



LAKESWOOD CITY COUNCIL AGENDA

Monday, April 6, 2020

7:00 P.M.

Residents can virtually attend City Council meetings by watching them live on the city's YouTube channel:

<https://www.youtube.com/user/cityoflakewoodwa>

Those who do not have access to YouTube can call in to listen by telephone via Zoom: Dial +1(253) 215- 8782 and enter participant ID: 151082920.

Page No.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Participation in Public Comments will only be accepted via email at this time. Comments should be sent to Briana Schumacher, City Clerk at bschumacher@cityoflakewood.us. Comments received up to one hour before the meeting will be provided to the City Council electronically. Comments received after that deadline will be provided to the City Council after the meeting.

C O N S E N T A G E N D A

- (3) A. Approval of the minutes of the City Council retreat of March 7, 2020.
- (5) B. Approval of the minutes of the City Council study session of March 9, 2020.
- (9) C. Approval of the minutes of the City Council meeting of March 16, 2020.
- (13) D. Approval of claims vouchers, in the amount of \$1,399,608.92, for the period of February 15, 2020 through March 13, 2020.
- (63) E. Approval of payroll checks, in the amount of \$2,412,508.14, for the period of February 16, 2020 through March 15, 2020.

<p><i>Equipment is available for the hearing impaired. Persons requesting special accommodations or language interpreters should contact the City Clerk, 253-983-7705, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.</i></p>
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<http://www.cityoflakewood.us>

(65) F. Motion No. 2020-18

Authorizing the award of a construction contract to C & R Tractor and Landscaping, Inc., in the amount of \$427,270.80, for the construction of the Stormwater Outfall Retrofit project.

R E G U L A R A G E N D A**PUBLIC HEARINGS AND APPEALS**

Public testimony on Public Hearings will only be accepted via email at this time. Comments should be sent to Briana Schumacher, City Clerk at bschumacher@cityoflakewood.us. Comments received up to one hour before the meeting will be provided to the City Council electronically. Comments received after that deadline will be provided to the City Council after the meeting.

- (69) This is the date set for a public hearing to consider amending the Six-Year (2020-2025) Comprehensive Transportation Improvement Program.

UNFINISHED BUSINESS**NEW BUSINESS****REPORTS BY THE CITY MANAGER**

- (88) Review of site specific rezone, from Residential 1 (R1) to Residential 2 (R2), for properties located at 11918 and 11920 Nyanza Road SW.
- (102) Review of amendments to the Pierce County Countywide Planning Policies regarding centers.
- (218) Review of CDBG Five-Year (2020-2024) Consolidated Plan and FY 2020 CDBG Annual Action Plan.

CITY COUNCIL COMMENTS**ADJOURNMENT**

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LAKEWOOD CITY COUNCIL RETREAT MINUTES

Saturday, March 7, 2020
City of Lakewood
City Council Chambers
6000 Main Street SW
Lakewood, WA 98499

CALL TO ORDER

Mayor Anderson called the meeting to order at 8:36 a.m.

ROLL CALL

Councilmembers Present: 7 – Mayor Don Anderson; Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, John Simpson, Linda Farmer and Paul Bocchi.

City Manager Caulfield shared that the purpose of today's meeting is to identify City Council priorities for the 2021-2022 biennium. He reviewed accomplishments from 2018 to present and highlighted major policy projects and critical issues facing the city.

Senior Policy Analyst Kelley-Fong introduced herself. She shared the ground rules and the City Council agreed to have meaningful discussion and to respect each other.

The City Councilmembers participated in an icebreaker activity and shared why they serve, reflected on the past two years and highlighted accomplishments that they are most proud of which include updates to 18A Land Use and Development Code, the Colonial Plaza project, Rental Housing Safety Program, the subarea planning process, gateways, parks and street improvements, communications related to adult family homes and the South Sound Military and Communities Partnership. Discussion ensued.

Council recessed at 10:10 a.m. and reconvened at 10:20 a.m.

Senior Policy Analyst Kelley-Fong then reviewed challenges and critical issues facing the city in the areas of economic development, dependable infrastructure, public safety, fiscal responsibility and transparency. Discussion ensued related to what short and long term success looks like within the areas identified, a review of prior goal and priority areas and consideration of the addition of a goal area related to human services.

The City Council then completed a survey ranking their identified priorities from most to least important. Senior Policy Analyst Kelley-Fong then reviewed survey results in each of the goal areas and shared that next steps will be to consolidate information

discussed and schedule another meeting to review on a Wednesday evening starting at 6:00 p.m.

ADJOURNMENT

There being no further business, the meeting adjourned at 1:21 p.m.

DON ANDERSON, MAYOR

ATTEST:

BRIANA SCHUMACHER
CITY CLERK



LAKEWOOD CITY COUNCIL STUDY SESSION MINUTES

Monday, March 9, 2020
City of Lakewood
City Council Chambers
6000 Main Street SW
Lakewood, WA 98499

CALL TO ORDER

Mayor Anderson called the meeting to order at 7:03 p.m.

ROLL CALL

Councilmembers Present: 7 – Mayor Don Anderson; Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, John Simpson, Linda Farmer and Paul Bocchi.

ITEMS FOR DISCUSSION:

Pierce Transit Destination 2040 Long Range Plan Update.

Mr. Darin Stavish, Pierce Transit, Principal Planner shared that Pierce Transit's Long Range Plan was originally adopted in April, 2016 and an update to the plan is needed to improve future transit services, address coverage gaps and increase service hours. He highlighted a future service scenario which includes ten new routes and shared a map of routes and frequencies which totals 735,000 annual service hours. He then shared data gathered from stakeholder engagement surveys. He shared that Pierce Transit will be accepting comments on the draft plan until April 10th with adoption of the final plan scheduled for April 13th. Discussion ensued.

Pierce County Legislative Policy Manual Update.

Senior Policy Analyst Kelley-Fong shared that as a follow up to the March 2nd meeting a proposed amendment to the Pierce County Legislative Policy Manual to include an entry for mental health tax has been brought forward for City Council review. Discussion ensued and it was requested that the entry be entitled behavioral health and include language to implement resources and tools that support a regional funding approach.

Review of 2020 SSMCP Workplan.

Program Manager Adamson reviewed the core objectives of the South Sound Military and Communities Partnership (SSMCP) which are to promote JBLM as a Center for Regional Economic Significance, formalize methods of regional collaboration, improve support for military families, access to existing services and information and to improve regional mobility. He then highlighted the 2019-2020 work plan tasks and priorities. Discussion ensued.

Rental Housing Safety Program and Electrical Update.

Program Manager Gumm provided an overview of 2019 activities related to the Rental Housing Safety Program (RHSP). He shared that in 1,873 or 72% of rental properties were registered and 11,785 or 89% rental units were registered. He shared 311 inspections were conducted by City Inspectors and 148 inspections were conducted by Private Inspectors. He then reviewed the inspection and re-inspection results, common reasons for inspection failures and several before and after photos of property improvements. He then reported that the 2020 inspection lottery letters were mailed on February 28th with a deadline for property owners to respond of March 31st. Discussion ensued related to requiring the installation of ground fault circuit interrupters (GFCIs) for properties subject to the RHSP and it is requested a review of the requirement come forward for City Council discussion at a future meeting.

Review of JBLM-North Access Improvement Project.

Civil Engineer Pokswinski provided an overview of the status of the design for the JBLM North Access improvement project which will reconstruct the corridor of North Gate Road, Edgewood Avenue, and Washington Boulevard between the western City limit and Gravelly Lake Drive. He reported that two public open houses were held where members of the public attended and provided comments on the project. He then shared a video of the design at peak traffic hours and a map of the project design area. Discussion ensued.

ITEMS TENTATIVELY SCHEDULED FOR THE MARCH 16, 2020 REGULAR CITY COUNCIL MEETING:

1. Business Showcase. – *Cham Garden, Mr. Jay Lim and Ms. Kay Lim, Owners*
2. Authorizing the award of a construction contract for the Onyx Drive roadway improvement project. – (Motion – Consent Agenda)
3. Authorizing the award of a construction contract for the 2019 Outfall Retrofit project. – (Motion – Consent Agenda)
4. Amending the 2019-2020 Pierce County Policy Manual. – (Motion – Consent Agenda)
5. Appointing Michael Trask to serve on the Public Safety Advisory Committee through August 6, 2021. – (Motion – Consent Agenda)
6. Adopting an Ordinance relating to the Legal Department. – (Ordinance – Consent Agenda)
7. Review of amendments to the Six-Year (2020-2025) Comprehensive Transportation Improvement Program. – (Reports by the City Manager)

REPORTS BY THE CITY MANAGER

City Manager Caulfield provided an update on COVID-19. He shared that the Tacoma Pierce County Health Department declared an emergency last Friday and Pierce County has set up a Joint Communications Center. He noted that at this point in time there is no change in operations at the Senior Center and it will remain open.

He shared that Berkeley Bridge was demolished last weekend and the Tacoma-Pierce County Economic Development Board recognized Lakewood with Excellent 10 awards for the Colonial Plaza project and for attracting the business Cutting Edge Meats to locate in the City. He noted that the Economic Development team is now working on a new initiative is to bring S and J Food Distributors to Lakewood.

He then shared that the Community Development Department is looking into implementing live video streaming for building and rental housing safety program inspections.

He reported that the stop work order has been lifted for the Harwood Glen Subdivision so the project is moving forward and owner of the former Ken's Tires property located at Gravelly Lake Drive and Mount Tacoma Drive notified the City that they are planning to demolish the building.

He shared that the Public Works Engineering Department submitted three applications for WSDOT's 2020 City Safety Grant Program. The projects are for 100th from Lakeview to South Tacoma Way, Steilacoom Boulevard from 83rd Ave SW to 87th Ave SW and South Tacoma Way from 84th to 80th.

He shared that the City inquired with Pierce County Sewers regarding the plan to address sewer replacement in Lakewood given the age of the sewer lines and information was provided indicating that the pipes still have at minimum 20 years of service left do no need any upgrades at this time.

He then reported that the City will be submitting an application for the Association of Washington Cities (AWC) Municipal Excellence Award for the Veterans Court program and provided an update on this week's state legislative initiatives.

He then announced the following event:

- March 19, 10:00 A.M. to 12:30 P.M., Lakewood Youth Empowerment Summit, McGavick Conference Center

CITY COUNCIL COMMENTS

Councilmember Moss shared that last week she attended the 2020 Chief Master Sergeant Recognition Ceremony and the Tillicum Neighborhood Association meeting.

Councilmember Brandstetter requested the City Council issue a Proclamation recognizing National Service Day at the April 6th meeting. He also commented on

the AWC Quality Communities Scholarship nominee and requested a comparison of communities who have banned fireworks but allow sales in advance of the public hearing.

Councilmember Bocchi thanked those who attended the Communities in Schools of Lakewood Champions for Youth Breakfast and shared that the State of Washington presented to the Pierce County Council regarding locations to site several work release facilities and the possibility of bringing a fifty bed facility to Pierce County.

Councilmember Simpson commented on the City Council Retreat that was held on Saturday, March 7th.

Councilmember Farmer shared that this evening she provided Council Remarks at the Clover Park School District Board meeting and this week she is speaking at a Public Relations Seminar, attending the Rebuilding Hope Luncheon and the Lake City Neighborhood meeting.

Deputy Mayor Whalen also commented the City Council Retreat. He shared last week he attended the Clover Park School District CELT meeting, Habitat for Humanity luncheon, Communities in Schools Champion for Youth Breakfast, Economic Development Board of Pierce County meeting and the St. Francis Cabrini Auction.

Mayor Anderson requested the City Council confirm his appointment as Lakewood's representative to the Public Transportation Benefit Area (PTBA) in advance of the composition meeting which is scheduled for March 25th. He shared that last week he attended the Tacoma Pierce County Economic Development meeting, Pierce Transit Board Retreat, the Pierce County Cities and Towns meeting and noted that he will be attending National Police Week activities in Washington, D.C. from May 13th through 15th.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:28 p.m.

DON ANDERSON, MAYOR

ATTEST:

BRIANA SCHUMACHER
CITY CLERK



LAKEWOOD CITY COUNCIL MINUTES

Monday, March 16, 2020
City of Lakewood
City Council Chambers
6000 Main Street SW
Lakewood, WA 98499

CALL TO ORDER

Mayor Anderson called the meeting to order at 7:00 p.m.

ROLL CALL

Councilmembers Present: 7 – Mayor Anderson, Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, John Simpson, Linda Farmer and Paul Bocchi.

Councilmember Mary Moss attended by telephone.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Anderson.

PROCLAMATIONS AND PRESENTATIONS

Business Showcase. – *Cham Garden, Mr. Jay Lim and Ms. Kay Lim, Owners*

MAYOR ANDERSON PRESENTED A BUSINESS SHOWCASE TO MS. KAY LIM, OWNER, CHAM GARDEN.

PUBLIC COMMENTS

Speaking before the Council were:

Glen Spieth, Lakewood resident, spoke against using existing land and in support of using vacant land for housing redevelopment and commented on the need to focus on major arterials rather than sidewalks in the Comprehensive Transportation Improvement Program.

Dennis Haugen, Lakewood resident, spoke in support of President Trump and recommended the book *Profiles in Corruption* by Peter Schweizer.

C O N S E N T A G E N D A

A. Approval of the minutes of the City Council meeting of February 18, 2020.

B. Approval of the minutes of the City Council study session of February 24, 2020.

C. Approval of the minutes of the City Council meeting of March 2, 2020.

D. Motion No. 2020-13

Authorizing the award of a construction contract to Active Construction Inc., in the amount of \$3,955,955.00, for the construction of the Onyx Drive Roadway Improvement project.

E. Motion No. 2020-14

Amending the City of Lakewood's 2020 Pierce County Legislative Policy Manual.

F. Motion No. 2020-15

Appointing Michael Trask to serve on the Public Safety Advisory Committee through August 6, 2021.

G. Motion No. 2020-16

Appointing Don Anderson to serve as the City of Lakewood representative for the Pierce Transit Board of Commissioners composition review.

H. Ordinance No. 732

Relating to the Legal Department.

I. Items Filed in the Office of the City Clerk:

1. Landmarks and Heritage Advisory Board meeting minutes of January 23, 2020.
2. Planning Commission meeting minutes of February 19, 2020.

COUNCILMEMBER SIMPSON MOVED TO ADOPT THE CONSENT AGENDA AS PRESENTED. SECONDED BY DEPUTY MAYOR WHALEN. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

R E G U L A R A G E N D A

UNFINISHED BUSINESS

None.

NEW BUSINESS

City Manager Caulfield provided an update on emergency measures taken at the Federal, State, County and City level in response to COVID-19. Discussion ensued.

DEPUTY MAYOR WHALEN MOVED TO RATIFY AND CERTIFY THE PROCLAMATION OF EMERGENCY EXECUTED BY THE CITY MANAGER ON MARCH 16, 2020 AT 11:45 A.M. SECONDED BY COUNCILMEMBER SIMPSON. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

REPORTS BY THE CITY MANAGER

Review amendments to the Six-Year (2020-2025) Comprehensive Transportation Improvement Program.

Transportation Division Manager Ott requested an amendment to the Six-Year Transportation Improvement Program to include the South Tacoma Way from 96th Street S to 84th Street S project. He shared that the addition of this project will make the project eligible for grant funding through the Puget Sound Regional Council (PSRC). He shared that a public hearing regarding the proposed amendment has been scheduled for the City Council meeting of April 6th.

CITY COUNCIL COMMENTS

Councilmember Moss thanked the City Manager for providing the update and community resources related to COVID-19.

Councilmember Brandstetter shared that this evening he attended the Clover Park School District Board meeting where there was discussion related to providing students meals and educational resources during the COVID-19 school closure.

Councilmember Simpson commented on the impacts of COVID-19 to the economy.

Deputy Mayor Whalen commented on the importance of effective communication to residents.

Mayor Anderson spoke about opportunities for change, availability of funding and support for the business community impacted by COVID-19.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:09 p.m.

DON ANDERSON, MAYOR

ATTEST:

BRIANA SCHUMACHER
CITY CLERK



To: Mayor and City Councilmembers
From: Tho Kraus, Assistant City Manager/Administrative Services
Through: John J. Caulfield, City Manager
Date: April 6, 2020
Subject: Claims Voucher Approval

Check Run Period: February 15, 2020 – March 13, 2020
Total Amount: \$ 1,399,608.92

Checks Issued:

02/27/20	Checks 92577-92635	\$ 113,900.37
03/13/20	Checks 92636-92735	\$ 211,552.72

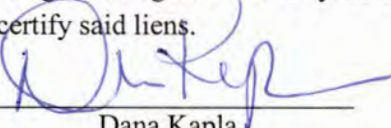
EFT Checks Issued:

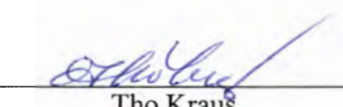
02/27/20	Checks 15342-15403	\$ 413,313.64
03/13/20	Checks 15404-15482	\$ 660,842.19

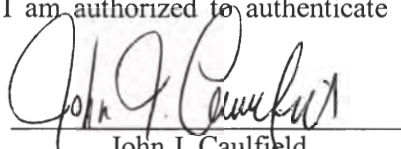
Voided Checks:

Grand Total **\$ 1,399,608.92**

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims are just and due obligations against the City of Lakewood, Washington, and that I am authorized to authenticate and certify said liens.


Dana Kapla
Finance Supervisor


Tho Kraus
Assistant City Manager/
Administrative Services


John J. Caulfield
City Manager

City of Lakewood - Accounts Payable Voucher Report

Heritage Bank							Page 1 of 49
Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
15342	2/27/2020	011591		911 SUPPLY INC,			\$1,744.60
001.0000.15.521.22.31.008			2/14/2020	86026	PD Rain Gear: Pants, Jackets	623.67	
001.0000.15.521.22.31.008			2/14/2020	86035	PD Jackets	1,022.03	
001.0000.15.521.70.31.008			2/20/2020	86278	PD Bike Shirt, Nametag; Butts	98.90	
15343	2/27/2020	000005		ABC LEGAL SERVICES LLC,			\$195.00
001.0000.06.515.30.41.001			2/24/2020	6852486.100	LG/PD 02/20 Monthly Retainer	97.50	
001.0000.15.521.10.41.001			2/24/2020	6852486.100	LG/PD 02/20 Monthly Retainer	97.50	
15344	2/27/2020	011713		ALLSTREAM,			\$913.30
503.0000.04.518.80.42.001			2/8/2020	16666130	IT 02/08-03/07 Phone	913.30	
15345	2/27/2020	009961		AMB TOOLS & EQUIPMENT,			\$400.03
001.0000.11.576.80.31.001			2/20/2020	T321532	PKFC Supplies	400.03	
15346	2/27/2020	003297		ANDERSON, DONALD L			\$795.92
001.0000.01.511.60.43.001			2/26/2020	02/10-02/12/20	CC Installation Innovation For	187.61	
001.0000.01.511.60.43.002			2/26/2020	02/10-02/12/20	CC Installation Innovation For	608.31	
15347	2/27/2020	000046		ASSOC OF WASHINGTON CITIES,			\$75.00
001.0000.06.515.30.49.003			2/20/2020	81396	LG WAPELRA Sprint Training: Wa	75.00	
15348	2/27/2020	007445		ASSOCIATED PETROLEUM PRODUCTS,			\$20,921.94
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501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	221.09	
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180.0000.15.521.21.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	38.49	
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180.0000.15.521.21.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	28.11	
180.0000.15.521.21.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	40.67	
180.0000.15.521.21.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	73.42	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
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501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	31.25	
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501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	186.35	
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501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	122.74	
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501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	92.61	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	107.67	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	212.65	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	213.10	
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Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
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501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	66.09	
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501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	129.25	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	53.95	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	30.35	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	35.29	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	122.29	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	178.26	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	14.39	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	113.52	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	63.62	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	191.75	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	73.96	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	54.40	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	103.85	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	84.97	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	118.69	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	157.13	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	70.14	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	19.11	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	172.41	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	45.18	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	152.63	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	136.22	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	72.83	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	56.20	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	188.37	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	162.07	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	22.70	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	216.25	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	28.10	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	118.69	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	91.49	

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501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	32.82	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	133.30	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	60.24	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	99.81	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	128.81	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	199.61	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	20.23	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	49.45	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	42.94	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	53.50	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	153.31	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	221.19	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	60.24	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	49.45	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	94.41	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	51.70	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	29.45	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	69.01	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	55.52	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	126.33	
180.0000.15.521.21.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	70.36	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	41.14	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	31.47	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	59.79	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	35.74	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	48.56	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	29.67	
501.0000.51.521.10.32.001			1/21/2020	0159904-IN	PDFL 01/08-01/21	19.56	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	190.79	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	107.27	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	28.66	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	137.84	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	237.46	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	126.38	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	240.74	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	233.92	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
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501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	67.15	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	107.54	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	53.23	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	298.06	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	152.30	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	142.75	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	105.36	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	152.03	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	26.20	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	58.68	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	217.27	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	144.94	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	50.77	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	175.23	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	15.83	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	210.17	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	123.65	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	63.87	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	139.48	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	127.19	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	37.12	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	95.80	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	37.39	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	56.23	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	106.45	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	8.19	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	83.80	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	66.87	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	32.21	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	9.28	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	97.99	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	251.38	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	224.09	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	142.75	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	177.14	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	159.40	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	34.94	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
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501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	45.31	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	129.10	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	136.47	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	141.39	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	179.33	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	284.14	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	90.07	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	73.70	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	31.12	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	169.23	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	52.68	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	80.79	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	44.22	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	125.28	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	52.68	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	150.39	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	35.21	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	159.67	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	103.99	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	181.51	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	222.73	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	104.81	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	172.50	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	32.75	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	51.04	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	147.66	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	335.73	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	90.35	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	23.75	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	9.28	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	20.20	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	81.07	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	78.06	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	44.22	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	35.48	
501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	23.47	

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501.0000.51.521.10.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	121.19	
180.0000.15.521.21.32.001			2/4/2020	0165538-IN	PDFL 01/22-02/04	41.76	
15349	2/27/2020	011796		BAINVILLE, JESSICA			\$154.10
001.9999.09.518.10.43.003			2/24/2020	02/18-02/19/20 Miles	HR Gare Commencement: Bainvill	154.10	
15350	2/27/2020	003946		BATTERIES PLUS,			\$307.36
502.0000.17.518.35.31.001			2/10/2020	P24095941	PKFC Supplies	307.36	
15351	2/27/2020	009926		CASCADE RIGHT-OF-WAY SVCS LLC,			\$6,670.00
302.0060.21.595.20.41.001			2/10/2020	LW 100 20.2	PWCP AG 2019-112 Thru 01/31 Lk	2,875.00	
302.0024.21.595.15.41.001			2/10/2020	LW Phillips 20.2	PWCP AG 2018-152 Thru 01/31 RO	3,795.00	
15352	2/27/2020	010262		CENTURYLINK,			\$2,607.39
503.0000.04.518.80.42.001			2/19/2020	253-588-4697 855B	IT 02/19-03/19 Phone	50.35	
503.0000.04.518.80.42.001			2/14/2020	253-589-8734 340B	IT 02/14-03/14 Phone	154.39	
503.0000.04.518.80.42.001			2/16/2020	206-T01-1710 414B	IT 02/16-03/16 Phone	827.53	
503.0000.04.518.80.42.001			2/16/2020	206-T01-4100 666B	IT 02/16-03/16 Phone	827.53	
503.0000.04.518.80.42.001			2/16/2020	253-582-0174 486B	IT 02/16-03/16 Phone	230.95	
503.0000.04.518.80.42.001			2/16/2020	253-582-0669 467B	IT 02/16-03/16 Phone	219.73	
503.0000.04.518.80.42.001			2/16/2020	253-582-1023 738B	IT 02/16-03/16 Phone	66.99	
503.0000.04.518.80.42.001			2/16/2020	253-582-7426 582B	IT 02/16-03/16 Phone	107.93	
503.0000.04.518.80.42.001			2/16/2020	253-582-9966 584B	IT 02/16-03/16 Phone	121.99	
15353	2/27/2020	002120		CHICAGO TITLE CO,			\$107.50
190.4006.52.559.32.41.001			2/12/2020	0131229-TR/2	CDBG 01/23 MHR-168 Herbel Reco	107.50	
15354	2/27/2020	003883		CHUCKALS INC,			\$112.54
001.0000.11.569.50.31.001			2/19/2020	1012946-0	PKSR Supplies	112.54	
15355	2/27/2020	000536		CITY TREASURER CITY OF TACOMA,			\$1,160.01
101.0000.11.542.64.47.005			2/20/2020	101085191 02/20/20	PKST 12/18/19-02/19/20 6802 St	115.69	
101.0000.11.542.64.47.005			2/25/2020	100228921 02/25/20	PKST 12/20/19-02/21/20 7702 St	48.28	
101.0000.11.542.63.47.006			2/25/2020	100429839 02/25/20	PKST 12/20/19-02/21/20 7198 St	61.52	
101.0000.11.542.64.47.005			2/25/2020	100665891 02/25/20	PKST 01/24-02/24 7309 Onyx Dr	18.77	
101.0000.11.542.63.47.006			2/18/2020	100415564 02/18/20	PKST 01/16-02/14 9450 Steil Bl	73.49	
101.0000.11.542.63.47.006			2/18/2020	100415566 02/18/20	PKST 01/16-02/14 9000 Steil Bl	68.15	
101.0000.11.542.63.47.006			2/18/2020	100415597 02/18/20	PKST 01/16-02/14 10000 Steil B	73.82	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
101.0000.11.542.63.47.006			2/18/2020	100471519 02/18/20	PKST 01/16-02/14 8312 87th St	36.58	
101.0000.11.542.64.47.005			2/18/2020	101086773 02/18/20	PKST 01/16-02/14 9550 Steil Bl	25.09	
101.0000.11.542.63.47.006			2/13/2020	100349546 02/13/20	PKST 12/12/19-02/12/20 7210 BP	57.28	
101.0000.11.542.64.47.005			2/13/2020	100351985 02/13/20	PKST 12/12/19-02/12/20 7500 BP	217.23	
101.0000.11.542.64.47.005			2/13/2020	100475269 02/13/20	PKST 12/12/19-02/12/20 6621 BP	3.29	
101.0000.11.542.64.47.005			2/13/2020	100475274 02/13/20	PKST 12/12/19-02/12/20 6401 Fl	4.01	
101.0000.11.542.64.47.005			2/14/2020	100432466 02/14/20	PKST 12/13/19-02/13/20 5911 11	4.01	
101.0000.11.542.63.47.006			2/14/2020	100440754 02/14/20	PKST 01/14-02/12 7211 BPW W #S	21.97	
101.0000.11.542.63.47.006			2/14/2020	100440755 02/14/20	PKST 12/12/19-02/12/20 7001 BP	58.12	
101.0000.11.542.63.47.006			2/14/2020	100898201 02/14/20	PKST 01/14-02/12 7729 BPW W	168.56	
101.0000.11.542.64.47.005			2/14/2020	100905390 02/14/20	PKST 12/12/19-02/12/20 7429 BP	104.15	
15356	2/27/2020	005786		CLASSY CHASSIS,			\$361.08
501.0000.51.521.10.48.005			1/24/2020	4796	PDFL Oil Change	69.68	
501.0000.51.521.10.48.005			1/24/2020	4796	PDFL Oil Change	90.91	
501.0000.51.548.79.48.005			1/31/2020	4782	PKFL 01/31 Maint	84.28	
501.0000.51.521.10.48.005			1/31/2020	4797	PDFL Carwash	38.29	
501.0000.51.521.10.48.005			1/17/2020	4768	PDFL Oil Change	77.92	
15357	2/27/2020	000100		CLOVER PARK TECHNICAL COLLEGE,			\$200.00
101.0000.11.542.63.47.006			2/13/2020	98191	PKST Wintr 2020 12 St Lights	200.00	
15358	2/27/2020	010648		DIAMOND MARKETING SOLUTIONS,			\$1,515.37
001.0000.99.518.40.42.002			2/26/2020	02/20 Postage	ND 02/20 Replenish Postage	1,427.18	
311.0000.01.535.30.42.002			2/26/2020	02/20 Postage	PWSC 02/20 Postage Est.	88.19	
15359	2/27/2020	003435		EMERALD HILLS COFFEES,			\$55.96
001.0000.99.518.40.31.001			2/24/2020	8516707	ND Supplies	55.96	
15360	2/27/2020	012548		ENTERPRISE COMMUNITY PARTNERS,			\$2,097.63
190.0004.52.559.31.41.001			2/15/2020	41568	CDBG AG 2020-182 01/01-01/31 5	2,097.63	
15361	2/27/2020	009253		FERGUSON WATERWORKS,			\$1,247.25
001.0000.11.576.80.31.001			2/12/2020	0852817	PKFC Supplies	1,103.34	
001.0000.11.576.80.31.001			2/12/2020	0852823	PKFC Supplies	143.91	
15362	2/27/2020	009936		FILEONQ INC,			\$493.07
001.0000.15.521.80.31.001			2/10/2020	8245	PD Scanner	493.07	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
15363	2/27/2020	010560		HD FOWLER CO,			\$42.45
001.0000.11.576.80.31.001			2/13/2020	15389362	PKFC Supplies	42.45	
15364	2/27/2020	012411		HERRERA-VELASQUEZ, MURIEL			\$1,960.00
001.9999.11.565.10.41.020			2/25/2020	16	PKHS AG 2019-168 02/16-02/29 L	1,960.00	
15365	2/27/2020	012308		HONEY BUCKET,			\$85.00
001.0000.02.523.30.47.004			2/10/2020	0551423155	MC 02/10-03/08 Sani-Can	85.00	
15366	2/27/2020	004036		HORIZON AUTOMATIC RAIN CO,			\$26.46
001.0000.11.542.70.31.001			1/17/2020	3N106945	PKST Supplies	26.46	
15367	2/27/2020	009341		K & K PAINTING & REMODELING,			\$11,408.06
190.4006.52.559.32.41.001			2/19/2020	202002	CDBG MHR-168 Herbel	14,260.07	
190.0000.00.223.40.00.000			2/19/2020	202002	CDBG MHR-168 Retainage	-2,852.01	
15368	2/27/2020	009949		KEN STEVENS CONSTRUCTION INC,			\$5,276.08
190.4006.52.559.32.41.001			2/10/2020	MHR-164 02/10/20	CDBG MHR-164 M. Sheets	6,595.10	
190.0000.00.223.40.00.000			2/10/2020	MHR-164 02/10/20	CDBG MHR-164 Retainage	-1,319.02	
15369	2/27/2020	003820		KNIGHT FIRE PROTECTION INC,			\$2,071.62
001.0000.11.576.81.41.001			2/12/2020	68567	PKFC 3 New Plus Annual Svc On	439.60	
502.0000.17.518.35.41.001			2/18/2020	68617	PKFC 02/11 CH Annual Inspectio	648.41	
502.0000.17.521.50.41.001			2/18/2020	68618	PKFC 02/11 PD Annual Inspectio	500.05	
502.0000.17.542.65.41.001			2/18/2020	68619	PKFC 02/11 Sd Transit Ctr Annu	483.56	
15370	2/27/2020	000299		LAKEVIEW LIGHT & POWER CO.,			\$11,805.95
502.0000.17.521.50.47.005			2/21/2020	117448-001 02/21/20	PKFC 01/17-02/18 LKWD Police S	9,090.53	
101.0000.11.542.64.47.005			2/21/2020	67044-001 02/21/20	PKST 01/17-02/18 100th St SW &	73.14	
101.0000.11.542.64.47.005			2/21/2020	67044-003 02/21/20	PKST 01/17-02/18 Motor Ave & W	92.25	
101.0000.11.542.64.47.005			2/21/2020	67044-005 02/21/20	PKST 01/17-02/18 BP Wy SW & Lk	82.96	
101.0000.11.542.64.47.005			2/21/2020	67044-006 02/21/20	PKST 01/17-02/18 108th St SW &	75.37	
101.0000.11.542.64.47.005			2/21/2020	67044-019 02/21/20	PKST 01/17-02/18 BPW SW & 100t	78.05	
101.0000.11.542.64.47.005			2/21/2020	67044-020 02/21/20	PKST 01/17-02/18 59th AVE SW &	98.23	
101.0000.11.542.64.47.005			2/21/2020	67044-022 02/21/20	PKST 01/17-02/18 GLD SW & BPW	103.94	
101.0000.11.542.64.47.005			2/21/2020	67044-024 02/21/20	PKST 01/17-02/18 GLD SW & Stei	71.90	
001.0000.11.576.80.47.005			2/21/2020	67044-034 02/21/20	PKFC 01/17-02/18 10506 Russell	41.36	
101.0000.11.542.63.47.006			2/21/2020	67044-039 02/21/20	PKST 01/17-02/18 5700 100th St	55.38	
101.0000.11.542.64.47.005			2/21/2020	67044-044 02/21/20	PKST 01/17-02/18 100th SW & LK	79.30	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
101.0000.11.542.64.47.005			2/21/2020	67044-046 02/21/20	PKST 01/17-02/18 10013 GLD SW	235.00	
101.0000.11.542.64.47.005			2/21/2020	67044-047 02/21/20	PKST 01/17-02/18 59th Ave SW &	80.19	
001.0000.11.576.80.47.005			2/21/2020	67044-063 02/21/20	PKFC 01/17-02/18 6002 Fairlawn	118.05	
101.0000.11.542.64.47.005			2/21/2020	67044-064 02/21/20	PKST 01/17-02/18 93rd St SW &	65.20	
101.0000.11.542.64.47.005			2/21/2020	67044-082 02/21/20	PKST 01/17-02/18 GLD & Mt Tac	211.07	
101.0000.11.542.63.47.006			2/21/2020	67044-086 02/21/20	PKST 01/17-02/18 6119 Motor Av	74.03	
101.0000.11.542.63.47.005			2/21/2020	67044-088 02/21/20	PK 01/17-02/18 11950 47th ST S	53.60	
101.0000.11.542.64.47.005			2/14/2020	67044-004 02/14/20	PKST 01/10-02/10 108th St SW &	78.05	
101.0000.11.542.64.47.005			2/14/2020	67044-010 02/14/20	PKST 01/10-02/10 108th St SW &	71.55	
101.0000.11.542.64.47.005			2/14/2020	67044-017 02/14/20	PKST 01/10-02/10 112th St SW &	71.27	
101.0000.11.542.64.47.005			2/14/2020	67044-030 02/14/20	PKST 01/10-02/10 112th ST SW &	78.68	
101.0000.11.542.63.47.006			2/14/2020	67044-072 02/14/20	PKST 01/10-02/10 11302 Kendric	140.46	
502.0000.17.542.65.47.005			2/14/2020	67044-073 02/14/20	PKFC 01/10-02/10 11420 Kendric	586.39	
15371	2/27/2020	000288		LAKESWOOD HARDWARE & PAINT INC,			\$102.19
501.0000.51.521.10.48.005			2/13/2020	608566	PDFL Keys	3.29	
101.0000.11.544.90.31.001			2/19/2020	608957	PKST Supplies	98.90	
15372	2/27/2020	009724		MILES RESOURCES LLC,			\$163.50
101.0000.11.542.30.31.030			2/10/2020	304849	PKST Cold Mix	163.50	
15373	2/27/2020	012250		NORTHCUTT, JOSHUA			\$373.00
001.0000.15.521.22.49.017			2/12/2020	20-022-002240 Reimb	PD Incident #20-022-00240 Reim	373.00	
15374	2/27/2020	000365		NORTHWEST ABATEMENT SVC INC,			\$1,044.05
001.0000.15.521.10.41.001			12/19/2019	119-3601-1	PD Empty Lead Buckets, Chg Pre	1,044.05	
15375	2/27/2020	010255		PAPE' MACHINERY EXCHANGE,			\$1,540.34
501.0000.51.548.79.48.005			2/11/2020	11873813	PKFL Supplies	1,447.80	
501.0000.51.548.79.31.006			2/6/2020	11873716	PKFL Supplies	92.54	
15376	2/27/2020	000407		PIERCE COUNTY,			\$13,161.48
001.0000.15.521.10.41.125			2/11/2020	CI-283725	PD 01/20 Jail Services	12,167.04	
001.0000.02.237.11.00.002			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	994.44	
15377	2/27/2020	000428		PIERCE COUNTY SEWER,			\$106.40
001.0000.11.576.80.47.004			2/16/2020	00162489 02/16/20	PKFC 01/20 9222 Veterans Dr SW	61.54	
001.0000.11.576.80.47.004			2/16/2020	00936570 02/16/20	PKFC 01/20 6002 Fairlawn DR SW	22.43	
001.0000.11.576.80.47.004			2/16/2020	01032275 02/16/20	PKFC 01/20 8421 Pine St S	22.43	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
15378	2/27/2020	010630		PRINT NW,			\$27.83
401.0000.41.531.10.49.005			2/25/2020	27485401	PWSW Kocha Business Cards	27.83	
15379	2/27/2020	004498		PUGET PAVING CONST INC,			\$24,904.28
302.0004.21.595.30.63.001			2/28/2020	AG 2019-101 PP # 3	PWCP AG 2019-101 02/01-02/28 R	23,951.87	
302.0000.00.223.40.00.000			2/28/2020	AG 2019-101 PP # 3	PWCP AG 2019-101 Retainage	-1,197.59	
302.0137.21.595.12.41.001			2/19/2020	19-146-4	PWCP Pavement Coring Steil. Bl	2,150.00	
15380	2/27/2020	000446		PUGET SOUND CLEAN AIR AGENCY,			\$9,490.50
001.0000.15.521.32.41.001			1/10/2020	052 Q1/20	PD Q1/20 Clean Air Assessment	9,490.50	
15381	2/27/2020	012451		QUIJAS, NICHOLAS			\$250.00
001.0000.06.515.31.49.003			2/25/2020	WSAMA-022020-0047	LG WSAMA Fall Conference Quija	250.00	
15382	2/27/2020	007505		REDFLEX TRAFFIC SYSTEMS INC,			\$32,240.00
001.0000.15.521.71.41.080			1/31/2020	INVI-2132	PD 01/20 Photo Enforcement	32,240.00	
15383	2/27/2020	010522		RICOH USA INC,			\$22.61
503.0000.04.518.80.45.002			2/18/2020	5058870274	IT 01/18-02/17 Add'l Images	22.61	
15384	2/27/2020	011932		ROBERT W. DROLL,			\$25,095.10
301.0003.11.594.76.41.001			1/25/2020	18021	PK AG 2018-115 01/01-01/25 Har	25,095.10	
15385	2/27/2020	009723		SHERIDAN, SELINDA			\$531.60
001.0000.11.569.50.41.001			2/21/2020	01/15-02/19/20	PKSR 01/15-02/19 Instructor	531.60	
15386	2/27/2020	012387		SITE WORKSHOP,			\$10,665.00
301.0014.11.594.76.41.001			2/10/2020	5924	PK AG 2019-118 01/20 Ft. Steil	10,665.00	
15387	2/27/2020	012410		SOLON, LISA			\$1,400.00
001.9999.11.565.10.41.020			2/25/2020	16	PKHS AG 2019-16 02/16-02/29 9	1,400.00	
15388	2/27/2020	000066		SOUND UNIFORM SOLUTIONS,			\$618.23
001.0000.15.521.22.31.008			2/10/2020	202002SU114	PD Jumpsuits, Nametag,: C. Hen	548.80	
001.0000.15.554.30.31.008			2/6/2020	202002SU076	PD Jumpsuit Alterations: C. Bu	69.43	
15389	2/27/2020	002881		SPRAGUE PEST SOLUTIONS CO,			\$90.01
001.0000.11.576.81.41.001			2/18/2020	4076383	PKFC 02/18 Pest Control 9115 A	90.01	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
15390	2/27/2020	000516		SPRINT,			\$120.47
503.0000.04.518.80.42.001			2/18/2020	482477812-147	IT 01/15-02/14 Phone	120.47	
15391	2/27/2020	009493		STAPLES ADVANTAGE,			\$2,935.55
401.0000.41.531.10.31.001			2/6/2020	3438666991	PWSW Supplies	187.48	
105.0002.07.559.20.31.001			2/6/2020	3438666992	AB Supplies	16.06	
101.0000.11.544.90.35.001			2/4/2020	3438509477	PKST Shredder	141.16	
302.0077.21.595.12.31.001			2/4/2020	3438509478	PWCP Supplies	43.02	
302.0135.21.595.12.31.001			2/4/2020	3438509478	PWCP Supplies	129.08	
192.0000.00.558.60.31.001			2/4/2020	3438509479	SSMP Supplies	7.48	
001.0000.06.515.30.31.001			2/5/2020	3438582533	LG Supplies	24.02	
001.0000.07.558.50.31.001			2/8/2020	3438871380	CD/PWSW Supplies	3.26	
401.0000.41.531.10.31.001			2/8/2020	3438871380	CD/PWSW Supplies	55.65	
101.0000.11.544.90.35.001			2/11/2020	3439043001	PKST Shredder	212.83	
001.0000.09.518.10.31.001			2/15/2020	3439401103	HR Supplies	78.58	
001.0000.09.518.10.31.001			2/15/2020	3439401113	HR Supplies	10.44	
001.0000.07.558.50.31.001			1/29/2020	3437463341	CD Supplies	1,588.29	
001.0000.07.558.50.31.001			1/29/2020	3437463342	CD Supplies	293.40	
105.0002.07.559.20.31.001			1/30/2020	3437551651	AB Supplies	18.47	
001.0000.07.558.60.31.001			1/23/2020	3436954449	CD/PWST Supplies	22.17	
001.0000.07.558.50.31.001			1/23/2020	3436954449	CD/PWST Supplies	48.50	
101.0000.21.544.20.31.001			1/23/2020	3436954449	CD/PWST Supplies	55.66	
15392	2/27/2020	012473		STEUCKE ENVIRONMENTAL SVCS LLC,			\$19,591.00
192.0006.07.558.60.41.001			2/15/2020	12/15/19-02/15/20	SSMP AG 2019-164 12/15/19-02/1	19,591.00	
15393	2/27/2020	002458		SUMMIT LAW GROUP,			\$6,774.00
001.0000.06.515.30.41.001			2/19/2020	110960	LG 01/20 General Labor	225.00	
001.0000.06.515.30.41.001			2/19/2020	111067	LG 01/20 R. Taylor Arbitration	6,549.00	
15394	2/27/2020	006497		SYSTEMS FOR PUBLIC SAFETY,			\$9,459.76
501.0000.51.521.10.48.005			2/18/2020	37168	PDFL Other	30.81	
501.0000.51.521.10.48.005			2/18/2020	37168	PDFL Tires	339.90	
501.0000.51.521.10.48.005			2/18/2020	37169	PDFL Oil Change	90.13	
501.0000.51.521.10.48.005			2/18/2020	37169	PDFL Safety Inspection	21.02	
501.0000.51.521.10.48.005			2/18/2020	37169	PDFL Wiper	81.58	
501.0000.51.521.10.48.005			2/18/2020	37169	PDFL Electrical	3.95	
501.0000.51.521.10.48.005			2/18/2020	37170	PDFL Other	49.05	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.48.005			2/18/2020	38148	PDFL Other	35.72	
501.0000.51.521.10.48.005			2/18/2020	38148	PDFL Brakes	759.61	
501.0000.51.521.10.48.005			2/13/2020	36971	PDFL Electrical	787.99	
501.0000.51.521.10.48.005			2/13/2020	36971	PDFL Other	373.66	
501.0000.51.521.10.48.005			2/13/2020	37123	PDFL Other	358.09	
501.0000.51.521.10.48.005			2/13/2020	37123	PDFL Electrical	262.56	
501.0000.51.521.10.48.005			2/13/2020	37123	PDFL Brake	401.50	
501.0000.51.521.10.48.005			2/13/2020	37124	PDFL Other	426.96	
501.0000.51.521.10.48.005			2/13/2020	37131	PDFL Other	377.92	
501.0000.51.521.10.48.005			2/13/2020	37132	PDFL Other	319.64	
501.0000.51.521.10.48.005			2/13/2020	37132	PDFL Electrical	126.93	
501.0000.51.521.10.48.005			2/13/2020	37134	PDFL Alternator	497.74	
501.0000.51.521.10.48.005			2/13/2020	37134	PDFL Other	23.39	
501.0000.51.521.10.48.005			2/13/2020	37138	PDFL Other	377.92	
501.0000.51.521.10.48.005			2/13/2020	37149	PDFL Electrical	29.37	
501.0000.51.521.10.48.005			2/7/2020	37086	PDFL Other	450.04	
501.0000.51.521.10.48.005			2/7/2020	37087	PDFL Other	426.96	
501.0000.51.521.10.48.005			2/5/2020	37074	PDFL Other	368.06	
501.0000.51.521.10.48.005			2/5/2020	37074	PDFL Diagnostics	56.82	
501.0000.51.521.10.48.005			2/5/2020	37076	PDFL Other	476.01	
501.0000.51.521.10.48.005			2/5/2020	37077	PDFL Other	377.92	
501.0000.51.521.10.48.005			2/5/2020	37078	PDFL Other	377.92	
501.0000.51.521.10.48.005			2/5/2020	37079	PDFL Other	377.92	
501.0000.51.521.10.48.005			2/5/2020	37080	PDFL Tire Repair	120.68	
501.0000.51.521.10.48.005			2/5/2020	37084	PDFL Other	377.92	
501.0000.51.521.10.48.005			2/5/2020	37090	PDFL Battery	274.07	
15395	2/27/2020	000540		TACOMA RUBBER STAMP,			\$51.03
001.0000.07.558.50.31.001			2/12/2020	I-654625-1	CD/PWSW Supplies	16.09	
401.0000.41.531.10.31.001			2/12/2020	I-654625-1	CD/PWSW Supplies	16.10	
401.0000.41.531.10.31.001			2/19/2020	I-655035-1	PWSW Supplies	18.84	
15396	2/27/2020	011317		TETRA TECH INC,			\$967.00
401.0018.41.531.10.41.001			2/11/2020	51553068	PWSW AG 2018-164 06/29/19-01/2	967.00	
15397	2/27/2020	010945		TRANSPO GROUP USA INC,			\$47,503.08
192.0006.07.558.60.41.001			2/25/2020	24383	SSMP AG 2019-153 Thru 01/31 An	47,503.08	
15398	2/27/2020	012391		VMG: VELOCITY MADE GOOD,			\$5,000.00

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
106.0000.11.573.20.41.001			2/13/2020	001 01/20	PA AG 2020-039 01/20 Colonial	5,000.00	
15399	2/27/2020	000593		WASHINGTON STATE TREASURER,			\$83,238.68
001.0000.02.237.10.00.004			2/24/2020	01/20 Bldg. Code	MC 01/20 State Bldg. Code	1,290.00	
001.0000.02.237.10.00.002			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	31,332.34	
001.0000.02.237.10.00.001			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	18,960.11	
001.0000.02.237.30.00.000			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	109.79	
001.0000.02.386.89.15.001			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	39.31	
001.0000.02.237.10.00.007			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	3,316.54	
001.0000.02.386.89.16.001			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	190.11	
001.0000.02.386.89.14.001			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	160.85	
001.0000.02.237.10.00.008			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	6,612.65	
001.0000.02.237.10.00.009			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	2,655.11	
001.0000.02.237.10.00.003			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	16,231.38	
001.0000.02.237.10.00.006			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	2,340.49	
15400	2/27/2020	012259		BEYLER CONSULTING LLC,			\$2,000.00
190.3006.53.559.32.41.001			2/24/2020	20.00089.000 2/24/20	CDBG Thru 02/24 Martinez/Diamo	2,000.00	
15401	2/27/2020	000099		CLOVER PARK SCHOOL DISTRICT,			\$909.33
501.0000.51.548.79.32.001			2/12/2020	20184	PKFL 01/20 Fuel	909.33	
15402	2/27/2020	007033		PARAMETRIX,			\$35,511.58
302.0077.21.595.12.41.001			2/18/2020	16750	PWCP AG 2020-019 Thru 02/01 JB	8,877.90	
302.0135.21.595.12.41.001			2/18/2020	16750	PWCP AG 2020-019 Thru 02/01 JB	26,633.68	
15403	2/27/2020	006497		SYSTEMS FOR PUBLIC SAFETY,			\$2,615.37
504.0000.09.518.35.48.001			2/13/2020	36998	PDFL Insurance Repair	92.53	
501.0000.51.521.10.48.005			2/13/2020	36998	PDFL Electrical	37.78	
501.0000.51.521.10.48.005			2/13/2020	36998	PDFL Oil Change	76.86	
501.0000.51.521.10.48.005			2/13/2020	36998	PDFL Safety Inspection	488.83	
501.0000.51.521.10.48.005			2/13/2020	36998	PDFL Wipers	28.76	
501.0000.51.521.10.48.005			2/13/2020	36998	PDFL Steering	687.11	
501.0000.51.521.10.48.005			2/13/2020	36998	PDFL Other	352.37	
501.0000.51.521.10.48.005			2/13/2020	36998	PDFL Tires	851.13	
15404	3/13/2020	011591		911 SUPPLY INC,			\$169.79
001.0000.15.521.32.31.008			2/27/2020	86598	PD Jacket, Nametag: Fitzgerald	169.79	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
15405	3/13/2020	000005		ABC LEGAL SERVICES LLC,			\$285.00
001.0000.06.515.30.41.001			2/27/2020	6880954.100	LG 20-2-05010-1 Svc Of Process	125.00	
001.0000.06.515.30.41.001			2/28/2020	21100076	LG 02/28 Delivery	5.00	
001.0000.06.515.30.41.001			3/5/2020	21100400	LG Legal Messenger Delivery	30.00	
001.0000.06.515.30.41.001			3/10/2020	6964922.100	LG 20-2-05010-1 Svc Of Process	125.00	
15406	3/13/2020	001685		AMAYA ELECTRIC CORP,			\$5,076.34
101.0000.11.542.64.48.001			2/29/2020	9263-3	PWST Task 1 Elwood Dr and Angl	1,594.57	
101.0000.11.542.64.48.001			2/29/2020	9263-3	PWST Task 3 Bridgeport Way & F	1,483.11	
101.0000.11.542.64.48.001			2/29/2020	9263-3	PWST Task 4 108th St & Douglas	656.95	
101.0000.11.542.64.48.001			2/29/2020	9263-3	PWST Task 10 112th St and High	884.42	
101.0000.11.542.64.48.001			2/29/2020	9263-3	Sales Tax	457.29	
15407	3/13/2020	003297		ANDERSON, DONALD L			\$61.05
001.0000.01.511.60.43.006			3/12/2020	02/09-02/12/20 Uber	CC Installation Innovation For	61.05	
15408	3/13/2020	007445		ASSOCIATED PETROLEUM PRODUCTS,			\$11,457.44
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	159.93	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	16.93	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	28.83	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	37.98	
180.0000.15.521.21.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	100.21	
180.0000.15.521.21.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	58.11	
180.0000.15.521.21.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	59.94	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	58.34	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	33.40	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	89.00	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	185.32	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	89.92	
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501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	105.93	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	201.79	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	83.28	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	121.03	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	32.26	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	40.50	
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501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	50.56	

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501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	119.66	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	143.91	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	27.46	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	88.31	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	49.19	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	107.07	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	249.84	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	182.12	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	42.56	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	146.88	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	103.64	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	53.54	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	50.11	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	116.91	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	54.91	
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501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	9.61	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	79.16	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	106.62	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	265.40	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	41.64	
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501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	70.24	
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501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	187.84	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	15.10	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	119.66	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	148.49	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	133.61	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	65.89	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	34.78	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	77.33	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	98.15	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
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501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	152.38	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	3.66	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	7.55	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	34.78	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	232.68	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	123.32	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	114.40	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	77.79	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	118.51	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	150.32	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	75.50	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	141.85	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	28.83	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	31.80	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	82.59	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	44.16	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	37.06	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	105.02	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	126.06	
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501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	278.44	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	59.49	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	41.18	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	55.37	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	36.61	
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501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	68.87	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	7.78	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	155.12	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	55.14	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	223.76	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	29.74	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	19.68	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	13.73	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	152.15	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	106.62	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	144.14	
180.0000.15.521.21.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	35.01	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	40.04	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	59.49	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	24.25	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	37.52	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	32.49	
180.0000.15.521.21.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	30.20	
501.0000.51.521.10.32.001			2/18/2020	0170086-IN	PDFL 02/05-02/18	65.59	
501.0000.51.548.79.32.001			2/18/2020	0170374-IN	PKFL 02/05-02/18	5.18	
501.0000.51.548.79.32.001			2/18/2020	0170374-IN	PKFL 02/05-02/18	54.35	
501.0000.51.548.79.32.002			2/18/2020	0170374-IN	PKFL 02/05-02/18	28.23	
501.0000.51.548.79.32.002			2/18/2020	0170374-IN	PKFL 02/05-02/18	27.53	
501.0000.51.548.79.32.002			2/18/2020	0170374-IN	PKFL 02/05-02/18	28.47	
501.0000.51.548.79.32.001			2/18/2020	0170374-IN	PKFL 02/05-02/18	5.18	
501.0000.51.548.79.32.002			2/18/2020	0170374-IN	PKFL 02/05-02/18	17.18	
501.0000.51.548.79.32.002			2/18/2020	0170374-IN	PKFL 02/05-02/18	2.35	
501.0000.51.548.79.32.001			2/18/2020	0170374-IN	PKFL 02/05-02/18	46.82	
501.0000.51.548.79.32.001			2/18/2020	0170374-IN	PKFL 02/05-02/18	79.29	
501.0000.51.548.79.32.001			2/18/2020	0170374-IN	PKFL 02/05-02/18	68.23	
501.0000.51.548.79.32.001			2/18/2020	0170374-IN	PKFL 02/05-02/18	49.41	
501.0000.51.548.79.32.001			2/18/2020	0170374-IN	PKFL 02/05-02/18	83.05	
501.0000.51.548.79.32.001			2/18/2020	0170374-IN	PKFL 02/05-02/18	79.99	
501.0000.51.548.79.32.002			2/18/2020	0170374-IN	PKFL 02/05-02/18	45.64	
501.0000.51.548.79.32.001			2/18/2020	0170374-IN	PKFL 02/05-02/18	89.40	
501.0000.51.548.79.32.001			2/18/2020	0170374-IN	PKFL 02/05-02/18	45.85	
501.0000.51.548.79.32.002			3/3/2020	0175475-IN	PKFL 02/19-03/03	20.03	
501.0000.51.548.79.32.001			3/3/2020	0175475-IN	PKFL 02/19-03/03	83.19	
501.0000.51.548.79.32.001			3/3/2020	0175475-IN	PKFL 02/19-03/03	85.35	
501.0000.51.548.79.32.001			3/3/2020	0175475-IN	PKFL 02/19-03/03	89.35	
501.0000.51.548.79.32.002			3/3/2020	0175475-IN	PKFL 02/19-03/03	102.30	
501.0000.51.548.79.32.001			3/3/2020	0175475-IN	PKFL 02/19-03/03	144.82	
501.0000.51.548.79.32.002			3/3/2020	0175475-IN	PKFL 02/19-03/03	33.89	
501.0000.51.548.79.32.002			3/3/2020	0175475-IN	PKFL 02/19-03/03	40.06	
501.0000.51.548.79.32.002			3/3/2020	0175475-IN	PKFL 02/19-03/03	44.06	
501.0000.51.548.79.32.001			3/3/2020	0175475-IN	PKFL 02/19-03/03	47.45	
501.0000.51.548.79.32.001			3/3/2020	0175475-IN	PKFL 02/19-03/03	52.38	
501.0000.51.548.79.32.001			3/3/2020	0175475-IN	PKFL 02/19-03/03	67.79	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
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501.0000.51.548.79.32.001			3/3/2020	0175475-IN	PKFL 02/19-03/03	80.71	
15409	3/13/2020	007958		BARNARD, RICHARD			\$155.00
180.0000.15.521.21.43.004			3/3/2020	03/23-03/27 Per Diem	PD WSNIA Conf: Barnard	155.00	
15410	3/13/2020	006119		BCRA,			\$79,022.74
302.0138.21.595.12.41.001			3/6/2020	26293	PWCP AG 2019-113 02/20 Onyx Dr	79,022.74	
15411	3/13/2020	012259		BEYLER CONSULTING LLC,			\$3,577.50
301.0019.21.595.12.41.001			3/6/2020	6812	PK AG 2019-176 01/19-02/22 Edg	3,577.50	
15412	3/13/2020	011701		BUENAVISTA SERVICES INC,			\$8,381.96
502.0000.17.518.30.41.001			2/20/2020	7280	PK/PKFC AG 2017-153 02/20 Cust	4,524.21	
502.0000.17.521.50.48.001			2/20/2020	7280	PK/PKFC AG 2017-153 02/20 Cust	2,309.72	
502.0000.17.542.65.48.001			2/20/2020	7280	PK/PKFC AG 2017-153 02/20 Cust	1,098.96	
001.0000.11.576.80.41.001			2/20/2020	7280	PK/PKFC AG 2017-153 02/20 Cust	216.68	
101.0000.11.542.30.41.001			2/20/2020	7280	PK/PKFC AG 2017-153 02/20 Cust	232.39	
15413	3/13/2020	010262		CENTURYLINK,			\$258.61
503.0000.04.518.80.42.001			2/23/2020	206-T31-6789 758B	IT 02/23-03/23 Phone	83.14	
503.0000.04.518.80.42.001			3/2/2020	253-581-8220 448B	IT 03/02-04/02 Phone	51.08	
503.0000.04.518.80.42.001			3/1/2020	253-584-2263 463B	IT 03/01-04/01 Phone	73.31	
503.0000.04.518.80.42.001			3/1/2020	253-584-5364 399B	IT 03/01-04/01 Phone	51.08	
15414	3/13/2020	003883		CHUCKALS INC,			\$522.93
001.0000.11.569.50.31.001			3/2/2020	1014142-0	PKSR Supplies	28.51	
001.0000.99.518.40.31.001			3/6/2020	1015026-0	ND Supplies	494.42	
15415	3/13/2020	000536		CITY TREASURER CITY OF TACOMA,			\$11,168.62
101.0000.11.542.63.47.006			3/4/2020	100230265 03/04/20	PKST 01/20-03/03 8200 Tac Mall	60.34	
101.0000.11.542.64.47.005			3/4/2020	100233510 03/04/20	PKST 01/01-03/03 2310 84th St	39.87	
101.0000.11.542.63.47.006			3/5/2020	100218270 03/02/20	PKST 01/30-02/28 10602 Main St	10.72	
101.0000.11.542.63.47.006			3/5/2020	100223530 03/04/20	PKST 02/01-03/03 9315 GLD SW	2,171.79	
101.0000.11.542.64.47.005			3/5/2020	100230603 03/05/20	PKST 01/03-03/04 7429 Custer R	51.59	
101.0000.11.542.63.47.006			3/5/2020	100230616 03/05/20	PKST 01/03-03/04 7400 Custer R	67.38	
502.0000.17.518.35.47.005			3/2/2020	100113209 03/02/20	PKFC 01/30-02/28 6000 Main St	8,297.49	
101.0000.11.542.63.47.006			3/2/2020	100218262 03/02/20	PKST 01/30-02/28 10601 Main St	68.53	
101.0000.11.542.64.47.005			3/2/2020	100218275 03/02/20	PKST 01/30-02/28 10511 GLD SW	72.59	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
101.0000.11.542.64.47.005			2/26/2020	100228754 02/26/20	PKST 12/24/19-02/25/20 11199 G	58.49	
101.0000.11.542.64.47.005			2/26/2020	100228973 02/26/20	PKST 12/24/19-02/25/20 10699 G	60.11	
101.0000.11.542.64.47.005			2/26/2020	100254732 02/26/20	PKST 01/25-02/25 11023 GLD SW	23.43	
101.0000.11.542.64.47.005			2/26/2020	100707975 02/26/20	PKST 01/25-02/25 7403 Lkwd Dr	38.66	
101.0000.11.542.64.47.005			2/27/2020	100228664 02/25/20	PKST 12/25/19-02/26/20 7500 St	71.92	
101.0000.11.542.64.47.005			2/27/2020	100463704 02/27/20	PKST 12/25/19-02/26/20 8211 Ph	4.01	
101.0000.11.542.64.47.005			2/27/2020	100463705 02/25/20	PKST 12/25/19-02/26/20 7912 Ph	4.01	
101.0000.11.542.64.47.005			2/27/2020	100463706 02/27/20	PKST 12/25/19-02/26/20 7902 St	4.01	
101.0000.11.542.64.47.005			2/27/2020	100463728 02/27/20	PKST 12/25/19-02/26/20 10227 G	4.01	
101.0000.11.542.64.47.005			2/27/2020	100463794 02/27/20	PKST 12/25/19-02/26/20 7621 St	4.01	
101.0000.11.542.63.47.006			2/27/2020	101088135 02/27/20	PKST 12/25/19-02/26/20 8104 Ph	55.66	
15416	3/13/2020	012180		CLARK, KEVIN			\$155.00
180.0000.15.521.21.43.004			3/3/2020	03/23-03/27 Per Diem	PD WSNIA Conf: Clark	155.00	
15417	3/13/2020	005786		CLASSY CHASSIS,			\$942.91
501.0000.51.521.10.48.005			2/28/2020	4823	PDFL Oil Change	90.91	
501.0000.51.521.10.48.005			2/28/2020	4823	PDFL Oil Change	77.91	
501.0000.51.521.10.48.005			2/21/2020	4801	PDFL Oil Change	77.92	
501.0000.51.521.10.48.005			2/21/2020	4801	PDFL Detail	172.81	
501.0000.51.521.10.48.005			2/21/2020	4801	PDFL Oil Change	77.92	
501.0000.51.521.10.48.005			2/21/2020	4801	PDFL Oil Change	77.92	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	27.54	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	20.25	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	12.96	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	18.56	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	12.81	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	12.96	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			1/31/2020	W-634	PDFL Carwash	7.29	
15418	3/13/2020	011552		CRISS, MAXWELL			\$155.00
180.0000.15.521.21.49.003			3/3/2020	03/23-03/27 Per Diem	PD WSNIA Conf: Criss	155.00	
15419	3/13/2020	007504		CROMMES, DAVID			\$155.00
180.0000.15.521.21.43.004			3/3/2020	03/23-03/27 Per Diem	PD WSNIA Conf: Crommes	155.00	
15420	3/13/2020	000496		DAILY JOURNAL OF COMMERCE,			\$1,602.30
302.0138.21.595.12.44.001			2/27/2020	3356233	PWCP 02/13-02/27 Onxy Dr Rdwy	611.10	
401.0000.41.595.40.44.001			3/3/2020	3356415	PWSW 02/25-03/03 Stormwater Ou	541.80	
401.0000.11.531.10.41.001			3/3/2020	3356416	PKSW 02/25-03/03 St Sweeping	449.40	
15421	3/13/2020	011537		DEFORT, ARAMIS			\$145.30
001.0000.02.512.51.49.009			2/28/2020	02/28/20	MC 02/28 Interpreter	145.30	
15422	3/13/2020	011920		EILEEN OBRIEN CONSULTING,			\$1,725.00
195.0021.02.512.53.41.001			3/2/2020	02/01-02/29/20	MC 02/20 BJA Drug Court	1,725.00	
15423	3/13/2020	005190		FASTENAL,			\$16.53
501.0000.51.548.79.31.006			2/26/2020	WALA242023	PKFL Pins For Backhoe	16.53	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
15424	3/13/2020	009689		FLO HAWKS,			\$247.00
401.0000.11.531.10.48.001			2/10/2020	66090886	PKSW 02/10 Maint. Drain Cleani	247.00	
15425	3/13/2020	011891		GLS US,			\$704.92
001.0000.99.518.40.42.002				19621072	ND Credit For 02/17 No P/U	-37.10	
001.0000.99.518.40.42.002			2/29/2020	4138851	ND 02/20 Mail P/U	742.02	
15426	3/13/2020	007965		GORDON THOMAS HONEYWELL,			\$7,884.72
001.0000.03.513.10.41.001			2/29/2020	Feb20 1014	CM AG 2019-171 02/20 Govt'l Af	4,915.25	
192.0000.00.558.60.41.001			2/29/2020	Feb20 1185	SSMP AG 2019-121 02/20 Gov'tl	2,969.47	
15427	3/13/2020	005137		HAMILTON, RYAN			\$155.00
180.0000.15.521.21.43.004			3/3/2020	03/23-03/27 Per Diem	PD WSNIA Conf: Hamilton	155.00	
15428	3/13/2020	011900		HEMISPHERE DESIGN INC,			\$8,500.00
001.9999.13.558.70.41.001			3/10/2020	COL200310	ED AG 2019-108 03/20 Build You	8,500.00	
15429	3/13/2020	012411		HERRERA-VELASQUEZ, MURIEL			\$1,960.00
001.9999.11.565.10.41.020			3/10/2020	18	PKHS AG 2019-168 03/01-03/15 L	1,960.00	
15430	3/13/2020	008765		HOLDEN POLYGRAPH LLC,			\$600.00
001.0000.15.521.40.41.001			2/29/2020	164	PD 02/18 & 02/21 PolgraphTesti	600.00	
15431	3/13/2020	012308		HONEY BUCKET,			\$399.59
001.0000.11.576.80.41.001			2/27/2020	0551446196	PKFC 02/27-03/05 Sani-Can 9222	104.50	
001.0000.11.576.80.41.001			2/20/2020	0551436989	PKFC 02/20-03/18 Sani-Can 1152	95.59	
001.0000.11.576.81.41.001			2/20/2020	0551436990	PKFC 02/20-03/18 Sani-Can 8714	95.00	
001.0000.11.576.80.41.001			2/20/2020	0551436991	PKFC 02/20-03/18 Sani-Can 9701	104.50	
15432	3/13/2020	004036		HORIZON AUTOMATIC RAIN CO,			\$2,917.72
001.0000.11.542.70.31.030			3/3/2020	3N107978	PKST Herbicide	2,059.57	
001.0000.11.576.80.31.030			3/3/2020	3N107979	PKFC Herbicide	858.15	
15433	3/13/2020	007151		HORST, RUDY			\$182.40
001.0000.11.569.50.41.001			3/3/2020	01/10-03/12/20	PKSR 01/10-03/12 Instructor	182.40	
15434	3/13/2020	011300		HORWATH LAW PLLC,			\$46,795.63
001.0000.02.512.51.41.004			3/9/2020	02/20	MC AG 2019-001 02/20 Public De	41,750.00	
001.9999.02.512.51.41.001			3/9/2020	02/20	MC 02/20 Social Worker Svcs	2,295.63	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.9999.02.512.51.41.001			3/9/2020	02/20	MC 02/20 Investigator Svcs	2,750.00	
15435	3/13/2020	000234		HUMANE SOCIETY FOR TACOMA & PC,			\$12,062.15
001.0000.15.554.30.41.008			3/1/2020	IVC0002175	PD AG 2019-030 03/20 Animal Sh	12,062.15	
15436	3/13/2020	008301		IN TIME RENOVATIONS LLC,			\$16,017.64
190.3006.53.559.32.41.001			2/26/2020	1239	CDBG LHR-106 Martinez	20,022.05	
190.0000.00.223.40.00.000			2/26/2020	1239	CDBG LHR-106 Retainage	-4,004.41	
15437	3/13/2020	011937		KEATING, BUCKLIN & MCCORMACK,			\$6,513.90
001.0000.06.515.30.41.001			3/4/2020	13769	LG 01/24-02/14 Lkwd Adv. Imtai	396.70	
001.0000.06.515.30.41.001			3/4/2020	13774	LG 01/30-02/25 Lkwd Deja Vu TR	6,117.20	
15438	3/13/2020	009949		KEN STEVENS CONSTRUCTION INC,			\$5,736.43
190.4006.52.559.32.41.001			3/6/2020	MHR-164 03/06/20	CDBG MHR-164 M Sheats Final Dr	4,417.41	
190.0000.00.223.40.00.000			3/6/2020	MHR-164 03/06/20	CDBG MHR-164 Retainage Release	1,319.02	
15439	3/13/2020	012522		KING TECHNOLOGICS PLLC,			\$1,402.50
101.0000.21.544.20.41.001			2/29/2020	February 2020	PWST AG 2020-001 02/20 Road Sa	1,402.50	
15440	3/13/2020	003696		KONE INC,			\$4,071.86
502.0000.17.542.65.48.001			3/1/2020	959493480	PKFC 03/01-05/31 Sounder Trans	2,119.90	
502.0000.17.518.35.48.001			3/1/2020	959494313	PKFC 03/01-05/31 CH Maint	1,951.96	
15441	3/13/2020	000299		LAKEVIEW LIGHT & POWER CO.,			\$679.79
101.0000.11.542.64.47.005			2/28/2020	67044-028 02/28/20	PKST 01/24-02/24 Pac Hwy SW &	76.18	
401.0000.41.531.10.47.005			2/28/2020	67044-037 02/28/20	PWSW 01/24-02/24 Pac Hwy SW	50.03	
101.0000.11.542.64.47.005			2/28/2020	67044-038 02/28/20	PKST 01/24-02/24 BP Way & Pac	75.20	
001.0000.11.576.80.47.005			2/28/2020	67044-041 02/28/20	PKFC 01/24-02/24 4721 127th St	39.80	
101.0000.11.542.64.47.005			2/28/2020	67044-043 02/28/20	PKST 01/24-02/24 BPW SW & San	152.60	
101.0000.11.542.64.47.005			2/28/2020	67044-054 02/28/20	PKST 01/24-02/24 11417 Pac Hwy	72.44	
101.0000.11.542.64.47.005			2/28/2020	67044-055 02/28/20	PKST 01/24-02/24 11424 Pac Hwy	74.30	
101.0000.11.542.64.47.005			2/28/2020	67044-056 02/28/20	PKST 01/24-02/24 11517 Pac Hwy	76.90	
401.0000.41.531.10.47.005			2/28/2020	67044-057 02/28/20	PWSW 01/24-02/24 5118 Seattle	62.34	
15442	3/13/2020	000288		LAKEWOOD HARDWARE & PAINT INC,			\$1,154.92
001.0000.11.576.81.31.001			2/27/2020	609681	PKFC Supplies	118.62	
001.0000.11.542.70.31.001			3/10/2020	610905	PKST Supplies	43.94	
001.0000.11.542.70.35.001			3/10/2020	610907	PKST Power Trim W/ Honda	887.43	

