X					
City of Lakewood parks by type, acreage, open space acreage, and status					
Park	Park Type	Acres	Status	2020 PACA Quality Score	2020 PACA Diversity Score
Lakewood Senior Center	Activity Center	-	-	-	-
Harry Todd Park	Community	16.78	<i>Developed</i>		
American Park	Community	5.50	<i>Developed</i>		
Blueberry Park	Conservancy	7.91	<i>Undeveloped</i>		
Seeley Lake Park*	Conservancy	48	<i>Developed / Undeveloped</i>		
Active Park	Neighborhood	2.28	<i>Developed</i>		
Edgewater Park	Neighborhood	2.83	<i>Interim</i>		
Kiwanis Park	Neighborhood	2.85	<i>Developed</i>		
Oakbrook Park	Neighborhood	1.55	<i>Developed</i>		
Springbrook Park	Neighborhood	6.68	<i>Developed</i>		
Wards Lake Park	Neighborhood	27.79	<i>Developed</i>		
Washington Park	Neighborhood	3.64	<i>Developed</i>		
Lake Louise Elementary**	Neighborhood	4.72	<i>Developed</i>		
Primley Park	Pocket	0.19	<i>Developed</i>		
Ponders Park	Urban Linear	.41	<i>Developed</i>		
Fort Steilacoom Park	Regional	309.51	<i>Developed</i>		
Chambers Creek Regional Park*	Regional	930	<i>Developed / Undeveloped</i>		
Total Acres		1370.64			
* Pierce County park ** Lake Louise Elementary School serves as a neighborhood park after school hours.					

<<insert map of parks with / type example below update this map >>



Public parks

City of Lakewood






















- 1 Active Park
- 2 American Lake Park
- 3 Blueberry Park
- 4 Community Garden
- 5 Edgewater Park
- 6 Fort Steilacoom Park
- 7 Harry Todd Park




























- 8 Kiwanis Park
- 9 Lakeland Park
- 10 Oakbrook Park
- 11 Primley Park
- 12 Springbrook Park
- 13 Wards Lake Park
- 14 Washington Park

Pierce County

- 15 Seeley Lake Park
 - 16 Chambers Creek Regional Park
- Other public parks**
- 17 Lake Louise School Park
 - 18 S Puget Sound Urban Wildlife Area
 - 19 Lakewold Gardens

Existing Park Inventory

		Neighborhood Parks							Other Park Type		
		Active Park	Edgewater	Kiwanis	Oakbrook	Primley	Springbrook	Wards	Washington	Ponders	Blueberry
Size (in acres)		2.28	2.83	2.85	1.55	.19	6.68	27.79	3.64	.41	7.91
	ADA accessibility										
	Ball Fields						1 Regulation		1 Small		
	Basketball Court	1 Court					2 Hoops		1 Hoop		
	Multipurpose field						Yes				
	Boat Ramp		1								
	Community Garden / Farm						Community Garden				U-pick
	Dock								1		
	Electricity										
	Fishing		Yes					Yes			
	Open Space	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Parking	Off-street	Off-street	Off-street	Off-street	Off-street	Parking Lot	Parking Lot	Off-street	Off-street	No
	Picnic Shelters	1 (25 people)					1 (25 people)	1 (25 people)			
	Picnic Tables & Benches	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	
	Playground	1		1	1	1	1	1	1		
	Restroom			Yes	Portable		Portable	Yes	Portable		
	Skate Park			In-ground 12,000 sq.ft.							
	Swimming		Yes								
	Walking Path	.30 miles paved		.46 miles paved			.18 miles paved	.79 miles paved	.16 miles paved		
	Water (potable)						Yes				
	Water access		Yes						Yes		
	Wildlife							Yes			Yes

		Community Parks		Regional Park	
		American Lake	Harry Todd	Fort Steilacoom	Chambers Creek
Size (in acres)		5.50	16.78	309.51	
	ADA accessibility				
	Ball Fields		1 Small 1 Full	4 Full	
	Basketball Court		2 Full		
	Historical			Yes	
	Boat Ramp	3 lane boat ramp			
	Biking			Yes	
	Docks	Yes	Yes	Yes	
	Dog Park			Yes - 22 acres w/ large & small areas	
	Electricity		Yes	Yes	
	Fishing	Yes	Yes - when allowed	Yes - catch & release	
	Information			Yes	
	Lifeguards	Summer	Summer		
	Open Space	Yes	Yes	Yes	Yes
	Venue			Pavilion in the Park	
	Parking	50 extended spaces	Parking Lot	Parking Lot	
	Picnic Shelters	1 – 25 people	1 – 25 people w/ electricity, water 1 – 25 people	1 – 100 people w/ electricity, water, BBQs 1 – 25 people w/ water, BBQ	
	Picnic Tables & Benches	Yes	Yes	Yes	
	Playground	1	1	2	
	Restroom	Year round	Year round	Year round	
	Multipurpose fields			2 Full / 4 Other	
	Skate Park		Modular 12,000 sq. ft.		
	Swimming	Yes	Yes	No	
	Tennis Court		1		
	Walking Path	.22 miles paved	.39 miles gravel & paved	12.3 miles gravel & paved	Hiking Trail
	Water (potable)		Yes	Yes	
	Water access	Yes	Yes	Yes	Yes
	Wildlife			Yes	Yes

Capital Improvement Plan

<<insert updated CIP here>>

DRAFT

*“We moved here from Colorado in 2015. **We love Lakewood**, our neighborhood, and Fort Steilacoom Park and Waughop Lake.”*

- Survey Respondent



2019/2020 Snapshot

2019 Population 59,670	2035 Population Projection 77,329	Increase from 2019-2035 33%
PRCS Annual Budget (2019) \$4,228,025	Park Capital Improvements next 6 years (2019) \$13,675,000	PRCS FTEs 24.25
Number of Parks 14	Total Park Acres 473+	# of Playgrounds 13
Operating PRCS Budget per Capita \$70.86	Number of Residents per park 4,590	Acres of Park Land per 1000 residents 7.9

Structure of the Legacy Plan

Chapter 1: Overview

This chapter provides an overview of the Plan, including: insight on the Plan's purpose, how the Plan fits in with other important City policy documents, planning phases, a detailed look at the Plan's Vision, Mission, Goals, Policies, Action items, core values, and level of service measurements. This chapter also provides a review of the multitude of public health, social, economic, and environmental benefits of parks, recreation, and open space, a progress report on City achievements since 2014, and an overview of the Parks, Recreation, and Community Service (PRCS) department and various advisory boards.

Chapter 2: Community Profile

This chapter provides information on City's location, size, geography, weather, history, and demographics.

Chapter 3: Demand and Needs Analysis

The first part of this chapter provides information on national, regional, and local park and recreation trends. The second part of this chapter provides an in-depth look at engagement event input. Using this information, this chapter provides a level of service analysis.

Chapter 4: Park and Recreation Inventory

This chapter provides information the City's existing parks, including park classification, park inventory, and potential park projects. In addition, this chapter provides an overview of the City's recreation guidelines and programming.

Chapter 5: Capital Improvement Plan

This chapter provides the Capital Improvement Plan (CIP) for 2020 to 2026, as well as a list of potential capital projects for beyond 2026.

Appendixes

A number of appendixes are included in this Plan, see the Table of Contents for a full listing.



“Thank you for continuing to show that **parks are vital to a healthy community.**”

- Focus Group Respondent



*“[The City of Lakewood] has done a great job adding events and bringing more and more to the community. **Thank you!**”*

- Survey Respondent

*“I like all you’re doing. **Keep up the good work.**”*

- Focus Group Respondent

Chapter 1: Introduction

1.1 Legacy Plan Overview

Since 2014, the City has achieved a number of the projects, strategies, and action items identified in the 2014 rendition of the Legacy Plan. To reflect these accomplishments and re-focus City energies on present service gaps and community needs, the City went around the City to various events to capture the voice of our residents and reviewed recent park trends. Using this information as a springboard, the City crafted the Legacy Plan ("Plan") you are holding now for 2020 to 2026.

Like the proceeding plan, this Plan provides the strategic framework for the City's parks and recreation system. This document is intended for use at the policy level, as well as at the day-to-day operational level.

As shown above, the City strongly believes in the power of planning and community driven processes. This Plan was formed based on the aspirations, values, and beliefs of the community.

This Plan includes information on current park and recreation trends, demographic developments, existing park and recreation conditions, an analysis of community needs and desires, an updated Capital Improvement Plan (CIP) for 2020-2026, and a list of potential future capital projects.

1.2 Purpose

The plan is intended to be used in the following ways:

A strategic guide

The Plan serves as a guide for elected officials and City personnel in the provision of park and recreation services. The Plan acts as a foundation for future strategic planning and visioning exercises.

An information provider

The Plan provides information on the City's parks and recreation services for elected officials, City personnel, community members, and any other interested parties.

To support grant funding

The Plan is designed to support grant applications; specifically, the Plan is designed to meet the requirements of the Washington State Recreation Conservation Office (RCO).

To comply with Growth Management Act requirements.

The Plan is designed to comply with Growth Management Act (GMA) requirements and the City's Comprehensive Plan, specially RCW 36.70A.020 and Section 3.10, respectively.

1.3 Meeting this purpose

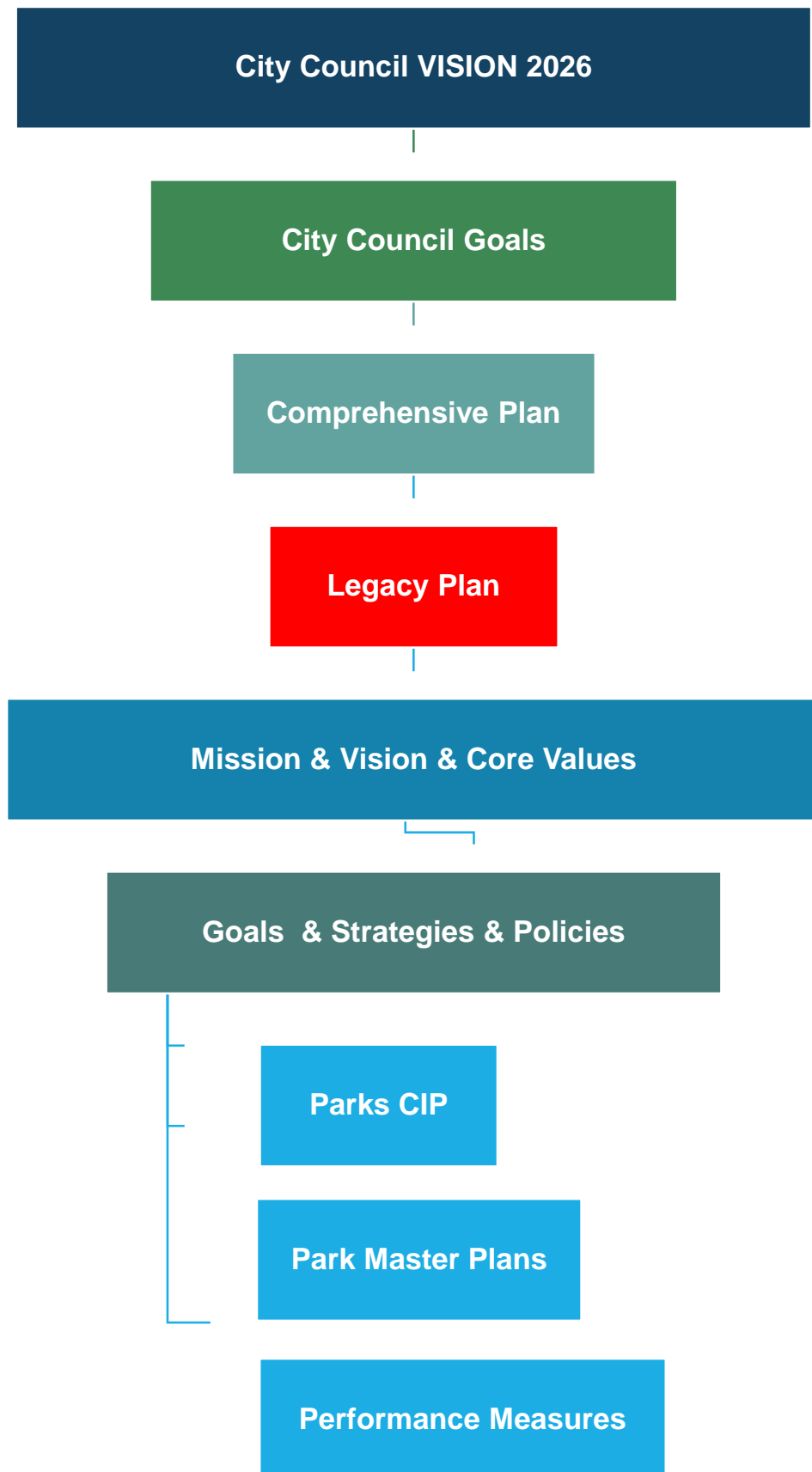
In effort to meet the purpose identified in the section above the Plan provides:

- Direction in the form of goals, policies, and action items for the City. It also provides a benchmarking method using key performance indicators to gauge the City's progress toward achieving these goals, policies, and action items.
- An assessment of future park, facility, and recreation service needs determined through an extensive and multi-pronged community engagement effort, research on recent demographic changes, and research on national, regional, and local park and recreation trends. This information helped inform the level of service measurement selected for this Plan.
- An inventory and evaluation of existing parks, facilities, and recreation programs. This inventory includes a highlight of recent park additions, as well as a list of potential future capital projects for each park.
- A CIP for 2020 to 2026 and a list of potential future capital projects for beyond 2026.
- A framework for retaining open space, enhancing recreational opportunities, conserving fish and wildlife habitat, increasing access to natural resource lands and water, and developing parks and recreational facilities.

1.4 Strategic Framework

The Plan is one of many important City planning and policy documents. As shown in **Exhibit 1**, the Plan acts in concurrence with the City Council Vision 2026, the City Council Goals, and the City's Comprehensive Plan. The Plan supports these documents by adding level of specificity to help direct park and recreation services.

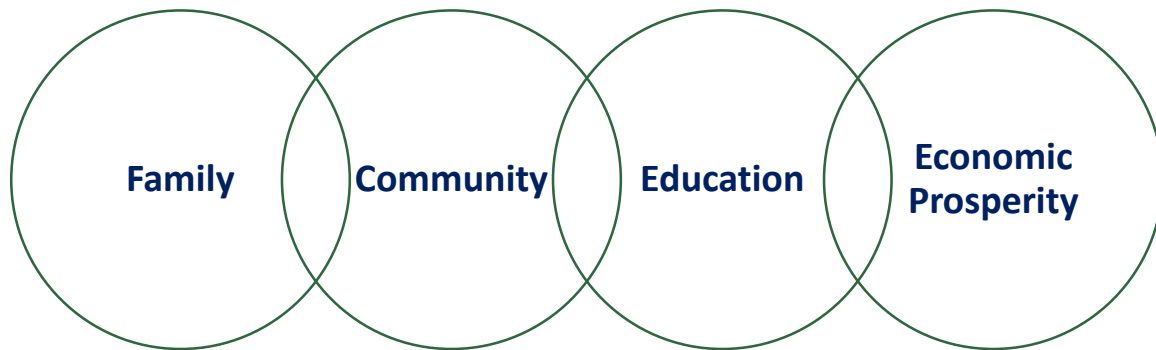
Figure X: Strategic Framework



City Council Vision 2026

The City Council's Vision 2026 serves as the foundation and springboard for all other City plans and policies. The City Council's Vision 2026 sets a clear target for the City for its thirtieth anniversary as a City. The City Council's Vision 2026 is:

Our VISION for **Lakewood** is a thriving, urban, South Puget Sound City, possessing the core values of:



We will advance these values by recognizing our past, taking action in the present, and pursuing a dynamic **future**.

THE CITY COUNCIL'S VISION FOR LAKEWOOD AT ITS 30TH YEAR ANNIVERSARY IS A COMMUNITY:



Inspired by its own sense of **HISTORY** and progress



Characterized by the beauty of its lakes, parks and natural **ENVIRONMENT**



Known for its safe and attractive neighborhoods, vibrant downtown, active arts and cultural **COMMUNITIES**



Acknowledged for excellence in the delivery of **MUNICIPAL SERVICES**



Sustained by robust **ECONOMIC GROWTH** and job creation



Leveraging and embracing of our **DIVERSITY**



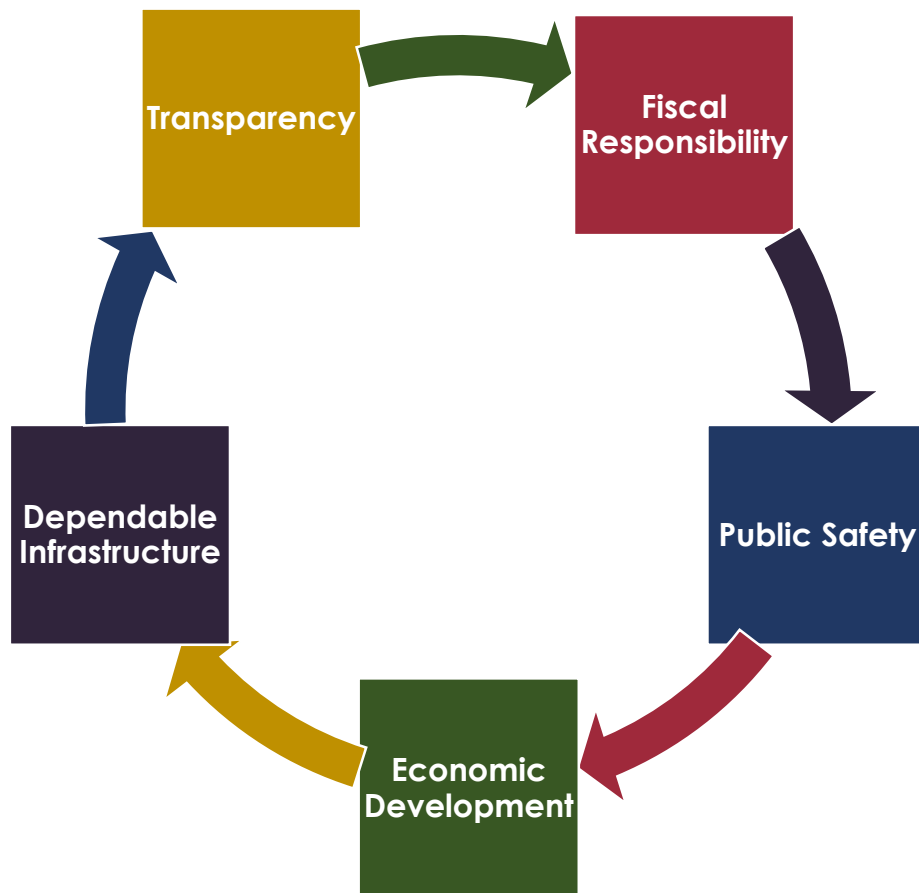
Recognized for the excellence of its public and private **SCHOOLS** and its community and technical colleges



Supportive of Joint Base Lewis McChord (JBLM), Camp Murray, and **SERVICE MEMBERS** and their families

City Council Goals

The City Council's Goals and Strategic Plan establishes the objectives and strategies for achieving the City Council's Vision 2026. The City Council Goal areas are:



Economic Development

The City of Lakewood promotes and supports a dynamic and robust local economy.

- 1.1 Align economic goals and resources across departments.
- 1.2 Pursue infrastructure improvements vital to economic development and to bolster the City's competitiveness.
- 1.3 Enhance and diversify housing stock and improve multi-generational community assets.
- 1.4 Foster collaborative and advantageous partnerships with businesses, community members, and regional partners.
- 1.5 Promote and facilitate sustainable economic development.

Dependable Infrastructure

The City of Lakewood provides safe, clean, well-maintained, and dependable infrastructure.

- 2.1 Implement capital infrastructure projects to improve transportation, park, and utility systems.
- 2.2 Invest in preventative maintenance of facilities, parks, and streets to protect City assets.
- 2.3 Advance infrastructure projects that enhance the City's identity and diversity.
- 2.4 Increase connectivity and accessibility.

Public Safety

The City of Lakewood is one of the safest cities in Washington State.

- 3.1 Improve community safety and reduce crime through data driven processes.
- 3.2 Match perception of public safety with reality.
- 3.3 Provide resources to support the health, welfare, and safety of the community.
- 3.4 Expand community outreach and educational programs.

Fiscal Responsibility

The City of Lakewood maintains a strong fiscal position.

- 4.1 Provide efficient and effective municipal services.
- 4.2 Evaluate revenues and expenditures and respond to changing service needs.
- 4.3 Make smart investments in people, places, and resources.

Transparency

The City of Lakewood communicates its goals, successes, and challenges to the community.

- 5.1 Dynamically promote a positive image of Lakewood.
- 5.2 Advocate for Lakewood at all levels of government.
- 5.3 Develop measureable outcomes and compare these to national benchmarks.
- 5.4 Strengthen connection with stakeholders, partners, and communities.

Comprehensive Plan

The City's Comprehensive Plan, a requirement of GMA, serves as the cornerstone of local planning. One of the goals of GMA is to "retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreational facilities" (RCW 336.70A.020(9)). The 2014 Legacy Plan's goals and priorities were inserted into the Comprehensive Plan under Chapter 3, Section 10, Green Spaces, Recreation, and Culture, after that Plan's adoption. Similarly, the City intends to update this section of the Comprehensive Plan in 2021 to match this Plan.

1.5 Planning Area

The planning area for this study includes all areas within the city limits of Lakewood. When appropriate, the Plan also considers parks located in close proximity to Lakewood in adjacent jurisdictions, such as Pierce County and University Place.

1.6 Recreation Conservation Office Requirements

The Plan meets the six year planning requirement as established in the Washington State Recreation and Conservation Funding Board, Manual 2, Planning Policies and Guidelines (July 2018):

Goals and objectives. Goals and objectives are explained in-depth later in **Chapter 1**.