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101.0000.11.542.70.48.001			3/6/2020	610543	PKST Repair	104.93	
15443	3/13/2020	005490		LAKEWOOD PLAYHOUSE,			\$1,850.15
104.0013.01.557.30.41.001			2/10/2020	02/10/20	HM AG 2020-057 Lodging Tax Gra	1,850.15	
15444	3/13/2020	000298		LAKEWOOD TOWING,			\$384.65
501.0000.51.548.79.41.070			3/2/2020	211295	PKFL 03/02 Towing	384.65	
15445	3/13/2020	004382		LARSON, RYAN			\$155.00
180.0000.15.521.21.43.004			3/3/2020	03/23-03/27 Per Diem	PD WSNIA Conf: Larson	155.00	
15446	3/13/2020	002296		LEXIS NEXIS,			\$683.58
503.0000.04.518.80.41.090			2/29/2020	3092518498	IT 02/20 LexisNexis	683.58	
15447	3/13/2020	009711		LEXIS NEXIS RISK DATA MGMT INC,			\$56.98
001.0000.15.521.10.41.001			2/29/2020	1226184-20200229	PD 02/20 Person Searches	71.71	
001.0000.15.521.10.41.001				1226184-20190831 cr	PD 07/19 Person Searches	-164.85	
001.0000.15.521.10.41.001			8/31/2019	1226184-20190831	PD 08/19 Person Searches	13.85	
001.0000.15.521.10.41.001			9/30/2019	1226184-20190930	PD 09/19 Person Searches	29.67	
001.0000.15.521.10.41.001			10/31/2019	1226184-20191031	PD 10/19 Person Searches	29.12	
001.0000.15.521.10.41.001			11/30/2019	1226184-20191130	PD 11/30 Person Searches	12.64	
001.0000.15.521.10.41.001			12/31/2019	1226184-20191231	PD 12/19 Person Searches	56.05	
001.0000.15.521.10.41.001			1/31/2020	1226184-20200131	PD 01/20 Person Searches	8.79	
15448	3/13/2020	002185		LOWE'S COMPANIES INC,			\$1,166.04
502.0000.17.521.50.31.001			1/29/2020	923839	PKFC Supplies	11.66	
101.0000.11.544.90.31.001			1/30/2020	923087	PKST Supplies	70.96	
001.0000.11.576.80.31.001			1/30/2020	923112	PKFC Supplies	109.39	
101.0000.11.544.90.31.001			1/30/2020	924977	PKST Supplies	28.39	
502.0000.17.518.35.31.001			2/11/2020	924642	PKFC Supplies	59.72	
502.0000.17.518.35.31.001			2/7/2020	923284	PKFC Supplies	11.84	
101.0000.11.542.30.31.001			2/10/2020	923850	PKST Supplies	6.01	
001.0000.11.576.80.31.001			2/10/2020	923863	PKFC Supplies	103.73	
502.0000.17.518.35.31.001			2/10/2020	924581	PKFC Supplies	19.67	
502.0000.17.521.50.31.001			2/3/2020	923178	PKFC Supplies	9.59	
502.0000.17.518.35.31.001			2/21/2020	923585	PKFC Supplies	18.19	
502.0000.17.521.50.31.001			2/21/2020	923685	PKFC Supplies	2.84	
101.0000.11.542.64.31.030			2/14/2020	923919	PKST Supplies	4.86	
101.0000.11.542.64.31.030			2/19/2020	923065	PKST Concrete	377.44	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
502.0000.17.518.35.31.001			2/19/2020	923190	PKFC Supplies	19.40	
001.0000.11.576.80.31.001			2/12/2020	923369	PKFC Supplies	96.99	
001.0000.11.576.80.31.001			2/12/2020	923370	PKFC Supplies	58.88	
001.0000.11.576.81.31.001			3/12/2020	924691	PKFC Supplies	156.48	
15449	3/13/2020	010674		MACKAY COMMUNICATIONS INC,			\$49.98
503.0000.04.518.80.42.001			2/28/2020	SB066078	IT PD 01/20 Air-Time AQ01968	49.98	
15450	3/13/2020	011850		MARQUEZ, LEO			\$385.00
503.0000.04.518.80.41.001			2/27/2020	119	IT 02/20 1 Day Software Develo	385.00	
15451	3/13/2020	009130		MATVIYCHUK, IRENE			\$126.33
001.0000.02.512.51.49.009			2/11/2020	02/11/20	MC 02/11 Interpreter	126.33	
15452	3/13/2020	012552		MCCURDY, DAVID			\$5,400.00
001.0000.07.558.50.41.001			3/10/2020	00011	CD AG 2020-035 02/13-03/10 Bld	5,400.00	
15453	3/13/2020	009724		MILES RESOURCES LLC,			\$2,043.85
101.0000.11.542.30.31.030			2/17/2020	305155	PKST Cold Mix	116.52	
001.0000.11.576.80.31.030			2/24/2020	305366	PKFC Hot Mix Asphalt	1,831.49	
101.0000.11.542.30.31.030			2/24/2020	305427	PKST Cold Mix	95.84	
15454	3/13/2020	009577		MOODY, RYAN			\$155.00
180.0000.15.521.21.43.004			3/3/2020	03/23-03/27 Per Diem	PD WSNIA Conf: Moody	155.00	
15455	3/13/2020	002287		NEOGOV,			\$494.55
503.0000.04.518.80.48.003			2/14/2020	INV-13210	IT 02/14/20-02/13/21 Candidate	494.55	
15456	3/13/2020	009317		OPTIC FUSION INC,			\$1,524.28
503.0000.04.518.80.42.001			3/1/2020	95-18653	IT 03/20 Internet Connectivity	1,524.28	
15457	3/13/2020	012500		O'REILLY AUTO PARTS,			\$203.24
001.0000.11.576.80.31.001			3/5/2020	2863-458151	PKFC Supplies	30.75	
001.0000.11.576.80.31.001			2/21/2020	2863-458554	PKFC Supplies	172.49	
15458	3/13/2020	012549		OVERHEAD INNOVATIONS LLC,			\$755.01
101.0000.11.544.90.48.001			2/29/2020	1047	PKST Maint. On 6 Garage Doors	755.01	
15459	3/13/2020	007033		PARAMETRIX,			\$78,654.70

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
302.0134.21.595.12.41.001			2/28/2020	16986	PWCP AG 2019-076 Thru 02/01 Ve	78,654.70	
15460	3/13/2020	011972		PHOEBE MULLIGAN LICSW,			\$450.00
001.0000.15.521.10.41.001			3/7/2020	106	PD 03/04 Peer Support Team Trn	450.00	
15461	3/13/2020	000407		PIERCE COUNTY,			\$18,360.71
001.0000.02.237.11.00.002			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	952.34	
311.0000.01.535.30.41.001			3/5/2020	CI-285179	PWSC 02/20 Recording Fees	39.00	
001.0000.11.569.50.45.004			3/1/2020	CI-282000	PKSR 03/20 Senior Center Lease	5,351.67	
001.0000.15.521.10.49.005			3/2/2020	CI-284888	PD Prop Rpt Forms	368.78	
101.0000.11.542.64.41.001			3/2/2020	CI-284904	PKST 01/20 Traffic Ops Maint S	6,297.25	
001.0000.11.569.50.45.004			2/1/2020	CI-281999	PKSR 02/20 Senior Center Lease	5,351.67	
15462	3/13/2020	000428		PIERCE COUNTY SEWER,			\$453.04
502.0000.17.518.35.47.004			3/1/2020	00870307 03/01/20	PKFC 02/20 6000 Main St SW	203.27	
502.0000.17.521.50.47.004			3/1/2020	01360914 03/01/20	PKFC 02/20 9401 Lkwd Dr SW	95.76	
001.0000.11.576.81.47.004			3/1/2020	01431285 03/01/20	PKFC 02/20 8200 87th Ave SW	110.41	
101.0000.11.543.50.47.004			3/1/2020	01552201 03/01/20	PKST 02/20 9420 Front St S	43.60	
15463	3/13/2020	010630		PRINT NW,			\$264.14
001.0000.02.512.50.41.001			2/28/2020	D27554501	MC 03/20 Jury Summons	264.14	
15464	3/13/2020	007505		REDFLEX TRAFFIC SYSTEMS INC,			\$32,240.00
001.0000.15.521.71.41.080			2/29/2020	INVI-2189	PD 02/20 Photo Enforcement	32,240.00	
15465	3/13/2020	010522		RICOH USA INC,			\$57.94
503.0000.04.518.80.45.002			2/21/2020	5058893194	IT 01/21-02/20 Add't Images	27.71	
503.0000.04.518.80.45.002			2/23/2020	5058903732	IT 01/26-02/25 Add'l Images	30.23	
15466	3/13/2020	012387		SITE WORKSHOP,			\$10,665.00
301.0014.11.594.76.41.001			3/6/2020	5960	PK AG 2019-118 02/20 Ft. Steil	10,665.00	
15467	3/13/2020	012410		SOLON, LISA			\$1,400.00
001.9999.11.565.10.41.020			3/10/2020	03/01-03/15/20	PKHS AG 2019-169 03/01/03/15 L	1,400.00	
15468	3/13/2020	010656		SOUTH SOUND 911,			\$160,947.50
001.0000.15.521.10.41.126			3/3/2020	00093	PD 03/20 Communications Svcs	120,740.00	
001.0000.15.521.10.41.126			3/3/2020	00093	PD 03/20 RMS Svcs	24,540.00	
001.0000.15.521.10.41.126			3/3/2020	00093	PD 03/20 Records/Permitting Sv	8,175.83	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.15.521.10.41.126			3/3/2020	00093	PD 03/20 Warrant Svcs	7,491.67	
15469	3/13/2020	002881		SPRAGUE PEST SOLUTIONS CO,			\$122.51
502.0000.17.518.35.41.001			2/28/2020	4075208	PKFC 02/28 Pest Control CH	64.81	
502.0000.17.542.65.48.001			3/9/2020	4107553	PKFC 03/09 Pest Control: Trans	57.70	
15470	3/13/2020	009493		STAPLES ADVANTAGE,			\$1,208.58
401.0000.41.531.10.31.001			2/21/2020	3439830469	PWSW Supplies	7.58	
001.0000.07.558.60.31.001			2/25/2020	3440149740	CD Supplies	10.21	
101.0000.21.544.20.31.001			2/25/2020	3440149741	PKST Supplies	103.13	
001.0000.15.521.10.31.001			2/26/2020	3440260176	PD Office Supplies	85.39	
001.0000.15.521.10.31.001			2/26/2020	3440260177	PD Supplies	5.47	
001.0000.15.521.10.31.001			2/14/2020	3439271653	PD Office Supplies	6.81	
001.0000.99.518.40.31.001			2/20/2020	3439757475	ND Supplies	202.88	
001.0000.15.521.10.31.001			2/20/2020	3439757477	PD Office Supplies	433.31	
401.0000.41.531.10.31.001			2/20/2020	3439757478	PWSW Supplies	12.03	
001.0000.15.521.10.31.001			2/13/2020	3439194568	PD Office Supplies	12.08	
401.0000.41.531.10.35.004			2/18/2020	3439618580	PWSW Desk Riser	329.69	
15471	3/13/2020	009030		STERICYCLE INC,			\$96.73
001.0000.15.521.10.41.001			2/24/2020	3005013430	PD 02/20 On Call Svc	96.73	
15472	3/13/2020	011544		STOWE DEV AND STRATEGIES,			\$2,275.00
001.9999.13.558.70.41.001			3/1/2020	38	ED AG 2016-181 02/20 Consultin	2,275.00	
15473	3/13/2020	006497		SYSTEMS FOR PUBLIC SAFETY,			\$14,374.18
501.0000.51.521.10.48.005			2/28/2020	37189	PDFL Oil Change	78.00	
501.0000.51.521.10.48.005			2/28/2020	37189	PDFL Safety Inspection	639.54	
501.0000.51.521.10.48.005			2/28/2020	37189	PDFL Brakes	1,187.68	
501.0000.51.521.10.48.005			2/28/2020	37189	PDFL Other	26.56	
501.0000.51.521.10.48.005			2/28/2020	37189	PDFL Belt	120.69	
501.0000.51.521.10.48.005			2/28/2020	37189	PDFL Electrical	51.28	
501.0000.51.521.10.48.005			2/28/2020	37213	PDFL Tires	926.22	
501.0000.51.521.10.48.005			2/28/2020	37221	PDFL Other	292.82	
501.0000.51.521.10.48.005			2/28/2020	37225	PDFL Diagnostics	263.68	
501.0000.51.521.10.48.005			2/28/2020	37232	PDFL Oil Change	86.49	
501.0000.51.521.10.48.005			2/28/2020	37232	PDFL Safety Inspection	22.34	
501.0000.51.521.10.48.005			2/28/2020	37232	PDFL Other	24.54	
501.0000.51.521.10.48.005			2/28/2020	37232	PDFL Tire Rotation	81.69	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.48.005			2/28/2020	37233	PDFL Oil Change	86.42	
501.0000.51.521.10.48.005			2/28/2020	37233	PDFL Safety Inspection	21.18	
501.0000.51.521.10.48.005			2/28/2020	37233	PDFL Tire Rotation	77.22	
501.0000.51.521.10.48.005			2/28/2020	37233	PDFL Other	24.47	
501.0000.51.521.10.48.005			2/25/2020	37111	PDFL Other	96.65	
501.0000.51.521.10.48.005			2/25/2020	37200	PDFL Strip Out	644.16	
501.0000.51.521.10.48.005			2/25/2020	37207	PDFL Other	49.05	
501.0000.51.521.10.48.005			2/18/2020	37140	PDFL Oil Change	88.51	
501.0000.51.521.10.48.005			2/18/2020	37140	PDFL Safety Inspection	65.30	
501.0000.51.521.10.48.005			2/18/2020	37140	PDFL Brakes	1,058.10	
501.0000.51.521.10.48.005			2/18/2020	37140	PDFL Other	190.79	
501.0000.51.521.10.48.005			2/18/2020	37140	PDFL Tires	923.68	
501.0000.51.521.10.48.005			2/18/2020	37140	PDFL Alignment	97.99	
501.0000.51.521.10.48.005			2/24/2020	37173	PDFL Oil Change	87.86	
501.0000.51.521.10.48.005			2/24/2020	37173	PDFL Safety Inspection	22.61	
501.0000.51.521.10.48.005			2/24/2020	37173	PDFL Brakes	190.76	
501.0000.51.521.10.48.005			2/24/2020	37173	PDFL Other	49.26	
501.0000.51.521.10.48.005			2/24/2020	37173	PDFL Steering	688.98	
501.0000.51.521.10.48.005			2/24/2020	37173	PDFL Allignment	78.66	
501.0000.51.521.10.48.005			2/24/2020	37173	PDFL Tire Rotation	97.32	
501.0000.51.521.10.48.005			2/24/2020	37180	PDFL Oil Change	86.01	
501.0000.51.521.10.48.005			2/24/2020	37180	PDFL Safety Inspection	20.76	
501.0000.51.521.10.48.005			2/24/2020	37180	PDFL Other	24.05	
501.0000.51.521.10.48.005			3/5/2020	37271	PDFL Electrical	158.67	
501.0000.51.521.10.48.005			3/5/2020	37275	PDFL Oil Change	89.81	
501.0000.51.521.10.48.005			3/5/2020	37276	PDFL Electrical	150.87	
501.0000.51.521.10.48.005			3/5/2020	37282	PDFL Other	161.68	
501.0000.51.521.10.48.005			3/4/2020	36925	PDFL Strip Out	1,242.23	
501.0000.51.521.10.48.005			3/4/2020	37174	PDFL Diagnostics	100.28	
501.0000.51.521.10.48.005			3/4/2020	37174	PDFL Oil Change	49.92	
501.0000.51.521.10.48.005			3/4/2020	37174	PDFL Engine	1,666.39	
501.0000.51.521.10.48.005			3/4/2020	37174	PDFL Other	140.00	
501.0000.51.521.10.48.005			3/4/2020	37231	PDFL Tires	856.86	
501.0000.51.521.10.48.005			3/4/2020	37231	PDFL Electrical	85.25	
501.0000.51.521.10.48.005			3/4/2020	37231	PDFL Other	31.14	
501.0000.51.521.10.48.005			3/4/2020	37258	PDFL Oil Change	90.65	
501.0000.51.521.10.48.005			3/4/2020	37258	PDFL Safety Inspection	25.41	
501.0000.51.521.10.48.005			3/4/2020	37258	PDFL Other	307.53	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.48.005			3/4/2020	37263	PDFL Other	302.85	
501.0000.51.521.10.48.005			3/4/2020	37266	PDFL Other	49.05	
501.0000.51.521.10.48.005			11/13/2019	36541	PDFL Electrical	49.05	
181.0000.15.521.21.48.005			1/9/2020	36850	PDFL Other	245.22	
15474	3/13/2020	012581		THURSTON COUNTY ECONOMIC,			\$1,000.00
192.0000.00.558.60.41.001			3/10/2020	19999	SSMP Economic Impact Assessmen	1,000.00	
15475	3/13/2020	006610		TITUS-WILL FORD SALES, INC,			\$1,357.55
501.0000.51.521.10.48.005			1/23/2020	FOCS124243	PDFL Key	129.25	
501.0000.51.521.10.48.005			1/28/2020	FOCS124255	PDFL Battery	4.12	
501.0000.51.521.10.48.005			1/28/2020	FOCS124255	PDFL Other	1,224.18	
15476	3/13/2020	007355		TRIPPER'S TRAILER SERVICE &,			\$219.80
501.0000.51.548.79.48.005			3/2/2020	5303	PKFL Vehicle Maint	219.80	
15477	3/13/2020	000153		TYLER TECHNOLOGIES INC,			\$109.40
503.0000.04.518.80.49.004			2/15/2020	020-23603	IT 03/15-04/14 CaseloadPRO	109.40	
15478	3/13/2020	007885		ULINE, INC,			\$1,311.78
001.0000.15.521.80.31.001			2/27/2020	117486704	PD Office Supplies	1,311.78	
15479	3/13/2020	009372		VENTEK INTERNATIONAL,			\$90.00
503.0000.04.518.80.42.001			3/1/2020	120584	IT 03/20 CCU Server Hosting, D	90.00	
15480	3/13/2020	000593		WASHINGTON STATE TREASURER,			\$73,480.38
001.0000.02.237.10.00.002			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	29,277.81	
001.0000.02.237.10.00.001			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	17,114.66	
001.0000.02.237.30.00.000			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	230.40	
001.0000.02.386.89.15.001			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	25.20	
001.0000.02.237.10.00.007			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	2,624.73	
001.0000.02.386.89.16.001			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	109.83	
001.0000.02.386.89.14.001			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	113.74	
001.0000.02.237.10.00.008			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	5,234.61	
001.0000.02.237.10.00.009			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	2,099.85	
001.0000.00.237.25.00.000			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	22.49	
001.0000.02.237.10.00.003			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	13,709.59	
001.0000.02.237.10.00.006			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	2,917.47	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
15481	3/13/2020	011031		XIOLOGIX LLC,			\$2,171.62
503.0000.04.518.80.48.002			2/28/2020	7522	IT Thru 0304/21 Dell Support R	2,171.62	
15482	3/13/2020	001272		ZUMAR INDUSTRIES INC,			\$1,077.80
101.0000.11.542.64.31.001			2/21/2020	31791	PKST Signs	1,077.80	
92577	2/27/2020	012566		ALL PHASE PAITING & CONSTRUCT,			\$54.00
001.0000.00.233.10.00.000			2/25/2020	Ref000186033	02/20-REF ON-ACCT	54.00	
92578	2/27/2020	008307		AT&T MOBILITY,			\$5,536.91
503.0000.04.518.80.35.001			1/19/2020	287296255265 01/20	IT 12/20/19-01/19/20 Phone	1,194.75	
503.0000.04.518.80.42.001			1/19/2020	287296255265 01/20	IT 12/20/19-01/19/20 Phone	4,342.16	
92579	2/27/2020	010102		BEST PARKING LOT CLEANING INC,			\$1,720.65
401.0000.11.531.10.48.001			2/13/2020	188203	PKSW 02/13 Special Street Swee	1,182.69	
401.0000.11.531.10.48.001			2/18/2020	188256	PKSW 02/18 Special Street Swee	537.96	
92580	2/27/2020	005965		BUILDERS EXCHANGE OF,			\$84.00
302.0137.21.595.12.44.001			2/10/2020	1064879	PWCP Steil. Blvd/88th St: Publ	84.00	
92581	2/27/2020	009191		CITY OF DUPONT,			\$1,383.11
001.0000.02.229.10.00.003			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	1,383.11	
92582	2/27/2020	006613		CITY OF UNIVERSITY PLACE,			\$4,375.84
001.0000.02.229.10.00.001			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	4,375.84	
92583	2/27/2020	003948		COMCAST CORPORATION,			\$585.21
180.0000.15.521.21.42.001			2/6/2020	8498 30 099 0003937	PD 02/16-03/15 TLSO Modem	279.80	
503.0000.04.518.80.42.001			2/15/2020	8498 35 011 2205662	IT 02/25-03/24 9420 Front St S	305.41	
92584	2/27/2020	005814		CUMMINS NORTHWEST LLC,			\$1,924.40
502.0000.17.518.35.48.001			2/12/2020	01-66175	PKFC 01/31 CH PM Annual Svc	701.21	
502.0000.17.521.50.48.001			2/12/2020	01-66194	PKFC 01/31 PD PM Annual Svc	1,223.19	
92585	2/27/2020	006016		DAVIS DOOR SERVICE, INC,			\$5,410.38
502.0000.17.518.35.48.001			2/21/2020	247601	PKFC Replace Broken Barrel Ass	4,923.00	
502.0000.17.518.35.48.001			2/21/2020	247601	Sales Tax	487.38	
92586	2/27/2020	008105		DEPARTMENT OF TRANSPORTATION,			\$2,057.73

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
101.0000.11.544.90.41.001			2/18/2020	RE-313-ATB00218012	PKST/PKSW 01/20 Traffic Mgmt C	1,156.33	
401.0000.11.531.10.41.001			2/18/2020	RE-313-ATB00218012	PKST/PKSW 01/20 Traffic Mgmt C	578.16	
101.0000.11.542.64.41.001			2/18/2020	RE-313-ATB00218049	PKST 01/20 Master Signal Maint	323.24	
92587	2/27/2020	001692		DEPT OF LABOR & INDUSTRIES,			\$193.84
502.0000.17.518.35.41.001			2/10/2020	323048	PKFC CH Thru 11/19/21 Boiler C	193.84	
92588	2/27/2020	001692		DEPT OF LABOR & INDUSTRIES,			\$114.10
502.0000.17.542.65.41.001			1/5/2020	255732	PKFC Lkwd Station Penalty: Fai	114.10	
92589	2/27/2020	012561		DIRECT ACTION RESOURCE CENTER,			\$3,000.00
001.0000.15.521.40.49.003			2/10/2020	2020-0208-08	PD Counter Terrorism Course: C	3,000.00	
92590	2/27/2020	006098		DIVE RESCUE INTERNATIONAL INC,			\$1,373.90
001.0000.15.521.70.35.010			2/12/2020	INV181844	PD Y Adapter for MK-7	1,225.00	
001.0000.15.521.70.35.010			2/12/2020	INV181844	freight	25.14	
001.0000.15.521.70.35.010			2/12/2020	INV181844	Sales Tax	121.27	
001.0000.15.521.70.35.010			2/12/2020	INV181844	Sales Tax	2.49	
92591	2/27/2020	000146		DMCMA,			\$50.00
001.0000.02.512.50.49.003			2/25/2020	02/25/20 DMCMA	MC DMCMA 2020 Spring Trng: S.	50.00	
92592	2/27/2020	004710		EQUIFAX CREDIT NORTHWEST CORP,			\$109.79
001.0000.15.521.10.41.001			2/17/2020	5740793	PD 02/20	109.79	
92593	2/27/2020	010063		EWING IRRIGATION PRODUCTS INC,			\$9.00
001.0000.11.576.80.31.001			2/13/2020	9074132	PKFC Supplies	9.00	
92594	2/27/2020	000166		FEDERAL EXPRESS,			\$81.28
001.0000.99.518.40.42.002			2/21/2020	6-934-92065	ND Shipping	81.28	
92595	2/27/2020	001716		FENCE SPECIALISTS INC,			\$714.35
101.0000.11.544.90.48.001			2/12/2020	0042391	PKST Emer Fence Repair: 12502	714.35	
92596	2/27/2020	002662		GENE'S TOWING INC,			\$197.83
001.0000.15.521.10.41.070			2/13/2020	477074	PD 02/13	115.40	
001.0000.15.521.10.41.070			2/22/2020	477222	PD 02/22	82.43	
92597	2/27/2020	012570		HORN GREGORY S & MARY J,			\$6.00

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.00.233.10.00.000			2/25/2020	Ref000186031	02/20-REF ON-ACCT/BP-15-00556	6.00	
92598	2/27/2020	010950		INSLEE,BEST,DOEZIE & RYDER P.S.,			\$5,467.50
192.0007.07.594.58.61.007			2/8/2020	254719	SSMP Thru 01/31 JBLM-Clear Zon	5,467.50	
92599	2/27/2020	012563		INTERMOUNTAIN MANAGEMENT LLC,			\$600.00
001.0000.00.233.10.00.000			2/25/2020	Ref000186012	02/20-REF ON-ACCT BAL	600.00	
92600	2/27/2020	011961		KELLEY CONNECT,			\$40,333.30
503.0000.04.518.80.31.002			12/31/2019	IN623949	IT HP PageWide XL4000 40-in Pr	14,750.00	
503.0000.04.518.80.31.002			12/31/2019	IN623949	Sales Tax	1,460.25	
503.0000.04.518.80.31.002			12/31/2019	IN623951	IT HP PageWide XL4000 40-in Pr	14,750.00	
503.0000.04.518.80.31.002			12/31/2019	IN623951	Sales Tax	1,460.25	
503.0000.04.518.80.31.002			1/24/2020	IN628900	IT Contex IQ Quattro 4450 Scan	7,200.00	
503.0000.04.518.80.31.002			1/24/2020	IN628900	Sales Tax	712.80	
92601	2/27/2020	000739		KR INC,			\$220.01
101.0000.21.542.64.31.001			2/24/2020	INV-059891	PWST Supplies	113.47	
101.0000.11.544.90.31.001			2/6/2020	INV-059322	PKST Supplies	106.54	
92602	2/27/2020	000300		LAKEWOOD WATER DISTRICT,			\$185.54
101.0000.11.542.70.47.001			2/13/2020	27146-75741 02/13/20	PKST 12/02/19-02/02/20 9420 Fr	43.12	
001.0000.11.576.80.47.001			2/13/2020	14449-75741 02/13/20	PKFC 11/28/19-01/29/20 9222 Ve	43.12	
001.0000.11.576.80.47.001			2/13/2020	15996-75741 02/13/20	PKFC 12/02/19-02/02/20 Amer Lk	99.30	
92603	2/27/2020	004680		LANGUAGE LINE SERVICES,			\$322.01
001.0000.02.512.51.49.009			1/31/2020	4743820	MC 01/20	322.01	
92604	2/27/2020	000309		LES SCHWAB TIRE CENTER,			\$226.00
501.0000.51.548.79.48.005			2/13/2020	30500590864	PKFL Tire	226.00	
92605	2/27/2020	004073		MACDONALD-MILLER FACILITY SOL,			\$1,093.75
502.0000.17.518.35.48.001			2/10/2020	SVC176396	PKFC Insall New Relief	1,093.75	
92606	2/27/2020	012558		MCNALLY, EARL			\$1,102.40
001.0000.00.233.10.00.000			2/25/2020	Ref000186060	02/20-REF ON-ACCT	1,102.40	
92607	2/27/2020	011823		MPA,			\$175.00
001.0000.02.523.30.49.003			2/25/2020	02/25/2020 MPA	MC 2020 WSMPA Annual Conf: C.	175.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
92608	2/27/2020	009967		MT VIEW LOCATING SERVICES LLC,			\$212.50
001.0000.11.576.80.41.001			2/12/2020	22351.20221	PKFC 02/04 Private Locate: 922	85.00	
001.0000.11.576.80.41.001			2/18/2020	22351.20293	PKFC 02/13 Private Locate 9222	127.50	
92609	2/27/2020	000360		NEWS TRIBUNE,			\$2,613.87
001.0000.07.558.60.44.001			2/2/2020	4521327	CD NOA LU-19-00258	151.07	
001.0000.07.558.60.44.001			2/2/2020	4521348	CD NOA LU-19-00265	274.35	
001.0000.07.558.60.44.001			2/2/2020	4521370	CD NOA LU-19-00273	236.83	
401.0008.41.595.12.44.001			2/2/2020	4530239	PWSW 2019 Outfall	408.35	
001.0000.07.558.60.44.001			2/2/2020	4531298	CD NOA LU-19-00210	220.75	
001.0000.07.558.60.44.001			2/2/2020	4538224	CD NOA LU-19-00273	252.91	
001.0000.06.514.30.44.001			2/2/2020	4538618	LG Ord. 727	140.35	
001.0000.06.514.30.44.001			2/2/2020	4538650	LG Ord. 728	145.71	
001.0000.15.521.80.44.001			2/2/2020	4541780	PD Potentially Dangerous Dog N	783.55	
92610	2/27/2020	006010		PETEK, PH.D., THOMAS			\$600.00
001.0000.09.518.10.41.001			1/31/2020	10740	HR 01/28 & 01/30 Psych Eval: L	600.00	
92611	2/27/2020	006117		PETTY CASH,			\$32.50
001.0000.00.369.81.01.000				02/20 NY Over	02/20 NY Petty Cash Overage	-0.10	
101.0000.21.544.20.31.001			2/26/2020	02/20 NY	PWST Devereaux: Supplies	10.98	
190.0004.52.559.31.31.005			2/26/2020	02/20 NY	CDBG Larkin: Svc. Provider Rou	21.62	
92612	2/27/2020	006117		PETTY CASH,			\$118.48
001.0000.01.511.60.43.003			2/26/2020	02/20 VH	CC Brandstetter: City Action D	25.30	
001.0000.07.558.60.31.004			2/26/2020	02/20 VH	CD Devereaux: Books	60.00	
001.9999.09.518.10.43.005			2/26/2020	02/20 VH	HR Bainville: GARE Graduation	15.00	
001.0000.11.569.50.31.001			2/26/2020	02/20 VH	PKSR Washburn: Supplies	18.18	
92613	2/27/2020	000420		PIERCE TRANSIT,			\$75.00
001.0000.00.233.10.00.000			2/25/2020	Ref000186027	02/20-REF ON-ACCT/BP-16-00915	75.00	
92614	2/27/2020	010429		PMAM CORPORATION,			\$3,605.00
001.0000.15.521.10.41.015			2/11/2020	20200249	PD 01/20	3,605.00	
92615	2/27/2020	010986		POWERSPORTS NORTHWEST,			\$742.26
501.0000.51.521.10.48.005			2/5/2020	93803486	PDFL Other	371.13	
501.0000.51.521.10.48.005			2/5/2020	93803487	PDFL Other	371.13	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
92616	2/27/2020	008199		PUBLIC SAFETY TESTING,			\$3,432.24
001.0000.15.521.40.41.001			2/20/2020	PSTAC20-39	PD Police Sergeant Written Exa	3,432.24	
92617	2/27/2020	000445		PUGET SOUND ENERGY,			\$1,300.08
502.0000.17.518.35.47.011			2/20/2020	200018357661 2/20/20	PKFC 01/17-02/19 6000 Main St	916.15	
502.0000.17.521.50.47.011			2/19/2020	200008745289 2/19/20	PKFC 01/16-02/18 9401 Lkwd Dr	383.93	
92618	2/27/2020	005342		RAINIER LIGHTING & ELECTRICAL,			\$35.17
502.0000.17.518.35.31.001			2/14/2020	525530-1	PKFC Supplies	35.17	
92619	2/27/2020	002994		REGIONAL TOXICOLOGY SVCS LLC,			\$520.05
001.0000.02.523.30.41.001			1/31/2020	TC-42210013120	MC 01/20 UA Fees	520.05	
92620	2/27/2020	012564		SAGER FAMILY HOMES INC,			\$12.00
001.0000.00.233.10.00.000			2/25/2020	Ref000186029	02/20-REF ON-ACCT/BP-15-00560	6.00	
001.0000.00.233.10.00.000			2/25/2020	Ref000186030	02/20-REF ON-ACCT/BP-15-00561	6.00	
92621	2/27/2020	012545		SINGH, JARNAIL			\$11.25
001.0000.00.233.10.00.000			1/31/2020	Ref000185333	01/20 REF ON-ACCT BAL-FINANCE	11.25	
92622	2/27/2020	004721		SQUAD ROOM EMBLEMS,			\$297.28
001.0000.15.521.70.31.008			1/13/2020	011320	PD Shoulder Patches	297.28	
92623	2/27/2020	008247		SUNSET AIR INC,			\$9.50
001.0000.00.233.10.00.000			2/25/2020	Ref000186014	02/20-REF ON-ACCT BAL	9.50	
92624	2/27/2020	011824		TAYLOR, LINDA LEE			\$318.60
001.0000.11.569.50.41.001			2/21/2020	01/08-02/26/20	PKSR 01/08-02/26 Instructor	318.60	
92625	2/27/2020	012546		TEAM CONSTRUCTION LLC,			\$100.00
001.0000.00.233.10.00.000			2/25/2020	Ref000186043	02/20-REF ON-ACCT/BP-15-00639	100.00	
92626	2/27/2020	009580		T-MOBILE USA,			\$879.26
503.0000.04.518.80.35.001			2/13/2020	957784232 02/13/2020	IT 01/21-02/12 Phone	469.69	
503.0000.04.518.80.42.001			2/13/2020	957784232 02/13/2020	IT 01/21-02/12 Phone	329.00	
503.0000.04.518.80.35.001			2/13/2020	958015494 02/13/2020	IT 01/21-02/12 Phone	6.25	
503.0000.04.518.80.42.001			2/13/2020	958015494 02/13/2020	IT 01/21-02/12 Phone	74.32	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
92627	2/27/2020	005831		TOWN OF STEILACOOM,			\$6,735.55
001.0000.02.229.10.00.002			2/21/2020	01/20 Court Remit	MC 01/20 Court Remit	6,735.55	
92628	2/27/2020	001924		TRI-TEC COMMUNICATIONS INC,			\$11,355.07
503.0000.04.518.80.48.002			2/3/2020	644619	IT 03/13/20-03/12/21 Tri-Tec S	11,355.07	
92629	2/27/2020	002509		VERIZON WIRELESS,			\$703.68
503.0000.04.518.80.42.001			1/16/2020	9846475135	IT 12/17/19-01/16/20 Phone	13.59	
503.0000.04.518.80.42.001				9846475135	IT 12/17/19-01/16/20 Phone	-28.37	
503.0000.04.518.80.42.001			2/16/2020	9848510307	IT 01/17-02/16 Phone	17.61	
503.0000.04.518.80.42.001			2/16/2020	9848510307	IT 01/17-02/16 Phone	170.88	
503.0000.04.518.80.42.001			2/16/2020	9848510307	IT 01/17-02/16 Phone	140.95	
503.0000.04.518.80.42.001			2/16/2020	9848510307	IT 01/17-02/16 Phone	35.24	
503.0000.04.518.80.42.001			2/16/2020	9848510308	IT 01/17-02/16 Phone	129.26	
503.0000.04.518.80.42.001			2/16/2020	9848510308	IT 01/17-02/16 Phone	176.76	
503.0000.04.518.80.42.001			2/16/2020	9848546200	IT 01/17-02/16 Phone	47.76	
92630	2/27/2020	002509		VERIZON WIRELESS,			\$245.09
503.0000.04.518.80.42.001			2/14/2020	INV19051377	IT 12/19 GPS	245.09	
92631	2/27/2020	011595		WALTER E NELSON CO,			\$663.58
502.0000.17.518.30.31.001			2/14/2020	745555	PKFC Supplies	663.58	
92632	2/27/2020	012571		WYATT, KATHLEEN			\$178.80
001.0000.11.569.50.41.001			2/21/2020	01/07-02/13/20	PKSR 01/07-02/13 Instructor	178.80	
92633	2/27/2020	011032		YMCA OF PIERCE AND KITSAP CO.,			\$40.00
001.0000.00.233.10.00.000			2/25/2020	Ref000186038	02/20-REF ON-ACCT/PW-17-00067	40.00	
92634	2/27/2020	008553		ZONES INC,			\$195.73
503.0000.04.518.80.42.001			2/14/2020	K14774210101	IT Headset	195.73	
92635	2/27/2020	002509		VERIZON WIRELESS,			\$160.00
180.0000.15.521.21.42.001			2/27/2020	200036036-54866463	PD Cell Tower Dump: 7515 145th	110.00	
180.0000.15.521.21.42.001			2/18/2020	200040604-27925240	PD Cell Phone Records	50.00	
92636	3/13/2020	010899		ACCESS INFORMATION MANAGEMENT,			\$2,378.76
001.0000.06.514.30.41.001			2/29/2020	7970647	LG AG 2015-198 02/20 Record Re	2,378.76	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
92637	3/13/2020	010958		ACCO BRANDS CORPORATION,			\$351.89
001.0000.11.571.20.31.050		2/14/2020	2907942	PKRC Supplies		351.89	
92638	3/13/2020	002293		AHBL INC,			\$5,230.00
302.0060.21.595.12.41.001		2/25/2020	117990	PWCP AG 2019-063 01/01-01/31 1		145.00	
192.0006.07.558.60.41.001		1/31/2020	117980	SSMP AG 2019-163 12/26/19-01/2		5,085.00	
92639	3/13/2020	008307		AT&T MOBILITY,			\$30,275.44
503.0000.04.518.80.42.001		1/19/2020	287293165778 01/20	IT 12/20/19-01/19/20 Phone		14,002.50	
503.0000.04.518.80.42.001		2/19/2020	287293165778 02/20	IT 01/20-02/19 Phone		12,935.75	
503.0000.04.518.80.42.001		2/19/2020	287296255265 03/20	IT Thru 02/19 Phone		3,313.09	
503.0000.04.518.80.42.001		2/19/2020	28729734163 02/19/20	IT 02/03-02/19 Phone		24.10	
92640	3/13/2020	010102		BEST PARKING LOT CLEANING INC,			\$6,204.34
401.0000.11.531.10.48.001		2/29/2020	187433	PKSW 02/20 Clean Town Cntr/Art		6,056.32	
502.0000.17.518.35.48.001		2/29/2020	187441	PKFC 02/20 Clean CH Parkling L		148.02	
92641	3/13/2020	003929		BOTTGER, FREDERICK			\$430.00
001.0000.11.237.26.00.000		3/6/2020	03/06/20	PKSR Rental Cancellation - BD		430.00	
92642	3/13/2020	012576		BROWN, TERRI			\$144.00
105.0002.07.342.40.00.000		3/3/2020	RBL02-2002037863	CD RBL02-2002037863 RH Refund		144.00	
92643	3/13/2020	012577		CALFIELD LLC,			\$972.00
105.0002.07.342.40.00.000		3/9/2020	11/06/19 RH Refund	CD 11/05/19 Rental Housing Ref		972.00	
92644	3/13/2020	000095		CHOUGH, KWANG S			\$377.25
001.0000.02.512.51.49.009		2/11/2020	02/10-02/13/20	MC 02/11-02/13 Interpreter		377.25	
92645	3/13/2020	009191		CITY OF DUPONT,			\$5,513.54
001.0000.02.229.10.00.003		3/4/2020	02/20 Court Remit	MC 02/20 Court Remit		5,513.54	
92646	3/13/2020	006613		CITY OF UNIVERSITY PLACE,			\$5,674.25
001.0000.02.229.10.00.001		3/4/2020	02/20 Court Remit	MC 02/20 Court Remit		5,674.25	
92647	3/13/2020	011564		CODE PUBLISHING COMPANY,			\$9,257.98
001.0000.06.514.30.41.001		3/6/2020	66239	LG New Pgs, Graphics, Tables,		9,257.98	
92648	3/13/2020	003948		COMCAST CORPORATION,			\$279.80

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
180.0000.15.521.21.42.001			3/6/2020	8498 30 099 0003937	PD 03/16-04/15 TLSO Modem	279.80	
92649	3/13/2020	002406		COSTCO,			\$120.00
001.0000.04.514.20.49.001			3/12/2020	470766937	FN Costco Renewal Thru 05/31/2	120.00	
92650	3/13/2020	001531		DEPT OF ECOLOGY,			\$12,478.27
401.0000.41.531.10.41.001			3/4/2020	2020-WAR045012 2nd	PWSW 07/01/19-06/30/20 2nd 1/2	12,478.27	
92651	3/13/2020	009472		DISH NETWORK LLC,			\$164.01
503.0000.04.518.80.42.001			3/4/2020	8255 7070 8168 1616	IT 03/16-04/15 PD TV/HD Receiv	164.01	
92652	3/13/2020	000159		EMPLOYMENT SECURITY DEPT,			\$3.50
001.0000.06.515.30.41.001			2/6/2020	20-006514-RDU-A5	LG Henry Work History Search	3.50	
92653	3/13/2020	000166		FEDERAL EXPRESS,			\$136.63
001.0000.99.518.40.42.002			2/28/2020	6-942-06234	ND 02/12 Shipping	119.89	
001.0000.99.518.40.42.002			3/6/2020	6-948-76198	ND 02/26 PD Shipping	16.74	
92654	3/13/2020	012575		FRANZEN, MATTHEW			\$24.00
105.0002.07.342.40.00.000			3/11/2020	RBL03-2002268104 Ref	CD RBL03-2002268104 RH Refund	24.00	
92655	3/13/2020	002662		GENE'S TOWING INC,			\$250.02
001.0000.15.521.10.41.070			2/26/2020	477486	PD 02/26	250.02	
92656	3/13/2020	008664		HOLROYD COMPANY INC,			\$256.07
101.0000.11.542.70.31.030			2/11/2020	354694	PKST 1 1/4" Base Course	256.07	
92657	3/13/2020	009728		HSA BANK,			\$103.50
001.0000.09.518.10.41.001			3/4/2020	W219559	HR 02/20 Svc Fee	103.50	
92658	3/13/2020	011489		INSI INC,			\$46,174.84
503.0000.04.518.80.41.001			2/28/2020	M14151	IT 72 Strand Cable To Connect	4,235.32	
503.0000.04.518.80.41.001			2/28/2020	M14151	IT Labor To Pull Cable & Splic	4,240.00	
503.0000.04.518.80.41.001			2/28/2020	M14151	Sales Tax	839.06	
503.0030.04.594.14.64.002			2/28/2020	M14154	IT Install 12f SM Fiber Cable	5,250.00	
503.0030.04.594.14.64.002			2/28/2020	M14154	Sales Tax	519.75	
503.0002.04.594.18.64.002			2/28/2020	M14155	IT Repair / Replace buried con	28,290.00	
503.0002.04.594.18.64.002			2/28/2020	M14155	Sales Tax	2,800.71	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
92659	3/13/2020	010950		INSLEE,BEST,DOEZIE & RYDER P.S.,			\$1,650.00
001.0000.06.515.30.41.001			3/10/2020	255647	LG Thru 02/29 Lowein Condemnat	1,650.00	
92660	3/13/2020	004761		JENNINGS EQUIPMENT INC,			\$182.18
501.0000.51.548.79.48.005			2/28/2020	4099	PKFL Vehicle Maint	182.18	
92661	3/13/2020	010885		JOHNSTON GROUP LLC,			\$4,500.00
001.0000.03.513.10.41.001			3/2/2020	1042	CM AG 2019-172 03/20 Fed. Gov.	4,500.00	
92662	3/13/2020	011961		KELLEY CONNECT,			\$2,308.76
503.0000.04.518.80.31.002			2/26/2020	IN643790	IT Supplies	81.89	
503.0000.04.518.80.45.002			1/30/2020	IN630908	IT 01/20 Copier	122.89	
503.0000.04.518.80.45.002			1/30/2020	IN630908	IT 01/20 Copier	1.04	
503.0000.04.518.80.45.002			1/30/2020	IN630908	IT 01/20 Copier	20.33	
503.0000.04.518.80.45.002			1/30/2020	IN630908	IT 01/20 Copier	93.79	
503.0000.04.518.80.45.002			1/30/2020	IN630908	IT 01/20 Copier	26.67	
503.0000.04.518.80.45.002			1/30/2020	IN630908	IT 01/20 Copier	198.07	
503.0000.04.518.80.45.002			1/30/2020	IN630908	IT 01/20 Copier	12.79	
503.0000.04.518.80.45.002			1/30/2020	IN630908	IT 01/20 Copier	0.21	
503.0000.04.518.80.45.002			1/30/2020	IN630908	IT 01/20 Copier	499.07	
503.0000.04.518.80.45.002			1/30/2020	IN630908	IT 01/20 Copier	32.50	
503.0000.04.518.80.45.002			1/30/2020	IN630908	IT 01/20 Copier	1,219.51	
92663	3/13/2020	000739		KR INC,			\$113.47
302.0138.21.595.30.31.001			2/13/2020	INV-059566	PWCP Supplies	113.47	
92664	3/13/2020	000300		LAKWOOD WATER DISTRICT,			\$278.30
001.0000.11.576.80.47.001			3/3/2020	25956-75741 03/03/20	PKFC 12/24/19-02/24/20 8807 25	52.45	
001.0000.11.576.80.47.001			3/3/2020	26121-75741 03/03/20	PKFC 12/24/19-02/24/20 8421 Pi	43.12	
502.0000.17.521.50.47.001			3/3/2020	26834-75740 03/03/20	PKFC 12/24/19-02/24/20 9401 LW	117.76	
101.0000.11.542.70.47.001			2/25/2020	22087-75739 02/25/20	PKST 12/10/19-02/10/20 0 75th	64.97	
92665	3/13/2020	012557		LEAVELL, DEBRA ANN			\$858.60
001.0000.11.569.50.41.001			3/5/2020	01/21-02/28/20	PKSR 01/21-02/28 Instructor	858.60	
92666	3/13/2020	005685		LEMAY MOBILE SHREDDING,			\$229.00
001.0000.15.521.10.41.001			3/1/2020	4648346	PD 02/20 Shredding	179.00	
001.0000.99.518.40.41.001			3/1/2020	4651205	ND 02/20 Shredding 3rd Floor	50.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
92667	3/13/2020	000309		LES SCHWAB TIRE CENTER,			\$1,388.32
501.0000.51.548.79.48.005			2/27/2020	30500593279	PKFL Battery	358.20	
501.0000.51.548.79.48.005			2/27/2020	30500593279	PKFL Tires	1,030.12	
92668	3/13/2020	004363		MCCAIN INC,			\$729.75
101.0000.11.542.64.35.014			2/28/2020	INV0247774	PKST Framework Adapter/Assy	729.75	
92669	3/13/2020	007032		MICRO TEL,			\$1,150.00
503.0000.04.518.80.48.003			3/2/2020	200620783	IT 06/21/20-06/22/21 Microcall	1,150.00	
92670	3/13/2020	012556		MUYSHONDT, ANAMARIA			\$840.00
001.9999.11.565.10.41.020			3/5/2020	101	PKHS Parenting Trng	840.00	
92671	3/13/2020	011393		NAVIA BENEFIT SOLUTIONS,			\$190.90
001.0000.09.518.10.41.001			2/28/2020	10243852	HR 02/20 Monthly Participant F	190.90	
92672	3/13/2020	012578		NGUYEN, KAYDEN			\$60.00
105.0002.07.342.40.00.000			2/6/2020	01/14/20 RH Refund	CD 01/14 Rental Housing Refund	60.00	
92673	3/13/2020	010907		NOMAN, DIANA			\$179.80
001.0000.02.512.51.49.009			2/3/2020	02/03/20	MC 02/03 Interpreter	179.80	
92674	3/13/2020	000376		OFFICE DEPOT,			\$18.92
192.0000.00.558.60.31.071			2/19/2020	2386539521	SSMP Supplies	18.92	
92675	3/13/2020	011424		OLBRECHTS & ASSOCIATES PLLC,			\$1,209.00
105.0001.07.559.20.41.001			3/2/2020	02/20	CDBG 02/20 Hearing Examiner Sv	1,209.00	
92676	3/13/2020	010633		P & C ROOFING INC,			\$461.58
190.0004.52.559.31.41.001			3/6/2020	03/06/20 MHR-147	CDBG MHR-147 Howard	461.58	
92677	3/13/2020	010064		PINTO, MICHELLE			\$608.80
001.0000.02.512.51.49.009			2/7/2020	02/07-02/25/20	MC 02/07-02/25 Interpreter	608.80	
92678	3/13/2020	010933		POTTS, SAMUEL			\$134.95
001.0000.02.512.51.49.009			2/4/2020	02/04/20	MC 02/04 Interpreter	134.95	
92679	3/13/2020	010204		PROTECT YOUTH SPORTS,			\$48.80
001.0000.09.518.10.41.001			3/1/2020	789755	HR 02/20 Na'tl Combo Searches	48.80	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
92680	3/13/2020	000445		PUGET SOUND ENERGY,			\$2,628.80
001.0000.11.576.80.47.005			3/3/2020	200001526637 3/03/20	PKFC 9222 01/30-03/02 Veteran'	63.29	
001.0000.11.576.80.47.005			3/3/2020	200004973653 3/03/20	PKFC 01/30-03/02 14717 Woodlaw	395.81	
101.0000.11.542.63.47.006			3/3/2020	200006381095 3/03/20	PKST 01/30-03/02 7819 150th St	28.61	
101.0000.11.542.63.47.006			3/3/2020	220008814687 3/03/20	PKST 01/30-03/02 7000 150th St	23.53	
101.0000.11.542.63.47.006			3/3/2020	220017817689 3/03/20	PKST 01/30-03/02 11521 GLD SW	94.71	
001.0000.11.576.80.47.005			3/3/2020	220018963391 3/03/20	PKFC 01/30-03/02 10365 112th S	69.28	
001.0000.11.576.81.47.005			2/25/2020	200001527346 2/25/20	PKFC 01/23-02/24 8714 87th Ave	10.31	
001.0000.11.576.81.47.005			2/25/2020	220017468871 2/25/20	PKFC 01/23-02/24 9107 Angle La	156.74	
001.0000.11.576.80.47.005			2/26/2020	220002793168 2/26/20	PKFC 01/24-02/25 8807 25th Ave	130.91	
001.0000.11.576.81.47.005			2/21/2020	200001527551 2/21/20	PKFC 01/21-02/20 9115 Angle Ln	130.10	
101.0000.11.542.64.47.005			2/21/2020	300000005037 2/21/20	PKST 12/31/19-01/30/20 Gravel	466.11	
001.0000.11.576.81.47.005			2/24/2020	300000010896 2/24/20	PKFC 01/21-02/20 Ft Steil Park	395.16	
001.0000.11.576.81.47.005			2/24/2020	300000010938 2/24/20	PKFC 01/21-02/20 8802 Dresden	289.40	
001.0000.11.576.80.47.005			3/3/2020	300000000129 3/03/20	PKFC 01/30-03/02 11500 Militar	245.45	
001.0000.11.576.80.47.005			3/3/2020	300000010268 3/03/20	PKFC 01/30-03/02 Woodlawn Ave	129.39	
92681	3/13/2020	005342		RAINIER LIGHTING & ELECTRICAL,			\$449.04
502.0000.17.542.65.31.001			2/25/2020	525837-1	PKFC Supplies	290.14	
502.0000.17.542.65.31.001			2/26/2020	525888-1	PKFC Supplies	67.70	
502.0000.17.518.35.31.001			2/20/2020	525664-1	PKFC Supplies	70.34	
502.0000.17.542.65.31.001			2/28/2020	526111-1	PKST Socket	20.86	
92682	3/13/2020	012582		RANGEL, RUBEN AND SOFIA			\$500.00
302.0060.21.595.20.61.006			3/12/2020	5400-200-120 3/13/20	PWCP 5400-200-120 Easement 100	500.00	
92683	3/13/2020	012580		REEDER MANAGEMENT,			\$192.00
105.0002.07.342.40.00.000			2/10/2020	01/16/2020 RH Refund	CD 01/16 Rental Housing Refund	192.00	
92684	3/13/2020	012226		REPP, JOSHUA			\$155.00
180.0000.15.521.21.43.004			3/3/2020	03/23-03/27 Per Diem	PD WSNIA Conf: Repp	155.00	
92685	3/13/2020	010478		RICOH USA INC,			\$375.85
503.0000.04.518.80.45.002			2/21/2020	103343695	IT 02/18-03/17 Copier	375.85	
92686	3/13/2020	011507		SEUI, MICHAEL			\$397.95
001.0000.02.512.51.49.009			2/6/2020	02/06-02/26/20	MC 02/06-02/26 Interpreter	397.95	

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92687	3/13/2020	005575		SUMNER VETERINARY HOSPITAL,			\$471.26
001.0000.15.521.10.41.001			2/25/2020	673956	PD 02/25 Urgent Care For Rock	471.26	
92688	3/13/2020	011013		TANNE, CARLO			\$636.40
001.0000.02.512.51.49.009			2/11/2020	02/06-02/19/20	MC 0206-02/19 Interpreter	636.40	
92689	3/13/2020	012535		THE PUSH HOPE COMPANY LLC,			\$500.00
001.0000.11.571.20.41.001			1/6/2020	177	PKRC Youth Summit Speech on 03	500.00	
92690	3/13/2020	005831		TOWN OF STEILACOOM,			\$6,243.13
001.0000.02.229.10.00.002			3/4/2020	02/20 Court Remit	MC 02/20 Court Remit	6,243.13	
92691	3/13/2020	010640		TRANSUNION RISK AND,			\$177.59
001.0000.15.521.21.41.001			3/1/2020	212084 02/20	PD 02/20 People Searches	177.59	
92692	3/13/2020	000564		TUCCI & SONS, INC,			\$2,877.68
101.0000.11.542.30.31.030			2/27/2020	63926	PKST Hot Mix Asphalt	819.63	
101.0000.11.542.30.31.030			2/24/2020	63879	PKST Supplies	1,123.54	
101.0000.11.542.30.31.030			2/25/2020	63891	PKST Supplies	934.51	
92693	3/13/2020	009856		UTILITIES UNDERGROUND LOCATION,			\$363.78
101.0000.11.544.90.41.001			2/29/2020	0020173	PKST/PKSW 02/20 Evacuation Not	181.89	
401.0000.11.531.10.41.001			2/29/2020	0020173	PKST/PKSW 02/20 Evacuation Not	181.89	
92694	3/13/2020	002509		VERIZON WIRELESS,			\$218.26
180.0000.15.521.21.42.001			2/26/2020	9849256359	IT/PDSZ 01/27-02/26 Phone	337.82	
503.0000.04.518.80.31.001			2/26/2020	9849256359	IT/PDSZ 01/27-02/26 Phone	553.41	
503.0000.04.518.80.42.001			2/26/2020	9849256359	IT/PDSZ 01/27-02/26 Phone	49.64	
503.0000.04.518.80.42.001			2/26/2020	9849256360	IT 01/27-02/26 Phone	138.21	
503.0000.04.518.80.31.001				9847183850	IT 12/27/19-01/26/20 Phone	-47.47	
503.0000.04.518.80.42.001				9847183850	IT 12/27/19-01/26/20 Phone	-1,162.26	
180.0000.15.521.21.42.001			1/26/2020	9847183850	PDSZ 12/27/19-01/26/20 Phone	348.91	
92695	3/13/2020	012579		VINCENT & CAROL NELSON FAMILY,			\$96.00
105.0002.07.342.40.00.000			2/18/2020	02/18/20 RH Refund	CD Rental Housing Refund	96.00	
92696	3/13/2020	011723		VISA - 0133,			\$1,104.99
001.0000.01.511.60.49.003			2/25/2020	0133/Schuma 02/25/20	CC CSM Mullinax Farewell: Ande	17.79	
001.0000.01.511.60.49.003			2/25/2020	0133/Schuma 02/25/20	CC Lkwd Chamber Luncheon: Moss	25.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.01.511.60.49.003			2/25/2020	0133/Schuma 02/25/20	CC Team McChord Annual Banquet	26.50	
001.0000.01.511.60.31.001			2/25/2020	0133/Schuma 02/25/20	CC Supplies	131.84	
001.0000.01.511.60.31.001			2/25/2020	0133/Schuma 02/25/20	CC Supplies	10.88	
001.0000.06.515.30.41.001			2/25/2020	0133/Schuma 02/25/20	LG 20-2-05010-1 Case Filing Fe	6.50	
001.0000.06.515.30.41.001			2/25/2020	0133/Schuma 02/25/20	LG 20-2-05010-1 Case Filing Fe	241.50	
001.0000.06.515.30.41.001			2/25/2020	0133/Schuma 02/25/20	LG 19-2-07075-2 Case Filing Fe	6.50	
001.0000.01.511.60.49.003			2/25/2020	0133/Schuma 02/25/20	CC Royal Canadian AF Mess Dinn	64.06	
001.0000.06.515.30.41.001			2/25/2020	0133/Schuma 02/25/20	LG 20-2-04645-6 Case Filing Fe	6.50	
001.0000.06.515.30.49.003			2/25/2020	0133/Schuma 02/25/20	LG Public Records Training: O'	281.88	
001.0000.06.515.31.43.002			2/25/2020	0133/Schuma 02/25/20	LG WSAMA Spring Conf: Quijas	249.04	
001.0000.01.511.60.49.003			2/25/2020	0133/Schuma 02/25/20	CC Chief Msg. Recog. Ceremony:	37.00	
92697	3/13/2020	011525		VISA - 0183,			\$384.45
501.0000.15.521.10.35.001			2/25/2020	0183/Westby 02/25/20	PD Charges	32.18	
501.0000.51.521.10.31.006			2/25/2020	0183/Westby 02/25/20	PD Key For Vehicle 40661	3.29	
501.0000.51.521.10.31.006			2/25/2020	0183/Westby 02/25/20	PD Spray For Vehicles	86.43	
001.0000.15.521.40.41.001			2/25/2020	0183/Westby 02/25/20	PD Room Rental Fee For Exams	262.55	
92698	3/13/2020	011804		VISA - 0281,			\$30.82
001.0000.15.521.21.31.001			2/25/2020	0281/Johnso 02/25/20	PD Clips	30.82	
92699	3/13/2020	011755		VISA - 0349,			\$2,031.18
001.0000.15.525.60.31.001			2/25/2020	0349/Meeks 02/25/20	PD Gloves	570.60	
001.0000.15.521.21.31.001			2/25/2020	0349/Meeks 02/25/20	PD Flashlights	103.52	
001.0000.15.521.22.35.010			2/25/2020	0349/Meeks 02/25/20	PD Vest For Sivanko	535.69	
001.0000.15.525.60.41.001			2/25/2020	0349/Meeks 02/25/20	PD Calibration Svcs: Fit Machi	821.37	
92700	3/13/2020	011541		VISA - 0456,			\$484.58
001.0000.15.521.40.43.006			2/25/2020	0456/PD3 02/25/20	PD DARC LECTC Level II Trng: C	70.00	
001.0000.15.521.40.43.006			2/25/2020	0456/PD3 02/25/20	PD DARC LECTC Level II Trng: C	414.58	
92701	3/13/2020	011749		VISA - 0513,			\$154.44
502.0000.17.521.50.31.001			2/25/2020	0513/Ferm 02/25/20	PKFC Supplies	26.89	
502.0000.17.518.35.31.001			2/25/2020	0513/Ferm 02/25/20	PKFC Supplies	127.55	
92702	3/13/2020	011958		VISA - 0975,			\$72.65
105.0002.07.559.20.31.001			2/25/2020	0975/Gumm 02/25/20	AB Supplies	56.35	
105.0001.07.559.20.42.002			2/25/2020	0975/Gumm 02/25/20	AB Abatement 7119 Foster St SW	16.30	

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92703	3/13/2020	012354		VISA - 1105,			\$991.77
001.0000.11.571.20.31.005			3/5/2020	1105/Martin 02/25/20	PKRC 02/01 MLK Celebration	332.57	
001.0000.11.571.20.31.050			3/5/2020	1105/Martin 02/25/20	PKRC 02/01 MLK Celebration	64.00	
001.0000.11.571.20.31.050			3/5/2020	1105/Martin 02/25/20	PKRC 02/01 MLK Celebration	32.95	
104.0010.01.557.30.49.003			3/5/2020	1105/Martin 02/25/20	HM Farmer's Mkt Conf: Martinez	132.34	
001.0000.11.571.20.31.005			3/5/2020	1105/Martin 02/25/20	PKRC 02/11 Public Art Mtg	61.43	
001.0000.11.571.20.31.050			3/5/2020	1105/Martin 02/25/20	PKRC MLK Celebration	3.84	
104.0010.01.557.30.44.001			3/5/2020	1105/Martin 02/25/20	HM Farm Guide Ads	325.00	
001.0000.11.571.20.41.001			3/5/2020	1105/Martin 02/25/20	PKRC SummerFest Triathlon Web	19.79	
104.0010.01.557.30.43.005			3/5/2020	1105/Martin 02/25/20	HM Farmer's Mkt Conf: Martinez	19.85	
92704	3/13/2020	012401		VISA - 3408,			\$719.79
195.0024.15.521.30.31.001			2/25/2020	3408/Carrol 02/25/20	PD01/23-02/22 Phone/Internet	353.99	
195.0024.15.521.30.31.001			2/25/2020	3408/Carrol 02/25/20	PD Supplies	126.20	
195.0024.15.521.30.31.001			2/25/2020	3408/Carrol 02/25/20	PD 02/21 Fuel	67.37	
195.0024.15.521.30.31.001			2/25/2020	3408/Carrol 02/25/20	PD 03/31-04/02	172.23	
92705	3/13/2020	012415		VISA - 3853,			\$3,067.65
001.0000.07.558.60.31.001			2/25/2020	3853/Fin 2 02/25/20	CD Supplies	54.66	
101.0000.21.544.20.31.004			2/25/2020	3853/Fin 2 02/25/20	PWST Posters	21.99	
001.0000.07.558.60.49.001			2/25/2020	3853/Fin 2 02/25/20	CD AWCPD Dues: Bugher	100.00	
001.0000.11.571.20.49.004			2/25/2020	3853/Fin 2 02/25/20	PKRC Thru 02/20/21 Event Mgmt	2,891.00	
92706	3/13/2020	011858		VISA - 5157,			\$559.76
001.0000.15.521.70.35.010			2/25/2020	5157/PD1 02/25/20	PD Verical Pick, Compass, Retr	89.23	
001.0000.15.521.10.31.001			2/25/2020	5157/PD1 02/25/20	PD Gun Scrubber	106.55	
180.0000.15.521.21.42.001			2/25/2020	5157/PD1 02/25/20	PD Cell Phone Records	270.00	
001.0000.15.521.22.43.005			2/25/2020	5157/PD1 02/25/20	PD 12/30/19 Good To Go Toll Fe	12.00	
001.0000.15.521.22.43.005			2/25/2020	5157/PD1 02/25/20	PD 12/30-12/31/19 Good To Go T	19.00	
001.0000.15.521.22.43.005			2/25/2020	5157/PD1 02/25/20	PD 11/15/19 Good To Go Toll Fe	52.00	
001.0000.15.521.10.31.001			2/25/2020	5157/PD1 02/25/20	PD Keys	10.98	
92707	3/13/2020	011659		VISA - 7212,			\$277.96
501.0000.51.548.79.31.006			2/25/2020	7212/PWOM 02/25/20	PKFL First Aid Kits	277.96	
92708	3/13/2020	012484		VISA - 7482,			\$420.00
001.0000.02.512.50.49.001			2/25/2020	7482/Wright 02/25/20	MC 09/01/19-08/31/20 NADCP Mem	420.00	
92709	3/13/2020	011136		VISA - 7750,			\$29.30

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001.0000.99.518.40.42.002			2/25/2020	7750/Allen 02/25/20	ND USPS Mailing	29.30	
92710	3/13/2020	011137		VISA - 7768,			\$535.80
001.0000.15.521.40.49.001			2/25/2020	7768/Alwine 02/25/20	PD FBINAA Membership: Alwine	115.00	
001.0000.15.521.40.43.001			2/25/2020	7768/Alwine 02/25/20	PD FBINAA Conf: Alwine	420.80	
92711	3/13/2020	011138		VISA - 7776,			\$2,540.76
001.0000.11.576.80.31.019			2/25/2020	7776/Anders 02/25/20	PKFC Lunch For Emp Recognition	54.90	
001.0000.11.576.80.31.008			2/25/2020	7776/Anders 02/25/20	PKFC Pants: Anderson	262.00	
001.0000.11.576.80.31.008			2/25/2020	7776/Anders 02/25/20	PKFC Pants: Hinkle	262.00	
001.0000.11.576.80.31.008			2/25/2020	7776/Anders 02/25/20	PKFC Pants: Colvin	262.00	
001.0000.11.576.81.31.008			2/25/2020	7776/Anders 02/25/20	PKFC Pants: Nebeker	262.00	
001.0000.11.576.81.31.008			2/25/2020	7776/Anders 02/25/20	PKFC Pants: Moreno	262.00	
001.0000.11.542.70.31.008			2/25/2020	7776/Anders 02/25/20	PK Pants: Turner	262.00	
502.0000.17.518.35.31.008			2/25/2020	7776/Anders 02/25/20	PKFC Pants: Fermahin	316.51	
001.0000.11.576.81.31.001			2/25/2020	7776/Anders 02/25/20	PKFC Hydraulic Hose	291.97	
502.0000.17.518.35.31.008			2/25/2020	7776/Anders 02/25/20	PKFC Pants: Morrow	305.38	
92712	3/13/2020	011140		VISA - 7800,			\$4,674.11
101.0000.11.544.90.31.008			2/25/2020	7800/Cummin 02/25/20	PKST Cummins Work Pants	213.87	
101.0000.11.544.90.31.008			2/25/2020	7800/Cummin 02/25/20	PKST Fors Work Pants	213.87	
101.0000.11.544.90.31.008			2/25/2020	7800/Cummin 02/25/20	PKST Cota Work Pants	213.87	
101.0000.11.544.90.31.008			2/25/2020	7800/Cummin 02/25/20	PKST Toy Work Pants	213.87	
101.0000.11.544.90.31.001			2/25/2020	7800/Cummin 02/25/20	PKST Supplies	153.57	
101.0000.11.544.90.31.008			2/25/2020	7800/Cummin 02/25/20	PKST Cummins Work Shirts	198.25	
001.0000.11.576.81.31.008			2/25/2020	7800/Cummin 02/25/20	PKFC Anderson Work Shirts, Swe	269.67	
101.0000.11.544.90.31.008			2/25/2020	7800/Cummin 02/25/20	PKST Toy Work Shirts	198.25	
101.0000.11.544.90.31.008			2/25/2020	7800/Cummin 02/25/20	PKST Pierce-Powell Work Shirts	545.32	
101.0000.11.544.90.31.008			2/25/2020	7800/Cummin 02/25/20	PKST Cota Work Shirts, Sweatsh	297.43	
101.0000.11.544.90.31.008			2/25/2020	7800/Cummin 02/25/20	PKST Fors Work Shirts	198.25	
001.0000.11.576.81.31.008			2/25/2020	7800/Cummin 02/25/20	PKST Hinkle Work Shirts, Sweat	297.43	
001.0000.11.576.81.31.008			2/25/2020	7800/Cummin 02/25/20	PKFC Colvin Work Shirts	99.12	
001.0000.11.576.81.31.008			2/25/2020	7800/Cummin 02/25/20	PKFC Orlando Work Sweathshirts	198.30	
001.0000.11.576.81.31.008			2/25/2020	7800/Cummin 02/25/20	PKFC Turner Work Sweatshirts	198.30	
001.0000.11.576.81.31.008			2/25/2020	7800/Cummin 02/25/20	PKFC O&M Stock Work Vests, Shi	277.54	
501.0000.51.548.79.31.006			2/25/2020	7800/Cummin 02/25/20	PKFL Hydraulic Hose Assemblies	482.86	
501.0000.51.548.79.32.002			2/25/2020	7800/Cummin 02/25/20	PKFL Diesel For Crack Sealer	71.43	
101.0000.11.542.30.35.001			2/25/2020	7800/Cummin 02/25/20	PKST Radio For Flagging	74.73	
101.0000.11.542.30.31.001			2/25/2020	7800/Cummin 02/25/20	PKST Supplies	258.18	

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92713	3/13/2020	011148		VISA - 7867,			\$69.04
501.0000.51.548.79.32.001			2/25/2020	7867/Hinkle 02/25/20	PKFL Fuel	69.04	
92714	3/13/2020	011158		VISA - 7966,			\$13,120.62
001.0000.15.521.40.49.001			2/25/2020	7966/Pitts 02/25/20	PD CHIA Membership: Hall	30.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD Police K9 Decoy Seminar: Bu	400.00	
001.0000.15.521.10.35.004			2/25/2020	7966/Pitts 02/25/20	PD Desk Mount Stand	35.16	
001.0000.15.521.10.35.004			2/25/2020	7966/Pitts 02/25/20	PD Desk: Devaney	544.01	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD Internet Intelligence Trng:	399.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD WHIA Conf: Martin, Lofland,	1,750.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD Leadsonline Conf: Johnson,	1,045.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD FBI-LEEDA: Russell	695.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD Glock Trng: Osness	250.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD Glock Trng: Cannon	250.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD Respiratory Protection: Mee	775.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD FBI-LEEDA: Russell	1,390.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD FBI-LEEDA: Catlett	1,390.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD WHIA Conf: Lawler	350.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD FBI-LEEDA: Conlon	2,085.00	
001.0000.15.521.10.31.001			2/25/2020	7966/Pitts 02/25/20	PD Phone Headsets	596.20	
001.0000.15.521.10.35.004			2/25/2020	7966/Pitts 02/25/20	PD Mat	42.85	
001.0000.15.521.40.43.001			2/25/2020	7966/Pitts 02/25/20	PD Leadsonline Conf: Anderson	398.80	
001.0000.15.521.40.43.001			2/25/2020	7966/Pitts 02/25/20	PD Leadsonline Conf: Dier	398.80	
001.0000.15.521.40.43.001			2/25/2020	7966/Pitts 02/25/20	PD Leadsonline Conf: Bochartt	398.80	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD Social Media & Open Source	295.00	
001.0000.15.521.40.49.003			2/25/2020	7966/Pitts 02/25/20	PD CPR Trng: Henson, Weekes, W	360.00	
001.0000.15.521.40.49.003				7966/Pitts 02/25/20	PD Female Enf: Vanzant Refund	-359.00	
001.0000.15.521.40.49.003				7966/Pitts 02/25/20	PD Social Media Exp: Dier Refu	-399.00	
92715	3/13/2020	012291		VISA - 7970,			\$28.00
001.0000.03.513.10.43.005			2/25/2020	7970/Caulfi 02/25/20	CM Testify @ State Capitol: Ca	6.00	
001.0000.03.513.10.43.005			2/25/2020	7970/Caulfi 02/25/20	CM Mtg. W/ Deputy Mayor Whalen	2.00	
001.0000.03.513.10.43.005			2/25/2020	7970/Caulfi 02/25/20	CM Testify @ State Capitol: Ca	6.00	
001.0000.03.513.10.43.005			2/25/2020	7970/Caulfi 02/25/20	CM Testify @ State Capitol: Ca	6.00	
001.0000.03.513.10.43.005			2/25/2020	7970/Caulfi 02/25/20	CM Testify @ State Capitol: Ca	6.00	
001.0000.03.513.10.43.005			2/25/2020	7970/Caulfi 02/25/20	CM EDB Task Force Mtg: Caulfie	2.00	
92716	3/13/2020	011159		VISA - 7974,			\$165.91

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.11.569.50.31.001			2/25/2020	7974/Scheid 02/25/20	PKSR Supplies	165.91	
92717	3/13/2020	011162		VISA - 8006,			\$1,386.58
001.0000.15.525.60.35.001			2/25/2020	8006/Unfred 02/25/20	PD Face Masks	422.02	
001.0000.15.525.60.35.001			2/25/2020	8006/Unfred 02/25/20	PD Face Masks	17.58	
001.0000.15.521.40.49.003			2/25/2020	8006/Unfred 02/25/20	PD IACP Training: Unfred	400.00	
001.0000.15.521.40.49.003			2/25/2020	8006/Unfred 02/25/20	PD IACP Training: Borchardt	525.00	
001.0000.15.521.10.31.008			2/25/2020	8006/Unfred 02/25/20	PD Hat For EM Staff	21.98	
92718	3/13/2020	011165		VISA - 8030,			\$2,122.02
001.0000.09.518.91.31.009			2/25/2020	8030/Fin 1 02/25/20	HR Wellness Take The Stairs Da	15.04	
001.9999.09.518.10.43.002			2/25/2020	8030/Fin 1 02/25/20	HR GARE Commencement: Humphrey	171.80	
192.0000.00.558.60.43.005			2/25/2020	8030/Fin 1 02/25/20	SSMP Installation Innovation	62.68	
192.0000.00.558.60.43.001			2/25/2020	8030/Fin 1 02/25/20	SSMP Installation Innovation	60.00	
192.0000.00.558.60.43.006			2/25/2020	8030/Fin 1 02/25/20	SSMP Installation Innovation	24.00	
192.0000.00.558.60.43.002			2/25/2020	8030/Fin 1 02/25/20	SSMP Installation Innovation	306.26	
001.9999.09.518.10.49.003			2/25/2020	8030/Fin 1 02/25/20	HR GARE Annual Membership Mtg:	457.95	
192.0000.00.558.60.31.071			2/25/2020	8030/Fin 1 02/25/20	SSMP Buttons For Month Of The	159.42	
192.0000.00.558.60.31.071			2/25/2020	8030/Fin 1 02/25/20	SSMP Water, Snacks For Connect	75.61	
192.0000.00.558.60.31.071			2/25/2020	8030/Fin 1 02/25/20	SSMP Bags For Connect Kits	770.40	
192.0000.00.558.60.31.001			2/25/2020	8030/Fin 1 02/25/20	SSMP Supplies	18.86	
92719	3/13/2020	011167		VISA - 8055,			\$1,497.70
503.0015.04.518.80.35.030			2/25/2020	8055/Fin 3 02/25/20	IT Monitor & Mount	528.94	
302.0135.21.595.12.42.002			2/25/2020	8055/Fin 3 02/25/20	PWCP Postage For Open House Fl	626.72	
302.0077.21.595.12.42.002			2/25/2020	8055/Fin 3 02/25/20	PWCP Postage For Open House Fl	208.91	
001.0000.09.518.91.31.009			2/25/2020	8055/Fin 3 02/25/20	HR Wellness Heart Health Prese	33.85	
001.0000.00.231.90.00.005			2/25/2020	8055/Fin 3 02/25/20	Employee Bday Celebration	99.29	
101.0000.21.544.20.31.001			2/25/2020	8055/Fin 3 02/25/20	PWST Supplies	159.78	
101.0000.21.544.20.31.001				8055/Fin 3 02/25/20	PWST Exchange Supplies From 11	-159.79	
92720	3/13/2020	011168		VISA - 8063,			\$645.77
192.0000.00.558.60.43.006			2/25/2020	8063/Fin 4 02/25/20	SSMP Installation Innovation F	30.80	
192.0000.00.558.60.43.005			2/25/2020	8063/Fin 4 02/25/20	SSMP Installation Innovation F	80.58	
192.0000.00.558.60.43.002			2/25/2020	8063/Fin 4 02/25/20	SSMP Installation Innovation F	459.39	
001.0000.09.518.10.41.010			2/25/2020	8063/Fin 4 02/25/20	HR WAPELRA Spring Training: Pa	75.00	
92721	3/13/2020	011172		VISA - 8105,			\$1,351.18
001.0000.15.521.40.31.008			2/25/2020	8105/PD2 02/25/20	PD Shirts For Instructors	87.92	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.15.521.26.35.010			2/25/2020	8105/PD2 02/25/20	PD Night Sights	115.72	
001.0000.15.521.40.31.008			2/25/2020	8105/PD2 02/25/20	PD Gloves & Punch Mitts	1,147.54	
92722	3/13/2020	012495		VISA - 8258,			\$1,848.61
101.0000.21.542.64.31.001			2/25/2020	8258/Fin 6 02/25/20	PKST Rain Gear: Phippen, Cummi	397.77	
503.0015.04.518.80.35.030			2/25/2020	8258/Fin 6 02/25/20	IT Mini PC W/ WIN 10 Pro 8gb	1,175.84	
401.0000.41.531.10.49.011			2/25/2020	8258/Fin 6 02/25/20	PWSW NPDES Public Ed. & Outrea	275.00	
92723	3/13/2020	011714		VISA - 8434,			\$190.00
001.0000.15.521.10.49.001			2/25/2020	8434/Nichol 02/25/20	PD IACP Membership:Zaro	190.00	
92724	3/13/2020	011177		VISA - 8550,			\$1,604.29
001.0000.13.558.70.49.003			2/25/2020	8550/Newton 02/25/20	ED WEDA Winter Conf: Newton	175.00	
001.0000.13.558.70.49.004			2/25/2020	8550/Newton 02/25/20	ED 01/29-02/28 Dropbox	13.21	
001.0000.13.558.70.49.003			2/25/2020	8550/Newton 02/25/20	ED EDB Annual Mtg: Newton (Tab	949.13	
001.0000.13.558.70.49.001			2/25/2020	8550/Newton 02/25/20	ED IEDC Membership: Newton	455.00	
001.0000.13.558.70.31.001			2/25/2020	8550/Newton 02/25/20	ED Gift Card For Survey Drawin	105.95	
001.0000.13.558.70.43.005			2/25/2020	8550/Newton 02/25/20	ED TPA Commissioners Mtg: Newt	6.00	
001.0000.13.558.70.49.004				8550/Newton 02/25/20	ED Refund: Cancelled Property	-100.00	
92725	3/13/2020	011707		VISA - 9465,			\$791.01
001.0000.01.511.60.49.014			2/25/2020	9465/Fairfi 02/25/20	CC 01/27 Yth Council Meeting	37.90	
001.0000.11.571.20.31.050			2/25/2020	9465/Fairfi 02/25/20	PKRC MLK Event Supplies	32.35	
001.0000.11.571.20.31.050			2/25/2020	9465/Fairfi 02/25/20	PKRC MLK Event Supplies	19.72	
001.0000.11.571.20.31.050			2/25/2020	9465/Fairfi 02/25/20	PKRC MLK Event Supplies	21.17	
001.0000.11.571.20.31.001			2/25/2020	9465/Fairfi 02/25/20	PKRC Yth BB Supplies	27.57	
001.0000.11.571.20.31.001			2/25/2020	9465/Fairfi 02/25/20	PKRC BB Referee Jerseys	44.06	
001.0000.11.565.10.41.020			2/25/2020	9465/Fairfi 02/25/20	PKHS Yth Summit Banner	294.01	
001.0000.11.571.20.31.005			2/25/2020	9465/Fairfi 02/25/20	PKRC 02/11 Pub Art Charrette	189.25	
001.0000.11.571.20.31.001			2/25/2020	9465/Fairfi 02/25/20	PKRC Camp Create Tickets Depos	100.00	
001.0000.11.571.20.31.001			2/25/2020	9465/Fairfi 02/25/20	PKRC Voting Event Supplies	17.96	
001.0000.11.571.20.31.001			2/25/2020	9465/Fairfi 02/25/20	PKRC BB Pump	7.02	
92726	3/13/2020	011950		VISA - 9639,			\$71.16
001.0000.15.521.40.49.001			2/25/2020	9639/Beard 02/25/20	PD IAPE Annual Membership Rene	50.00	
001.0000.09.518.91.31.009			2/25/2020	9639/Beard 02/25/20	HR Wellness Supplies	21.16	
92727	3/13/2020	011949		VISA - 9993,			\$2,582.75
503.0000.04.518.80.31.001			2/25/2020	9993/White 02/25/20	IT Supplies	50.53	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
503.0015.04.518.80.35.030			2/25/2020	9993/White 02/25/20	IT Monitor & Mount	528.94	
503.0015.04.518.80.35.030			2/25/2020	9993/White 02/25/20	IT Computer Replacements	351.66	
503.0015.04.518.80.35.030			2/25/2020	9993/White 02/25/20	IT Monitor Cables	126.37	
503.0015.04.518.80.35.030			2/25/2020	9993/White 02/25/20	IT Computer Replacements	527.49	
503.0015.04.518.80.35.030			2/25/2020	9993/White 02/25/20	IT Keyboards	154.23	
503.0000.04.518.80.49.004			2/25/2020	9993/White 02/25/20	IT Monthly Pandora For CH	29.62	
503.0000.04.518.80.49.004			2/25/2020	9993/White 02/25/20	IT PhotoShop	10.98	
503.0000.04.518.80.49.004			2/25/2020	9993/White 02/25/20	IT 02/11-03/11 Fix & Protect	29.99	
503.0000.04.518.80.49.004			2/25/2020	9993/White 02/25/20	IT Int'l Trx Fee For Fix & Pro	0.30	
503.0000.04.518.80.35.030			2/25/2020	9993/White 02/25/20	IT Replacement Cameras	237.25	
503.0000.04.518.80.49.004			2/25/2020	9993/White 02/25/20	IT Monthly MailChimp	93.40	
503.0000.04.518.80.35.030			2/25/2020	9993/White 02/25/20	IT Replacement Cameras	61.28	
503.0000.04.518.80.49.004			2/25/2020	9993/White 02/25/20	IT Creative Cloud	58.24	
503.0000.04.518.80.49.004			2/25/2020	9993/White 02/25/20	IT Thru 01/20/21 DreamPress Pl	299.40	
503.0000.04.518.80.49.004			2/25/2020	9993/White 02/25/20	IT InDesign	23.07	
92728	3/13/2020	004859		WA WILDLIFE REC COALITION,			\$500.00
001.0000.11.571.10.49.001			2/27/2020	WWWRC20-Mem	PKRC 2020 WWRC Membership	500.00	
92729	3/13/2020	011595		WALTER E NELSON CO,			\$2,876.04
502.0000.17.518.30.31.001			2/11/2020	749769	PKFC CH Disinfectant	96.48	
502.0000.17.521.50.31.001			3/6/2020	748739	PKFC Supplies	953.01	
502.0000.17.518.30.31.001			3/6/2020	748873	PKFC Supplies	887.12	
502.0000.17.518.30.31.001			3/11/2020	749732	PKFC CH Clorox Wipes, Disinfec	19.12	
502.0000.17.518.30.31.001			3/11/2020	749760	PKFC CH Handsoap, Hand Sanitiz	585.51	
502.0000.17.521.50.31.001			3/11/2020	749761	PKFC PD Handsoap	238.32	
502.0000.17.521.50.31.001			3/11/2020	749770	PKFC PD Disinfectant	96.48	
92730	3/13/2020	000595		WASHINGTON ASSOC OF SHERIFFS,			\$513.74
001.0000.02.523.30.41.001			1/31/2020	EM 2020-00151	MC 01/20 Home Monitoring	513.74	
92731	3/13/2020	000576		WASHINGTON STATE BAR ASSOC,			\$625.40
001.0000.06.515.32.49.001			3/10/2020	17792 McKain 2020	LG 17792 McKain 2020 WSBA Lice	625.40	
92732	3/13/2020	012348		WATERSHED SCIENCE AND,			\$257.50
401.9999.41.531.10.41.001			3/3/2020	19-016-10	PWSW AG 2019-088 Thru 02/20 Cl	257.50	
92733	3/13/2020	010239		WEST PIERCE FIRE & RESCUE,			\$110.00
502.0000.17.518.35.41.001			3/6/2020	384D-001-003-000 '20	PKFC 384D-001-003-000 CH Fire	110.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
92734	3/13/2020	009254		WFOA,			\$125.00
001.0000.04.514.20.49.003			2/26/2020	022020-0216	FN Federal Award Requirements:	125.00	
92735	3/13/2020	008553		ZONES INC,			\$766.43
503.0015.04.518.80.35.030			1/22/2020	K14470240102	IT Power Adapter	74.06	
503.0000.04.518.80.31.001			12/27/2019	K14470240101	IT Supplies	692.37	
# of Checks Issued		300					
Total	\$1,399,608.92						



To: Mayor and City Councilmembers
From: Tho Kraus, Assistant City Manager - Administrative Services
Through: John J. Caulfield, City Manager
Date: April 6, 2020
Subject: Payroll Check Approval

Payroll Period(s): February 16-29, 2020 and March 1-15, 2020

Total Amount: \$2,412,508.14

Checks Issued:

Check Numbers: 114210-1141219

Total Amount of Checks Issued: \$22,942.31

Electronic Funds Transfer:

Total Amount of EFT Payments: \$511,001.07

Direct Deposit:

Total Amount of Direct Deposit Payments: \$1,662,161.56

Federal Tax Deposit:

Total Amount of Deposit: \$216,403.20

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims are just and due obligations against the City of Lakewood, Washington, and that I am authorized to authenticate and certify said liens.

Dana Kapla
Finance Supervisor

Tho Kraus
Assistant City Manager
Administrative Services

John J. Caulfield
City Manager

Payroll Distribution
City of Lakewood
Pay Period ending 02-16-20 thru 03-15-2020

Direct Deposit and ACH in the amount of : \$2,389,565.83
Payroll Ck#'s 114210-114219 in the amount of : \$22,942.31
Total Payroll Distribution: \$2,412,508.14

Employee Pay Total by Fund:

<u>Fund 001 - General</u>	<u>Amount</u>
City Council	\$ 10,100.00
Municipal Court	\$ 67,023.90
City Manager	\$ 30,255.26
Administrative Services	\$ 89,227.00
Legal	\$ 59,500.65
Community and Economic Development	\$ 87,870.48
Parks, Recreation and Community Services	\$ 81,212.83
Police	\$ 1,058,597.18
Non-Departmental	\$ -
General Fund Total	\$ 1,483,787.30
Fund 101 - Street	\$ 58,008.77
Fund 102 - Real Estate Excise	\$ -
Fund 104 - Hotel / Motel Lodging Tax	\$ -
Fund 105 - Property Abatement/Rental Housing Safety Program	\$ 15,199.71
Fund 180 - Narcotics Seizure	\$ 5,967.73
Fund 181 - Felony Seizure	\$ -
Fund 182 - Federal Seizure	\$ -
Fund 190 - CDBG Grants	\$ 10,438.61
Fund 191 - Neighborhood Stabilization Program	\$ -
Fund 192 - Office of Economic Adjustment/SSMCP	\$ 15,877.00
Fund 195 - Public Safety Grants	\$ 15,716.63
Fund 301 - Parks CIP	\$ 1,770.00
Fund 302 - Transportation CIP	\$ 59,864.00
Fund 311 - Sewer Capital Project	\$ 1,103.77
Fund 401 - Surface Water Management	\$ 48,379.71
Fund 502 - Property Management	\$ 12,052.88
Fund 503 - Information Technology	\$ 32,878.00
Fund 504 - Risk Management	\$ 350.14
Other Funds Total	\$ 277,606.95

Employee Gross Pay Total	\$ 1,761,394.25
Benefits and Deductions:	\$ 651,113.89
Grand Total	\$ 2,412,508.14

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: April 6, 2020	TITLE: Motion authorizing award of a construction contract to C & R Tractor and Landscaping, Inc. in the amount of \$427,270.80 plus a ten percent contingency for the construction of the Stormwater Outfall Retrofit project.	TYPE OF ACTION: — ORDINANCE — RESOLUTION <u>X</u> MOTION #2020-18 — OTHER
REVIEW: April 6, 2020	ATTACHMENTS: Vicinity Map Bid Tabulations	

SUBMITTED BY: Paul A. Bucich, P.E., Public Works Engineering Director/City Engineer.

RECOMMENDATION: It is recommended that the City Council authorize award of a construction contract to C & R Tractor and Landscaping, Inc. in the amount of \$427,270.80 plus a ten percent contingency (\$42,727.08) for the construction of the Stormwater Outfall Retrofit project, City Project 401.0008.

DISCUSSION: Through this project, the City will place new or upgrade storm water quality vaults of various sizes and types within the right-of-way and within easements at various sites throughout the City.

The various locations are shown on the attached vicinity map, and include, but are not limited to a site along Candlewyck Dr. W and one along 75th St W near Bridgeport that each drain into Flett Creek, two sites that drain into Lake Louise, and five sites that drain into Carp Lake.

(continued on page 2)

ALTERNATIVE(S): The City received 6 bids; attached are the Bid Tabulations for the project. It is not anticipated that rebidding the project would result in lower bids.

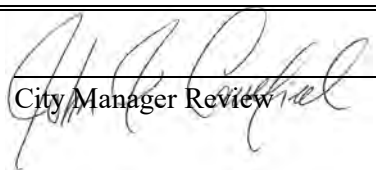
- Option 1 – award to C&R Tractor and Landscaping, Inc for \$427,270.80 plus ten percent contingency of \$42,727.08.
- Option 2 – award to NW Cascade, second low bidder, for \$438,438.00 plus ten percent contingency of \$43,843.80.

Staff recommend awarding to C&R Tractor and Landscaping.

FISCAL IMPACT: This project is budgeted as shown below:

- \$620,000 from the Storm Water Management Program

The construction contract with a ten percent construction contingency is \$470,000.00. Design costs for the project team were \$92,000. Construction administration costs are expected to be \$58,000. The anticipated project expenditures are \$620,000, including contingency.

<u>A. D'Andra Buchanan</u> Prepared by	 City Manager Review
<u>Paul Bucich</u> Department Director	

(continued from page 1)

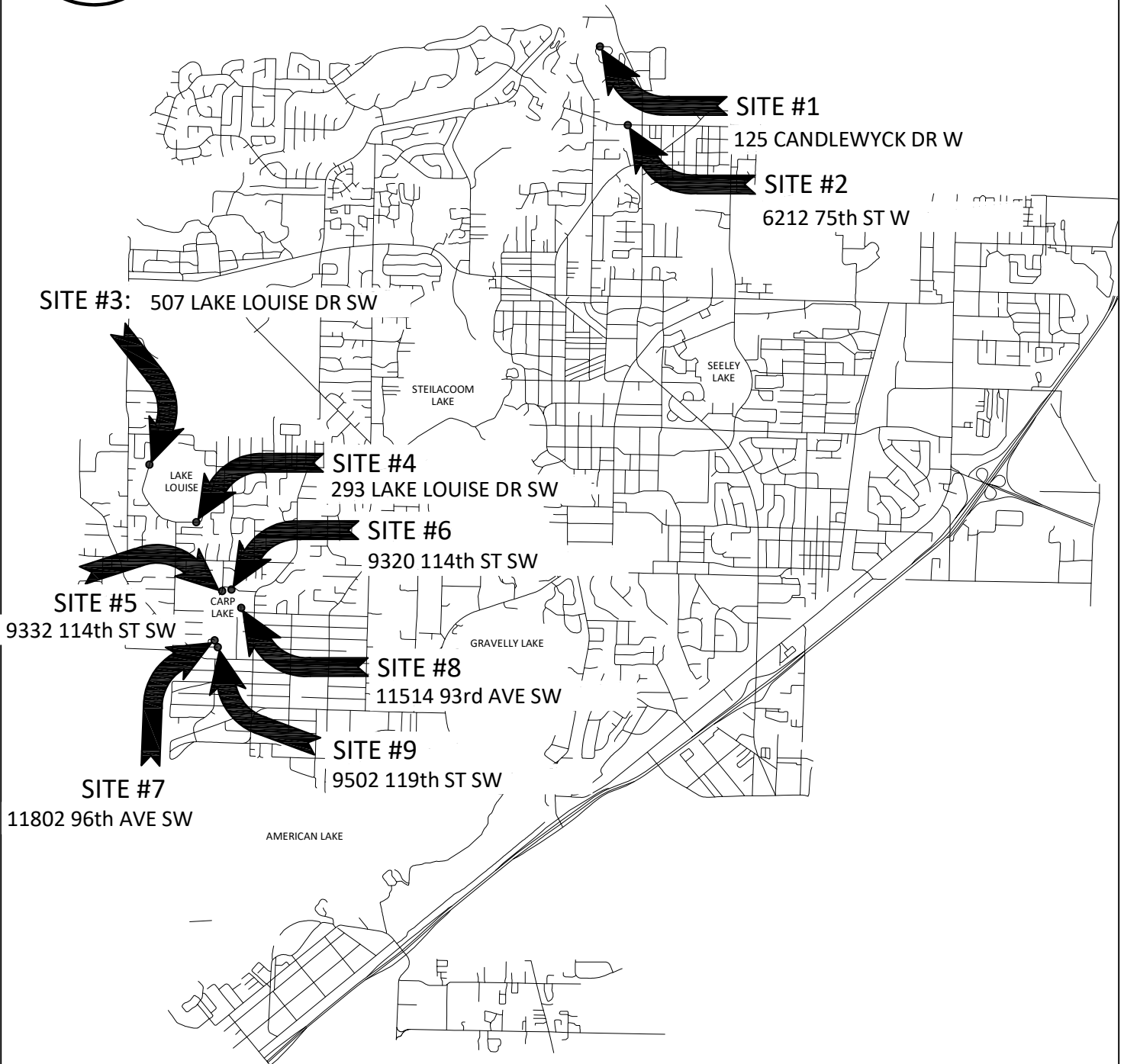
DISCUSSION:

As this contractor has not worked on City projects before, PWE conducted extensive reference checks with nine (9) agencies C&R Tractor provided based on their public works construction history. Our review revealed a firm used to private and commercial work branching out into public sector projects within the past two years. Currently C&R Tractor has over \$10M of contract work actively being pursued. We have checked their personnel resources and equipment and, while it is not possible to determine how the resources are being deployed, it is apparent they have the necessary resources at hand to complete the City's project. Should this project be large in size, we would be concerned about resources by the contractor. While the references indicate the firm struggles with schedules and filing paperwork on time, at no time was there any indication the firm was unable to complete the contracted work in the past. Reference checks of current projects underway do reflect similar issues with scheduling of work and equipment.

This project touches nine (9) different locations within Lakewood, primarily on quiet residential streets. The nature of the work is within the overall skill sets represented by the referenced projects even though none of the projects constructed water quality units. Based on the reference checks, PWE anticipates slightly more inspector and engineer time spent on the project to ensure that the Contractor adheres to the plans, specifications, and schedule.

The Contractor has experience working on road reconstruction, box culverts (for fish passage,) has learned to hire subcontractors for curb, gutter and sidewalk concrete work, is apparently good at grading, has installed a water line, and stormwater catch basins.

The Contractor has stated that work can begin around the end of April 2020, barring the unknowns of the current situation of the State of Washington Stay-at-Home mandate.



City of Lakewood

STORM WATER OUTFALL RETROFIT PROJECT

VICINITY MAP

SCALE: 1" = 2000'



BID TABULATIONS Outfall Water Quality Retrofit Project 401.0008 March 10, 2020 Bid Opening																		
Bid Schedule - Stormwater Outfall Retrofits					ENGINEER'S ESTIMATE		C & R TRACTOR		NORTHWEST CASCADE		D & D CO.		SOUND PACIFIC		GARY HARPER CO.		NORDVIND	
ITEM NO.		DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	1-09.7	Mobilization	1	LS	\$45,000.00	\$45,000.00	\$7,250.00	\$7,250.00	\$43,000.00	\$43,000.00	\$15,851.76	\$15,851.76	\$50,000.00	\$50,000.00	\$80,000.00	\$80,000.00	\$15,000.00	\$15,000.00
2	1-04.4	Minor Change	25,000	EST	\$1.00	\$25,000.00	\$1.00	\$25,000.00	\$1.00	\$25,000.00	\$1.00	\$25,000.00	\$1.00	\$25,000.00	\$1.00	\$25,000.00	\$1.00	\$25,000.00
3	1-07.15(1)	SPCC Plan	1	LS	\$2,000.00	\$2,000.00	\$1,500.00	\$1,500.00	\$250.00	\$250.00	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
4	1-07.17	Utility Potholing	21	EA	\$750.00	\$15,750.00	\$220.71	\$4,634.91	\$700.00	\$14,700.00	\$523.81	\$11,000.01	\$550.00	\$11,550.00	\$530.00	\$11,130.00	\$500.00	\$10,500.00
5	1-10.5	Project Temporary Traffic Control	1	LS	\$30,000.00	\$30,000.00	\$50,541.44	\$50,541.44	\$11,830.00	\$11,830.00	\$6,200.00	\$6,200.00	\$54,000.00	\$54,000.00	\$27,000.00	\$27,000.00	\$25,000.00	\$25,000.00
6	2-01.5	Clearing and Grubbing	1	LS	\$5,000.00	\$5,000.00	\$10,748.73	\$10,748.73	\$25,125.00	\$25,125.00	\$38,530.50	\$38,530.50	\$6,000.00	\$6,000.00	\$10,300.00	\$10,300.00	\$10,000.00	\$10,000.00
7	2-01.5	Roadside Cleanup	5,000	FA	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00
8	2-02.5	Removal of Structure and Obstruction	1	LS	\$10,000.00	\$10,000.00	\$27,577.28	\$27,577.28	\$3,005.00	\$3,005.00	\$20,225.00	\$20,225.00	\$29,000.00	\$29,000.00	\$15,300.00	\$15,300.00	\$10,000.00	\$10,000.00
9	2-02.5	Sawcutting	915	LF	\$5.00	\$4,575.00	\$2.72	\$2,488.80	\$4.00	\$3,660.00	\$7.20	\$6,588.00	\$6.00	\$5,490.00	\$4.60	\$4,209.00	\$10.00	\$9,150.00
10	2-09.5	Trench Protection System	1	LS	\$20,000.00	\$20,000.00	\$1,735.88	\$1,735.88	\$2,100.00	\$2,100.00	\$9,636.00	\$9,636.00	\$3,000.00	\$3,000.00	\$23,900.00	\$23,900.00	\$10,000.00	\$10,000.00
11	4-04.5	Crushed Surfacing Top Course	73	TON	\$22.00	\$1,606.00	\$81.16	\$5,924.68	\$95.00	\$6,935.00	\$219.62	\$16,032.26	\$75.00	\$5,475.00	\$55.00	\$4,015.00	\$100.00	\$7,300.00
12	5-04.5	HMA Class 1/2"	112	TON	\$150.00	\$16,800.00	\$305.85	\$34,255.20	\$315.00	\$35,280.00	\$330.00	\$36,960.00	\$320.00	\$35,840.00	\$486.00	\$54,432.00	\$350.00	\$39,200.00
13	7-04.5	Schedule A Storm Sewer Pipe, 8-In. Diam.	132	LF	\$30.00	\$3,960.00	\$30.48	\$4,023.36	\$69.00	\$9,108.00	\$112.00	\$14,784.00	\$64.00	\$8,448.00	\$133.00	\$17,556.00	\$100.00	\$13,200.00
14	7-04.5	Schedule A Storm Sewer Pipe, 12-In. Diam.	100	LF	\$45.00	\$4,500.00	\$50.47	\$5,047.00	\$82.00	\$8,200.00	\$122.00	\$12,200.00	\$77.00	\$7,700.00	\$156.00	\$15,600.00	\$150.00	\$15,000.00
15	7-04.5	Schedule A Storm Sewer Pipe, 18-In. Diam.	35	LF	\$110.00	\$3,850.00	\$49.38	\$1,728.30	\$115.00	\$4,025.00	\$102.00	\$3,570.00	\$130.00	\$4,550.00	\$267.00	\$9,345.00	\$200.00	\$7,000.00
16	7-05.5	Catch Basin Type 1	2	EA	\$1,500.00	\$3,000.00	\$1,192.86	\$2,385.72	\$1,530.00	\$3,060.00	\$2,097.88	\$4,195.76	\$1,700.00	\$3,400.00	\$1,830.00	\$3,660.00	\$2,500.00	\$5,000.00
17	7-05.5	Catch Basin Type 1L	1	EA	\$2,500.00	\$2,500.00	\$1,436.11	\$1,436.11	\$2,005.00	\$2,005.00	\$2,005.31	\$2,005.31	\$2,100.00	\$2,100.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00
18	7-05.5	Hydrodynamic Separator - 4-ft Downstream Defender or Approved	1	EA	\$25,000.00	\$25,000.00	\$17,720.07	\$17,720.07	\$14,625.00	\$14,625.00	\$20,422.98	\$20,422.98	\$25,000.00	\$25,000.00	\$23,600.00	\$23,600.00	\$20,000.00	\$20,000.00
19	7-05.5	Hydrodynamic Separator - 6-ft Downstream Defender or Approved	1	EA	\$40,000.00	\$40,000.00	\$38,425.62	\$38,425.62	\$27,880.00	\$27,880.00	\$28,258.00	\$28,258.00	\$37,000.00	\$37,000.00	\$35,400.00	\$35,400.00	\$40,000.00	\$40,000.00
20	7-05.5	Water Quality Unit - Filter Media Vault w/Bypass	1	EA	\$90,000.00	\$90,000.00	\$56,018.16	\$56,018.16	\$61,435.00	\$61,435.00	\$50,168.00	\$50,168.00	\$75,000.00	\$75,000.00	\$74,600.00	\$74,600.00	\$80,000.00	\$80,000.00
21	7-05.5	Water Quality Unit - Filter Media Vault	3	EA	\$25,000.00	\$75,000.00	\$26,434.95	\$79,304.85	\$23,180.00	\$69,540.00	\$22,050.00	\$66,150.00	\$26,000.00	\$78,000.00	\$29,400.00	\$88,200.00	\$100,000.00	\$300,000.00
22	7-05.5	Catch Basin Type 2, 48-In. Diameter	2	EA	\$3,500.00	\$7,000.00	\$1,860.82	\$3,721.64	\$3,155.00	\$6,310.00	\$4,200.00	\$8,400.00	\$3,900.00	\$7,800.00	\$5,450.00	\$10,900.00	\$5,000.00	\$10,000.00
23	7-05.5	Hood with Anti-Siphon Device	3	EA	\$2,500.00	\$7,500.00	\$1,493.44	\$4,480.32	\$1,400.00	\$4,200.00	\$1,900.00	\$5,700.00	\$1,400.00	\$4,200.00	\$1,450.00	\$4,350.00	\$5,000.00	\$15,000.00
24	7-05.5	Connect to Existing Drain, 8-in. diam	4	EA	\$1,000.00	\$4,000.00	\$1,269.50	\$5,078.00	\$2,005.00	\$8,020.00	\$525.00	\$2,100.00	\$2,800.00	\$11,200.00	\$300.00	\$1,200.00	\$1,000.00	\$4,000.00
25	7-05.5	Connect to Existing Drain, 12-in. diam	8	EA	\$1,200.00	\$9,600.00	\$1,283.70	\$10,269.60	\$2,025.00	\$16,200.00	\$582.00	\$4,656.00	\$3,000.00	\$24,000.00	\$440.00	\$3,520.00	\$1,000.00	\$8,000.00
26	7-05.5	Connect to Existing Drain, 18-in. diam	2	EA	\$1,500.00	\$3,000.00	\$2,326.89	\$4,653.78	\$2,125.00	\$4,250.00	\$638.00	\$1,276.00	\$4,500.00	\$9,000.00	\$1,900.00	\$3,800.00	\$1,000.00	\$2,000.00
27	7-08.5	Resolution of Utility Conflicts	5,000	FA	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00
28	8-01.5	Inlet Protection	11	EA	\$500.00	\$5,500.00	\$40.30	\$443.30	\$60.00	\$660.00	\$116.00	\$1,276.00	\$100.00	\$1,100.00	\$95.00	\$1,045.00	\$100.00	\$1,100.00
29	8-01.5	Erosion/Water Pollution Control	1,000	FA	\$1.00	\$1,000.00	\$1.00	\$1,000.00	\$1.00	\$1,000.00	\$1.00	\$1,000.00	\$1.00	\$1,000.00	\$1.00	\$1,000.00	\$1.00	\$1,000.00
30	8-02.5	Landscape Restoration	1	LS	\$10,000.00	\$10,000.00	\$3,794.13	\$3,794.13	\$9,300.00	\$9,300.00	\$6,946.00	\$6,946.00	\$10,000.00	\$10,000.00	\$11,600.00	\$11,600.00	\$5,000.00	\$5,000.00
31	8-06.5	Cement Concrete Residential Driveway	5	SY	\$200.00	\$1,000.00	\$144.66	\$723.30	\$650.00	\$3,250.00	\$400.00	\$2,000.00	\$1,200.00	\$6,000.00	\$720.00	\$3,600.00	\$225.00	\$1,125.00
32	8-18.5	Mailbox Support Type 1	5	EA	\$300.00	\$1,500.00	\$473.21	\$2,366.05	\$425.00	\$2,125.00	\$520.00	\$2,600.00	\$600.00	\$3,000.00	\$310.00	\$1,550.00	\$100.00	\$500.00
33	8-21.5	Permanent Signing	1	LS	\$3,500.00	\$3,500.00	\$2,785.77	\$2,785.77	\$1,700.00	\$1,700.00	\$3,913.00	\$3,913.00	\$1,000.00	\$1,000.00	\$1,700.00	\$1,700.00	\$5,000.00	\$5,000.00
34	8-22.5	Painted Striping	120	LF	\$5.00	\$600.00	\$1.74	\$208.80	\$5.50	\$660.00	\$25.96	\$3,115.20	\$32.00	\$3,840.00	\$8.50	\$1,020.00	\$10.00	\$1,200.00
		Total Bid			\$487,741.00		\$427,270.80		\$438,438.00		\$442,259.78		\$559,693.00		\$581,032.00		\$708,775.00	



CITY OF LAKEWOOD
SIX-YEAR COMPREHENSIVE
TRANSPORTATION IMPROVEMENT PROGRAM
2020-2025
-- Draft Amended: 3/16/2020 --

PREFACE

Chapters 35.77.010 of the Revised Code of Washington (RCW) provide that each city shall annually update its Six-Year Comprehensive Transportation Program (Program) and file a copy of the adopted Program with the Secretary of the Washington State Department of Transportation (WSDOT) by July 1 of each year. The Program is necessary to allow cities and counties to obtain State and Federal funding. For a project to obtain funding, it must appear in the agency's current Program.

The Program is based upon anticipated revenues versus desirable projects. There are always more projects than available revenues. Therefore, a primary objective of the Program is to integrate the two to produce a comprehensive, realistic program for the orderly development and preservation of our street system. It is also important to note that the adoption of the Program does not irreversibly commit the City of Lakewood to construct the projects. The Program may at any time be revised by a majority of the City Council, but only after a public hearing.

CONSISTENCY WITH LAND USE MANAGEMENT PLAN

The State's Growth Management Act (GMA) requires local governments to develop and adopt comprehensive plans covering land use, housing, capital facilities, utilities, and transportation. These comprehensive plans must balance the demands of growth with the provision of public facilities and services and, in particular, transportation facilities and services. The City of Lakewood was required to develop and adopt a comprehensive plan that is in conformance with the requirements of the GMA.

The City of Lakewood has, as part of its Comprehensive Plan, a Transportation Element with a Master Goal to "Ensure that the transportation and circulation system is safe, efficient and serves all segments of the population and reduces reliance on single-occupant vehicles and increase use of other modes of transportation."

Specific goals include the following.

1. To provide a safe, comfortable and reliable transportation system.
2. To reduce consumption of energy through an efficient and convenient transportation system.
3. To enhance options for future improvements to the transportation system by taking advantage of advances in technology and transportation research.
4. To keep travel times for people and goods as low as possible.

5. To emphasize the movement of people and goods, rather than vehicles, in order to obtain the most efficient use of transportation facilities.
6. To establish a minimum level of adequacy for transportation facilities through the use of consistent and uniform standards.
7. To protect the capital investment in the transportation system through adequate maintenance and preservation of facilities.

The projects in the Six-Year Comprehensive Transportation Program are intended to conform to the goals within the City's Comprehensive Plan.

GRANT APPLICATIONS AND LEVERAGING LOCAL DOLLARS

The need to leverage local dollars through grant applications is very important to the City, especially in light of the decrease in funding available for transportation related capital improvements. The intent of this Program is not only to list and program projects for funding, but to establish City Council approval to submit grant applications on those projects contained in the Program.

FUNDING SOURCES

A. Motor Vehicle Fuel Tax Funds

The Motor Vehicle Fuel Tax Funds have been programmed to provide matching funds for federal aid and urban arterial projects and for projects to be implemented with Motor Vehicle Fuel Tax Funds only.

By law, each city receives a proportionate share of the total state motor vehicle fuel tax. Money received is a monthly allocation based on population. The dollars shown in this year's Program reflect the revenues from this source expected to be received by the City of Lakewood.

B. Federal Aid Funding Programs

Each of the Federal aid programs listed below has specific requirements a project must meet to qualify for funding under the individual program. For a project to receive funding from any of these sources it must compete with other public agency projects.

On December 4, 2015, President Obama signed the Fixing America's Surface Transportation Act (FAST ACT). The Act authorizes \$305 billion over fiscal years 2016 through 2020 for the Department's highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology and statistics programs. The ACT essentially continues on with a number of specific funding programs that were funded under the previous Federal Transportation program (MAP 21). These include the following:

1. STP Surface Transportation Program: This is a regionally competitive program.
2. CMAQ Congestion Mitigation and Air Quality: This is a regionally competitive program intended for projects that significantly improve air quality.
3. HSIP Highway Safety Improvement Program: Statewide competition for federal funds targeted at safety improvements at high accident locations.
4. TAP Transportation Alternatives Program: This is a regionally competitive program and focuses on pedestrian and bicycle facilities (on and off road); safe-routes to schools, etc.; and other non-highway focused programs.

Much of the above said Federal grant funds are funneled thru the regional MPOs which for Lakewood that's Puget Sound Regional Council (PSRC). PSRC will have the next call for projects in 2020 where typically \$200,000,000 in grant funding is available throughout its four county region. Typically Lakewood projects are most competitive at County Wide level where we compete against all other Pierces County agencies for approximately \$20,000,000.

C. Washington State Transportation Improvement Board (TIB)

The TIB has a number of statewide competitive programs which use criteria developed by the TIB for prioritization of projects. The tow TIB programs in which the City can compete are as follows:

1. UAP Urban Arterial Program. This program is for arterial street construction with primary emphasis on safety and mobility.
2. SP Sidewalk Program. This program is for the improvement of pedestrian safety, and to address pedestrian system continuity and connectivity.

3. Complete Streets. The Complete Streets Award is a funding opportunity for local governments that have an adopted complete streets ordinance. Board approved nominators may nominate an agency for showing practice of planning and building streets to accommodate all users, including pedestrians, access to transit, cyclists, and motorists of all ages and abilities.

D. Community Development Block Grants (CDBG)

This is a program to provide physical improvements within low-income census tracts or to promote economic development within the City. Through the years 2019-2024 it is anticipated that a minimum of \$250,000 (on average) per year will be made available for pavement preservation, street lighting, and pedestrian improvements in eligible neighborhoods.

E. City Funding Sources

1. Real Estate Excise Tax (REET). This funding source comes from the two ¼% REET's charged by the City on the sale of real estate within the City limits. The City's REET is restricted to funding capital, including transportation and related debt service. Revenue from REET has averaged \$2,000,000 between 2014 and 2018, the REET is estimated at \$1,700,000 annually.
2. General Fund Transfer In. This funding source comes from several different sources that make up the General Fund revenue including: property tax, sales tax, and utility tax and fees. The Street Capital Projects Fund is budgeted to receive approximately \$500,000 annually (on average) over the next 5 years in support of the pavement preservation program.
3. Transportation Benefit District (TBD). In 2014, the TBD Board implemented a \$20 per vehicle tab fee to provide funds toward a specific list of pavement preservation projects to be implemented between 2015 through 2020. The anticipated revenue is approximately \$775,000 per year.
4. General Obligation bonds: A general obligation bond (GO) is a municipal bond backed by the credit and taxing power of the issuing jurisdiction.
5. Downtown Plan Trip Mitigation Fee Policy: All businesses in the subarea plan that generate new PM Peak Hour trips as determined by the most recent edition of the ITE Trip Generation Manual, will be charged a Transportation Mitigation Fee (TMF).

F. Washington State Department of Transportation

1. Pedestrian and Bicycle Program: This is a statewide competitive program specifically oriented toward the elimination of hazards to the pedestrian and bicyclists. The recent call for projects has expanded the program's scope to emphasize "complete streets" – accommodation of all roadway users from vehicles to bicyclists to pedestrians. The programs focus for "complete streets" is for "main street" urban arterials and corridors. Historically, the city has not received much funding from this program. However, given the change in the grant scope, there may be opportunities from this source in the future.
2. Safe Routes to Schools Program: This is a statewide competitive program specifically oriented toward pedestrian and bicycle safety near schools.
3. Surface Water Management Program:

The City's Surface Water Management (SWM) Program pays for all drainage facilities constructed in conjunction with street improvements. The revenue from SWM is directly related to the amount of capital improvement projects constructed.

PROJECT NUMBERING SYSTEM

Project numbers were revised to match the City's CIP Budget 2020/2021 using City's BARS numbering system for consistency. Most sections of the Program will have non-sequential project numbering, as projects are completed and removed from the list. Projects carried forward from previous year(s) retain the same project numbers from the previous year(s).

BUDGET DOLLARS

Costs shown are planning level estimates and are reflected in each year as FY2019 dollars, with 3% inflation per year to year of anticipated expenditure.

2019	2020	2021	2022	2023	2024	2025
1.000	1.030	1.061	1.093	1.126	1.159	1.194

Note: Compounded Inflation Multiplier does not apply to grant amounts, these are fixed based upon the grant award.

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 1 ROADWAY IMPROVEMENTS	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020- 2025
302.0024 Steilacoom Blvd - Farwest to Phillips <i>Design/ROW funded, \$5,587,000 construction unfunded.</i> <i>Note: project is tied to 302.0137</i>	This project designs and acquires ROW to construct curb, gutter, sidewalks, sharrows, turn lanes, street lighting, drainage, overlay.	246	City	103	155					258
		1,197	Grant	262	935					1,197
			Other							0
		7,030	Total	365	1,090	0	0	0	0	1,455
302.0069 112th / 111th - Bridgeport to Kendrick	Curb, gutter, sidewalks, sharrows, street lighting, drainage, overlay.		City							0
			Grant							0
			Other							0
		1,360	Total	0	0	0	0	0	0	0
302.0071 Phillips Road West Side - Agate Dr. SW to Onyx Dr. SW (west side of the road)	Provide for curb and gutter, sidewalk, street lighting, bike facilities, storm drainage, striping, and pavement overlay.		City							0
			Grant							0
			Other							0
		1,112	Total	0	0	0	0	0	0	0
302.0072 59th Ave SW Sidewalk - 100th to Bridgeport Wy SW	Sidewalk east side of roadway. Infill behind new curb and gutter constructed in 2015.		City							0
			Grant							0
			Other							0
		129	Total	0	0	0	0	0	0	0
302.0073 150th Street Corridor Capacity	Provide capacity for Woodbrook Industrial development: widening of 150th Street; bike/pedestrian facilities; structural pavement section improvements		City							0
			Grant							0
			Other							0
		2,142	Total	0	0	0	0	0	0	0
302.0074 South Tacoma Way - 88th to North City Limits Design Funds Only ROW Funded, Unfunded Construction: \$4,000,000 total corridor cost \$4,507,000	Curb, gutter, sidewalks, bike lanes, street lighting, signal at 84th, drainage, overlay.	132	City		140					140
		375	Grant		375					375
			Other							0
		4,507	Total	0	515	0	0	0	0	515
302.0075 Mt. Tacoma Dr. SW/Motor Ave. SW: S 80th St. Road Restoration Improvements	Provide curb and gutter, sidewalk and a shared travel/bike lane on one side of Mt. Tacoma Dr. SW and Motor Ave. SW.		City							0
			Grant							0
			Other							0
		3,342	Total	0	0	0	0	0	0	0
302.0076 Gravelly Lake Non-Motorized Trail - Phase 2 (Nyanza Blvd: GLD to GLD)	Provide non-motorized path around Gravelly Lake along Gravelly Lake Drive and Nyanza Drive. Existing roadway cross section shifted to outside and overlaid. Lighting.		City							0
			Grant							0
			Other							0
		4,666	Total	0	0	0	0	0	0	0
302.0077 Gravelly Lake Non-Motorized Trail - Phase 3 (GLD - Nyanza (S) to Wash.)	Provide non-motorized path around Gravelly Lake along Gravelly Lake Drive and Nyanza Drive. Existing roadway cross section shifted to outside and overlaid. Lighting.	4,343	City	330	4,268					4,598
			Grant							0
			Other							0
		4,343	Total	330	4,268	0	0	0	0	4,598

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 1 ROADWAY IMPROVEMENTS	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020- 2025
302.0083 Hipkins Rd. - 104th to Steilacoom Blvd.	Curb, gutters, sidewalks, street lighting, drainage, traffic calming, and overlay.		City Grant Other							0 0 0
		3,749	Total	0	0	0	0	0	0	0
302.0084 Interlaaken Drive SW Non-Motorized Improvements - Short Lane to Holly Hedge Ln. SW	Provide curb and gutter, sidewalk and a shared travel/bike lane on one side of Interlaaken Dr.		City Grant Other							0 0 0
		5,393	Total	0	0	0	0	0	0	0
302.0085 Murray Road Corridor Capacity <i>Notes: Assume multiple phases; multiple years</i>	Provide capacity for Woodbrook Industrial development: widening of Murray Road; bike/pedestrian facilities; structural pavement section improvements		City Grant Other							0 0 0
		1,648	Total	0	0	0	0	0	0	0
302.0090 96th Street - 2-way left turn lane	Widen 96th St. from 500' east of So. Tac. Wy to I-5 underpass to provide 2-way left turn lane. Does not include sidewalks or HMA overlay.		City Grant Other							0 0 0
		773	Total	0	0	0	0	0	0	0
302.0092 Steilacoom Blvd-Custer Rd SW to Lakewood Dr SW	Curbs, gutters, sidewalks, street lighting on both sides from BPW to Fairlawn. Overlay BPW to GLD.		City Grant Other							0 0 0
		4,120	Total	0	0	0	0	0	0	0
302.0093 Gravelly Lake Dr. - Pacific Hwy to Nyanza (south)	Curb, gutter, sidewalk, bike way, street lighting, pavement rehab		City Grant Other							0 0 0
		1,792	Total	0	0	0	0	0	0	0
302.0096 Union Avenue - W. Thorne Ln. to Spruce St. <i>Notes: Limits revised to reflect recent improvements at Berkeley/Union.</i>	Widen to add turn lane, shared bike/travel lane, sidewalks, street lighting. Intersection improvements.		City Grant Other							0 0 0
		4,106	Total	0	0	0	0	0	0	0
302.0097 Lakewood Station - Non-Motorized Access Improvements	Curb, gutters, sidewalks, and street lighting improvements per Lakewood's 2009 Non-Motorized Transportation Plan and Sound Transit Access Improvement Study.		City Grant Other							0 0 0
		3,955	Total	0	0	0	0	0	0	0
302.0109 Phillips Rd. Sidewalks and Bike Lanes Agate to Steilacoom Blvd. (east side of roadway)	Provide for curb and gutter, sidewalk, street lighting, bike facilities, storm drainage, striping, and pavement overlay.		City Grant Other							0 0 0
		2,224	Total	0	0	0	0	0	0	0

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 1 ROADWAY IMPROVEMENTS	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020- 2025
302.0111 Kendrick from 111th St. SW to 108th St. SW Roadway Improvements	Provide for curb and gutter, sidewalk, street lighting, bike facilities, storm drainage, striping, and pavement rebuild.		City							0
			Grant							0
			Other							0
		906	Total	0	0	0	0	0	0	0
302.0112 100th Sidewalk and Street Improvements: Bridgeport Way to 400 feet east of 100th Street	Curb, gutter, sidewalks, sharrows, replace 100th/Lakewood signal(302.0060), street lighting, drainage, overlay.		City							0
			Grant							0
			Other							0
		1,875	Total	0	0	0	0	0	0	0
302.0113 Military Rd. and Farwest Dr. SW Sidewalk and Roadway Improvements: 116th to 200' S/O 112th	curb, gutter, sidewalks, sharrows street lighting, drainage, overlay. This connect Military Rd. to sidewalks constructed as part of development on Military Rd. and far west.		City							0
			Grant							0
			Other							0
		1,236	Total	0	0	0	0	0	0	0
302.0114 112th Sidewalks: Gravelly Lk. Dr. SW to Bridgeport Way SW	curb, gutter, sidewalks, bike lanes, street lighting, drainage, overlay		City							0
			Grant							0
			Other							0
		3,000	Total	0	0	0	0	0	0	0
302.0115 Davisson Rd. SW and Highland Ave SW: 112th St. SW to 108th St. SW	curb, gutter, sidewalks, sharrows, street lighting, drainage, overlay		City							0
			Grant							0
			Other							0
		1,442	Total	0	0	0	0	0	0	0
302.0116 Custer Rd. SW: Bridgeport Way - Lakewood Dr. SW (East City Limits/74th St.)	curb, gutter, sidewalks, sharrows, street lighting, drainage, road reconstruction, utility relocation		City							0
			Grant							0
			Other							0
		3,090	Total	0	0	0	0	0	0	0
302.0117 Round-a-Bout 87th Ave. SW, Dresden Ln., and Ft. Steilacoom Park Entrance and sidewalks 87th Ave. SW Dresden Ln. to Steilacoom Blvd.	round-a-bout, curb, gutter, sidewalks, sharrows, street lighting, drainage, road reconstruction, and signage		City							0
			Grant							0
			Other							0
		1,030	Total	0	0	0	0	0	0	0
302.0118 Lakewood Drive - Custer/74th to N. City Limits	Traffic signal replacement, ADA upgrades, new sidewalk, storm drainage upgrades, and hot mix asphalt paving		City							0
			Grant							0
			Other							0
		955	Total	0	0	0	0	0	0	0
302.0119 Lakewood Drive - Steilacoom Blvd. to Flett Creek	curb, gutter, sidewalks, street lighting, drainage, overlay		City							0
			Grant							0
			Other							0
		1,339	Total	0	0	0	0	0	0	0

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 1 ROADWAY IMPROVEMENTS	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020- 2025
302.0120 Tye Park School Sidewalks - Seminole Rd. SW	Intersection upgrades and sidewalks to school		City Grant Other							0 0 0
		464	Total	0	0	0	0	0	0	0
302.0121 112th Sidewalks: Farwest Dr. SW to Butte Dr. SW	curb, gutter, sidewalks, bike lanes, street lighting, drainage, overlay		City Grant Other							0 0 0
		3,090	Total	0	0	0	0	0	0	0
302.0122 47th Ave. SW Sidewalks: 121st St. SW to Pacific Hwy. SW	curb, gutter, sidewalks, bike lanes, street lighting, drainage, overlay		City Grant Other							0 0 0
		515	Total	0	0	0	0	0	0	0
302.0131 Custer Rd.: John Dower to 500' west of Bridgeport Way - Overlay and Sidewalk Fill-in	Roadway Overlay, signage, and striping. Sidewalk northside along John Dower Elementary	752	City Grant Other			240	600			840 0 0
		752	Total	0	0	240	600	0	0	840
302.0134 Veterans Drive SW-Gravelly Lake Dr. to American Lake Park	curb, gutter, sidewalks, sharrows street lighting, drainage, overlay	6,495	City Grant Other	6,690						6,690 0 0
		6,495	Total	6,690	0	0	0	0	0	6,690
302.0135 Washington Blvd/North Gate Rd/Edgewood Ave SW - North Gate Rd. SW to Gravelly Lake Dr. SW	Curb, gutter, sidewalks, bike lanes, street lighting, drainage, overlay.	2,723	City Grant Other		484	1,990	502			2,976 0 0
<i>total corridor cost \$13,500,000</i>		13,500	Total	0	484	1,990	502	0	0	2,976
302.0136 100th - 59th Ave. to South Tacoma Way	Curb, gutter, sidewalks, sharrows, street lighting, drainage, overlay.		City Grant Other							0 0 0
		12,386	Total	0	0	0	0	0	0	0
302.0137 Steilacoom Blvd/88th - Weller Road to Custer Rd.	Curb, gutter, sidewalks, bike lanes, street lighting, drainage, overlay.	4,030 1,197	City Grant Other	413 747	3,850 450					4,263 1,197 0
		5,227	Total	1,160	4,300	0	0	0	0	5,460
302.0138 Oakbrook Sidewalks & Street Lighting Onyx Dr SW (Garnet to Phillips)	Curb, gutter, sidewalks, sharrows, turn lanes, street lighting, drainage, overlay.	4,525	City Grant Other	4,661						4,661 0 0
		4,525	Total	4,661	0	0	0	0	0	4,661

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 1 ROADWAY IMPROVEMENTS	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020- 2025
302.0141 104th St. SW - Short Ln. to Lake Louise Dr.	Curb, gutter, sidewalks, sharrows, street lighting, drainage, overlay.		City							0
			Grant							0
			Other							0
		3,605	Total	0	0	0	0	0	0	0
302.0142 Ardmore Dr. SW: Steilacoom Blvd. SW to Whitman Ave. SW - Complete Street Improvements	Curb, gutter, sidewalks, bike lanes, street lighting, drainage, overlay.		City							0
			Grant							0
			Other							0
		2,060	Total	0	0	0	0	0	0	0
302.0143 Veterans Drive SW- American Lk. Park to VA Hospital Entrance	Curb, gutter, sidewalks, bike lanes, street lighting, drainage, overlay.		City							0
			Grant							0
			Other							0
		2,530	Total	0	0	0	0	0	0	0
302.0144 146th St. SW: Woodbrook Dr. SW to Murray Rd. SW Industrial Road Section	Curb, gutter, sidewalks, sharrows, street lighting, drainage, overlay.		City							
			Grant							
			Other							
		2400	Total							
302.0145 Custer Rd. SW: Bridgeport Way SW to Lakewood Dr. SW - Complete Street	Curb, gutter, sidewalks, sharrows, street lighting, drainage, overlay.		City							
			Grant							
			Other							
		5000	Total							
302.0146 Downtown Plan - Green Street Loop: Gravelly Lake Dr., 59th Ave., Main St., Mt. Tacoma Dr., and Bridgeport Way	Downtown loop with full Green Street Amenities		City							
			Grant							
			Other							
		19500	Total							
302.0147 59th Ave. SW and Towne Center Blvd. SW	Curb, gutter, sidewalks, street lighting, drainage, and paving		City							
			Grant							
			Other							
		2500	Total							
302.0148 100th St. SW / Lakewood Dr. SW: add westbound right turn pocket	Curb, gutter, sidewalks, drainage, and paving		City							
			Grant							
			Other							
		650	Total							
TOTALS		23,246	City	12,197	8,897	2,230	1,102	0	0	24,426
		2,769	Grant	1,009	1,760	0	0	0	0	2,769
		-	Other	0	0	0	0	0	0	0
		156,463	Total	13,206	10,657	2,230	1,102	0	0	27,195

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 2 TRAFFIC SIGNALS	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020-2025
302.0059 Steilacoom / Durango New Traffic Signal	Intersection meets warrants for traffic signal. Signal needed with new development in area. Special concern with adjacent train crossing becoming active.	764	City					885		885
			Grant							0
			Other							0
		764	Total	0	0	0	0	885	0	885
302.0060 100th Street & Lakewood Drive SW Traffic Signal Replacement	Replace 100th/Lakewood signal, street lighting, drainage, overlay.	551	City	400						400
			Grant							0
			Other							0
		551	Total	400	0	0	0	0	0	400
302.0078 So. Tacoma Way / 92nd Street	New warranted signal, improvements include associated ADA upgrades and pavement patching.		City							0
			Grant							0
			Other							0
		670	Total	0	0	0	0	0	0	0
302.0082 City-Wide Traffic Signal Management System	City-hall based Traffic Management Center. Fiber optic interconnect. PTZ major corridors. Active traffic management including web based info.		City							0
			Grant							0
			Other							0
		309	Total	0	0	0	0	0	0	0
302.0094 Gravelly Lake Drive / Avondale Traffic Signal	Intersection meets warrants for traffic signal. Increased volumes in and around Towne Center. Increase in accidents.		City							0
			Grant							0
			Other							0
		773	Total	0	0	0	0	0	0	0
302.0098 84th St. Pedestrian Crossing Signal at Pine St	Install pedestrian signal, connection to Pine street intersects Tacoma's Water Ditch Trail and Wards Lake Park.		City							0
			Grant							0
			Other							0
		258	Total	0	0	0	0	0	0	0
302.0123 Holden/Military Rd. New Traffic Signal S 80th St. Road Restoration	Intersection meets warrants for traffic signal. Increased volumes in and around Mann Middle School.		City							0
			Grant							0
			Other							0
		541	Total	0	0	0	0	0	0	0

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 2 TRAFFIC SIGNALS	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020- 2025
302.0126 Custer Rd. and 88th Traffic Signal Replacement	Replace existing traffic signal with pole and mast arm signal.		City							0
			Grant							0
			Other							0
		541	Total	0	0	0	0	0	0	0
TOTALS		1,315	City	400	0	0	0	885	0	1,285
		0	Grant	0	0	0	0	0	0	0
		0	Other	0	0	0	0	0	0	0
		4,405	Total	400	0	0	0	885	0	1,285

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
<i>NOTE: Bold & Italicized numbers denote grant secured</i>										
SECTION 3 TRANSPORTATION PLANNING	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020- 2025
101.0000 Pavement Management System Pavement Condition Index Rating	Semi-Annual evaluation of pavement condition	30/5/yr	City Grant Other	31	5	33	6	35	6	115 0 0
		30/yr	Total	31	5	33	6	35	6	115
302.0132 Non-Motorized Transportation Plan Update	Update NMTP to include relevant policy updates and capital improvement projects. (original plan adopted June 2009)	50/yr	City Grant Other	50						50 0 0
		50/yr	Total	50	0	0	0	0	0	50
302.0000 ADA Transition Plan Update	Update ADA transition plan to address ADA deficiencies of existing curb ramps; signal access / operations; etc.	5/yr	City Grant Other	5	5	5	6	6	6	33 0 0
		5/yr	Total	5	5	5	6	6	6	33
TOTALS		85/yr	City	86	11	38	11	41	12	199
			Grant	0	0	0	0	0	0	0
			Other	0	0	0	0	0	0	0
		85	Total	86	11	38	11	41	12	199

S 80th St. Road Restoration

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 4 STREET LIGHTING	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020-2025
302.0002 New Street Lighting	Install street lighting in requested areas based on ranking criteria.	170/yr	City	170	175	175	180	180	0	880
			Grant							0
			Other							0
		170/yr	Total	170	175	175	180	180	0	880
TOTALS		170/yr	City	170	175	175	180	180	0	880
			Grant	0	0	0	0	0	0	0
			Other	0	0	0	0	0	0	0
		170	Total	170	175	175	180	180	0	880

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 5 BRIDGES	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020- 2025
101.0000 Bridge Inspection	On-going biennial bridge inspection.	5	City		5		6		6	17
			Grant							0
			Other							0
		5	Total	0	5	0	6	0	6	17
302.0130 Structural guardrail replacement Clover Creek Gravelly Lake Drive: 112th to Nyanza Includes structural analysis of the box culvert.	Design and replace the existing guard rail over the south side of the roadway where Gravelly Lake Drive crosses Clover Creek between Nyanza and 112th.		City							0
			Grant							0
			Other							0
		150	Total	0	0	0	0	0	0	0
TOTALS		5	City	0	5	0	6	0	6	17
			Grant	0	0	0	0	0	0	0
			Other	0	0	0	0	0	0	0
		155	Total	0	5	0	6	0	6	17

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 6 ROADWAY RESTORATION PROJECTS	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020-2025
302.0004 Minor Capital Improvements Total Estimated Cost \$250 One time \$1,250,000 in 2020	Roadway patching and repair, sidewalk, signage, markings, and striping.	250	City	1,250	260	260	270	270	270	2,580
			Grant							0
			Other							0
		250	Total	1,250	260	260	270	270	270	2,580
302.0005 Chip Seal Resurfacing Program	Projects in various locations may include pavement preservation contribution to planned utility projects to facilitate full roadway overlays.	360	City	360	360	380	380	390	390	2,260
			Grant							0
			Other							0
		360	Total	360	380	380	390	390	390	2,260
302.0068 Pacific Hwy - 108th to SR512	Roadway patching, overlay, markings, and striping.	115	City		31	94		0		125
		612	Grant		26	585				611
			Other							0
		727	Total	0	57	679	0	0	0	736
302.0080 108th - Bridgeport Way to Pacific Hwy	Roadway patching, overlay, markings, and striping.	786	City		110	746				856
			Grant							0
			Other							0
		786	Total	0	110	746	0	0	0	856
302.0145 150th St. SW: East City Limits to Woodbrook Dr. SW Road Restoration	Roadway patching and repair, sidewalk, signage, markings, and striping.		City							
			Grant							
			Other							
		350	Total							
302.0150 Lake Louise Loop Patching and Road Restoration Lake Louise Dr. SW and 101st St. SW	Roadway patching and repair, sidewalk, signage, markings, and striping.		City							
			Grant							
			Other							
		150	Total							
302.0151 S. Tacoma Way: 96th St. S to S 84th St. Road Restoration	Roadway patching and repair, overlay, signage, markings, and striping.		City							
			Grant							
			Other							
		900	Total							
TOTALS		1,511	City	1,610	761	1,480	650	660	660	5,821
		612	Grant	0	26	585	0	0	0	611
		-	Other	0	0	0	0	0	0	0
		2,473	Total	1,610	787	2,065	650	660	660	6,432

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
<i>NOTE: Bold & Italicized numbers denote grant secured</i>										
SECTION 7 NEIGHBORHOOD TRAFFIC MANAGEMENT	Description	Base Cost 2019	Sources	2020	2021	2022	2023	2024	2025	2020-2025
302.0003 Neighborhood Traffic Safety Traffic Calming Various Locations	May include speed humps, traffic circles, signage, radar feedback signs, etc.	25	City	25	27	27	30	30	30	169
			Grant							
		25	Other							
		25	Total	25	27	27	30	30	30	169
TOTALS		25	City	25	27	27	30	30	30	169
			Grant	0	0	0	0	0	0	0
			Other	0	0	0	0	0	0	0
		25	Total	25	27	27	30	30	30	169

ROADWAY IMPROVEMENTS

	2019	2020	2021	2022	2023	2024	2025	2020-2025
City	23,246	12,197	8,897	2,230	1,102	0	0	24,426
Grant	2,769	1,009	1,760	0	0	0	0	2,769
Other	0	0	0	0	0	0	0	0
Total	156,463	13,206	10,657	2,230	1,102	0	0	27,195

Unfunded: 130,448

TRAFFIC SIGNALS

	2019	2020	2021	2022	2023	2024	2025	2020-2025
City	1,315	400	0	0	0	885	0	0
Grant	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	4,405	0	0	0	0	0	0	0

Unfunded: 3,090

TRANSPORTATION PLANNING

	2019	2020	2021	2022	2023	2024	2025	2020-2025
City	85	31	5	33	6	35	6	115
Grant	0	0	0	0	0	0	0	50
Other	0	0	0	0	0	0	0	0
Total	85	0	0	0	0	0	0	0

S 80th St. 0

STREET LIGHTS

	2019	2020	2021	2022	2023	2024	2025	2020-2025
City	170	170	175	175	180	180	0	880
Grant	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	170	170	175	175	180	180	0	880

Unfunded: 0

BRIDGES

	2019	2020	2021	2022	2023	2024	2025	2020-2025
City	5	0	5	0	6	0	6	17
Grant	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	155	0	5	0	6	0	6	17

Unfunded: 150

RESTORATION

	2019	2020	2021	2022	2023	2024	2025	2020-2025
City	1,511	1,610	761	1,480	650	660	660	5,821
Grant	612	0	26	585	0	0	0	611
Other	0	0	0	0	0	0	0	0
Total	2,473	1,610	787	2,065	650	660	660	6,432

Unfunded: 350

NEIGHBORHOOD TRAFFIC MANAGEMENT

	2019	2020	2021	2022	2023	2024	2025	2020-2025
City	25	25	27	27	30	30	30	169
Grant	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	25	25	27	27	30	30	30	169

Unfunded: 0

GRAND TOTAL (2020-2025)

	2019	2020	2021	2022	2023	2024	2025	2020-2025
City	26,357	14,432.90	9,871	3,945	1,973	1,790	702	32,713
Grant	3,381	1,009	1,786	585	0	0	0	3,380
Other	0	0	0	0	0	0	0	0
Total	163,776	15,442	11,657	4,530	1,973	1,790	702	36,093

Unfunded: 134,038



To: Mayor and City Councilmembers

From: Courtney Brunell, Planning Manager

Through: John J. Caulfield, City Manager

Meeting Date: April 6, 2020

Subject: Durr Site Specific Rezone

A handwritten signature in cursive script, reading "John J. Caulfield", is positioned to the right of the "Through:" line.