Inventory. An inventory of existing parks and facilities is provided in **Chapter 5**. The inventory includes information on projects completed at each park since the adoption of the 2014 Plan. The inventory also details potential future opportunities and projects at each park, see **Chapter X**.

Public Involvement. A detailed review of engagement events and results are in provided in **Chapter X**. The City intentionally designed and implemented a multi-pronged engagement plan. The engagement plan intentionally targeted historically unrepresented or underrepresented voices and perspectives from around the community. Public engagement opportunities included:

Legacy Plan Task Force: The City created an advisory committee consisting of a variety of local stakeholders that provided guidance and input to the Plan's update process.

Open Houses: The City held three open houses, two at City Hall and one at the Lakewood Library.

Online Open House: The City provided an online version of the open houses on its website.

Surveys: The City had two online surveys. One survey was available to everyone on the City's website. The other survey was sent to 2,000 randomly selected residences in Lakewood. To access this survey online users needed to use a unique identifier that was sent to them via mail.

Focus Groups: The City personnel held meetings with a variety of local stakeholder groups.

Parks and Recreation Advisory Board (PRAB): City personnel engaged the PRAB at several meetings. PRAB provided input on the planning process and drafts.

City Council: City personnel engaged the City Council through multiple City Council presentations.

Demand and Need Analysis. **Chapter X** provides a detailed demand and need analysis. This assessment includes an analysis of existing environments, demographic trends, park and recreation trends, and input received from the community at public engagement efforts. For the needs analysis, the City also performed a gap analysis using the Plan's level of service measurement.

Capital Improvement Plan. **Chapter X** provides a park CIP for 2020 to 2026. The CIP identifies the City's park capital infrastructure expenditures for the next six years listing specific projects, funding sources, and timelines for project completion. The CIP is updated annually to reflect progress, budget and priority changes, and new projects. This process is crafted in a way to allow for extensive public involvement. In addition to the CIP, **Chapter X** also provides a list of potential park capital projects and opportunities not currently included in the CIP. The intent of this document is to help inform future CIP development.

Plan Adoption by City Council. **Appendix X** provides documentation of the Legacy Plan's adoption on DATE X, 2020.

“Great job paving the path around the Lake.”

- Survey Respondent



1.7 Planning Phases

Over the course of 2019 and in to early 2020, the City performed the following planning phases:

Phase I – Environmental Scan

This phase consisted of the gathering of relevant data and input on the City, PRCS, and the needs and desires of the community. This included a multi-pronged community engagement effort, an analysis of existing conditions and internal and external relationships, and a review of national, statewide, and local trends. Reviews were made of city documents, demographic analysis, population projections, trends analysis, park inventory updates, program evaluations, etc.

Phase II – Needs Assessment

Using the data collected from Phase I, the needs assessment determined the “gaps” within the City’s current parks and recreation programs and provides direction on how to close these “gaps” in the short and/or long term. Plan’s goals, strategies, action items, level of service measurements, and 6-year CIP were created to help systematically close the gaps identified through this process.

Phase III – Plan Development

This phase included drafting the Plan and multiple internal reviews. In addition to the internal reviews, the draft was reviewed by the City Council, the Legacy Plan Task Force, and the Parks and Recreation Advisory Board.

Phase IV – Plan Approval

The City Council adopted the Legacy Plan on DATE X, 2020. Prior to adoption, the City Council reviewed Legacy Plan materials and/or drafts on:

May 13, 2019
August X, 2019

September 9, 2019
January X, 2020

February X, 2020

TABLE A
Legacy Plan Planning Phases Timeline

	2019									2020		
	Apr.	May	June	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Spring
Phase I Environmental Scan												
Phase II Needs Assessment												
Phase III Plan Development												
Phase IV Plan Approval												

1.8 Legacy Plan Vision

Lakewood is a healthy and vibrant community where opportunities abound.

The Legacy Plan Vision describes the desired future of the community and its parks and recreation system. This vision aligns with the City Council's Vision 2026 and reflects the aspirations of the community.

Healthy Communities

means providing an environment and ample opportunities that support and encourage the physical, emotional, and mental health of those who live, work and play in Lakewood.

Vibrant Communities

means lively, dynamic, creative, aesthetically beautiful and filled with opportunities to interact and engage. This includes a thriving economy as well as honoring and supporting social and cultural diversity.

Opportunities abound

means a wide range of quality parks, recreation programs, and services are accessible, physically and financially, to the community.



1.9 Legacy Plan Mission

Lakewood provides quality parks, diverse programs, and sustainable practices that encourages engaged and livable communities.

The Legacy Plan Mission describes how the City aims to implement, support, and advance the Legacy Plan Vision.

Quality Parks

means reflective of community needs, innovatively-designed, well-maintained, and safe. Quality parks boost property values, fuel economic development, promote healthy lifestyles, and encourage an active community.

Diverse Programs

means providing a full spectrum of recreation services that are accessible to people of different backgrounds, interests and abilities.

Sustainable Practices

means the use of systems and practices that ensure the environmental, economic, social, and cultural needs and desires of future generations will not be compromised.

Engaged communities

This has a two-fold meaning. First, it means that community members take advantage of opportunities provided by the City that encourage physical exercise and active lifestyles. Second, it means that members of the community are civically engaged, taking advantage of public engagement opportunities. These opportunities may include direct involvement, financial contributions, volunteering, participation on Advisory Boards, etc.

Livable Communities

means places that offer amenities that attract residents, businesses, and visitors and provide a higher quality of life.

1.10 Goals

To measurably advance the Legacy Plan's Vision and Mission, the following goals, policies, action strategies, and performance measures were created.

Goals

provide a statement describing an outcome the City strives to accomplish in effort to achieve.

Policies

provides ways in which the City aims to support and advance toward achieving each respective goal.

Action strategies

provide details on how the City intends to make measurable strides towards achieving the identified goals and policies.

Performance Measures

provide benchmarks on the progress and/or performance of goals, policies, and action items.



Goal 1**Protect, preserve, enhance, and expand parks and facilities.**

		<u>Supports Mission</u>
Policy 1.1:	Protect irreplaceable natural, cultural, and historical assets.	Quality parks Sustainable practices
Policy 1.2:	Preserve existing parks and facilities by using preventative maintenance and innovative and sustainable practices.	Sustainable practices
Policy 1.3:	Enhance parks by providing a variety of amenities that meet the diverse needs of a growing and changing population.	Diverse programs Engaged and livable communities
Policy 1.4:	Expand park systems by strategically acquiring land and proactively planning for future system needs.	Quality parks Sustainable practices

Action Strategies:

1. Identify, inventory, preserve, and protect natural, cultural, and historical assets. Explore the feasibility of creating interpretive and/or environmental centers and expanding informational signage in parks. Partner with other organizations to protect and communicate the City's natural, cultural, and historical assets.
2. Protect public spaces including open space, water access, natural areas, and developed parkland, for future generations.
3. Work with neighboring jurisdictions to effectively plan public spaces, amenities, and programs.
4. Promote planning policies, zoning designations, and other regulations that protect and encourage access to, and the development of, parks, walkways, and open spaces. Collaborate with City planning personnel to craft planning tools.
5. Invest in adequate preventative maintenance. Conduct regularly scheduled inspections to ensure safe conditions. Continue the transition from a "catch-up" mode of operation to a strategic planning mode of operation. Use the Park Amenity Condition Assessment (PACA) to inform sustainable, long-term asset management.
6. Continue to apply innovative park management practices and facility solutions to reduce waste and increase efficiencies. Promote and demonstrate environmental stewardship.
7. Provide low-impact or no-impact park and recreation amenities in natural and environmentally sensitive areas.

8. Provide a variety of park amenities, including multi-use amenities, and recreation programs to meet the needs of all ages, abilities, socioeconomic statuses, and cultural backgrounds. See **Goal 2** for more.
9. Prioritize park development in the following areas:
 - Areas of City not within a ten-minute walking distance of a park with open space and a playground.
 - Parks and amenities that score lower than 2.4 on the PACA.
 - Areas of the City that are experiencing increased housing density, population growth, and commercial development.
 - In areas of the City that have unserved or underserved populations.
10. Engage the public in the development of master plans. See **Goal 3**.

Key Performance Indicators

- Acres of parkland maintained
- Acres of parkland acquired
- % of City not meeting Walkshed LOS
- Parks not meeting Quality LOS

Aligns with City Council Goal areas of:

Economic Development
Dependable Infrastructure
Fiscal Responsibility



Goal 2**Provide equitable and community-driven services that are accessible for all.**

		<u>Supports</u>
Policy 2.1:	Provide a wide variety of park amenities and programs to meet the various needs of the community.	Quality parks Diverse programs
Policy 2.2:	Continue to remove physical, financial, and social barriers that prevent or deter park and recreation use.	Engaged and livable communities
Policy 2.3:	Celebrate and support the cultural diversity of the community.	Diverse program Engaged and livable communities
Policy 2.4:	Provide a variety of opportunities to involve residents, partners, and stakeholder groups in park and recreation planning, design, and decision making.	Engaged and livable communities Sustainable practices

Action Strategies:

1. Develop multi-use facilities that allow for a variety of recreation needs in effort to meet the needs of all ages, abilities, and socio-economic, and cultural backgrounds. Continue to provide, enhance, and expand a variety of passive and active amenities and opportunities that reflect the community's needs.
2. Develop a park system that provides a park with open space and playground facilities within a 10-minute walking distance of all addresses.
3. Increase access to park and recreation opportunities in unserved and underserved areas.
4. Engage residents, business owners, and other community stakeholders in park design and amenity selection. Use innovative and multi-pronged engagement efforts to increase community involvement. Concentrate efforts to reach unrepresented or and underrepresented populations.
5. Use a variety of communication platforms to inform residents of parks, recreation programming, and services. Consider access, language, and other factors when developing materials.
6. Increase access to parks and recreation opportunities by reducing physical, financial, and structural barriers by:
 - continuing to improve physical access (walkways, ADA compliance, etc.) to City parks and facilities that allow for universal access;

- continuing to structure program fees according to cost guidelines to ensure program affordability, see Chapter X; and
 - providing a variety of recreation programs and events across the City, particularly in unserved or underserved communities.
7. Build and leverage relationships with community partners, governmental entities, including Joint Base Lewis-McChord (JBLM), and other organizations to meet the park and recreation needs of the community.
 8. Raise cultural awareness through arts, cultural, and history events and programs.
 9. Continue to improve the cultural competency of PRCS personnel by providing relevant educational and training opportunities.

Key Performance Indicators

Special Event Attendance

Number of unduplicated youth served

Number of unduplicated seniors served

Number of projects supporting cultural diversity

Participation in park planning meetings

% of City not meeting Walkshed LOS

Parks not meeting Quality LOS

Aligns with City Council Goal areas of:

Dependable Infrastructure

Fiscal Responsibility

Transparency



Goal 3

Increase the connectivity of the community.

Connectivity means the state or extent of being connected or interconnected. For the Plan, this means the ability to access parks and park amenities, for community stakeholders to join together to collaboratively leverage skills and resources, for people to feel comfortable and welcome in the City's public spaces, and for the City to provide information that is accessible for all.

		<u>Supports</u>
Policy 3.1:	Develop and maintain a system of connected non-motorized trails that encourage physical activity and create safe routes to parks and public spaces.	Engaged and livable communities
Policy 3.2:	Build and leverage partnerships with other entities, organizations, community stakeholder groups, and other City departments to provide quality and accessible services.	Engaged and livable communities Quality parks
Policy 3.3:	Create a sense of place at parks and in public spaces by incorporating art, culture, and history.	Diverse program Engaged and livable communities
Policy 3.4:	Provide a variety of outreach and promotional materials to spread awareness of parks and recreation services.	Engaged and livable communities Sustainable practices
Policy 3.5:	Assume a wide range of roles in the provision of services, including direct provider, partner, sponsor, and information clearinghouse	Engaged and livable communities Sustainable practices

Action Strategies:

1. Create a system of connected on-and-off street, non-motorized trails that connect parks and other public spaces. Consider mobility needs when designing these systems. Partner with neighboring jurisdictions to connect trails regionally. Encourage linear parks to connect trails and parks when possible. Create safe routes to parks using sidewalks and shared-use paths.
2. Develop a variety of trail and paved pathway systems within all parks. Ensure that paved pathways meet the Americans with Disabilities Act (ADA) standards to universal access. Secure resources necessary to sustainably maintain trail and pathway systems.
3. Encourage the use of public transit and active transportation to access parks and programs. Advocate for transit stops near parks and facilities hosting recreation programs.

4. Create community attachment to place and increase social capital by fostering a bond between residents and public spaces through the use of design and by incorporating art, history, and cultural assets, when appropriate.
5. Create spaces that are pedestrian friendly, respect history, and welcome everyday users. Provide a venue for large events and provide a variety of amenities.
6. Partner with other providers, entities, organizations, and community stakeholders to ensure that a wide variety of park and recreation services and amenities are available. Work with these groups and advisory boards to identify community needs and high priority projects.
7. Partners with the Clover Park School District to create neighborhood parks and increase operational efficacies by reducing duplicative services.
8. Develop promotional and outreach strategies to inform residents of parks and recreation opportunities and benefits.
9. Increase wayfinding and informational signage throughout the City and in parks. Install interpretative features in parks and public spaces that provide accounts of the community's historical, cultural or environmental assets.
10. Cultivate innovative, knowledgeable, and service driven PRCS personnel.

Key Performance Indicators

Miles of roadway with sidewalks or other non-motorized trails
 Miles of trail or pathways in parks
 Number of average attendance at Lakewood Community Collaboration Meetings
 Number of partners at special events
 Number of non-City, community events supported by the City
 Participation in park planning meetings
 Traffic on PRCS web page
 Traffic on PRCS social media platforms
 Number of communication materials in a language other than English

Aligns with City Council Goal areas of:

Dependable Infrastructure
 Fiscal Responsibility
 Public Safety



Goal 4**Leverage and invest in facilities, programs, and infrastructure that boosts economic opportunities and improves quality of life.**

		<u>Supports</u>
Policy 4.1:	Continue to develop and expand destination park amenities and signature events that increase tourism.	Sustainable practices Quality parks
Policy 4.2:	Develop park and public spaces amenities in the downtown and other mixed-use and commercial areas throughout the City.	Engaged and livable communities Quality parks
Policy 4.3:	Provide safe, clean, and green parks that attract businesses and enhance property values.	Quality parks Sustainable practices

Action Strategies:

1. Use regional, waterfront, and community parks for signature events, competitions, and a variety of specialty or destination uses to attract visitors from the greater Puget Sound region and beyond.
2. Create a downtown park to serve residents and commercial businesses and stimulate economic growth.
3. Leverage public spaces amenities that provide for civic gatherings and celebrations, such as the Colonial Plaza. Support uses of public spaces in the Downtown.
4. Partner with others to host, support, and promote city parks and programming in public spaces, including signature events.
5. Support and encourage volunteer programs that enhance parks and recreation programs.
6. Promote walkability and safe routes to parks and public spaces.
7. Showcase art, history, and cultural assets to foster a sense of place.
8. Develop a marketing strategy that promotes the City's parks.
9. Use Crime Prevention through Environmental Design (CPTED) features and other security measures to increase park safety.

10. Continue to encourage healthy food choices at city sponsored program and events.
11. Encourage healthy, active life styles.

Key Performance Indicators

Total amount allocated to capital improvement of park sites
Participation at special events
Cost recovery rate
User fees collected
Use of sports fields
Acres of parkland maintained
Acres of parkland acquired

Aligns with City Council Goal areas of:

Economic Development
Dependable Infrastructure
Fiscal Responsibility



Goal 5**Provide transparent, accountable, and fiscally responsible services and facilities.**

		<u>Supports</u>
Policy 5.1:	Make accountable, transparent, and responsible decisions that consider the environmental, economic, social, and cultural impacts to our community.	Sustainable practices
Policy 5.2:	Maintain and update the Legacy Plan goals, strategies, policies and procedures in response to changing needs, trends, performance outcomes and statutory requirements.	Sustainable practices Engaged and livable communities.
Policy 5.3:	Secure sustainable, diverse, and creative funding.	Sustainable practices
Policy 5.4:	Cultivate and leverage community partnerships to improve park and recreation services.	Engaged and livable communities.
Policy 5.5:	Research, implement, evaluate, and improve park and recreation practices.	Sustainable practices Quality parks

Action Strategies:

1. Provide information on environmental, economic, social, and cultural impacts as part of all master plans and reports.
2. Authorize sufficient resources to update Legacy Plan every six years to maintain state grant funding eligibility and satisfy statutory requirements.
3. Update the six-year CIP and work programs in conjunction with biennial budget development. Use the PACA to help inform capital improvement decision making and asset management.
4. Use performance measurements tools to evaluate and monitor performance. Monitor changes and trends in performance outcomes, adjust when appropriate.
5. Provide a variety of opportunities for public engagement. Consider access, language, and other factors when developing public engagement events. Use a variety of means to reach out to the community. Focus on inclusive engagement by conducting concentrated outreach in hard-to-reach and unserved/underserved communities.
6. Use a variety of communication platforms to inform residents of parks, recreation programming, and services. Consider access, language, and other factors when developing materials.

7. Include input from the Parks and Recreation Advisory Board, and other advisory committees when applicable, when considering park and recreation related decisions.
8. Publish annual reports that highlight impacts and outcomes of City work. Conduct regular program evaluations.
9. Foster and promote innovation among PRCS personnel and partnering organizations.
10. Pursue funding sources and creative service provision methods that sustainably fund park and recreation development, operations, and maintenance.
11. Review funding strategies and sources biennially.
12. Review pricing guidelines and fee structure annually. Continue to meet PRCS's cost-recovery goal of 45% while continuing to providing for amenity and program affordability.
13. Select designs and materials that are environmentally friendly, aesthetically pleasing, durable, and fiscally responsible.
14. Thoroughly consider on-going maintenance and operation impacts of new or expanded parks, amenities and facilities.
15. Engage residents, business owners, and other community stakeholders in park design and amenity selection. Use innovative and multi-pronged engagement efforts to increase community involvement. Concentrate on efforts to reach unrepresented or and underrepresented populations.
16. Use a variety of communication platforms to inform residents of parks, recreation programming, and services. Consider access, language, and other factors when developing materials.
17. Leverage and empower community and volunteer groups throughout the community.
18. Build and leverage partnerships with other providers, entities, organizations, community stakeholders, and volunteer groups to improve park amenities and recreation programming.
19. Continuously evaluate park and recreation practices. Implement best practices. Ensure that personnel have the skills and training necessary to implement new practices.

Key Performance Indicators

Cost recovery rate

Procurement of alternative fund sources

Aligns with City Council Goal areas of:

Fiscal Responsibility

Transparency

1.11 State Environmental Policy Act Review

The Washington Legislature enacted the State Environmental Policy Act in 1971, see RCW 43.21C. Commonly called SEPA, the law helps state and local agencies identify environmental impacts likely result from projects and decisions, including non-project actions. Non-project actions are governmental actions involving decisions about policies, plans, or programs containing standards for controlling use or modifying the environment, or will govern a series of connected actions. The Plan qualifies as a non-project action. The procedural requirements for SEPA review of a non-project proposal are the same as a project proposal. The City, acting as lead agency, will complete an environmental checklist and evaluate the Legacy Plan's potential impacts. The City will follow the SEPA review process and requirements.



1.12 Benefits of Parks, Recreation, and Open Spaces

Extensive research by academics, non-profits, and other organizations have documented the various health, economic, social, and environmental benefits of physical activities and parks, recreation programs, and open space. In 2006, the Trust for Public Land published the “The Benefits of Parks: Why America Needs More City Parks and Open Space” providing a great summary of the various studies on this subject. The following provides a brief overview the public health, social, economic, and environmental benefits of parks, recreation, and open spaces. For more information on other related studies see **Appendix X**.

Importantly, while benefits of parks and open space are well documented so is the prevalence of the disparate opportunities to access these benefits. Low-income and minority communities are more frequently located in areas with limited access to quality parks and open spaces.