Summary

The purpose of this memo is to provide the City Council with background and a recommendation in regard to the Durr Site Specific Rezone.

Background

On March 4, 2019 the City Council adopted Ordinance No. 704 establishing a process for quasi-judicial hearings related to site-specific rezones. The Ordinance delegated the quasi-judicial review of site specific rezones to the examiner; affording an appeal to the City Council; and then, once past any appeal periods, adopting any approved changes in an ordinance amending the zoning map.

On June 27, 2019 Daniel Durr applied for a Site Specific Rezone (LU-19-00145) and SEPA Checklist application (LU-19-00144) is to rezone the properties located at 11918 & 11920 Nyanza Road SW from Residential 1 (R1) to Residential (R2).

Staff evaluated the checklist and other environmental materials presented with these applications and issued a Determination of Non-significance (DNS) on August 27, 2019. No appeals were filed against the SEPA threshold determination. A public hearing was held to evaluate the rezone proposal on September 11, 2019. The Hearing Examiner (Phil Olbrechts) approved the Durr Site Specific Rezone and issued his decision on September 25, 2019. No appeals were filed against the hearing examiner's decision.

Discussion

The site is located in the R1 zoning District. The proposed site specific rezone will change the zoning to R2. Both R1 and R2 zones are designated as Residential Estate in the Comprehensive Plan.

The proposed rezone will change the development standards for the subject sites, which may impact future development. Several of the development standards are the same for both R1 & R2 zoning, including: building coverage, impervious surface coverage and setbacks. The density and minimum lot size will be changed under the new zoning. Density in the R1 zone is 1.45 du/a and the minimum lot size is 25,000 gsf. In the R2 zone, the density is 2.2 du/a and the minimum lot size is 17,000 gsf. According to the City's GIS, the proposed site consists of two parcels for a total of approximately 1.59 acres. Under the current base zoning, a future development may consist of up to 2 lots, under the new proposed zoning; a future development may consist of up to 4 lots.

Both of the subject properties have been developed with a total of three units, a single family home and a duplex. In 2019, the single-family home located at 11918 Nyanza Road SW burnt down. The duplex located at 11920 Nyanza Road is considered a legal nonconforming use in the R1 and R2 zoning districts. The duplex is proposed to be razed and redeveloped as detached single family homes with approval of the Durr Site Specific Rezone.

Recommendation:

1. Adopt an Ordinance approving the zoning map amendment, which will finalize the Site-Specific rezone.

Attachments

1. Hearing Examiner Decision dated September 25, 2019
2. Map of two parcels impacted by site specific rezone
3. Draft Ordinance No.

BEFORE THE HEARING EXAMINER FOR THE CITY OF LAKEWOOD

RE: Daniel Durr

Site Specific Rezone

LU1900145

FINDINGS OF FACT, CONCLUSIONS OF
LAW AND FINAL DECISION

Summary

The Applicant has applied for a site-specific rezone to upzone two parcels from Residential 1 (R1) to Residential 2 (R2). The parcels are located at 11918 & 11920 Nyanza Road SW. The rezone is approved subject to conditions.

Approval was highly dependent upon circumstances unique to the project site and should not set a strong precedent for approval of similar rezones along the shores of Gravelly Lake. The Gravelly Lake area is unique to the City in that it accommodates the City's major share of R1 zoning, its lowest density residential area. The City's Comprehensive Plan contemplates that lake view areas such as Gravelly Lake be developed at low densities in part to accommodate "*upper income development*," pursuant to the City's efforts to accommodate all economic segments of the housing market. To this end, the Applicant's assertion that the proposed rezone should be approved to meet affordable housing needs is not particularly compelling¹. However, two other factors marginally tip

¹ The City's comprehensive plan acknowledges the importance of addressing affordable housing needs and the City has taken several measures to address that issue. Affordable housing is clearly an important and valid concern, but it is not a compelling reason for an upzone to the only one major area the City has reserved for R1 upper income development.

1 the scale for approval. First, the rezone area is contiguous to several nonconforming lots that are
2 approximately of the same relatively small sized lots that would be made possible by the rezone.
3 Consequently, approval would not create a development pattern out of character with surrounding
4 uses. Second, until very recently one of the two rezone lots was occupied by a dangerous building
5 that was subject to multiple break-ins. The other lot accommodates a duplex, which is a
6 nonconforming use. The Applicant's plans to replat the two rezone lots, remove the duplex and then
7 build four new single-family homes will result in development that is more compatible and in
8 character with surrounding development.

7 **Testimony**

8 Ramon Rodriquez, City of Lakewood Assistant Planner, summarized the staff report. In response to
9 examiner questions, Mr. Rodriquez noted that Nyanza Road SW does not have any congestion issues;
10 that Mr. Durr owns both parcels; and the parcels don't include the Randall Johnson parcel referenced
11 in Ex. 8.

12 Daniel Durr, Applicant, noted he and his wife in association with his brother and his brother's wife
13 purchased the rezone lots three or four months ago. He and the other purchasers have lived in the
14 Gravelly Lake/ Nyanza Road area for over 25 years. He and the other purchasers have a very intense
15 desire to improve the neighborhood. One parcel contains a duplex and the other was the former site
16 of an abandoned home that recently burned down. The home had been boarded for ten years. Even
17 in the short time that they owned the abandoned home, it was subject to numerous break ins and
18 police calls. The buyers contracted to have the abandoned house torn down and one day before
19 demolition it burned down. It's since been cleaned up. The motivation isn't directly economic, and
20 some family members have now chosen to move back to the area in which they grew up. The plan is
21 to take down the duplex as well and then replat the lots. The duplex lot is 23,000 square feet. The
22 other lot is 1.05 acres. The lots are larger than those in the surrounding area. The two lots will be re-
23 plated into four lots of about 17,000 square feet.

24 James Gonzales, neighbor, noted he and his wife live in a house across from the subject property. He
25 supports the rezone for three rezones. Number one, empty and unoccupied structures are magnets for
26 the homeless. Two, an increase in residential occupancy will make the neighborhood safer. Three,
property values will increase eventually, increasing the tax base.

27 Ed Sparks stated he lives across the street from the proposal. He strongly encourages approval of the
28 rezone. He's known Mr. Durr for years and he looks forward to seeing the lots developed

29 Anthony Evans, neighbor, noted he and his wife are PLU professors and have lived in the
30 neighborhood since 2002. He wanted to thank the Durrs and City for providing information about the
31 project. He first became interested in his residence at the suggestion of a friend that he look at the
32 property. Upon first visiting the property he and his wife were struck by the quiet and peacefulness
33 of the property and neighborhood. The property was well located in relation to the City and the
34 interstate. He and his wife are concerned about rezoning the property to a higher density. There have
35 been concerns about the property over the past decade. The property was originally owned by

1 someone from out of state and was occupied by Japanese exchange students. Mr. Evans had
2 someone at one of his parties tell him that he must enjoy the peacefulness and seclusion of what was
3 essentially an English country home. The quiet and seclusion of his home is more appropriately
4 associated with the country lifestyle of his Welsh background. He appreciates the thoughtfulness
5 behind the rezone, but he and his wife are concerned about the ramifications of the rezone. They are
6 concerned about the precedent the rezone would set, as the area has been historically zoned R1.

7 In closing, Mr. Durr noted that as a result of the rezone, the 5,500 square foot home has been
8 removed and the duplex with its two 1,100 square foot units will be gone. The total number of
9 dwelling units will only increase from three to four. In terms of square footage, the change will also
10 be nominal.

11 **Exhibits**

12 Exhibits 1-8 as identified at page 7 of the September 11, 2019 staff report were admitted into the
13 record during the September 11, 2019 hearing. A letter from Anthony Evans was admitted as Ex. 9.

14 **FINDINGS OF FACT**

15 **Procedural:**

- 16 1. Applicant. Daniel Durr.
- 17 2. Hearing. A hearing was held on the subject application on September 11, 2019 in the
18 Lakewood City Hall Council Chambers.

19 **Substantive:**

- 20 3. Project Description. The Applicant has applied for a site-specific rezone to rezone two
21 parcels from Residential 1 (R1) to Residential 2 (R2) located at 11918 & 11920 Nyanza Road SW.
22 The subject properties are approximately 500 feet away from Gravelly Lake, separated by three lots
23 from the shoreline. The rezone would increase the allowed density from 1.45 to 2.2 dwelling units
24 per acre. Both properties have been developed. The 11918 Nyanza Road SW property had a
25 detached single-family residence which was being monitored by the City of Lakewood as a
26 dangerous building. The single-family residence recently burnt to the ground with all debris
removed by the Applicant. The 11920 Nyanza Road SW property has a duplex which is considered a
legal nonconforming use in the R1 and R2 zoning districts. The Applicant plans on removing the
duplex and re-platting the two lots into four lots.

4. Surrounding Area. The project site is surrounded by single-family development with a wide
range of lot sizes. The surrounding area west of Nyanza Road is zoned R-1 and the area east of
Nyanza Road is zoned R-3. There are five lots that are contiguous to the two rezone lots. Using the
data from Ex. 5, the five contiguous lots range in size from 12,084 square feet to 32,612 square feet

1 with an average lot size of 19,165 square feet. The four lots authorized by the rezone would have an
2 average lot size of 17,352 square feet, which is a larger lot size than two of the five contiguous lots.

3 5. Adverse Impacts. There are no significant adverse impacts associated with the project. Staff
4 testified that Nyanza Road is not congested and has the capacity to accommodate the extra traffic,
5 which would be limited to that generated by the one additional single-family home made possible by
6 the rezone (four lots replacing a duplex and single-family home). The modest increase in density
7 would also have negligible noise impacts. Given that some existing adjoining lots are even smaller
8 than those enabled by the rezone and that overall the possible lot sizes are similar to adjoining lot
9 sizes, the proposed R-2 zoning designation serves as an appropriate transitional zone between the
10 higher density R-3 zoning across Nyanza Road and the R-1 zone on the west side of the road.

11 Mr. Evans' concern over setting a precedent is well placed, as one neighbor is already requesting a
12 rezoning to R-2 and there are several large lots in the vicinity from 45,000 to 179,000 square feet that
13 could squeeze in some extra lots under a subdivision with an associated R-2 upzone. As shown in the
14 City's zoning map, there are also only four lots separating the subject lots west of Nyanza Road from
15 a large section of R2 zoned waterfront lots to the south. The City would be hard pressed to deny a
16 similar upzone to these four lots given their proximity to R-2 zoning on either side if the requested
17 upzone is approved. Overall, however, an increase of 0.75 homes per acre does not appear to be
18 transformational to neighborhood character, especially given the R-3 zoning just across the street.
19 For the property subject to the rezone, approval also helps improve neighborhood compatibility by
20 facilitating the removal of the currently existing nonconforming duplex and replacing it and the
21 vacant rezone lot with single-family homes.

22 **Conclusions of Law**

23 1. Authority. LMC 18A.2.502 Table 3 classifies conditional use permits as a Process III
24 application subject to hearing examiner review.

25 2. Zoning Designations. Residential 1 (R1) Zoning District.

26 3. Review Criteria. LMC 18A.02.415 requires findings to be made for any amendment to
the City's zoning code, including its zoning map. The required findings are quoted below in italics
and applied via corresponding conclusions of law.

LMC 18A.02.415A: *The proposed amendment is consistent with the comprehensive plan.*

4. The criterion is met. The proposal is consistent with comprehensive plan policies that
encourage higher income development along the City's lake fronts.

The staff report, which quotes from the Applicant on responses to the LMC 18A.02.415 rezone
criteria, asserts that comprehensive plan policies are met by the proposal because the upzone meets
affordable housing goals and helps address Lakewood growth. However, most of the City's land is
already devoted to much higher density development and the City's Comprehensive Plan further

1 identifies that the City has ample capacity to accommodate future growth. See Comp Plan, Section
2 3.2.6.

3 More pertinent to the subject application are policies that address lake view properties. As
4 recognized in Section 3.0 of the Comp Plan, the “*opportunity to build higher valued homes in a*
5 *desirable setting on the City’s lakes has provided Lakewood with its share of higher-income families,*
6 *and some of its oldest, most established neighborhoods.*” To this end, Comp Plan Policy LU-2.4
7 encourages “*larger lots on parcels with physical amenity features of the land, such as views,*
8 *significant vegetation, or steep slopes.*” Further, Policy LU-2.3 encourages low density designations
9 to provide opportunities for “*upper-income development.*” From these types of policies, it is evident
10 that the City seeks to use its lake front properties as a means of maintaining its upper income segment
11 of housing capacity and that the City sees large lot sizes as furthering this strategy. As is further
12 evident from the City’s zoning map, the Gravelly Lake shoreline has been assigned the lowest density
13 zoning of the City’s lakes. Most zoning along the Gravelly Lake shoreline is R1, whereas, most
14 zoning along American and Steilacoom lakes is R2 and R3. This evidences an intent to assign the
15 City’s highest income housing to the shores of Gravelly Lake. However, site specific circumstances
16 marginally tip the balance in favor of the requested rezone. As outlined in Finding of Fact No. 4, the
17 proposed rezone is consistent with the lot size of surrounding contiguous lots and as noted in Finding
18 of Fact No. 5, the proposal will also facilitate the replacement of the existing duplex with single-
19 family homes, at least in regard to the development plans of the current lot owner. It also must be
20 recognized that the upzone is very modest and is consistent with the zones authorized by the
21 Comprehensive Plan’s future land use map. Given all these factors and the staff’s finding of
22 Comprehensive Plan consistency, the proposal is found to be consistent with the comprehensive plan.

23 **LMC 18A.02.415B:** *The proposed amendment and subsequent development of the site would be*
24 *compatible with development in the vicinity.*

25 5. The criterion is met. As identified in Finding of Fact No. 4, the proposed lot size is consistent
26 with the five lots contiguous to the rezone area. As identified in Finding of Fact No. 5, the proposal
will not create any significant adverse impacts and will facilitate the replacement of a duplex with
single-family homes, which is more consistent with surrounding neighborhood character.

LMC 18A.02.415C: *The proposed amendment will not unduly burden the transportation system in*
the vicinity of the property with significant adverse impacts which cannot be mitigated.

6. The criterion is met. As noted in Finding of Fact No. 5, staff testified that Nayanza Road has
the capacity to accommodate the traffic generated by the proposal. Given that the proposal will only
result in the addition of one single-family home, it is anticipated that the added trip generation would
have a negligible impact upon transportation facilities.

LMC 18A.02.415D: *The proposed amendment will not unduly burden the public services and*
facilities serving the property with significant adverse impacts which cannot be mitigated.

1 7. The criterion is met. As previously noted, the proposal will only result in the addition of one
2 dwelling unit to a fully developed neighborhood. The addition of one dwelling unit is not anticipated
3 to exceed the capacity of utilities currently serving the neighborhood to provide public services.

4 **LMC 18A.02.415E:** *The proposed amendment will not adversely affect the public health, safety and
5 general welfare of the citizens of the City.*

6 8. The criterion is met. As determined in Finding of Fact No. 5 there are no significant adverse
7 impacts associated with the proposal and it will result in the replacement of a duplex with single-
8 family homes and will also develop the vacant rezone parcel, which is more consistent with the
9 residential character of the neighborhood. Given the negligible increase in density, there are no
10 reasonably ascertainable material adverse impacts to public health, safety and welfare.

11 **LMC 18A.02.415F:** *The entire range of permitted uses in the requested zoning classification is
12 more appropriate than the entire range of permitted uses in the existing zoning classification,
13 regardless of any representations made by the petitioner as to the intended use of subject property.*

14 9. The criterion is met. According to LMC 18A.131.30, the primary permitted, administrative
15 and conditional uses allowed for the current R1 zoning and proposed R2 zoning are the same. The
16 17,000 square foot lots enabled by the rezone is more consistent with the 19,000 square foot average
17 lot size of adjoining lots than the 25,000 square foot minimum authorized by the R1 zone.

18 **LMC 18A.02.415G:** *Circumstances have changed substantially since the establishment of the
19 current zoning map or zoning district to warrant the proposed amendment.*

20 10. The criterion is met. Criminal activity and neglect are a change in circumstance that warrant
21 the approval of the rezone to eliminate the current blighted use of the property.

22 The Applicant's response in the staff report asserts that the change in circumstance is an increased
23 need for affordable housing. There is no data to support this position. Affordable housing is
24 certainly a problem in the Puget Sound region, but it is questionable whether it's a problem that needs
25 to be further addressed in the City of Lakewood. As shown in Table 3.4 of the Comprehensive Plan,
26 the City of Lakewood has a greater percentage of multifamily housing than any other city in Pierce
County. As noted at page 46 of the Comprehensive Plan, the City has developed numerous
affordable housing programs. Further, as outlined in Conclusion of Law No. 4, the Comprehensive
Plan does not contemplate affordable housing for its lakefront properties, but rather encourages the
City's upper income housing to be located on view properties to maintain a diversity in economic
housing choices. Finally, in the absence of any additional information, it is difficult to see how the
proposed upzone would produce property that would be considered "affordable" given the proximity
of the property to Gravelly Lake. Given this background, it is questionable whether a need for
affordable housing "warrants" the proposed amendment.

More pertinent is testimony from Mr. Evans and Mr. Gonzales regarding the multiple break ins of the
abandoned (and now removed) single-family on one of the subject lots as comments in the staff

1 report that the single-family home was monitored by the City as a dangerous building. These
2 conditions more likely than not occurred after designation of the parcels as R1, given Mr. Evans'
3 reference to the fact that the single-family home was occupied by an authorized tenant when Mr.
4 Evans purchases his property in 2002. Although the single-family home has been removed, the
5 vulnerability of the property to criminal activity was a concern expressed by several people at the
6 hearing. This criminal activity is a change in circumstance that can be rectified by development of
7 the property into single-family homes. The proposed rezone serves as a development incentive to
8 achieve that development objective.

9 **LMC 18A.02.415H:** *The negative impacts of the proposed change on the surrounding*
10 *neighborhood and area are largely outweighed by the advantages to the City and community in*
11 *general, other than those to the individual petitioner.*

12 11. The criterion is met. The proposed rezone only represents a modest increase in density with
13 no significant adverse impacts as outlined in Finding of Fact No. 5. As noted in Conclusion of Law
14 No. 10, the corresponding benefit is redevelopment of at least one parcel with a history of criminal
15 activity and neglect.

16 **DECISION**

17 Rezone Application No. LU1900145 satisfies all rezone criteria as determined in the Conclusions
18 of Law of this decision and is therefore approved subject to the following conditions:

19 1. Pursuant to the City of Lakewood Site Development Regulations, Section 12.04.040, a Site
20 Development Permit, Drainage Review and erosion control plan shall be approved by the City
21 Engineer Prior to issuance of building permits for future development.

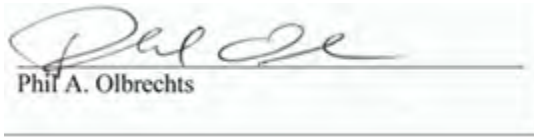
22 2. Subdivisions associated with the subject property shall comply with the requirements
23 outlined in LMC 17.22.

24 3. No development or demolition may occur without the approval of the associated permits.

25 4. Any future development will be subject to Tree Preservation standards as outlined in LMC
26 18A.50.300, as now or hereafter amended.

DATED this 25th day of September 2019.

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Phil A. Olbrechts

Hearing Examiner for Lakewood

Appeal Right and Valuation Notices

LMC 18A.02.502 Table 3 provides that the final decision of the Hearing Examiner for site specific zoning map amendments is subject to appeal to the City Council. Pursuant to LMC 1.36.280, appeals must be filed with the Planning Department within ten working days of the final decision.

Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation.



**ORDINANCE
NO.**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF LAKEWOOD, WASHINGTON APPROVING A SITE-
SPECIFIC REZONE AT 11918 & 11920 NYANZA
ROAD SW KNOWN AS THE DURR REZONE.
FINDINGS**

WHEREAS, the Washington State Legislature, through Chapter 36.70A RCW, the State Growth Management Act (GMA), intends that local planning be a continuous and ongoing process; and

WHEREAS, on March 4, 2019 the Lakewood City Council adopted Ordinance No. 704 delegating the quasi-judicial review of site specific rezones to the examiner; affording an appeal to the City Council; and then, once past any appeal periods, adopting any approved changes in an ordinance amending the zoning map; and

WHEREAS, on June 27, 2019 Daniel Durr applied for a Site Specific Rezone (LU-19-00145) and SEPA Checklist application (LU-19-00144) is to rezone the properties located at 11918 & 11920 Nyanza Road SW from Residential 1 (R1) to Residential (R2); and

WHEREAS, a combined Notice of Application with a fourteen day comment period was published on July 19, 2019; and

WHEREAS, on August 27, 2019 the SEPA Official issued a Determination of Non-significance (DNS); and

WHEREAS, no appeals were filed against the SEPA threshold determination; and

WHEREAS, a public hearing notice with fourteen day comment period was published on August 11, 2019; and

WHEREAS, on September 11, 2019 a public hearing was held to evaluate the rezone proposal; and

WHEREAS, on September 25, 2019, the Lakewood Hearing Examiner issued a determination approving the Durr Site Specific Rezone; and

WHEREAS, no appeals were filed against the Hearing Examiner's September 25, 2019 decision; and

WHEREAS, the Lakewood City Council has considered the required findings as related to each independent zoning map amendment as listed below are satisfied:

1. The proposed amendment is consistent with the Comprehensive Plan;
2. The proposed amendment and subsequent development of the site would be compatible with development in the vicinity;
3. The proposed amendment will not unduly burden the transportation system in the vicinity of the property with significant adverse impacts which cannot be mitigated;
4. The proposed amendment will not unduly burden the public services and facilities serving the property with significant adverse impacts which cannot be mitigated;
5. The proposed amendment will not adversely impact the public health, safety, and general welfare of the citizens of the city;
6. The entire range of permitted uses in the requested zoning classification is more appropriate than the entire range of permitted uses in the existing zoning classification, regardless of any representations made by the petitioner as to the intended use of the subject property;
7. Circumstances have changed substantially since the establishment of the current zoning map or zoning district to warrant the proposed amendment; and
8. The negative impacts of the proposed change on the surrounding neighborhood and area are largely outweighed by the advantages to the city and community in general, other than those to the individual petitioner; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Adoption of Hearing Examiner's Findings.

The Findings of the Hearing Examiner are adopted as part of this Ordinance.

Section 2. Adoption of Amendments. The City Council approves the site- specific rezone (LU-19-00145) rezone the properties located at 11918 & 11920 Nyanza Road SW from Residential 1 (R1) to Residential (R2).

Section 4. 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 5. Effective Date. This Ordinance shall be in full force and effect thirty (30) days after final passage.

ADOPTED by the City Council of the City of Lakewood this day of 2020.

CITY OF LAKEWOOD

Don Anderson, Mayor

Attest:

Briana Schumacher, City Clerk


Approved as to Form:

Heidi Ann Wachter, City Attorney



TO: City Council

FROM: Tiffany Speir, Long Range & Strategic Planning Manager

THROUGH: Dave Bugher, Assistant City Manager for Development Services
John Caulfield, City Manager 

DATE: April 6, 2020

SUBJECT: Lakewood Ratification of Amendments to Countywide Planning Policies Regarding Centers

In 2019, the Pierce County Regional Council (PCRC) recommended amendments to the Pierce County Countywide Planning Policies (CPPs) related to Centers. The amendments update the current CPPs' Centers policies per the Puget Sound Regional Council's new Multicounty Planning Policies (MPPs) regarding Centers, and then propose 14 new Countywide Centers for approval.

On November 12, 2019, the Pierce County Council adopted Ordinance No. 2019-70s approving of the proposed amendments. As the next step, the County's ordinance and two interlocal agreements are being distributed to each jurisdiction for ratification, including:

- A copy of the County's Ordinance 2019-70s authorizing execution of two interlocal agreements, and thereby ratifying the amendments to the CPPs; and
- A copy of both interlocal agreements showing the amendments to the CPPs, as approved by the Pierce County Regional Council.

Jurisdictions have two options by which to approve the proposed amendments: either adopt an ordinance including the Center policies, both interlocal agreements, and Center Designations and transmit two original signed copies to Pierce County no later than May 10; or take no action at all. *(Note: Jurisdictions cannot make line item modifications to the Center Policies; it is a pass or fail policy choice. Jurisdictions may make line item modifications to the Centers Designation.)*

If the City Council opposes the amendments, the Council would adopt a resolution stating so and transmit it to Pierce County no later than May 10.

Recommendation

It is recommended that the City Council adopt an ordinance ratifying the updates to the Center policies, interlocal agreements, and 14 new Countywide Centers.

Once the County ordinances/resolutions and interlocal agreements are approved by at least 60% of the jurisdictions representing 75% of the population in the County, the amendments will become effective. This threshold correlates to 14 cities and towns, and Pierce County, representing a minimum of 666,225 people (based on 2019 OFM estimate).

Attached hereto are the County's Ordinance and both interlocal agreements discussed above. Also attached is a map of the 14 proposed new Countywide Centers and related correspondence.



November 26, 2019

TO: Pierce County City and Town Mayors and Councilmembers
Pierce County City and Town Clerks

SUBJECT: Interlocal Agreement - Amendments to the Pierce County Countywide Planning Policies:
Center Policies and Designation of 14 new Countywide Centers

On January 17, 2019 and July 18, 2019, the Pierce County Regional Council (PCRC) recommended the attached amendments to the Pierce County Countywide Planning Policies (CPPs). As the first step in the ratification process, the Pierce County Council adopted Ordinance No. 2019-70s on November 12, 2019. This action signifies Pierce County's approval of the proposed amendments to update the Centers policies, which includes criteria designation, formally designate 14 Countywide Centers, and authorize the Pierce County Executive to execute two interlocal agreements with the cities and towns of Pierce County to ratify the proposal. This correspondence is the official transmittal of the PCRC's recommendation to amend the CPPs and request for ratification of the proposal.

For this proposal to be amended into the CPPs, it must be ratified by Pierce County jurisdictions. Ratification is achieved once 60% of the jurisdictions in Pierce County representing 75% of the total population approve the proposal. Demonstration of approval may be executed through an interlocal agreement or the absence of a legislative action to disapprove the proposed amendment within 180 days (May 10, 2020) of the County Council giving the County Executive authorization to enter into interlocal agreements.

If your jurisdiction is in favor of this proposal, it may either

- Pass an ordinance/resolution within the interlocal agreement and amendment language; or
- Take no action addressing the proposed amendments.

If your jurisdiction acts to ratify the proposal, send **two original signed copies of both interlocal agreements** and your resolution, ordinance, or meeting minutes authorizing approval. One copy of each signed interlocal agreement will be returned after it is signed by the Pierce County Executive. Please submit your jurisdiction's action to **Tiffany Aliment, Long Range Planning, Pierce County Planning & Public Works, 2401 S. 35th St., Tacoma, WA 98409** for receipt by May 10, 2020 to be included in the ratification process.

While not necessary, if your jurisdiction plans to support the proposal by way of no action, it would be beneficial to inform the Clerk of this intent.

If your jurisdiction is not in favor of the proposal, please submit your resolution showing the action taken in opposition to the amendments for receipt by May 10, 2020 to **Tiffany Aliment, Long Range Planning, Pierce County Planning & Public Works, 2401 S. 35th St., Tacoma, WA 98409**. If your information is not received by this date, it will not be considered. ***Please note: There are two separate interlocal agreements. Jurisdictions cannot make line item modifications to the Centers Policies; however, jurisdictions may make line item modifications to the Centers Designations.***

If you have any questions, please contact Dan Cardwell at dan.cardwell@piercecountywa.gov or (253) 798-7039.

Sincerely,

Tiffany Aliment
Clerk, Pierce County Regional Council

Attachments: Pierce County Ordinance 2019-70s, two interlocal agreements, CPP Amendments, Explanatory Sheet
c: Growth Management Coordinating Committee (via email)

Sponsored by: Councilmember Derek Young
Requested by: County Executive/Planning and Public Works Dept.

ORDINANCE NO. 2019-70s

An Ordinance of the Pierce County Council Acknowledging its Approval of Proposed Policies and Fourteen New Countywide Centers in the Pierce County Countywide Planning Policies as Recommended by the Pierce County Regional Council; Authorizing the Pierce County Executive to Execute Interlocal Agreements with the Cities and Towns of Pierce County to Ratify the Proposed Amendments; Amending Chapter 19D.240 of the Pierce County Code, "Pierce County Countywide Planning Policies," Upon Ratification; and Adopting Findings of Fact.

Whereas, the Pierce County Regional Council (PCRC) was created in 1992 by interlocal agreement among the cities and towns of Pierce County and Pierce County, and charged with responsibilities, including: serving as a local link to the Puget Sound Regional Council, promoting intergovernmental cooperation, facilitating compliance with the coordination and consistency requirements of the Growth Management Act (GMA) and the Regional Transportation Planning Organization (Chapter 47.80 Revised Code of Washington [RCW]), and developing a consensus among jurisdictions regarding the development and modification of the Countywide Planning Policies; and

Whereas, on January 31, 1995, the PCRC passed Resolution No. R95-17 affirming the commitment of the County to continue discussions with other local jurisdictions to resolve implementation of the Growth Management Act; and

Whereas, the Pierce County Countywide Planning Policies (CPPs) are written policy statements which are to be used solely for establishing a countywide framework from which the County and municipal comprehensive plans are developed and adopted; and

Whereas, the CPPs were originally adopted on June 30, 1992, and amended on April 9, 1996, December 17, 1996, November 18, 2004, November 17, 2008, June 26, 2012, August 27, 2012, July 11, 2014, July 27, 2014, and November 13, 2018; and

Whereas, the GMA requires the adoption of multi-county planning policies for the Puget Sound Region; and



1 **Whereas**, the Puget Sound Regional Council (PSRC) membership is comprised
2 of central Puget Sound counties (King, Pierce, Snohomish, and Kitsap), cities and
3 towns, ports, tribes, and transit agencies; and
4

5 **Whereas**, the PSRC is the regional authority to adopt multi-county planning
6 policies; and
7

8 **Whereas**, the PSRC adopted Vision 2040 at its May 2008 General Assembly
9 meeting; and
10

11 **Whereas**, Vision 2040 is the central Puget Sound region's multi-county planning
12 policies; and
13

14 **Whereas**, Vision 2040 directs the PSRC to provide a regional framework for
15 designating and evaluating Regional Growth Centers and Manufacturing Industrial
16 Centers; and
17

18 **Whereas**, the first set of designation procedures for Regional Growth Centers
19 and Manufacturing Industrial Centers were adopted in 2003; and
20

21 **Whereas**, the PSRC updated the designation procedures in 2008 to reflect
22 Vision 2008 through the adoption of the Regional Centers Framework; and
23

24 **Whereas**, the PSRC updated the Regional Centers Framework on March 22,
25 2018; and
26

27 **Whereas**, the Regional Centers Framework updated in 2018 represents a
28 revised structure and criteria for regional and countywide centers; and
29

30 **Whereas**, the Pierce County Countywide Planning Policies are required to be
31 consistent with Vision 2040; and
32

33 **Whereas**, the Pierce County Growth Management Coordinating Committee
34 (GMCC) is a technical subcommittee to the PCRC, and the GMCC includes staff
35 representatives from the County and the cities and towns within Pierce County; and
36

37 **Whereas**, the GMCC reviewed the update Regional Centers Framework and
38 forwarded its proposed recommendation to amend the CPPs for consistency to the
39 PCRC for consideration at its November 8, 2018 meeting; and
40

41 **Whereas**, the PCRC, based upon the recommendation from the GMCC and its
42 own discussions, recommended approval of the proposed amendments to the
43 designation criteria at its January 17, 2019, meeting; and
44

45 **Whereas**, the PCRC authorized a call for applications for new Countywide
46 Centers at its January 17, 2019 meeting; and
47



1 **Whereas**, the GMCC received 14 applications for the designation of new
2 Countywide Centers; and

3
4 **Whereas**, the GMCC reviewed the submitted applications for completeness and
5 consistency with the proposed Countywide Center designation criteria; and

6
7 **Whereas**, the GMCC recommended approval of the submitted applications to the
8 PCRC at its April 10, 2019, meeting; and

9
10 **Whereas**, it is appropriate to allow jurisdictions to consider approval of the
11 proposed Countywide Centers independently; and

12
13 **Whereas**, the PCRC, based upon the recommendation from the GMCC and its
14 own discussions, recommended approval of the proposed designation of 14 Countywide
15 Centers at its July 18, 2019, meeting; and

16
17 **Whereas**, amendments to the Pierce County Countywide Planning Policies must
18 be adopted through amendment of the original interlocal agreement or by a new
19 interlocal agreement ratified by 60 percent of member jurisdictions in Pierce County
20 representing 75 percent of the total population; and

21
22 **Whereas**, demonstration of ratification shall be by execution of an interlocal
23 agreement or the absence of a legislative action to disapprove a proposed amendment;
24 and

25
26 **Whereas**, a jurisdiction shall be deemed as casting an affirmative vote if it has
27 not taken legislative action to disapprove a proposed amendment within 180 days from
28 the date the Pierce County Council formally authorizes the Pierce County Executive to
29 enter into an interlocal agreement; and

30
31 **Whereas**, when ratified by the necessary number of cities and towns, Section
32 19D.240 of the Pierce County Code (PCC), "Pierce County Countywide Planning
33 Policies," shall be amended, without a subsequent Ordinance of the County Council, to
34 incorporate the recommended proposal; and

35
36 **Whereas**, the Pierce County Planning Commission, at its August 27, 2019,
37 regular public hearing, reviewed the proposed amendments to the Countywide Planning
38 Policies; and

39
40 **Whereas**, the Pierce County Environmental official has determined the proposal
41 is exempt from SEPA per WAC 197-11-800(19) procedural actions; and

42
43 **Whereas**, the Community Development Committee of the Pierce County Council
44 held a public hearing on September 16, 2019, where it considered oral and written
45 testimony and forwarded its recommendation to the full County Council; and



1 **Whereas**, the County Council held a public hearing on October 8, 2019 and
2 November 12, 2019, where oral and written testimony was considered; and
3

4 **Whereas**, the County Council finds that it is in the public interest to authorize the
5 Pierce County Executive to execute the interlocal agreement; **Now Therefore**,
6

7 **BE IT ORDAINED by the Council of Pierce County:**
8

9 Section 1. The Pierce County Council acknowledges its approval of the
10 amendments to the CPPs, including the designation of 14 new Countywide Centers, as
11 recommended by the Pierce County Regional Council as set forth in Exhibit A, which is
12 attached hereto and incorporated herein by reference.
13

14 Section 2. The Pierce County Council authorizes the Pierce County Executive to
15 execute Interlocal Agreements as set forth in Exhibits B and C, which are attached
16 hereto and incorporated herein by reference, thereby ratifying the attached
17 amendments to the CPPs and amending Chapter 19D.240 of the Pierce County Code
18 as recommended by the Pierce County Regional Council.
19

20 Section 3. Findings of Fact are hereby adopted as shown in Exhibit D, which is
21 attached hereto and incorporated herein by reference.
22


23
24 **PASSED this** 12th **day of** November, 2019.
25

26 **ATTEST:**

PIERCE COUNTY COUNCIL
Pierce County, Washington

27
28
29 
30
31 **Denise D. Johnson**
32 Clerk of the Council
33


34
35 **Douglas G. Richardson**
36 Council Chair
37


38 **Bruce F. Dammeier**
39 Pierce County Executive
40 Approved X Vetoed _____, this
41 20th day of November,
42 2019.
43

44 Date of Publication of
45 Notice of Public Hearing: September 18, 2019
46

Effective Date of Ordinance: November 30, 2019

Only those portions of the Countywide Planning Policies that are proposed to be amended are shown. Remainder of text, maps, tables, and/or figures is unchanged.

COUNTYWIDE PLANNING POLICY ON RURAL AREAS

Background - Growth Management Act

The Washington State Growth Management Act requires that county comprehensive plans include a rural element that includes lands that are not designated for urban growth, agriculture, forest, or mineral resources. This element is guided by multiple sections in the GMA related to rural areas, including RCW 36.70A.030 (Definitions), RCW 36.70A.011 (Findings - Rural lands), RCW 36.70A.070 (5) (Comprehensive plans - Mandatory elements - Rural Element); and others.

Rural elements are intended to recognize the importance of rural lands and rural character to Washington's economy, its people, and its environment, while respecting regional differences. In the rural element, counties are to foster land use patterns and develop a local vision of rural character that will: help preserve rural-based economies and traditional rural lifestyles; encourage the economic prosperity of rural residents; foster opportunities for small-scale, rural-based employment and self-employment; permit the operation of rural-based agricultural, commercial, recreational, and tourist businesses that are consistent with existing and planned land use patterns; be compatible with the use of the land by wildlife and for fish and wildlife habitat; foster the private stewardship of the land and preservation of open space; and enhance the rural sense of community and quality of life.

While the GMA assigns responsibility for adopting a rural element to counties, all jurisdictions in a county, particularly those surrounded by or adjacent to rural lands, have an interest in what occurs on rural lands. Hence, rural lands are included in the Countywide Planning Policies in order to achieve consistency between and among the plans of cities and the county.

VISION 2040 Multicounty Planning Policies (MPPs)

VISION 2040 identifies rural lands as permanent and vital parts of the region. It recognizes that rural lands accommodate many activities associated with natural resources, as well as small-scale farming and cottage industries. VISION 2040 emphasizes the preservation of these lands and acknowledges that managing rural growth by directing urban-type development into designated urban lands helps to preserve vital ecosystems and economically productive lands.

VISION 2040 also acknowledges recent successes in directing growth away from rural lands. However, it acknowledges that conversion pressures from urban development continue today, particularly through vesting, and calls for continued use of rural lands for farming, forestry, recreation, and low-density development supported by rural services. The Multicounty Planning Policies reinforce this and call for minimizing environmental impacts to rural lands, while



1 providing long-term solutions for the environmental and economic sustainability of rural-based
2 industries.

3 4 Centers of Local Importance (CoLI)

5
6 CoLIs are designated for the purpose of identifying local centers and activity nodes that are
7 consistent with VISION 2040's Multi-county Planning Policies. Such areas promote compact,
8 pedestrian-oriented development with a mix of uses, proximity to diverse services, and a variety
9 of appropriate housing options, or be in an established industrial area.

10 11 Countywide Planning Policies

12 13 *Overarching Goal*

14
15 Rur-1. The County will sustain the ecological functions, resource value, lifestyle, and
16 character of rural lands for future generations by limiting the types and intensities of
17 development in rural areas.

18 19 *Development Patterns*

20
21 Rur-2. Ensure that development in rural areas is consistent with the countywide and regional
22 vision.

23
24 Rur-3. Prohibit urban net densities in rural areas.

25
26 Rur-4. Review and revise criteria and regulations to avoid new fully contained communities
27 outside of the designated urban growth area because of their potential to create sprawl
28 and undermine local, countywide, state, and regional growth management goals.

29
30 Rur-5. In the event that a proposal is made for creating a new fully contained community, the
31 county shall make the proposal available to the Growth Management Coordinating
32 Committee, Pierce County Regional Council, other counties, and to the Regional
33 Council for advance review and comment on countywide and regional impacts.

34
35 Rur-6. Use existing and new tools and strategies to address vested development to ensure that
36 future growth meets existing permitting and development standards and encourage
37 consolidation where appropriate.

38
39 Rur-7. Ensure that development occurring in rural areas is rural in character and is focused
40 into communities and activity areas.

41
42 Rur-8. Accommodate the county's growth first and foremost in the urban area. Ensure that
43 development in rural areas is consistent with the rural vision.

44
45 Rur-9. Direct commercial, retail, and community services that serve rural residents into
46 neighboring cities and existing activity areas to prevent the conversion of rural land into
47 commercial uses.



Economic Development

Rur-10. Support economic activity in rural and natural resource areas at a size and scale that is compatible with the long-term integrity and productivity of these lands.

Rur-11. Direct commercial, retail, and community services that serve rural residents into neighboring cities and existing activity areas to prevent the conversion of rural land into commercial uses.

Environment

Rur-12. Contribute to improved ecological functions and more appropriate use of rural lands by minimizing impacts through innovative and environmentally sensitive land use management and development practices.

Rur-13. Support long-term solutions for the environmental and economic sustainability of agriculture and forestry within rural areas.

Transportation

Rur-14. Avoid construction of major roads and capacity expansion on existing roads in rural and resource areas. Where increased roadway capacity is warranted to support safe and efficient travel through rural areas, appropriate rural development regulations and strong commitments to access management should be in place prior to authorizing such capacity expansion in order to prevent unplanned growth in rural areas.

Rur-15. Maintain the long-term viability of permanent rural land by avoiding the construction of new highways and major roads in rural areas.

Rur-16. Promote transit service to and from existing cities in rural areas.

Public Services

Rur-17. Do not provide urban services in rural areas. Design services for limited access when they are needed to solve isolated health and sanitation problems, so as not to increase the development potential of the surrounding rural area.

Rur-18. Encourage the design of public facilities and utilities in rural areas to be at a size and scale appropriate to rural locations, so as not to increase development pressure.

Rur-19. Work with schools, institutions, and other community facilities serving rural residents in neighboring cities and towns and design these facilities in keeping with the size and scale of the local community.

Rur-20. Apply development regulations in rural areas that would mitigate the impact of roadway projects that may lead to unplanned growth in the rural area.



1 ~~Rur 21. A CoLI may be located in a rural designated area.~~

2
3 ~~21.1 A CoLI within a rural area shall encompass similar design features as identified in~~
4 ~~UGA 51 through UGA 55.~~

5 ~~21.2 To be officially recognized, a CoLI within a rural area shall meet the same~~
6 ~~implementation strategy/process as set forth in UGA 56 through UGA 58.~~



1 **COUNTYWIDE PLANNING POLICY ON URBAN GROWTH AREAS, PROMOTION**
2 **OF CONTIGUOUS AND ORDERLY DEVELOPMENT AND PROVISION OF URBAN**
3 **SERVICES TO SUCH DEVELOPMENT**
4

5 **Background - Requirements of Growth Management Act**
6

7 The Washington State Growth Management Act has as planning goals the encouragement of
8 development in urban areas where adequate public facilities and services exist or can be provided in
9 an efficient manner [RCW 36.70A.020(1)], the reduction of sprawl (*i.e.*, the inappropriate or
10 premature conversion of undeveloped land into low-density development) [RCW 36.70A.020(2)],
11 and the provision of adequate public facilities and services necessary to support urban development
12 at the time the development is available for occupancy and use (without decreasing current service
13 levels below locally established minimum standards) [RCW 36.70A.020(12)] as planning goals.
14

15 The Growth Management Act further requires (1) that the County designate an "urban growth area"
16 (UGA) or areas within which urban growth shall be encouraged and outside of which growth shall
17 occur only if it is not "urban" in character; (2) that each municipality in the County be included
18 within an UGA; (3) that an UGA include territory outside of existing municipal boundaries only if
19 such territory is characterized by urban growth or is adjacent to territory that is already characterized
20 by urban growth. [RCW 36.70A.110(1); for definition of "urban growth" see RCW
21 36.70A.030(17).]
22

23 The designated UGAs shall be of adequate size and appropriate permissible densities so as to
24 accommodate the urban growth that is projected by the State Office of Financial Management to
25 occur in the County for the succeeding 20-year period. While each UGA shall permit urban
26 densities, it shall also include greenbelt and open space areas [RCW 36.70A.110(2)].
27

28 As to the timing and sequencing of urban growth and development over the 20-year planning
29 period, urban growth shall occur *first* in areas already characterized by urban growth that have
30 existing public facility and service capacities to service such development, *second* in areas already
31 characterized by urban growth that will be served by a combination of both existing public facilities
32 and services and any additional needed public facilities and services that are provided by either
33 public or private sources [RCW 36.70A.110(3)]. Urban government services shall be provided
34 primarily by cities, and it is not appropriate that urban governmental services be extended to or
35 expanded in rural areas except in those limited circumstances shown to be necessary to protect basic
36 public health and safety and environment and when such services are financially supportable at rural
37 densities and do not permit urban development [RCW 36.70A.110(4)].
38

39 The Growth Management Act Amendments expressly require that countywide planning policies
40 address the implementation of UGA designations [RCW 36.70A.210(3)(a)], the promotion of
41 contiguous and orderly development, the provision of urban services to such development [RCW
42 36.70A.210(3)(b)], and the coordination of joint county and municipal planning within UGAs
43 [RCW 36.70A.210(3)(f)].
44

45 **VISION 2040 Multicounty Planning Policies (MPPs)**
46

47 VISION 2040 calls for a more efficient, sustainable, and strategic use of the region's land. It
48 identifies urban lands as a critical component to accommodate population and employment growth



1 in a sustainable way. VISION 2040 calls for directing development to the region's existing urban
2 lands, especially in centers and compact communities, and limiting growth on rural lands. The
3 Regional Growth Strategy found in VISION 2040 allocates 93 percent of the region's future
4 population growth and 97 percent of its employment growth into the existing urban growth area.
5 Cities are divided into four distinct groups: Metropolitan Cities, Core Cities, Large Cities, and Small
6 Cities. An additional geography is Unincorporated Urban Growth Areas. VISION 2040 recognizes
7 that unincorporated urban lands are often similar in character to cities they are adjacent to, calling
8 for them to be affiliated with adjacent cities for joint planning purposes and future annexation.

9
10 VISION 2040 recognizes that compact development creates vibrant, livable, and healthy urban
11 communities that offer economic opportunities for all, provide housing and transportation choices,
12 and use our resources wisely. The Multicounty Planning Policies support the effective use of urban
13 land and include provisions that address brownfield and contaminated site clean-up, the
14 development of compact communities and centers with pedestrian-friendly, transit-oriented
15 locations and a mix of residences, jobs, retail, and other amenities, and the siting of facilities and
16 major public amenities in compact urban communities and centers.

17
18 VISION 2040 recognizes that centers provide easy access to jobs, services, shopping, and
19 entertainment. With their mix of uses and pedestrian-friendly design, they can rely less on forms
20 of transportation that contribute to air pollution and greenhouse gas emissions. VISION 2040
21 identifies 27 regional growth centers. These places play an important role as locations of the
22 region's most significant business, governmental, and cultural facilities. The 18 cities that have
23 one or more regional growth centers are expected to accommodate a significant portion of the
24 region's residential growth (53 percent) and employment growth (71 percent).

25
26 VISION 2040 calls for local jurisdictions with regional growth centers to adopt housing and
27 employment targets for each center. Eight regional manufacturing/industrial centers have also
28 been designated. These are locations for more intensive commercial and industrial activity.
29 Both regional growth centers and regional manufacturing/industrial centers are focal points for
30 economic development and transportation infrastructure investments. Subregional centers,
31 including downtowns in suburban cities and other neighborhood centers, also play an important
32 role in VISION 2040's *Regional Growth Strategy*. These, too, are strategic locations for
33 concentrating jobs, housing, shopping, and recreational opportunities. VISION 2040 calls for
34 each of the region's cities to develop one or more central places as compact mixed-use hubs for
35 concentrating residences, jobs, shops, and community facilities.

36
37 Urban services addressed in VISION 2040 include wastewater and stormwater systems, solid waste,
38 energy, telecommunications, emergency services, and water supply. An overarching goal of
39 VISION 2040 is to provide sufficient and efficient public services and facilities in a manner that is
40 healthy, safe, and economically viable. Conservation is a major theme throughout VISION 2040.
41 The Multicounty Planning Policies address increasing recycling and reducing waste and
42 encouraging more efficient use of water, low-impact development techniques, and renewable and
43 alternative energy. The Multicounty Planning Policies also address siting of public facilities and the
44 appropriateness and scale of particular public services.

45
46 VISION 2040 calls for jurisdictions to invest in facilities and amenities that serve centers and restrict
47 urban facilities in rural and resource areas. The Multicounty Planning Policies also discourage
48 schools and other institutions serving urban residents from locating outside the urban growth area.



Principles of Understanding Between Pierce County and the Municipalities in Pierce County

While following the goals and regulations of the Growth Management Act, Pierce County and the municipalities in Pierce County will strive to protect the individual identities and spirit of each of our cities and of the rural areas and unincorporated communities.

Further agreements will be necessary to carry out the framework of joint planning adopted herein. These agreements will be between the County and each city and between the various cities.

The services provided within our communities by special purpose districts are of vital importance to our citizens. Consistent with the adopted regional strategy, these districts will be part of future individual and group negotiations under the framework adopted by the County and municipal governments.

While the Growth Management Act defines sewer service as an urban service, Pierce County currently is a major provider of both sewer transmission and treatment services. The County and municipalities recognize that it is appropriate for the County and municipalities to continue to provide sewer transmission and treatment services.

The County recognizes that unincorporated lands within UGAs are often Potential Annexation Areas for cities. Although annexation is preferred, these are also areas where incorporation of new cities could occur. The County will work with existing municipalities and emerging communities to make such transitions efficiently. The identification of "Potential Annexation Areas" (PAAs) is intended to serve as the foundation for future strategies to annex areas within the urban growth area. A Potential Annexation Area refers to an unincorporated area within the designated urban growth area which a city or town has identified as being appropriate for annexation at some point in the future. A Potential Annexation Area designation does not obligate a jurisdiction to annex an area within a defined timeline. It is the County's authority, in consultation with cities and towns, to adopt the urban growth area(s), and identify individual Potential Annexation Areas.

In order to promote logical, orderly, and systematic annexations of the urban growth area(s), the County in partnership with cities and towns, should establish joint planning agreements and annexation plans prior to expanding or adding to existing PAAs. Creation of new PAAs prior to the annexation of existing PAAs may directly impact Pierce County government and its service obligations and may undermine the transition of existing unincorporated lands into cities and towns.

The County encourages cities and towns to annex land within its respective PAAs. The County recognizes cities and towns may not have a financial incentive to annex areas that will require more expenditures than the revenue produced through property or sales tax. Jurisdictions need to be creative in identifying potential financial incentives, in addition to establishing partnerships to overcome the financial obstacles. As a means to allocate resources, the County should prioritize the PAAs, with the highest being unincorporated "islands" between cities and towns. Pierce County shall support future annexations for areas in which a joint planning agreement exists between the County and appropriate city or town.



At the same time, annexations and incorporations have direct and significant impacts on the revenue of county government, and therefore, may affect the ability of the County to fulfill its role as a provider of certain regional services. The municipalities will work closely with the County to develop appropriate revenue sharing and contractual services arrangements that facilitate the goals of GMA.

The Countywide Planning Policies are intended to be the consistent "theme" of growth management planning among the County and municipalities. The policies also spell out processes and mechanisms designed to foster open communication and feedback among the jurisdictions. The County and the cities and towns will adhere to the processes and mechanisms provided in the policies.

Growth Targets

The Regional Growth Strategy set forth in VISION 2040 provides guidance for the distribution of future population and employment growth through the year 2040 within the Central Puget Sound Region. This strategy in combination with the Office of Financial Management's population forecasts provide a framework for establishing growth targets consistent with the requirements of the Growth Management Act. Consistent with VISION 2040, these growth targets are the *minimum* number of residents, housing units, or jobs a given jurisdiction is planning to accommodate within the appropriate planning horizon and are informational tools integrated into local land use plans to assist in formulating future residential and employment land needs. These targets are to be developed through a collaborative countywide process that ensures all jurisdictions are accommodating a fair share of growth.

Achievement of the future envisioned by VISION 2040 will be challenging. Jurisdictions in some regional geographies will likely be planning for growth targets that are above or below the policy direction set by the Regional Growth Strategy because they are on a front- or back-loaded growth trajectory toward 2040. In other regional geographies, recent growth has been at such significant odds with the policy direction set by the Regional Growth Strategy (such as recent growth in unincorporated urban Pierce County from 2000 to 2007 has already accounted for more than half of the 40-year growth allocation), that the 2040 goal will likely be exceeded. In such cases, jurisdictions are asked to set growth targets as close to VISION 2040 as reasonably possible in an effort to "bend the trend" of future growth to more closely conform to the Regional Growth Strategy. If a jurisdiction's adopted target is lower or higher than expected from a straight-line application of the Regional Growth Strategy, certification by the Puget Sound Regional Council (PSRC) will be based on the actions and measures taken or proposed to be put in place to bend the trend, not just on an assessment of the adopted targets.

It is recognized that some of the urban growth areas in existence prior to the adoption of VISION 2040 may contain more potential housing and employment capacity based upon zoning, allowed density, land division patterns, and other factors than is needed to accommodate the growth target of the associated geography. In many cases, these urban growth areas have been in existence for a decade or more, contain existing development patterns which are urban in character, and are served by sanitary sewer and other urban infrastructure. These areas are largely expected to remain within the urban growth area consistent with their urban character. Expansion of these urban growth area boundaries that do not comply with provisions in the Amendments and Transition section of these policies is acknowledged to be inconsistent with CPPs and is strongly discouraged.



Centers

Centers are to be areas of concentrated employment and/or housing within UGAs which serve as the hubs of transit and transportation systems. Centers and connecting corridors are integral to creating compact urban development that conserves resources and creates additional transportation, housing, and shopping choices. Centers are an important part of the regional strategy (VISION 2040) for urban growth and are required to be addressed in the Countywide Planning Policies. Centers will become focal points for growth within the county's UGA and will be areas where public investment is directed.

Centers are to:

- be priority locations for accommodating growth;
- strengthen existing development patterns;
- promote housing opportunities close to employment;
- support development of an extensive multimodal transportation system which reduces dependency on automobiles;
- reduce congestion and improve air quality; and
- maximize the benefit of public investment in infrastructure and services.

VISION 2040, the adopted regional growth strategy, identifies several centers as an integral feature for accommodating residential and employment growth. The strategy describes Regional Growth Centers, and other centers that may be designated through countywide processes or locally. Regional Growth Centers once regionally designated are located either in Metropolitan Cities, or in Core Cities. VISION 2040 also identifies Manufacturing/Industrial Centers, which consist primarily of manufacturing and industrial uses. Pierce County has five Regional Growth Centers and two Manufacturing/Industrial Centers that have been adopted into the regional growth strategy. Pierce County Regional Growth Centers are located in Tacoma, which is a Metropolitan City, and in Lakewood and Puyallup, which are Core Cities.

Regional Growth Centers in the Metropolitan City Tacoma Central Business District Tacoma Mall

Regional Growth Centers in Core Cities Lakewood Puyallup Downtown Puyallup South Hill

Currently there are no designated Countywide Centers.

Manufacturing/Industrial Centers are areas where employee or land intensive uses will be located. These centers differ from Regional Growth Centers in that they consist of an extensive land base and the exclusion of non-manufacturing or manufacturing supportive uses is an essential feature of their character. These areas are characterized by a significant amount of manufacturing, industrial, and advanced technology employment uses. Large retail and non-related office uses are discouraged. Other than caretakers' residences, housing is prohibited within Manufacturing/Industrial Centers. However, these centers should be linked to high density housing areas by an efficient multimodal



1 transportation system. The efficiency of rail and overland freight to markets is the critical element
2 for manufacturers and industries located in these centers.

3
4 The designated Manufacturing/Industrial Centers, within Pierce County are as follows:

5
6 Manufacturing/Industrial Centers

7 Frederickson Port of Tacoma
8

9 Within Pierce County, a limited number of additional centers may be designated through
10 amendment of the Countywide Planning Policies consistent with the process below.

11
12 Designated centers may vary substantially in the number of households and jobs they contain
13 today. The intent of the Countywide Planning Policies is that Regional Growth Centers become
14 attractive places to live and work, while supporting efficient public services such as transit and
15 being responsive to the local market for jobs and housing.

16
17 The Countywide Planning Policies establish target levels for housing and employment needed to
18 achieve the benefit of a center. Some centers will reach these levels over the next twenty years,
19 while for others the criteria set a path for growth over a longer term, providing capacity to
20 accommodate growth beyond the twenty year horizon.

21
22 County-Level Centers Designation Process

23 The County and any municipality in the County that is planning to include a Metropolitan City
24 Center, Regional Growth Center, Countywide Center or Manufacturing / Industrial Center within its
25 boundaries shall specifically define the area of such center within its comprehensive plan. The
26 comprehensive plan shall include policies aimed at focusing growth within the center and along
27 corridors consistent with the applicable criteria contained within the Countywide Planning Policies.
28 The County or municipality shall adopt regulations that reinforce the center's designation.

29
30 No more often than once every two years, the Pierce County Regional Council (PCRC) shall invite
31 jurisdictions with centers already adopted in their comprehensive plan that seek to be designated as
32 centers in the Countywide Planning Policies to submit a request for such designation. Said request
33 shall be processed in accordance with established procedures for amending the Countywide
34 Planning Policies.

35
36 Each jurisdiction seeking to have a center designated in the Countywide Planning Policies shall
37 provide the PCRC with a report demonstrating that the proposed center meets the minimum criteria
38 for designation together with a statement and map describing the center, its consistency with the
39 applicable Countywide Planning Policies, and how adopted regulations will serve the center.

40
41 Transit services shall be defined in the broadest sense and shall include local and regional bus
42 service, rail where appropriate, vanpool, carpool, and other transportation demand measures
43 designed to reduce vehicle trips.

44 The minimum designation criteria to establish a candidate center by type are as follows:

45
46 Metropolitan City Center

47 Area: up to 1-1/2 square miles in size;

48 Capital Facilities: served by sanitary sewers;



1 Employment: a minimum of 25 employees per gross acre of non-residential lands with a minimum
2 of 15,000 employees;
3 Population: a minimum of ten households per gross acre; and Transit: serve as a focal point for
4 regional and local transit services.

5
6 Regional Growth Center

7 Area: up to 1-1/2 square miles in size; Capital Facilities: served by sanitary sewers;
8 Employment: a minimum of 2,000 employees;
9 Population: a minimum of seven households per gross acre; and Transit: serve as a focal point for
10 regional and local transit services.

11
12 Countywide Center

13 Area: up to one square mile in size;
14 Capital Facilities: served by sanitary sewers; Employment: a minimum of 1,000 employees;
15 Population: a minimum of 6 households per gross acre; and Transit: serve as a focal point for local
16 transit services.

17
18 Manufacturing / Industrial Center

19 Capital Facilities: served by sanitary sewers;
20 Employment: a minimum of 7,500 jobs and/or 2,000 truck trips per day; and Transportation: within
21 one mile of a state or federal highway or national rail line.

22
23 The minimum criteria report and statement shall be reviewed by the Growth Management
24 Coordinating Committee (GMCC) for consistency with Countywide Planning Policies, the
25 Transportation Coordination Committee (TCC) for consistency with transportation improvements
26 plans of WSDOT, and with Pierce Transit's comprehensive plan. The coordinating committees shall
27 provide joint recommendation to the PCRC.

28
29 Once included in the Countywide Planning Policies, the jurisdiction where a center is located may
30 go on to seek regional designation of the center from the Puget Sound Regional Council (PSRC) in
31 accordance with its established criteria and process.

32
33 In order to be designated a Regional Growth Center the center should meet the regional criteria and
34 requirements including those in VISION 2040, the regional growth, economic and transportation
35 strategy as may be amended and designated by the Puget Sound Regional Council.

36
37 After county level designation occurs within the Countywide Planning Policies and until regional-
38 level designation by the PSRC occurs the center shall be considered a "candidate" Regional Growth
39 Center.

40
41 Each jurisdiction which designates a Regional Growth Center shall establish 20-year household and
42 employment growth targets for that Center. The expected range of targets will reflect the diversity of
43 the various centers and allow communities to effectively plan for needed services. The target ranges
44 not only set a policy for the level of growth envisioned for each center, but also for the timing and
45 funding of infrastructure improvements. Reaching the target ranges will require careful planning of
46 public investment and providing incentives for private investments. Three candidate regional centers
47 have been included into the Countywide Planning Policies. One of the candidate centers is a
48 Regional Growth Center and two candidate centers are Manufacturing/Industrial Centers.



1
2 **Candidate Regional Centers**

3 ~~University Place—Candidate Regional Growth Center Sumner/Pacific—Candidate~~
4 ~~Industrial/Manufacturing Center South Tacoma—Candidate Industrial/Manufacturing Center~~

5
6 **Urban Growth Outside of Centers**

7
8 A variety of urban land uses and areas of growth will occur outside of designated centers but within
9 the UGA. Local land use plans will guide the location, scale, timing and design of development
10 within UGAs. The UGA will be where the majority of future growth and development will be
11 targeted. Development should be encouraged which complements the desired focus of growth into
12 centers and supports a multimodal transportation system. For example, policies which encourage
13 infill and revitalization of communities would help to achieve the regional and statewide objectives
14 of a compact and concentrated development pattern within urban areas. The Countywide Planning
15 Policies provide guidance for development and the provision of urban services to support
16 development within the UGA.

17
18 **Satellite Cities and Towns**

19
20 The cities and towns in the rural areas are a significant part of Pierce County's diversity and
21 heritage. They have an important role as local trade and community centers. These cities and towns
22 are the appropriate providers of local rural services for the community. They also contribute to the
23 variety of development patterns and housing choices within the county. As municipalities, these
24 cities and towns provide urban services and are located within the County's designated UGA. The
25 urban services, residential densities and mix of land uses may differ from those of the large,
26 contiguous portion of the UGA in Pierce County.

27
28 **Centers of Local Importance**

29
30 ~~CoLIs are designated for the purpose of identifying local centers and activity nodes that are~~
31 ~~consistent with VISION 2040's Multi-county Planning Policies. Such areas promote compact,~~
32 ~~pedestrian-oriented development with a mix of uses, proximity to diverse services, and a variety of~~
33 ~~appropriate housing options, or be in an established industrial area.~~

34
35 **Countywide Planning Policy**

36
37 UGA-1. The County shall designate the countywide urban growth area and Potential Annexation
38 Areas within it, in consultations between the County and each municipality.

39
40 1.1 County referral of proposed urban growth area and Potential Annexation Area
41 designations to the Pierce County Regional Council (PCRC).

42
43 1.1.1 The PCRC may refer the proposed designations to the Growth
44 Management Coordinating Committee (GMCC), or its successor entity for
45 technical advice and for a report.

46 1.1.2 The PCRC may conduct public meetings to review the proposed
47 designation and, at such meetings, may accept oral or written comments
48 and communications from the public.



1.1.3 At the conclusion of its review and analysis, the PCRC shall make a recommendation to the County and to the municipalities in the County.

1.2 Once adopted by the County, the urban growth area and Potential Annexation Area designations shall not be changed except in accordance with the Countywide Policy on "Amendments and Transition."

1.2.1 A jurisdiction shall not be required to modify existing urban growth area boundaries or Potential Annexation Areas in order to reduce the residential or employment capacity to conform to adopted growth targets reflecting VISION 2040's Regional Growth Strategy. Jurisdictions shall, however, consider the adopted growth targets when updating their local comprehensive plans.

1.2.2 Growth targets are the minimum number of residents, housing units, or jobs a given jurisdiction is planning to accommodate within the appropriate planning horizon and are to be developed through a collaborative countywide process that ensures all jurisdictions are accommodating a fair share of growth. These targets are informational tools integrated into local land use plans to assist in formulating future residential and employment land needs.

UGA-2. The following specific factors and criteria shall dictate the size and boundaries of urban growth areas:

2.1 Size

2.1.1 Urban growth areas must be of sufficient size to accommodate the urban growth projected to occur over the succeeding 20-year planning period taking into account the following:

- a. land with natural constraints, such as critical areas (environmentally-sensitive land);
- b. agricultural land to be preserved;
- c. greenbelts and open space;
- d. New Fully Contained Communities pursuant to RCW § 36.70A.350;
- e. maintaining a supply of developable land sufficient to allow market forces to operate and precluding the possibility of a land monopoly but no more than is absolutely essential to achieve the above purpose;
- f. existing projects with development potential at various stages of the approval or permitting process (i.e., the "pipeline");
- g. land use patterns created by subdivisions, short plats or large lot divisions;
- h. build-out of existing development and areas which are currently only partially built out;
- i. follow existing parcel boundary lines.

2.1.2 The County, and each municipality in the County, shall cooperatively develop and propose objective standards and criteria to disaggregate the State Office of Financial Management's Countywide growth forecasts and



VISION 2040 Regional Growth Strategy forecasts for the allocation of projected population to the County and municipalities, taking into account the availability and concurrency of public facilities and services with the impact of development, as well as the VISION 2040 Regional Growth Strategy.

2.1.3 The County shall use a consistent countywide targeting process for allocating population and employment growth consistent with the regional vision, including establishing:

- a. local employment targets,
- b. local housing targets based on population projections, and
- c. local housing and employment targets for each designated regional growth center.

2.2 Boundaries

2.2.1 Any of the following shall be considered in determining the location of urban growth area boundaries:

- a. geographic, topographic, and manmade features;
- b. public facility and service availability, limits and extensions;
- c. jurisdictional boundaries including special improvement districts;
- d. location of designated natural resource lands and critical areas;
- e. avoidance of unserviceable islands of County land surrounded by other jurisdictional entities;
- f. Destination 2030 urban/rural line and PSCAA burn ban line.

Phasing of Development within the Urban Growth Area

2.3 The County and each municipality in the County shall seek to direct growth as follows:

- a. first to cities and towns, centers and urbanized areas with existing infrastructure capacity;
- b. second to areas that are already urbanized such that infrastructure improvements can be easily extended; and
- c. last to areas requiring major infrastructure improvements.

2.3.1 Capital facilities plans shall identify existing, planned, and future infrastructure needs within Urban Growth Areas.

2.3.2 The County and each municipality in the County should identify appropriate levels of service and concurrency standards that address schools, sewer, water, and parks.

2.3.3 The County and each municipality in the County shall identify appropriate levels of service and multimodal concurrency standards that address roads.

2.4 The urban growth area in unincorporated portions of the County shall be limited to the following:

- 2.4.1 build-out of existing partially developed areas with urban services;



- 2.4.2 new fully contained communities;
- 2.4.3 redevelopment corridors.

2.5 The County's urban growth area may be extended to allow for build-out of newly developed areas only if development capacity within Potential Annexation Areas and growth in the areas identified in Policy 2.5 is determined to be inadequate to meet total population and employment projections consistent with the other policies set forth herein.

2.6 Encourage efficient use of urban land by maximizing the development potential of existing urban lands, such as advancing development that achieves zoned density.

2.7 The urban growth areas in existence prior to the adoption of VISION 2040 may contain capacity beyond that needed to accommodate the growth target per regional geography for the succeeding 20-year planning period based upon existing zoning designations, allowed density, existing land division patterns, and similar factors. It is permissible for such areas to continue to be designated as urban growth areas. Expansion of these urban growth areas boundaries is acknowledged to be inconsistent with the CPPs and strongly discouraged if the urban growth area expansion is not in accordance with policy AT-2.3.

UGA-3. Potential Annexation Areas shall be designated through the Pierce county Comprehensive Plan in consultation with cities and towns.

3.1 A city or town shall first identify a Potential Annexation Area(s) within its respective Comprehensive Plan;

3.2 Potential Annexation Area boundaries shall be determined with consideration for the following additional factors;

- 3.2.1 the VISION 2040 document, including Multicounty Planning Policies;
- 3.2.2 the carrying capacity of the land considering natural resources, agricultural land and environmentally-sensitive lands;
- 3.2.3 population, housing, and employment projections;
- 3.2.4 financial capabilities and urban services capacities;
- 3.2.5 consistency and compatibility with neighborhood, local and regional plans;
- 3.2.6 the existing land use and subdivision pattern;
- 3.2.7 property access and ownership.

3.3 Potential Annexation Areas should not overlap or leave unincorporated urban islands between cities and towns.

3.3.1 Future requests to establish a new Potential Annexation Area shall not result in an overlap with an existing Potential Annexation Area or create islands between cities and towns.

3.3.2 Cities and towns with existing Potential Annexation Area overlaps should work toward resolving the existing overlaps.



3.4 The urban service areas and satellite urban growth areas as designated through the Pierce County Comprehensive Plan as of June 30, 2013 shall be recognized as designated Potential Annexation Areas.

3.4.1 Urban service area designations approved by the Pierce County Council through its 2013 Comprehensive Plan Amendment Cycle shall be recognized as a Potential Annexation Area.

3.4.2 Boundaries of the Potential Annexation Areas should not split parcels. Efforts should be put forth to resolve split parcels prior to the initial designation of Potential Annexation Areas.

Annexation within the Urban Growth Area

UGA-4. Pierce County, in conjunction with its cities and towns, shall establish a strategy for future annexations within the urban growth area.