Public Health Benefits

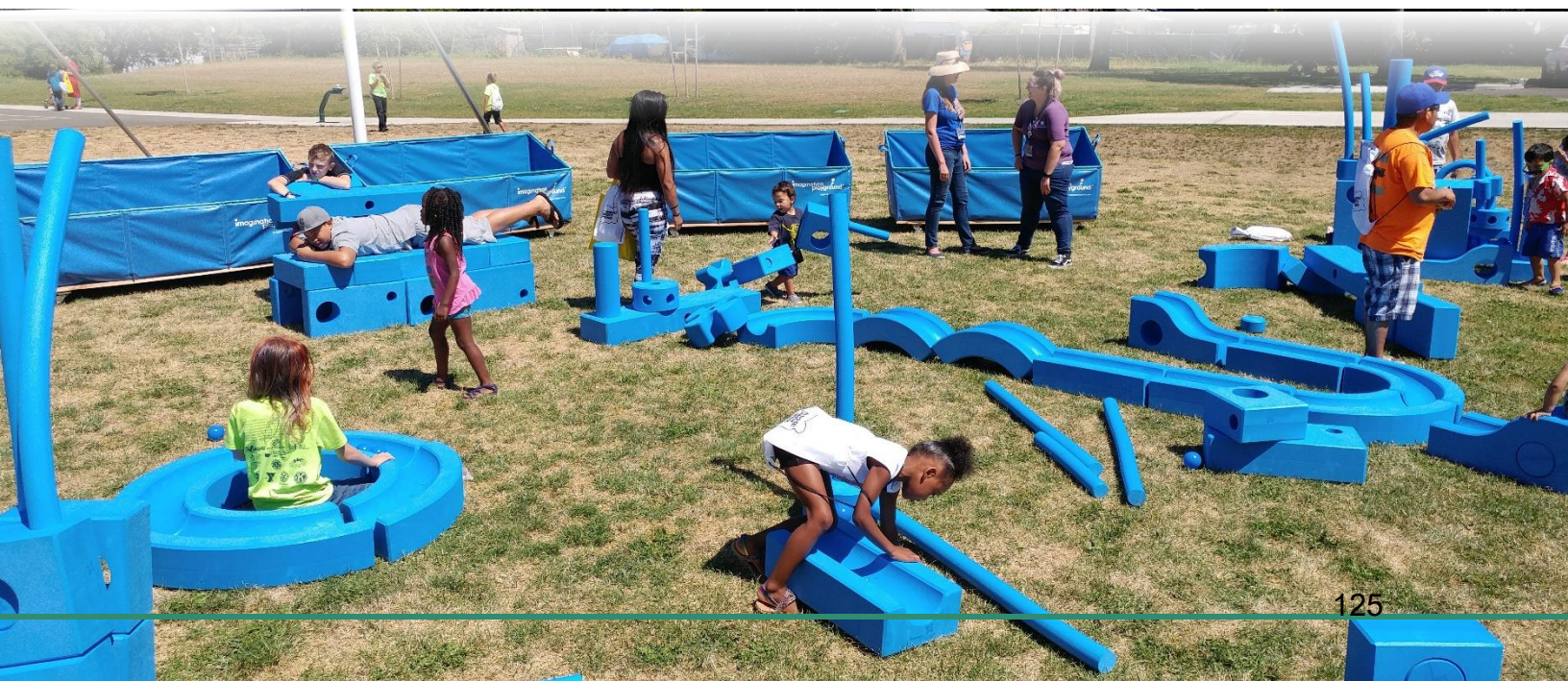
Park and recreation amenities provide a catalyst for increased physical activity. Physical activity makes people mentally and physically healthier by:

- Reducing stress and mental disorders;
- Reliving symptoms of depression and anxiety, improving moods, and restores mental fatigue;
- Increases perceptions of life quality and self-reported general health;
- Reducing the risk of premature death, coronary heart disease, hypertension, colon cancer, non-insulin-dependent diabetes;
- Reduces Body Mass Index (BMI) scores and reduces obesity rates; and
- Improves muscle strength, joint structure, and joint function

Social Benefits

Park and recreation amenities provide healthy spaces for family and community members to engage with one another. Increased engagement makes communities healthier by:

- Increasing social capital & collective efficacy;
- Creating a deeper sense of community;
- Reducing crime;
- Creating a safe environment for youth; and
- Allowing the opportunity for small children and youth to develop vital life skills, such as social skills, muscle strength and development, coordination, language skills, cognitive thinking and reasoning abilities, and coping mechanisms.



Economic Benefits

Parks and open space can provide positive economic impacts by:

- Increasing property values, studies show that people prefer to buy homes close to parks and open spaces. In one study over 50% of respondents would pay 10% more a home located near a park or open space. Cite
- Attracting businesses and workers;
- Attracting tourism and visitor spending – It is estimated that youth sport tourism visitors spend \$250 a day. \$154 billion in U.S. economic activity from local parks in 2015. Washington state was ranked #10 for highest economic impact of local parks at \$2.6 billion. National Recreation and Park Association - RPA Economic Impact of Local Parks (2018)
- Directly and indirectly increases employment opportunities.

Notably, increases in property rates and desirability can lead to a decreases in affordability. This, in turn, can lead to increased exclusion, marginalization, and displacement of low-income and other vulnerable residents which ultimately may have a negative impact on their quality of life.

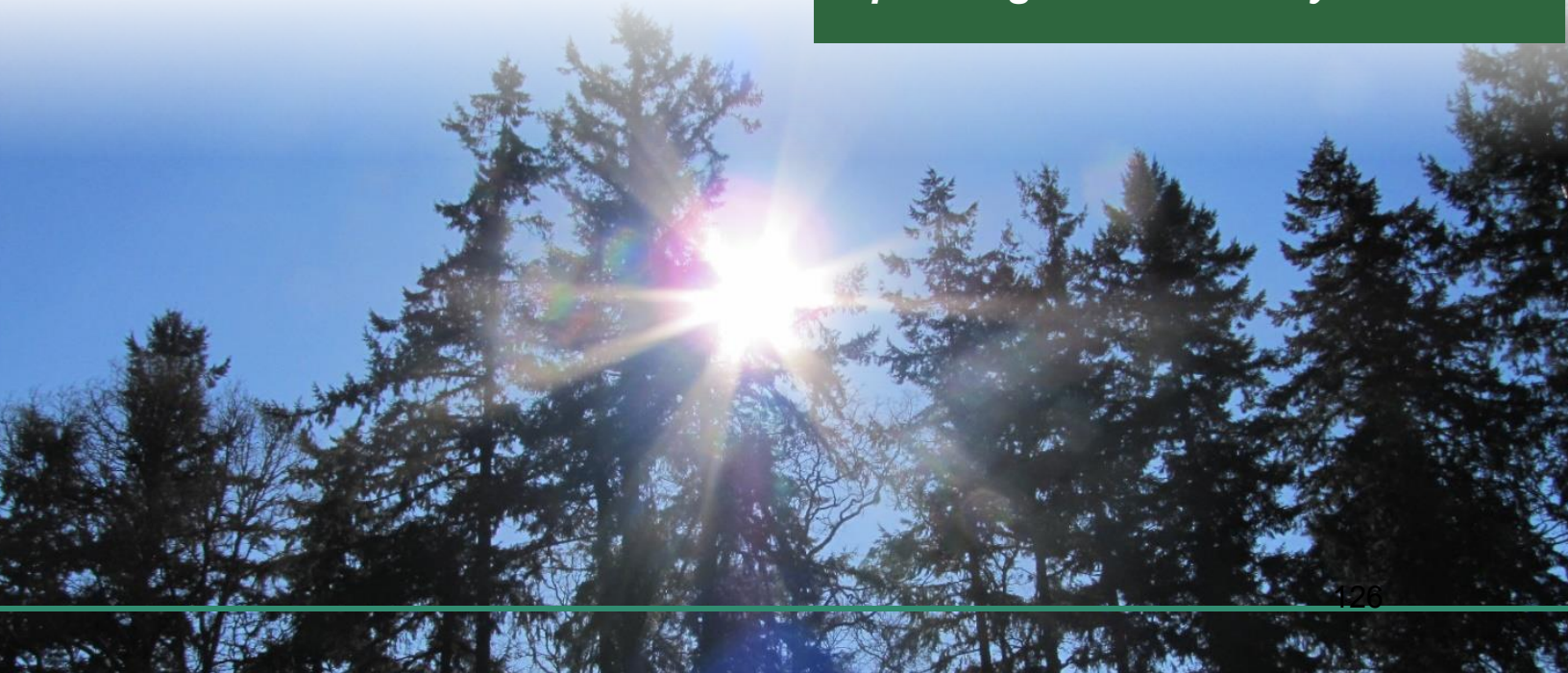
Environmental benefits

Parks and open space, often filled with trees, natural vegetation, and natural pervious surfaces, can provide positive environmental benefits, such as:

- Improving air quality;
- Improving water quality;
- Reducing soil erosion;
- Producing natural air conditioning -
- Increasing biodiversity - Parks have higher species richness.

1 Tree = 10 A/C units

The evaporation from one large tree can produce the cooling effect of 10 room sized air conditioners operating 24 hours a day.



1.13 Progress Report

Since 2014 the City completed a number of significant projects align with Legacy Plan goals across the City.

<<insert CIP Map 2014-2019>>

<<insert 201-2019 CIP funding chart>>

For a comprehensive report card on Legacy Plan progress from 2014 to 2019, see **Appendix X**. The following list provides a brief overview of accomplishments since 2014 by Park:

Fort Steilacoom Park

- Paved 1-mile trail Waughop Lake
- Added fishing docks and view platforms
- Repaved roadways (Angle Lane)
- Pave parking lots
- Sport Field improvements
- Picnic shelters
- The Pavilion in the Park
- Land Transfer
- Extended sewer, water, power, fiber utilities
- WiFi
- Barn removal
- O&M Shop upgrades

In-process: adding parking, trailheads, signage, a new restroom near dog park, turf infields, barn restoration, Waughop Lake management.

Pavilion in the Park

In 2014 the Rotary Club of Lakewood approached the City Council with a pledge of \$300,000 to dedicate to a community project at Fort Steilacoom Park. The proposal was to build an event venue that could be used to host future outdoor concerts, community theater performances and other community-centric events.

The Pavilion in the Park was completed in the summer of 2018, just in time for SummerFEST. The Pavilion in the Park hosts an annual International Festival, the City's summer concert series, and a bunch of other performances and meetings.



Springbrook Park

- Park Master Plan and redevelopment
- Built pedestrian bridge over Clover Creek to provide access to Transit Station
- Purchased properties adjacent to the Park for future park expansion
- In-process: park expansion and clover creek restoration



American Lake

- New Playground

Harry Todd Park

- Park Master Plan and redevelopment
- ADA access
- Shoreline redevelopment
- Fishing piers
- Beach Restoration
- Restroom Building
- New Playground



Oakbrook

- New Playground

Kiwanis

- New Playground



Edgewater Park

- In-process: Master Plan

Wards Lake

- In-process: Master Plan

Around the City

- Colonial Center Plaza
- Gravelly Lake Trails
- Gateway signage
- Chambers Creek
- Farmer's Market
- City Events
- Maintenance
- Volunteer efforts
- Sold Lakeland Street end to support waterfront improvements
- New playgrounds at Oakbrook Park, American Lake Park, Kiwanis Park



Colonial Plaza

The Colonial Plaza is a catalyst project intended to spur new private investment and development in Lakewood's downtown. The City invested \$2.2 million in the redesign of the roadway, transforming it from a traditional arterial street into a "festival" street and urban nodal park with a focus on architectural aesthetics. Funding for the project came from a combination of city and state monies. In 2018, the City was awarded just over \$972,000 from the state.

Instead of concrete, the roadway and sidewalks are laid with patterned, multi-color brick pavers. Landscaping is strategically integrated into the design to allow for concrete benches for seating and the lighting is focused on look and functionality. To help create an intimate feel, outside lights were strung from poles, cascading overhead and providing warm lighting to the central part of the square.

A series of public meetings were held in 2016. Consultants working on behalf of the city used resident feedback as well as ideas generated by a stakeholder committee and members of the city's Landmarks & Heritage Advisory Board and crafted street designs geared toward what the public wanted: Restoration of a central gathering place in Lakewood's downtown focused on pedestrians and providing a public experience that didn't exist in the city at the time.



1.14 Parks, Recreation, Community Services Department (PRCS)

Organization

Currently, PRCS is organized into six divisions with 24.5 full-time employees. PRCS works to create a safe, vibrant and healthy community in Lakewood where people have access to a variety of resources and are inspired to be engaged, independent, and provide service to others.

Administration

Administration manages the five City advisory boards, supervises department personnel, actively seeks and manages grants and sponsorships, develops CIP and long-term planning documents and develops diverse partnerships to offset cost of park and recreation programs, services, events, projects, and structures.

Operations and Maintenance

The Parks Division provides maintenance services to all City park sites. The level of service for each site varies based on size and use of each property. Our motto is Safe, Clean, and Green. This is accomplished by well-trained and dedicated personnel whose goal is to provide the citizens of Lakewood with neighborhood and community parks that are well-maintained community assets. Everyone is welcome in parks! Parks contribute to the vitality of Lakewood, create neighborhood identity and improve the quality of life for our citizens.

The Street Landscape Division provides landscape maintenance at City buildings, various City properties and along city right of ways. First impressions matter and our gateways, entrances, and high traffic roadways create an impression of Lakewood to citizens, potential new business owners, and guests.

The Street Operations & Maintenance division provides routine maintenance on streets, sidewalks, signs and signals. This division also conducts adverse weather operations on city streets and properties. Annual work programs include pothole repair and patching; clean-up of items left in the ROW, pavement markings; signal repairs, streetlight cleaning and a street sign program.

The Stormwater Operations & Maintenance division provides routine maintenance on storm drainage infrastructure to preserve and maintain City assets and to support requirements of the City's NPDES Phase II Permit. This division also supports flooding and adverse weather clean up on city streets and properties. Annual work programs include ditch and pond cleaning, street sweeping, storm drainage repairs; vault inspections, vault filter replacement and cleaning and vectoring of storm catch basins.

The Property Management Division maintains and operates City Hall, the Police Station, the Sounder Station and city work sites so that they are safe, clean, efficient, and effective community resources.

Senior Services

The Senior Services manages daily operations at the Lakewood Senior Activity Center. Our goal is to offer health and fitness programs, art & computer classes, special events, and lifelong learning opportunities to encourage older adults to maintain or increase their independence and to promote good health, build strong minds and social connections which helps avoid loneliness

and isolation. We provide opportunities for older adults to give back to the community through volunteerism.

Community Services

The Community Services facilitates the planning and distribution of the City's general funds for human services in order to create conditions that enable people in need to access resources, find stabilization services, emotional supports and access to health services which foster healthy and functional individuals and families where children thrive and achieve their full potential.

Administrative Support

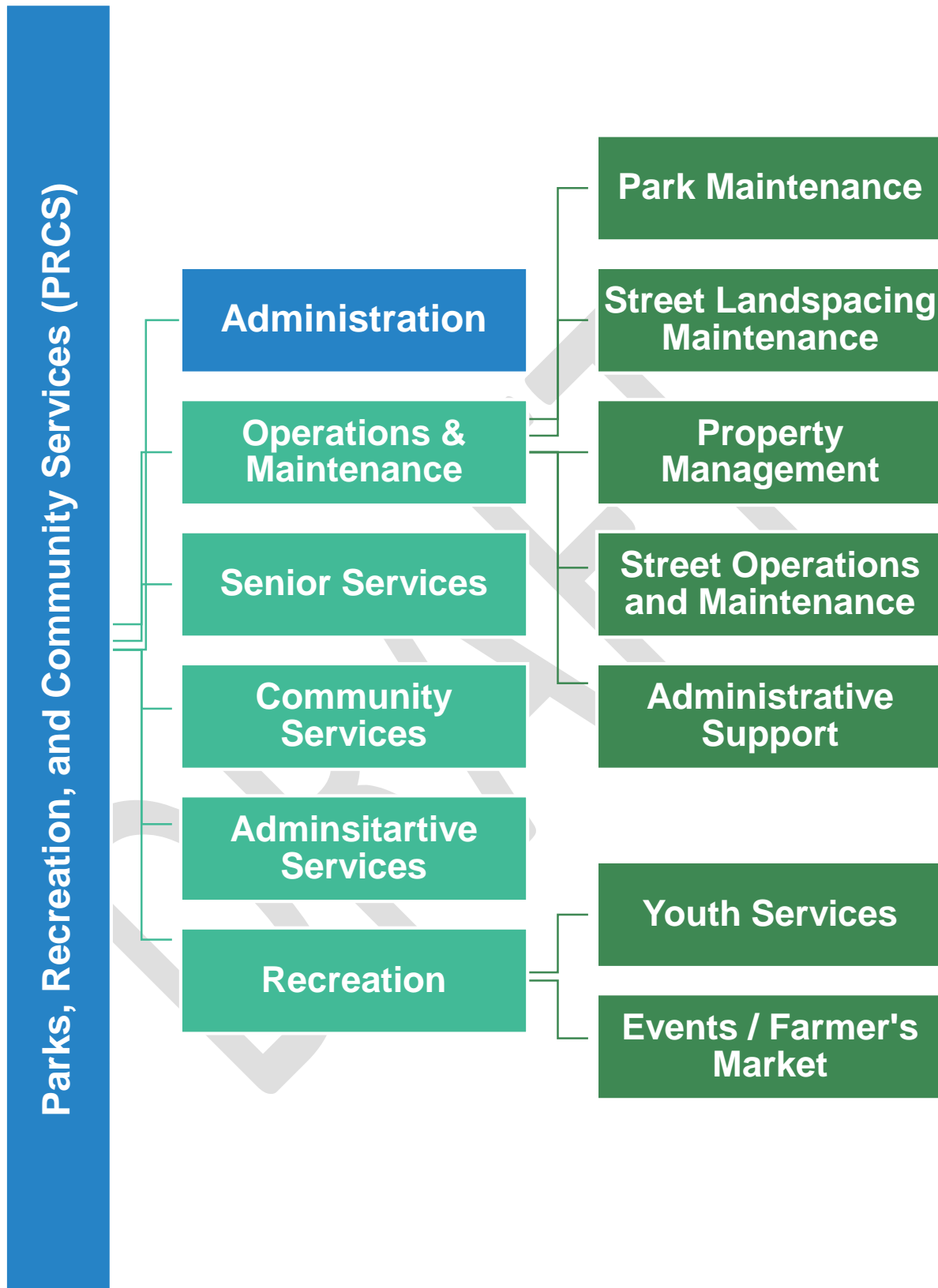
Administrative Support provides assistance to all PRCS departments.

Recreation

Recreation utilizes partnerships and creative marketing efforts to provide safe, healthy, accessible and inclusive programs and services for all ages, abilities, cultures and socio economic backgrounds. We focus on creating school-based programs during non-school hours to provide positive alternatives for youth. We also provide low cost and specialty recreation programs for the community, guard swim beaches at two water front parks and provide year round large and small seasonal special events, activities and opportunities to bring the community together.

TABLE X		
PRCS Position Inventory (2019-2020)		
Position	2019 Adopted	2020 Adopted
PRCS Director	1	1
Operations Superintendent	1	1
Traffic Signal Technician	2	2
Human Services Coordinator	0.5	0.5
Recreation Coordinator	3	3
Lead Maintenance Worker	2	2
Maintenance Worker	11.5	11.5
Office Assistant	2.5	2.5
Maintenance Assistant	0.75	0.75
Total	24.25	24.25





Strengths, Weaknesses, Opportunities, Threats

Funding and Implementation Strategies

The adopted operating budget for PRCS was \$6.21 million in 2019 and \$6.09 million in 2020.

Typically, park capital projects funding sources include:

- general fund;
- hotel and motel lodging tax;
- real estate excise tax (REET);
- enterprise fees (stormwater management fees);
- federal, state, and county grants;
- user fees; and
- sponsorships and donations.

Other local funding options available to the City include councilmanic bonds, general obligation bonds, excess levy, regular property tax – lid lift, impact fees, and establishing a special district (metropolitan park district or park and recreation district). **Appendix X** provides Park capital improvement projects from 2014 to 2019 by source.

Recreation projects and program funding sources include:

- general fund;
- user fees; and
- sponsorships and donations.



State - Recreation and Conservation Office Grant Programs:

The following provide a brief list of state grant funds that the City commonly pursues.

Aquatic Lands Enhancement Account (ALEA):

The ALEA program was created to ensure that money generated from aquatic lands was used to protect and enhance aquatic lands. ALEA grants may be used for the acquisition, improvement, or protection of aquatic lands for public purposes. They also may be used to provide or improve public access to the waterfront. Aquatic lands are tidelands, shore lines, harbors, and beds of navigable waters. Funding is generally awarded every 2 years. Grant amounts are based on project type. Local agencies must provide at least a 10 percent of the total project cost must be from a non-state, non-federal contribution.

See: <https://rco.wa.gov/grant/aquatic-lands-enhancement-account/>

Washington Wildlife and Recreation Program (WWRP)

WWRP provides funding for a broad range of land protection and outdoor recreation. Local agencies must provide at least a 50 percent match and at least 10 percent of the total project cost must be from a non-state, non-federal contribution. Match reductions may occur if the project is located in a community of need (median income less than state median income); underserved populations; and federal disaster areas. Lakewood currently has areas that meet this criterion.

See: <https://rco.wa.gov/grant/washington-wildlife-and-recreation-program-recreation/>

Land and Water Conservation Fund (LWCF)

LWCF provides funding to preserve and develop outdoor recreation resources, including parks, trails, and wildlife. Local agencies must provide at least a 10 percent of the total project cost must be from a non-state, non-federal contribution. Funding is awarded every two years.

See: <https://rco.wa.gov/grant/land-and-water-conservation-fund/>

Youth Athletic Facilities Program (YAF)

YAF program provides grant to buy land and develop or renovate outdoor athletic facilities that serve youth through the age of 18. An athletic facility is defined as an outdoor facility used for playing sports or participating in competitive athletics. This excludes playgrounds and undeveloped fields. Funding comes from the sale of state bonds and is awarded every two years. Large Grants (cities over 10,000 eligible) range from \$25,000 to \$350,000. Local agencies must provide at least a 50 percent match and at least 10 percent of the total project cost must be from a non-state, non-federal contribution. For cities, match reductions may occur if the project is located in a community of need (median income less than state median income); underserved populations; and federal disaster areas. Lakewood currently has areas that meet this criterion.

See: <https://rco.wa.gov/grant/youth-athletic-facilities/>

Recreational Trails Program

RTP provides federal funds to rehabilitate and maintain trails that provide a backcountry experience. Local agencies must provide a 20 percent match, and at least 10 percent of the total project must be from non-state, non-federal contribution.

See: <https://rco.wa.gov/grant/recreational-trails-program/>

1.15 Advisory Boards

The City has a number of advisory boards that help guide the provision of park, recreation, and community services.

Parks and Recreation Advisory Board

The Parks and Recreation Board provides policy recommendations to the City Council and PRCS personnel on a variety of park and recreation related issues, such as:

- Recommend to the City Council strategies to enhance awareness of, and interest in, parks and recreation facilities and programs of the City, which may be in cooperation with any appropriate private, civic or public agency of the City, county, state or of the federal government;
- Recommend ways and means of obtaining private, local, county, state or federal funds for the promotion of parks and recreation programs and projects within the City; and
- Advise the City Council on acquisition of parks and recreation facilities and properties;
- Represent the community and the City of Lakewood as requested by the City Council to address parks and recreation related issues; and
- Facilitate cooperation and coordination with City staff, community groups and other entities, agencies and organizations on parks and recreation issues.