4.1 Annexation is preferred over incorporation within the urban growth area.

4.2 The Potential Annexation Areas as identified in the Pierce County Comprehensive Plan shall be the foundation to an annexation strategy.

4.2.1 Cities and towns are allowed to annex territory only within their adopted Potential Annexation Area as identified in the Pierce County Comprehensive Plan.

4.2.2 Annexation of an area should be phased to coincide with a city or town's ability to coordinate the provision of a full range of urban services to the areas proposed for annexation.

4.3 The County and its cities and towns should proactively coordinate the annexation of unincorporated areas within the urban growth area that are within each respective city or town's Potential Annexation Area.

4.3.1 The County and each city and town should work towards the establishment of annexation plans and joint planning agreements, with an exception for lands associated with Joint Base Lewis McChord and Camp Murray.

4.3.1.1 A joint planning agreement is to serve as a mechanism where the County or a city can, prior to notice of annexation, identify potential objections and resolutions.

4.3.1.2 An annexation plan should identify a potential schedule for annexation of areas with a city or town.

4.3.2 The County should explore and implement financial incentives for a city or town to annex areas associated with its respective Potential Annexation Area.



- 4.3.2.1 Financial incentives may include the establishment of a County level grant fund to assist in financial challenges a city or town may have in annexing an area.
- 4.3.2.2 Financial incentives may include the elimination or reduction in a fee associated with a County service to a city or town in exchange for annexing an area.
- 4.3.3 The County, and cities and towns, should explore potential partnerships in grant funding opportunities to overcome obstacles associated with annexing specific areas.
- 4.3.4 Cities and towns should recognize the financial impacts experienced by the County when annexation only encompasses commercial or greenfield areas and avoids existing residential development.
- 4.3.4.1 Cities and towns are encouraged to include a mix of existing commercial, residential, and greenfield areas, where appropriate, in future annexation proposals.

4.4 The County should prioritize the adopted Potential Annexation Areas for annexation.

- 4.4.1 The County's highest priority should be Potential Annexation Areas representing unincorporated "islands" between cities and towns; and,
- 4.4.2 The County shall support annexation for areas in which a joint planning agreement exists between the County and appropriate city or town.

Urban Public Services

UGA-5. Within the delineated urban growth areas, the County, and each municipality in the County, shall adopt measures to ensure that growth and development are timed and phased consistent with the provision of adequate public facilities and services.

5.1 "Adequacy" shall be defined by locally established service level standards for local facilities and services both on the site and off-site. For facilities and services provided by other agencies, adequacy shall be defined by level of service standards mutually agreed upon by the service provider and the jurisdiction served. The definition of levels of service standards may allow for the phasing-in of such standards as may be provided in the capital facilities element of County or municipal comprehensive plans.

5.2 "Public facilities" include:

- 5.2.1 Streets, roads, highways, sidewalks, street and road lighting systems, and traffic signals;
- 5.2.2 Domestic water systems;
- 5.2.3 Sanitary sewer systems;
- 5.2.4 Storm sewer systems;



- 5.2.5 Park and recreational facilities;
- 5.2.6 Schools.

5.3 "Public services" include:

- 5.3.1 Fire protection and suppression;
- 5.3.2 Law enforcement;
- 5.3.3 Public health;
- 5.3.4 Education;
- 5.3.5 Recreation;
- 5.3.6 Environmental protection;
- 5.3.7 Other governmental services, including power, transit and libraries.

5.4 Public Sanitary Sewer Service. The following policies shall be applicable to the provision of public sanitary sewer service in the County and its municipalities:

5.4.1 Relationship of Sewer Interceptors to Comprehensive Plans. The timing, phasing and location of sewer interceptor expansions shall be included in the capital facilities element of the applicable municipal or County comprehensive plans and shall be consistent with Countywide Planning Policies, the Urban Growth Area boundaries and the local comprehensive land use plan. The phased expansions shall be coordinated among the County and the municipalities therein and shall give priority to existing unserved urbanized areas within the Urban Growth Area except as provided in 3.4.2 a. and b. below.

5.4.2 Public Sewer Interceptor and Service Extensions/Expansions:

- a. Public sewer interceptors shall only extend or expand outside of Urban Growth Areas where:
 - (i) sewer service will remedy ground water contamination and other health problems by replacing septic systems, or
 - (ii) a formal binding agreement to service an approved planned development was made prior to the establishment of the Urban Growth Area, or
 - (iii) an interceptor will convey wastewater originating within a designated Urban Growth Area to sewerage facilities in another designated Urban Growth Area, or
- b. New sanitary sewer service inside Urban Growth Areas must follow phasing of capital facilities as provided in the municipality's adopted comprehensive plan or any adopted Sewer Master Plan unless:
 - (i) sewer service will remedy ground water contamination and other health problems by replacing septic systems and community on-site sewage systems, or
 - (ii) a new municipality incorporates, or
 - (iii) a formal binding agreement to service an approved planned development was made prior to the establishment of the Urban Growth Area;



- (iv) an interceptor will convey wastewater originating within a designated Urban Growth Area to sewerage facilities in another designated Urban Growth Area.
- c. New sanitary sewer service connections from interceptors shall not be made available to properties outside the Urban Growth Area except as provided in (a) above.
- d. Sanitary Sewer service shall not be provided in areas designated "rural," except as provided in 3.4.2(a)(i)(ii)
- e. A sewer interceptor or trunk line constructed or planned for construction through a rural area to convey wastewater from a designated Urban Growth Area to sewerage facilities in a designated Urban Growth Area shall not constitute a change of conditions that can be used as the basis for a change in land use designation or urban/rural designation, either for adjacent or nearby properties.

5.4.3 On-Site and Community Sewage Systems

- a. In order to protect the public health and safety of the citizens of Pierce County and of the municipalities in the County, to preserve and protect environmental quality including, but not limited to, water quality and to protect aquifer recharge areas, to work toward the goal of eliminating the development of new residential and commercial uses on on-site and community sewage systems within the urban areas in the unincorporated County or within municipal boundaries consistent with the Countywide Planning Policies, the County and each municipality shall adopt policies on the use of on-site and community sewage including:
 - (i) the most current Tacoma-Pierce County Board of Health Land Use Regulations for On-Site and Community Sewerage Systems
 - (ii) policies which require connection to sanitary sewers when they are available in the following circumstances:
 - (a) if a septic system fails,
 - (b) for all new development except existing single-family lots,
 - (c) for development with dry sewer systems.
 - (iii) if sewer service is not available, dry sewer facilities shall be required unless the local jurisdiction has adopted criteria that otherwise must be met.
- b. New industrial development on community or on-site sewage systems shall not be allowed in urban areas in the unincorporated County or within municipal boundaries. Sanitary facilities necessary for recreation sites may be exempt from this policy.
- c. It is not the intent of these policies to require any individual property owner on an existing, properly permitted and functioning septic system to connect to a public sewer unless:
 - (i) the septic system fails;
 - (ii) or the system is not in compliance with the most current version of the Tacoma-Pierce County Board of Health Land Use Regulations or the current use of the property changes;
 - (iii) or the density of development on the property increases;



- (iv) or the existing septic system was originally permitted as an interim system to be abandoned when sewers became available;
- (v) or a municipality had a mandatory policy.

5.4.4 Achieving an adopted Level of Sewer Service

- a. The County, each municipality, and sewer providers shall work together to achieve adopted levels of service for sewers. All sewer service providers shall work with municipalities to process sewer permits in a manner that allows municipalities to comply with timelines imposed under RCW 36.70B.080(1).
- b. The County, each municipality, and their sewer providers shall work to secure funding sources to achieve the adopted levels of sewer service such as:
 - (i) Grants
 - (ii) Public Works Trust Fund
 - (iii) State Revolving Fund
 - (iv) Centennial Clean Water Fund
 - (v) Municipally imposed surcharges to fund sewer improvements in the jurisdictions where the surcharges are collected.

5.4.5 The availability or potential for availability of sewer treatment plant capacity shall not be used to justify expansion of the sewer system or development in a manner inconsistent with the Countywide Planning Policy, Urban Growth Area boundaries and the applicable municipal or County comprehensive land use plans.

5.5 Non-Municipal Service-Provision Entities

5.5.1 Special purpose districts shall conform their capital facility and service plans so as to be consistent with the capital facility element of the County or municipal comprehensive plans.

5.5.2 Where facilities and services will be provided by special purpose, improvement or facility service provision entities, such entities shall coordinate the provision of facilities and services with the County, and each affected municipality in the County, so that new growth and development is, in fact, served by adequate public facilities and services at the time of development.

5.6 The County, and each municipality in the County, shall adopt plans and implementation measures to ensure that sprawl and leapfrog development are discouraged in accordance with the following:

5.6.1 Urban growth within UGA boundaries is located first in areas already characterized by urban growth that have existing public facility and service capacities to serve such development;

5.6.2 Urban growth is located next in areas already characterized by urban growth that will be served by a combination of both existing public



facilities and services and any additional needed public facilities and services that are provided by either public or private sources;

5.6.3 "Urban growth" refers to a predominance of areas or uses within the Urban Growth Area which exhibit one or a combination of the following:

- a. intensive use of land for buildings and structures;
- b. high percentage of impermeable surfaces;
- c. incompatibility with the primary use of land for the production of food, other agricultural products or fiber, or the extraction of mineral resources;
- d. need for urban governmental services.

5.6.4 "Characterized by urban growth" refers to:

- a. land having urban growth on it;
- b. land located in relationship to an area with urban growth on it as to be appropriate for urban growth.

5.6.5 Urban government services shall be provided primarily by cities and urban government services shall not be provided in rural areas.

5.7 Public facilities and services will be considered available "*at the time of development*" as follows:

5.7.1 As to all public facilities and services other than transportation, if the facility or service is in place at the time demand is created, or if the County or municipality has made appropriate provision to meet the demand for the public facility or service through one or more of the following techniques:

- a. inclusion of the public facility or service in the applicable County or municipal capital facilities plan element and specification of the full source of the funding for such project;
- b. impact fees;
- c. required land dedication;
- d. assessment districts;
- e. users fees and charges;
- f. utility fees;
- g. other.

5.7.2 As to transportation facilities, if needed transportation improvements are within the then existing 6-year capital facilities plan element and program, but only if a specific financial commitment to the transportation improvement project has been made.

5.7.3 Public facilities and services will not be considered available at the time of development unless they are provided consistently with the applicable level of service standards adopted in the capital facilities element of the Comprehensive Plan.



1 5.8 Public facility and service *adequacy* shall be determined by the County, and each
2 municipality in the County, based upon:

3
4 5.8.1 The specific public facility or service;

5
6 5.8.2 The adopted or established level of service standard

- 7 a. established by each municipality for local facilities and services;
8 b. by mutual agreement between provider and municipality served for
9 other facilities and services;
10 c. established through interlocal agreements for cross-jurisdictional
11 facilities and services.

12
13 5.8.3 The current usage of the existing public facilities and services, existing
14 development commitments and obligations, the vested or non-vested status
15 of pipeline approvals or existing lots of record, and new development
16 applications.

17
18 5.8.4 Where development projects partially meet adequacy of public facilities
19 and services standards, development approval may be authorized for that
20 portion of the project that meets the adequacy standards or the project may
21 be phased to coincide with the phasing of future availability of adequate
22 public facilities and services.

23
24 5.9 Facility and service provision/extension to new development areas shall be subject
25 to the following:

26
27 5.9.1 Imposition of requirement for payment of the full, but fair, share of costs of
28 needed facilities and services on the new development through:

- 29 a. impact fees;
30 b. assessment districts;
31 c. user fees and charges;
32 d. surcharges;
33 e. dedication;
34 f. utility fees;
35 g. other, as appropriate.

36
37 5.9.2 Consideration of the total impact of the facility or service extension on the
38 achievement of other policies, goals and objectives, in addition to the
39 impact on the area being served.

40
41 5.9.3 If necessary to minimize off-site impacts, specify that such service
42 extensions (e.g., sewer, water) are *not* subject to connection by intervening
43 landowners.
44
45



Joint Planning

UGA-6. Joint planning. Joint planning between local governments can provide numerous possible benefits, including but not limited to:

- a. More efficient delivery of services;
- b. Shared use of public facilities;
- c. Coordinated permitting processes;
- d. Cost-sharing for planning and construction of public facilities (e.g., water, sewer infrastructure, parks, etc.);
- e. Consistent development standards;
- f. Shared regional data, including GIS data;
- g. Proactive identification of potential issues.

6.1 Joint planning may be municipal-municipal as well as municipal-County. The County and each municipality shall jointly plan for the designated urban growth area of that municipality (outside of municipal corporate limits) and may include municipal utility service areas. Joint municipal-municipal planning may occur in those other areas where the respective jurisdictions agree such planning would be beneficial.

6.2 Any jurisdiction initiating joint planning with one or more other jurisdictions shall do so by submitting a written proposal from its legislative authority to the legislative authority of the other jurisdiction(s). In forming its proposal, the initiating jurisdiction should consider the Joint Planning Framework recommended by the Pierce County Regional Council, April 15, 1993, and adopted by Resolution No. R93-127 of the Pierce County Council, July 13, 1993. The proposal shall include, but not be limited to, the following:

- 6.2.1 Size of the proposed joint planning study area;
- 6.2.2 Location of the proposed study area in relation to urban growth boundaries;
- 6.2.3 Description of the issues proposed to be addressed in the joint planning process;
- 6.2.4 Proposed end-product of the joint planning process (e.g., amendments to comprehensive plans or implementing ordinances of each jurisdiction, interlocal agreement, etc.);
- 6.2.5 Proposed resources (e.g., staff, funding, technology, etc.) to be provided by the initiating jurisdiction toward completing the joint planning process;
- 6.2.6 Evidence that notification of the joint planning process will be provided to residents, property owners, businesses, service providers, special districts, or other parties affected by the proposed joint planning process.

6.3 A jurisdiction receiving a proposal for joint municipal-County planning shall respond by either:

- 6.3.1 issuing a resolution of its legislative authority indicating an intent to enter into a joint planning process as proposed; or
- 6.3.2 entering into discussions with the proposing jurisdiction regarding alternatives to joint planning proposal; or



6.3.3 proposing to Pierce County that the proposal be included as part of an appropriate community planning process, if mutually agreeable to all jurisdictions involved.

6.4 If at any time Pierce County receives more proposals for participation in joint planning than its resources will provide, the County shall forward the proposals to the Pierce County Regional Council (PCRC) for consideration and a recommendation on prioritization based on planning needs. The PCRC shall consider proposals for joint planning that have been forwarded to them, and prioritize the proposals according to the probable benefit to the County as a whole. Prioritization shall be based on the information included in the proposal, plus other criteria agreed upon by the PCRC. These criteria could include, but are not limited to:

6.4.1 Rate of growth in the proposed study area;

6.4.2 Scope of existing municipal utility provision in the proposed study area;

6.4.3 Existence of special districts serving both the proposed study area and the municipality;

6.4.4 Degree to which development standards or comprehensive plan policies may differ between jurisdictions within the proposed study area;

6.4.5 Criteria 4.5.1 through 4.5.3 below.

6.5 When joint planning is required, the joint planning effort shall determine and resolve issues including, but not limited to, the following:

6.5.1 How zoning, subdivision and other land use approvals in designated urban growth areas of municipalities will be coordinated;

6.5.2 How appropriate service level standards for determining adequacy and availability of public facilities and services will be coordinated;

6.5.3 How the rate, timing, and sequencing of boundary changes will be coordinated;

6.5.4 How the provision of capital improvements to an area will be coordinated;

6.5.5 To what extent a jurisdiction(s) may exercise extra jurisdictional responsibility.

6.6 Joint planning may be based upon factors including, but not limited to, the following:

6.6.1 Contemplated changes in municipal and special purpose district boundaries;

6.6.2 The likelihood that development, capital improvements, or regulations will have significant impacts across a jurisdictional boundary;

6.6.3 The consideration of how public facilities and services are and should be provided and by which jurisdiction(s).



UGA-7. Urban Development Standards.

7.1 The provisions of this section shall apply to all municipalities and urban growth areas located in the County.

7.2 The following development standards shall be the minimum required for urban development and shall apply to all new development in urban growth areas, except as provided in Section 5.6 below.

7.2.1 Streets, Roads and Arterials. All public streets, roads, and arterials shall be constructed to the minimum requirements outlined in the City and County Design Standards adopted pursuant to RCW 35.78.030 and RCW 43.32.020. Curbs, gutters, and sidewalks will be required on both sides. Private streets and roads may be approved, but shall be required to meet these requirements.

7.2.2 Street Lighting. Street lighting shall be required at signalized intersections. Street lighting in new subdivisions shall be provided at all intersections controlled by a traffic signal or sign, and at certain road corners, elbows, and cul-de-sacs. Installation and maintenance of street lighting in subdivisions shall be the responsibility of the developer or homeowner's association unless the local jurisdiction assumes responsibility. When ownership of the street lighting has not been assumed by the local jurisdiction, the light standards shall be located on private property.

7.2.3 Domestic Water. A domestic water system must meet requirements under RCW 70.119 and WAC 246-290 for group "A" systems, or the functional equivalent.

7.2.4 Storm Water Facilities. A storm water drainage system shall be designed and constructed in accordance with the Department of Ecology Storm Drainage Technical Manual or a locally adopted storm water manual approved by DOE.

7.2.5 Sanitary Sewer. (Refer to policy 3.4)

7.2.6 The County and each municipality shall develop policies that require developers to extend sewers to their developments to design the facilities to allow further extension to adjacent unsewered areas.

7.2.7 Fire Protection. Fire protection and flow requirements shall be in accordance with Pierce County Code Chapter 15.12.

7.2.8 Solid Waste and Recycling. Garbage pick-up shall be provided weekly, and recycling and yard waste pick-up biweekly, consistent with federal and state laws and regulations.

7.3 It is desired by the signatories to these policies that the following Urban Development Standards be the minimum goals for urban developments in Urban Growth Areas.

7.3.1 Street Cleaning. Standards for street cleaning shall be discussed and should be developed, consistent with requirements of federal and state water quality standards.

7.3.2 Transit. Urban transit service plans adopted by the Pierce County Public Transit Benefit Authority.



7.3.3 Library. Appropriate jurisdictions should provide 450 square feet of library space per 1,000 persons.

7.3.4 Parks and Recreation. Provisions for parks at a level of 3.0 acres of neighborhood/community parks per 1,000 population should be made for all plats and short plats as required by RCW 58.17. Such provision can be made either through dedication to the public of land, or through provision of funds, as mitigation, for park land purposes.

7.4 All development within an urban growth area shall be provided services pursuant to the provision of this agreement and the joint planning agreements adopted pursuant to it. It is recognized that the County may provide certain urban services within an Urban Growth Area, and that cities may provide certain urban services within the same area, but outside their current municipal boundaries.

7.5 The County and each municipality shall enter into an interlocal cooperation agreement providing for the approval and delivery of public facilities and services in the Urban Growth Area. Such further agreements shall include, where appropriate, provisions relating to services such as law enforcement and schools and the services of special purpose districts and other service providers.

7.6 Ordinances allowing low impact development standards and create environmentally-sensitive development shall be allowed as alternative development standards. Any other ordinances allowing variances and deviations to the urban development standards may be adopted by each responsible jurisdiction for those limited circumstances necessary to allow for recognition of community plans and goals, recognized historic character, or special physical or engineering circumstances, as long as such variances and deviations are otherwise consistent with these policies. A legislative authority adopting a variance or deviation to the minimum urban development standards under this section must inform the Pierce County Regional Council (PCRC) of such adoption.

UGA-8. The County and each municipality shall adopt within their respective comprehensive plans, policies to ensure that development within the urban growth area uses land efficiently, provides for a wide variety of uses, conserves natural resources, and allows for the connection of communities to an efficient, transit-oriented, multimodal transportation system. Policies shall:

8.1 provide for more choices in housing types and moderate increases in density to achieve at least an average net density of four units per acre;

8.2 support infill and compact development; and

8.3 provide for land uses that encourage travel by foot, bike and transit.

UGA-9. The County and each municipality shall provide for conveniently located, appropriately scaled commercial development to serve the immediate local needs of the surrounding community by encouraging revitalization of underused commercial areas before establishing new areas.



- UGA-10. The County and each municipality shall adopt plans to encourage concentrated development within the urban growth area which will accommodate the twenty year projected population and employment growth.
- UGA-11. The County and each municipality neighboring Joint Base Lewis-McChord should develop planning provisions, including development regulations that encourage adjacent land uses that are compatible with military uses.
- UGA-12. Satellite Cities and Towns are local focal points where people come together for a variety of activities, including business, shopping, living and recreation. These cities and towns may include the core of small to medium sized cities and towns and may also be located in unincorporated areas. Often Satellite Cities and Towns include a strong public presence because they are the location of city hall, main street and other public spaces.
- UGA-13. Satellite Cities and Towns will be characterized by a compact urban form that includes a moderately dense mix of locally-oriented retail, jobs and housing that promotes walking, transit usage and community activity.
- 13.1 Satellite Cities and Towns will be developed at a higher density than surrounding urban and rural areas;
- 13.2 Small scale forms of intensification such as accessory housing units and development of vacant lots and parking lots help achieve the qualities of centers while preserving the neighborhood character.
- UGA-14. At a minimum, Satellite Cities and Towns will be served by State Routes which connect them to other centers and to the regional high capacity transit system. In some instances, Satellite Cities and Towns may have direct connections to the local public transportation system.

OVERALL POLICIES FOR NON-INDUSTRIAL CENTERS

Concepts and Principles

~~UGA 15. Centers shall be designated based upon the following:~~

~~15.1 Consistency with specific criteria for centers adopted in the Countywide Planning Policies;~~

~~15.2 The center's location in the County and its potential for fostering a logical and desirable countywide transportation system and distribution of centers;~~

~~15.3 The total number of centers in the County that can be reasonably developed based on projected growth over the next twenty years;~~

~~15.4 Environmental analysis which shall include demonstration that urban services including an adequate supply of drinking water are available to serve projected growth within the center and that the jurisdiction is capable of ensuring concurrent urban services to new development;~~



1
2 15.5 If a jurisdiction designates a center, it must also adopt the center's designation and
3 provisions in its comprehensive plans and development regulations to ensure that
4 growth targeted to centers is achieved and urban services will be provided;

5
6 15.6 Centers shall be characterized by all of the following:

7
8 15.6.1 Clearly defined geographic boundaries;

9 15.6.2 Intensity/density of land uses sufficient to support high capacity transit;

10 15.6.3 Pedestrian-oriented land uses and amenities;

11 15.6.4 Pedestrian connections shall be provided throughout;

12 15.6.5 Urban design standards which reflect the local community;

13 15.6.6 Provisions to reduce single occupancy vehicle use especially during peak
14 hours and commute times;

15 15.6.7 Provisions for bicycle use;

16 15.6.8 Sufficient public open spaces and recreational opportunities;

17 15.6.9 Uses which provide both daytime and nighttime activities; and

18 15.6.10 Centers shall be located in urban growth areas.

19
20 UGA 16. Each jurisdiction which designates a center within its comprehensive plan shall define
21 the type of center and specify the exact geographic boundaries of the center. Centers
22 shall not exceed one and one-half square miles of land and Countywide centers shall not
23 exceed one square mile of land. Infrastructure and services shall be either present and
24 available or planned and financed consistent with the expected rate of growth.

25
26 16.1 Infrastructure and services shall be either present and available or planned and
27 financed consistent with the expected rate of growth.

28 16.2 Priority for transportation and infrastructure funds shall be given to designated
29 centers.

30
31 *Design Features of Centers*

32
33 UGA 17. The County and each jurisdiction that designates a center within its comprehensive plan
34 shall encourage density and development to achieve targeted growth.

35
36 17.1 Any of the following approaches could be used to implement center development:

37
38 17.1.1 Encouraging higher residential densities within centers;

39 17.1.2 Avoiding creation of large blocks of single use zones;

40 17.1.3 Allowing for greater intensity of use within centers;

41 17.1.4 Increasing building heights, greater floor/area ratios within centers;

42 17.1.5 Minimizing setbacks within centers;

43 17.1.6 Allowing buildings to locate close to street to enhance pedestrian
44 accessibility; and

45 17.1.7 Encouraging placement of parking to rear of structures.

46
47 17.2 Designated centers are expected to receive a significant share of projected growth
48 in conjunction with periodic disaggregation of countywide population allocations.



1
2 ~~UGA 18. Centers shall provide necessary capital facilities needed to accommodate the projected~~
3 ~~growth in population and employment. Facilities include, but are not limited to, roads,~~
4 ~~sewers and other utilities, schools, parks, and open space. In order to provide balance~~
5 ~~between higher intensity of use within centers, public and/or private open space shall be~~
6 ~~provided.~~

7
8 ~~UGA 19. Streetscape amenities (landscaping, furniture, etc.) shall be provided within centers to~~
9 ~~create a pedestrian friendly environment.~~

10
11 ~~UGA 20. The following regulatory mechanisms shall be used within centers.~~

12
13 ~~20.1 Adopt development standards that encourage pedestrian scaled development such~~
14 ~~as those that address:~~

15
16 ~~20.1.1 interconnections between buildings and sidewalks;~~

17 ~~20.1.2 pedestrian links between residential and non-residential areas;~~

18 ~~20.1.3 street trees/furniture; and~~

19 ~~20.1.4 minimizing separations between uses.~~

20
21 *~~Transportation, Parking and Circulation~~*

22
23 ~~UGA 21. To encourage transit use within centers, jurisdictions shall establish mechanisms to limit~~
24 ~~the use of single occupancy vehicles. Such mechanisms should include:~~

25
26 ~~21.1 charges for parking;~~

27 ~~21.2 limiting the number of off-street parking spaces;~~

28 ~~21.3 establishing minimum and maximum parking requirements;~~

29 ~~21.4 commute trip reduction (CTR) measures and other transportation demand~~
30 ~~management measures;~~

31 ~~21.5 development of commuter programs for multiple employers not otherwise affected~~
32 ~~by the CTR law; and~~

33 ~~21.6 providing nonmotorized transportation facilities.~~

34
35 ~~UGA 22. Centers should receive a high priority for the location of high-capacity transit stations~~
36 ~~and/or transit centers.~~

37
38 ~~UGA 23. Locate higher densities/intensities of use close to transit stops within centers and seek~~
39 ~~opportunities to:~~

40
41 ~~23.1 create a core area to support transit and high-occupancy vehicle use;~~

42 ~~23.2 allow/encourage all types of transit facilities (transit centers, bus pullouts, etc.)~~
43 ~~within centers; and~~

44 ~~23.3 establish incentives for developers to provide transit and transportation demand~~
45 ~~management supportive amenities.~~



UGA 24. ~~Allow on-street parking within centers in order to narrow the streetscape, provide a buffer between moving traffic and pedestrians, and provide common parking areas.~~

UGA 25. ~~Provisions for non-motorized transportation shall be provided, including but not limited to:~~

- ~~25.1 bicycle-friendly roadway design;~~
- ~~25.2 wider outside lane or shared parking/bike lanes;~~
- ~~25.3 bike-activated signals;~~
- ~~25.4 covered, secure bicycle parking at all places of employment;~~
- ~~25.5 bicycle racks; and~~
- ~~25.6 pedestrian pathways.~~

Implementation Strategies

UGA 26. ~~Jurisdictions should consider incentives for development within centers such as:~~

- ~~26.1 streamlined permitting;~~
- ~~26.2 financial incentives;~~
- ~~26.3 density bonuses or transfer of development rights;~~
- ~~26.4 using SEPA Planned Action provisions to streamline environmental review by conducting environmental analysis during planning and providing permit applicants and public with more certainty of how impacts will be addressed; and~~
- ~~26.5 shared mitigation such as stormwater detention and joint parking.~~

UGA 27. ~~Improve transit service efficiency through the development of transportation infrastructure within and between countywide and regional centers.~~

UGA 28. ~~Design roadway and nonmotorized networks to promote more and better utilize transit services.~~

METROPOLITAN CITY CENTER

Concepts and Principles

UGA 29. ~~Metropolitan City Centers function as anchors within the region for a high density mix of business, residential, public, cultural and recreational uses, and day and night activity. They are characterized by their historic role as the central business districts and regional centers of commerce. Metropolitan City Centers may also serve national or international roles.~~

Design

UGA 30. ~~Metropolitan City Centers shall plan for a development pattern that will provide a successful mix of uses and densities that will efficiently support high capacity transit and shall plan to meet the following criteria:~~



- ~~30.1 a minimum of 50 employees per gross acre of non-residential lands;~~
~~30.2 a minimum of 15 households per gross acre;~~
~~30.3 a minimum of 30,000 employees; and~~
~~30.4 not exceed a maximum of 1 1/2 square miles in size.~~

Transportation, Parking and Circulation

~~UGA 31. Metropolitan City Centers shall be planned to have fast and frequent high capacity transit and other forms of transit.~~

~~UGA 32. A Metropolitan City Center shall meet at minimum the following criteria for consideration as a candidate for countywide center:~~

- ~~32.1 Area: up to 1 1/2 square miles in size;~~
~~32.2 Capital Facilities: served by sanitary sewers;~~
~~32.3 Employment: a minimum of 25 employees per gross acre of non-residential lands with a minimum of 15,000 employees;~~
~~32.4 Population: a minimum of ten households per gross acre; and~~
~~32.5 Transit: serve as a focal point for regional and local transit services.~~

REGIONAL GROWTH CENTER

Concepts and Principles

~~UGA 33. Regional Growth Centers are locations that include a dense mix of business, commercial, residential and cultural activity within a compact area. Regional Growth Centers are targeted for employment and residential growth, and provide excellent transportation service, including fast, convenient high capacity transit service, as well as investment in major public amenities.~~

Design Features of Centers

~~UGA 34. Regional Growth Centers shall plan to meet the following criteria:~~

- ~~34.1 A minimum of 25 employees per gross acre of non-residential lands; and~~
~~34.2 A minimum of 10 households per gross acre; and/or~~
~~34.3 A minimum of 15,000 employees; and~~
~~34.4 Not to exceed a maximum of 1 1/2 square miles in size; and~~
~~34.5 Planning policies recognizing the need to receive a significant share of the regional growth.~~

Transportation, Parking and Circulation

~~UGA 35. Regional Growth Centers shall plan to have fast and frequent high capacity transit, as well as other forms of transit.~~



UGA 36. ~~A Regional Growth Center shall meet at a minimum the following criteria for consideration as a candidate for countywide center:~~

~~36.1 Area: up to 1 1/2 square miles in size;~~

~~36.2 Capital Facilities: served by sanitary sewers;~~

~~36.3 Employment: a minimum of 2,000 employees;~~

~~36.4 Population: a minimum of seven households per gross acre; and~~

~~36.5 Transit: serve as a focal point for regional and local transit services.~~

COUNTYWIDE CENTER

Concepts and Principles

UGA 37. ~~Countywide Centers are local focal points where people come together for a variety of activities, including business, shopping, living and recreation. These centers may include the core of small to medium-sized cities and may also be located in unincorporated areas. Often Countywide Centers include a strong public presence because they are the location of city hall, main street, and other public spaces.~~

~~Countywide Centers are also potentially candidates for designation as regional centers.~~

Design Features of Centers

UGA 38. ~~Countywide Centers shall be characterized by a compact urban form that includes a moderately dense mix of locally oriented retail, jobs and housing that promotes walking, transit usage and community activity.~~

~~38.1 Countywide Centers shall be developed at a higher density than surrounding urban areas to take advantage of connecting centers.~~

~~38.2 Small-scale forms of intensification such as accessory housing units and development of vacant lots and parking lots help achieve the qualities of centers while preserving neighborhood character.~~

UGA 39. ~~Countywide Centers shall plan for a development pattern that will provide a successful mix of uses and densities that will efficiently support transit. Each Countywide Center shall plan to meet the following criteria:~~

~~39.1 A minimum of 15 employees per gross acre of non-residential lands;~~

~~39.2 A minimum of 7 households per gross acre;~~

~~39.3 A minimum of 2,000 employees; and~~

~~39.4 Not to exceed a maximum of 1 square mile in size.~~

Transportation, Parking and Circulation

UGA 40. ~~At a minimum, Countywide Centers shall plan to be served by public transit and/or ferries which connect them to other centers, to surrounding residential communities, and to the regional high capacity transit system. Countywide Centers should have direct connections to high capacity local and regional transit hubs.~~



UGA 41. ~~Minimum criteria for designation as Countywide Center:~~

- ~~41.1 Area: up to one square mile in size;~~
- ~~41.2 Capital Facilities: served by sanitary sewers;~~
- ~~41.3 Employment: a minimum of 1,000 employees;~~
- ~~41.4 Population: a minimum of six households per gross acre; and~~
- ~~41.5 Transit: serve as a focal point for local transit services.~~

MANUFACTURING/INDUSTRIAL CENTER

Concepts and Principles

UGA 42. ~~Manufacturing/Industrial Centers shall be locally determined and designated based on the following steps:~~

- ~~42.1 Consistency with specific criteria for Manufacturing/Industrial Centers adopted within the Countywide Planning Policies;~~
- ~~42.2 Consideration of the Center's location in the County and region, especially relative to existing and proposed transportation facilities;~~
- ~~42.3 Consideration of the total number of Manufacturing/Industrial Centers in the County that are needed over the next twenty years based on projected need for manufacturing/industrial land to satisfy regional projections of demand for manufacturing/industrial land uses;~~
- ~~42.4 Environmental analysis which shall include demonstration that the jurisdiction is capable of concurrent service to new development; and~~
- ~~42.5 Adoption within the jurisdiction's comprehensive plan of the center's designation and provisions to ensure that job growth targeted to the Manufacturing/Industrial Center is achieved.~~

Design Features of Centers

UGA 43. ~~Manufacturing/Industrial Centers shall be characterized by the following:~~

- ~~43.1 Clearly defined geographic boundaries;~~
- ~~43.2 Intensity of land uses sufficient to support alternatives to single-occupant vehicle use;~~
- ~~43.3 Direct access to regional highway, rail, air and/or waterway systems for the movement of goods;~~
- ~~43.4 Provisions to prohibit housing; and~~
- ~~43.5 Identified transportation linkages to high-density housing areas.~~

UGA 44. ~~Provisions to achieve targeted employment growth should include:~~

- ~~44.1 Preservation and encouragement of the aggregation of vacant land parcels sized for manufacturing/industrial uses;~~
- ~~44.2 Prohibition of land uses which are not compatible with manufacturing/industrial, manufacturing/industrial supportive, and advanced technology uses;~~



- 1 44.3 Limiting the size and number of offices and retail uses and allowing only as an
2 accessory use to serve the needs of employees within centers; and
3 44.4 Reuse and intensification of the land.
4

5 *Transportation, Parking and Circulation*
6

7 UGA 45. ~~Transportation network within Manufacturing/Industrial Centers should provide for the~~
8 ~~needs of freight movement and employees by ensuring a variety of transportation modes~~
9 ~~such as transit, rail, and trucking facilities.~~
10

11 UGA 46. ~~The transportation system within Manufacturing/Industrial Centers shall be built to~~
12 ~~accommodate truck traffic and acceleration. Review of projects should consider~~
13 ~~infrastructure enhancements such as:~~
14

- 15 46.1 ~~turn lanes and turn pockets to allow turning vehicles to move out of through traffic~~
16 lanes;
17 46.2 ~~designing turn lanes with a width to allow freight vehicles to turn without~~
18 interrupting the flow of traffic in other lanes;
19 46.3 ~~designing the far side of intersections with acceleration lanes for trucking vehicles~~
20 and heavy loads to facilitate traffic flow;
21 46.4 ~~constructing climbing lanes where necessary to allow for slow moving vehicles;~~
22 46.5 ~~providing off street truck loading facilities to separate goods loading and~~
23 unloading; and
24 46.6 ~~arterial grade separations with rail freight and designation of Heavy Haul corridors~~
25 or truck only lanes.
26

27 *Implementation Strategies*
28

29 UGA 47. ~~All jurisdictions will support transportation capital improvement projects which support~~
30 ~~access and movement of goods to Manufacturing/Industrial Centers.~~
31

32 UGA 48. ~~Jurisdictions having a designated Manufacturing/Industrial Center shall:~~
33

- 34 48.1 ~~Plan for and fund capital facility improvement projects which support the~~
35 movement of goods;
36 48.2 ~~Coordinate with utility providers to ensure that utility facilities are available to~~
37 serve such centers;
38 48.3 ~~Provide buffers around the center to reduce conflicts with adjacent land uses;~~
39 48.4 ~~Facilitate land assembly;~~
40 48.5 ~~Assist in recruiting appropriate businesses; and~~
41 48.6 ~~Encourage employers to participate in commute trip reduction program.~~
42

43 UGA 49. ~~A Manufacturing/Industrial Center shall meet at a minimum the following criteria for~~
44 ~~consideration as a candidate for Countywide Center:~~
45

- 46 49.1 ~~Capital Facilities: served by sanitary sewers;~~
47 49.2 ~~Employment: a minimum of 7,500 jobs and/or 2,000 truck trips per day; and~~
48 49.3 ~~Transportation: within one mile of a state or federal highway or national rail line.~~



1
2 **Prioritization of Funding for Centers**
3

4 ~~UGA 50. Regional and countywide transportation and economic development funds should be~~
5 ~~prioritized for centers and transportation and infrastructure servicing centers in Pierce~~
6 ~~County that have been designated regionally; it is also appropriate for countywide and~~
7 ~~local funding to be directed to centers and transportation and infrastructure servicing~~
8 ~~centers designated exclusively at the countywide level or identified locally by a~~
9 ~~jurisdiction.~~

10
11 **Centers of Local Importance (CoLI)**
12

13 *Concepts and Principles*
14

15 ~~UGA 51. A CoLI may be located in either an urban or rural area, and shall include activities~~
16 ~~that provide a focal point or sense of place for a community and its surrounding area.~~
17

18 *Design Features of CoLIs*
19

20 ~~UGA 52. A CoLI is characterized by a concentration of land uses or activities that provide a~~
21 ~~sense of place or gathering place for the community and neighborhood residents. A~~
22 ~~CoLI should include one or more the following characteristics:~~
23

- 24 ~~52.1 Civic services~~
- 25 ~~52.2 Commercial areas~~
- 26 ~~52.3 Recreational areas~~
- 27 ~~52.4 Industrial areas~~
- 28 ~~52.5 Cultural facilities/activities~~
- 29 ~~52.6 Historic buildings or sites~~
- 30 ~~52.7 Residential areas~~
- 31

32 ~~UGA 53. The size of a CoLI and the mix and density of uses are to be locally determined to~~
33 ~~meet community goals.~~
34

35 ~~UGA 54. Each jurisdiction shall define the role that the CoLI plays in supporting planned~~
36 ~~growth.~~
37

38 ~~UGA 55. A variety of appropriate transportation options and pedestrian-friendly design should~~
39 ~~be available or planned within a CoLI.~~
40

41 *Implementation Strategies*
42

43 ~~UGA 56. A CoLI shall be locally adopted; approval by the PCRC or other regional~~
44 ~~organization shall not be required.~~
45

- 46 ~~56.1 A jurisdiction shall document how an area meets the Design Features (UGA 51~~
47 ~~through UGA 55) of a CoLI in its comprehensive plan.~~



- 1 56.2 The documentation should include examples, plans, or other information that
2 supports the designation of a CoLI.
3 56.3 An area adopted as a CoLI shall be definitively delineated on a map within a
4 jurisdiction's comprehensive plan.
5 56.4 A CoLI shall have appropriate land use designations, zoning regulations, and
6 infrastructure plans for existing and planned development.
7 56.5 A comprehensive plan that utilizes an alternative label to refer to a CoLI shall
8 be accompanied with adopted findings of fact that recognizes the area as a CoLI
9 per the Pierce County CPPs.

10
11 UGA 57. A jurisdiction shall provide the PCRC notice of its intention to locally adopt a CoLI
12 or recognize formally adopted CoLIs that meet the criteria.

13
14 57.1 The notice shall be provided to the PCRC 60 days (minimum) prior to the
15 expected dated of adoption.

16 57.2 The notice shall provide information that identifies the location of the proposed
17 CoLI and documents how the location meets the CoLI policies.

18
19 UGA 58. A locally adopted CoLI shall be recognized in Appendix B of the CPPs.

20
21 58.1 Jurisdictions shall forward a map of locally adopted CoLIs together with the
22 comprehensive plan citations to the PCRC for inclusion into Appendix B. The
23 adopted CoLIs shall be attached to the CPP publications as Appendix B for ease
24 of reference. Appendix B shall not be considered a component of the CPPs and,
25 accordingly, an update to Appendix B shall not constitute an amendment to the
26 CPPs requiring ratification by Pierce County jurisdictions.

27
28 **"NEW SECTION"**

29
30 **COUNTYWIDE PLANNING POLICY ON REGIONAL, COUNTYWIDE AND**
31 **CENTERS OF LOCAL IMPORTANCE**

32
33 **Centers**

34
35 **Centers Overview**

36 The Puget Sound regional growth strategy identifies Centers as an integral feature for
37 accommodating residential and employment growth. The strategy describes Regional Growth
38 Centers and other Centers that may be designated. Regional Growth Centers, once regionally
39 designated, are located either in Metropolitan Cities or in Core Cities. The strategy also
40 identifies Regional Manufacturing/Industrial Centers, which consist primarily of manufacturing
41 and industrial uses.

42
43 Centers are areas of concentrated employment and/or housing within Urban Growth Areas
44 (UGAs) which serve as the hubs of transit and transportation systems. Centers and connecting
45 corridors are integral to creating compact urban development that conserves resources and
46 creates additional transportation, housing, and shopping choices. Centers are an important part of
47 the regional strategy for urban growth and are required to be addressed in the Countywide



1 Planning Policies. Centers are, or will become, focal points for growth within the county's UGA
2 and are areas where public investment is directed.

3
4 C-1. The purpose of Regional Growth Centers and Countywide Centers is to:

- 5 • Be priority locations for accommodating growth;
- 6 • strengthen existing development patterns;
- 7 • promote housing opportunities close to employment;
- 8 • support development of an extensive multimodal transportation system which reduces
9 dependency on automobiles;
- 10 • reduce congestion and improve air quality; and
- 11 • maximize the benefit of public investment in infrastructure and services.

12
13 C-2. The purpose of Manufacturing/Industrial Centers is to:

- 14 • Recognize strategically located concentrations of industrial activity as essential
15 resources for the local economy;
- 16 • protect and leverage critical and difficult to replace freight infrastructure;
- 17 • preserve the industrial land base in the long term;
- 18 • support family/living wage jobs;
- 19 • emphasize the importance of freight movement; and
- 20 • preserve the county's supply of industrial land.

21
22 C-3. Centers function as anchors within the region for a high density mix of business,
23 residential, public, cultural and recreational uses, and day and night activity that provide a
24 sense of place and community. They are characterized by their role as the central
25 business districts and regional centers of commerce. Centers may also serve national or
26 international roles.

27
28 C-4. Manufacturing Industrial Centers (MICs) preserve lands for family-wage jobs in basic
29 industries and trade, and provide areas where that employment may grow in the future.
30 MICs form a critical regional resource that provides economic diversity, supports
31 national and international trade, generates substantial revenue for local governments, and
32 offers higher than average wages.

33
34 C-5. Transportation and economic development funds should be prioritized for transportation
35 and infrastructure supporting Centers in Pierce County. Projects that support Regional
36 Growth and/or Manufacturing Industrial Centers (and Candidates), support more than one
37 center, and benefit a variety of user groups will be given higher consideration.

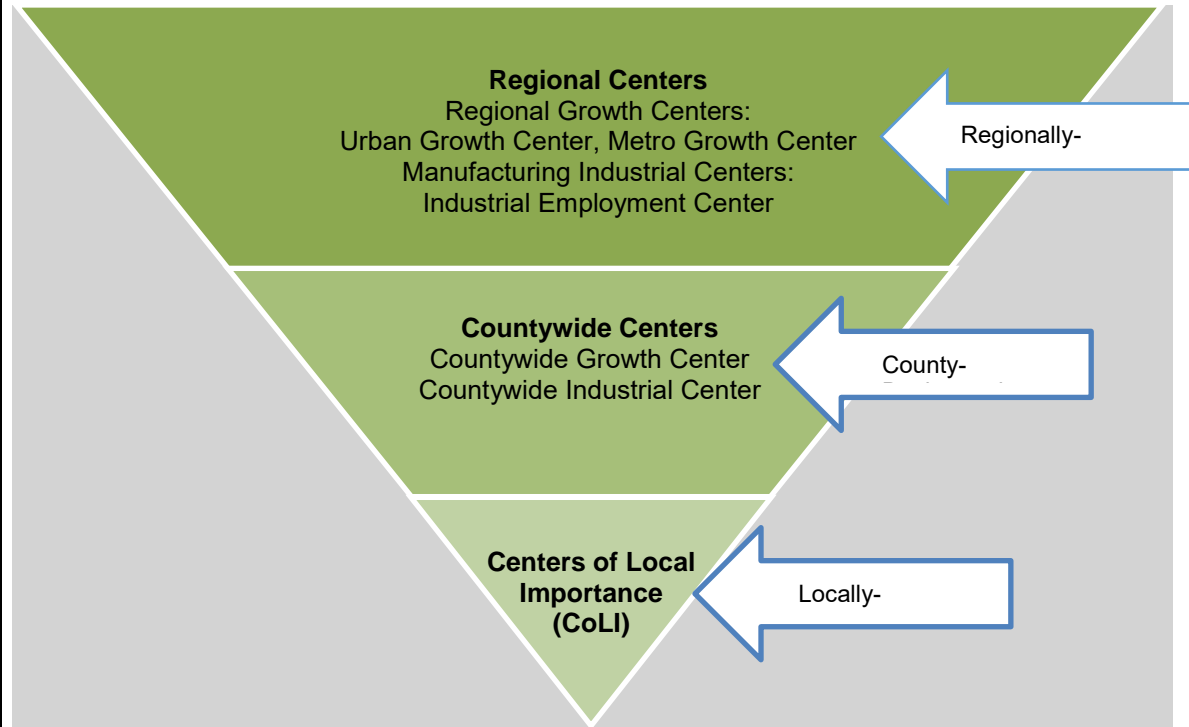
38
39 C-6. Centers must be identified in a Comprehensive Plan with information about the type of
40 Center and the specific geographic boundaries. Capital improvements must be present
41 and available, or be planned and financed, consistent with the expected rate of growth.
42 Such improvements include, but are not limited to, roads, sewers and other utilities,
43 schools, parks, and open space. In order to provide balance between higher intensity of
44 use within Centers, public and/or private open space shall be provided.



Types of Centers

Centers must meet minimum designation criteria, which includes the criteria of the lower category Center type. For example, a Regional Center must meet the designation criteria for a Regional Center as well as the criteria for a Countywide Center.

In March 2018, the Puget Sound Regional Council (PSRC) adopted the Regional Centers Framework Update that established new eligibility and criteria for Regional Centers. Jurisdictions must adhere to the latest eligibility and designation criteria for new Regional Centers as adopted by PSRC.



Center Designation Authority

Regional Centers must be approved by Puget Sound Regional Council (PSRC), in addition to Pierce County Regional Council (PCRC) by amending the Countywide Planning Policies (CPPs).

Countywide Centers and Centers of Local Importance (CoLI) are approved by the Pierce County Regional Council by amending the Countywide Planning Policies.

Center Designation Process

Pierce County and any municipality in the County that is planning to include a county or regionally designated Center within its boundaries shall specifically define the area of such Center within its Comprehensive Plan. The Comprehensive Plan shall include policies aimed at focusing growth within the Center and along corridors consistent with the applicable criteria contained within the Countywide Planning Policies. The County or municipality shall adopt regulations that reinforce the Center's designation.



Beginning in 2019 and once every two years thereafter, the Pierce County Regional Council (PCRC) shall invite jurisdictions to submit requests for designation of new Centers. Said request shall be processed in accordance with established procedures for amending the Countywide Planning Policies.

Each jurisdiction seeking to designate a new Countywide Center shall provide the PCRC with a report demonstrating that the proposed Center:

1. Meets the basic standards for designation;
2. Is characterized and defined in the local Comprehensive Plan;
3. Is consistent with the applicable Countywide Planning Policies, and
4. Is supported and served by adopted local development regulations.

The minimum criteria report and statement shall be reviewed by the Growth Management Coordinating Committee (GMCC) for consistency with Countywide Planning Policies, the Transportation Coordination Committee (TCC) for consistency with transportation improvements plans of WSDOT, and with Pierce Transit's Comprehensive Plan. The coordinating committees shall provide joint recommendation to the PCRC.

Once included in the Countywide Planning Policies, the jurisdiction where a Center is located may go on to seek regional designation of the Center from the Puget Sound Regional Council (PSRC). Jurisdictions must adhere to the latest eligibility, designation criteria, and process for new Regional Growth Centers as adopted by PSRC as they prepare applications for new Center designation. Countywide Centers should be reviewed for consistency and countywide concurrence prior to submitting for regional designation.

After the Center is designated as a Countywide center within the Countywide Planning Policies and until regional-level designation by the PSRC occurs the Center shall be considered a "candidate" Regional Growth Center or Manufacturing/Industrial Center.

Each jurisdiction which designates a Regional Growth Center shall establish 20-year household and employment growth targets for that Center. The expected range of targets will reflect the diversity of the various Centers and allow communities to effectively plan for needed services. The target ranges not only set a policy for the level of growth envisioned for each Center, but also for the timing and funding of infrastructure improvements. Reaching the target ranges will require careful planning of public investment and providing incentives for private investments.

Amending an Existing Countywide Center

Once a Center has been designated in the Countywide Planning Policies, the affiliated jurisdiction may request an amendment to the Center. The Center amendment process shall be limited to a vote of the PCRC though submission of a report explaining the requested amendment and affirming that the amended Center will be consistent with the Countywide Center basic standards and the Countywide Planning Policies.

Urban Growth Outside of Centers

A variety of urban land uses and areas of growth will occur outside of designated Centers but within the Urban Growth Area (UGA). Local land use plans will guide the location, scale, timing and design of development within UGAs. The UGA will be where the majority of future growth



1 and development will be targeted. Development should be encouraged which complements the
2 desired focus of growth into Centers and supports a multimodal transportation system. For
3 example, policies which encourage infill and revitalization of communities would help to
4 achieve the regional and statewide objectives of a compact and concentrated development pattern
5 within urban areas. The Countywide Planning Policies provide guidance for development and the
6 provision of urban services to support development within the UGA. Jurisdictions with Centers
7 should plan connections with adjacent neighborhoods and other centers to encourage access to
8 Centers and connectivity across the county.

9 10 **Regional Growth Centers (RGCs)**

11 Regional Growth Centers are locations of more compact, pedestrian-oriented development with a
12 mix of housing, jobs, retail, services, and other destinations. The region's plans identify Centers
13 as areas that should receive a significant share of the region's population and employment growth
14 compared with other parts of the urban area, while providing improved access and mobility—
15 especially for walking, biking, and transit.

16
17 Regional Growth Centers are locations that include a dense mix of business, commercial,
18 residential, and cultural activity within a compact area. Regional Growth Centers are targeted for
19 employment and residential growth, and provide excellent transportation service, including fast,
20 convenient high capacity transit service, as well as investment in major public amenities.

21
22 The following Pierce County Regional Growth Centers have been adopted into the PSRC
23 Regional Growth Strategy:

- 24 • Tacoma Central Business District
- 25 • Tacoma Mall
- 26 • Lakewood
- 27 • Puyallup Downtown
- 28 • Puyallup South Hill
- 29 • University Place

30
31 C-7. The County and each jurisdiction that designates a Center within its Comprehensive Plan
32 shall encourage density and development to achieve targeted growth. Any of the
33 following approaches could be used to implement Center development:

- 34 1. Encouraging higher residential densities within Centers;
- 35 2. Avoiding creation of large blocks of single-use zones;
- 36 3. Allowing for greater intensity of use within Centers;
- 37 4. Increasing building heights, greater floor/area ratios within Centers;
- 38 5. Minimizing setbacks within Centers;
- 39 6. Allowing buildings to locate close to street to enhance pedestrian accessibility; and
- 40 7. Encouraging placement of parking to rear of structures.

41
42 C-8. Designated Centers are expected to receive a significant share of projected growth in
43 conjunction with periodic disaggregation of Countywide population allocations.

44
45 C-9. Centers shall provide necessary capital facilities needed to accommodate the projected
46 growth in population and employment.



1 C-10. Streetscape amenities (landscaping, furniture, etc.) should be provided within Centers to
2 create a walkable environment.

3
4 C-11. To encourage transit use within Centers, jurisdictions should establish mechanisms to
5 limit the use of single occupancy vehicles. Such mechanisms could include:
6 1. charges for parking;
7 2. limiting the number of off-street parking spaces;
8 3. establishing minimum and maximum parking requirements;
9 4. commute trip reduction (CTR) measures and other transportation demand management
10 measures;
11 5. development of commuter programs for multiple employers not otherwise affected by
12 the CTR law; and
13 6. providing nonmotorized transportation facilities.

14
15 C-12. Centers receive a high priority for the location of high-capacity transit stations and/or
16 transit Centers.

17
18 C-13. Higher residential densities and uses that support high density residential should be
19 located close to transit stops within Centers and seek opportunities to:
20 1. create a core area to support transit and high occupancy vehicle use;
21 2. allow/encourage all types of transit facilities (transit Centers, bus pullouts, etc.) within
22 Centers; and
23 3. establish incentives for developers to provide transit and transportation demand
24 management supportive amenities.

25
26 C-14. Provisions for non-motorized transportation shall be provided, such as:
27 1. bicycle-friendly roadway design;
28 2. wider outside lane or shared parking/bike lanes;
29 3. bike-activated signals;
30 4. covered, secure bicycle parking at all places of employment;
31 5. bicycle racks; and
32 6. pedestrian pathways.

33
34 C-15. Jurisdictions should consider incentives for development within Centers such as:
35 1. streamlined permitting;
36 2. financial incentives;
37 3. density bonuses or transfer of development rights;
38 4. using SEPA provisions to streamline environmental review; and
39 5. shared mitigation such as stormwater detention and joint parking.

40
41 C-16. Regional Growth Centers should be planned to have fast and frequent high capacity transit,
42 as well as other modes of transportation options.

43
44 C-17. Jurisdictions should individually and collectively coordinate with transit agencies to
45 improve transit service infrastructure and efficiency within and between Countywide and
46 Regional Centers.
47



1 C-18. Roadways and nonmotorized networks should be designed to promote efficient transit
2 services.

3
4 **C.19. Designation Requirements for Regional Growth Centers (RGCs)**

- 5 1. Consistency with specific criteria for Centers adopted in the Countywide Planning
6 Policies;
- 7 2. Consistency with the Puget Sound Regional Council's current Regional Growth Center
8 criteria;
- 9 3. The Center's location in the County and its potential for fostering a logical and desirable
10 Countywide transportation system and distribution of Centers;
- 11 4. Consideration of the total number of Centers in the County that can be reasonably
12 developed based on projected growth over the next twenty years;
- 13 5. Environmental analysis which shall include demonstration that urban services including
14 an adequate supply of drinking water are available to serve projected growth within the
15 Center and that the jurisdiction is capable of ensuring concurrent urban services to new
16 development;
- 17 6. If a jurisdiction designates a Center, it must also adopt the Center's designation and
18 provisions in its Comprehensive Plan and development regulations to ensure that growth
19 targeted to Centers is achieved and urban services will be provided;
- 20 7. Centers shall be characterized by all of the following:
 - 21 • Clearly defined geographic boundaries;
 - 22 • Intensity/density of land uses sufficient to support high-capacity transit;
 - 23 • A diversity of land uses;
 - 24 • Pedestrian-oriented land uses and amenities;
 - 25 • Pedestrian connections shall be provided throughout;
 - 26 • Urban design standards which reflect the local community;
 - 27 • Provisions to reduce single-occupancy vehicle use, especially during peak hours and
28 commute times;
 - 29 • Provisions for bicycle use;
 - 30 • Sufficient public open spaces and recreational opportunities, including placemaking
31 and public gathering places;
 - 32 • Uses which provide both daytime and nighttime activities; and
 - 33 • Located in urban growth areas.

34
35 **Regional Manufacturing/Industrial Centers (MICs)**

36 Regional Manufacturing/Industrial Centers are areas where employee- or land-intensive uses are
37 located. These Centers differ from Regional Growth Centers in that they consist of an extensive
38 land base and the exclusion of non-manufacturing or manufacturing-supportive uses is an
39 essential feature of their character. These areas are characterized by a significant amount of
40 manufacturing, industrial, and advanced technology employment uses. Large retail and non-
41 related office uses are discouraged. Other than caretakers' residences, housing is prohibited
42 within Manufacturing/Industrial Centers. However, these Centers should be linked to high
43 density housing areas by an efficient multimodal transportation system. The efficiency of rail and
44 overland freight to markets is the critical element for manufacturers and industries located in
45 these Centers.
46



1 The following Manufacturing/Industrial Centers have been adopted into the Regional Growth
2 Strategy for Pierce County:

- 3 • Frederickson
- 4 • Port of Tacoma
- 5 • Sumner/Pacific
- 6 • *South Tacoma – Candidate Manufacturing/Industrial Center*

7
8 C-20. Provisions to achieve targeted employment growth should include:

- 9 1. Preservation and encouragement of the aggregation of vacant land parcels sized for
10 manufacturing/industrial uses;
- 11 2. Prohibition of land uses which are not compatible with manufacturing/industrial,
12 manufacturing/industrial supportive, and advanced technology uses;
- 13 3. Limiting the size and number of offices and retail uses as accessory use and only to
14 serve the needs of employees within Center; and
- 15 4. Reuse and/or intensification of the land use consistent with the mix of uses envisioned
16 for the MIC.

17
18 C-21. The transportation network within Manufacturing/Industrial Centers should provide for the
19 needs of freight movement and employees by ensuring a variety of transportation modes
20 such as roads, rail, and various trucking facilities. Non-motorized facilities and transit
21 services should be creatively provided when it makes sense and is safe providing the MIC
22 with alternative transportation to single occupancy vehicles (SOVs), and transportation
23 demand management strategies if transit is unavailable or is not feasible.

24
25 C-22. The transportation system, including but not limited to: road, rail, dock, and port terminal,
26 within Manufacturing/Industrial Centers shall be built, protected, and maintained. to
27 accommodate existing and future industrial uses.

28
29 C-23. All jurisdictions should support transportation capital improvement projects which improve
30 access and movement of goods to, in, and from Manufacturing/Industrial Centers.

31
32 C-24. To be designated as a Regional Manufacturing/Industrial Center (MICs), the following
33 criteria shall be met.

- 34 1. Consistency with specific criteria for Manufacturing/Industrial Centers adopted within
35 the Countywide Planning Policies and the Multi-County Planning Policies;
- 36 2. Consideration of the Center's location in the County and region, especially relative to
37 existing and proposed transportation facilities;
- 38 3. Consideration of the total number of Manufacturing/Industrial Centers in the County
39 that are needed over the next twenty years based on projected need for
40 manufacturing/industrial land to satisfy regional projections of demand for
41 manufacturing/industrial land uses;
- 42 4. Environmental analysis which shall include demonstration that the jurisdiction is capable
43 of concurrent service to new development; and
- 44 5. Adoption within the jurisdiction's Comprehensive Plan of the Center's designation and
45 provisions to ensure that job growth targeted to the Manufacturing/Industrial Center is
46 achieved.
- 47 6. Manufacturing/Industrial Centers shall be characterized by the following:



- a. Clearly defined geographic boundaries;
 - b. Intensity of land uses sufficient to support alternatives to single-occupant vehicle use;
 - c. Direct access to regional highway, rail, air and/or waterway systems for the movement of goods;
 - d. Provisions to prohibit housing; and
 - e. Identified transportation linkages to high-density housing areas.
7. Jurisdictions having a designated Manufacturing/Industrial Center shall:
- f. Plan for and fund capital facility improvement projects which support the movement of goods;
 - g. Coordinate with utility providers to ensure that utility facilities are available to serve such Centers;
 - h. Provide buffers around the Center to reduce conflicts with adjacent land uses;
 - i. Facilitate land assembly;
 - j. Assist in recruiting appropriate businesses; and
 - k. Encourage employers to participate in commute trip reduction program.

Countywide Centers

Through the 2018 Centers Framework Update, designation of Countywide Centers remains delegated to a Countywide process while a baseline of consistent regional standards for each county to use was adopted. PSRC reviews and certifies Countywide planning policies, but PSRC's role does not include review of Countywide Centers.

Designated Centers may vary substantially in the number of households and jobs they contain today. The intent of the Countywide Planning Policies is that Centers become attractive places to live and work, while supporting efficient public services such as transit and being responsive to the local market for jobs and housing.

Countywide Growth Centers serve important roles as places for concentrating jobs, housing, shopping, and recreational opportunities. These are often smaller downtowns, high-capacity transit station areas, or neighborhood Centers that are linked by transit, provide a mix of housing and services, and serve as focal points for local and county investment.

Countywide Industrial Centers serve as important local industrial areas. These areas support living wage jobs and serve a key role in the county's manufacturing/industrial economy.

Within Pierce County, a limited number of additional Centers may be designated through amendment of the Countywide Planning Policies consistent with the basic standards and process included below.

C-25. Countywide Centers are local focal points where people come together for a variety of activities, including business, shopping, living, and recreation. These Centers may include the core of small to medium-sized cities and may also be located in unincorporated urban areas. Often Countywide Centers include a strong public presence because they are the location of city hall, main street, and other public spaces.

C-26. A jurisdiction may apply for status as a candidate Countywide Center if it satisfies all required criteria included below, has a minimum of 7 activity units per acre, and is



planning for at least 16 activity units per acre. The application for Countywide Center would not be regionally designated until the Center achieves at least 10 activity units per acre. Activity units means the sum of population and jobs units per gross acre per PSRC.

C-27. Countywide Centers are potential candidates for designation as Regional Centers.

Pierce County has the following Countywide Growth Centers:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Sumner Town Center • 6th Avenue (Tacoma) • Lincoln (Tacoma) • Lower Pacific (Tacoma) • McKinley (Tacoma) • Narrows (Tacoma) • James Center (Tacoma/Fircrest/University Place) | <ul style="list-style-type: none"> • Proctor (Tacoma) • South Tacoma Way (Tacoma) • Tacoma Central (Tacoma) • Upper Pacific (Tacoma) • Upper Portland Avenue (Tacoma) • Ruston Point (Tacoma/Ruston) • Downtown Bonney Lake |
|--|--|

C-28. To be designated as a Countywide Center the following criteria shall be met.

Countywide Growth Center	Countywide Industrial Center
Center must meet each the following criteria:	Center must meet each the following criteria:
Identified as a Center in the local Comprehensive Plan and adopted regulations.	Identified as a Center in the local Comprehensive Plan and adopted regulations.
Identified as a Countywide Center in the Countywide Planning Policies	Identified as a Countywide Center in the Countywide Planning Policies
Located within a city, multiple adjacent cities, or unincorporated urban area	Located within a city, multiple adjacent cities, or unincorporated urban area
Demonstration that the Center is a local planning and investment priority: <ul style="list-style-type: none"> Identified as a Countywide Center in a local comprehensive plan; subarea plan recommended Clear evidence that area is a local priority for investment, such as planning efforts or infrastructure 	Demonstration that the Center is a local planning and investment priority: <ul style="list-style-type: none"> Identified as a Countywide Center in a local comprehensive plan; subarea plan recommended Clear evidence that area is a local priority for investment, such as planning efforts, or infrastructure
The Center is a location for compact, mixed-use development; including: <ul style="list-style-type: none"> A minimum existing activity unit density of 10 activity units per acre Planning and zoning for a minimum mix of uses of 20 percent high density residential and 20 percent employment, unless unique circumstances make these percentages not possible to achieve. 	The Center supports industrial sector employment: <ul style="list-style-type: none"> Minimum 1,000 existing jobs and/or 500 acres of industrial land Defined transportation demand management strategies in place At least 75% of land area zoned for core industrial uses*



- o Capacity and planning for additional growth of 16 activity units per acre or more.

The Center supports multi-modal transportation, including:

- o Transit service**
- o Pedestrian infrastructure and amenities
- o Street pattern that supports walkability
- o Bicycle infrastructure and amenities
- o Compact, walkable size of one-quarter mile squared (160 acres), the size may increase to up to half-mile transit walkshed (500 acres) if more than two points within the center are served by transit services.

- o Industrial retention strategies in place
- o Capacity and planning for additional growth
- o Important county role and concentration of industrial land or jobs with evidence of long-term demand

***Core industrial uses": Core industrial zoning is characterized by allowing, and preferring, most industrial uses. Incompatible land uses are generally prohibited but may be allowed in limited instances.*

***Transit is defined as existing or planned options such as bus, train, or ferry service.*

Centers of Local Importance (CoLIs)

CoLIs are designated for the purpose of identifying local Centers and activity nodes that are consistent with PSRC Multi-County Planning Policies. Such areas promote compact, pedestrian-oriented development with a mix of uses, proximity to diverse services, and a variety of appropriate housing options, or be in an established industrial area.

A CoLI is characterized by a concentration of land uses or activities that provide a sense of place or gathering place for the community and neighborhood residents. A CoLI should include two or more of the following characteristics:

- Civic services
- Commercial areas
- Recreational areas
- Industrial areas
- Cultural facilities/activities
- Historic buildings or sites
- Residential areas

C-29. CoLIs may only be located in a town or city without a Countywide or Regional Center located in Pierce County. CoLIs may be allowed in an urban unincorporated area.

C-30. Local comprehensive plans should include policies that direct development regulations, including zoning, of the CoLI to uses that provide a focal point or sense of place for a community and its surrounding area.

C-31. The size of a CoLI and the mix and density of uses are to be locally determined to meet community goals.

C-32. Each jurisdiction defines the role that the CoLI plays in supporting planned growth.



1 C-33. A variety of appropriate transportation options and walkable design should be available
2 or planned within a CoLI.

3
4 A CoLI shall be locally adopted; approval by the PCRC or other regional organization shall not
5 be required.

- 6 • A jurisdiction shall document how an area meets the Design Features of a CoLI in its
7 Comprehensive Plan.
- 8 • The documentation should include examples, plans, or other information that supports the
9 designation of a CoLI.
- 10 • An area adopted as a CoLI shall be definitively delineated on a map within a jurisdiction's
11 Comprehensive Plan.
- 12 • A CoLI shall have appropriate land use designations, zoning regulations, and infrastructure
13 plans for existing and planned development.
- 14 • A Comprehensive Plan that utilizes an alternative label to refer to a CoLI shall be
15 accompanied with adopted findings of fact that recognizes the area as a CoLI per the Pierce
16 County CPPs.

17
18 A jurisdiction shall provide the PCRC notice of its intention to locally adopt a CoLI or recognize
19 formally adopted CoLIs that meet the criteria.

- 20 1. The notice shall be provided to the PCRC 60 days (minimum) prior to the expected dated of
21 adoption.
- 22 2. The notice shall provide information that identifies the location of the proposed CoLI and
23 documents how the location meets the CoLI policies.

24
25 A locally adopted CoLI will be recognized in the Countywide Planning Policies Appendix.
26 Jurisdictions shall forward a map of locally adopted CoLIs together with the Comprehensive
27 Plan citations to the PCRC for inclusion into Appendix B. The adopted CoLIs shall be attached
28 to the CPP publications as Appendix B for ease of reference. Appendix B shall not be considered
29 a component of the CPPs and, accordingly, an update to Appendix B shall not constitute an
30 amendment to the CPPs requiring ratification by Pierce County jurisdictions.
31



INTERLOCAL AGREEMENT

**AMENDMENTS TO THE PIERCE COUNTY
COUNTYWIDE PLANNING POLICIES**

This agreement is entered into by and among the cities and towns of Pierce County and Pierce County. This agreement is made pursuant to the provisions of the Interlocal Cooperation Act of 1967, Chapter 39.34 RCW. This agreement has been authorized by the legislative body of each jurisdiction pursuant to formal action and evidenced by execution of the signature page of this agreement.

BACKGROUND:

- A. The Pierce County Regional Council (PCRC) was created in 1992 by interlocal agreement among the cities and towns of Pierce County and Pierce County. The organization is charged with responsibilities, including: serving as a local link to the Puget Sound Regional Council, promoting intergovernmental cooperation, facilitating compliance with the coordination and consistency requirements of the Growth Management Act (Chapter 36.70A RCW) and the Regional Transportation Planning Organization (Chapter 47.80 RCW), and developing a consensus among jurisdictions regarding the development and modification of the Countywide Planning Policies.
- B. The Pierce County Countywide Planning Policies provide for amendments to be adopted through amendment of the original interlocal agreement or by a new interlocal agreement. The Pierce County Countywide Planning Policies may be amended upon the adoption of amendments by the Pierce County Council and ratification by 60 percent of the jurisdictions in Pierce County representing 75 percent of the total Pierce County population as designated by the State Office of Financial Management at the time of ratification.
- C. Demonstration of ratification shall be by execution of an interlocal agreement or the absence of a legislative action to disapprove a proposed amendment. A jurisdiction shall be deemed as casting an affirmative vote if it has not taken legislative action to disapprove a proposed amendment within 180 days from the date the Pierce County Council formally authorizes the Pierce County Executive to enter into an interlocal agreement.
- D. The Pierce County Council formally authorized the Pierce County Executive to enter into an interlocal agreement on October 8, 2019.
- E. The amendment proposing changes to policies reflects revised structure and criteria for Regional and Countywide Centers as approved through the Puget Sound Regional Council's March 22, 2018 Regional Centers Framework update document.