The board consist of six members appointed by the Mayor and confirmed by the City Council.

Community Service Advisory Board

The Community Services Advisory Board advises the City Council on matters related to Community Services, the Community Development Block Grant (CDBG), and HOME Investment Partnership Program (HOME). The board consist of X members, appointed by the Mayor and confirmed by the City Council.

Lakewood Arts Commission

The Lakewood Arts commission assesses the needs, establishes priorities, and makes recommendations for the enrichment of the community and promotion of its cultural vitality through the art. The Lakewood Arts Commission does the following:

- Promote the visual, performing and literary arts;
- Encourage the creative contribution of local artists;
- Make recommendations for Public Art to the City Council;
- Support community-building events; and
- Foster the City's cultural heritage.

The board consist of 13 members, appointed by the Mayor and confirmed by the City Council.

Youth Council

The Youth Council conveys to the City Council issues having city-wide impact to youth. They are responsible for a monthly report to City Council and may participate on a variety of City committees, study groups and task forces. The Youth Council coordinates and runs Make a Difference Day for the city as well as assisting with a variety of community events including: Truck & Tractor Day, Stuff the Bus with Caring for Kids, the Christmas Tree Lighting, the Dr. Martin Luther King Jr., Celebration and many others. They also attend Youth Action Day at our capitol in Olympia and an annual Teen Leadership Summit hosted by the Washington State Recreation and Parks Association.

Lakewood's Promise Advisory Board

The Lakewood's Promise Advisory Board examines ways to develop ongoing relationships among Lakewood citizens and businesses to better deliver Promise activities to youth. The board consist of 9 members, appointed by the Mayor and confirmed by the City Council. The Board consists of a member from the five following entities/groups: Clover Park School District, Pierce College, Clover Park Technical College, the City of Lakewood, and the Youth Council.





LEGACY PLAN UPDATE

CITY COUNCIL MEETING
1/13/2020

Why the update?

- Remain timely
- Responsive to community ideas / needs
- Remain competitive for grant funding



Timeline

TABLE A												
Legacy Plan Update Phases												
	2019									2020		
	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Spring
Phase I Environmental Scan												
Phase II Needs Assessment												
Phase III Plan Development												
Phase IV Plan Approval												

Engagement Events

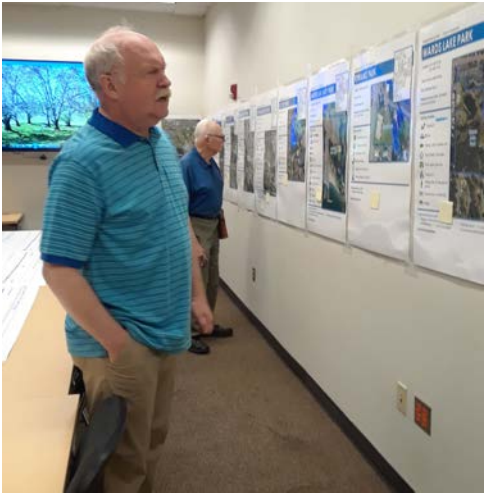


TABLE B		
Engagement Events - Type and Participation		
Aging Expo	Engagement	19
Coffee with Mayor	Engagement	8
SummerFest	Engagement	60
Farmer's Market	Engagement	80
Ready to Learn fair	Engagement	45
National Night Out	Engagement	61
Tillicum Community Center	Engagement	31
Summer Concert series	Engagement	36
Fort Steilacoom Dog Park	Engagement	27
Controlled Online Survey	Engagement	179
Open Online Survey	Open House	254
BooHan Market	Engagement	16
Open House 1	Open House	13
Open House 2	Open House	10
Open House 3	Open House	6
Online Open House	Open House	7
Multicultural Group	Focus Group	3
Youth Council	Focus Group	20
Lakewood United	Focus Group	20
PRCS Personnel (select)	Focus Group	7
PRCS Personnel (all)	Focus Group	15
Lakewood United	Focus Group	20
Total		937

Engagement Events – Survey Results (recap)

Discussed survey results w/ City Council in September

- About 80% within five blocks of a park.
- More than 50% went to a few times a month
- Over 70% indicated they usually travelled by car.



Engagement Events – Survey Results (recap)

- Top reasons for going to a City park were:
 - to enjoy the outdoor or nature
 - walk or run
 - attend a special or planned event
 - playgrounds
 - meet friends
 - and the dog park
- Survey respondents indicated that the top reasons for not using the City's parks were:
 - no time
 - don't feel safe
 - don't know where they are
 - too crowded
 - and lack of amenities



Engagement Events – Other Engagement Events

- Fort Steilacoom Park was their favorite park (57%), followed distantly by Springbrook Park (13%) and Harry Todd Park (10%).
- Survey respondents indicated that the highest rated park features by importance were:
 - Restrooms
 - Natural Areas
 - Trails
 - Open Space
 - Parking



Engagement Events – Other Engagement Events

- All 2014 Legacy Plan goals averaged score over 4 on a scale of 1 (not important) to 5 (very important)
- Some comments and questions about the readability and intent of the some of the goals.
- Draft Legacy Plan 2020 Goals are simplified & re-organized, see **Attachment C**

Table X					
2014 Legacy Plan – Average Goals Importance					
	Goal 1: Protect the open space and water access needs of future generations through acquisition, development and environmental stewardship.	Goal 2: Create safe access to open space through a connected system of urban, non-motorized trails.	Goal 3: Invest in a quality park and recreation system to enhance economic benefit.	Goal 4: Secure sustainable and diverse funding to acquire, develop, maintain and operate the park and recreation system.	Goal 5: Provide affordable, inclusive and accessible park and recreation services citywide.
Average	5.0	4.6	4.5	4.5	4.6
	Goal 6: Create a safe, strong, active and healthy community by providing a variety of open space and recreation opportunities.	Goal 7: Celebrate the cultural diversity of our community by providing a wide range of park and recreation opportunities.	Goal 8: Create a sense of place by encouraging private contributions and incorporating art and history in parks & public spaces.	Goal 9: Maintain and update the Legacy Plan goals, strategies, policies and procedures in response to changing needs, trends, performance outcomes and statutory requirements.	Goal 10: Make accountable, transparent and responsible decisions by considering the environmental, economic, social and cultural impacts to our community.
Average	4.7	4.2	4.4	4.1	4.4

Engagement Events – Other Engagement Events

- Strengths: Potential future natural areas, parks and recreation personnel, partnerships, and capacity to host a diversity of activities.
- Weaknesses: More personnel and resources, better wayfinding signage, access to the Farmer's Market.
- Opportunities: Natural areas, partnerships, historic barns at Fort Steilacoom Park, park improvements and new park amenities (discussed more below).
- Threats: Increased costs due to deferred maintenance, park pressure and overuse, noxious weeds, and conflicts between users

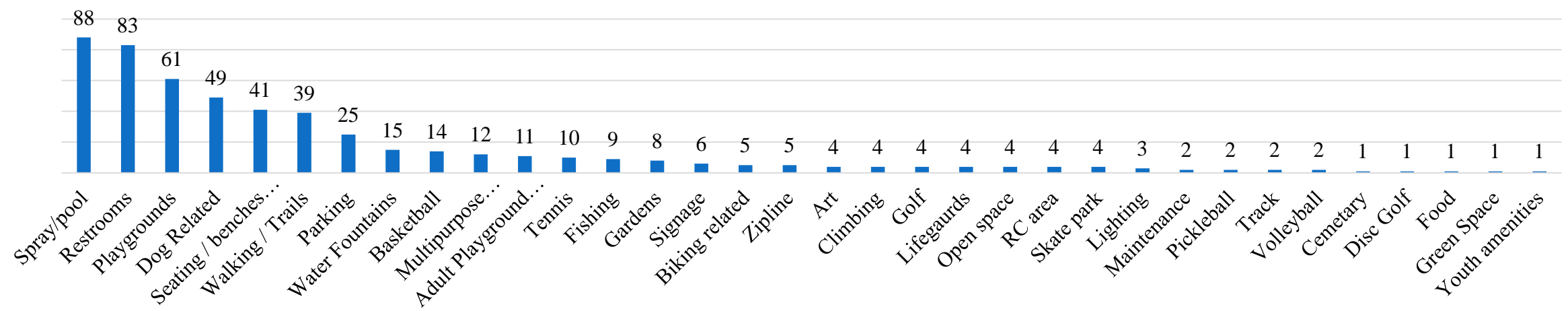


Engagement Events – Other Engagement Events

Engagement Event Themes:

- **Provide more diverse park amenities (active & passive) for all age groups**
 - Active** – spray parks, playgrounds, basketball courts, multipurpose synthetic turf fields, and adult playgrounds / exercise equipment.
 - Passive** – restrooms, walking / trails, seating /benches/ picnic areas/shaded areas, parking, and water fountains.

Graph 1: Comments on desired types of active and passive park features



Engagement Events – Other Engagement Events

- Increase safety and security features at parks
- Increase the availability of restrooms and drinking fountains



Engagement Events – Other Engagement Events

- Maintain, improve, and expand trails and walkways
- Increase accessibility of programs and events throughout the City



Engagement Events – Other Engagement Events

- Improve traditional and web-based communication
- Expand existing parks, preserve natural resources, and acquire new parklands, including a Downtown Park



Draft Vision

2014 Plan's Vision:

~~"We see Lakewood~~ **as** a healthy and vibrant community where opportunities abound."

Draft 2020 Plan's Vision is:

"Lakewood is a healthy and vibrant community where opportunities abound."



Draft Mission

2014 Plan's Mission:

~~"We develop~~ Lakewood provides quality parks, diverse programs, and sustainable practices to support an active ~~that~~ encourages engaged and livable ~~Lakewood~~ communities."

Draft 2020 Plan's Mission:

"Lakewood provides quality parks, diverse programs, and sustainable practices that encourages engaged and livable communities."

2014 Plan Goals

2014 Plan: (Attachment B)

- 10 goals
- 42 strategies
- 118 sub-strategies

2020 Draft Plan:(Attachment C)

- 5 goals
- 21 policies
- 59 action items

- 6.2 **Ensure park and facility design and maintenance support a safe and healthy community.**
- 6.2.1 Design playground facilities with universal access to broaden accessibility.
- 6.2.2 Use best practices, such as Crime Prevention through Environmental Design, barrier-free and universal design principles and environmentally-sustainable practices, when designing, building, renovating or maintaining parks and facilities.
- 6.2.3 Develop and apply indoor facility maintenance LOS standards when designing or managing multi-purpose recreation facilities.
- 6.3 **Develop policies to support active living and healthy communities.**
- 6.3.1 Develop and adopt a “healthy food policy” to encourage healthy food choices at city sponsored programs, meetings and events.
- 6.3.2 Develop and adopt a “tobacco or smoke free parks policy” to ensure a healthy environment and clean air for park visitors.

Goal 7: Celebrate the cultural diversity of our community by providing a wide range of park and recreation opportunities.

Performance Indicator:
Number of cultural programs or events offered

Strategies:

- 7.1 **Raise cultural awareness through arts and cultural programs.**
- 7.1.1 Showcase community cultures through a wide variety of recreation programming
- 7.1.2 Support special events to celebrate arts, history and culture.
- 7.1.3 Display cultural art work at events and in parks and public spaces.

Goal 8: Create a sense of place by encouraging private contributions and incorporating art and history in parks and public spaces.

Performance Indicator:
Number of new spaces that has at least one art or history element

Strategies:

- 8.1 **Showcase art, culture and history throughout the city to foster a sense of place and neighborhood pride.**
- 8.1.1 Create visually appealing gateways by integrating art work, way-finding signs and landscaping at city entry points and along major thoroughfares.
- 8.1.2 Incorporate art and history in public spaces and support local art exhibits and performances throughout the city.
- 8.1.3 Install interpretive signs with interactive features in parks and public facilities to show and tell the history of the area.
- 8.1.4 Display art work in various locations to reflect the unique character of neighborhoods and the community.
- 8.1.5 Provide opportunities for program participants to showcase completed (visual and performing) art work in public spaces and events.
- 8.1.6 Support the development of performing arts facilities in or near the CBD.
- 8.1.7 Address on-going maintenance and operation impacts before installing art displays in city parks and public spaces.
- 8.1.8 Identify, inventory, preserve and protect structures or landmarks of historic significance within city parks and other public spaces.
- 8.1.9 Cultivate volunteers to serve as docents of city arts, culture and history.

Draft Goals

To support vision and mission:

Goal 1: Protect, preserve, enhance, and expand parks and facilities.

Goal 2: Provide equitable and community-driven services that are accessible for all.

Goal 3: Increase the connectivity of the community.

Goal 4: Leverage and invest in facilities, programs, and infrastructure that boosts economic opportunities and improves quality of life.

Goal 5: Provide transparent, accountable, and fiscally responsible services.

Goal 2**Provide equitable and community-driven services that are accessible for all.**

		<u>Supports</u>
Policy 2.1:	Provide a wide variety of park amenities and programs to meet the various needs of the community.	Quality parks Diverse programs
Policy 2.2:	Continue to remove physical, financial, and social barriers that prevent or deter park and recreation use.	Engaged and livable communities
Policy 2.3:	Celebrate and support the cultural diversity of the community.	Diverse program Engaged and livable communities
Policy 2.4:	Provide a variety of opportunities to involve residents, partners, and stakeholder groups in park and recreation planning, design, and decision making.	Engaged and livable communities Sustainable practices

Action Strategies:

1. Develop multi-use facilities that allow for a variety of recreation needs in effort to meet the needs of all ages, abilities, and socio-economic, and cultural backgrounds. Continue to provide, enhance, and expand a variety of passive and active amenities and opportunities that reflect the community's needs.
2. Develop a park system that provides a park with open space and playground facilities within a 10-minute walking distance of all addresses.
3. Increase access to park and recreation opportunities in unserved and underserved areas.
4. Engage residents, business owners, and other community stakeholders in park design and amenity selection. Use innovative and multi-pronged engagement efforts to increase community involvement. Concentrate efforts to reach unrepresented or and underrepresented populations.
5. Use a variety of communication platforms to inform residents of parks, recreation programming, and services. Consider access, language, and other factors when developing materials.
6. Increase access to parks and recreation opportunities by reducing physical, financial, and structural barriers by:
 - continuing to improve physical access (walkways, ADA compliance, etc.) to City parks and facilities that allow for universal access;

- continuing to structure program fees according to cost guidelines to ensure program affordability, see Chapter X; and
- providing a variety of recreation programs and events across the City, particularly in unserved or underserved communities.

7. Build and leverage relationships with community partners, governmental entities, including Joint Base Lewis-McChord (JBLM), and other organizations to meet the park and recreation needs of the community.
8. Raise cultural awareness through arts, cultural, and history events and programs.
9. Continue to improve the cultural competency of PRCS personnel by providing relevant educational and training opportunities.

Key Performance Indicators

Special Event Attendance
 Number of unduplicated youth served
 Number of unduplicated seniors served
 Number of projects supporting cultural diversity
 Participation in park planning meetings
 % of City not meeting Walkshed LOS
 Parks not meeting Quality LOS

Aligns with City Council Goal areas of:
 Dependable Infrastructure
 Fiscal Responsibility
 Transparency



Level of Service Measurements

Distribution measurements = areas or percent of the population within a desired designated walking time or distance of a park or trail

Quantity per Capita = shows the existing quantity of parks or specific amenities per capita (often per 1,000) and compares this number to the desired quantity per capita level for the community.

- Neighborhood Parks = 1.5 acres per 1,000 residents
- Soccer / Lacrosse / Football Fields = 1 field per 7,500 people

Quality measurements = assessments of amenity condition, safety criteria, and public satisfaction

Level of Service Measurements

RCO LOS types:

Level of Service Summary Local Agencies					
Indicators and Criteria For Local Agencies	A	B	C	D	E
Quantity Criteria					
Number of Parks and Recreation Facilities Percentage difference between existing quantity or per capita average of parks and recreation facilities and the desired quantity or per capita average	<10%	11-20%	21-30%	31-40%	>41%
Facilities that Support Active Recreation Opportunities Percentage of facilities that support or encourage active (muscle-powered) recreation opportunities	>60%	51-60%	41-50%	31-40%	<30%
Facility Capacity Percentage of demand met by existing facilities	>75%	61-75%	46-60%	30-45%	<30%
Quality Criteria					
Agency-Based Assessment Percentage of facilities that are fully functional for their specific design and safety guidelines	>80%	61-80%	41-60%	20-40%	<20%
Public Satisfaction Percentage of population satisfied with the condition, quantity, or distribution of existing active park and recreation facilities	>65%	51-65%	36-50%	25-35%	<25%
Distribution and Access Criteria					
Population within Service Areas Percentage of population within the following services areas (considering barriers to access): <ul style="list-style-type: none"> • 0.5 mile of a neighborhood park/trail • 5 miles of a community park/trail • 25 miles of a regional park/trail 	>75%	61-75%	46-60%	30-45%	<30%
Access Percentage of parks and recreation facilities that may be accessed safely via foot, bicycle, or public transportation	>80%	61-80%	41-60%	20-40%	<20%

Level of Service Measurements

2014 Legacy Plan:

Distribution measurement of:

“All addresses within Lakewood are within a 0.75-mile walking distance of a neighborhood park* equipped with a playground facility.”

*This LOS allowed community and regional parks to act as neighborhood parks.

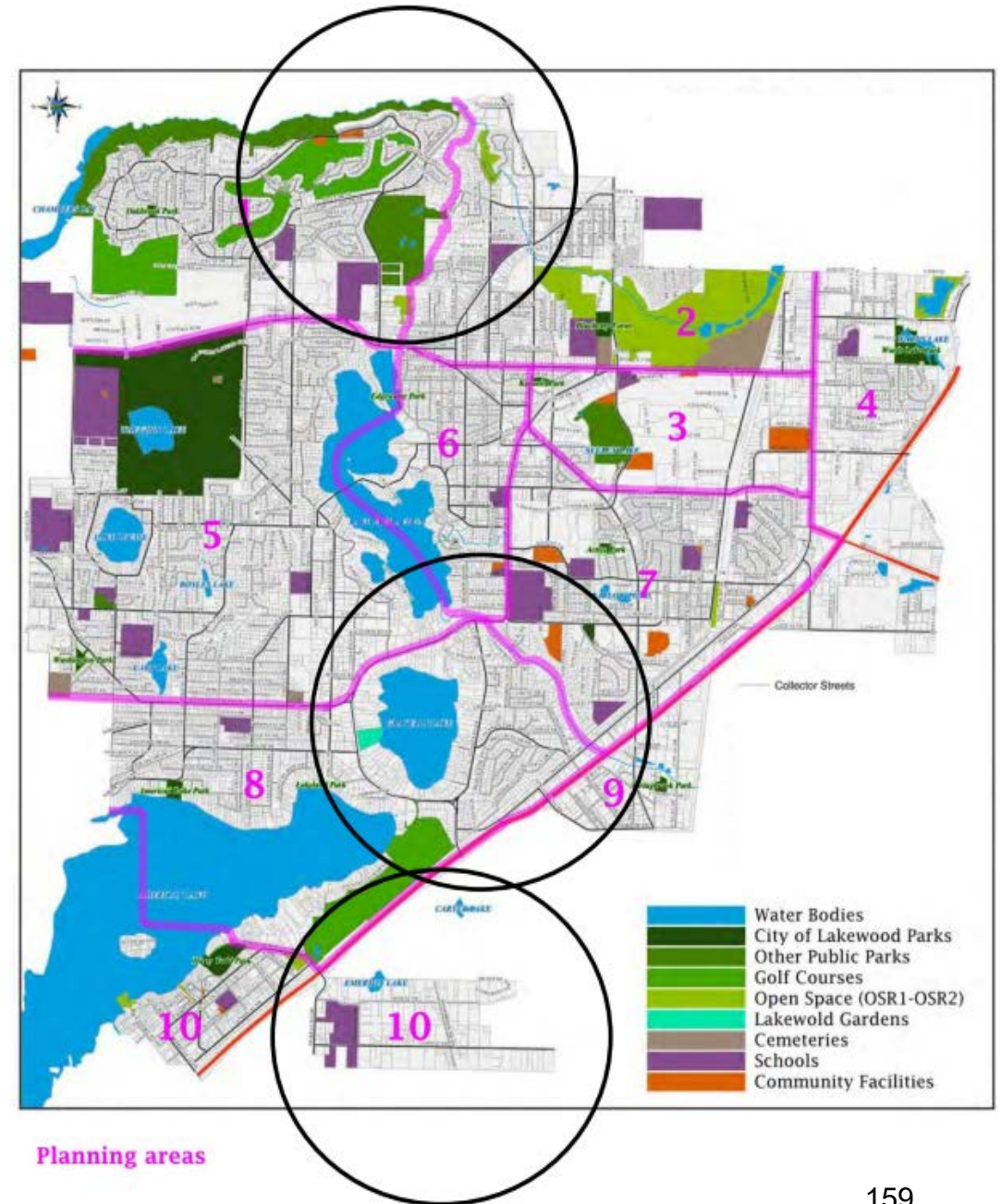


Level of Service

2014 Legacy Plan:

Park Planning Areas (PPA)