1
2 F. The Pierce County Regional Council recommended adoption of the proposed
3 policy changes at its January 17, 2019 meeting.
4

5 PURPOSE:
6

7 This agreement is entered into by the cities and towns of Pierce County and Pierce
8 County for the purpose of ratifying and approving the attached amendment to the Pierce
9 County Countywide Planning Policies (Attachment).
10

11 DURATION:
12

13 This agreement shall become effective upon execution by 60 percent of the jurisdictions
14 in Pierce County, representing 75 percent of the total Pierce County population as
15 designated by the State Office of Financial Management at the time of the proposed
16 ratification. This agreement will remain in effect until subsequently amended or
17 repealed as provided by the Pierce County Countywide Planning Policies.
18

19 SEVERABILITY:
20

21 If any of the provisions of this agreement are held illegal, invalid or unenforceable, the
22 remaining provisions shall remain in full force and effect.
23

24 FILING:
25

26 A copy of this agreement shall be filed with the Secretary of State, Washington
27 Department of Commerce, the Pierce County Auditor and each city and town clerk.
28

29 IN WITNESS WHEREOF, this agreement has been executed by each member
30 jurisdiction as evidenced by the signature page affixed to this agreement.
31



INTERLOCAL AGREEMENT
AMENDMENTS TO THE PIERCE COUNTY
COUNTYWIDE PLANNING POLICIES

Signature Page

The legislative body of the undersigned jurisdiction has authorized execution of the Interlocal Agreement, Amendments to the Pierce County Countywide Planning Policies.

IN WITNESS WHEREOF

This agreement has been executed by _____
(Name of City/Town/County)

BY: _____
(Mayor/Executive)

DATE: _____

Approved:

BY: _____
(Director/Manager/Chair of the Council)

Approved as to Form:

BY: _____
(City Attorney/Prosecutor)

Approved:

BY: _____
(Pierce County Executive)



Attachment

Proposed Amendment

to the

Pierce County Countywide Planning

to

Revise Policies addressing the designation of Regional Centers, Countywide
Centers, and Centers of Local Important



1
2 *Only those portions of the Countywide Planning Policies that are proposed to be amended are*
3 *shown. Remainder of text, maps, tables, and/or figures is unchanged.*
4

5 **COUNTYWIDE PLANNING POLICY**
6 **ON RURAL AREAS**
7

8 **Background - Growth Management Act**
9

10 The Washington State Growth Management Act requires that county comprehensive plans
11 include a rural element that includes lands that are not designated for urban growth, agriculture,
12 forest, or mineral resources. This element is guided by multiple sections in the GMA related to
13 rural areas, including RCW 36.70A.030 (Definitions), RCW 36.70A.011 (Findings - Rural
14 lands), RCW 36.70A.070 (5) (Comprehensive plans - Mandatory elements - Rural Element); and
15 others.
16

17 Rural elements are intended to recognize the importance of rural lands and rural character to
18 Washington's economy, its people, and its environment, while respecting regional differences. In
19 the rural element, counties are to foster land use patterns and develop a local vision of rural
20 character that will: help preserve rural-based economies and traditional rural lifestyles;
21 encourage the economic prosperity of rural residents; foster opportunities for small-scale, rural-
22 based employment and self-employment; permit the operation of rural-based agricultural,
23 commercial, recreational, and tourist businesses that are consistent with existing and planned
24 land use patterns; be compatible with the use of the land by wildlife and for fish and wildlife
25 habitat; foster the private stewardship of the land and preservation of open space; and enhance
26 the rural sense of community and quality of life.
27

28 While the GMA assigns responsibility for adopting a rural element to counties, all jurisdictions
29 in a county, particularly those surrounded by or adjacent to rural lands, have an interest in what
30 occurs on rural lands. Hence, rural lands are included in the Countywide Planning Policies in
31 order to achieve consistency between and among the plans of cities and the county.
32

33 **VISION 2040 Multicounty Planning Policies (MPPs)**
34

35 VISION 2040 identifies rural lands as permanent and vital parts of the region. It recognizes that
36 rural lands accommodate many activities associated with natural resources, as well as small-scale
37 farming and cottage industries. VISION 2040 emphasizes the preservation of these lands and
38 acknowledges that managing rural growth by directing urban-type development into designated
39 urban lands helps to preserve vital ecosystems and economically productive lands.
40

41 VISION 2040 also acknowledges recent successes in directing growth away from rural lands.
42 However, it acknowledges that conversion pressures from urban development continue today,
43 particularly through vesting, and calls for continued use of rural lands for farming, forestry,
44 recreation, and low-density development supported by rural services. The Multicounty Planning
45 Policies reinforce this and call for minimizing environmental impacts to rural lands, while
46 providing long-term solutions for the environmental and economic sustainability of rural-based
47 industries.
48



1 Centers of Local Importance (CoLI)

2
3 ~~CoLIs are designated for the purpose of identifying local centers and activity nodes that are~~
4 ~~consistent with VISION 2040's Multi-county Planning Policies. Such areas promote compact,~~
5 ~~pedestrian-oriented development with a mix of uses, proximity to diverse services, and a variety~~
6 ~~of appropriate housing options, or be in an established industrial area.~~
7

8 Countywide Planning Policies

9
10 *Overarching Goal*

- 11
12 Rur-1. The County will sustain the ecological functions, resource value, lifestyle, and
13 character of rural lands for future generations by limiting the types and intensities of
14 development in rural areas.
15

16 *Development Patterns*

- 17
18 Rur-2. Ensure that development in rural areas is consistent with the countywide and
19 regional vision.
20
21 Rur-3. Prohibit urban net densities in rural areas.
22
23 Rur-4. Review and revise criteria and regulations to avoid new fully contained communities outside
24 of the designated urban growth area because of their potential to create sprawl and undermine
25 local, countywide, state, and regional growth management goals.
26
27 Rur-5. In the event that a proposal is made for creating a new fully contained community,
28 the county shall make the proposal available to the Growth Management
29 Coordinating Committee, Pierce County Regional Council, other counties, and to the
30 Regional Council for advance review and comment on countywide and regional
31 impacts.
32
33 Rur-6. Use existing and new tools and strategies to address vested development to
34 ensure that future growth meets existing permitting and development standards
35 and encourage consolidation where appropriate.
36
37 Rur-7. Ensure that development occurring in rural areas is rural in character and is focused
38 into communities and activity areas.
39
40 Rur-8. Accommodate the county's growth first and foremost in the urban area. Ensure that
41 development in rural areas is consistent with the rural vision.
42
43 Rur-9. Direct commercial, retail, and community services that serve rural residents into
44 neighboring cities and existing activity areas to prevent the conversion of rural land into
45 commercial uses.
46
47



1 *Economic Development*

2
3 Rur-10. Support economic activity in rural and natural resource areas at a size and scale that
4 is compatible with the long-term integrity and productivity of these lands.

5
6 Rur-11. Direct commercial, retail, and community services that serve rural residents into
7 neighboring cities and existing activity areas to prevent the conversion of rural land
8 into commercial uses.
9

10 *Environment*

11
12 Rur-12. Contribute to improved ecological functions and more appropriate use of rural lands
13 by minimizing impacts through innovative and environmentally sensitive land use
14 management and development practices.

15
16 Rur-13. Support long-term solutions for the environmental and economic sustainability of
17 agriculture and forestry within rural areas.
18

19 *Transportation*

20
21 Rur-14. Avoid construction of major roads and capacity expansion on existing roads in rural
22 and resource areas. Where increased roadway capacity is warranted to support safe
23 and efficient travel through rural areas, appropriate rural development regulations
24 and strong commitments to access management should be in place prior to
25 authorizing such capacity expansion in order to prevent unplanned growth in rural
26 areas.
27

28 Rur-15. Maintain the long-term viability of permanent rural land by avoiding the
29 construction of new highways and major roads in rural areas.
30

31 Rur-16. Promote transit service to and from existing cities in rural areas.
32

33 *Public Services*

34
35 Rur-17. Do not provide urban services in rural areas. Design services for limited access when
36 they are needed to solve isolated health and sanitation problems, so as not to increase
37 the development potential of the surrounding rural area.
38

39 Rur-18. Encourage the design of public facilities and utilities in rural areas to be at a size and
40 scale appropriate to rural locations, so as not to increase development pressure.
41

42 Rur-19. Work with schools, institutions, and other community facilities serving rural
43 residents in neighboring cities and towns and design these facilities in keeping with
44 the size and scale of the local community.
45

46 Rur-20. Apply development regulations in rural areas that would mitigate the impact of
47 roadway projects that may lead to unplanned growth in the rural area.
48



1 ~~Rur 21. A CoLI may be located in a rural designated area.~~

2
3 ~~21.1 A CoLI within a rural area shall encompass similar design features as identified~~
4 ~~in UGA 51 through UGA 55.~~

5
6 ~~21.2 To be officially recognized, a CoLI within a rural area shall meet the same~~
7 ~~implementation strategy/process as set forth in UGA 56 through UGA 58.~~



1 **COUNTYWIDE PLANNING POLICY ON URBAN GROWTH AREAS,**
2 **PROMOTION OF CONTIGUOUS AND ORDERLY DEVELOPMENT**
3 **AND PROVISION OF URBAN SERVICES TO SUCH DEVELOPMENT**
4

5 **Background - Requirements of Growth Management Act**
6

7 The Washington State Growth Management Act has as planning goals the encouragement of
8 development in urban areas where adequate public facilities and services exist or can be provided in
9 an efficient manner [RCW 36.70A.020(1)], the reduction of sprawl (*i.e.*, the inappropriate or
10 premature conversion of undeveloped land into low-density development) [RCW 36.70A.020(2)],
11 and the provision of adequate public facilities and services necessary to support urban development
12 at the time the development is available for occupancy and use (without decreasing current service
13 levels below locally established minimum standards) [RCW 36.70A.020(12)] as planning goals.
14

15 The Growth Management Act further requires (1) that the County designate an "urban growth area"
16 (UGA) or areas within which urban growth shall be encouraged and outside of which growth shall
17 occur only if it is not "urban" in character; (2) that each municipality in the County be included
18 within an UGA; (3) that an UGA include territory outside of existing municipal boundaries only if
19 such territory is characterized by urban growth or is adjacent to territory that is already characterized
20 by urban growth. [RCW 36.70A.110(1); for definition of "urban growth" see RCW
21 36.70A.030(17).]
22

23 The designated UGAs shall be of adequate size and appropriate permissible densities so as to
24 accommodate the urban growth that is projected by the State Office of Financial Management to
25 occur in the County for the succeeding 20-year period. While each UGA shall permit urban
26 densities, it shall also include greenbelt and open space areas [RCW 36.70A.110(2)].
27

28 As to the timing and sequencing of urban growth and development over the 20-year planning
29 period, urban growth shall occur *first* in areas already characterized by urban growth that have
30 existing public facility and service capacities to service such development, *second* in areas already
31 characterized by urban growth that will be served by a combination of both existing public facilities
32 and services and any additional needed public facilities and services that are provided by either
33 public or private sources [RCW 36.70A.110(3)]. Urban government services shall be provided
34 primarily by cities, and it is not appropriate that urban governmental services be extended to or
35 expanded in rural areas except in those limited circumstances shown to be necessary to protect basic
36 public health and safety and environment and when such services are financially supportable at rural
37 densities and do not permit urban development [RCW 36.70A.110(4)].
38

39 The Growth Management Act Amendments expressly require that countywide planning policies
40 address the implementation of UGA designations [RCW 36.70A.210(3)(a)], the promotion of
41 contiguous and orderly development, the provision of urban services to such development [RCW
42 36.70A.210(3)(b)], and the coordination of joint county and municipal planning within UGAs
43 [RCW 36.70A.210(3)(f)].
44

45 **VISION 2040 Multicounty Planning Policies (MPPs)**
46

47 VISION 2040 calls for a more efficient, sustainable, and strategic use of the region's land. It
48 identifies urban lands as a critical component to accommodate population and employment growth



1 in a sustainable way. VISION 2040 calls for directing development to the region's existing urban
2 lands, especially in centers and compact communities, and limiting growth on rural lands. The
3 Regional Growth Strategy found in VISION 2040 allocates 93 percent of the region's future
4 population growth and 97 percent of its employment growth into the existing urban growth area.
5 Cities are divided into four distinct groups: Metropolitan Cities, Core Cities, Large Cities, and
6 Small Cities. An additional geography is Unincorporated Urban Growth Areas. VISION 2040
7 recognizes that unincorporated urban lands are often similar in character to cities they are adjacent
8 to, calling for them to be affiliated with adjacent cities for joint planning purposes and future
9 annexation.

10
11 VISION 2040 recognizes that compact development creates vibrant, livable, and healthy urban
12 communities that offer economic opportunities for all, provide housing and transportation choices,
13 and use our resources wisely. The Multicounty Planning Policies support the effective use of urban
14 land and include provisions that address brownfield and contaminated site clean-up, the
15 development of compact communities and centers with pedestrian-friendly, transit-oriented
16 locations and a mix of residences, jobs, retail, and other amenities, and the siting of facilities and
17 major public amenities in compact urban communities and centers.

18
19 VISION 2040 recognizes that centers provide easy access to jobs, services, shopping, and
20 entertainment. With their mix of uses and pedestrian-friendly design, they can rely less on forms
21 of transportation that contribute to air pollution and greenhouse gas emissions. VISION 2040
22 identifies 27 regional growth centers. These places play an important role as locations of the
23 region's most significant business, governmental, and cultural facilities. The 18 cities that have
24 one or more regional growth centers are expected to accommodate a significant portion of the
25 region's residential growth (53 percent) and employment growth (71 percent).

26
27 VISION 2040 calls for local jurisdictions with regional growth centers to adopt housing and
28 employment targets for each center. Eight regional manufacturing/industrial centers have also
29 been designated. These are locations for more intensive commercial and industrial activity.
30 Both regional growth centers and regional manufacturing/industrial centers are focal points for
31 economic development and transportation infrastructure investments. Subregional centers,
32 including downtowns in suburban cities and other neighborhood centers, also play an important
33 role in VISION 2040's *Regional Growth Strategy*. These, too, are strategic locations for
34 concentrating jobs, housing, shopping, and recreational opportunities. VISION 2040 calls for
35 each of the region's cities to develop one or more central places as compact mixed-use hubs for
36 concentrating residences, jobs, shops, and community facilities.

37
38 Urban services addressed in VISION 2040 include wastewater and stormwater systems, solid
39 waste, energy, telecommunications, emergency services, and water supply. An overarching goal of
40 VISION 2040 is to provide sufficient and efficient public services and facilities in a manner that is
41 healthy, safe, and economically viable. Conservation is a major theme throughout VISION 2040.
42 The Multicounty Planning Policies address increasing recycling and reducing waste and
43 encouraging more efficient use of water, low-impact development techniques, and renewable and
44 alternative energy. The Multicounty Planning Policies also address siting of public facilities and
45 the appropriateness and scale of particular public services.

46
47 VISION 2040 calls for jurisdictions to invest in facilities and amenities that serve centers and
48 restrict urban facilities in rural and resource areas. The Multicounty Planning Policies also



discourage schools and other institutions serving urban residents from locating outside the urban growth area.

Principles of Understanding Between Pierce County and the Municipalities in Pierce County

While following the goals and regulations of the Growth Management Act, Pierce County and the municipalities in Pierce County will strive to protect the individual identities and spirit of each of our cities and of the rural areas and unincorporated communities.

Further agreements will be necessary to carry out the framework of joint planning adopted herein. These agreements will be between the County and each city and between the various cities.

The services provided within our communities by special purpose districts are of vital importance to our citizens. Consistent with the adopted regional strategy, these districts will be part of future individual and group negotiations under the framework adopted by the County and municipal governments.

While the Growth Management Act defines sewer service as an urban service, Pierce County currently is a major provider of both sewer transmission and treatment services. The County and municipalities recognize that it is appropriate for the County and municipalities to continue to provide sewer transmission and treatment services.

The County recognizes that unincorporated lands within UGAs are often Potential Annexation Areas for cities. Although annexation is preferred, these are also areas where incorporation of new cities could occur. The County will work with existing municipalities and emerging communities to make such transitions efficiently. The identification of "Potential Annexation Areas" (PAAs) is intended to serve as the foundation for future strategies to annex areas within the urban growth area. A Potential Annexation Area refers to an unincorporated area within the designated urban growth area which a city or town has identified as being appropriate for annexation at some point in the future. A Potential Annexation Area designation does not obligate a jurisdiction to annex an area within a defined timeline. It is the County's authority, in consultation with cities and towns, to adopt the urban growth area(s), and identify individual Potential Annexation Areas.

In order to promote logical, orderly, and systematic annexations of the urban growth area(s), the County in partnership with cities and towns, should establish joint planning agreements and annexation plans prior to expanding or adding to existing PAAs. Creation of new PAAs prior to the annexation of existing PAAs may directly impact Pierce County government and its service obligations and may undermine the transition of existing unincorporated lands into cities and towns.

The County encourages cities and towns to annex land within its respective PAAs. The County recognizes cities and towns may not have a financial incentive to annex areas that will require more expenditures than the revenue produced through property or sales tax. Jurisdictions need to be creative in identifying potential financial incentives, in addition to establishing partnerships to overcome the financial obstacles. As a means to allocate resources, the County should prioritize the PAAs, with the highest being unincorporated "islands" between cities and towns. Pierce County shall support future annexations for areas in which a joint planning agreement exists between the County and appropriate city or town.



1 At the same time, annexations and incorporations have direct and significant impacts on the revenue
2 of county government, and therefore, may affect the ability of the County to fulfill its role as a
3 provider of certain regional services. The municipalities will work closely with the County to
4 develop appropriate revenue sharing and contractual services arrangements that facilitate the goals
5 of GMA.

6
7 The Countywide Planning Policies are intended to be the consistent "theme" of growth management
8 planning among the County and municipalities. The policies also spell out processes and
9 mechanisms designed to foster open communication and feedback among the jurisdictions. The
10 County and the cities and towns will adhere to the processes and mechanisms provided in the
11 policies.

12 **Growth Targets**

13 The Regional Growth Strategy set forth in VISION 2040 provides guidance for the distribution of
14 future population and employment growth through the year 2040 within the Central Puget Sound
15 Region. This strategy in combination with the Office of Financial Management's population
16 forecasts provide a framework for establishing growth targets consistent with the requirements of
17 the Growth Management Act. Consistent with VISION 2040, these growth targets are the *minimum*
18 number of residents, housing units, or jobs a given jurisdiction is planning to accommodate within
19 the appropriate planning horizon and are informational tools integrated into local land use plans to
20 assist in formulating future residential and employment land needs. These targets are to be
21 developed through a collaborative countywide process that ensures all jurisdictions are
22 accommodating a fair share of growth.

23
24
25 Achievement of the future envisioned by VISION 2040 will be challenging. Jurisdictions in some
26 regional geographies will likely be planning for growth targets that are above or below the policy
27 direction set by the Regional Growth Strategy because they are on a front- or back-loaded
28 growth trajectory toward 2040. In other regional geographies, recent growth has been at such
29 significant odds with the policy direction set by the Regional Growth Strategy (such as recent
30 growth in unincorporated urban Pierce County from 2000 to 2007 has already accounted for
31 more than half of the 40-year growth allocation), that the 2040 goal will likely be exceeded. In
32 such cases, jurisdictions are asked to set growth targets as close to VISION 2040 as reasonably
33 possible in an effort to "bend the trend" of future growth to more closely conform to the
34 Regional Growth Strategy. If a jurisdiction's adopted target is lower or higher than expected
35 from a straight-line application of the Regional Growth Strategy, certification by the Puget
36 Sound Regional Council (PSRC) will be based on the actions and measures taken or proposed to
37 be put in place to bend the trend, not just on an assessment of the adopted targets.

38
39 It is recognized that some of the urban growth areas in existence prior to the adoption of VISION
40 2040 may contain more potential housing and employment capacity based upon zoning, allowed
41 density, land division patterns, and other factors than is needed to accommodate the growth
42 target of the associated geography. In many cases, these urban growth areas have been in
43 existence for a decade or more, contain existing development patterns which are urban in
44 character, and are served by sanitary sewer and other urban infrastructure. These areas are
45 largely expected to remain within the urban growth area consistent with their urban character.
46 Expansion of these urban growth area boundaries that do not comply with provisions in the
47 Amendments and Transition section of these policies is acknowledged to be inconsistent with
48 CPPs and is strongly discouraged.



Centers

Centers are to be areas of concentrated employment and/or housing within UGAs which serve as the hubs of transit and transportation systems. Centers and connecting corridors are integral to creating compact urban development that conserves resources and creates additional transportation, housing, and shopping choices. Centers are an important part of the regional strategy (VISION 2040) for urban growth and are required to be addressed in the Countywide Planning Policies. Centers will become focal points for growth within the county's UGA and will be areas where public investment is directed.

Centers are to:

- be priority locations for accommodating growth;
- strengthen existing development patterns;
- promote housing opportunities close to employment;
- support development of an extensive multimodal transportation system which reduces dependency on automobiles;
- reduce congestion and improve air quality; and
- maximize the benefit of public investment in infrastructure and services.

VISION 2040, the adopted regional growth strategy, identifies several centers as an integral feature for accommodating residential and employment growth. The strategy describes Regional Growth Centers, and other centers that may be designated through countywide processes or locally. Regional Growth Centers once regionally designated are located either in Metropolitan Cities, or in Core Cities. VISION 2040 also identifies Manufacturing/Industrial Centers, which consist primarily of manufacturing and industrial uses. Pierce County has five Regional Growth Centers and two Manufacturing/Industrial Centers that have been adopted into the regional growth strategy. Pierce County Regional Growth Centers are located in Tacoma, which is a Metropolitan City, and in Lakewood and Puyallup, which are Core Cities.

Regional Growth Centers in the Metropolitan City

Tacoma Central Business District

Tacoma Mall

Regional Growth Centers in Core Cities

Lakewood

Puyallup

Downtown Puyallup

South Hill

Currently there are no designated Countywide Centers.

Manufacturing/Industrial Centers are areas where employee or land intensive uses will be located. These centers differ from Regional Growth Centers in that they consist of an extensive land base and the exclusion of non-manufacturing or manufacturing supportive uses is an essential feature of their character. These areas are characterized by a significant amount of manufacturing, industrial, and advanced technology employment uses. Large retail and non-related office uses are



discouraged. Other than caretakers' residences, housing is prohibited within Manufacturing/Industrial Centers. However, these centers should be linked to high density housing areas by an efficient multimodal transportation system. The efficiency of rail and overland freight to markets is the critical element for manufacturers and industries located in these centers.

The designated Manufacturing/Industrial Centers, within Pierce County are as follows:

Manufacturing/Industrial Centers

Frederickson-

Port of Tacoma

Within Pierce County, a limited number of additional centers may be designated through amendment of the Countywide Planning Policies consistent with the process below.

Designated centers may vary substantially in the number of households and jobs they contain today. The intent of the Countywide Planning Policies is that Regional Growth Centers become attractive places to live and work, while supporting efficient public services such as transit and being responsive to the local market for jobs and housing.

The Countywide Planning Policies establish target levels for housing and employment needed to achieve the benefit of a center. Some centers will reach these levels over the next twenty years, while for others the criteria set a path for growth over a longer term, providing capacity to accommodate growth beyond the twenty year horizon.

County-Level Centers Designation Process

The County and any municipality in the County that is planning to include a Metropolitan City Center, Regional Growth Center, Countywide Center or Manufacturing / Industrial Center within its boundaries shall specifically define the area of such center within its comprehensive plan. The comprehensive plan shall include policies aimed at focusing growth within the center and along corridors consistent with the applicable criteria contained within the Countywide Planning Policies. The County or municipality shall adopt regulations that reinforce the center's designation.

No more often than once every two years, the Pierce County Regional Council (PCRC) shall invite jurisdictions with centers already adopted in their comprehensive plan that seek to be designated as centers in the Countywide Planning Policies to submit a request for such designation. Said request shall be processed in accordance with established procedures for amending the Countywide Planning Policies.

Each jurisdiction seeking to have a center designated in the Countywide Planning Policies shall provide the PCRC with a report demonstrating that the proposed center meets the minimum criteria for designation together with a statement and map describing the center, its consistency with the applicable Countywide Planning Policies, and how adopted regulations will serve the center.

Transit services shall be defined in the broadest sense and shall include local and regional bus service, rail where appropriate, vanpool, carpool, and other transportation demand measures designed to reduce vehicle trips.

The minimum designation criteria to establish a candidate center by type are as follows:-

Metropolitan City Center

Area: up to 1 1/2 square miles in size;



Capital Facilities: served by sanitary sewers;
Employment: a minimum of 25 employees per gross acre of non-residential lands with a minimum of 15,000 employees;
Population: a minimum of ten households per gross acre; and
Transit: serve as a focal point for regional and local transit services.

Regional Growth Center

Area: up to 1 1/2 square miles in size;
Capital Facilities: served by sanitary sewers;
Employment: a minimum of 2,000 employees;
Population: a minimum of seven households per gross acre; and
Transit: serve as a focal point for regional and local transit services.

Countywide Center

Area: up to one square mile in size;
Capital Facilities: served by sanitary sewers;
Employment: a minimum of 1,000 employees;
Population: a minimum of 6 households per gross acre; and
Transit: serve as a focal point for local transit services.

Manufacturing / Industrial Center

Capital Facilities: served by sanitary sewers;
Employment: a minimum of 7,500 jobs and/or 2,000 truck trips per day; and
Transportation: within one mile of a state or federal highway or national rail line.

The minimum criteria report and statement shall be reviewed by the Growth Management Coordinating Committee (GMCC) for consistency with Countywide Planning Policies, the Transportation Coordination Committee (TCC) for consistency with transportation improvements plans of WSDOT, and with Pierce Transit's comprehensive plan. The coordinating committees shall provide joint recommendation to the PCRC.

Once included in the Countywide Planning Policies, the jurisdiction where a center is located may go on to seek regional designation of the center from the Puget Sound Regional Council (PSRC) in accordance with its established criteria and process.

In order to be designated a Regional Growth Center the center should meet the regional criteria and requirements including those in VISION 2040, the regional growth, economic and transportation strategy as may be amended and designated by the Puget Sound Regional Council.

After county-level designation occurs within the Countywide Planning Policies and until regional-level designation by the PSRC occurs the center shall be considered a "candidate" Regional Growth Center.

Each jurisdiction which designates a Regional Growth Center shall establish 20-year household and employment growth targets for that Center. The expected range of targets will reflect the diversity of the various centers and allow communities to effectively plan for needed services. The target ranges not only set a policy for the level of growth envisioned for each center, but also for the timing and funding of infrastructure improvements. Reaching the target ranges will require careful



1 planning of public investment and providing incentives for private investments. Three candidate
2 regional centers have been included into the Countywide Planning Policies. One of the candidate
3 centers is a Regional Growth Center and two candidate centers are Manufacturing/Industrial
4 Centers.

6 Candidate Regional Centers

7 University Place—Candidate Regional Growth Center

8 Sumner/Pacific—Candidate Industrial/Manufacturing Center

9 South Tacoma—Candidate Industrial/Manufacturing Center

11 Urban Growth Outside of Centers

13 A variety of urban land uses and areas of growth will occur outside of designated centers but within
14 the UGA. Local land use plans will guide the location, scale, timing and design of development
15 within UGAs. The UGA will be where the majority of future growth and development will be
16 targeted. Development should be encouraged which complements the desired focus of growth into
17 centers and supports a multimodal transportation system. For example, policies which encourage
18 infill and revitalization of communities would help to achieve the regional and statewide objectives
19 of a compact and concentrated development pattern within urban areas. The Countywide Planning
20 Policies provide guidance for development and the provision of urban services to support
21 development within the UGA.

23 Satellite Cities and Towns

25 The cities and towns in the rural areas are a significant part of Pierce County's diversity and
26 heritage. They have an important role as local trade and community centers. These cities and towns
27 are the appropriate providers of local rural services for the community. They also contribute to the
28 variety of development patterns and housing choices within the county. As municipalities, these
29 cities and towns provide urban services and are located within the County's designated UGA. The
30 urban services, residential densities and mix of land uses may differ from those of the large,
31 contiguous portion of the UGA in Pierce County.

33 Centers of Local Importance

35 CoLIs are designated for the purpose of identifying local centers and activity nodes that are
36 consistent with VISION 2040's Multi-county Planning Policies. Such areas promote compact,
37 pedestrian-oriented development with a mix of uses, proximity to diverse services, and a variety of
38 appropriate housing options, or be in an established industrial area.

40 Countywide Planning Policy

42 UGA-1. The County shall designate the countywide urban growth area and Potential
43 Annexation Areas within it, in consultations between the County and each
44 municipality.

45 1.1 County referral of proposed urban growth area and Potential Annexation Area
46 designations to the Pierce County Regional Council (PCRC).
47



- 1.1.1 The PCRC may refer the proposed designations to the Growth Management Coordinating Committee (GMCC), or its successor entity for technical advice and for a report.
- 1.1.2 The PCRC may conduct public meetings to review the proposed designation and, at such meetings, may accept oral or written comments and communications from the public.
- 1.1.3 At the conclusion of its review and analysis, the PCRC shall make a recommendation to the County and to the municipalities in the County.
- 1.2 Once adopted by the County, the urban growth area and Potential Annexation Area designations shall not be changed except in accordance with the Countywide Policy on “Amendments and Transition.”
- 1.2.1 A jurisdiction shall not be required to modify existing urban growth area boundaries or Potential Annexation Areas in order to reduce the residential or employment capacity to conform to adopted growth targets reflecting VISION 2040’s Regional Growth Strategy. Jurisdictions shall, however, consider the adopted growth targets when updating their local comprehensive plans.
- 1.2.2 Growth targets are the minimum number of residents, housing units, or jobs a given jurisdiction is planning to accommodate within the appropriate planning horizon and are to be developed through a collaborative countywide process that ensures all jurisdictions are accommodating a fair share of growth. These targets are informational tools integrated into local land use plans to assist in formulating future residential and employment land needs.

UGA-2. The following specific factors and criteria shall dictate the size and boundaries of urban growth areas:

2.1 Size

- 2.1.1 Urban growth areas must be of sufficient size to accommodate the urban growth projected to occur over the succeeding 20-year planning period taking into account the following:
- land with natural constraints, such as critical areas (environmentally-sensitive land);
 - agricultural land to be preserved;
 - greenbelts and open space;
 - New Fully Contained Communities pursuant to RCW § 36.70A.350;
 - maintaining a supply of developable land sufficient to allow market forces to operate and precluding the possibility of a land monopoly but no more than is absolutely essential to achieve the above purpose;



- f. existing projects with development potential at various stages of the approval or permitting process (i.e., the "pipeline");
- g. land use patterns created by subdivisions, short plats or large lot divisions;
- h. build-out of existing development and areas which are currently only partially built out;
- i. follow existing parcel boundary lines.

2.1.2. The County, and each municipality in the County, shall cooperatively develop and propose objective standards and criteria to disaggregate the State Office of Financial Management's Countywide growth forecasts and VISION 2040 Regional Growth Strategy forecasts for the allocation of projected population to the County and municipalities, taking into account the availability and concurrency of public facilities and services with the impact of development, as well as the VISION 2040 Regional Growth Strategy.

- 2.1.3 The County shall use a consistent countywide targeting process for allocating population and employment growth consistent with the regional vision, including establishing:
- a. local employment targets,
 - b. local housing targets based on population projections, and
 - c. local housing and employment targets for each designated regional growth center.

2.2 Boundaries

- 2.2.1 Any of the following shall be considered in determining the location of urban growth area boundaries:
- a. geographic, topographic, and manmade features;
 - b. public facility and service availability, limits and extensions;
 - c. jurisdictional boundaries including special improvement districts;
 - d. location of designated natural resource lands and critical areas;
 - e. avoidance of unserviceable islands of County land surrounded by other jurisdictional entities;
 - f. Destination 2030 urban/rural line and PSCAA burn ban line.

Phasing of Development within the Urban Growth Area

- 2.3 The County and each municipality in the County shall seek to direct growth as follows:
- a. first to cities and towns, centers and urbanized areas with existing infrastructure capacity;
 - b. second to areas that are already urbanized such that infrastructure improvements can be easily extended; and
 - c. last to areas requiring major infrastructure improvements.
- 2.3.1 Capital facilities plans shall identify existing, planned, and future infrastructure needs within Urban Growth Areas.



- 2.3.2 The County and each municipality in the County should identify appropriate levels of service and concurrency standards that address schools, sewer, water, and parks.
- 2.3.3 The County and each municipality in the County shall identify appropriate levels of service and multimodal concurrency standards that address roads.
- 2.4 The urban growth area in unincorporated portions of the County shall be limited to the following:
- 2.4.1 build-out of existing partially developed areas with urban services;
- 2.4.2 new fully contained communities;
- 2.4.3 redevelopment corridors.
- 2.5 The County's urban growth area may be extended to allow for build-out of newly developed areas only if development capacity within Potential Annexation Areas and growth in the areas identified in Policy 2.5 is determined to be inadequate to meet total population and employment projections consistent with the other policies set forth herein.
- 2.6 Encourage efficient use of urban land by maximizing the development potential of existing urban lands, such as advancing development that achieves zoned density.
- 2.7 The urban growth areas in existence prior to the adoption of VISION 2040 may contain capacity beyond that needed to accommodate the growth target per regional geography for the succeeding 20-year planning period based upon existing zoning designations, allowed density, existing land division patterns, and similar factors. It is permissible for such areas to continue to be designated as urban growth areas. Expansion of these urban growth areas boundaries is acknowledged to be inconsistent with the CPPs and strongly discouraged if the urban growth area expansion is not in accordance with policy AT-2.3.

UGA-3. Potential Annexation Areas shall be designated through the Pierce county Comprehensive Plan in consultation with cities and towns.

- 3.1 A city or town shall first identify a Potential Annexation Area(s) within its respective Comprehensive Plan;
- 3.2 Potential Annexation Area boundaries shall be determined with consideration for the following additional factors;
- 3.2.1 the VISION 2040 document, including Multicounty Planning Policies;
- 3.2.2 the carrying capacity of the land considering natural resources, agricultural land and environmentally-sensitive lands;
- 3.2.3 population, housing, and employment projections;
- 3.2.4 financial capabilities and urban services capacities;



- 1 3.2.5 consistency and compatibility with neighborhood, local and regional
2 plans;
3 3.2.6 the existing land use and subdivision pattern;
4 3.2.7 property access and ownership.
5
6 3.3 Potential Annexation Areas should not overlap or leave unincorporated urban
7 islands between cities and towns.
8
9 3.3.1 Future requests to establish a new Potential Annexation Area shall not
10 result in an overlap with an existing Potential Annexation Area or create
11 islands between cities and towns.
12 3.3.2 Cities and towns with existing Potential Annexation Area overlaps should
13 work toward resolving the existing overlaps.
14
15 3.4 The urban service areas and satellite urban growth areas as designated through
16 the Pierce County Comprehensive Plan as of June 30, 2013 shall be recognized
17 as designated Potential Annexation Areas.
18
19 3.4.1 Urban service area designations approved by the Pierce County Council
20 through its 2013 Comprehensive Plan Amendment Cycle shall be
21 recognized as a Potential Annexation Area.
22 3.4.2 Boundaries of the Potential Annexation Areas should not split parcels.
23 Efforts should be put forth to resolve split parcels prior to the initial
24 designation of Potential Annexation Areas.
25

26 *Annexation within the Urban Growth Area*
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28 UGA-4. Pierce County, in conjunction with its cities and towns, shall establish a strategy for
29 future annexations within the urban growth area.
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- 31 4.1 Annexation is preferred over incorporation within the urban growth area.
32
33 4.2 The Potential Annexation Areas as identified in the Pierce County
34 Comprehensive Plan shall be the foundation to an annexation strategy.
35
36 4.2.1 Cities and towns are allowed to annex territory only within their adopted
37 Potential Annexation Area as identified in the Pierce County
38 Comprehensive Plan.
39 4.2.2 Annexation of an area should be phased to coincide with a city or town's
40 ability to coordinate the provision of a full range of urban services to the
41 areas proposed for annexation.
42
43 4.3 The County and its cities and towns should proactively coordinate the
44 annexation of unincorporated areas within the urban growth area that are within
45 each respective city or town's Potential Annexation Area.
46
47 4.3.1 The County and each city and town should work towards the
48 establishment of annexation plans and joint planning agreements, with an



exception for lands associated with Joint Base Lewis McChord and Camp Murray.

4.3.1.1 A joint planning agreement is to serve as a mechanism where the County or a city can, prior to notice of annexation, identify potential objections and resolutions.

4.3.1.2 An annexation plan should identify a potential schedule for annexation of areas with a city or town.

4.3.2 The County should explore and implement financial incentives for a city or town to annex areas associated with its respective Potential Annexation Area.

4.3.2.1 Financial incentives may include the establishment of a County level grant fund to assist in financial challenges a city or town may have in annexing an area.

4.3.2.2 Financial incentives may include the elimination or reduction in a fee associated with a County service to a city or town in exchange for annexing an area.

4.3.3 The County, and cities and towns, should explore potential partnerships in grant funding opportunities to overcome obstacles associated with annexing specific areas.

4.3.4 Cities and towns should recognize the financial impacts experienced by the County when annexation only encompasses commercial or greenfield areas and avoids existing residential development.

4.3.4.1 Cities and towns are encouraged to include a mix of existing commercial, residential, and greenfield areas, where appropriate, in future annexation proposals.

4.4 The County should prioritize the adopted Potential Annexation Areas for annexation.

4.4.1 The County's highest priority should be Potential Annexation Areas representing unincorporated "islands" between cities and towns; and,

4.4.2 The County shall support annexation for areas in which a joint planning agreement exists between the County and appropriate city or town.

Urban Public Services

UGA-5. Within the delineated urban growth areas, the County, and each municipality in the County, shall adopt measures to ensure that growth and development are timed and phased consistent with the provision of adequate public facilities and services.

5.1 "Adequacy" shall be defined by locally established service level standards for local facilities and services both on the site and off-site. For facilities and services provided by other agencies, adequacy shall be defined by level of



service standards mutually agreed upon by the service provider and the jurisdiction served. The definition of levels of service standards may allow for the phasing-in of such standards as may be provided in the capital facilities element of County or municipal comprehensive plans.

5.2 "Public facilities" include:

- 5.2.1 Streets, roads, highways, sidewalks, street and road lighting systems, and traffic signals;
- 5.2.2 Domestic water systems;
- 5.2.3 Sanitary sewer systems;
- 5.2.4 Storm sewer systems;
- 5.2.5 Park and recreational facilities;
- 5.2.6 Schools.

5.3 "Public services" include:

- 5.3.1 Fire protection and suppression;
- 5.3.2 Law enforcement;
- 5.3.3 Public health;
- 5.3.4 Education;
- 5.3.5 Recreation;
- 5.3.6 Environmental protection;
- 5.3.7 Other governmental services, including power, transit and libraries.

5.4 Public Sanitary Sewer Service. The following policies shall be applicable to the provision of public sanitary sewer service in the County and its municipalities:

5.4.1 Relationship of Sewer Interceptors to Comprehensive Plans. The timing, phasing and location of sewer interceptor expansions shall be included in the capital facilities element of the applicable municipal or County comprehensive plans and shall be consistent with Countywide Planning Policies, the Urban Growth Area boundaries and the local comprehensive land use plan. The phased expansions shall be coordinated among the County and the municipalities therein and shall give priority to existing unserved urbanized areas within the Urban Growth Area except as provided in 3.4.2 a. and b. below.

5.4.2 Public Sewer Interceptor and Service Extensions/Expansions:

- a. Public sewer interceptors shall only extend or expand outside of Urban Growth Areas where:
 - (i) sewer service will remedy ground water contamination and other health problems by replacing septic systems, or
 - (ii) a formal binding agreement to service an approved planned development was made prior to the establishment of the Urban Growth Area, or
 - (iii) an interceptor will convey wastewater originating within a designated Urban Growth Area to sewerage facilities in another designated Urban Growth Area, or



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- b. New sanitary sewer service inside Urban Growth Areas must follow phasing of capital facilities as provided in the municipality's adopted comprehensive plan or any adopted Sewer Master Plan unless:
 - (i) sewer service will remedy ground water contamination and other health problems by replacing septic systems and community on-site sewage systems, or
 - (ii) a new municipality incorporates, or
 - (iii) a formal binding agreement to service an approved planned development was made prior to the establishment of the Urban Growth Area;
 - (iv) an interceptor will convey wastewater originating within a designated Urban Growth Area to sewerage facilities in another designated Urban Growth Area.
 - c. New sanitary sewer service connections from interceptors shall not be made available to properties outside the Urban Growth Area except as provided in (a) above.
 - d. Sanitary Sewer service shall not be provided in areas designated "rural," except as provided in 3.4.2(a)(i)(ii)
 - e. A sewer interceptor or trunk line constructed or planned for construction through a rural area to convey wastewater from a designated Urban Growth Area to sewerage facilities in a designated Urban Growth Area shall not constitute a change of conditions that can be used as the basis for a change in land use designation or urban/rural designation, either for adjacent or nearby properties.

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5.4.3 On-Site and Community Sewage Systems

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- a. In order to protect the public health and safety of the citizens of Pierce County and of the municipalities in the County, to preserve and protect environmental quality including, but not limited to, water quality and to protect aquifer recharge areas, to work toward the goal of eliminating the development of new residential and commercial uses on on-site and community sewage systems within the urban areas in the unincorporated County or within municipal boundaries consistent with the Countywide Planning Policies, the County and each municipality shall adopt policies on the use of on-site and community sewage including:
 - (i) the most current Tacoma-Pierce County Board of Health Land Use Regulations for On-Site and Community Sewerage Systems
 - (ii) policies which require connection to sanitary sewers when they are available in the following circumstances:
 - (a) if a septic system fails,
 - (b) for all new development except existing single-family lots,
 - (c) for development with dry sewer systems.
 - (iii) if sewer service is not available, dry sewer facilities shall be required unless the local jurisdiction has adopted criteria that otherwise must be met.



- b. New industrial development on community or on-site sewage systems shall not be allowed in urban areas in the unincorporated County or within municipal boundaries. Sanitary facilities necessary for recreation sites may be exempt from this policy.
- c. It is not the intent of these policies to require any individual property owner on an existing, properly permitted and functioning septic system to connect to a public sewer unless:
 - (i) the septic system fails;
 - (ii) or the system is not in compliance with the most current version of the Tacoma-Pierce County Board of Health Land Use Regulations or the current use of the property changes;
 - (iii) or the density of development on the property increases;
 - (iv) or the existing septic system was originally permitted as an interim system to be abandoned when sewers became available;
 - (v) or a municipality had a mandatory policy.

5.4.4 Achieving an adopted Level of Sewer Service

- a. The County, each municipality, and sewer providers shall work together to achieve adopted levels of service for sewers. All sewer service providers shall work with municipalities to process sewer permits in a manner that allows municipalities to comply with timelines imposed under RCW 36.70B.080(1).
- b. The County, each municipality, and their sewer providers shall work to secure funding sources to achieve the adopted levels of sewer service such as:
 - (i) Grants
 - (ii) Public Works Trust Fund
 - (iii) State Revolving Fund
 - (iv) Centennial Clean Water Fund
 - (v) Municipally imposed surcharges to fund sewer improvements in the jurisdictions where the surcharges are collected.

5.4.5 The availability or potential for availability of sewer treatment plant capacity shall not be used to justify expansion of the sewer system or development in a manner inconsistent with the Countywide Planning Policy, Urban Growth Area boundaries and the applicable municipal or County comprehensive land use plans.

5.5 Non-Municipal Service-Provision Entities

5.5.1 Special purpose districts shall conform their capital facility and service plans so as to be consistent with the capital facility element of the County or municipal comprehensive plans.

5.5.2 Where facilities and services will be provided by special purpose, improvement or facility service provision entities, such entities shall coordinate the provision of facilities and services with the County, and each affected municipality in the County, so that new growth and



development is, in fact, served by adequate public facilities and services at the time of development.

5.6 The County, and each municipality in the County, shall adopt plans and implementation measures to ensure that sprawl and leapfrog development are discouraged in accordance with the following:

5.6.1 Urban growth within UGA boundaries is located first in areas already characterized by urban growth that have existing public facility and service capacities to serve such development;

5.6.2 Urban growth is located next in areas already characterized by urban growth that will be served by a combination of both existing public facilities and services and any additional needed public facilities and services that are provided by either public or private sources;

5.6.3 "Urban growth" refers to a predominance of areas or uses within the Urban Growth Area which exhibit one or a combination of the following:

- a. intensive use of land for buildings and structures;
- b. high percentage of impermeable surfaces;
- c. incompatibility with the primary use of land for the production of food, other agricultural products or fiber, or the extraction of mineral resources;
- d. need for urban governmental services.

5.6.4 "Characterized by urban growth" refers to:

- a. land having urban growth on it;
- b. land located in relationship to an area with urban growth on it as to be appropriate for urban growth.

5.6.5 Urban government services shall be provided primarily by cities and urban government services shall not be provided in rural areas.

5.7 Public facilities and services will be considered available "*at the time of development*" as follows:

5.7.1 As to all public facilities and services other than transportation, if the facility or service is in place at the time demand is created, or if the County or municipality has made appropriate provision to meet the demand for the public facility or service through one or more of the following techniques:

- a. inclusion of the public facility or service in the applicable County or municipal capital facilities plan element and specification of the full source of the funding for such project;
- b. impact fees;
- c. required land dedication;
- d. assessment districts;
- e. users fees and charges;
- f. utility fees;
- g. other.

5.7.2 As to transportation facilities, if needed transportation improvements are within the then existing 6-year capital facilities plan element and program,



- but only if a specific financial commitment to the transportation improvement project has been made.
- 5.7.3 Public facilities and services will not be considered available at the time of development unless they are provided consistently with the applicable level of service standards adopted in the capital facilities element of the Comprehensive Plan.
- 5.8 Public facility and service *adequacy* shall be determined by the County, and each municipality in the County, based upon:
- 5.8.1 The specific public facility or service;
- 5.8.2 The adopted or established level of service standard
- a. established by each municipality for local facilities and services;
 - b. by mutual agreement between provider and municipality served for other facilities and services;
 - c. established through interlocal agreements for cross-jurisdictional facilities and services.
- 5.8.3 The current usage of the existing public facilities and services, existing development commitments and obligations, the vested or non-vested status of pipeline approvals or existing lots of record, and new development applications.
- 5.8.4 Where development projects partially meet adequacy of public facilities and services standards, development approval may be authorized for that portion of the project that meets the adequacy standards or the project may be phased to coincide with the phasing of future availability of adequate public facilities and services.
- 5.9 Facility and service provision/extension to new development areas shall be subject to the following:
- 5.9.1 Imposition of requirement for payment of the full, but fair, share of costs of needed facilities and services on the new development through:
- a. impact fees;
 - b. assessment districts;
 - c. user fees and charges;
 - d. surcharges;
 - e. dedication;
 - f. utility fees;
 - g. other, as appropriate.
- 5.9.2 Consideration of the total impact of the facility or service extension on the achievement of other policies, goals and objectives, in addition to the impact on the area being served.
- 5.9.3 If necessary to minimize off-site impacts, specify that such service extensions (e.g., sewer, water) are *not* subject to connection by intervening landowners.



1 *Joint Planning*

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3 UGA-6. Joint planning. Joint planning between local governments can provide numerous
4 possible benefits, including but not limited to:

- 5 a. More efficient delivery of services;
6 b. Shared use of public facilities;
7 c. Coordinated permitting processes;
8 d. Cost-sharing for planning and construction of public facilities (e.g., water, sewer
9 infrastructure, parks, etc.);
10 e. Consistent development standards;
11 f. Shared regional data, including GIS data;
12 g. Proactive identification of potential issues.

13
14 6.1 Joint planning may be municipal-municipal as well as municipal-County. The
15 County and each municipality shall jointly plan for the designated urban growth
16 area of that municipality (outside of municipal corporate limits) and may include
17 municipal utility service areas. Joint municipal-municipal planning may occur
18 in those other areas where the respective jurisdictions agree such planning would
19 be beneficial.

20
21 6.2 Any jurisdiction initiating joint planning with one or more other jurisdictions
22 shall do so by submitting a written proposal from its legislative authority to the
23 legislative authority of the other jurisdiction(s). In forming its proposal, the
24 initiating jurisdiction should consider the Joint Planning Framework
25 recommended by the Pierce County Regional Council, April 15, 1993, and
26 adopted by Resolution No. R93-127 of the Pierce County Council, July 13,
27 1993. The proposal shall include, but not be limited to, the following:

- 28
29 6.2.1 Size of the proposed joint planning study area;
30 6.2.2 Location of the proposed study area in relation to urban growth
31 boundaries;
32 6.2.3 Description of the issues proposed to be addressed in the joint planning
33 process;
34 6.2.4 Proposed end-product of the joint planning process (e.g., amendments to
35 comprehensive plans or implementing ordinances of each jurisdiction,
36 interlocal agreement, etc.);
37 6.2.5 Proposed resources (e.g., staff, funding, technology, etc.) to be provided
38 by the initiating jurisdiction toward completing the joint planning process;
39 6.2.6 Evidence that notification of the joint planning process will be provided to
40 residents, property owners, businesses, service providers, special districts,
41 or other parties affected by the proposed joint planning process.

42
43 6.3 A jurisdiction receiving a proposal for joint municipal-County planning shall
44 respond by either:

- 45
46 6.3.1 issuing a resolution of its legislative authority indicating an intent to
47 enter into a joint planning process as proposed; or



- 1 6.3.2 entering into discussions with the proposing jurisdiction regarding
2 alternatives to joint planning proposal; or
3 6.3.3 proposing to Pierce County that the proposal be included as part of an
4 appropriate community planning process, if mutually agreeable to all
5 jurisdictions involved.
6
- 7 6.4 If at any time Pierce County receives more proposals for participation in joint
8 planning than its resources will provide, the County shall forward the
9 proposals to the Pierce County Regional Council (PCRC) for consideration
10 and a recommendation on prioritization based on planning needs. The PCRC
11 shall consider proposals for joint planning that have been forwarded to them,
12 and prioritize the proposals according to the probable benefit to the County as
13 a whole. Prioritization shall be based on the information included in the
14 proposal, plus other criteria agreed upon by the PCRC. These criteria could
15 include, but are not limited to:
16
- 17 6.4.1 Rate of growth in the proposed study area;
18 6.4.2 Scope of existing municipal utility provision in the proposed study
19 area;
20 6.4.3 Existence of special districts serving both the proposed study area and
21 the municipality;
22 6.4.4 Degree to which development standards or comprehensive plan policies
23 may differ between jurisdictions within the proposed study area;
24 6.4.5 Criteria 4.5.1 through 4.5.3 below.
25
- 26 6.5 When joint planning is required, the joint planning effort shall determine and
27 resolve issues including, but not limited to, the following:
28
- 29 6.5.1 How zoning, subdivision and other land use approvals in designated
30 urban growth areas of municipalities will be coordinated;
31 6.5.2 How appropriate service level standards for determining adequacy and
32 availability of public facilities and services will be coordinated;
33 6.5.3 How the rate, timing, and sequencing of boundary changes will be
34 coordinated;
35 6.5.4 How the provision of capital improvements to an area will be
36 coordinated;
37 6.5.5 To what extent a jurisdiction(s) may exercise extra jurisdictional
38 responsibility.
39
- 40 6.6 Joint planning may be based upon factors including, but not limited to, the
41 following:
42
- 43 6.6.1 Contemplated changes in municipal and special purpose district
44 boundaries;
45 6.6.2 The likelihood that development, capital improvements, or regulations
46 will have significant impacts across a jurisdictional boundary;
47 6.6.3 The consideration of how public facilities and services are and should be
48 provided and by which jurisdiction(s).



UGA-7. Urban Development Standards.

7.1 The provisions of this section shall apply to all municipalities and urban growth areas located in the County.

7.2 The following development standards shall be the minimum required for urban development and shall apply to all new development in urban growth areas, except as provided in Section 5.6 below.

7.2.1 Streets, Roads and Arterials. All public streets, roads, and arterials shall be constructed to the minimum requirements outlined in the City and County Design Standards adopted pursuant to RCW 35.78.030 and RCW 43.32.020. Curbs, gutters, and sidewalks will be required on both sides. Private streets and roads may be approved, but shall be required to meet these requirements.

7.2.2 Street Lighting. Street lighting shall be required at signalized intersections. Street lighting in new subdivisions shall be provided at all intersections controlled by a traffic signal or sign, and at certain road corners, elbows, and cul-de-sacs. Installation and maintenance of street lighting in subdivisions shall be the responsibility of the developer or homeowner's association unless the local jurisdiction assumes responsibility. When ownership of the street lighting has not been assumed by the local jurisdiction, the light standards shall be located on private property.

7.2.3 Domestic Water. A domestic water system must meet requirements under RCW 70.119 and WAC 246-290 for group "A" systems, or the functional equivalent.

7.2.4 Storm Water Facilities. A storm water drainage system shall be designed and constructed in accordance with the Department of Ecology Storm Drainage Technical Manual or a locally adopted storm water manual approved by DOE.

7.2.5 Sanitary Sewer. (Refer to policy 3.4)

7.2.6 The County and each municipality shall develop policies that require developers to extend sewers to their developments to design the facilities to allow further extension to adjacent unsewered areas.

7.2.7 Fire Protection. Fire protection and flow requirements shall be in accordance with Pierce County Code Chapter 15.12.

7.2.8 Solid Waste and Recycling. Garbage pick-up shall be provided weekly, and recycling and yard waste pick-up biweekly, consistent with federal and state laws and regulations.

7.3 It is desired by the signatories to these policies that the following Urban Development Standards be the minimum goals for urban developments in Urban Growth Areas.



- 7.3.1 Street Cleaning. Standards for street cleaning shall be discussed and should be developed, consistent with requirements of federal and state water quality standards.
- 7.3.2 Transit. Urban transit service plans adopted by the Pierce County Public Transit Benefit Authority.
- 7.3.3 Library. Appropriate jurisdictions should provide 450 square feet of library space per 1,000 persons.
- 7.3.4 Parks and Recreation. Provisions for parks at a level of 3.0 acres of neighborhood/community parks per 1,000 population should be made for all plats and short plats as required by RCW 58.17. Such provision can be made either through dedication to the public of land, or through provision of funds, as mitigation, for park land purposes.
- 7.4 All development within an urban growth area shall be provided services pursuant to the provision of this agreement and the joint planning agreements adopted pursuant to it. It is recognized that the County may provide certain urban services within an Urban Growth Area, and that cities may provide certain urban services within the same area, but outside their current municipal boundaries.
- 7.5 The County and each municipality shall enter into an interlocal cooperation agreement providing for the approval and delivery of public facilities and services in the Urban Growth Area. Such further agreements shall include, where appropriate, provisions relating to services such as law enforcement and schools and the services of special purpose districts and other service providers.
- 7.6 Ordinances allowing low impact development standards and create environmentally-sensitive development shall be allowed as alternative development standards. Any other ordinances allowing variances and deviations to the urban development standards may be adopted by each responsible jurisdiction for those limited circumstances necessary to allow for recognition of community plans and goals, recognized historic character, or special physical or engineering circumstances, as long as such variances and deviations are otherwise consistent with these policies. A legislative authority adopting a variance or deviation to the minimum urban development standards under this section must inform the Pierce County Regional Council (PCRC) of such adoption.
- UGA-8. The County and each municipality shall adopt within their respective comprehensive plans, policies to ensure that development within the urban growth area uses land efficiently, provides for a wide variety of uses, conserves natural resources, and allows for the connection of communities to an efficient, transit-oriented, multimodal transportation system. Policies shall:
- 8.1 provide for more choices in housing types and moderate increases in density to achieve at least an average net density of four units per acre;
- 8.2 support infill and compact development; and



8.3 provide for land uses that encourage travel by foot, bike and transit.

UGA-9. The County and each municipality shall provide for conveniently located, appropriately scaled commercial development to serve the immediate local needs of the surrounding community by encouraging revitalization of underused commercial areas before establishing new areas.

UGA-10. The County and each municipality shall adopt plans to encourage concentrated development within the urban growth area which will accommodate the twenty year projected population and employment growth.

UGA-11. The County and each municipality neighboring Joint Base Lewis-McChord should develop planning provisions, including development regulations that encourage adjacent land uses that are compatible with military uses.

UGA-12. Satellite Cities and Towns are local focal points where people come together for a variety of activities, including business, shopping, living and recreation. These cities and towns may include the core of small to medium sized cities and towns and may also be located in unincorporated areas. Often Satellite Cities and Towns include a strong public presence because they are the location of city hall, main street and other public spaces.

UGA-13. Satellite Cities and Towns will be characterized by a compact urban form that includes a moderately dense mix of locally-oriented retail, jobs and housing that promotes walking, transit usage and community activity.

13.1 Satellite Cities and Towns will be developed at a higher density than surrounding urban and rural areas;

13.2 Small scale forms of intensification such as accessory housing units and development of vacant lots and parking lots help achieve the qualities of centers while preserving the neighborhood character.

UGA-14. At a minimum, Satellite Cities and Towns will be served by State Routes which connect them to other centers and to the regional high capacity transit system. In some instances, Satellite Cities and Towns may have direct connections to the local public transportation system.

OVERALL POLICIES FOR NON-INDUSTRIAL CENTERS

Concepts and Principles

~~UGA-15. Centers shall be designated based upon the following:~~

~~15.1 Consistency with specific criteria for centers adopted in the Countywide Planning Policies;~~



- 15.2—The center's location in the County and its potential for fostering a logical and desirable countywide transportation system and distribution of centers;
- 15.3—The total number of centers in the County that can be reasonably developed based on projected growth over the next twenty years;
- 15.4—Environmental analysis which shall include demonstration that urban services including an adequate supply of drinking water are available to serve projected growth within the center and that the jurisdiction is capable of ensuring concurrent urban services to new development;
- 15.5—If a jurisdiction designates a center, it must also adopt the center's designation and provisions in its comprehensive plans and development regulations to ensure that growth targeted to centers is achieved and urban services will be provided;
- 15.6—Centers shall be characterized by all of the following:
- 15.6.1—Clearly defined geographic boundaries;
 - 15.6.2—Intensity/density of land uses sufficient to support high-capacity transit;
 - 15.6.3—Pedestrian-oriented land uses and amenities;
 - 15.6.4—Pedestrian connections shall be provided throughout;
 - 15.6.5—Urban design standards which reflect the local community;
 - 15.6.6—Provisions to reduce single-occupancy vehicle use especially during peak hours and commute times;
 - 15.6.7—Provisions for bicycle use;
 - 15.6.8—Sufficient public open spaces and recreational opportunities;
 - 15.6.9—Uses which provide both daytime and nighttime activities; and
 - 15.6.10—Centers shall be located in urban growth areas.

UGA 16. Each jurisdiction which designates a center within its comprehensive plan shall define the type of center and specify the exact geographic boundaries of the center. Centers shall not exceed one and one-half square miles of land and Countywide centers shall not exceed one square mile of land. Infrastructure and services shall be either present and available or planned and financed consistent with the expected rate of growth.

16.1—Infrastructure and services shall be either present and available or planned and financed consistent with the expected rate of growth.

16.2—Priority for transportation and infrastructure funds shall be given to designated centers.

Design Features of Centers

UGA 17. The County and each jurisdiction that designates a center within its comprehensive plan shall encourage density and development to achieve targeted growth.



17.1—Any of the following approaches could be used to implement center development:

- 17.1.1—Encouraging higher residential densities within centers;
- 17.1.2—Avoiding creation of large blocks of single-use zones;
- 17.1.3—Allowing for greater intensity of use within centers;
- 17.1.4—Increasing building heights, greater floor/area ratios within centers;
- 17.1.5—Minimizing setbacks within centers;
- 17.1.6—Allowing buildings to locate close to street to enhance pedestrian accessibility; and
- 17.1.7—Encouraging placement of parking to rear of structures.

17.2—Designated centers are expected to receive a significant share of projected growth in conjunction with periodic disaggregation of countywide population allocations.

UGA 18. Centers shall provide necessary capital facilities needed to accommodate the projected growth in population and employment. Facilities include, but are not limited to, roads, sewers and other utilities, schools, parks, and open space. In order to provide balance between higher intensity of use within centers, public and/or private open space shall be provided.

UGA 19. Streetscape amenities (landscaping, furniture, etc.) shall be provided within centers to create a pedestrian friendly environment.

UGA 20. The following regulatory mechanisms shall be used within centers.

20.1—Adopt development standards that encourage pedestrian scaled development such as those that address:

- 20.1.1—interconnections between buildings and sidewalks;
- 20.1.2—pedestrian links between residential and non-residential areas;
- 20.1.3—street trees/furniture; and
- 20.1.4—minimizing separations between uses.

Transportation, Parking and Circulation

UGA 21. To encourage transit use within centers, jurisdictions shall establish mechanisms to limit the use of single occupancy vehicles. Such mechanisms should include:

- 21.1—charges for parking;
- 21.2—limiting the number of off-street parking spaces;
- 21.3—establishing minimum and maximum parking requirements;
- 21.4—commute trip reduction (CTR) measures and other transportation demand management measures;
- 21.5—development of commuter programs for multiple employers not otherwise affected by the CTR law; and
- 21.6—providing nonmotorized transportation facilities.



UGA 22. Centers should receive a high priority for the location of high capacity transit stations and/or transit centers.

UGA 23. Locate higher densities/intensities of use close to transit stops within centers and seek opportunities to:

23.1—create a core area to support transit and high occupancy vehicle use;

23.2—allow/encourage all types of transit facilities (transit centers, bus pullouts, etc.) within centers; and

23.3—establish incentives for developers to provide transit and transportation demand management supportive amenities.

UGA 24. Allow on-street parking within centers in order to narrow the streetscape, provide a buffer between moving traffic and pedestrians, and provide common parking areas.

UGA 25. Provisions for non-motorized transportation shall be provided, including but not limited to:

25.1—bicycle-friendly roadway design;

25.2—wider outside lane or shared parking/bike lanes;

25.3—bike-activated signals;

25.4—covered, secure bicycle parking at all places of employment;

25.5—bicycle racks; and

25.6—pedestrian pathways.

Implementation Strategies

UGA 26. Jurisdictions should consider incentives for development within centers such as:

26.1—streamlined permitting;

26.2—financial incentives;

26.3—density bonuses or transfer of development rights;

26.4—using SEPA Planned Action provisions to streamline environmental review by conducting environmental analysis during planning and providing permit applicants and public with more certainty of how impacts will be addressed; and

26.5—shared mitigation such as stormwater detention and joint parking.

UGA 27. Improve transit service efficiency through the development of transportation infrastructure within and between countywide and regional centers.

UGA 28. Design roadway and nonmotorized networks to promote more and better utilize transit services.



METROPOLITAN CITY CENTER

Concepts and Principles

UGA-29. Metropolitan City Centers function as anchors within the region for a high density mix of business, residential, public, cultural and recreational uses, and day and night activity. They are characterized by their historic role as the central business districts and regional centers of commerce. Metropolitan City Centers may also serve national or international roles.

Design

UGA-30. Metropolitan City Centers shall plan for a development pattern that will provide a successful mix of uses and densities that will efficiently support high capacity transit and shall plan to meet the following criteria:

- 30.1— a minimum of 50 employees per gross acre of non-residential lands;
- 30.2— a minimum of 15 households per gross acre;
- 30.3— a minimum of 30,000 employees; and
- 30.4— not exceed a maximum of 1-1/2 square miles in size.

Transportation, Parking and Circulation

UGA-31. Metropolitan City Centers shall be planned to have fast and frequent high capacity transit and other forms of transit.

UGA-32. A Metropolitan City Center shall meet at minimum the following criteria for consideration as a candidate for countywide center:

- 32.1— Area: up to 1-1/2 square miles in size;
- 32.2— Capital Facilities: served by sanitary sewers;
- 32.3— Employment: a minimum of 25 employees per gross acre of non-residential lands with a minimum of 15,000 employees;
- 32.4— Population: a minimum of ten households per gross acre; and
- 32.5— Transit: serve as a focal point for regional and local transit services.

REGIONAL GROWTH CENTER

Concepts and Principles

UGA-33. Regional Growth Centers are locations that include a dense mix of business, commercial, residential and cultural activity within a compact area. Regional Growth Centers are targeted for employment and residential growth, and provide excellent transportation service, including fast, convenient high capacity transit service, as well as investment in major public amenities.



1 *Design Features of Centers*

2
3 UGA-34. Regional Growth Centers shall plan to meet the following criteria:

- 4
5 34.1 ~~A minimum of 25 employees per gross acre of non-residential lands; and~~
6 34.2 ~~A minimum of 10 households per gross acre; and/or~~
7 34.3 ~~A minimum of 15,000 employees; and~~
8 34.4 ~~Not to exceed a maximum of 1 1/2 square miles in size; and~~
9 34.5 ~~Planning policies recognizing the need to receive a significant share of the~~
10 ~~regional growth.~~

11
12 *Transportation, Parking and Circulation*

13
14 UGA-35. Regional Growth Centers shall plan to have fast and frequent high capacity transit, as
15 well as other forms of transit.

16
17 UGA-36. A Regional Growth Center shall meet at a minimum the following criteria for
18 consideration as a candidate for countywide center:

- 19
20 36.1 ~~Area: up to 1 1/2 square miles in size;~~
21 36.2 ~~Capital Facilities: served by sanitary sewers;~~
22 36.3 ~~Employment: a minimum of 2,000 employees;~~
23 36.4 ~~Population: a minimum of seven households per gross acre; and~~
24 36.5 ~~Transit: serve as a focal point for regional and local transit services.~~

25
26 **COUNTYWIDE CENTER**

27
28 *Concepts and Principles*

29
30 UGA-37. Countywide Centers are local focal points where people come together for a variety of
31 activities, including business, shopping, living and recreation. These centers may
32 include the core of small to medium sized cities and may also be located in
33 unincorporated areas. Often Countywide Centers include a strong public presence
34 because they are the location of city hall, main street, and other public spaces.
35 Countywide Centers are also potentially candidates for designation as regional centers.

36
37 *Design Features of Centers*

38
39 UGA-38. Countywide Centers shall be characterized by a compact urban form that includes a
40 moderately dense mix of locally oriented retail, jobs and housing that promotes
41 walking, transit usage and community activity.

- 42
43 38.1 ~~Countywide Centers shall be developed at a higher density than surrounding~~
44 ~~urban areas to take advantage of connecting centers.~~
45 38.2 ~~Small scale forms of intensification such as accessory housing units and~~
46 ~~development of vacant lots and parking lots help achieve the qualities of centers~~
47 ~~while preserving neighborhood character.~~
48



UGA 39. Countywide Centers shall plan for a development pattern that will provide a successful mix of uses and densities that will efficiently support transit. Each Countywide Center shall plan to meet the following criteria:

- 39.1— A minimum of 15 employees per gross acre of non-residential lands;
- 39.2— A minimum of 7 households per gross acre;
- 39.3— A minimum of 2,000 employees; and
- 39.4— Not to exceed a maximum of 1 square mile in size.

Transportation, Parking and Circulation

UGA 40. At a minimum, Countywide Centers shall plan to be served by public transit and/or ferries which connect them to other centers, to surrounding residential communities, and to the regional high capacity transit system. Countywide Centers should have direct connections to high capacity local and regional transit hubs.

UGA 41. Minimum criteria for designation as Countywide Center:

- 41.1— Area: up to one square mile in size;
- 41.2— Capital Facilities: served by sanitary sewers;
- 41.3— Employment: a minimum of 1,000 employees;
- 41.4— Population: a minimum of six households per gross acre; and
- 41.5— Transit: serve as a focal point for local transit services.

MANUFACTURING/INDUSTRIAL CENTER

Concepts and Principles

UGA 42. Manufacturing/Industrial Centers shall be locally determined and designated based on the following steps:

- 42.1— Consistency with specific criteria for Manufacturing/Industrial Centers adopted within the Countywide Planning Policies;
- 42.2— Consideration of the Center's location in the County and region, especially relative to existing and proposed transportation facilities;
- 42.3— Consideration of the total number of Manufacturing/Industrial Centers in the County that are needed over the next twenty years based on projected need for manufacturing/industrial land to satisfy regional projections of demand for manufacturing/industrial land uses;
- 42.4— Environmental analysis which shall include demonstration that the jurisdiction is capable of concurrent service to new development; and
- 42.5— Adoption within the jurisdiction's comprehensive plan of the center's designation and provisions to ensure that job growth targeted to the Manufacturing/Industrial Center is achieved.