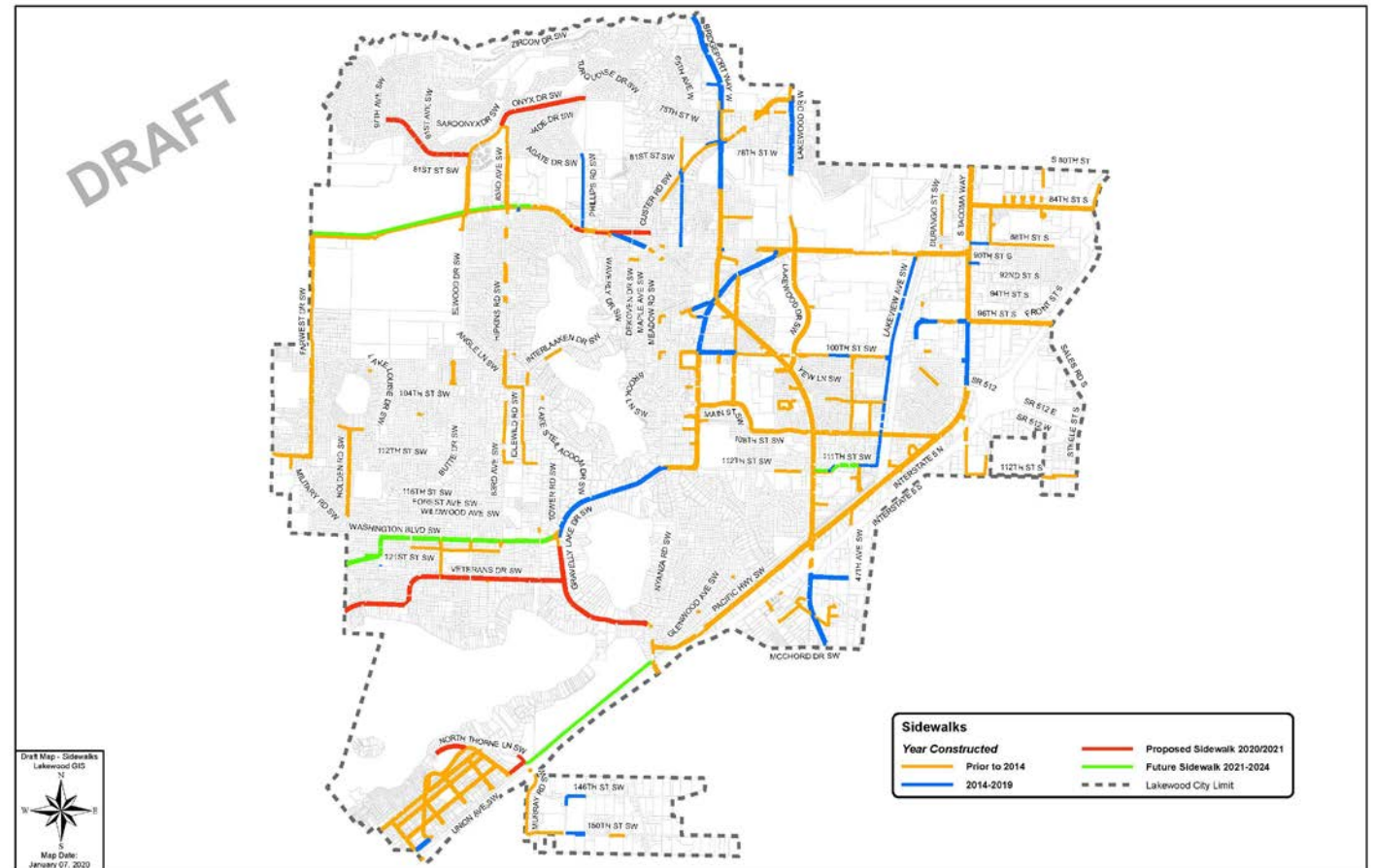
- Potential gap areas identified:
 - **PPA 2** - The north section, west of Bridgeport Way;
 - **PPA 8** - The east section, east of Gravelly Lake; and
 - **PPA 10** - The east section, east of I-5.



Level of Service Measurements

Work accomplished by the City since 2014 Legacy Plan:

- **PPA 2** – Phillips Rd and Zircon Dr. Trailhead to Chamber Creek Canyon Area of Chambers Bay Regional Park (in-progress)
- **PPA 8** – 10 to 12-foot non-motorized Path on the lake side around the Gravelly Lake
+ sidewalks all over City
- **PPA 10** – None



Level of Service Measurements

Work at other PPAs:

- **PPA 4** – Master plan for Ward's Lake Park (in-progress)
- **PPA 5** – ADA and All Abilities Playground at Fort Steilacoom Park (in-progress)
- **PPA 6** – Master plan for Edgewater Park (in-progress)
- **PPA 9** – Springbrook Park expansion and ADA bridge to connect north Springbrook
- **PPA 10** – Improvements to water access at Harry Todd Park (in-progress)



Level of Service Measurement(s) for 2020

Option 1 – recommended option

Adopt Distribution, Quantity & Quality Measurements

Distribution Measurement:

All Lakewood addresses are within a **10-minute** walk of a park with open space.

Quantity & Quality Measurement:

Park Amenity Condition Assessment (PACA)

See **Attachment B**

All Lakewood addresses are within a **10-minute** walk of a park with open space.



Option 1 –

Distribution Measurement:

All Lakewood addresses are within a **10-minute** walk of a park with open space.

Need to have a playground facility is no longer present in effort to provide a greater variety of park types for a larger diversity of users



Level of Service Measurements - 2020

Quantity & Quality Measurement – PACA

1) *Quality of amenities score:*

PACA would score the quality of individual amenities using a scale of 1 to 3:

3= “good” condition

2= “fair” condition

1= “poor” or “failing” condition.

For each park, individual amenities scores would be averaged to establish an overall quality score for the park

Attachment A

Table L				
Quality of Amenities Score – Simplified Example				
Individual Amenities	Park X	Park Y	Park Z	Avg. Amenity Score
Playground	3	2	3	2.6
Basketball Court	3	N/A	3	3
Multipurpose field	N/A	3	3	3
Baseball/Softball Field	2	3	3	2.6
Paved Paths	2	1	2	1.6
Overall Park Score	2.5	2.25	2.8	

DRAFT – EXAMPLE - Basketball Courts	
3	In good condition; no cracks in surface, minimal material wear, no holes present, full courts have clear stripping.
2	In fair condition; some cracks in surface, some material wear, some holes present but they do not impact player safety or the game, full courts have worn stripping.
1	In poor condition; significant cracks in surface, significant material wear, holes present that impact player safety or the game, full courts have indistinguishable or no stripping.
N/A	No Basketball Courts
Comments:	

Level of Service Measurements - 2020

Quantity & Quality Measurement – PACA

1) *Diversity of amenities score*

• *Common Amenities*

- playgrounds;
- picnic shelters;
- restrooms;
- open fields;
- trails and/or ADA compliant pave paths;
- benches/ seating areas; and
- barbeques.

• *Active, no cost, low barrier*

• *covered amenities*

• *Low cost/no-cost recreational programming*

• *Takes into account type of park – regional, community, neighborhood, urban*

Table M				
Diversity of Amenities Score – Simplified Example				
	Park X	Park Y	Park Z	Avg. Amenity Score
Common amenities	3	1	3	2.3
Active, no-cost, low barrier amenities in addition to open space, walking trails, and playground facilities	2	1	3	2
Covered, active amenities	1	1	2	1.6
Recreation programming	2	1	3	2
Overall Diversity Score	2	1	2.75	

Level of Service Measurements - 2020

Quantity & Quality Measurement – PACA

Overall Park Scores:

Table M				
Overall PACA Score – Simplified Example				
	Park X	Park Y	Park Z	Avg. Park System Score
Overall Quality Score for Park	2.5	2.25	2.8	2.5
Overall Diversity Score	2	1	2.75	1.9

The intent of the PACA would be to comprehensively and systematically track and manage life-cycle needs, maintenance needs, and to help inform, not dictate, future park priorities based on data collected.



Level of Service Measurements - 2020

Other Options:

OPTION 2: Use Option 1's walkshed LOS only.

OPTION 3: Use Option 1's quality and diversity LOS only.

OPTION 4: Do not include a LOS in the updated plan. As mentioned previously, RCO recommends, but does not require, a level of service determination for park and recreation planning.



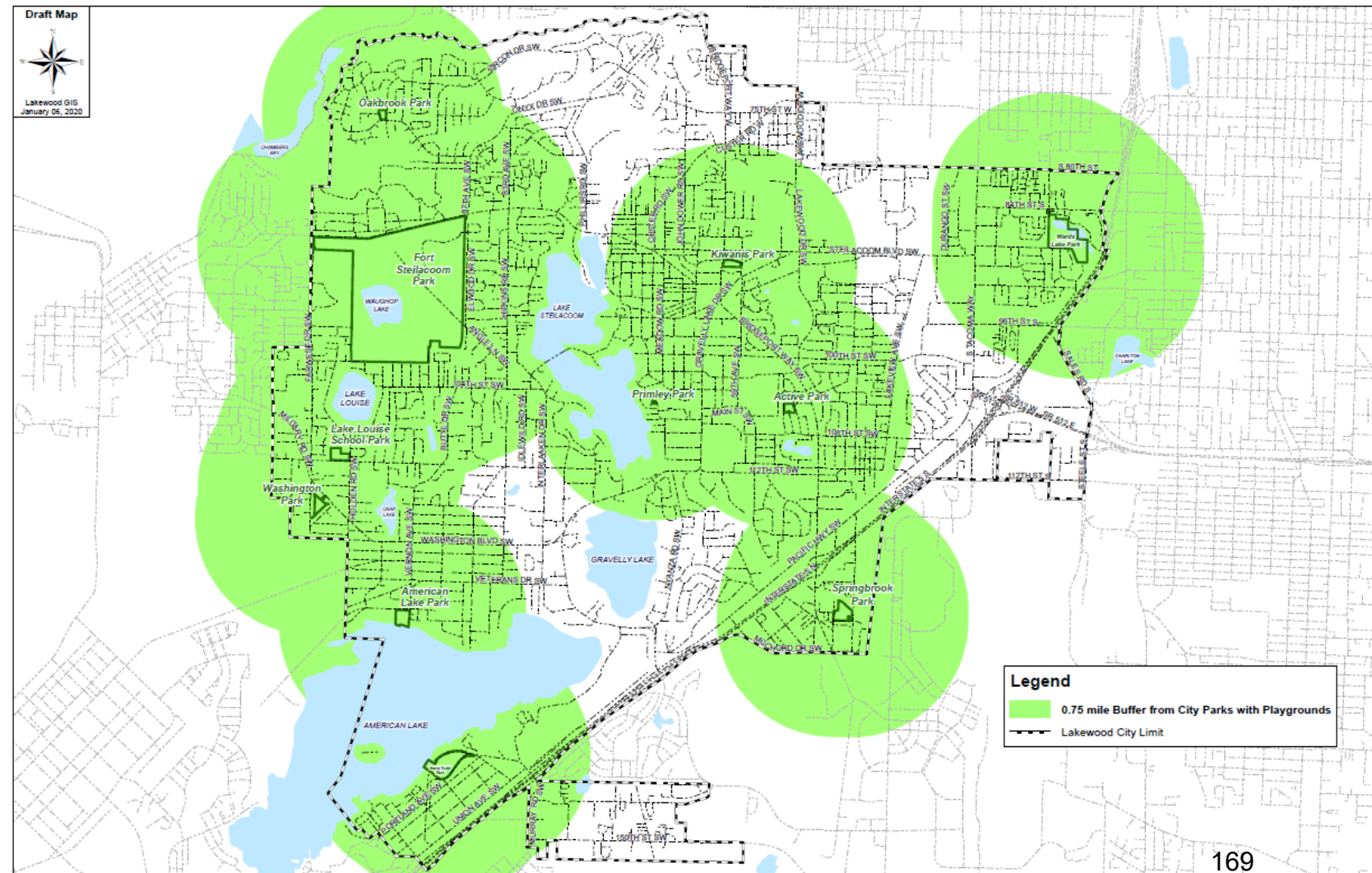
Level of Service Measurements - 2020

Other Options:

OPTION 5: Leave the existing LOS as is:

“All addresses within Lakewood are within a 0.75-mile walking distance of a neighborhood park equipped with a playground facility.”

Option 6: Create some other type of LOS not provided in this memo.

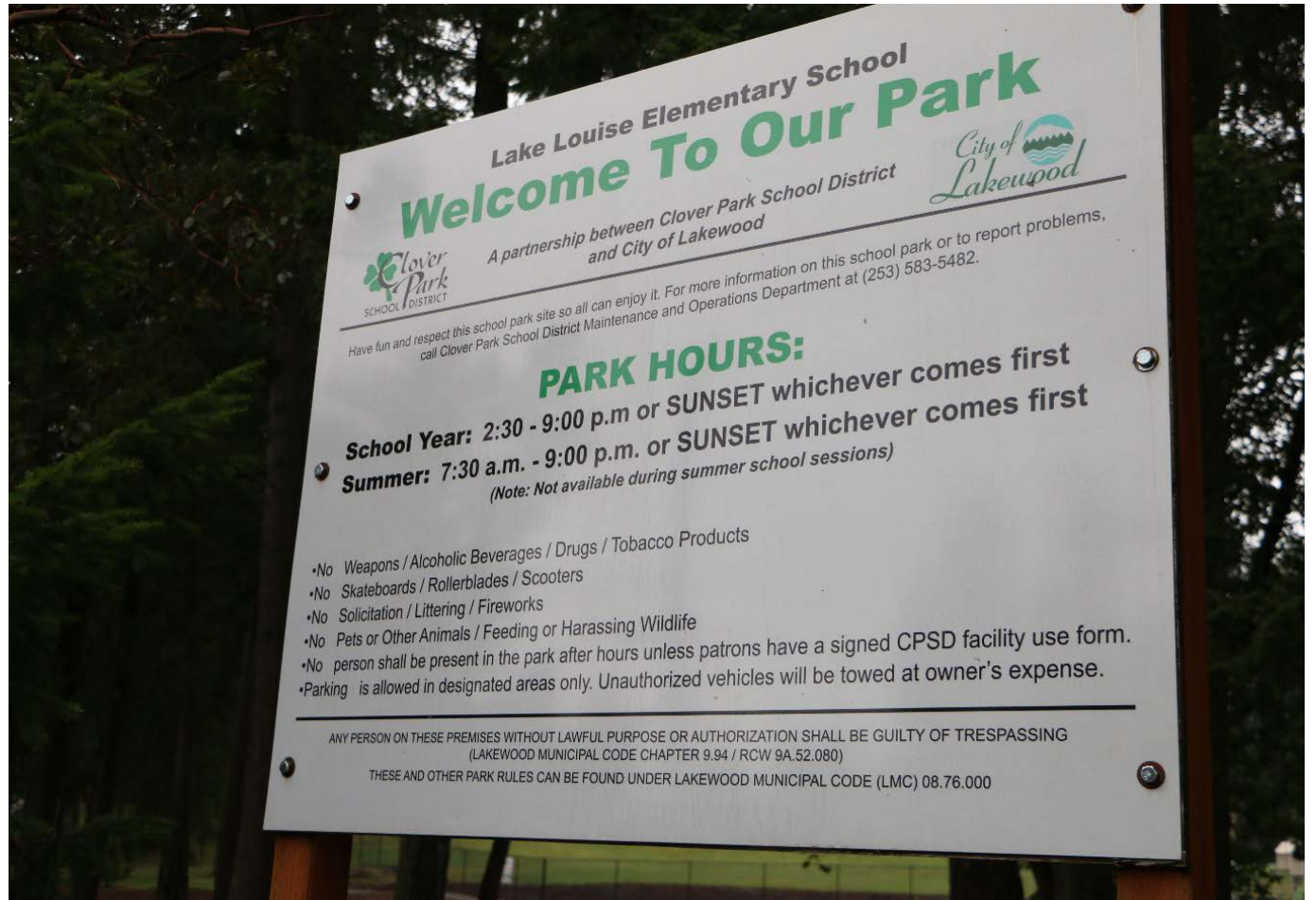


LOS & Joint Partnerships- 2020

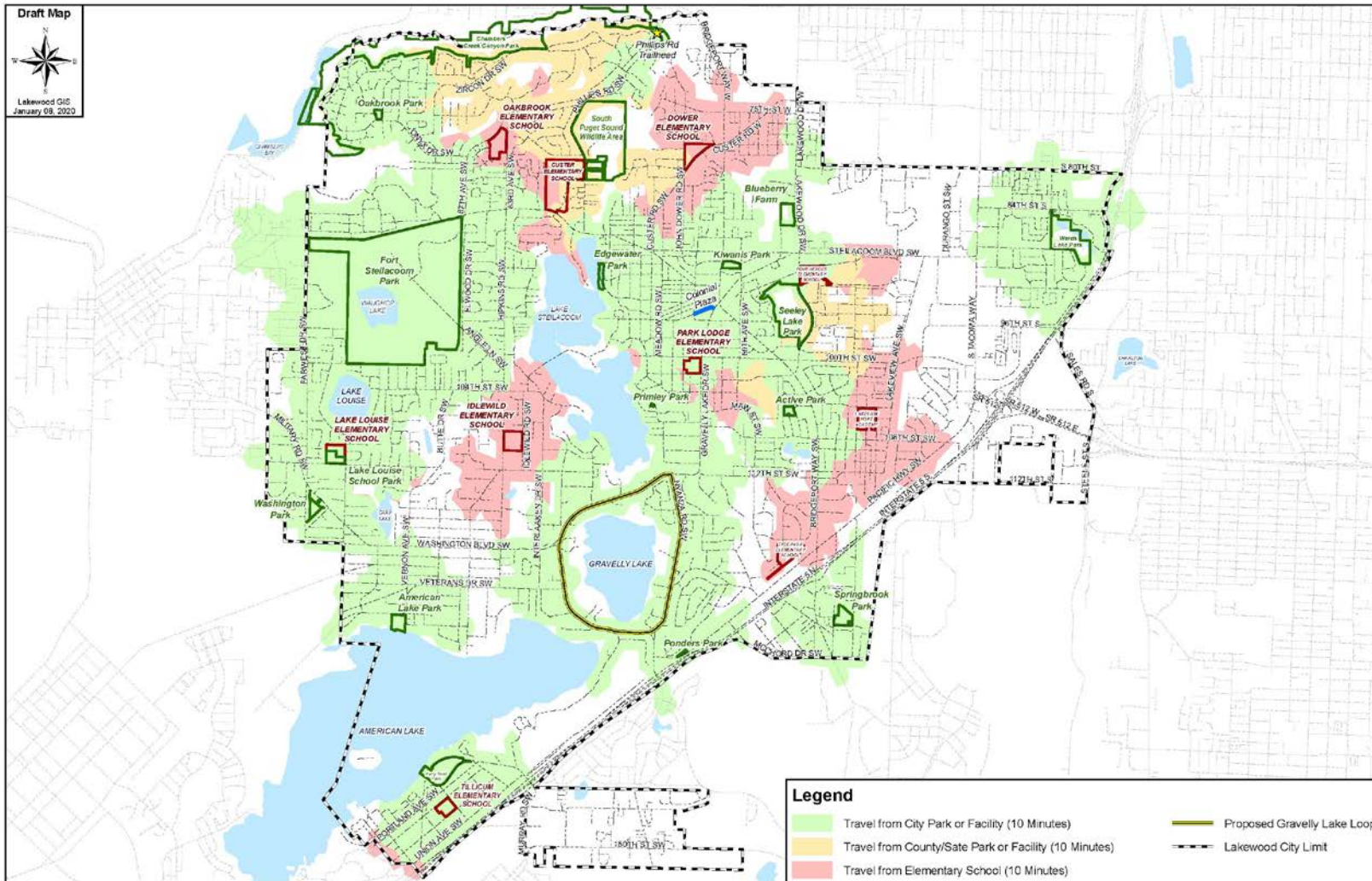
Create partnerships with other public or private entities to leverage existing open space &/or playground facilities.

Example: Partner with Clover Park School District to create a cooperative-use agreement for use of elementary school open spaces and playground facilities as neighborhood parks.

- Lake Louise Elementary



LOS & Joint Partnerships- 2020



Level of Service Measurements - 2020

**Seeking City Council
direction on LOS
options.**



Next Steps

Begin comprehensive review of draft 2020 Legacy Plan on February 24, 2020


Questions?





TO: City Council

FROM: Tiffany Speir, Long Range & Strategic Planning Manager and
David Bugher, Assistant City Manager for Development Services

THROUGH: John Caulfield, City Manager 

DATE: January 13, 2020

SUBJECT: Lakewood options to implement and leverage SHB 1406 Funding

ATTACHMENTS: Statutory Explanation of “Qualifying Local Tax”
Options; Formulae for CDBG and HOME Allocations

BACKGROUND

In the 2019 legislative session, Washington adopted SHB 1406 that approved a local revenue sharing program for cities. This local sales tax authority is a credit against the state sales tax, so it does not increase the sales tax for the consumer. An authorizing ordinance must be adopted by Lakewood no later than July 27, 2020 to qualify for the credit. Once adopted, the tax authority lasts for twenty (20) years.

On August 12, 2019, CEDD presented information about SHB 1406 as part of the Economic Development update. The Council adopted Resolution 2019-19 on September 3 expressing the City’s intent to qualify for the tax credit; it also directed CEDD to prepare information for Council review prior to adopting an authorizing ordinance (no later July 27, 2020) on how SHB 1406 funds could be used and leveraged to maximum benefit in Lakewood. Such information is provided herein.

RECOMMENDATION IN BRIEF

Assuming the City Council adopts an ordinance to access SHB 1406 funds, it is recommended that the City dedicate the funds to rehabilitating existing single family affordable housing within Lakewood. This use of SHB 1406 funds would be in coordination with available funding via the CDBG Major Home Repair Program, the CDBG Major Home Repair and Sewer Loan Program, and the HOME Housing Rehabilitation Loan Program.

It is recommended to not bond any 1406 funds.

DISCUSSION

SHB 1406 Process/Criteria

SHB 1406 benefits local governments by providing up to a 0.0146% local sales and use tax credit against the state sales tax for housing investments, available in increments of 0.0073%, depending on the imposition of other local taxes and whether the local county also takes advantage. Pierce County has done so via Resolution No. R2019-103 and Ordinance 2019-57s, so Lakewood could qualify for up to 0.0146% if it adopts a “qualifying local tax” no later than July 31, 2020.

Except for the mental health and chemical dependency sales tax, all of the qualifying local taxes require voter approval with a simple majority vote and may be presented at any special, primary, or general election. The available elections before the July 2020 deadline are the special elections in February and April 2020.

For SHB 1406 purposes, a “qualifying local tax” includes any of the following tax sources:

- The affordable housing levy authorized under RCW [84.52.105](#);
- The sales and use tax for housing and related services authorized under RCW [82.14.530](#) (the City must impose at least half of the authorized rate of 0.001%); and
- The property tax levy under RCW [84.55.050](#), if used solely for affordable housing per RCW 84.55.050 (4)(c).
- “1/10 of 1%” The sales tax for chemical dependency and mental health treatment services or therapeutic courts authorized under RCW [82.14.460](#).

Qualifying Local Tax options for SHB 1406	Vote of People?	Purpose?	Levy Amount per \$1000? / Tax Maximum?	Combined Levy Limit?	Who Qualifies?	Estimated amount in Lakewood?
Affordable Housing Levy (RCW 84.52.105)	Yes (50% majority)	Finance affordable housing construction	Up to 50¢/\$1000	Maximum of 50¢/\$1000	At or below 50% of County AMI (very low income)	TBD
Sales & Use Tax for Housing and Related Services (RCW 82.14.530)	Yes (50% majority)	New affordable housing; O&M of new aff. hsg units; mental health facilities	0.001% of selling price or value of article used (City must impose at least 0.0005%)	-	At or below 60% of County AMI (low income)	TBD
Property Tax Levy Increase (RCW 84.55.050)	Yes (50% majority)	Affordable housing (acquiring, constructing, or rehabilitating)	Up to maximum statutory limit – can be set for multiple annual increases up to 6 years	Statutory limit on property tax levy	-	TBD
Chemical Dependency/ Mental Health Tax (RCW 82.14.460)	No	Operation or delivery of chemical dependency/ mental health treatment programs & services; operation or delivery of therapeutic court programs & services	0.001% of selling price or value of article used	-	-	TBD

Several items of note regarding adopting a qualifying local tax:

- Department of Revenue (DOR) requires 75-days-notice of adoption of sales tax increases, including the SHB 1406 “qualifying local tax.” Local sales tax increases may only take effect only on the first day of the first, second, or third quarter (April 1, July 1, or October 1.)
- The DOR requires 30-days-notice of adoption of sales tax credits. The credit will then take effect on the first day of the month following the 30-day period. The credit will take effect on the first day of the month following the 30-day period. (For example, if the enabling ordinance was adopted during May 2020, the tax would take effect on July 1. The sales tax revenues from July will be remitted by retailers to DOR by the 25th of the following month (August), and Lakewood would receive the first distribution of this tax credit on the end-of-month September disbursement from the State Treasurer’s office.)
- If the City Council decides to bond the revenues for a project under this authority, AWC and WSAC recommend checking with legal counsel and bond counsel about any other deadlines that may apply.

SHB 1406 sets a cap on the maximum sales tax revenues to be credited to local government within any state fiscal year that runs July 1 to June 30. The cap will be calculated based upon the jurisdiction's taxable retail sales during the state’s 2019 fiscal year (July 1, 2018 - June 30, 2019). Just like the state shared revenue cycle, distributions will start July 1, and the state will cease distribution until the beginning of the next fiscal cycle if at any time during the fiscal period a city’s distributions meet the cap.

Included below is an estimate of the potential SHB 1406 revenue for Lakewood; the data are for state fiscal year 2019 (July 1, 2018 to June 30, 2019.)

CITY	2018 Sum Of Taxable Funds	0.0073% annual cap	0.0073% over 20 years	0.0146% annual cap	0.0146% over 20 years
Lakewood	\$1,195,429,873	\$97,571	\$1,951,417	\$195,142	\$3,902,834

Possible Uses of SHB 1406 Funds

If adopted, the SHB 1406 tax credit would be in place for up to 20 years and could be used for:

- acquiring, rehabilitating, or constructing affordable housing;
- operations and maintenance of new affordable or supportive housing facilities; and
- “rental assistance” for those whose income is at or below sixty percent (60%) of the Pierce County area median income (AMI) of \$67,868 per household and \$32,874 per

capita¹. Both federal and state housing programs use the term “rental assistance” to mean providing rent, security deposits, or utility payment assistance to tenants.

Cities can issue bonds to finance the authorized projects. A city may also enter into an interlocal agreement (ILA) with one or more counties, cities, or public housing authorities in accordance with chapter 39.34 RCW for using SHB 1406 funds. The ILA may include, but is not limited to:

- pooling the tax receipts received;
- pledging those taxes to bonds issued by one or more parties to the agreement; and
- allocating the proceeds of the taxes levied or the bonds issued in accordance with such interlocal agreement and this section.

Use of SHB 1406 Funds in Coordination with Existing City Programs

Lakewood’s Fund 190 “Community Development Block Grant (CDBG) Entitlements” is predominantly comprised of:

- U.S. Department of Housing and Urban Development (HUD) funds for CDBG;
- HOME program funding through the Lakewood and Tacoma HOME Consortium; and
- Section 108 Loan Guarantees.

There is also a grant from the Nisqually Tribe for minor home repairs and West Pierce Fire & Rescue for emergency assistance for displaced residents.

Through a planning and citizen participation process, CDBG and HOME spending priorities are set on an annual basis, to be broken out into funding projects for physical improvements, public service (not to exceed 15%), housing, economic development, and administration (not to exceed 20%).

CDBG: CDBG Funds may be used to fund an array of projects and activities qualifying under any of four categories:

- | | |
|--|--------------------------|
| (1) Physical/Infrastructure Improvements | (3) Housing |
| (2) Public Service | (4) Economic Development |

Lakewood’s Housing Program Loans are loans for Major Home Repair, Major Home Repair for Sewer, and Down Payment Assistance for qualifying homebuyers that provide low or zero interest loans with 20-year terms. Payments are revolving, which dictates that the principal received is applied to current program expenditures before billing CDBG.

¹ For reference, per the US Census, Pierce County’s AMI in 2018 was \$67,868 versus Lakewood’s \$50,175; the County AMI per capita income was \$32,874 versus Lakewood’s \$28,115; the 5-year estimated poverty level in Pierce County was 8.7% versus Lakewood’s 17.4%. See more at <https://www.census.gov/quickfacts/piercecountywashington> and <https://www.census.gov/quickfacts/fact/table/lakewoodcitywashington/PST045219>.

As of September 30, 2019, the Major Home Repairs & Sewers (MHRS) funds were allocated as follows:

Major Home Repairs & Sewers (MHRS) / Down Payment Assistance (DPA) Loans and Grants <i>As of September 30, 2019</i>				
Program Year	MHRS		DPA	
	# of Projects	Original Amount	# of Projects	Original Amount
2019	5	\$ 159,500	-	\$ -
2018	9	\$ 174,133	-	\$ -
2017	4	\$ 72,322	-	\$ -
2016	6	\$ 129,355	-	\$ -
2015	1	\$ 37,144	-	\$ -
2014	5	\$ 72,979	1	\$ 3,364
2013	8	\$ 147,405	-	\$ -
2012	9	\$ 106,857	1	\$ 2,250
2011	8	\$ 170,407	-	\$ -
2010	13	\$ 256,286	2	\$ 8,619
2009	6	\$ 102,652	5	\$ 23,791
2008	3	\$ 37,224	4	\$ 19,379
2007	4	\$ 56,345	2	\$ 8,700
2006	6	\$ 67,556	1	\$ 7,000
2005	7	\$ 69,634	-	\$ -
2004	4	\$ 36,058	3	\$ 14,901
2003	7	\$ 49,136	8	\$ 35,336
2002	3	\$ 19,999	-	\$ -
2001	-	\$ -	11	\$ 51,621
2000	-	\$ -	1	\$ 5,000
Total	108	\$ 1,764,992	39	\$ 179,961

The tables below summarizes the Fund 190's financial information through September 30, 2019:

Fund 190 CDBG Balance Sheet As of September 30, 2019	
Assets:	
Cash	\$ (93,209)
Due From Other Governments	38,518
Notes/Loan Receivable - CDBG Down Payment Assistance	39,457
Notes/Loan Receivable - CDBG Major Home & Sewer Repairs	1,129,349
Notes/Loan Receivable - CDBG LASA	250,000
Notes/Loan Receivable - Nisqually Tribe Contribution	166
Total Assets	\$ 1,364,281
Liabilities:	
Accounts Payable	\$ -
Payroll Payable	3,909
Retainage Payable	-
Custodial Account	656
Total Liabilities	\$ 4,566
Fund Balance (Restricted)	\$ 1,359,716
Total Liabilities & Fund Balance	\$ 1,364,282

Fund 190 CDBG Summary	Year-to-date through September			
	Beginning Balance	Revenue	Expenditure	Ending Balance
CDBG	1,395,490	683,994	725,757	1,353,728
HOME	(8,541)	76,546	68,848	(843)
Nisqually Tribal	6,832	-	-	6,832
Total	1,393,781	760,540	794,605	\$ 1,359,716

HOME: The HOME program is funded annually through the Lakewood and Tacoma HOME Consortium. The Consortium reimburses expenditures for the City of Lakewood's projects/programs, which include Housing Rehabilitation, Affordable Housing, and Home Down Payment Loans, to the City of Lakewood. The notes on these loans are held and tracked by the Lakewood and Tacoma HOME Consortium in Tacoma, and are not accounted for in Lakewood's Fund 190.

In accordance with HOME federal regulations, expenditures for Lakewood's HOME program have primarily focused investment in the creation of, maintenance of, or acquisition of affordable housing for low and moderate income individuals. Programs funded include:

- the Housing Rehabilitation Program (single-family homeowner rehabilitation);
- the Down Payment Assistance Program; and

- the Affordable Housing Fund (investments primarily with Habitat for Humanity and various non-profit housing providers).

Included below is a summary of Housing Rehabilitation Loans as of June 30, 2019:

HOME Housing Rehabilitation Loans As of June 30, 2019		
Program Year	# of Projects	Original Amount
2019	-	\$ -
2018	-	\$ -
2017	-	\$ -
2016	1	\$ 56,611
2015	2	\$ 88,697
2014	-	\$ -
2013	1	\$ 36,258
2012	4	\$ 201,175
2011	2	\$ 131,300
2010	3	\$ 178,130
2009	6	\$ 412,750
2008	7	\$ 289,765
2007	3	\$ 179,546
2006	7	\$ 379,452
2005	7	\$ 286,313
2004	10	\$ 395,478
2003	11	\$ 363,099
2002	5	\$ 155,471
2001	3	\$ 126,899
2000	1	\$ 40,000
Total	73	\$ 3,320,944

The following table provides a schedule of loan repayments by program, reflecting estimated amounts as of December 31, 2018:

Loan Repayment by Program	2019	2020	2021	2022	2023	2024	2025-2029	2030-2060+
Major Home Repairs & Sewers	\$ 26,528	\$ 25,685	\$ 21,795	\$ 22,277	\$ 23,440	\$ 24,034	\$ 124,622	\$ 773,864
Down Payment Assistance	1,200	1,200	855	300	300	300	4,175	38,726
CDBG Entitlement Loan	-	-	-	-	-	-	-	250,000
Home Housing Rehab Loans	16,918	16,918	16,918	16,918	19,329	24,032	229,795	1,488,266
Section 108	75,000	92,000	47,000	49,000	50,000	53,000	300,000	336,000
Total	\$119,646	\$135,803	\$ 86,568	\$ 88,495	\$ 93,069	\$ 101,366	\$ 658,593	\$2,886,856
Annual Average							\$ 109,766	\$ 96,229

RECOMMENDATION

Assuming the City Council adopts an ordinance to access SHB 1406 funds, it is recommended that the City dedicate the funds to rehabilitating existing single family affordable housing within Lakewood. The funds could be used in coordination with available funding for the CDBG Major Home Repair Program, the CDBG Major Home Repair and Sewer Loan Program, and the HOME Housing Rehabilitation Loan Program. No bonding of the 1406 funds is recommended.

There is a high demand for home repair and rehabilitation loans in the City; Lakewood would need to track and administer SHB 1406 funds separately from CDBG and HOME funds, but the funds could be used in conjunction with each other to increase the amount available to low income residents to maintain their homes.

Funding Source	Annual Revenue
CDBG Major Home Repairs & Sewers	Total CDBG19 = \$563,124*
HOME Housing Rehabilitation Loans	Total HOME19 = \$309,690*
SHB 1406 @ 0.0073% of local sales & use tax credit	\$97,571 per year for up to 20 years
SHB 1406 @ 0.0146% of local sales & use tax credit (if Lakewood adopts a qualifying local tax)	\$195,142 per year for up to 20 years

* Please see Attachment B for federal formulae used to determine annual allocations.

The Council allocates CDBG and HOME funds among the City's various programs, and has the authority, if it desired to do so, to allocate some or all of the funds (aside from administrative costs and the dollars dedicated to loan repayment) to home repairs and rehabilitation efforts.

ATTACHMENT A

Local Qualifying Tax Options

I. RCW 84.52.105 Affordable housing levies authorized - Declaration of emergency and plan required.

(1) A county, city, or town may impose additional regular property tax levies of up to fifty cents per thousand dollars of assessed value of property in each year for up to ten consecutive years to finance affordable housing for very low-income households when specifically authorized to do so by a majority of the voters of the taxing district voting on a ballot proposition authorizing the levies. If both a county, and a city or town within the county, impose levies authorized under this section, the levies of the last jurisdiction to receive voter approval for the levies shall be reduced or eliminated so that the combined rates of these levies may not exceed fifty cents per thousand dollars of assessed valuation in any area within the county. A ballot proposition authorizing a levy under this section must conform with RCW 84.52.054.

(2) The additional property tax levies may not be imposed until:

(a) The governing body of the county, city, or town declares the existence of an emergency with respect to the availability of housing that is affordable to very low-income households in the taxing district; and

(b) The governing body of the county, city, or town adopts an affordable housing financing plan to serve as the plan for expenditure of funds raised by a levy authorized under this section, and the governing body determines that the affordable housing financing plan is consistent with either the locally adopted or state-adopted comprehensive housing affordability strategy, required under the Cranston-Gonzalez national affordable housing act (42 U.S.C. Sec. 12701, et seq.), as amended.

(3) For purposes of this section, the term "very low-income household" means a single person, family, or unrelated persons living together whose income is at or below fifty percent of the median income, as determined by the United States department of housing and urban development, with adjustments for household size, for the county where the taxing district is located.

(4) The limitations in RCW 84.52.043 shall not apply to the tax levy authorized in this section.

II. RCW 82.14.530 Sales and use tax for housing and related services.

(1)(a) A county legislative authority may submit an authorizing proposition to the county voters at a special or general election and, if the proposition is approved by a majority of persons voting, impose a sales and use tax in accordance with the terms of this chapter. The title of each ballot measure must clearly state the purposes for which the proposed sales and use tax will be used. The rate of tax under this section may not exceed one-tenth of one percent of the selling price in the case of a sales tax, or value of the article used, in the case of a use tax.

(b)(i) If a county with a population of one million five hundred thousand or less has not imposed the full tax rate authorized under (a) of this subsection within two years of

October 9, 2015, any city legislative authority located in that county may submit an authorizing proposition to the city voters at a special or general election and, if the proposition is approved by a majority of persons voting, impose the whole or remainder of the sales and use tax rate in accordance with the terms of this chapter. The title of each ballot measure must clearly state the purposes for which the proposed sales and use tax will be used. The rate of tax under this section may not exceed one-tenth of one percent of the selling price in the case of a sales tax, or value of the article used, in the case of a use tax.

(ii) If a county with a population of greater than one million five hundred thousand has not imposed the full tax authorized under (a) of this subsection within three years of October 9, 2015, any city legislative authority located in that county may submit an authorizing proposition to the city voters at a special or general election and, if the proposition is approved by a majority of persons voting, impose the whole or remainder of the sales and use tax rate in accordance with the terms of this chapter. The title of each ballot measure must clearly state the purposes for which the proposed sales and use tax will be used. The rate of tax under this section may not exceed one-tenth of one percent of the selling price in the case of a sales tax, or value of the article used, in the case of a use tax.

(c) If a county imposes a tax authorized under (a) of this subsection after a city located in that county has imposed the tax authorized under (b) of this subsection, the county must provide a credit against its tax for the full amount of tax imposed by a city.

(d) The taxes authorized in this subsection are in addition to any other taxes authorized by law and must be collected from persons who are taxable by the state under chapters 82.08 and 82.12 RCW upon the occurrence of any taxable event within the county for a county's tax and within a city for a city's tax.

(2)(a) Notwithstanding subsection (4) of this section, a minimum of sixty percent of the moneys collected under this section must be used for the following purposes:

(i) Constructing affordable housing, which may include new units of affordable housing within an existing structure, and facilities providing housing-related services; or

(ii) Constructing mental and behavioral health-related facilities; or

(iii) Funding the operations and maintenance costs of new units of affordable housing and facilities where housing-related programs are provided, or newly constructed evaluation and treatment centers.

(b) The affordable housing and facilities providing housing-related programs in (a)(i) of this subsection may only be provided to persons within any of the following population groups whose income is at or below sixty percent of the median income of the county imposing the tax:

(i) Persons with mental illness;

(ii) Veterans;

(iii) Senior citizens;

(iv) Homeless, or at-risk of being homeless, families with children;

(v) Unaccompanied homeless youth or young adults;

(vi) Persons with disabilities; or

(vii) Domestic violence survivors.

(c) The remainder of the moneys collected under this section must be used for the operation, delivery, or evaluation of mental and behavioral health treatment programs and services or housing-related services.

(3) A county that imposes the tax under this section must consult with a city before the county may construct any of the facilities authorized under subsection (2)(a) of this section within the city limits.

(4) A county that has not imposed the tax authorized under RCW 82.14.460 prior to October 9, 2015, but imposes the tax authorized under this section after a city in that county has imposed the tax authorized under RCW 82.14.460 prior to October 9, 2015, must enter into an interlocal agreement with that city to determine how the services and provisions described in subsection (2) of this section will be allocated and funded in the city.

(5) To carry out the purposes of subsection (2)(a) and (b) of this section, the legislative authority of the county or city imposing the tax has the authority to issue general obligation or revenue bonds within the limitations now or hereafter prescribed by the laws of this state, and may use, and is authorized to pledge, up to fifty percent of the moneys collected under this section for repayment of such bonds, in order to finance the provision or construction of affordable housing, facilities where housing-related programs are provided, or evaluation and treatment centers described in subsection (2)(a)(iii) of this section.

(6)(a) Moneys collected under this section may be used to offset reductions in state or federal funds for the purposes described in subsection (2) of this section.

(b) No more than ten percent of the moneys collected under this section may be used to supplant existing local funds.

III. RCW 82.14.460 Sales and use tax for chemical dependency or mental health treatment services or therapeutic courts.

(1)(a) A county legislative authority may authorize, fix, and impose a sales and use tax in accordance with the terms of this chapter.

(b) If a county with a population over eight hundred thousand has not imposed the tax authorized under this subsection by January 1, 2011, any city with a population over thirty thousand located in that county may authorize, fix, and impose the sales and use tax in accordance with the terms of this chapter. The county must provide a credit against its tax for the full amount of tax imposed under this subsection (1)(b) by any city located in that county if the county imposes the tax after January 1, 2011.

(2) The tax authorized in this section is in addition to any other taxes authorized by law and must be collected from those persons who are taxable by the state under chapters 82.08 and 82.12 RCW upon the occurrence of any taxable event within the county for a county's tax and within a city for a city's tax. The rate of tax equals one-tenth of one percent of the selling price in the case of a sales tax, or value of the article used, in the case of a use tax.

(3) Moneys collected under this section must be used solely for the purpose of providing for the operation or delivery of chemical dependency or mental health treatment programs and services and for the operation or delivery of therapeutic court programs and services. For the purposes of this section, "programs and services" includes, but is not

limited to, treatment services, case management, transportation, and housing that are a component of a coordinated chemical dependency or mental health treatment program or service. Every county that authorizes the tax provided in this section shall, and every other county may, establish and operate a therapeutic court component for dependency proceedings designed to be effective for the court's size, location, and resources.

(4) All moneys collected under this section must be used solely for the purpose of providing new or expanded programs and services as provided in this section, except as follows:

(a) For a county with a population larger than twenty-five thousand or a city with a population over thirty thousand, which initially imposed the tax authorized under this section prior to January 1, 2012, a portion of moneys collected under this section may be used to supplant existing funding for these purposes as follows: Up to fifty percent may be used to supplant existing funding in calendar years 2011-2012; up to forty percent may be used to supplant existing funding in calendar year 2013; up to thirty percent may be used to supplant existing funding in calendar year 2014; up to twenty percent may be used to supplant existing funding in calendar year 2015; and up to ten percent may be used to supplant existing funding in calendar year 2016;

(b) For a county with a population larger than twenty-five thousand or a city with a population over thirty thousand, which initially imposes the tax authorized under this section after December 31, 2011, a portion of moneys collected under this section may be used to supplant existing funding for these purposes as follows: Up to fifty percent may be used to supplant existing funding for up to the first three calendar years following adoption; and up to twenty-five percent may be used to supplant existing funding for the fourth and fifth years after adoption;

(c) For a county with a population of less than twenty-five thousand, a portion of moneys collected under this section may be used to supplant existing funding for these purposes as follows: Up to eighty percent may be used to supplant existing funding in calendar years 2011-2012; up to sixty percent may be used to supplant existing funding in calendar year 2013; up to forty percent may be used to supplant existing funding in calendar year 2014; up to twenty percent may be used to supplant existing funding in calendar year 2015; and up to ten percent may be used to supplant existing funding in calendar year 2016; and

(d) Notwithstanding (a) through (c) of this subsection, moneys collected under this section may be used to support the cost of the judicial officer and support staff of a therapeutic court.