1 *Design Features of Centers*

2
3 ~~UGA 43. Manufacturing/Industrial Centers shall be characterized by the following:~~

- 4
5 ~~43.1 Clearly defined geographic boundaries;~~
6 ~~43.2 Intensity of land uses sufficient to support alternatives to single-occupant vehicle~~
7 ~~use;~~
8 ~~43.3 Direct access to regional highway, rail, air and/or waterway systems for the~~
9 ~~movement of goods;~~
10 ~~43.4 Provisions to prohibit housing; and~~
11 ~~43.5 Identified transportation linkages to high density housing areas.~~

12
13 ~~UGA 44. Provisions to achieve targeted employment growth should include:~~

- 14
15 ~~44.1 Preservation and encouragement of the aggregation of vacant land parcels sized~~
16 ~~for manufacturing/industrial uses;~~
17 ~~44.2 Prohibition of land uses which are not compatible with manufacturing/industrial,~~
18 ~~manufacturing/industrial supportive, and advanced technology uses;~~
19 ~~44.3 Limiting the size and number of offices and retail uses and allowing only as an~~
20 ~~accessory use to serve the needs of employees within centers; and~~
21 ~~44.4 Reuse and intensification of the land.~~

22
23 *Transportation, Parking and Circulation*

24
25 ~~UGA 45. Transportation network within Manufacturing/Industrial Centers should provide for the~~
26 ~~needs of freight movement and employees by ensuring a variety of transportation~~
27 ~~modes such as transit, rail, and trucking facilities.~~

28
29 ~~UGA 46. The transportation system within Manufacturing/Industrial Centers shall be built to~~
30 ~~accommodate truck traffic and acceleration. Review of projects should consider~~
31 ~~infrastructure enhancements such as:~~

- 32
33 ~~46.1 turn lanes and turn pockets to allow turning vehicles to move out of through~~
34 ~~traffic lanes;~~
35 ~~46.2 designing turn lanes with a width to allow freight vehicles to turn without~~
36 ~~interrupting the flow of traffic in other lanes;~~
37 ~~46.3 designing the far side of intersections with acceleration lanes for trucking~~
38 ~~vehicles and heavy loads to facilitate traffic flow;~~
39 ~~46.4 constructing climbing lanes where necessary to allow for slow moving vehicles;~~
40 ~~46.5 providing off-street truck loading facilities to separate goods loading and~~
41 ~~unloading; and~~
42 ~~46.6 arterial grade separations with rail freight and designation of Heavy Haul~~
43 ~~corridors or truck only lanes.~~
44
45



1 *Implementation Strategies*

2
3 UGA 47. All jurisdictions will support transportation capital improvement projects which support
4 access and movement of goods to Manufacturing/Industrial Centers.

5
6 UGA 48. Jurisdictions having a designated Manufacturing/Industrial Center shall:

7
8 48.1— Plan for and fund capital facility improvement projects which support the
9 movement of goods;

10 48.2— Coordinate with utility providers to ensure that utility facilities are available to
11 serve such centers;

12 48.3— Provide buffers around the center to reduce conflicts with adjacent land uses;

13 48.4— Facilitate land assembly;

14 48.5— Assist in recruiting appropriate businesses; and

15 48.6— Encourage employers to participate in commute trip reduction program.

16
17 UGA 49. A Manufacturing/Industrial Center shall meet at a minimum the following criteria for
18 consideration as a candidate for Countywide Center:

19
20 49.1— Capital Facilities: served by sanitary sewers;

21 49.2— Employment: a minimum of 7,500 jobs and/or 2,000 truck trips per day; and

22 49.3— Transportation: within one mile of a state or federal highway or national rail
23 line.

24
25 **Prioritization of Funding for Centers**

26
27 UGA 50. Regional and countywide transportation and economic development funds should be
28 prioritized for centers and transportation and infrastructure servicing centers in Pierce
29 County that have been designated regionally; it is also appropriate for countywide and
30 local funding to be directed to centers and transportation and infrastructure servicing
31 centers designated exclusively at the countywide level or identified locally by a
32 jurisdiction.

33
34 **Centers of Local Importance (CoLI)**

35
36 *Concepts and Principles*

37
38 UGA 51 A CoLI may be located in either an urban or rural area, and shall include activities
39 that provide a focal point or sense of place for a community and its surrounding area.

40
41 *Design Features of CoLIs*

42
43 UGA 52. A CoLI is characterized by a concentration of land uses or activities that provide a
44 sense of place or gathering place for the community and neighborhood residents. A
45 CoLI should include one or more the following characteristics:

46
47 52.1— Civic services

48 52.2— Commercial areas



- ~~52.3 Recreational areas~~
- ~~52.4 Industrial areas~~
- ~~52.5 Cultural facilities/activities~~
- ~~52.6 Historic buildings or sites~~
- ~~52.7 Residential areas~~

~~UGA 53. The size of a CoLI and the mix and density of uses are to be locally determined to meet community goals.~~

~~UGA 54. Each jurisdiction shall define the role that the CoLI plays in supporting planned growth.~~

~~UGA 55. A variety of appropriate transportation options and pedestrian-friendly design should be available or planned within a CoLI.~~

Implementation Strategies

~~UGA 56. A CoLI shall be locally adopted; approval by the PCRC or other regional organization shall not be required.~~

~~56.1 A jurisdiction shall document how an area meets the Design Features (UGA 51 through UGA 55) of a CoLI in its comprehensive plan.~~

~~56.2 The documentation should include examples, plans, or other information that supports the designation of a CoLI.~~

~~56.3 An area adopted as a CoLI shall be definitively delineated on a map within a jurisdiction's comprehensive plan.~~

~~56.4 A CoLI shall have appropriate land use designations, zoning regulations, and infrastructure plans for existing and planned development.~~

~~56.5 A comprehensive plan that utilizes an alternative label to refer to a CoLI shall be accompanied with adopted findings of fact that recognizes the area as a CoLI per the Pierce County CPPs.~~

~~UGA 57. A jurisdiction shall provide the PCRC notice of its intention to locally adopt a CoLI or recognize formally adopted CoLIs that meet the criteria.~~

~~57.1 The notice shall be provided to the PCRC 60 days (minimum) prior to the expected dated of adoption.~~

~~57.2 The notice shall provide information that identifies the location of the proposed CoLI and documents how the location meets the CoLI policies.~~

~~UGA 58. A locally adopted CoLI shall be recognized in Appendix B of the CPPs.~~

~~58.1 Jurisdictions shall forward a map of locally adopted CoLIs together with the comprehensive plan citations to the PCRC for inclusion into Appendix B. The adopted CoLIs shall be attached to the CPP publications as Appendix B for ease of reference. Appendix B shall not be considered a component of the CPPs and, accordingly, an update to Appendix B shall not constitute an amendment to the CPPs requiring ratification by Pierce County jurisdictions.~~



1 "NEW SECTION"

2
3 **COUNTYWIDE PLANNING POLICY ON REGIONAL, COUNTYWIDE**
4 **AND CENTERS OF LOCAL IMPORTANCE**
5

6 **Centers**
7

8 **Centers Overview**

9 The Puget Sound regional growth strategy identifies Centers as an integral feature for accommodating
10 residential and employment growth. The strategy describes Regional Growth Centers and other Centers
11 that may be designated. Regional Growth Centers, once regionally designated, are located either in
12 Metropolitan Cities or in Core Cities. The strategy also identifies Regional Manufacturing/Industrial
13 Centers, which consist primarily of manufacturing and industrial uses.
14

15 Centers are areas of concentrated employment and/or housing within Urban Growth Areas (UGAs) which
16 serve as the hubs of transit and transportation systems. Centers and connecting corridors are integral to
17 creating compact urban development that conserves resources and creates additional transportation,
18 housing, and shopping choices. Centers are an important part of the regional strategy for urban growth and
19 are required to be addressed in the Countywide Planning Policies. Centers are, or will become, focal points
20 for growth within the county's UGA and are areas where public investment is directed.
21

22 C-1. The purpose of Regional Growth Centers and Countywide Centers is to:

- 23 • Be priority locations for accommodating growth;
- 24 • strengthen existing development patterns;
- 25 • promote housing opportunities close to employment;
- 26 • support development of an extensive multimodal transportation system which reduces
27 dependency on automobiles;
- 28 • reduce congestion and improve air quality; and
- 29 • maximize the benefit of public investment in infrastructure and services.
30

31 C-2. The purpose of Manufacturing/Industrial Centers is to:

- 32 • Recognize strategically located concentrations of industrial activity as essential resources
33 for the local economy;
- 34 • protect and leverage critical and difficult to replace freight infrastructure;
- 35 • preserve the industrial land base in the long term;
- 36 • support family/living wage jobs;
- 37 • emphasize the importance of freight movement; and
- 38 • preserve the county's supply of industrial land.
39

40 C-3. Centers function as anchors within the region for a high density mix of business, residential,
41 public, cultural and recreational uses, and day and night activity that provide a sense of place and
42 community. They are characterized by their role as the central business districts and regional
43 centers of commerce. Centers may also serve national or international roles.
44

45 C-4. Manufacturing Industrial Centers (MICs) preserve lands for family-wage jobs in basic industries
46 and trade, and provide areas where that employment may grow in the future. MICs form a critical



regional resource that provides economic diversity, supports national and international trade, generates substantial revenue for local governments, and offers higher than average wages.

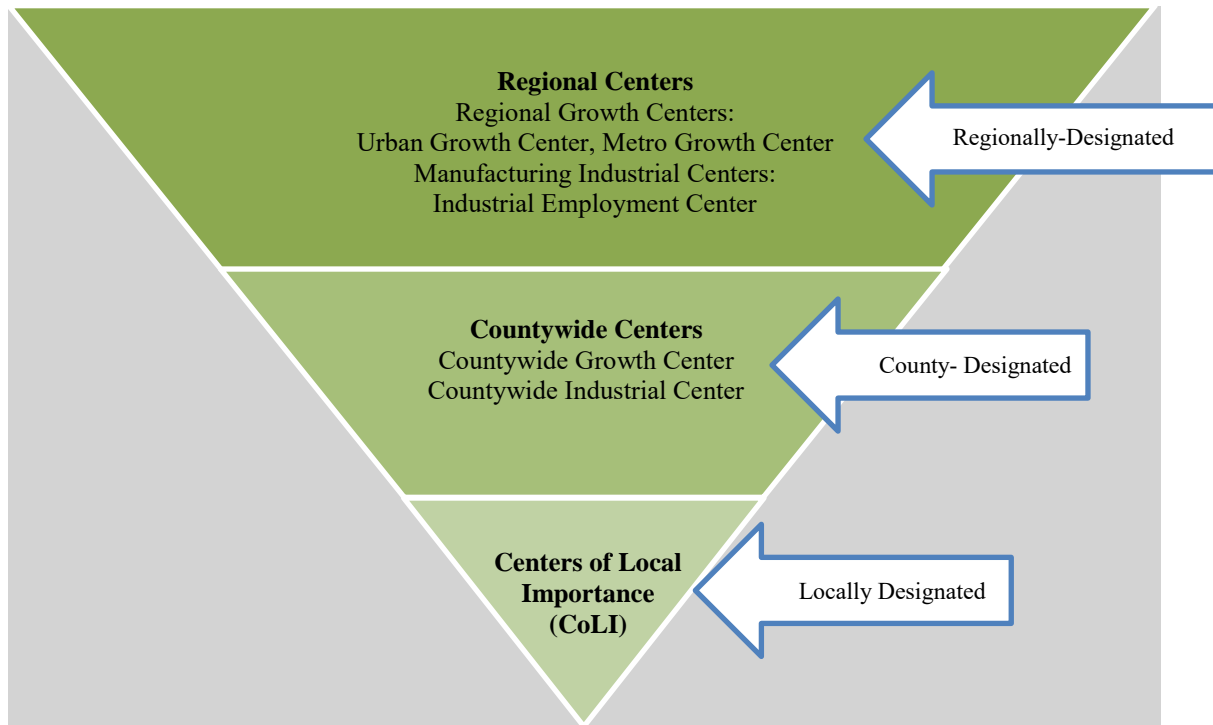
C-5. Transportation and economic development funds should be prioritized for transportation and infrastructure supporting Centers in Pierce County. Projects that support Regional Growth and/or Manufacturing Industrial Centers (and Candidates), support more than one center, and benefit a variety of user groups will be given higher consideration.

C-6. Centers must be identified in a Comprehensive Plan with information about the type of Center and the specific geographic boundaries. Capital improvements must be present and available, or be planned and financed, consistent with the expected rate of growth. Such improvements include, but are not limited to, roads, sewers and other utilities, schools, parks, and open space. In order to provide balance between higher intensity of use within Centers, public and/or private open space shall be provided.

Types of Centers

Centers must meet minimum designation criteria, which includes the criteria of the lower category Center type. For example, a Regional Center must meet the designation criteria for a Regional Center as well as the criteria for a Countywide Center.

In March 2018, the Puget Sound Regional Council (PSRC) adopted the Regional Centers Framework Update that established new eligibility and criteria for Regional Centers. Jurisdictions must adhere to the latest eligibility and designation criteria for new Regional Centers as adopted by PSRC.



1 **Center Designation Authority**

2 Regional Centers must be approved by Puget Sound Regional Council (PSRC), in addition to Pierce
3 County Regional Council (PCRC) by amending the Countywide Planning Policies (CPPs).

4
5 Countywide Centers and Centers of Local Importance (CoLI) are approved by the Pierce County Regional
6 Council by amending the Countywide Planning Policies.

7
8 **Center Designation Process**

9 Pierce County and any municipality in the County that is planning to include a county or regionally
10 designated Center within its boundaries shall specifically define the area of such Center within its
11 Comprehensive Plan. The Comprehensive Plan shall include policies aimed at focusing growth within the
12 Center and along corridors consistent with the applicable criteria contained within the Countywide
13 Planning Policies. The County or municipality shall adopt regulations that reinforce the Center's
14 designation.

15
16 Beginning in 2019 and once every two years thereafter, the Pierce County Regional Council (PCRC) shall
17 invite jurisdictions to submit requests for designation of new Centers. Said request shall be processed in
18 accordance with established procedures for amending the Countywide Planning Policies.

19
20 Each jurisdiction seeking to designate a new Countywide Center shall provide the PCRC with a report
21 demonstrating that the proposed Center:

- 22
23 1. Meets the basic standards for designation;
24 2. Is characterized and defined in the local Comprehensive Plan;
25 3. Is consistent with the applicable Countywide Planning Policies, and
26 4. Is supported and served by adopted local development regulations.
27

28 The minimum criteria report and statement shall be reviewed by the Growth Management Coordinating
29 Committee (GMCC) for consistency with Countywide Planning Policies, the Transportation Coordination
30 Committee (TCC) for consistency with transportation improvements plans of WSDOT, and with Pierce
31 Transit's Comprehensive Plan. The coordinating committees shall provide joint recommendation to the
32 PCRC.
33

34 Once included in the Countywide Planning Policies, the jurisdiction where a Center is located may go on to
35 seek regional designation of the Center from the Puget Sound Regional Council (PSRC). Jurisdictions must
36 adhere to the latest eligibility, designation criteria, and process for new Regional Growth Centers as
37 adopted by PSRC as they prepare applications for new Center designation. Countywide Centers should be
38 reviewed for consistency and countywide concurrence prior to submitting for regional designation.
39

40 After the Center is designated as a Countywide center within the Countywide Planning Policies and until
41 regional-level designation by the PSRC occurs the Center shall be considered a "candidate" Regional
42 Growth Center or Manufacturing/Industrial Center.
43

44 Each jurisdiction which designates a Regional Growth Center shall establish 20-year household and
45 employment growth targets for that Center. The expected range of targets will reflect the diversity of the
46 various Centers and allow communities to effectively plan for needed services. The target ranges not only
47 set a policy for the level of growth envisioned for each Center, but also for the timing and funding of



1 infrastructure improvements. Reaching the target ranges will require careful planning of public investment
2 and providing incentives for private investments.

3 4 **Amending an Existing Countywide Center**

5 Once a Center has been designated in the Countywide Planning Policies, the affiliated jurisdiction may
6 request an amendment to the Center. The Center amendment process shall be limited to a vote of the PCRC
7 though submission of a report explaining the requested amendment and affirming that the amended Center
8 will be consistent with the Countywide Center basic standards and the Countywide Planning Policies.

9 10 **Urban Growth Outside of Centers**

11 A variety of urban land uses and areas of growth will occur outside of designated Centers but within the
12 Urban Growth Area (UGA). Local land use plans will guide the location, scale, timing and design of
13 development within UGAs. The UGA will be where the majority of future growth and development will be
14 targeted. Development should be encouraged which complements the desired focus of growth into Centers
15 and supports a multimodal transportation system. For example, policies which encourage infill and
16 revitalization of communities would help to achieve the regional and statewide objectives of a compact and
17 concentrated development pattern within urban areas. The Countywide Planning Policies provide guidance
18 for development and the provision of urban services to support development within the UGA. Jurisdictions
19 with Centers should plan connections with adjacent neighborhoods and other centers to encourage access
20 to Centers and connectivity across the county.

21 22 **Regional Growth Centers (RGCs)**

23 Regional Growth Centers are locations of more compact, pedestrian-oriented development with a mix of
24 housing, jobs, retail, services, and other destinations. The region's plans identify Centers as areas that
25 should receive a significant share of the region's population and employment growth compared with other
26 parts of the urban area, while providing improved access and mobility—especially for walking, biking, and
27 transit.

28
29 Regional Growth Centers are locations that include a dense mix of business, commercial, residential and
30 cultural activity within a compact area. Regional Growth Centers are targeted for employment and residential
31 growth, and provide excellent transportation service, including fast, convenient high
32 capacity transit service, as well as investment in major public amenities.

33
34 The following Pierce County Regional Growth Centers have been adopted into the PSRC Regional Growth
35 Strategy:

- 36 • Tacoma Central Business District
- 37 • Tacoma Mall
- 38 • Lakewood
- 39 • Puyallup Downtown
- 40 • Puyallup South Hill
- 41 • University Place

42
43 C-7. The County and each jurisdiction that designates a Center within its Comprehensive Plan shall
44 encourage density and development to achieve targeted growth. Any of the following approaches
45 could be used to implement Center development:

- 46 1. Encouraging higher residential densities within Centers;
- 47 2. Avoiding creation of large blocks of single-use zones;
- 48 3. Allowing for greater intensity of use within Centers;



4. Increasing building heights, greater floor/area ratios within Centers;
5. Minimizing setbacks within Centers;
6. Allowing buildings to locate close to street to enhance pedestrian accessibility; and
7. Encouraging placement of parking to rear of structures.

C-8. Designated Centers are expected to receive a significant share of projected growth in conjunction with periodic disaggregation of Countywide population allocations.

C-9. Centers shall provide necessary capital facilities needed to accommodate the projected growth in population and employment.

C-10. Streetscape amenities (landscaping, furniture, etc.) should be provided within Centers to create a walkable environment.

C-11. To encourage transit use within Centers, jurisdictions should establish mechanisms to limit the use of single occupancy vehicles. Such mechanisms could include:

1. charges for parking;
2. limiting the number of off-street parking spaces;
3. establishing minimum and maximum parking requirements;
4. commute trip reduction (CTR) measures and other transportation demand management measures;
5. development of commuter programs for multiple employers not otherwise affected by the CTR law; and
6. providing nonmotorized transportation facilities.

C-12. Centers receive a high priority for the location of high-capacity transit stations and/or transit Centers.

C-13. Higher residential densities and uses that support high density residential should be located close to transit stops within Centers and seek opportunities to:

1. create a core area to support transit and high occupancy vehicle use;
2. allow/encourage all types of transit facilities (transit Centers, bus pullouts, etc.) within Centers; and
3. establish incentives for developers to provide transit and transportation demand management supportive amenities.

C-14. Provisions for non-motorized transportation shall be provided, such as:

1. bicycle-friendly roadway design;
2. wider outside lane or shared parking/bike lanes;
3. bike-activated signals;
4. covered, secure bicycle parking at all places of employment;
5. bicycle racks; and
6. pedestrian pathways.

C-15. Jurisdictions should consider incentives for development within Centers such as:

1. streamlined permitting;
2. financial incentives;
3. density bonuses or transfer of development rights;



4. using SEPA provisions to streamline environmental review; and
5. shared mitigation such as stormwater detention and joint parking.

C-16. Regional Growth Centers should be planned to have fast and frequent high capacity transit, as well as other modes of transportation options.

C-17. Jurisdictions should individually and collectively coordinate with transit agencies to improve transit service infrastructure and efficiency within and between Countywide and Regional Centers.

C-18. Roadways and nonmotorized networks should be designed to promote efficient transit services.

C-19. Designation Requirements for Regional Growth Centers (RGCs)

1. Consistency with specific criteria for Centers adopted in the Countywide Planning Policies;
2. Consistency with the Puget Sound Regional Council's current Regional Growth Center criteria;
3. The Center's location in the County and its potential for fostering a logical and desirable Countywide transportation system and distribution of Centers;
4. Consideration of the total number of Centers in the County that can be reasonably developed based on projected growth over the next twenty years;
5. Environmental analysis which shall include demonstration that urban services including an adequate supply of drinking water are available to serve projected growth within the Center and that the jurisdiction is capable of ensuring concurrent urban services to new development;
6. If a jurisdiction designates a Center, it must also adopt the Center's designation and provisions in its Comprehensive Plan and development regulations to ensure that growth targeted to Centers is achieved and urban services will be provided;
7. Centers shall be characterized by all of the following:
 - Clearly defined geographic boundaries;
 - Intensity/density of land uses sufficient to support high-capacity transit;
 - A diversity of land uses;
 - Pedestrian-oriented land uses and amenities;
 - Pedestrian connections shall be provided throughout;
 - Urban design standards which reflect the local community;
 - Provisions to reduce single-occupancy vehicle use, especially during peak hours and commute times;
 - Provisions for bicycle use;
 - Sufficient public open spaces and recreational opportunities, including placemaking and public gathering places;
 - Uses which provide both daytime and nighttime activities; and
 - Located in urban growth areas.

Regional Manufacturing/Industrial Centers (MICs)

Regional Manufacturing/Industrial Centers are areas where employee- or land-intensive uses are located. These Centers differ from Regional Growth Centers in that they consist of an extensive land base and the exclusion of non-manufacturing or manufacturing-supportive uses is an essential feature of their character. These areas are characterized by a significant amount of manufacturing, industrial, and advanced technology employment uses. Large retail and non-related office uses are discouraged. Other than



1 caretakers' residences, housing is prohibited within Manufacturing/Industrial Centers. However, these
2 Centers should be linked to high density housing areas by an efficient multimodal transportation system.
3 The efficiency of rail and overland freight to markets is the critical element for manufacturers and
4 industries located in these Centers.

5
6 The following Manufacturing/Industrial Centers have been adopted into the Regional Growth Strategy for
7 Pierce County:

- 8 • Frederickson
- 9 • Port of Tacoma
- 10 • Sumner/Pacific
- 11 • *South Tacoma – Candidate Manufacturing/Industrial Center*

12
13 C-20. Provisions to achieve targeted employment growth should include:

- 14 1. Preservation and encouragement of the aggregation of vacant land parcels sized for
15 manufacturing/industrial uses;
- 16 2. Prohibition of land uses which are not compatible with manufacturing/industrial,
17 manufacturing/industrial supportive, and advanced technology uses;
- 18 3. Limiting the size and number of offices and retail uses as accessory use and only to serve the
19 needs of employees within Center; and
- 20 4. Reuse and/or intensification of the land use consistent with the mix of uses envisioned for the
21 MIC.

22
23 C-21. The transportation network within Manufacturing/Industrial Centers should provide for the needs
24 of freight movement and employees by ensuring a variety of transportation modes such as roads,
25 rail, and various trucking facilities. Non-motorized facilities and transit services should be
26 creatively provided when it makes sense and is safe providing the MIC with alternative
27 transportation to single occupancy vehicles (SOVs), and transportation demand management
28 strategies if transit is unavailable or is not feasible.

29
30 C-22. The transportation system, including but not limited to: road, rail, dock, and port terminal, within
31 Manufacturing/Industrial Centers shall be built, protected, and maintained. to accommodate
32 existing and future industrial uses.

33
34 C-23. All jurisdictions should support transportation capital improvement projects which improve access
35 and movement of goods to, in, and from Manufacturing/Industrial Centers.

36
37 C-24. To be designated as a Regional Manufacturing/Industrial Center (MICs), the following
38 criteria shall be met.

- 39 1. Consistency with specific criteria for Manufacturing/Industrial Centers adopted
40 within the Countywide Planning Policies and the Multi-County Planning Policies;
- 41 2. Consideration of the Center's location in the County and region, especially relative
42 to existing and proposed transportation facilities;
- 43 3. Consideration of the total number of Manufacturing/Industrial Centers in the
44 County that are needed over the next twenty years based on projected need for
45 manufacturing/industrial land to satisfy regional projections of demand for
46 manufacturing/industrial land uses;
- 47 4. Environmental analysis which shall include demonstration that the jurisdiction is
48 capable of concurrent service to new development; and



5. Adoption within the jurisdiction's Comprehensive Plan of the Center's designation and provisions to ensure that job growth targeted to the Manufacturing/Industrial Center is achieved.
6. Manufacturing/Industrial Centers shall be characterized by the following:
 - a. Clearly defined geographic boundaries;
 - b. Intensity of land uses sufficient to support alternatives to single-occupant vehicle use;
 - c. Direct access to regional highway, rail, air and/or waterway systems for the movement of goods;
 - d. Provisions to prohibit housing; and
 - e. Identified transportation linkages to high-density housing areas.
7. Jurisdictions having a designated Manufacturing/Industrial Center shall:
 - a. Plan for and fund capital facility improvement projects which support the movement of goods;
 - b. Coordinate with utility providers to ensure that utility facilities are available to serve such Centers;
 - c. Provide buffers around the Center to reduce conflicts with adjacent land uses;
 - d. Facilitate land assembly;
 - e. Assist in recruiting appropriate businesses; and
 - f. Encourage employers to participate in commute trip reduction program.

Countywide Centers

Through the 2018 Centers Framework Update, designation of Countywide Centers remains delegated to a Countywide process while a baseline of consistent regional standards for each county to use was adopted. PSRC reviews and certifies Countywide planning policies, but PSRC's role does not include review of Countywide Centers.

Designated Centers may vary substantially in the number of households and jobs they contain today. The intent of the Countywide Planning Policies is that Centers become attractive places to live and work, while supporting efficient public services such as transit and being responsive to the local market for jobs and housing.

Countywide Growth Centers serve important roles as places for concentrating jobs, housing, shopping, and recreational opportunities. These are often smaller downtowns, high-capacity transit station areas, or neighborhood Centers that are linked by transit, provide a mix of housing and services, and serve as focal points for local and county investment.

Countywide Industrial Centers serve as important local industrial areas. These areas support living wage jobs and serve a key role in the county's manufacturing/industrial economy.

Within Pierce County, a limited number of additional Centers may be designated through amendment of the Countywide Planning Policies consistent with the basic standards and process included below.

- C-25. Countywide Centers are local focal points where people come together for a variety of activities, including business, shopping, living and recreation. These Centers may include the core of small to medium-sized cities and may also be located in unincorporated urban areas. Often Countywide Centers include a strong public presence because they are the location of city hall, main street, and other public spaces.



C-26. A jurisdiction may apply for status as a candidate Countywide Center if it satisfies all required criteria included below, has a minimum of 7 activity units per acre, and is planning for at least 16 activity units per acre. The application for Countywide Center would not be regionally designated until the Center achieves at least 10 activity units per acre. Activity units means the sum of population and jobs units per gross acre per PSRC.

C-27. Countywide Centers are potential candidates for designation as Regional Centers.

Pierce County has the following Countywide Growth Centers:

- [Reserved]

C-28. To be designated as a Countywide Center the following criteria shall be met.

Countywide Growth Center	Countywide Industrial Center
Center must meet each the following criteria: Identified as a Center in the local Comprehensive Plan and adopted regulations. Identified as a Countywide Center in the Countywide Planning Policies Located within a city, multiple adjacent cities, or unincorporated urban area	Center must meet each the following criteria: Identified as a Center in the local Comprehensive Plan and adopted regulations. Identified as a Countywide Center in the Countywide Planning Policies Located within a city, multiple adjacent cities, or unincorporated urban area
Demonstration that the Center is a local planning and investment priority: <ul style="list-style-type: none">o Identified as a Countywide Center in a local comprehensive plan; subarea plan recommendedo Clear evidence that area is a local priority for investment, such as planning efforts or infrastructure The Center is a location for compact, mixed-use development; including: <ul style="list-style-type: none">o A minimum existing activity unit density of 10 activity units per acreo Planning and zoning for a minimum mix of uses of 20 percent high density residential and 20 percent employment, unless unique circumstances make these percentages not possible to achieve.o Capacity and planning for additional growth of 16 activity units per acre or more. The Center supports multi-modal transportation, including:	Demonstration that the Center is a local planning and investment priority: <ul style="list-style-type: none">o Identified as a Countywide Center in a local comprehensive plan; subarea plan recommendedo Clear evidence that area is a local priority for investment, such as planning efforts, or infrastructure The Center supports industrial sector employment: <ul style="list-style-type: none">o Minimum 1,000 existing jobs and/or 500 acres of industrial lando Defined transportation demand management strategies in placeo At least 75% of land area zoned for core industrial uses*o Industrial retention strategies in placeo Capacity and planning for additional growtho Important county role and concentration of industrial land



- Transit service**
- Pedestrian infrastructure and amenities
- Street pattern that supports walkability
- Bicycle infrastructure and amenities
- Compact, walkable size of one-quarter mile squared (160 acres), the size may increase to up to half-mile transit walkshed (500 acres) if more than two points within the center are served by transit services.

or jobs with evidence of long-term demand

**“Core industrial uses”: Core industrial zoning is characterized by allowing, and preferring, most industrial uses. Incompatible land uses are generally prohibited but may be allowed in limited instances.

**Transit is defined as existing or planned options such as bus, train, or ferry service.

Centers of Local Importance (CoLIs)

CoLIs are designated for the purpose of identifying local Centers and activity nodes that are consistent with PSRC Multi-County Planning Policies. Such areas promote compact, pedestrian-oriented development with a mix of uses, proximity to diverse services, and a variety of appropriate housing options, or be in an established industrial area.

A CoLI is characterized by a concentration of land uses or activities that provide a sense of place or gathering place for the community and neighborhood residents. A CoLI should include two or more of the following characteristics:

- Civic services
- Commercial areas
- Recreational areas
- Industrial areas
- Cultural facilities/activities
- Historic buildings or sites
- Residential areas

C-29. CoLIs may only be located in a town or city without a Countywide or Regional Center located in Pierce County. CoLIs may be allowed in an urban unincorporated area.

C-30. Local comprehensive plans should include policies that direct development regulations, including zoning, of the CoLI to uses that provide a focal point or sense of place for a community and its surrounding area.

C-31. The size of a CoLI and the mix and density of uses are to be locally determined to meet community goals.

C-32. Each jurisdiction defines the role that the CoLI plays in supporting planned growth.

C-33. A variety of appropriate transportation options and walkable design should be available or planned within a CoLI.

A CoLI shall be locally adopted; approval by the PCRC or other regional organization shall not be required.



- 1 • A jurisdiction shall document how an area meets the Design Features of a CoLI in its Comprehensive
- 2 Plan.
- 3 • The documentation should include examples, plans, or other information that supports the designation
- 4 of a CoLI.
- 5 • An area adopted as a CoLI shall be definitively delineated on a map within a jurisdiction's
- 6 Comprehensive Plan.
- 7 • A CoLI shall have appropriate land use designations, zoning regulations, and infrastructure plans for
- 8 existing and planned development.
- 9 • A Comprehensive Plan that utilizes an alternative label to refer to a CoLI shall be accompanied with
- 10 adopted findings of fact that recognizes the area as a CoLI per the Pierce County CPPs.

11
12 A jurisdiction shall provide the PCRC notice of its intention to locally adopt a CoLI or recognize formally

13 adopted CoLIs that meet the criteria.

- 14 1. The notice shall be provided to the PCRC 60 days (minimum) prior to the expected dated of
- 15 adoption.
- 16 2. The notice shall provide information that identifies the location of the proposed CoLI and
- 17 documents how the location meets the CoLI policies.

18
19 A locally adopted CoLI will be recognized in the Countywide Planning Policies Appendix. Jurisdictions

20 shall forward a map of locally adopted CoLIs together with the Comprehensive Plan citations to the PCRC

21 for inclusion into Appendix B. The adopted CoLIs shall be attached to the CPP publications as Appendix B

22 for ease of reference. Appendix B shall not be considered a component of the CPPs and, accordingly, an

23 update to Appendix B shall not constitute an amendment to the CPPs requiring ratification by Pierce

24 County jurisdictions.

25



INTERLOCAL AGREEMENT

**AMENDMENTS TO THE PIERCE COUNTY
COUNTYWIDE PLANNING POLICIES**

This agreement is entered into by and among the cities and towns of Pierce County and Pierce County. This agreement is made pursuant to the provisions of the Interlocal Cooperation Act of 1967, Chapter 39.34 RCW. This agreement has been authorized by the legislative body of each jurisdiction pursuant to formal action and evidenced by execution of the signature page of this agreement.

BACKGROUND:

- A. The Pierce County Regional Council (PCRC) was created in 1992 by interlocal agreement among the cities and towns of Pierce County and Pierce County. The organization is charged with responsibilities, including: serving as a local link to the Puget Sound Regional Council, promoting intergovernmental cooperation, facilitating compliance with the coordination and consistency requirements of the Growth Management Act (Chapter 36.70A RCW) and the Regional Transportation Planning Organization (Chapter 47.80 RCW), and developing a consensus among jurisdictions regarding the development and modification of the Countywide Planning Policies.
- B. The Pierce County Countywide Planning Policies provide for amendments to be adopted through amendment of the original interlocal agreement or by a new interlocal agreement. The Pierce County Countywide Planning Policies may be amended upon the adoption of amendments by the Pierce County Council and ratification by 60 percent of the jurisdictions in Pierce County representing 75 percent of the total Pierce County population as designated by the State Office of Financial Management at the time of ratification.
- C. Demonstration of ratification shall be by execution of an interlocal agreement or the absence of a legislative action to disapprove a proposed amendment. A jurisdiction shall be deemed as casting an affirmative vote if it has not taken legislative action to disapprove a proposed amendment within 180 days from the date the Pierce County Council formally authorizes the Pierce County Executive to enter into an interlocal agreement.
- D. The Pierce County Council formally authorized the Pierce County Executive to enter into an interlocal agreement on October 8, 2019.
- E. The amendment proposing changes to policies reflects revised structure and criteria for Regional and Countywide Centers as approved through the Puget Sound Regional Council's March 22, 2018 Regional Centers Framework update document.



1 F. The proposed new Countywide Centers are based on 14 applications to the
2 Pierce County Regional Council for designation of Countywide Centers in the
3 Pierce County Countywide Planning Policies.
4

5 G. The Pierce County Regional Council recommended adoption of the 14
6 Countywide Centers at its July 18, 2019 meeting.
7

8 PURPOSE:
9

10 This agreement is entered into by the cities and towns of Pierce County and Pierce
11 County for the purpose of ratifying and approving the attached amendment to the Pierce
12 County Countywide Planning Policies (Attachment).
13

14 DURATION:
15

16 This agreement shall become effective upon execution by 60 percent of the jurisdictions
17 in Pierce County, representing 75 percent of the total Pierce County population as
18 designated by the State Office of Financial Management at the time of the proposed
19 ratification. This agreement will remain in effect until subsequently amended or
20 repealed as provided by the Pierce County Countywide Planning Policies.
21

22 SEVERABILITY:
23

24 If any of the provisions of this agreement are held illegal, invalid or unenforceable, the
25 remaining provisions shall remain in full force and effect.
26

27 FILING:
28

29 A copy of this agreement shall be filed with the Secretary of State, Washington
30 Department of Commerce, the Pierce County Auditor and each city and town clerk.
31

32 IN WITNESS WHEREOF, this agreement has been executed by each member
33 jurisdiction as evidenced by the signature page affixed to this agreement.
34



INTERLOCAL AGREEMENT
AMENDMENTS TO THE PIERCE COUNTY
COUNTYWIDE PLANNING POLICIES

Signature Page

The legislative body of the undersigned jurisdiction has authorized execution of the Interlocal Agreement, Amendments to the Pierce County Countywide Planning Policies.

IN WITNESS WHEREOF

This agreement has been executed by _____
(Name of City/Town/County)

BY: _____
(Mayor/Executive)

DATE: _____

Approved:

BY: _____
(Director/Manager/Chair of the Council)

Approved as to Form:

BY: _____
(City Attorney/Prosecutor)

Approved:

BY: _____
(Pierce County Executive)



1
2
3
4
5
6
7

Attachment

Proposed Amendment
to the
Pierce County Countywide Planning
to
Designate 14 Countywide Centers



FINDINGS OF FACT

The Pierce County Council finds that:

1. The Pierce County Regional Council (PCRC) was created in 1992 by an interlocal agreement among the cities and towns of Pierce County and Pierce County and charged with responsibilities including: serving as a local link to the Puget Sound Regional Council, promoting intergovernmental cooperation, facilitating compliance with the coordination and consistency requirements of the Growth Management Act (GMA) and the Regional Transportation Planning Organization (Chapter 47.80 Revised Code of Washington [RCW]), and developing a consensus among jurisdictions regarding the development and modification of the Countywide Planning Policies.
2. On January 31, 1995, the Pierce County Council passed Resolution No. R95-17 affirming the commitment of the County to continue discussions with other local jurisdictions to resolve implementation of the Growth Management Act.
3. The Growth Management Act required Pierce County to adopt a countywide planning policy in cooperation with the cities and towns located within the County.
4. The Pierce County Countywide Planning Policies (CPPs) are written policy statements which are to be used solely for establishing a countywide framework from which the County and municipal comprehensive plans are developed and adopted.
5. The CPPs were originally adopted on June 30, 1992, and amended on April 9, 1996, December 17, 1996, November 18, 2004, November 17, 2008, June 26, 2012, August 27, 2012, July 11, 2014, July 27, 2014, and November 13, 2018.
6. As a document adopted pursuant to requirements of the Growth Management Act, the CPPs should be incorporated by reference in Title 19D of the Pierce County Code (PCC), "Other Comprehensive Planning Documents."
7. The CPPs are adopted as Chapter 19D.240 PCC.
8. Vision 2040 is the central Puget Sound region's multi-county planning policies.
9. Vision 2040 directs the Puget Sound Regional Council (PSRC) to provide a regional framework for designating and evaluating Regional Growth Centers and Manufacturing Industrial Centers.



- 1 10. The Regional Centers Framework updated in 2018 represents a revised structure
2 and criteria for Regional and Countywide Centers.
- 3
- 4 11. The Regional Center Framework provides for the use of consistent criteria for the
5 designation of Regional and Countywide Centers.
- 6
- 7 12. The Pierce County Countywide Planning Policies are required to be consistent with
8 Vision 2040 and the Regional Centers Framework.
- 9
- 10 13. The proposed amendments to the CPPs are consistent with Vision 2040 and the
11 2018 Regional Centers Framework.
- 12
- 13 14. The proposed 14 new Countywide Centers meet the minimum criteria as specified
14 in the Regional Centers Framework and proposed CPPs.
- 15
- 16 15. The proposed Countywide Centers are located within six cities and towns.
- 17
- 18 16. The cities of Tacoma, Fircrest, and University Place submitted a joint application
19 for James Place.
- 20
- 21 17. The cities of Tacoma and Ruston submitted a joint application for Point Ruston.
- 22
- 23 18. The City of Sumner submitted a single application for Downtown Sumner.
- 24
- 25 19. The City of Bonney Lake submitted a single application for Downtown Bonney
26 Lake.
- 27
- 28 20. The City of Tacoma submitted 10 applications for: 6th Avenue, Lincoln, Lower
29 Pacific, McKinley, Narrows, Proctor, South Tacoma Way, Tacoma Central, Upper
30 Pacific, and Upper Portland Avenue.
- 31
- 32 21. Local jurisdictions have the ability to ratify each of the 14 applications
33 independently.
- 34
- 35 22. The submitted applications are complete and are consistent with the proposed
36 CPPs addressing the designation of Countywide Centers.
- 37
- 38 23. The Pierce County Planning Commission recommended approval of the proposals
39 at its August 27, 2019, meeting.
- 40
- 41 24. The Pierce County Environmental official has determined the proposal is exempt
42 from SEPA per WAC 197-11-800(19), procedural actions.
- 43
- 44 25. The Pierce County Countywide Planning Policies include provisions addressing
45 procedures for amending the Countywide Planning Policies.
- 46
- 47



- 1 26. The proposed amendments to the CPPs shall become effective when 60 percent
2 of the cities, towns, and the County, representing 75 percent of the total population
3 as designated by the State Office of Financial Management at the time of the
4 proposed ratification, become signatories to the agreement.
5
6 27. A demonstration of ratification shall be by execution of an interlocal agreement or
7 the absence of a legislative action to disapprove the proposed amendment.
8
9 28. A jurisdiction shall be deemed as casting an affirmative vote if it has not taken
10 legislative action to disapprove a proposed amendment within 180 days from the
11 date the Pierce County Council formally authorizes the Pierce County Executive to
12 enter into an interlocal agreement.
13
14 29. Per Pierce County Countywide Planning Policy AT 1.2.1, the date that the Pierce
15 County Council formally authorizes the Pierce County Executive to enter into an
16 interlocal agreement shall begin the 180-day ratification period.
17
18 30. The 180-day ratification period shall begin on October 8, 2019 and end on April 5,
19 2020.
20
21 31. A subsequent ordinance of the County Council shall not be necessary to
22 acknowledge the ratification process and amend Section 19D.240 PCC, "Pierce
23 County Countywide Planning Policies."
24
25 32. The Community Development Committee of the County Council, after a properly
26 noticed public hearing, considered oral and written testimony and forwarded its
27 recommendation to the full Council.
28
29 33. The County Council held a public hearing on October 8, 2019, where oral and
30 written testimony was considered.
31
32 34. It is in the public interest to authorize the Pierce County Executive to execute the
33 interlocal agreements.
34
35





January 14, 2020

Pierce County Regional Council
c/o Justin Evans, Chair
2401 South 35th Street
Tacoma, WA 98409

Subject: Interim Centers Map used for 2020 funding cycle

Dear Chair Evans and Councilmembers,

The amendments to the CWPPs containing the new centers policy language, together with the newly adopted countywide centers, were approved by the Pierce County Council ordinance 2019-70s on November 12, 2019, after previous review and approval by the Pierce County Regional Council (PCRC).

Based on the rules for amending the CWPPs, there is now a 180-day period before these are considered “ratified”. This end date, in which the CWPP amendments will be ratified will occur on May 10, 2020, which is after the applications for the 2020 funding cycle will be due, which is expected to occur in late April.

The proposed interim map was created to be utilized during the 2020 round of funding and includes the newly designated countywide centers, which were passed by ordinance 2019-70s, together with the centers that existed prior.

The crosshatched area in the southwest portion of the map indicates Joint Base Lewis–McChord/Camp Murray. JBLM/Camp Murray has been a topic of conversation regarding its status as a “center”, specifically as it relates to scoring for transportation funding. This area has not been officially designated as a “center” on the interim map, nor on the map adopted in ordinance 2019-70s that is out for ratification.

The Puget Sound Regional Council (PSRC) recently provided policies and procedures for the 2020 round of funding in their Policy Framework. Specifically, this includes “military facilities” in the definition of a “local center” (Coli). PSRC then leaves it to the local countywide forum (PCRC) to determine if the facility is actually a “military facility”.

This approach would allow projects benefiting JBLM/Camp Murray to earn points under the “centers” section of the project application. However, it would not classify JBLM/Camp Murray as a center, outside of the interim map identified in section 27 application package. The GMCC appreciates this opportunity to support Pierce County Regional Council.

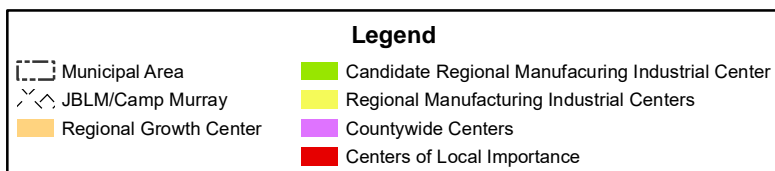
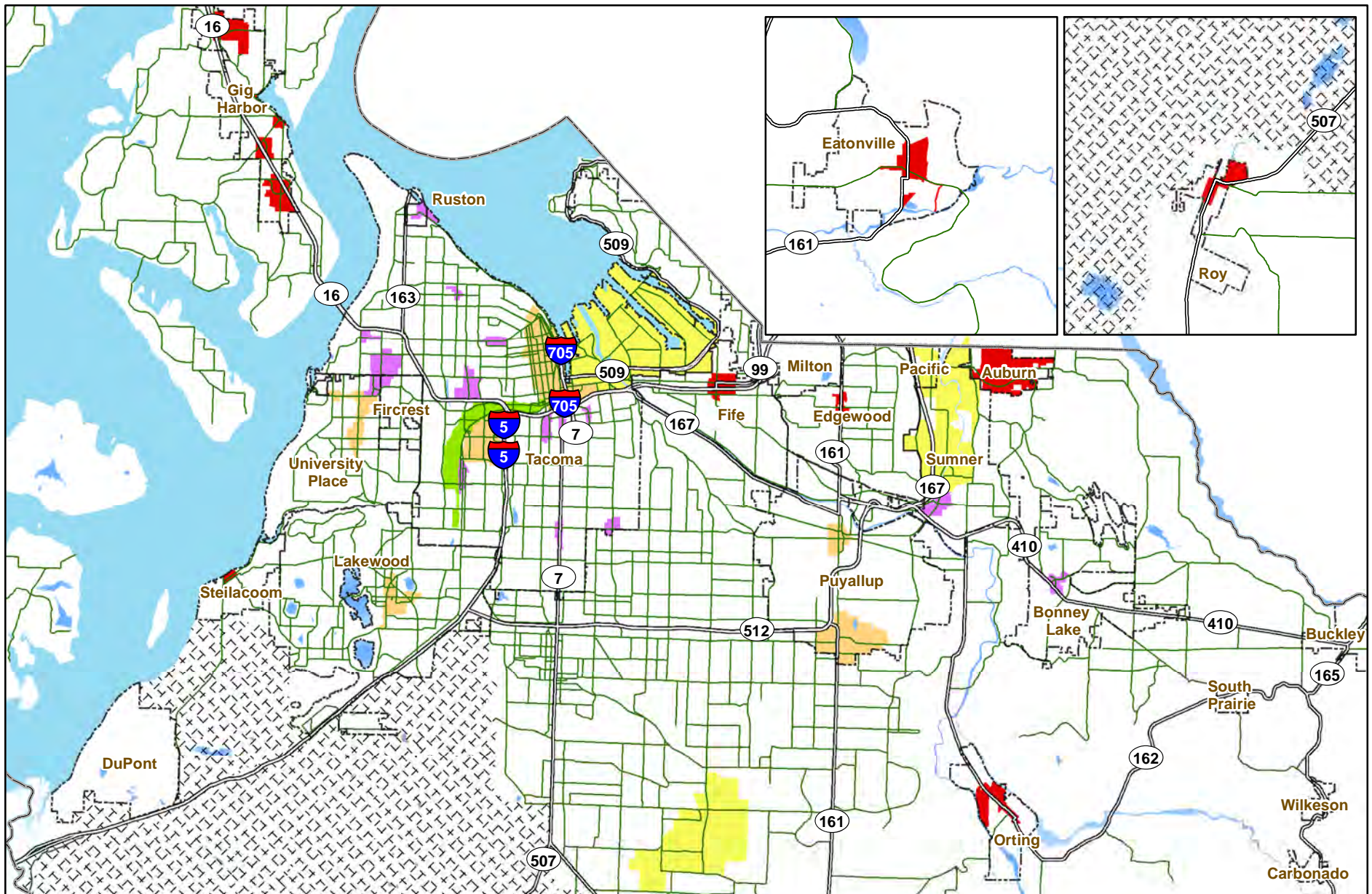
If you have any questions, please do not hesitate to contact me.

Sincerely,

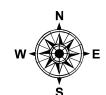
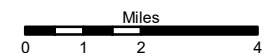
A handwritten signature in blue ink, appearing to read "Chris Larson", with a stylized flourish at the end.

Chris Larson, AICP
Senior Planner
Pierce County Growth Management Coordinating Committee (GMCC), Chair

Copy to:
Pierce County Regional Council (PCRC)
Growth Management Coordination Committee (GMCC)
Transportation Coordinating Committee (TCC)



Interim Regional Centers, Countywide Centers, and Centers of Local Importance for 2020 Funding Competition



Chris Larson

From: Kelly McGourty <KMcGourty@psrc.org>
Sent: Monday, January 13, 2020 10:02 AM
To: Clint Ritter
Subject: Policy Framework for PSRC's Federal Funds

Clint –

Per our conversation last week, I wanted to provide a short summary of the policies and requirements for the countywide project selection processes, as will be detailed in the *Policy Framework for PSRC's Federal Funds*.

As a reminder, the Project Selection Task Force wrapped up their work in December and prepared a recommendation on the policies and procedures for the 2020 process. These include, among other things, the policy focus of support for centers as identified in VISION 2040; the split of funds between the regional and countywide processes; the set-aside amounts and distribution procedures; and the project evaluation criteria. The Transportation Policy Board recommended adoption of the *Framework* yesterday, and the Executive Board is scheduled to adopt it at their meeting on January 23rd.

Specific to the countywide project selection processes, each process must comply with the policies and procedures in the *Policy Framework*. This includes incorporation of the approved project evaluation criteria, although the countywide forums may tailor these as well as include additional criteria suitable for their forums. The definition of “centers” for the countywide processes is broadened to include countywide and locally designated centers. Military facilities are included in the definition of local centers, with each countywide forum having the discretion to determine the definition of a military “facility” for their process.

We are aware that each countywide forum has distinct, and unique, processes. We rely on, and have worked closely with, the countywide transportation forums over the last year, both to receive their feedback on the process as well as to review each countywide program to ensure consistency with the *Framework*. We understand that the Pierce County forum has specific tailored elements in their process that are different from the other three counties, such as a funding cap for transit, a target amount for small cities, and point values for centers classification. The expectation is that all aspects from the 2020 *Framework* will be appropriately incorporated into the established Pierce Countywide process, including how centers are defined and addressed.

Please feel free to contact me if you have any questions or need additional information.

Thank you – Kelly

Kelly McGourty
Director of Transportation Planning
Ph (206)971-3601



Puget Sound Regional Council
1011 Western Ave., Suite 500
Seattle, WA 98104-1035

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TO: Mayor and City Councilmembers

FROM: Jeff Gumm, Program Manager, and Dave Bugher, Assistant City Manager, Development Services

THROUGH: John J. Caulfield, City Manager 

DATE: March 23, 2020 (Council Study Session)

SUBJECT: Proposed 5-YR Consolidated Plan (July 1, 2020 – June 30, 2025); FY 2020 Annual Action Plan and Analysis of Impediments to Fair Housing

IMPORTANT INFORMATION: This memorandum has been prepared based on the Draft 5-YR Consolidated Plan, including the City's FY 2020 Annual Action Plan, which is attached to this memorandum, and prior to the passage of the Coronavirus Aid, Relief, and Economic Security Act or the CARES Act, the federal government's approval of \$ 2 plus trillion dollar stimulus package.

The CARES Act will add funds to current HUD programs that will affect Lakewood, notably, an additional \$5 billion for the Community Development Block Grant (CDBG) to be disbursed to entitlement communities nationwide. While CDBG did not receive the \$10 billion amount initially indicated by the Senate's draft proposal, there are also two separate pots states and localities will be able to draw on to address similar needs. A \$150 billion relief fund that will be made available to States, Tribal governments, and local governments as well as a \$45 billion "disaster relief fund." The CARES Act did not allocate additional dollars to the HOME fund.

The specific details as to the use of these funds and program guidelines will be coming forward within the next 30-days. Lakewood is also a part of the Tacoma-Lakewood Consortium. Use of CARES Act CDBG funds will have to be coordinated with Tacoma, the lead entity in the Consortium.

Based on what we know as of this writing, to stay on some sort of schedule, and to obtain access to funds, it is requested that the Council review the Consolidated Plan and Action Plan, taking action in mid-May or early June, as if there was no CARES Act. As more details emerge and Lakewood knows more about Tacoma's direction, we would return with an amended Consolidated Plan and Action Plan. This process also provides the City the

opportunity to find out more information on the relief funds which are separate from CDBG¹.

Introduction: This memorandum has several parts:

- 1) Introduces the City Council to the Draft 5-YR Consolidated Plan, including the City's FY 2020 Annual Action Plan and Analysis of Impediments to Fair Housing;
- 2) Reviews the consolidated planning process, public participation, general timelines, and strategic plan for investment of federal funds;
- 3) Provides the City Council with three scenarios on program funding; and
- 4) Provides the City Council with information on two new programs – Tenant Based Rental Assistance (TBRA – HOME program), and a Small Business Stabilization Fund CDBG program.
- 5) Provides the City Council with information on the use of CDBG funds to assist non-profit agencies.

At the April 6, 2020 City Council Regular Meeting, the City Council will need to provide direction as to its priorities for HUD funding before release of the Draft Plan for public comment, which has yet to be scheduled.

Timing: As a result of the pandemic, and the stay-at-home order, both Lakewood and Tacoma are now behind in adopting their respective Consolidated Plans/Action Plans. Tacoma has formally filed for an extension which also covers Lakewood to August 16, 2020. Lakewood's Seattle HUD representative contacted Mr. Gumm, the City's CDBG Program Manager, and wanted to know if Lakewood was 'okay' with the extension request. Mr. Gumm responded yes, since both agencies are behind on the public hearing process. The extension is for administrative purposes only.

Recommendations: The current situation is fluid. It is difficult to provide recommendations. At the staff level, in both Lakewood and Tacoma, it has been agreed that both agencies should approve the CDBG and HOME funds already awarded to both jurisdictions in February be addressed first, in order to meet HUD's requirement of the Consolidated Plan submittal, and to secure the cities' initial access to CDBG and HOME funding.

Based on the most current information, the following recommendations are provided for City Council consideration.

- 1) Conduct the CDBG public hearing on May 18, 2020; close the public hearing; and take action that evening. It is desired that Lakewood maintain a similar adoption schedule as Tacoma.
- 2) Given the content of the Draft Consolidated Plan, it is recommended that the CDBG funds be used to support housing programs as is outlined in Scenario 3 (\$561,863.07) with no funds towards capital and/or economic development projects or services.
- 3) The City use a portion of its HOME funds to establish a tenant-based rental assistance (TBRA) program, \$148,464.00.

¹ These relief funds may take the form of something like the Neighborhood Stabilization Program (NSP) funds issued during the Great Recession. Lakewood received significant awards. We will be closely monitoring the relief fund as more information becomes available.

- 4) Amend the CDBG Citizen Participation Plan (CPP) allowing the City Council to conduct virtual public hearings².
- 5) Once available, use CARES Act funding to provide public service and economic development assistance.
- 6) Amend the Consolidated Plan and Action Plan later this year incorporating CARES Act funding (Public Services & Economic Development).
- 7) CDBG team shall monitor the proposed relief funds and provide updates to the City Manager.
- 8) Advertise the 30-day public hearing as soon as possible.

Joint Consolidated Plan: Every five years, HUD requires state and local governments to produce a 5-YR Consolidated Plan, an Annual Action Plan, and Analysis of Impediments to Fair Housing to receive federal funding from the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME).

As a member of the Tacoma-Lakewood HOME Consortium, the FY 2020-24 Consolidated Plan is required to be submitted to HUD as a joint plan between Lakewood and the City of Tacoma. As a joint plan, the document evaluates shared housing and community development needs and resources across both communities and looks to develop strategies that meet the needs of low and moderate income households on a regional Lakewood-Tacoma basis. The Plan is typically developed with broad strokes, allowing flexibility of action to both Tacoma and Lakewood over the five year period which the plan covers.

Lakewood and Tacoma have contracted with Enterprise Community Partners to complete the 5-YR 2020-2024 Consolidated Plan. Enterprise is a nonprofit, nonstock 501(c)(3) corporation organized in the State of Maryland with extensive background in the funding and development of affordable housing opportunities, and in the creation of affordable housing and community development strategic plans³.

What exactly is the Consolidated Plan and what does it do? The consolidated planning process serves as a framework for identifying a City's long-term housing, homeless, and community development needs and provides a strategic plan for how a community intends to expend CDBG and HOME dollars to meet those needs. The purpose of the Plan is to create a consistent long-term (5 year) vision to carry out activities consistent with HUD's national objectives, which are to: 1) Provide decent housing; 2) Provide a suitable living environment, and; 3) Expand economic opportunities. The Plan lays the framework from which a jurisdiction then focuses its annual expenditure on a specific set of needs and goals identified in the broader 5-YR Plan.

Components of the 5-YR Consolidated Plan include:

- Consultation and Citizen Participation;
- Housing and Homeless Needs Assessment;
- Housing Market Analysis;
- Assessment of Economic and Employment Conditions;
- Assessment of Available Resources;
- Five Year Strategic Plan; and

² This is a minor technical amendment required by HUD.

³ As part of the Consortium, Tacoma is the lead entity. Tacoma hired Enterprise to prepare the 5-YR Consolidated Plans, and Annual Action Plans for both communities.

- Annual Action Plan.

Annual Action Plan: Activities identified as a part of the 5-YR Consolidated Plan are carried out on an annual basis through Annual Action Plans (July 1 – June 30). Annual Action Plans provide specific activities and funding actions to be carried out to meet goals and objectives identified in the 5-YR Plan. Both Lakewood and Tacoma create Annual Action Plans designed to address specific needs as identified in the Consolidated Plan.

Unless otherwise directed by the City Council it is recommended that the Annual Action Plan for FY 2020 (July 1, 2020 – June 30, 2021) continue to focus on community and economic development needs related to: improving infrastructure and facilities; economic development; and the expansion of affordable housing choice for low and moderate income individuals. Basic services and homeless prevention activities would be secondary options.

What is an analysis of impediments to fair housing? An Analysis of Impediments to Fair Housing (AI) identifies specific impediments or obstacles faced by a jurisdiction's population, especially those faced by low and moderate income households. Once identified, the AI then identifies specific goals to ameliorate those impediments, thus ensuring fair housing choice for all of its citizenry.

Examples of Impediments to Fair Housing include:

- Discrimination based upon race, religion, sex, age, etc.;
- Lack of accessible housing stock for persons with disabilities;
- Discriminatory lending policies or practices;
- Lack of infrastructure or access to transportation;
- Zoning or planning policies unfairly restricting the development of affordable housing; and/or
- Access to fair housing information for persons who do not speak English or with limited English speaking abilities.

As a requirement of funding, each jurisdiction is required to conduct an assessment of impediments to fair housing choice and submit it to HUD along with its 5-YR Consolidated Plan. For 2020, Lakewood and Tacoma will be conducting an update of our existing AI's to reflect current market conditions. This information is not available as part of the report.

CDBG & HOME programs: The 5-YR Consolidated Plan provides direction for funding both the CDBG and HOME programs. The City's CDBG programs are administered by City staff as a direct entitlement community; the HOME program is jointly administered with Tacoma serving as the "lead entity." As part of the consortium agreement with Tacoma, the Tacoma Community Redevelopment Authority (TCRA), in consultation with Lakewood, is authorized to review Lakewood's (HOME) housing loans and proposals for housing development projects and make funding decisions based on projects which meet the lending criteria of the TCRA. The TCRA funds Lakewood projects out of Lakewood's portion of the grant.

CDBG funds must be used to meet specific HUD national objectives and may be used to fund activities benefiting low and moderate income individuals. Eligible funding categories include:

- Housing;

- Public Services;
- Physical/Infrastructure Improvements; and
- Economic Development.

HOME funds must be used to create safe, decent, affordable housing opportunities to low and moderate income individuals. Eligible activities include:

- Single family housing construction or rehabilitation;
- Multifamily construction and rehabilitation;
- Homebuyer activities (down payment assistance); and
- Tenant-based rental assistance.

Previous years' expenditures. TABLE 1 outlines Lakewood CDBG expenditures from 2000 through 2019.

TABLE 1 CDBG Expenditure by Funding Priority (including Program Income*)						
Year	Physical/ Infrastructure	Housing	Public Service	Economic Development	Admini- stration	Section 108 Loan Payment
2000	\$537,860.10	\$102,275.13	\$34,030.65	\$0.00	\$103,618.22	\$0.00
2001	\$250,286.87	\$126,611.96	\$60,022.92	\$0.00	\$153,428.50	\$0.00
2002	\$451,438.00	\$357,309.63	\$78,145.68	\$0.00	\$144,068.86	\$0.00
2003	\$399,609.05	\$350,528.50	\$76,294.76	\$0.00	\$161,200.00	\$0.00
2004	\$294,974.47	\$407,591.69	\$80,490.00	\$0.00	\$136,552.91	\$0.00
2005	\$86,156.39	\$359,033.03	\$68,336.00	\$0.00	\$130,879.53	\$0.00
2006	\$164,000.00	\$486,607.03	\$70,645.37	\$0.00	\$99,091.68	\$0.00
2007	\$0.00	\$427,346.00	\$66,380.17	\$0.00	\$96,940.46	\$0.00
2008	\$9,871.81	\$412,526.83	\$66,818.21	\$0.00	\$108,065.99	\$0.00
2009	\$20,000.00	\$433,021.09	\$64,920.04	\$0.00	\$127,986.46	\$0.00
2010	\$522,544.00	\$133,536.78	\$84,394.14	\$31,947.85	\$131,686.11	\$0.00
2011	\$185,481.69	\$268,584.51	\$86,187.73	\$0.00	\$123,853.80	\$0.00
2012	\$0.00	\$280,854.87	\$34,701.05	\$0.00	\$100,871.31	\$0.00
2013	\$284,851.80	\$301,829.41	\$3,545.40	\$13,229.84	\$98,881.36	\$0.00
2014	\$160,000.00	\$188,138.86	\$48,065.71	\$0.00	\$108,853.98	\$0.00
2015	\$320,000.00	\$85,806.36	\$0.00	\$0.00	\$98,363.40	\$0.00
2016	\$321,937.57	\$164,351.72	\$0.00	\$0.00	\$106,967.67	\$0.00
2017	\$266,002.50	\$89,039.67	\$0.00	\$0.00	\$96,106.18	\$49,311.26
2018	\$300,000.00	\$210,376.36	\$0.00	\$0.00	\$102,580.28	\$49,812.66
2019	\$0.00 ⁴	\$73,385.91	\$0.00	\$0.00	\$33,291.64	\$383.64
TOTAL	\$4,575,014.25	\$5,258,755.34	\$922,977.83	\$45,177.69	\$2,263,288.34	\$99,507.56
<i>*Program Income Included in Total</i>	<i>0.00</i>	<i>\$559,959.06</i>	<i>\$0.00</i>	<i>\$10,179.52</i>	<i>\$155,179.29</i>	<i>\$0.00</i>

⁴ This number is zero since there were no infrastructure drawdowns from HUD's Integrated Disbursement & Information System (IDIS) in that fiscal year.

5 YR Draft Consolidated Plan. The Draft Plan is attached, including a PowerPoint presentation.

The Draft Plan indicates that the City's primary need is in the housing category. In FY 2020, Lakewood will receive a total of \$596,006 in CDBG funds, an increase of 5.8 percent from the previous year's allocation of \$563,124. Three scenarios have been drafted for Council review. These scenarios reflect the more traditional approaches in how the City has chosen to expend CDBG and HOME funds. However, in light of recent events, some non-traditional approaches have also been included in this report. They follow the after the three scenarios.

Before we go too far, some explanation of HUD's administrative costs is necessary. In reviewing the scenarios, some clarification is required to explain administrative costs. Under HUD's program guidelines, administrative costs are not to exceed 20 percent. To most people, that number seems awfully high, and should be much lower. HUD's program requirements, however, are unique; they were not designed for efficiencies. The administrative allocation covers the following items.

- HUD audit requirements (which are significant & time consuming). In the past, Tacoma has received audit findings, Lakewood has not. Almost all HUD documents are still in paper format. HUD continues to require paper copies for all original documentation.
- Section 3 reporting (auditing procedure assuring that federal funds are going to low- and very low income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons).
- Davis-Bacon construction monitoring/4710 labor reporting.
- Integrated Disbursement & Information System (IDIS) computer-based activity reporting.
- Auditing of the housing rehabilitation programs (single-family homeowner rehabilitation), down payment assistance, and the affordable housing fund (HOME funds - investments
- Annual, quarterly, and monthly reporting activities, including review of the annual action plan.
- Minority Business Enterprise (MBE) & Women-Owned Businesses (WBE) reporting.
- Quarterly SF 425 reporting (OMB requirement separate from HUD.
- HOME rent and household income reporting.
- Auditing of the major home repair/sewer loan program, down payment assistance, multi-family housing, and economic development activities (microenterprise loan

primarily with Habitat for Humanity and various non-profit housing providers. All of these programs have corresponding Revolving Loan Funds (RLF) for each of the funded activities.

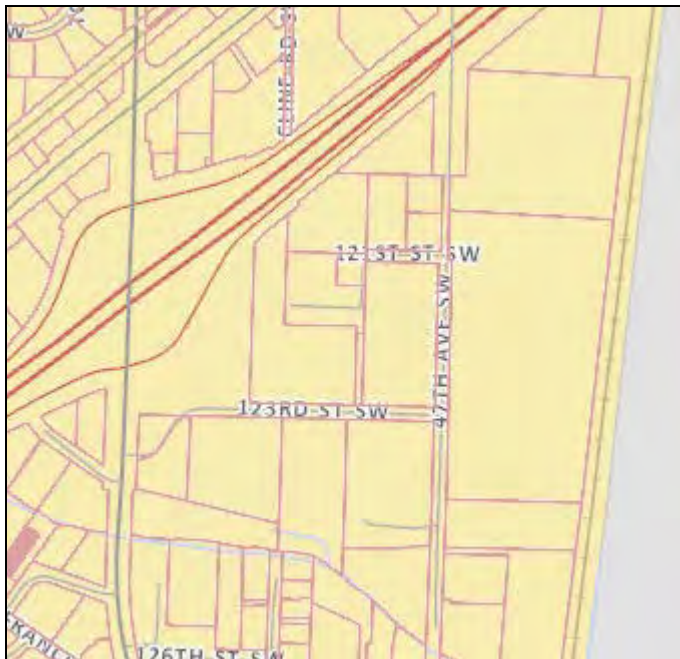
- General monitoring of programs for compliance.

program). All of these programs have corresponding Revolving Loan Funds (RLF) for each of the funded activities.

- Sub-recipient monitoring of all organizations receiving CDBG and HOME funding.
-

Scenario 1 (TABLE 2): Shows a funding proposal that continues to focus on infrastructure development in the Springbrook Neighborhood where such infrastructure is presently lacking (47th Avenue SW – street improvements), see FIGURE 1, and the expansion and preservation of affordable housing choices for low income homeowners. Under this scenario, the minimum infrastructure amount needed for street improvements is \$150,000. No funding is provided for public services or economic development.

FIGURE 1



The project site extends from the south side of the I-5/47th Avenue SW Bridge to the north side of Clover Creek.

SCENARIO 1 (TABLE 2) CDBG PROGRAM YEAR 2020			
	CDBG Allocation 2020	CDBG Reprogram 2019	TOTAL 2020 Funding
PHYSICAL/INFRASTRUCTURE (No percentage cap)			
City of Lakewood – 47 th Avenue SW Roadway Improvements (this is the street located south of I-5, across the overpass in the Springbrook Neighborhood. Improvements would include paved surface, curb, gutter, sidewalk, street lights, & landscaping.)	\$220,000.00	\$0	\$220,000.00
Subtotal- Physical Improvements	\$220,000.00	\$0	\$220,000.00
PUBLIC SERVICE (15 percent Cap)			

**SCENARIO 1
(TABLE 2)
CDBG PROGRAM YEAR 2020**

	CDBG Allocation 2020	CDBG Reprogram 2019	TOTAL 2020 Funding
Subtotal- Public Service	\$0	\$0	\$0
HOUSING (No percentage cap)			
Major Home Repair/Sewer Loan Program	\$246,804.80	\$40,058.27	\$286,863.07
Emergency Assistance for Displaced Residents	\$0	\$45,000.00	\$45,000.00
CDBG funding of HOME Housing Services	\$10,000.00	\$0	\$10,000.00
Subtotal- Housing	\$256,804.80	\$85,058.27	\$341,863.07
ECONOMIC DEVELOPMENT (No percentage cap)			
Subtotal- Economic Development	\$0	\$0	\$0
OTHER/ADMIN (20% percent Cap)			
Administration	\$119,201.20	\$0	\$119,201.20
Subtotal- Administration	\$119,201.20	\$0	\$119,201.20
TOTAL	\$596,006.00	\$85,058.27	\$681,064.27

Note: Table includes the reallocation of 2018 Administration - \$38,870.93; 2018 Section 108 Interest Repayment - \$1,187.34; and 2019 WorkForce Central Apprenticeship - \$45,000.