(5) Nothing in this section may be interpreted to prohibit the use of moneys collected under this section for the replacement of lapsed federal funding previously provided for the operation or delivery of services and programs as provided in this section.

IV. RCW 84.55.050 Election to authorize increase in regular property tax levy - Limited propositions - Procedure.

(1) Subject to any otherwise applicable statutory dollar rate limitations, regular property taxes may be levied by or for a taxing district in an amount exceeding the limitations provided for in this chapter if such levy is authorized by a proposition approved

by a majority of the voters of the taxing district voting on the proposition at a general election held within the district or at a special election within the taxing district called by the district for the purpose of submitting such proposition to the voters. Any election held pursuant to this section shall be held not more than twelve months prior to the date on which the proposed levy is to be made, except as provided in subsection (2) of this section. The ballot of the proposition shall state the dollar rate proposed and shall clearly state the conditions, if any, which are applicable under subsection (4) of this section.

(2)(a) Subject to statutory dollar limitations, a proposition placed before the voters under this section may authorize annual increases in levies for multiple consecutive years, up to six consecutive years, during which period each year's authorized maximum legal levy shall be used as the base upon which an increased levy limit for the succeeding year is computed, but the ballot proposition must state the dollar rate proposed only for the first year of the consecutive years and must state the limit factor, or a specified index to be used for determining a limit factor, such as the consumer price index, which need not be the same for all years, by which the regular tax levy for the district may be increased in each of the subsequent consecutive years. Elections for this purpose must be held at a primary or general election. The title of each ballot measure must state the limited purposes for which the proposed annual increases during the specified period of up to six consecutive years shall be used.

(b)(i) Except as otherwise provided in this subsection (2)(b), funds raised by a levy under this subsection may not supplant existing funds used for the limited purpose specified in the ballot title. For purposes of this subsection, existing funds means the actual operating expenditures for the calendar year in which the ballot measure is approved by voters. Actual operating expenditures excludes lost federal funds, lost or expired state grants or loans, extraordinary events not likely to reoccur, changes in contract provisions beyond the control of the taxing district receiving the services, and major nonrecurring capital expenditures.

(ii) The supplanting limitations in (b)(i) of this subsection do not apply to levies approved by the voters in calendar years 2009, 2010, and 2011, in any county with a population of one million five hundred thousand or more. This subsection (2)(b)(ii) only applies to levies approved by the voters after July 26, 2009.

(iii) The supplanting limitations in (b)(i) of this subsection do not apply to levies approved by the voters in calendar year 2009 and thereafter in any county with a population less than one million five hundred thousand. This subsection (2)(b)(iii) only applies to levies approved by the voters after July 26, 2009.

(3) After a levy authorized pursuant to this section is made, the dollar amount of such levy may not be used for the purpose of computing the limitations for subsequent levies provided for in this chapter, unless the ballot proposition expressly states that the levy made under this section will be used for this purpose.

(4) If expressly stated, a proposition placed before the voters under subsection (1) or (2) of this section may:

(a) Use the dollar amount of a levy under subsection (1) of this section, or the dollar amount of the final levy under subsection (2) of this section, for the purpose of computing the limitations for subsequent levies provided for in this chapter;

(b) Limit the period for which the increased levy is to be made under (a) of this subsection;

(c) Limit the purpose for which the increased levy is to be made under (a) of this subsection, but if the limited purpose includes making redemption payments on bonds;

(i) For the county in which the state capitol is located, the period for which the increased levies are made may not exceed twenty-five years; and

(ii) For districts other than a district under (c)(i) of this subsection, the period for which the increased levies are made may not exceed nine years;

(d) Set the levy or levies at a rate less than the maximum rate allowed for the district;

(e) Provide that the exemption authorized by RCW 84.36.381 will apply to the levy of any additional regular property taxes authorized by voters; or

(f) Include any combination of the conditions in this subsection.

(5) Except as otherwise expressly stated in an approved ballot measure under this section, subsequent levies shall be computed as if:

(a) The proposition under this section had not been approved; and

(b) The taxing district had made levies at the maximum rates which would otherwise have been allowed under this chapter during the years levies were made under the proposition.

ATTACHMENT B

Formulae for CDBG and HOME Allocations

CDBG Funding Calculation

For the CDBG Program, there are two formulas: "A" and "B." HUD calculates the amount of funds that each entitlement grantee would receive under each of the two formulas.

Formula A calculates funds to a jurisdiction based on its metropolitan area's share of 3 factors across all US metropolitan areas. The factors are:

1. population, weighted at 25 percent;
2. people in poverty, weighted at 50 percent; and
3. overcrowded units, weighted at 25 percent

Formula B also calculates funds to a jurisdiction based on its metropolitan area's share of 3 factors across all US metropolitan areas, but the factors are somewhat different. The Formula B factors are:

1. population growth lag since 1960, weighted at 20 percent;
2. people in poverty, weighted at 30 percent; and
3. pre-1940 housing units, weighted at 50 percent.

After HUD runs the calculations using the two formulas, it allocates the grantee the larger amount of the two. However, because HUD uses the larger amount, when it adds all of the grantees' allocations together the total is higher than the amount of CDBG funding available for the Entitlement program. So HUD must recalculate the figures using a pro-rata reduction to reduce the total to the funding level for the Entitlement Program.

HOME Funding Calculation

For the HOME program, the formula allocation is based on the proposed membership of the [Tacoma-Lakewood] consortium and their geography as well as the weighted formula factors of the HOME regulations. These factors are as follows:

- 60% of the HOME money goes to entitlements and 10% of that is distributed on population adjusted by per capita income (POPCI);
- Another 10% of the 60% is distributed on total rental housing units occupied by the poor, adjusted by the national to local rental vacancy rate (VACRENT/ALLRENTALS);
- Another 20% of the 60% is distributed on Poverty households living in rental housing units built before 1950 (P50RHP);
- Another 20% of the 60% is distributed on families in poverty (FAMPOV);
- Another 20% of the 60% is distributed on the number of rental housing units with one or more of four problems (TRHC4); and
- Another 20% of 60% is allocated on this factor after it is adjusted for local to national construction cost variations (AMTRHC4.)

The actual amount under the formula will also be determined by the level of the HOME appropriation, the amount of set-asides in the appropriation for other purposes, the

qualification of new CDBG entitlement communities and urban counties, and the formation of other consortia.

SHB 1406 “Encouraging Investments in Affordable and Supportive Housing”

Leveraging Opportunities in Lakewood

City Council Study Session

January 13, 2020

Tiffany Speir, Long Range/Strategic Planning Manager



Leveraging SHB 1406 Funds in Lakewood

BACKGROUND

- On August 12, 2019, CEDD presented information about SHB 1406, Encouraging Investments in Affordable and Supportive Housing, as part of the Economic Development update.
- The Council adopted Resolution 2019-19 on September 3 expressing the City's intent to qualify for the tax credit; it also directed CEDD to prepare information for Council review prior to adopting an authorizing ordinance on how SHB 1406 funds could be used and leveraged to maximum benefit in Lakewood.

Leveraging SHB 1406 Funds in Lakewood

Summary of SHB 1406

- Provides up to a 0.0146% local sales and use tax credit against the state sales tax for housing investments, available in increments of 0.0073%, depending on the imposition of other local taxes and whether the local county also takes advantage.
- This local sales tax authority is a credit against the state sales tax, so it does not increase the sales tax for the consumer.
- Applies to those whose income is at or below sixty percent (60%) of the Pierce County area median income (AMI) of 60% of \$67,868 per household / \$32,874 per capita
 - Eligibility in Lakewood equates to \$40,720.80 phh / \$19,724.40 pc
- If adopted, the tax credit would be in place for up to 20 years and could be used for:
 - acquiring, rehabilitating, or constructing affordable housing;
 - operations and maintenance of new affordable or supportive housing facilities; and
 - “rental assistance” (rent, security deposits, or utility payment assistance),¹⁰²

Leveraging SHB 1406 Funds in Lakewood

Summary of SHB 1406

Cities can issue bonds to finance the authorized projects. A city may also enter into an interlocal agreement (ILA) with one or more counties, cities, or public housing authorities in accordance with chapter 39.34 RCW for using SHB 1406 funds. The ILA may include, but is not limited to:

- pooling the tax receipts received;
- pledging those taxes to bonds issued by one or more parties to the agreement; and
- allocating the proceeds of the taxes levied or the bonds issued in accordance with such interlocal agreement and this section.

Leveraging SHB 1406 Funds in Lakewood

SHB 1406 in Lakewood

- Lakewood qualifies for a 0.0073% state sales & use tax credit now; could qualify for up to 0.0146% if it adopts a “qualifying local tax” no later than July 31, 2020.
- A “qualifying local tax” includes any of the following tax sources:
 - The affordable housing levy authorized under RCW [84.52.105](#);
 - The sales and use tax for housing and related services authorized under RCW [82.14.530](#) (the City must impose at least half of the authorized rate of 0.001%);
 - The property tax levy under RCW [84.55.050](#), if used solely for affordable housing per RCW 84.55.050 (4)(c); and
 - “1/10 of 1%” The sales tax for chemical dependency and mental health treatment services or therapeutic courts authorized under RCW [82.14.460](#).
- Except for the mental health and chemical dependency sales tax, all of the qualifying local taxes require voter approval with a simple majority vote and may be presented at any special, primary, or general election. The available elections before the July 2020 deadline are the special elections on February 11 and April 28, 2020.

Leveraging SHB 1406 Funds in Lakewood

Summary of Qualifying Local Tax Options

Qualifying Local Tax options for SHB 1406	Vote of People?	Purpose?	Levy Amount per \$1000? / Tax Maximum?	Combined Levy Limit?	Who Qualifies?	Estimated amount in Lakewood?
Affordable Housing Levy (RCW 84.52.105)	Yes (50% majority)	Finance affordable housing construction	Up to 50¢/\$1000	Maximum of 50¢/\$1000	At or below 50% of County AMI (very low income)	TBD
Sales & Use Tax for Housing and Related Services (RCW 82.14.530)	Yes (50% majority)	New affordable housing; O&M of new aff. hsg units; mental health facilities	0.001% of selling price or value of article used (City must impose at least 0.0005%)	-	At or below 60% of County AMI (low income)	TBD
Property Tax Levy Increase (RCW 84.55.050)	Yes (50% majority)	Affordable housing (acquiring, constructing, or rehabilitating)	Up to maximum statutory limit – can be set for multiple annual increases up to 6 years	Statutory limit on property tax levy	-	TBD
Chemical Dependency/ Mental Health Tax (RCW 82.14.460)	No	Operation or delivery of chemical dependency/ mental health treatment programs & services; operation or delivery of therapeutic court programs & services	0.001% of selling price or value of article used	-	-	TBD

Leveraging SHB 1406 Funds in Lakewood

Included below is an estimate of the potential SHB 1406 revenue for Lakewood; the data are for state fiscal year 2019 (July 1, 2018 to June 30, 2019.)

CITY	2018 Sum Of Taxable Funds	0.0073% annual cap	0.0073% over 20 years	0.0146% annual cap	0.0146% over 20 years
Lakewood	\$1,195,429,873	\$97,571	\$1,951,417	\$195,142	\$3,902,834

SHB 1406 sets a cap on the maximum sales tax revenues to be credited to a local government within any state fiscal year based upon its taxable retail sales during the state's 2019 fiscal year.

Just like the state shared revenue cycle, distributions will start July 1, and the state will cease distribution until the beginning of the next fiscal cycle if at any time during the fiscal period a city's distributions meet the cap.

Leveraging SHB 1406 Funds in Lakewood

Recommendation

Assuming the City Council adopts an ordinance to access SHB 1406 funds, it is recommended that the City dedicate the funds to rehabilitating existing single family affordable housing within Lakewood. This use of SHB 1406 funds would be in coordination with available funding via the CDBG Major Home Repair Program, the CDBG Major Home Repair and Sewer Loan Program, and the HOME Housing Rehabilitation Loan Program.

It is recommended to not bond any 1406 funds.

There is a high demand for home repair and rehabilitation loans in the City; Lakewood would need to track and administer SHB 1406 funds separately from CDBG and HOME funds, but the funds could be used in conjunction with each other to increase the amount available to low income residents to maintain their homes.

Leveraging SHB 1406 Funds in Lakewood

Funding Source	Annual Revenue
CDBG Major Home Repairs & Sewers	Total CDBG19 = \$563,124*
HOME Housing Rehabilitation Loans	Total HOME19 = \$309,690*
SHB 1406 @ 0.0073% of local sales & use tax credit	\$97,571 per year for up to 20 years
SHB 1406 @ 0.0146% of local sales & use tax credit (if Lakewood adopts a qualifying local tax)	\$195,142 per year for up to 20 years

**Allocation covers more than just home repairs/rehabilitation*

The Council allocates CDBG and HOME funds toward the City's various programs, and has the authority, if it desired to do so, to allocate some or all of the funds (aside from administrative costs and the dollars dedicated to loan repayment) to home repairs and rehabilitation efforts.

Leveraging SHB 1406 Funds in Lakewood

Major Home Repairs & Sewers (MHRS)			
Loans and Grants			
<i>As of September 30, 2019</i>			
Program Year	MHRS		P
	# of Projects	Original Amount	
2019	5	\$ 159,500	
2018	9	\$ 174,133	
2017	4	\$ 72,322	
2016	6	\$ 129,355	
2015	1	\$ 37,144	
2014	5	\$ 72,979	
2013	8	\$ 147,405	
2012	9	\$ 106,857	
2011	8	\$ 170,407	
2010	13	\$ 256,286	
2009	6	\$ 102,652	
2008	3	\$ 37,224	
2007	4	\$ 56,345	
2006	6	\$ 67,556	
2005	7	\$ 69,634	
2004	4	\$ 36,058	
2003	7	\$ 49,136	
2002	3	\$ 19,999	
2001	-	\$ -	
2000	-	\$ -	
Total	108	\$ 1,764,992	

HOME Housing Rehabilitation Loans		
As of June 30, 2019		
Program Year	# of Projects	Original Amount
2019	-	\$ -
2018	-	\$ -
2017	-	\$ -
2016	1	\$ 56,611
2015	2	\$ 88,697
2014	-	\$ -
2013	1	\$ 36,258
2012	4	\$ 201,175
2011	2	\$ 131,300
2010	3	\$ 178,130
2009	6	\$ 412,750
2008	7	\$ 289,765
2007	3	\$ 179,546
2006	7	\$ 379,452
2005	7	\$ 286,313
2004	10	\$ 395,478
2003	11	\$ 363,099
2002	5	\$ 155,471
2001	3	\$ 126,899
2000	1	\$ 40,990
Total	73	\$ 3,320,944

Leveraging SHB 1406 Funds in Lakewood


Next Steps

- Council decision re submitting Qualifying Local Tax for voter approval (February 11 or April 28, 2020 special election)
- Council action on local SHB 1406 Enabling Ordinance (no later than July 27, 2020)
- Council action re establishing financial system to administer SHB 1406 funds
- Council policy decision re allocation of CDBG & HOME (or other funds) for use in conjunction with SHB 1406 funds



To: Mayor and City Council

From: Heidi Ann Wachter, City Attorney

Through: John Caulfield, City Manager 

Date: January 13, 2020

Subject: Temporary shelters and other unauthorized structures in city parks

Attachments: Proposed Ordinance, News Tribune Articles and editorials dated January 3, 7 and 9.

Summary: The purpose of this proposed ordinance is to protect the City of Lakewood from the potential transition of temporary shelters and other unauthorized structures from other jurisdictions into parks and public property in the City of Lakewood.

The City of Lakewood, primarily through the Parks, Recreation and Community Services Department, preserves and maintains over 600 acres of parkland, open spaces, public buildings and areas to enhance the beauty and positive image of Lakewood. The City is able to achieve a high standard of parks operation in a cost effective manner by establishing partnerships, ensuring that a comprehensive system of programs, facilities, and services are available to meet the needs of the community. High quality parks contribute to the vitality of Lakewood; encourage economic development, creates neighborhood identity and improves the quality of life for our citizens.

Similarly, the City has dedicated resources to the overall appearance of the City through general maintenance and targeted programs. One example is the “Gateway” program which is specifically aimed at enhancing the City’s first impression on visitors.

It has come to our attention that some neighboring jurisdictions are experiencing significant erection of temporary shelters, tents and other unauthorized structures in parks and public property which has led to action to return the parks to the public that traditionally use them. The City of Tacoma has adopted into City Code a regulation that prohibits certain structures from being built in parks.

Following adoption of this legislation, the City of Tacoma has initiated enforcement to remove all such structures, leaving this population looking for the next place to set up these structures. In order to best protect parks and public property in the City of Lakewood, an ordinance prohibiting such structures is advised.

What is not known at this point is whether this ordinance will be challenged in court; it is too soon to tell. By following Tacoma’s language closely we may be able to work together if challenged.

The recommendation is to adopt this proposed ordinance now while the City of Lakewood is not experiencing significant unauthorized structures. This should allow the City to address any influx of such structures immediately.

ORDINANCE NO. XXX

AN ORDINANCE of the City Council of the City of Lakewood, Washington, amending Chapter 8.76 of the Lakewood Municipal Code relating to structures in parks.

WHEREAS, the City of Lakewood has a variety of parks enjoyed by its citizens and many visitors; and

WHEREAS the condition of parks impact the use and enjoyment of parks; and

WHEREAS, the City is responsible for the condition and upkeep of parks including structures within parks; and

WHEREAS, there is increasing construction of tents and other shelters in the region which distract from the appearance and allowed use of parks; and

WHEREAS, regulation of such structures in order to ensure health and safety is beyond the resources of the City and the purpose of its parks; and

WHEREAS, it is within the authority of the City to restrict park use to activity compatible with the park;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, DO ORDAIN as Follows:

Section 1. That Section 8.76.290 of the Lakewood Municipal Code is amended to read as follows:

8.76.290 ~~Tents and shelters on beaches.~~ No Structures in parks or on public property.

~~No person shall erect, maintain, use or occupy a temporary tent or shelter on any swimming beach and/or in any park area unless there is an unobstructed view through such tent or shelter from at least two sides; provided, however, that nothing in this section shall be construed to authorize overnight camping.~~

~~Tents in excess of 400 square feet shall not be erected, operated or maintained for any purpose within the boundaries of a City park facility without a City special use permit. A permit is also required from the local Fire District. [Ord. 579 § 10, 2014; Ord. 420 § 1, 2006; Ord. 126 § 1, 1997.]~~

A. It is unlawful to camp, erect, install or set tents or other shelters overnight or place any structure within a park or on public property, except as provided herein.

B. "Structure" means any structure or shelter, including but not limited to any temporary

makeshift dwelling units, lean-tos, shacks and/or trailers, comprised of tree branches, wood, cardboard, plastic, metal, nylon, tarp or any other materials.

C. This section shall not apply to:

1. Any structure erected installed or placed within a park by the owner or operator of the park or as expressly authorized by special use permitted by the city.

2. A temporary structure that has only a roof and no walls.

Section 2. Severability. If any portion of this Ordinance or its application to any person or circumstances is held invalid, the remainder of the Ordinance or the application of the provision to other persons or circumstances shall not be affected.

Section 3. Effective Date. That this Ordinance shall be in full force and effect thirty (30) days after publication of the Ordinance Summary.

ADOPTED by the City Council this 21st day of January, 2020.

CITY OF LAKEWOOD

Attest:

Don Anderson, Mayor

Briana Schumacher, City Clerk

Approved as to Form:

Heidi Ann Wachter, City Attorney



MATT DRISCOLL

What's Tacoma's plan for tackling homelessness? There is none, judging from People's Park

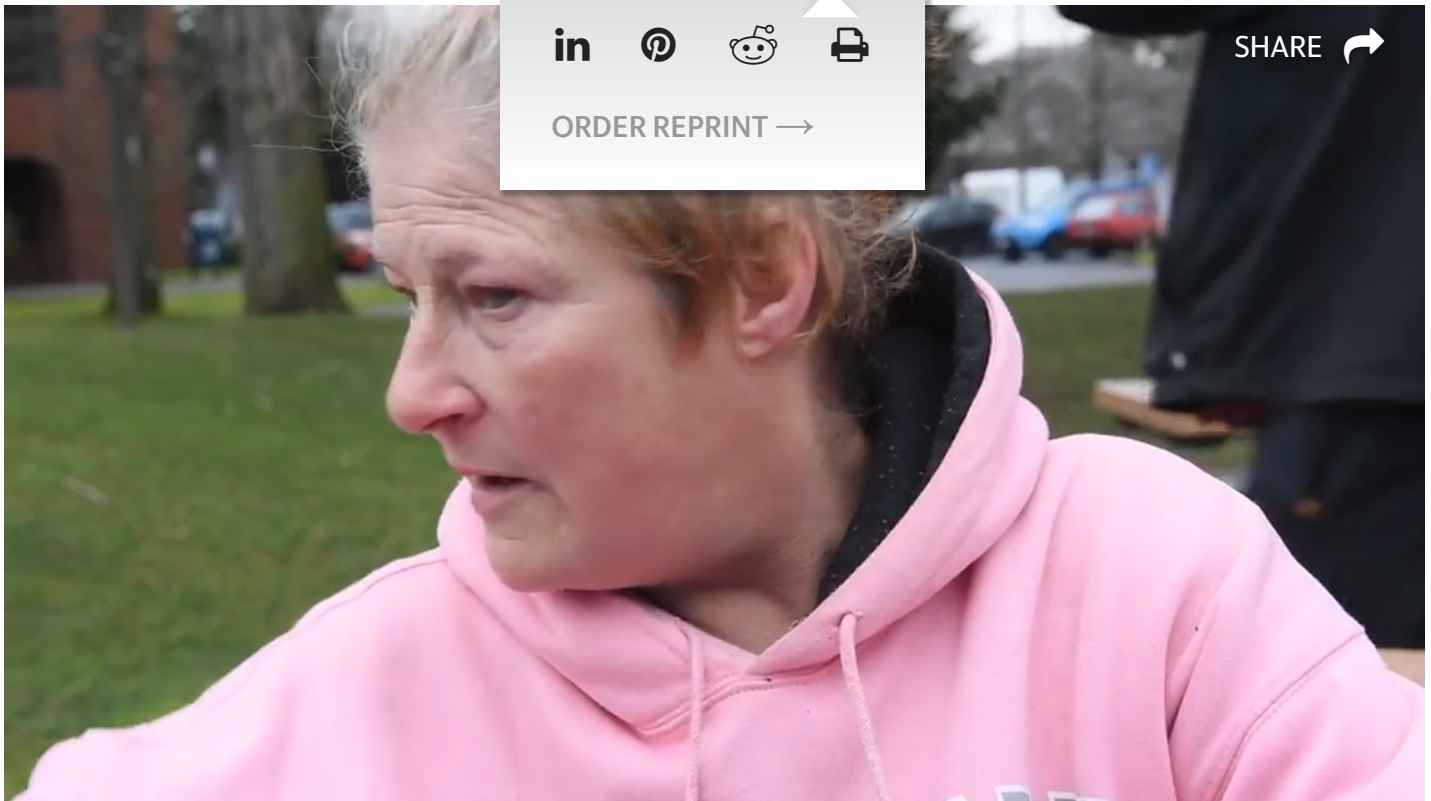
BY MATT DRISCOLL

JANUARY 09, 2020 05:30 AM



ORDER REPRINT →

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People living in a homeless encampment at People's Park in Hilltop have been given a 72-hour notice to transition to shelters and remove unauthorized structures, the city of Tacoma announced Friday.

BY [JOSHUA BESSEX](#) ✉

What is *the plan*?

When it comes to the city of Tacoma's effort to respond to its declared homelessness crisis, I'm no longer convinced there is one.

I don't see how anyone could be, at least after watching [the events of the last week play out at People's Park on Hilltop](#).

Fair or not, the park, which is [currently being cleared of a large encampment](#) months in the making, has become the epicenter of Tacoma's homelessness crisis.

It also now serves as a clear representation of the city's current ability to respond to chronic homelessness — which, at this juncture, seems to be limited to reactionary moves, stutter steps and sympathetic soundbites.

Put plainly, the city currently has no clear, cogent vision for what it's trying to do or how it will actually get there.

You know what the really frustrating part is?

That wasn't always the case.

Back in 2017, when [Tacoma's elected leaders first declared homelessness to be a crisis](#) worthy of an emergency response, a much-touted three-phase approach was rolled out.

The first two phases have been accomplished, at least to varying degrees, because they were the (relatively) easy parts. A number of large unauthorized encampments have been mitigated, while [the city's Dome District stability site](#) and now [the new micro-shelter site on Hilltop](#) have been created to provide a safer, healthier middle ground between living outdoors and the next step.

Both represent progress, but that next step — Phase 3 — is where the wheels fell off.

To date, appropriate housing for individuals to move into has failed to materialize, at least to any meaningful extent.

At the time, [everyone knew housing would be the ultimate key to success](#). It's the only thing that will allow people to actually flow through the system and not simply get warehoused and stuck in place.

Three years later, the lack of progress on this front comes at the continued detriment of anything else the city might try.

Worst of all, the goal of finding and creating appropriate housing for the chronically homeless seems like it's been all but abandoned.

It's hard. It takes a long time. It's expensive, and it shouldn't be Tacoma's burden alone.

We've heard all the excuses, some of them valid.

So in the meantime?

Here we are, mired in the same pattern that led the city down this path in the first place, and no one's coming to save us. We've figured out a more humane way to shuffle and displace those with the most significant barriers to housing, with better optics for a purportedly progressive council.

At the very best, we manage to scrounge up a shelter bed, but that's about it, and we've spent millions of dollars to do it.

In 2017, Tacoma's then homeless services manager Colin DeForrest described the city's approach as "[a twisted game of hide and go seek](#)."

So it's fair to ask: How much has really changed?

Certainly not enough.

Aside from putting out fires and [avoiding lawsuits](#), the city doesn't appear to know what it's doing.

Need further proof? Let's visit People's Park, one more time.

As we know, it was [a highly contentious daytime ban on tents and tent-like structures in Tacoma parks](#) that led to this week's cacophony of press releases and temporary fences, including the lights and TV cameras stationed at the park.

You know what's really wild?

Roughly a week before the hotly debated ban on tents finally took effect, [a temporary ban on camping in public places](#) — dating back to July 2017 — expired with little fanfare or public knowledge.

While most elements of the city's emergency homelessness declaration were extended by the City Council in November of last year, the temporary public camping ban, which advocates said was a necessary part of the city's response, wasn't among them.

So one ban ends, while another begins.

What is going on here?

Does anyone know?

According to city spokesperson Megan Snow, the temporary ban was allowed to “sunset” while “staff assesses the impact and considers whether it should be re-implemented.” Tacoma police spokesperson Wendy Haddow separately confirmed this week that Tacoma’s ban on public camping was a thing of the past.

All of this came as a surprise to several current and former City Council members who spoke to The News Tribune this week, including former at-large representative Ryan Mello and current members Chris Beale and Robert Thoms.

Reached on Tuesday, Beale said he didn’t recall city staff discussing the matter with council members, while acknowledging he might have missed a memo.

For his part, Thoms — who in the past has strongly advocated for enforcement elements to be part of the city’s approach to homelessness — said he also was surprised, describing the situation as “unfortunate.”

Most council members, Thoms said, likely believed the public camping ban was being extended back in November with everything else.

That wasn’t the case, Thoms learned and verified after being contacted by The News Tribune.

“The tool should have been extended, and I can’t imagine a scenario where we address the issues in this realm without addressing public camping,” Thoms said when asked for his reaction.

Of course, you can debate the effectiveness and constitutionality of bans on public camping until you’re blue in the face. Personally, I believe they do more harm than good, and if that’s the path a city wants go down, at the very least it better have ample alternative options to provide.

There’s a large part of me that’s happy to see it go.

Still, given the confusion and apparent disconnect between council and staff, it’s practically impossible to feel confident that Tacoma is acting with purpose and direction in its response to homelessness, isn’t it?

Don’t answer that. It’s rhetorical.

Now, for the questions we do need to answer, and fast:

Do we really want to start addressing chronic homelessness in Tacoma?

Or are we satisfied with the status quo, which includes people forced to live outdoors?

The good news is, if we choose the former, we know what it will take to start making a real difference.

The answer is housing, particularly permanent supportive housing, just as it always has been.

Making progress is a matter of city priorities.

In Olympia, a city faced with many of the same homelessness-related issues, [voters in 2018 authorized a permanent sales tax increase to fund housing projects and homeless services](#). It's expected to generate about \$2.3 million a year.

As one of its first applications, a sizable chunk of that funding will go toward [the construction of 60 units of permanent supportive housing for people who are mentally ill or homeless](#), according to The Olympian.

It won't solve every problem, but at least it's a start.

Tacoma was also feeling generous in 2018.

Here, by a comfortable margin, voters also approved a sales tax increase, expected to generate some \$6 million per year.

The difference?

Championed by local officials far and wide, [the money is going to increase access to the arts](#).

Considering the current crisis, and taking nothing away from the arts, that decision alone should be enough to make us all look in the mirror and ask ourselves — and especially our city manager and elected officials — what, exactly, our priorities are?

In other words, when it comes to addressing homelessness, what is *the plan*?

Or is this it?





A shelter structure, part of a homeless encampment, is seen connected to a People's Park sign in Tacoma on Friday, Jan. 3, 2020. JOSHUA BESSEX JOSHUA.BESSEX@GATELINE.COM



MATT DRISCOLL

   253-597-8657

Matt Driscoll is a reporter and The News Tribune's metro news columnist. A McClatchy President's Award winner, Driscoll lives in Central Tacoma with his wife and three children. He's passionate about the City of Destiny and strives to tell stories that might otherwise go untold.

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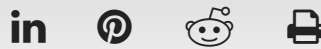


LOCAL

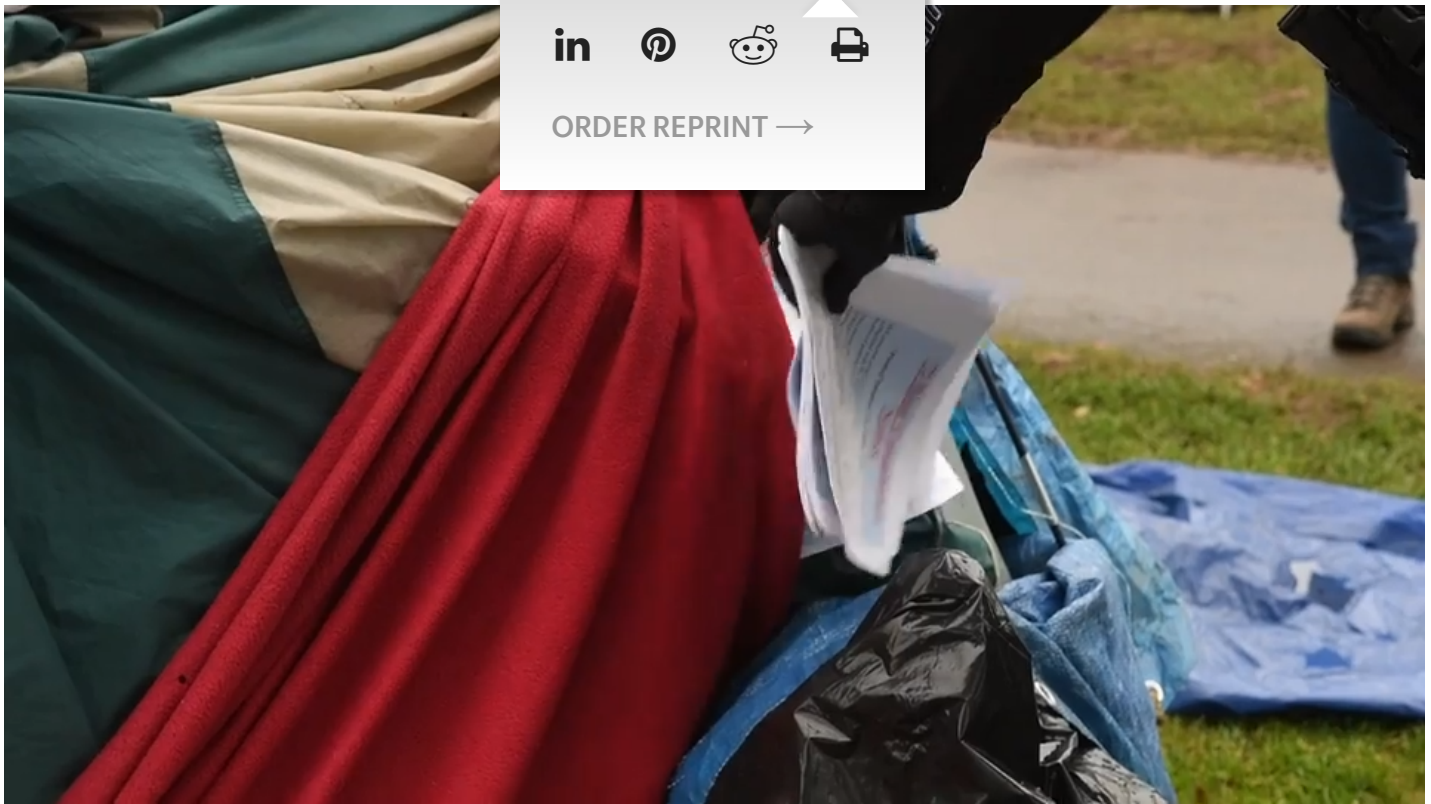
72-hour notices to remove tents posted at homeless encampment in People's Park

BY ALLISON NEEDLES

JANUARY 03, 2020 02:57 PM



ORDER REPRINT →



People living in a homeless encampment at People's Park in Hilltop have been given a 72-hour notice to transition to shelters and remove unauthorized structures, the city of Tacoma announced Friday.

BY [JOSHUA BESSEX](#) ✉

People living in an encampment at People's Park in Hilltop have been given a 72-hour notice to remove their tents and transition to shelter elsewhere, city of Tacoma staff announced in a press release.

The notices were posted and handed out by police Friday afternoon. The fliers included a number to call for available shelter.

“People will have through Monday to transition, and it is anticipated that the Park Code will be in full effect beginning Tuesday,” city spokesperson Megan Snow said.

The announcement follows a notice sent by the city last week that the micro shelter site that opened on Martin Luther King Way Jr. was at capacity of 35 people and the city was ready to “begin cleanup” of People’s Park. As of Dec. 27, there were still approximately 70 tents and 25 individuals at People’s Park, staff said.

City staff has been holding off enforcing a new park code restricting walled structures, including tents, in parks during daytime hours until shelter was available.

The Tacoma Rescue Mission has shelter beds available for men and women, and Bethlehem Baptist Church has shelter beds available for women, families and couples without children, Snow said.

“City parks, including People’s Park, are not authorized shelter sites,” the press release states. “Individuals utilizing People’s Park for overnight shelter must transition from the park to authorized shelters.”

Some people experiencing homelessness and staying in tents at People’s Park shared frustrations and concerns after receiving notices on Friday.

Lois Klomp, 59, has been homeless for three years and said she doesn’t know where she will go after leaving the park. She said she’s been banned from some of the shelters.

“I’d like to be somewhere where I’m off the street, where I’m nice and warm, where I’d not be freezing to death,” Klomp said.

Kelly McCutcheon, 35, is staying at the park and said she’s unable to find housing despite having a job and making \$800 a month. She added that she doesn’t feel shelter is guaranteed to everyone.

“Where do we move from here?” she asked.

Another person by the name of Mr. Wright said he’s been in Tacoma all his life and became homeless when he got sick. He said shelter living isn’t for him, that he’s lost the comfort of indoor

living.

“There’s nowhere else for me to go,” he said. “We’ve been pushed into a corner.”

Maureen Howard, a homeless advocate, said city staff were at the Tacoma-Pierce County Coalition to End Homelessness meeting Friday morning and didn’t mention the notices were being sent out later that day.

She also voiced concern that support services aren’t typically available over the weekends.

“Even when shelters say they have a bed, the person who needs it may not be eligible — could be the wrong gender, have/not have children, have/not have a pet, have a criminal history record, have belongings they can’t store, not have transportation, been barred from the shelter for some reason, not be eligible because already stayed there, didn’t sign up at the right time,” Howard wrote in an email.

Gerrit Nyland, director of client information systems for Catholic Community Services, said he feels the city is walking the tightrope on a difficult issue.

“There aren’t easy answers,” he said.



ALLISON NEEDLES

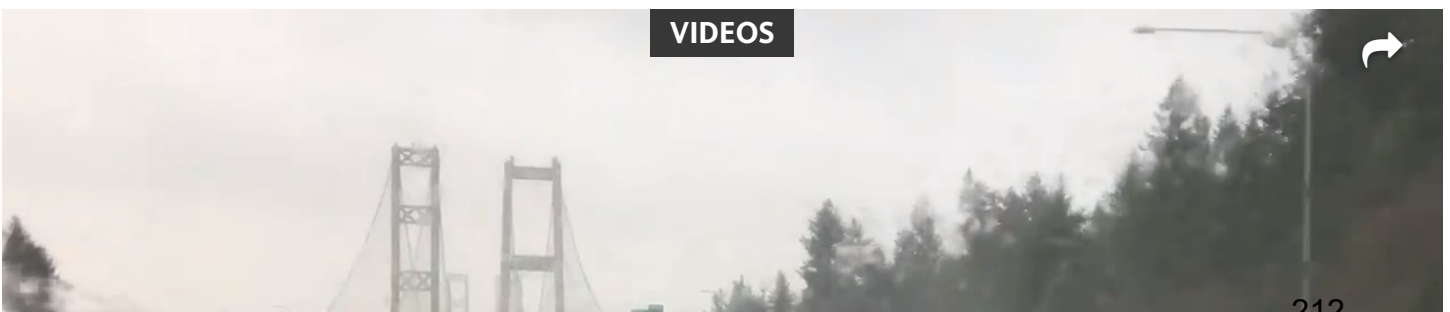


253-597-8507

Allison Needles covers city and education news for The News Tribune in Tacoma. She was born and raised in the Pacific Northwest.

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VIDEOS



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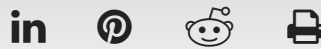


LOCAL

People's Park in Tacoma to close for a week for clean up of homeless encampment

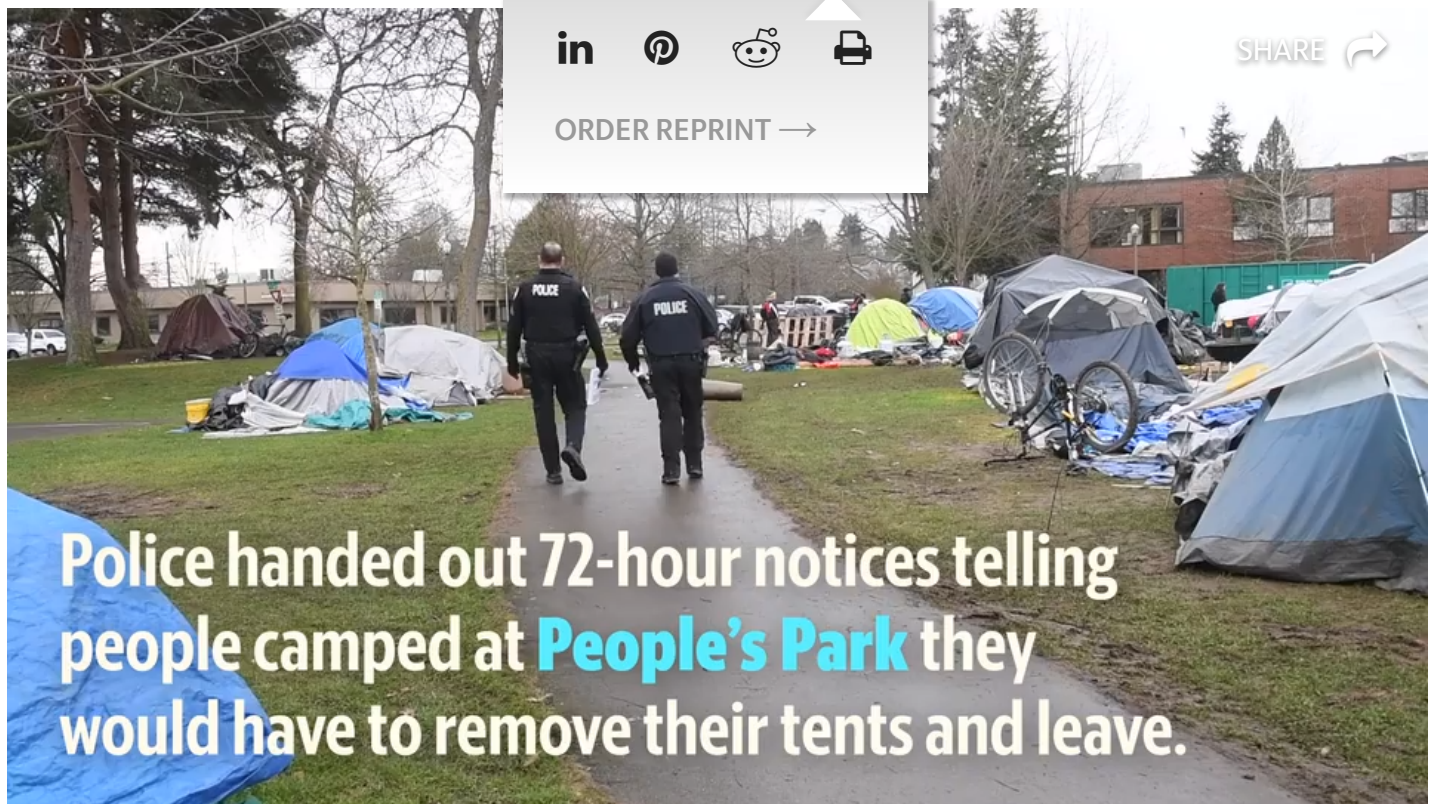
BY ALLISON NEEDLES

JANUARY 07, 2020 05:30 AM



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Police handed out 72-hour notices telling people camped at **People's Park** they would have to remove their tents and leave.

People living in a homeless encampment at People's Park in Hilltop have been given a 72-hour notice to transition to shelters and remove unauthorized structures, the city of Tacoma announced Friday.

BY **JOSHUA BESSEX** ✉

People's Park in Hilltop will close for clean up of hazardous waste left behind from a homeless encampment, the city of Tacoma announced in a press release Monday night.

The park will close Tuesday evening and is expected to remain closed through early next week.

Tacoma police [posted 72-hour notices Friday](#) warning that enforcement of the city's park code, including prohibiting walled structures such as tents, would begin this week.

As of Monday, tents were still set up on park property.

Enforcement of park code will begin "a half hour after dusk when the park closes to day-use" on Tuesday, the release stated.

The city is continuing to confirm shelter availability daily and has identified shelter capacity for the 38 individuals who have been living at the People's Park encampment, staff said.



ALLISON NEEDLES

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Allison Needles covers city and education news for The News Tribune in Tacoma. She was born and raised in the Pacific Northwest.

COMMENTS ▾