Scenario 2 (TABLE 3): Removes the public infrastructure component, and replaces it with an unidentified public service proposal, and an economic development loan program.

Regarding the public service proposal, the proposer would be required to either introduce a new program, or increase an existing service level, and services provided would need to benefit low income persons directly or be associated with a program serving a clearly defined low income area. If the proposer intends to use other groups to perform services, then they would also be subject to monitoring via a sub-recipient requirement. A sub-recipient is defined as a non-federal entity that receives a sub-award from a pass-through entity to carry out part of a federal program, but does not include an individual that is a beneficiary of such program. A sub-recipient checklist, 50-pages in length, is attached.

The proposed loan program is easy to implement; however, for every increment of \$35,000 in the loan amount, the business would be required to create or retain one FTE. In either of the two scenarios, there were no changes in the funding housing category.

SCENARIO 2 (TABLE 3) CDBG PROGRAM YEAR 2020			
	CDBG Allocation 2020	CDBG Reprogram 2019	TOTAL 2020 Funding
PHYSICAL/INFRASTRUCTURE (No percentage cap)			
Subtotal- Physical Improvements	\$0	\$0	\$0
PUBLIC SERVICE (15 percent cap)			
Housing instability, financial services, etc.	\$89,400.90	\$0	\$89,400.90
Subtotal- Public Service	\$89,400.90	\$0	\$89,400.90
HOUSING (No percentage cap)			
Major Home Repair/Sewer Loan Program	\$246,804.80	\$40,058.27	\$286,863.07
Emergency Assistance for Displaced Residents	\$0	\$45,000.00	\$45,000.00
CDBG funding of HOME Housing Services	\$10,000.00	\$0	\$10,000.00
Subtotal- Housing	\$256,804.80	\$85,058.27	\$341,863.07
ECONOMIC DEVELOPMENT (No percentage cap)			
Loan program for local businesses	\$130,599.10	\$0	\$130,599.10
Subtotal- Economic Development	\$130,599.10	\$0	\$130,599.10
OTHER/ADMIN (20 percent cap)			
Administration	\$119,201.20	\$0	\$119,201.20
Subtotal- Administration	\$119,201.20	\$0	\$119,201.20

SCENARIO 2 (TABLE 3) CDBG PROGRAM YEAR 2020			
	CDBG Allocation 2020	CDBG Reprogram 2019	TOTAL 2020 Funding
TOTAL	\$596,006.00	\$85,058.27	\$681,064.27
Note: Table includes the reallocation of 2018 Administration - \$38,870.93; 2018 Section 108 Interest Repayment - \$1,187.34; and 2019 WorkForce Central Apprenticeship - \$45,000.			

Scenario 3 (TABLE 4): Given the content of the Consolidated Plan, which states the City has significant housing issues, have all primary funds go to housing programs. This scenario anticipates the City receiving additional CDBG funds as part of the CARES act which could then be focused on economic development and public services activities.

SCENARIO 3 (TABLE 4) CDBG PROGRAM YEAR 2020			
	CDBG Allocation 2020	CDBG Reprogram 2019	TOTAL 2020 Funding
PHYSICAL/INFRASTRUCTURE (No percentage cap)			
Subtotal- Physical Improvements	\$0	\$0	\$0
PUBLIC SERVICE (15 percent cap)			
Subtotal- Public Service	\$0	\$0	\$0
HOUSING (No percentage cap)			
Major Home Repair/Sewer Loan Program	\$466,804.80	\$40,058.27	\$506,863.07
Emergency Assistance for Displaced Residents	\$0	\$45,000.00	\$45,000.00
CDBG funding of HOME Housing Services	\$10,000.00	\$0	\$10,000.00
Subtotal- Housing	\$566,804.80	\$85,058.27	\$561,863.07
ECONOMIC DEVELOPMENT (No percentage cap)			
Subtotal- Economic Development	\$0	\$0	\$0
OTHER/ADMIN (20 percent cap)			
Administration	\$119,201.20	\$0	\$119,201.20
Subtotal- Administration	\$119,201.20	\$0	\$119,201.20
TOTAL	\$596,006.00	\$85,058.27	\$681,064.27
Note: Table includes the reallocation of 2018 Administration - \$38,870.93; 2018 Section 108 Interest Repayment - \$1,187.34; and 2019 WorkForce Central Apprenticeship - \$45,000.			

HOME funding: For FY 2020, Lakewood will receive \$331,627 in HOME funding, an increase of 7.1 percent from the previous year's allocation of \$309,690. The City Council has traditionally funded two affordable housing programs to meet HOME program requirements of providing safe, decent, affordable housing options to low-income households through acquisition, new construction, rehabilitation, and homebuyer assistance: 1) Affordable Housing Fund; and 2) Housing Rehabilitation Program.

Additionally, 10 percent of Lakewood's HOME allocation will be used by Tacoma to provide accounting and administrative functions as provided in the consortium agreement.

Proposed HOME funding allocations are listed below in TABLE 5.

TABLE 5 HOME PROGRAM YEAR 2020 – LAKEWOOD'S SHARE	
Housing Rehabilitation Program	\$98,464.00
Affordable Housing Loan Fund	\$200,000.00
Administration (10% Tacoma)	\$33,163.00
TOTAL	\$331,627.00

HOME Tenant-Based Rental Assistance (TBRA): There is a third HOME program that the City Council has not yet used. HOME permits participating jurisdictions to create flexible programs that provide assistance to individual households to help them afford the housing costs of market-rate units. These programs are known as "tenant-based rental assistance," or TBRA. TBRA programs may be carried out directly by a local jurisdiction or may be conducted through sub recipients (i.e., non-profit providers, or a local Public Housing Authority (PHA)).

There are many different types of TBRA programs, but the most common type provides payments to make up the difference between the amount a household can afford to pay for housing and the local rent standards. Other TBRA programs help tenant pay for costs associated with their housing, such as security and utility deposits.

HOME TBRA programs differ from other types of HOME rental housing activities in three key ways:

- TBRA programs help individual households, rather than subsidizing particular rental projects.
- TBRA assistance moves with the tenant—if the household no longer wishes to rent a particular unit, the household may take its TBRA and move to another rental property.
- The level of TBRA subsidy varies—the level of subsidy is based upon the income of the household, the particular unit the household selects, and the PJ's rent standard (rather than being tied to the PJ's high and low HOME rents).

TBRA Benefits:

- Provides flexibility for households – allows renter to choose location of rental unit.
- Jurisdiction can tailor TBRA program as it needs to meet the distinctive community housing need (i.e. persons with special needs, targeted income levels, households at risk of homelessness due to economic conditions).

- Less expensive than new low-income housing development (important in communities with high vacancy rates, limited HOME funds, or where large public subsidies are needed to spur development).
- Easy to terminate if tenant fails to meet program requirements.
- Does not pose long-term financing obligation.

Program Requirements:

- At least 90% of families assisted must have incomes at or below 60% AMI (cannot serve households exceeding 80% AMI).
- Establish written policy if program serves preferred clientele (i.e. persons with disabilities, elderly, minimum residency, self-sufficiency program, homebuyer program).
- Rental unit must meet Section 8 Housing Quality Standards (HQS).
- Requires one year lease.
- Jurisdiction can determine rent subsidy to be paid; however, the jurisdiction must establish a minimum TBRA payment (jurisdiction can determine) and a maximum TBRA payment (difference between 30% of household's adjusted monthly income and jurisdiction-wide rent standard, i.e. HUD Fair Market Rent).

Should Council wish to fund a TBRA program, TABLE 6 provides staff's funding recommendations for such a program.

TABLE 6 HOME PROGRAM YEAR 2020 – LAKEWOOD'S SHARE	
TBRA Program	\$148,464.00
Affordable Housing Loan Fund	\$150,000.00
Administration (10% Tacoma)	\$33,163.00
TOTAL	\$331,627.00

Emergency Fund for Small Businesses: This is a fund to provide emergency assistance in the form of working capital grants in amounts up to \$10,000 to qualifying small businesses. Grants may be used to cover the day-to-day operating expenses of the business, such as payroll or losses due to destabilizing events. The following is the investment criteria for financial support:

- The business owner must have a low- or moderate-income ($\leq 80\%$ of the Area Median Income);
- The business must have five employees or less;
- The business must have a physical establishment (it is recommended that home-based businesses be excluded from this program);
- The business must have experienced a loss of income due to COVID-19;
- The business must be located within Lakewood.

Regarding the emergency fund, the City's CDBG allocation is modest. If the entire amount were allocated under this category, the City could assist about 56 businesses. Lakewood has over 4,000 businesses; it is estimated that around 1,500 businesses that may meet the criteria above. It is possible to decrease the awards from \$10,000 to \$5,000, thereby increasing the level of assistance from 56 to 112 businesses.

Another issue is the limited size of CDBG program in Lakewood. Current personnel is two FTEs. In addition to CDBG assignments, they also perform dangerous building abatements and rental housing program administration and inspections.

These two FTEs process the following number of active loans:

- Down Payment Assistance - 18 loans with \$38,856.74 outstanding;
- Major Housing Rehab Projects - 79 loans with \$1,035,665.08 outstanding;
- Major Sewer: 9 loans with \$77,746.34 outstanding;
- Physical Improvements (LASA) - \$250,000 outstanding;
- Nisqually - 2 loans with \$1,805.43 outstanding;
- PWTF - 20 loans with \$39,451.59 outstanding; and
- 43 to 45 HOME loans with an outstanding balance of \$2.5 to \$3 million⁵. HOME funds, plus NSP funding, were used to construct over 34 single family homes in the Tillicum Neighborhood. This was done in partnership with Habitat for Humanity. This year and into 2021, Habitat is also proposing to build another nine units, also in Tillicum.

There is concern about adding new programs without having adequate financing and personnel. The impact is not only within the community & economic development department, but administrative services as well. One way to resolve this is to have the City's economic development manager identify and qualify eligible businesses for the small business emergency fund with oversight from the CDBG program manager. However, that means the City's general fund is being used to subsidize this particular CDBG program.

⁵ The HOME dollars are approximate; Tacoma operates Lakewood's HOME program. As a side note, entitlement agencies have a limited amount of time to spend funds, or they are taken away by HUD. In years past, sometimes Tacoma does not have HOME projects, but are up against the timeline to spend money. When this occurs, Tacoma will offer up HOME dollars to Lakewood.

This proposal is not supported by the City Manager. If this something the City Council wants to pursue, options could be developed, albeit they may be limited.

It is recommended that that small business emergency fund not be used as part of this allocation. Instead, consider such a program with the funding that comes available under the CARES Act.

Funding Nonprofit Agencies using CDBG Funds: It is possible to fund non-profit groups, but it is not easy because of HUD's underlying rules and regulations. Nonprofit activities fall under the public service category, unless there is a job creation/retention activity, or a large scale type economic development project. Job retention for nonprofits means they pass funding along to a business to retain an employee, not for retention of their nonprofit employees.

The manner in which CDBG would fund a nonprofit would generally fall into one of three categories:

- If the nonprofit provides a service to a group of low income persons (like job training, human services projects, or producing a good or service available to an area where 51% are low income persons, etc.);
- If the nonprofit conducts an economic development project it would typically result in job creation or retention of LMI persons (not eligible for the small business/microenterprise loan/grant program); or
- If the nonprofit were to develop a property for some economic development purpose like an incubator, a port, renovate a building for economic development uses, etc.

If a nonprofit is proposing to provide emergency small business assistance as the City is proposing using CARES Act funding that would not qualify for this type of assistance.

Additional caution on nonprofits carrying out economic development proposals. The City would require either a services agreement, or a very detailed economic development agreement. There is reluctance to use this approach, specific to economic development, unless the recipients were very skilled with economic development assistance programs. Two attempts have been made by the City to use CDBG funds for this purpose, one with the Lakewood Chamber of Commerce and the other with WorkForce, with no success.

New programs should be designed with efficacy in mind. Programs designed without sub-recipient agreements are preferred⁶.

⁶ For groups that receive HUD funding unfamiliar HUD's auditing requirements, these can be challenging documents. A sub-recipient agreement is required for the agency initially receiving the award, and for any pass-through recipient.

What does the calendar look like? TABLE 7 lists the CDBG/Home Milestones & upcoming dates.

TABLE 7 CDBG/HOME MILESTONES & UPCOMING DATES	
Date	Action
November 19, 2019	Executed contract with Enterprise to assist in the promulgation of Lakewood's Consolidated Plan and Analysis of Impediments.
Nov 2019 – Feb 2020	Conduct citizen outreach, including Councils, boards, nonprofits, housing providers, religious institutions, neighborhood associations, stakeholders, etc.
Dec 2019 – Feb 2020	Conduct Needs Assessment of housing and community development needs. Conduct Market Analysis including housing and economic trends, barriers to affordable housing and population demographics.
January 27, 2020	City Council strategy session with consultant- Enterprise.
February – April, 2020	Create Strategic Plan for 5-Yr Consolidated Plan.
April 2020	Create Draft 5-YR Consolidated Plan (in process)
April 2020 (<i>Tentative</i>)	CSAB review of Draft 5-YR Consolidated Plan, 2020 Annual Action Plan, and AI.
April 21, 2020 (<i>Tentative</i>)	Tacoma City Council public hearing on the Draft 5-YR Consolidated Plan and 2020 Annual Action Plan.
April 29, 2020 (<i>Tentative</i>)	Planning Commission review of Draft 5-YR Consolidated Plan, 2020 Annual Action Plan, and AI.
April 10, 2020 through May 18, 2020 (<i>Tentative</i>)	Citizen 30-day review and comment period.
May 18, 2020 (<i>Tentative</i>)	Lakewood City Council public hearing on the Draft 5-YR Consolidated Plan and 2020 Annual Action Plan.
May 18, 2020 or June 1, 2020 (<i>Tentative</i>)	Lakewood City Council adopts 5-YR Consolidated Plan & Annual Action Plan.
May 18, 2020 (<i>Tentative</i>)	Tacoma City Council adopts 5-YR Consolidated Plan & Annual Action Plan.
May 19, 2020 or June 2, 2020 (<i>Tentative</i>)	Lakewood/Tacoma submits 5-YR 2020-24 Consolidated Plan, 2020 Annual Action Plan, and AI to HUD.
No later than August 15, 2020	Begin new program year.

Recap of recommendations:

1. Conduct the CDBG public hearing on May 18, 2020; close the public hearing; and take action that evening.
2. Adopt Scenario 3 (\$561,863.07) with no funds towards capital and/or economic development projects or services.
3. Use a portion of the City's HOME funds to establish a new tenant-based rental assistance (TBRA) program in the amount of \$148,464.00.
4. Amend the Consolidated Plan and Action Plan later this year, incorporating CARES Act funding for public service and economic development assistance.

Attachment:

Sub-recipient agreement
Draft 5 YR Consolidated Plan
PowerPoint

Presentation to Lakewood City Council Study Session: Tacoma-Lakewood 2020-2025 Consolidated Plan

Presented by

Jeff Gumm

Program Manager

Community & Economic Development Department

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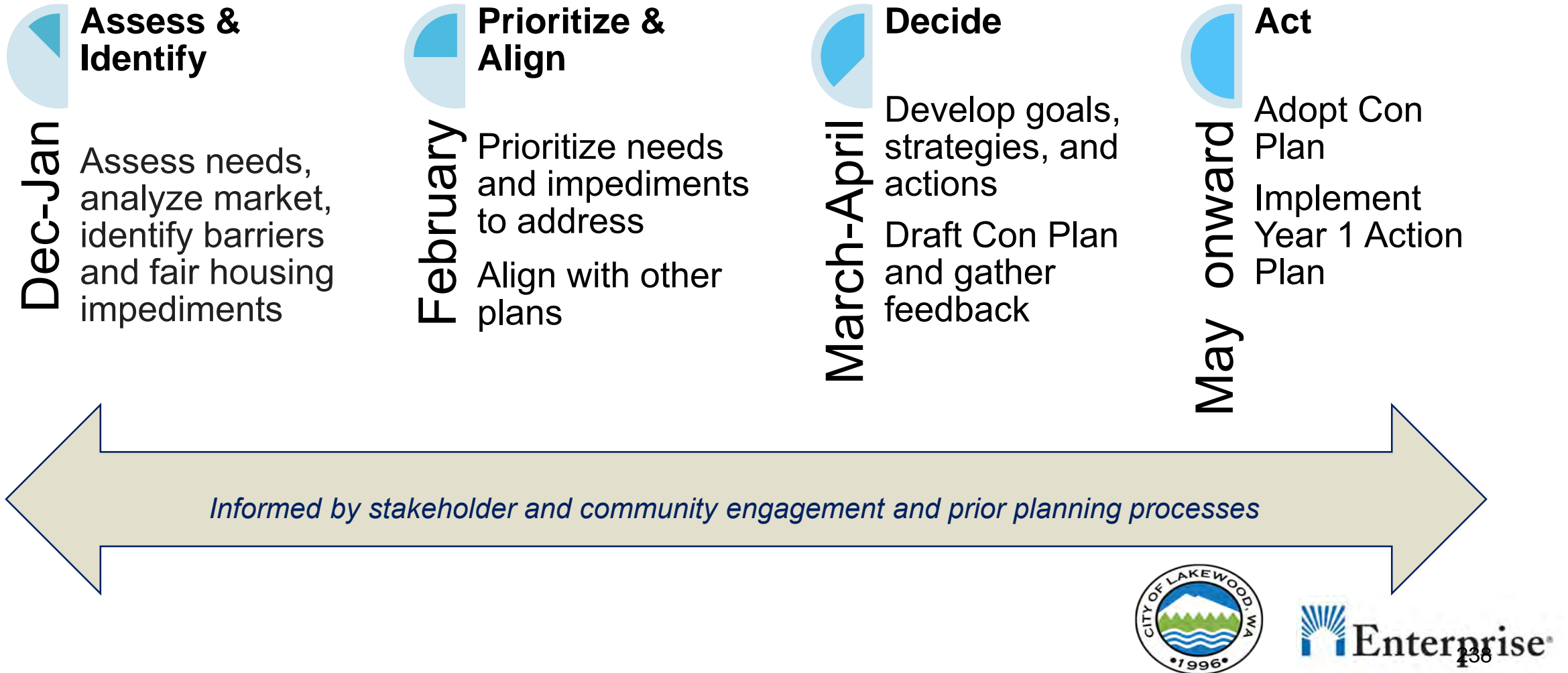


Presentation Overview

- Present key findings from needs assessment and market analysis
- Share proposed Strategic Plan
- Gather feedback and discuss next steps

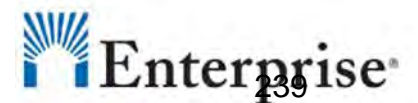


Consolidated Plan Schedule





Needs Assessment and Market Analysis Highlights



Housing Problems

Housing **cost burden** is the most common housing problem in Lakewood, but **low-income renters** are disproportionately impacted.

- 44% of cost burdened renters earn less than 30% AMI
- 68% of *severely* cost-burdened renters earn less than 30% AMI

Single, elderly-households are also disproportionately impacted.

- 94% of single elderly renter households in Tacoma and Lakewood experience cost burden and earn less than 80 percent of AMI.



Housing Problems

Overcrowding is the second most common housing problem in Lakewood, with **low-income households with children** most impacted.

- 79% of renter households with children that experience overcrowding make below 80% AMI.
- Low-income households experience higher incidents of housing problems, including severe housing problems
- In some income categories, Pacific Islanders, American Indian and Alaska Natives, and African Americans experience disproportionate housing problems



Housing Market

Owner/Renter	Lakewood
Median home value*	\$232,600
Median monthly owner cost w/ mortgage	\$1,674
Median monthly owner cost w/o mortgage	\$578
Median gross rent	\$926

**Owner estimates. Source: 2013-2017 ACS 5-Year Estimates*

Income Measures*	Lakewood
Median household	\$47,636
Median family	\$58,266
Median earnings male**	\$42,160
Median earnings female**	\$36,333
Median earnings workers	\$28,944
Per capita	\$26,982

**Income in the last 12 months; 2013 inflation-adjusted dollars*

Source: 2013-2017 ACS 5-Year Estimates

Lakewood has lower **housing costs** on average compared to County and State, but housing costs still outpace Lakewood's lower **household incomes**, especially for low-income households



Housing Market

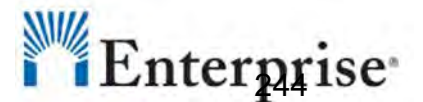
The number of Racially or Ethnically Concentrated Areas of Poverty (R/ECAPs) is increasing:

- In 2010 there was one census tract (718.06) that qualified as a racially or ethnically concentrated area of poverty (R/ECAP).
- The 2018 5-year ACS estimates indicate that this census tract is still a R/ECAP, and three additional tracts now do (717.04, 718.05, 718.07)





Strategic Plan



2015-2019 Strategic Plan

Goals	Goal Outcome Indicators
Increase and preserve affordable housing choice	Homeowner housing rehabilitated, 25 households housing unit
	Direct financial assistance to homebuyers, 5 households assisted
Improve infrastructure, facilities & economic opportunity	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit, 32,415 Persons Assisted
	Jobs created/retained, 25 jobs (Curbside Motors)
	Buildings Demolished, 16 Buildings
Reduce homelessness and increase stability	Households supported thru rental assistance, 33 Households



Priority Needs & Populations

Priority Needs to Address

- Housing instability among residents, including homelessness
- Limited supply of diverse rental and homeownership opportunities
- Need for accessible, culturally competent services
- Need for safe, accessible homes and facilities

Priority Populations to Serve

- Extremely low-income households
- Very low-income households
- Immigrants
- Seniors
- People of color
- Persons living with disabilities
- Persons experiencing homelessness



2020-2024 Con Plan Strategic Plan

Goal Name	Funding	Goal Outcome Indicator Lakewood	Goal Outcome Indicator Tacoma
Stabilize existing residents	CDBG NSP	<ul style="list-style-type: none"> • 5 jobs created or retained • 3 business assisted • 10-12 blighted properties demolished • 50 households assisted 	<ul style="list-style-type: none"> • 36 jobs created or retained • 2–3 businesses assisted
Increase diverse rental and homeownership opportunities	HOME CDBG	<ul style="list-style-type: none"> • 20 households or housing units 	<ul style="list-style-type: none"> • 735 households or housing units
Prevent and reduce homelessness	CDBG ESG	<ul style="list-style-type: none"> • 25 households assisted with emergency rental assistance 	<ul style="list-style-type: none"> • 1,605 households assisted with homelessness services
Increase availability of accessible, culturally competent services	CDBG ESG	<ul style="list-style-type: none"> • 20 persons assisted with services activities 	<ul style="list-style-type: none"> • 28,120 persons assisted with homelessness services
Support high-quality public infrastructure improvements	CDBG	<ul style="list-style-type: none"> • 25,775 persons benefit from public infrastructure improvements 	<ul style="list-style-type: none"> • 12,000 persons benefit from public infrastructure improvements
Provide resources for urgent community needs (e.g., disaster)	CDBG	None noted	<ul style="list-style-type: none"> • TBD (assessed as needs arise)



2020-2024 Expected Resources

Program	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan
		Annual Allocation	Program Income	Prior Year Resources	Total	
CDBG	Acquisition; Admin & planning; Economic development; Housing; Public improvements; Public services	\$596,006	\$100,000	\$85,058.27	\$781,064.27	\$2,000,000
HOME	Acquisition; Homebuyer assistance; Homeowner rehab; Multifamily rental new construction; Multifamily rental rehab; New construction for ownerships	\$331,627	\$50,000	\$0	\$381,627	\$1,300,000
NSP	Public improvements	\$0	\$125,000	\$140,000	\$265,000	\$350,000



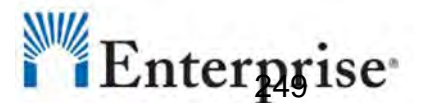
Questions?

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CITY OF LAKEWOOD DRAFT 2020-2024 CONSOLIDATED PLAN

Department of Community and Economic Development

MARCH 17, 2020
DRAFT CONSOLIDATED PLAN
2020-2024 PLANNING CYCLE

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PR-05. LEAD AND RESPONSIBLE AGENCIES – 91.200(b)

The following are the agencies and entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Dave Bugher	Community Development and Economic Department

Table 1 – Responsible Agencies

Consolidated Plan Public Contact Information:

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PR-10 CONSULTATION – 91.100, 91.200(b), 91.215(I)

Summary of Activities to Enhance Coordination

The City of Lakewood Community and Economic Development staff routinely coordinate with City of Tacoma, as part of the HOME Consortium, and participate in regional efforts coordinating on planning efforts and service delivery. Lakewood staff participate in monthly meetings with service providers and coordinate on the development of plans and strategies. Coordination with public and assisted housing providers along with governmental agencies for health, mental health, and other services focus on economic development, transportation, public services, special needs, homelessness, and housing. As the need for affordable housing and services continues to increase, the Cities of Tacoma and Lakewood, Pierce County, and Puget Sound Regional Council continue to collaborate on long-term priorities to leverage limited funding to meet the needs of the community.

Coordination is also carried out through the Lakewood Community Services Advisory Board who provides oversight and review. Tacoma and Lakewood also coordinate service delivery with Tacoma Housing Authority (THA) and Pierce County Housing Authority (PCHA).

Consultation for this Planning Process

The City of Lakewood conducted outreach and engagement activities to agencies, groups, and organizations in line with the City of Lakewood Community Development Block Grant and HOME Investment Partnership ACT Citizen Participation Plan (2019).

Below details the planned outreach conducted to these groups:

- Lakewood Planning Advisory Board: Created by City ordinance, with members appointed by the City Council, will review and make recommendations on the Con Plan. This group is planned to be engaged in late April 2020 with the objective to review the draft plan and public comments in order to provide final feedback and decisions to finalize Consolidated Plan to send to Lakewood City Council for approval.
- Lakewood Community Service Advisory Board: This is a citizens' advisory board, which recommends CDBG and HOME allocations and the Con Plan to the City Council. To the extent possible, the board includes low- and moderate-income persons, representatives of community groups, and members of minority groups. This group is planned to be engaged in late April 2020 with the objectives to review the draft plan and public comments in order to provide final feedback/decisions to finalize Consolidated Plan to send to the Lakewood City Council for approval.
- Tacoma/Lakewood/Pierce County Continuum of Care (CoC): The local planning body for homeless services. Members from this group were engaged in the two Service Provider Roundtables, described in the following section. Members of this group also provided useful data to inform the Consolidated Plan.
- Lakewood City Council: City of Lakewood staff plan to present the draft Consolidated Plan at the March 23, 2020 City Council study session. Additionally, the City Council

plans to adopt the final Consolidated Plan at its meeting on May 4, 2020, again, assuming public meetings are permitted by this time.

Lakewood	Lakewood Planning Advisory Board
	Lakewood Community Service Advisory Board
	Lakewood City Council

Table – 2 Agencies, Groups, Organizations who Participated

Cooperation and Coordination with Other Public Entities

The City of Tacoma and the City of Lakewood work closely with the Tacoma Housing Authority and the Pierce County Housing Authority. The Cities participate in the Tacoma/Lakewood/Pierce County Continuum of Care and are active in the Tacoma Pierce County Affordable Housing Consortium, the Economic Development Board for Tacoma-Pierce County, the Pierce County Human Services Coalition and other public entities and associations that set priorities for use of resources in the region, set goals, and measure progress in meeting those goals.

Due to the outbreak of COVID-19 and the resulting state of emergency proclamations both at the local level and at the national level, some of the engagement activities planned for March and were cancelled and others may be cancelled or postponed. Please check the City of Tacoma and City of Lakewood websites for the latest updates.

PR-15 CITIZEN PARTICIPATION – 91.401, 91.105, 91.200(c)

Summary of Citizen Participation Process

In addition to the engagement and coordination with agencies, commissions, and councils noted above, the City of Lakewood also engaged organizations and the broader public in a variety of ways.

The City of Lakewood also conducted the following engagement activities:

Service Provider Roundtables: City of Lakewood staff engaged service providers in a roundtable discussion in February 2020. The objectives of this engagement are described below:

- Explain the Consolidated Plan process and opportunities for service providers to engage in it.
- Share and vet high-level findings from the Consolidated Plan and Analysis of Impediments.
- Gather input to help prioritize the needs to be addressed in the Consolidated Plan, by facilitating discussion on service needs and by distributing and collecting an anonymous survey.

Numerous service provider organizations were represented in this roundtable discussion, including:

- Safe Streets Campaign
- Catholic Community Services
- Tacoma Rescue Mission
- Boys and Girls of South Puget Sound
- Emergency Food Network (EFN)
- Goodwill Military and Veteran Services
- Hope & Help Care Center
- Pierce Transit
- Communities in Schools of Lakewood
- Tacoma-Pierce County Habitat for Humanity
- Living Access Support Alliance (LASA)
- Reach Center
- Akat Home Care

Public Comment: Copies of the draft plan are made available for citizen review in the Lakewood Library, the Tillicum Library, the Community Development Department, and other public places. The draft plan may also be reviewed by visiting Facebook, Twitter, Instagram and LinkedIn. Free copies of the Plan are available from the Community Development Department. A summary of citizen comments will be incorporated in the final Consolidated Plan along with the reasons for accepting or rejecting comments. A 30-day public comment period takes place from April 1, 2020 – April 30, 2020. Feedback received during this period will be synthesized and incorporated into the final Con Plan.

Public Hearing: A public hearing is held by the City Council prior to adopting the City’s Five-Year Consolidated Plan and/or Annual Action Plan, giving citizens and applicants an opportunity to comment on the proposed plan and on program performance. The public hearing is planned to take place April 20, 2020 at the Lakewood City Council meeting.

Citizen Participation Findings

A survey was distributed at several of the engagement activities—the Neighborhood Council meetings, Service Provider Roundtables, and the Human Services Commission meetings. The survey was designed to gather input to help prioritize the needs to be addressed in the Consolidated Plan. There are significant constraints in generalizing the feedback from the survey, given that the respondents cannot be categorized as representative of the populations in either Tacoma or Lakewood. For instance:

- Forty-one people responded to the survey. Thirty-nine of the respondents were residents of Tacoma, two were residents of Pierce County (not Tacoma or Lakewood), and none were residents of Lakewood.
- Respondents, on average, had more education and higher household incomes than the general population in Tacoma or Lakewood, with 71.05% reporting they had attained a

bachelor's degree or higher and a plurality of respondents (46.15%) reporting a household income of more than \$100,000.

While recognizing the constraints to generalizing the findings from the survey, the results may still be useful to consider as one of many inputs that inform the prioritization of needs to address in the Consolidated Plan since many of the respondents are representatives of service provider organizations and have better than average insight into the needs of more vulnerable populations. Some of the most notable findings are captured below.

- 1) Respondents were asked to rank the level of need of the following community development issues, with 1 being the most critical need and 4 being the least critical. Safe & Affordable Housing ranked as the most critical need for respondents, receiving an average score of 1.85 and receiving the most #1 responses with 22 out of 41 respondents ranking it #1 out of 4. The next three community development needs received relatively similar average scores, with Infrastructure score an average 2.14, Economic Development scoring 2.35 and Community & Neighborhood Facilities scoring 2.41.
- 2) Respondents were asked to rank the level of need for the following types of public services, with 1 being most critical to 10 being least critical need. Healthcare & Substance Abuse Services ranked as the most critical need, scoring an average of 3.35 out of 10. Homeless Services ranked second, scoring an average of 3.49, but it also received the most #1 responses, with 15 respondents ranking it as #1 most critical need (Healthcare & Substance Abuse Services received the second most #1 responses, with 13 respondents ranking it as #1 most critical need). Out of the 10 types of public services respondents were asked to rank, the average scores for each were spread between 3.35 and 4.95, indicating that respondents overall may have viewed all of these services needs as quite critical. The full list of public service needs and their average rank scores (again from a scale of 1-10) are listed below:
 - a. Health care and substance abuse services: 3.35
 - b. Homeless services: 3.49
 - c. Youth services and childcare: 3.78
 - d. Services for persons with disabilities: 3.97
 - e. Domestic violence services: 4.03
 - f. Fair housing education and counseling: 4.26
 - g. Veteran services: 4.48
 - h. Job training and employment services: 4.55
 - i. Senior services: 4.59
 - j. Homebuyer education and financial literacy: 4.95
- 3) Respondents were asked to rank the most important actions to take to address fair housing impediments, with 1 being the most critical need to 7 being the least critical need. The action that received an average score indicating it was the most critical was to “increase the supply of affordable housing, in a range of sizes, in areas of opportunity,” which received an average score of 2.73 and the most #1 responses with 18 respondents

ranking it the #1 most critical action to take to address fair housing impediments. The full list of actions (and their average rank score) to take to address fair housing impediments that respondents were asked to rank on a scale of 1 to 7 is below:

- a. Increase the supply of affordable housing, in a range of sizes, in areas of opportunity: 2.73
 - b. Increase support for tenants: 2.93
 - c. Increase accessibility for persons with disabilities: 3.13
 - d. Increase the inclusiveness and diversity of housing decision-makers and partners: 3.2
 - e. Strengthen fair housing enforcement 3.23
 - f. Increase fair housing outreach and education: 3.49
 - g. Increase support for landlords: 4.2
- 4) Respondents were asked to select all classes they thought were protected under federal, state, and/or local fair housing laws. While all respondents to the question indicated that “Race” is a protected class, none of the other options received 100% affirmative responses, even though many of the classes listed are, in fact, protected by federal, state, and/or local fair housing laws. These responses indicate that more fair housing education is still needed to ensure everyone understands their rights and responsibilities with respect to protected classes.
- 5) Respondents were also asked to report whether they believe they have ever been discriminated against relating to their housing. Eight respondents, nearly 20% indicated they believe they had been discriminated against, while 33 or roughly 80%, did not believe they had been. For those who answered “yes” to this question, they were asked to select the option that best describes the situation in which they believe they were discriminated. Respondents were also given an option of “other” and allowed to write in another option not listed, but no one selected that choice. Below is a summary of responses. Most respondents indicated experiencing discrimination when attempting to acquire new housing.
- a. Inquiring about housing (e.g. in-person, phone, email): 3
 - b. Applying for housing: 3
 - c. Being screened for housing (e.g. background check, tenant report): 3
 - d. Financing housing (e.g. obtaining loans, paying rent): 3
 - e. Obtaining homeowner or renters insurance: 0
 - f. Asking for exceptions to a housing policy: 1
 - g. Asking for structural modifications to accommodate a disability: 0

NA-05 NEEDS ASSESSMENT OVERVIEW

The following needs assessment provides insight into housing and related challenges in Lakewood. Low incomes, high housing costs, overcrowding, homelessness and aging present challenges to residents that can have negative impacts on their quality of life. Housing affordability, as measured through cost burdens associated with high housing costs relative to income, impact households of all incomes, but most low-income households most acutely. Renters, in particular, face multiple challenges related to housing problems and cost burden. Addressing the needs of low-income households with children, disabilities and the elderly will require focused attention to ensure access safe and stable housing.

Needs Assessment Overview

Cost burden represents the most common housing problem in Lakewood. Among 3,650 severely cost-burdened renter households (paying more than half of their income on rent), 68% earn less than 30% AMI and 26% earn between 31% and 50% AMI. For the 6,824 renter households that are cost burdened (paying between 31% and 50% of their income on rent), 53% earn between 31% and 80% AMI and 44% earn less than 30% AMI. These high numbers of cost-burdened renter households reflect the fact that all types of housing are expensive in western Washington, and very few rental units are available at rent levels that are affordable for the lowest income households.

For homeowners, the cost burden picture looks a little different. Of the 1,064 homeowners experiencing severe cost burdens, 28% earn 30% AMI or less, 31% earn between 31% and 50% AMI and 23% earn between 51% and 80% AMI. For homeowners who are cost burdened, those earning between 51% and 80% AMI comprise 23%, those earning between 31% and 50% AMI comprise 21%. Again, the limited number of homes that are affordable to the lowest income households drives these numbers significantly. Increasing the level of affordability for both renters and homeowners would help reduce the percentage of households that spend more than 30% of their income on housing.

Another significant housing problem is overcrowding. Thirty-three percent of 2,740 renter households with children experiencing overcrowding earned 30% AMI or less, while 46% earned between 31% and 80% AMI. Lastly, while the number of renter households living in substandard conditions (lacking complete plumbing or kitchen facilities) is relatively small, 115, 60% are households earning 30% AMI or less.

Households earning lower incomes experience higher incidences of housing problems, and in Lakewood 46% of households of any race or ethnicity earning between 0%-30% AMI report one or more housing problems. However, 60% of Pacific Islander households (349 households) in this income level experience at least one housing problem, which meets the threshold of experiencing a disproportionately greater need. In the 30%-50% AMI income category, a number of race or ethnicity categories demonstrate that there is a disproportionately greater need beyond the city's 88% rate. One hundred percent of American Indian and Alaska Native, African American and Pacific Islander households in this income category report having one or more housing problems, which represents a disproportionately greater need in all three groups (369 total households: 14 Native American/Alaska Native; 305 African American; 50 Pacific Islander). For households earning between 50%-80% AMI only Pacific Islander households

demonstrate a disproportionately greater need, with a 39% higher rate of households reporting one or more housing problems (95 households). In the 80%-100% AMI income category, no group demonstrated a disproportionately greater need.

When examining the needs of households reporting severe housing problems in Lakewood as a whole, 80% of households earning 0%-30% AMI report severe housing problems. One hundred percent of both American Indian and Alaska Native households and Pacific Islander households at this income level report one or more severe housing problems (135 households) at a rate 20% higher than the jurisdiction as a whole. In the 30%-50% income category no one race, or ethnic group demonstrates the threshold for disproportionately greater need at the 0-30% AMI income level. Lakewood as a whole reported a rate of 88%. For households earning between 50% and 80% AMI, 48% of households across Lakewood reported having one or more severe housing problems. Only Pacific Islander households at this income level experienced disproportionately greater need, with a 20% higher incidence than the jurisdiction as a whole, which meets the threshold for disproportionately greater need. In the 80% to 100% income category, no group demonstrated a disproportionately greater need.

MA-05 HOUSING MARKET ANALYSIS OVERVIEW

Lakewood's housing stock is more diverse, compared to Tacoma, Pierce County, and Washington State. Single-family, detached units make up less than half (46%) of residential properties in the city and there is a larger concentration of medium-sized multifamily properties than in the other jurisdictions.

Housing costs in Lakewood are lower on average than in Pierce County and Washington State. However, broader trends in the metro area suggest that these prices are still out of pace with household incomes. These trends are likely to especially impact the lowest income households, since there are few options priced for them and available subsidies have not kept pace with the market – Fair Market Rents and HOME rents have increased slower than overall increases in median home values and contract rents and are lower, on average across bedroom sizes, than the average rent in both Lakewood and Tacoma.

Housing units in Lakewood were most commonly built between 1950 and 1979, with 60% of the owner-occupied units and 64% of the renter-occupied units built in that time period. Lakewood has a slightly higher incidence of renter-occupied units built before 1980, compared to the county and state, and a notably higher incidence of owner-occupied units built before 1980. Among those built before 1980, 10% of renters and 11% of owners living in these units have children age six or younger (who may be particularly at risk from lead paint exposure) living in the household.

Renter-occupied units in Lakewood are more likely than owner-occupied units to have one of the measured conditions of substandard housing, including cost-burden. Since renters' experience cost-burden at a higher rate than owners, this may be driving some of the difference in the incidence of housing conditions by tenure. However, renters are also more likely than owners to have two of the selected conditions, so cost-burden cannot fully account for the difference, suggesting a heightened need for rehabilitation among rental properties.

There are several high-poverty areas with large concentrations of non-white populations across Lakewood. There has been an increase in the number of these areas in Lakewood over the past decade.

MA-30 HOMELESS FACILITIES AND SERVICES – 91.410, 910.210(C)

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

Tacoma and Lakewood staff seek to fund a comprehensive set of services to support those experiencing housing stability. Services include:

- Food banks
- Furniture bank
- Housing navigation services
- Needle exchange program
- MHSUD (mental health and substance abuse disorder) services
- Case management
- Economic stabilization
- Legal services
- Education
- Employment and workforce development
- Parenting
- Homeless prevention
- Health and health care
- Temporary financial assistance

Through the 0.1 percent sales tax, Tacoma is funding Mental Health and Substance Use Disorders programming along with a wide spectrum of service.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

- Shelters (for families, survivors of domestic violence, single adult, and young adult
- Youth and young adult drop-in center
- Crisis Residential Center for unaccompanied youth
- Homeless Outreach Team and Search & Rescue (outreach and invitations to services for those living in encampments and on the streets)
- Housing for chronically homeless individuals (Greater Lakes Housing First)
- Transitional housing and services for mothers who are seeking to reunite with their children
- Domestic violence services
- Permanent supportive housing
- Rapid re-housing

MA-50 NEEDS AND MARKET ANALYSIS DISCUSSION

Areas Where Households with Multiple Housing Problems Are Concentrated

For this discussion, areas were considered to have a concentration of multiple housing problems if they fell within the top quintile of Census Tracts for percent of households experiencing more than one of the housing problems reported in CHAS data: cost-burden, overcrowding (more than 1.5 persons per room), and incomplete plumbing or kitchen facilities. No areas in Lakewood exhibited a concentration of multiple housing problems.

Areas Where Racial or Ethnic Minorities or Low-Income Families Are Concentrated

In 2010, there was one Census Tract in Lakewood that was considered a racially and ethnically concentrated area of poverty: 718.06. This tract had a non-white population that is greater than or equal to 50% and met either of the following poverty criteria: the poverty rate of a tract is 1) higher than 40% or 2) more than three times the average poverty rate of tracts in the metropolitan area. Per the 2018 5-Year American Community Survey Estimates, that tract still met both criteria in 2018. Additionally, three more tracts in Lakewood now meet these criteria: 717.04, 718.05, and 718.07.

Characteristics of the Market in These Areas

These areas tend to have fewer homes built before 1980, compared to the share of homes built in this time period across Lakewood. These areas are majority renter-occupied and more than 10% of renters in these areas are receiving housing subsidies (project- or tenant-based). Even so, more than 50% of renters in these areas experience cost-burden. More than 30% of owners in these areas also experience cost-burden.

SP-05 STRATEGIC PLAN OVERVIEW

This strategic plan sets priority needs and goals for the City of Tacoma and the City of Lakewood over the next five years.

Tacoma and Lakewood are a HOME Consortium and prepared a shared Strategic Plan with shared elements. This Strategic Plan outlines ways both communities can be responsive to priority needs over the next five years through continuing other long-standing approaches. Each city will continue to prepare Annual Action Plans unique to their respective jurisdiction. Tacoma, through the Tacoma Community Redevelopment Authority, administers the HOME Consortium funds.

Since its last Consolidated Plan, the City of Tacoma completed its *Affordable Housing Action Strategy* as an urgent response to a changing housing market, increasing displacement pressure among residents, and a widespread need for high-quality, affordable housing opportunities for all.

Tacoma aims to build on the strategic direction outlined in its *Affordable Housing Action Strategy*, among other local and regional plans, to dramatically increase its investments in new rental and homeownership opportunities and establish broader anti-displacement measures.

The priority needs and goals in the Strategic Plan reflect community input; past studies and plans; data analysis; and direction from both cities' elected leaders. Tacoma City Council sets funding priorities every two years for use of federal entitlement funds, and Lakewood City Council sets these goals annually.

General priorities are aligned with the Consolidated Plan and opportunities to leverage funds from other sources when possible. Priorities further reflect direction in four broad areas: housing, community development, economic development, and public services. The order of these priorities is determined based on broader opportunities and needs within each jurisdiction. Public services in both cities are also supported with General Fund dollars.

SP-10 GEOGRAPHIC PRIORITEIS – 91.415, 91.215(a)(1)

Geographic Area

There are currently no designated or HUD-approved geographic target areas in Lakewood. Lakewood will continue to focus improvements on areas that qualify because of concentrations of lower-income households.

- Lakewood recognizes the advantages gained in concentrating efforts to make a noticeable and sustainable difference in an area for the benefit of the neighborhood and the larger jurisdiction.

General Allocations Priorities

The cities will continue to focus improvements on areas with concentrations of low-income households. At the same time, both Tacoma and Lakewood recognize the advantage of making targeted, and sometimes sustained, investments in specific neighborhoods to make a noticeable and sustainable difference in a neighborhood.

There are currently no designated or HUD-approved geographic target areas in Lakewood. In Lakewood, the city has made a concerted effort to align its activities with needs and strategic locations, such as the areas with older or blighted properties or around community assets, such as schools and Lakeview Station. The city will continue to focus on underserved neighborhoods, such as Tillicum, Springbrook, and Woodbrook. In the past, this focus has resulted in improved infrastructure (sewers, sidewalks, roads, parks), new housing opportunities (in partnership with Tacoma-Pierce County Habitat for Humanity), blight removal, and delivery of services at the Tillicum Community Center in Tillicum.

SP-25 PRIORITY NEEDS – 91.415, 91.215(a)(2)

Priority Needs

Table 19 – Priority Needs Summary

Priority need	Priority level	Description	Population(s)	Associated goals
Housing instability among residents, including homelessness	HIGH	Using severe cost-burden as a proxy for housing stability, 17,319 renters and 5,888 owners in Tacoma and Lakewood are living in unstable housing situations. These households pay at least half of their income toward housing costs each month. Housing instability is most acute among extremely low-income households. Nearly seven out of ten Tacoma and Lakewood extremely low-income households experience at least one severe housing problem.	<ul style="list-style-type: none"> • Extremely low-income households • Very low-income households • Immigrants • Seniors • People of color • Persons living with disabilities • Persons experiencing homelessness 	<ul style="list-style-type: none"> • Stabilize existing residents • Prevent and reduce homelessness • Increase availability of accessible, culturally competent services • Provide resources for urgent community needs (e.g., disaster) (Tacoma only)
Limited supply of diverse, affordable rental and homeownership opportunities	HIGH	In Tacoma, there are the fewest housing options (across both the rental and ownership market) for the lowest income households. In Lakewood, this pattern holds true in the rental market, with only five percent of rental units affordable to households at 30% AMI or less.	<ul style="list-style-type: none"> • Extremely low-income households • Very low-income households • Immigrants • Seniors • People of color • Persons living with disabilities • Persons experiencing homelessness 	<ul style="list-style-type: none"> • Increase diverse rental and homeownership opportunities

Need for accessible, culturally competent services	HIGH	The need for services—ranging from case management, economic and workforce development—to complement housing activities was consistently cited through past studies and community engagement activities. Stakeholders shared that people with limited English proficiency often do not use existing programs or resources due to language barriers. Transportation serves as another barrier, underscoring the need to deliver services in accessible places.	<ul style="list-style-type: none"> • Extremely low-income households • Very low-income households • Immigrants • Seniors • People of color • Persons living with disabilities • Persons experiencing homelessness 	<ul style="list-style-type: none"> • Prevent and reduce homelessness • Increase availability of accessible, culturally competent services
Need for safe, accessible homes and facilities	HIGH	Tacoma has a large share of both owner- and renter-occupied units that were built before 1950 (40% of owner units and 34% of renter units). Units in Lakewood were most commonly built between 1950 and 1979, with 60% of the owner-occupied units and 64% of the renter-occupied units built in that time period.	<ul style="list-style-type: none"> • Extremely low-income households • Very low-income households • Immigrants • Seniors • People of color • Persons living with disabilities • Persons experiencing homelessness 	<ul style="list-style-type: none"> • Support high-quality public infrastructure improvements • Increase diverse rental and homeownership opportunities
<i>High priority = Activities that will be funded with federal funds, either alone or in conjunction with other public or private funds, to address priority needs during the strategic plan program years.</i>				

Priority Needs

Tacoma and Lakewood will use its federal entitlement funds to address the following four priority needs over the next five years, each a high priority:

1. Housing instability among residents, including homelessness
2. Limited supply of diverse rental and homeownership opportunities
3. Need for accessible, culturally competent services
4. Need for safe, accessible homes and facilities

Priorities were established after quantitative and qualitative data analysis, broad discussions with community members and stakeholders, and review and consideration of strategic plans of local and regional partner agencies and providers and public planning documents. These needs have been well-documented in complementary local and regional studies and planning efforts over the last several years: *Five-Year Plan to End Homelessness* (2019); *Lakewood Human Services Needs Analysis Report* (2014); *Tacoma Human Services Strategic Plan* (2015-2019); *Tacoma Affordable Housing Action Strategy* (2019); *Tacoma 2025*; and *OneTacoma*, to name a few.

Priority Populations

The cities of Tacoma and Lakewood are committed to serving the varied needs among low- and moderate-income residents and special populations. The needs outlined in Table below affect populations that are underserved by homes and services in Tacoma and Lakewood today:

- Extremely low-income households
- Very low-income households
- Immigrants
- Seniors
- People of color
- Persons living with disabilities
- Persons experiencing homelessness

These groups increasingly face competition for homes designed to serve their needs, as well as barriers to accessing existing affordable subsidized and unsubsidized homes in both cities. Severe housing problems like severe cost-burdens and overcrowding disproportionately affect householders that identify as Black and African American; Hispanic; and Asian-Pacific Islander.

SP-35 ANTICIPATED RESOURCES – 91.215(b), 91.215(a)(4),
91.220(c)(1,2)

Table below shows the first year of funds based on FY 2020 for the cities of Tacoma and Lakewood and estimated amounts over the remainder of the funding cycle. The amounts assumed to be available in the remaining four years of the plan are based on a combination of strategies.

Estimates for Tacoma assume consistent allocations and program income. Estimates for Lakewood used a more conservative approach, assuming lower annual allocations (consistent with historic trends) and variation in program income.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG (Tacoma)	Federal	Acquisition; Admin & planning; Economic development; Housing; Public improvements; Public services	\$2,528,421	\$0	\$450,000	\$2,978,421	\$10,113,684	
CDBG (Lakewood)	Federal	Acquisition; Admin & planning; Economic development; Housing; Public improvements; Public services	\$596,006	\$100,000	\$85,058.27	\$781,064.27	\$2,000,000	
HOME (Tacoma)	Federal	Acquisition; Homebuyer assistance; Homeowner rehab; Multifamily rental new construction; Multifamily rental rehab; New construction for ownerships	\$1,446,351	\$250,000	\$0	\$1,696,351	\$6,785,404	<i>*Consortium including the cities of Tacoma and Lakewood</i>
ESG (Tacoma)	Federal	Conversion and rehab for transitional housing; Financial assistance; Overnight shelter; Rapid rehousing (rental assistance); Rental assistance; Services; Transitional housing	\$220,216	\$0	\$0	\$220,216	\$880,864	
NSP 1 (Lakewood)	Federal	Public improvements	\$0	\$125,000	\$140,000	\$265,000	\$350,000	

In Lakewood, as in Tacoma, CDBG expenditures leverage funding from multiple sources on nearly all projects, except for homeowner rehabilitation/repair program (Major Home Repair and HOME Housing Rehabilitation). Lakewood coordinates its public improvements closely with capital improvement planning, to leverage planned infrastructure improvements. HOME match requirements for the Consortium are met through multiple sources, including private grants and donations, commercial lending, Attorney General Funds, and the State Housing Trust Fund.

Use of publicly owned land or property is not anticipated in projects currently planned or underway although if those opportunities arise, such land and property will be included.

SP-40 INSTITUTIONAL DELIVERY STRUCTURE – 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Table below shows the key responsible entities that make up the institutional delivery system for the federal funds in Tacoma and Lakewood. A discussion of the strengths and gaps of this system is detailed below.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Tacoma Community and Economic Development Department	Government	Funding administrator (CBDG, HOME, ESG)	Jurisdiction
City of Lakewood Community Development Department	Government	Funding administrator (CBDG)	Jurisdiction
Tacoma Community Redevelopment Authority	Redevelopment Authority	Funding administrator (CBDG, HOME)	Jurisdiction

Table 41 - Institutional Delivery Structure

Assess Strengths and Gaps in the Institutional Delivery System

In Lakewood, CBDG funds are administered by the Community Development Department, with public oversight by the Council-appointed CBDG Community Services advisory Board (CSAB). Tacoma and Lakewood receive Home Investment Partnership Program (HOME) funds jointly as a Consortium. The Tacoma Community Redevelopment Authority administers housing programs using both CBDG and HOME funds, with support from City staff.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Table 65 shows available services in Pierce County and if they are targeted to persons experiencing homelessness or persons with HIV.

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	YWCA; Rebuilding Hope Sexual Assault Center (SAC); Tacoma Community House; YWCA; Greater Lakes Mental Healthcare	Oasis Center; LASA	Oasis Center
Legal Assistance	YWCA; Rebuilding Hope SAC; Tacoma Community House	Rebuilding Hope SAC	
Rental Assistance	LASA; YWCA; Network Tacoma	LASA	
Utilities Assistance	LASA; YWCA	LASA	

Street Outreach Services			
Law Enforcement	Great Lakes Mental Healthcare	Greater Lakes Mental Healthcare	
Other Street Outreach Services	St. Leo Food Services		
Supportive Services			
Alcohol & Drug Abuse	Community Health Care; Greater Lakes; YWCA	Greater Lakes	Pierce County AIDS Foundation
Access to Food	Nourish Pierce County; Emergency Food Network; St. Leo Food Connection	Nourish Pierce County; Emergency Food Network; St. Leo Food Connection	
Housing Rehabilitation	Rebuilding Together South Sound		
Employment and Employment Training	Centerforce; LASA	LASA	Oasis Youth Center
Healthcare	Greater Lakes; Lindquist Dental Care; Community Health Care		Pierce County AIDS Foundation
HIV/AIDS			Pierce County AIDS Foundation; Oasis Youth Center
Life Skills	LASA; YMCA; YWCA; Boys & Girls Club Lakewood	Catholic Community Services; LASA	Oasis Youth Center
Mental Health Counseling	Greater Lakes		

Table 1 - Homeless Prevention Services Summary

There is an array of agencies providing services in Pierce County covering virtually all areas of need, including most areas of need for persons who are homeless or at risk of homelessness. Detailed information on service availability is regularly updated (Tacoma-Pierce County Coalition to End Homelessness, Member Resource Directory). The service delivery system continues to improve, resulting in a more efficient and effective way to serve persons experiencing homelessness. Persons experiencing homelessness can access the countywide Coordinated Entry system through multiple points: 1) Call United Way at 2-1-1 for live support or set-up an appointment; 2) speak with a Mobile Outreach team member; or 3) Drop-in to facilities for a same-day conversation.

Summary of the Strategy for Overcoming Gaps

There is considerable coordination between agencies. Agencies and organizations in Lakewood participate in the countywide Coordinated Entry system and use the Homeless Crisis Response System Prioritization policies to assess the needs of persons experiencing homelessness and prioritize them for a referral to a housing program in the Homeless Management Information System (HMIS). This system creates a centralized way for persons experiencing homeless to access the help they need and enables service providers to track clients following their intake assessment—closing a gap in the formerly used Centralized Intake System. It also provides a transparent, consistent way for service providers to prioritize access to housing programs.

Overwhelmingly the gaps can be attributed to lack of resources to meet the needs. Services are available, but there is not enough relative to the needs that exist for emergency, rapid re-housing, and permanent housing solutions.

The *Five-Year Plan to End Homelessness* (2019) prepared by the Pierce County Continuum of Care Committee; *Human Services Needs Analysis Report* (2014) prepared by the City of Lakewood; and the City of Tacoma *Human Services Strategic Plan* (2015-2019) are among key reports identifying gaps in services and strategies to meet the needs.

Summary of Strategy for Overcoming Gaps in the Institutional Structure and Service Delivery

Strong coordination and process improvements two strategies being used and will continue to be used between 2020 and 2024 to overcome the gaps in the institutional delivery system.

Lakewood will continue to participate in the Lakewood/Tacoma/Pierce County Continuum of Care and other collaborations to identify strategies to strengthen the service delivery system. Monthly coalition meetings are convened in Lakewood bringing together services and housing providers, along with other non-profit organizations, to better understand the varying housing and human services needs of Lakewood and greater-Pierce County. Tacoma is implementing strategies to align the contracted providers' systems to streamline services and enhance them. The city both requires some service providers to meet quarterly to address service gaps and identify opportunities to leverage resources and convene other service providers for the same purpose.

Representatives from Lakewood serve on the subcommittees for SHB2163 and SHB2060 that establish policies and funding priorities for use of document recording fees set by state legislation. Human services are funded in Lakewood with general funds, guided by strategic plans. Decisions on use of funds and priorities are coordinated across Lakewood, Tacoma, and agencies in Pierce County.

SP-45 GOALS – 91.415, 91.215(a)(4)

Through its activities in this funding cycle, Tacoma and Lakewood seek to achieve the following goals:

- Stabilize existing residents (including housing, economic, and emergency stabilization)
- Increase diverse rental and homeownership opportunities
- Prevent and reduce homelessness
- Increase availability of accessible, culturally competent services
- Support high-quality public infrastructure improvements
- Provide resources for urgent community needs (e.g., disaster) (Tacoma only)

Increasing the supply of rental and homeownership opportunities (including the accessibility and type of homes available); stabilizing residents experiencing homelessness or experiencing displacement pressure; incorporating culturally competent practices into services; and improving public infrastructure to foster safer, more accessible places will help achieve the strategic objectives of Tacoma's *Affordable Housing Action Strategy*, which are to: 1) create more homes for more people; 2) keep housing affordable and in good repair; 3) help people stay in their homes and communities; and 4) reduce barriers for people who often encounter them.

Tacoma and Lakewood estimate they will be able to serve nearly 66,000 low- and moderate-income persons and 2,600 households through its programs between 2020 and 2024.

<i>Sort Order</i>	<i>Goal Name</i>	<i>Start Year</i>	<i>End Year</i>	<i>Category</i>	<i>Geographic Area</i>	<i>Needs Addressed</i>	<i>Funding</i>	<i>Goal Outcome Indicator</i>
1	Stabilize existing residents	2020	2024	Rehabilitation Homelessness Non-housing community development	Citywide	Housing instability Safe, accessible homes and facilities Accessible, culturally competent services	CDBG NSP	Tacoma: 36 jobs created or retained 2–3 businesses assisted Lakewood: 5 jobs created or retained 3 business assisted 10-12 blighted properties Demolished 50 households assisted
2	Increase diverse rental and homeownership opportunities	2020	2024	Production Rehabilitation	Citywide	Limited supply of rental and homeownership opportunities Safe, accessible homes and facilities	HOME CDBG	Tacoma: 735 households or housing units Lakewood: 20 households or housing units
3	Prevent and reduce homelessness	2020	2024	Homelessness	Citywide	Housing instability Accessible, culturally competent services	CDBG ESG	Tacoma: 1,605 households assisted with homelessness services Lakewood: 25 households assisted with emergency rental assistance

4	Increase availability of accessible, culturally competent services	2020	2024	Homelessness Non-housing community development	Citywide	Housing instability Accessible, culturally competent services	CDBG ESG	Tacoma: 28,120 persons assisted with homelessness services Lakewood: 20 persons assisted with services activities
5	Support high-quality public infrastructure improvements	2020	2024	Non-housing community development	Citywide	Safe, accessible homes and facilities	CDBG	Tacoma: 12,000 persons benefit from public infrastructure improvements Lakewood: 25,775 persons benefit from public infrastructure improvements
6	Provide resources for urgent community needs (e.g., disaster) (Tacoma only)	2020	2024	Rehabilitation Homelessness Non-homeless special needs Non-housing community development	Citywide	Housing instability	CDBG	Tacoma: TBD (assessed as needs arise)

Table 2 – Goals Summary

Goal Description

- HOME and CDBG funds used in combination in Tacoma will assist 735 low- and moderate-income households through the production of new homes for owners and renters and rehabilitation of rental and homeownership units to increase their habitability and accessibility. The *Affordable Housing Action Strategy* aims for a portion of new units produced in Tacoma by 2028 to serve extremely low-income households.
- HOME funds used in Lakewood will assist 20 low- and moderate-income households and another 50 low- and moderate-income households will be assisted using CDBG funds to support home rehabilitation and homeownership programs.

- CDBG funds will be used to support businesses and job creation, with a goal to assist up to 3 businesses and create or retain 36 jobs in Tacoma and 5 jobs in Lakewood.
- CDBG-funded public infrastructure improvements will benefit 12,000 persons in Tacoma and 25,775 persons in Lakewood.
- CDBG and ESG funds will assist 1,605 households and 28,120 persons through homelessness services, such as rapid re-housing and emergency shelter in Tacoma, and 25 households in Lakewood through CDBG-funded emergency assistance for displaced residents and another 20 persons assisted with stabilization services.

SP-60 HOMELESS STRATEGY – 91.415, 91.215(d)

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

The primary goal of the 2012 Tacoma/Lakewood/Pierce County Continuum of Care Plan to End Homelessness is to provide a system of centralized entry, intake and referral. Accomplishments from this plan include:

- Increasing access to the Homeless Crisis Response System by moving from a centralized intake system with one entry point to a coordinated entry system.
- Helping hundreds of people facing a housing crisis finding their own solution through a Housing Solutions Conversation to avoid entering the Homeless Crisis Response System.
- Prioritize permanent housing interventions for those who are hardest to house and lease likely to achieve stability without support
- Increase access to housing by making the program eligibility consistent system wide.

Building off the successes, the Continuum of Care Committee (CoC), also known as The Road Home, formed to identify five-year goals and strategies to address homelessness across the county:

1. Housing – Maximize the use of existing housing while advancing for additional housing resources and more affordable housing
2. Stability – Support the stability of individuals experiencing homelessness and those recently housed
3. System and Service Improvements – Create a more responsive, accessible Homeless Crisis Response System
4. Community Partners – Optimize and leverage internal and external partnerships to better prevent and address homelessness
5. The Continuum of Care – Grow awareness of the CoC’s purpose and plan, and serve as a central advocacy and coordinating body for addressing homelessness in Pierce County.¹

Addressing the emergency and transitional housing needs of homeless persons

Emergency shelter can be the first step towards stability and should be made available to anyone in need. However, some shelter beds remain empty due to lack of coordination and data sharing

¹ Tacoma, Lakewood, Pierce County Five-Year Plan to Address Homelessness, 12/2019

across shelters. A goal of the CoC is to reduce the average length of stay in temporary housing projects, including emergency shelter, transitional housing, and save havens, to less than 90 days. To meet this goal, the first strategy is to create a task force to include current and potential shelter and transitional housing providers, experts, local funders, and Pierce County Coalition to End Homelessness.

Persons transitioning out of homelessness often have a variety of needs including behavioral health and mental health care, employment, education, childcare and parenting support, legal support, and more. To increase the chances of maintaining permanent housing for more than two years after exiting the Homeless Crisis Response System, a “care coordination” model that provides a wraparound service when a household first enters the system following then following a move to permanent housing is a key strategy.

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

1. Goal to help chronically homeless individuals and families: 90 percent of chronically homeless individuals remain housed two years after securing permanent housing.
2. Goal to help Veterans: 90 percent of homeless veterans to remain housed two years after securing permanent housing. Strategies to achieve this goal are:
3. Goal to help youth (ages 12-24): 90 percent of homeless youth remain housed two years after securing permanent housing. Strategies to achieve this goal are:
4. Goal to help families with children: 90 percent of homeless families remain housed two years after securing permanent housing. Strategies to achieve this goal are:
5. Goal to help survivors of domestic violence: 90 percent of homeless families remain housed two years after securing permanent housing. Strategies to achieve this goal are:

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

THA will expand the Elementary School Housing Assistance Program to other elementary schools. Continue the expansion of the College Housing Assistance Program (CHAP). Started as a pilot program at Tacoma Community College (TCC), CHAP provided tenant-based rental assistance to homeless and near homeless students enrolled at the college. The program as grown to include homeless and near homeless students enrolled at the University of Washington – Tacoma. THA hopes to partner with other education partners to support students by leveraging housing dollars to provide housing and other student supports. THA, and its education partners,

will expand the program to serve homeless high school students and incarcerated students who are beginning their coursework at TCC.

SP-65 LEAD BASED PAINT HAZARDS – 91.415, 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

Consistent with Title X of the Housing and Community Development Act of 1992, Lakewood provides information on lead-safe practices to owners of all properties receiving up to \$5,000 of federally funded assistance. If work on painted surfaces is involved in properties constructed prior to 1978, the presence of lead is assumed and safe work practices are followed.

In addition to the above, homes with repairs in excess of \$5,000 in federally funded rehabilitation assistance are assessed for risk (completed by a certified Lead Based Paint firm) or are presumed to have lead. If surfaces to be disturbed are determined to contain lead, interim controls are exercised, occupants notified, and clearance test performed by an EPA-certified firm. Properties constructed prior to 1978 and acquired with federal funds are inspected for hazards and acquired rental properties are inspected periodically. Much of the housing stock in Lakewood was constructed prior to 1978. While not exclusively the case, older units with irregular maintenance may pose a risk to residents. Housing repair projects favor lower-income households by virtue of their eligibility, and at-risk housing units by virtue of their affordability (condition and age). Lakewood provides information on lead-safe practices to households involved in the repair programs and have brochures in the City offices for the general public on the dangers of lead and the importance of safe practices.

Actions to increase access to housing without lead-based paint hazards

Lead-safe practices are required in all rehabilitation programs where housing was constructed prior to 1978, as described above.

SP-70 ANTI-POVERTY STRATEGY – 91.415, 91.214(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The cities will continue to support programs and projects that assist low-income persons, including projects that offer solutions to help them out of poverty.

The goals in the Strategic Plan have the capacity to reduce the number of households living in poverty. The goals emphasize stable and affordable housing and services as a means to address poverty and high-quality infrastructure as a way to revitalize communities.

For instance, the goal of increasing diverse rental and homeownership opportunities includes projects that will provide new housing to lower income households, some with ongoing subsidy and support. Decreasing the share that a household spends on their home is one significant way of increasing their ability to pay for other necessities, such as transportation, healthcare, and food, or save for the future. Down payment assistance programs, along with housing counseling, will allow households to become homeowners and build their wealth. Housing repair programs allow persons to live in safer housing and improve the neighborhood. Funds used to acquire blighted properties and replace them with new homeownership opportunities, since ownership creates avenues out of poverty for low-income buyers and increases the value of neighboring properties.

The goal of preventing and reducing homelessness focuses on households living in poverty. Household-focused and individual-focused case management, coupled with rapid rehousing can eliminate periods of debilitating homelessness and rebuild attachment to the community, productive employment and education, all of which are challenged during periods of homelessness.

The goal of supporting high-quality public infrastructure and increasing the availability of accessible, culturally competent services also has the capacity to help households and neighborhoods out of poverty. Investing in infrastructure and aligning services with community needs can help revitalize neighborhoods and make them more attractive to other investment and businesses providing jobs. Projects fund façade improvements and small business development directly, some through revolving loan funds, all of which result in jobs for lower-income persons, some of whom enter the programs from poverty.

Further, CDBG, HOME and ESG funds leverage additional monies to address the same issues. Projects are also the result of long collaborations between agencies and partners, including Pierce County, Tacoma-Pierce County Habitat for Humanity, the Homeownership Center of Tacoma, the Tacoma Housing Authority and the Pierce County Housing Authority. Funding from other sources – local, state, federal, foundations, private donors – are coordinated for the best benefit given continually declining federal resources. Major barriers to achieving reductions in the number of households in poverty are limited resources (including funding) and broad changes in local economies beyond control of the cities.

Coordination Among Poverty Reducing Goals, Programs, and Policies

There has been a lot of work in the cities of Tacoma and Lakewood, Pierce County, and the region to coordinate anti-poverty strategies with affordable housing planning initiatives. These initiatives aim to lower the overall cost of housing for residents or increase their earnings (or both), and in turn increase their ability to pay for other critical necessities and build wealth and assets.

Both Tacoma and Lakewood are represented on the Tacoma/Pierce County Affordable Housing Consortium to work on issues of affordable housing, including state-level policies and programs to increase resources and opportunities to address local housing needs. Tacoma and Lakewood participate in a multicounty planning system (Puget Sound Regional Council) that is looking at regional growth and economic development, as well as equal access to opportunities.

SP-80 MONITORING – 91.230

Remote monitoring

Desk monitoring will consist of close examination of periodic reports submitted by subrecipients or property owners for compliance with program regulations and subrecipient agreements as well as compliance with requirements to report on progress and outcome measures specific to each award. As a condition of loan approval, the Tacoma Community Redevelopment Authority (TCRA) may have imposed additional requirements in the form of targeted set-asides (e.g., homeless units). Document review will occur at least annually and more frequently if determined necessary. Wherever possible, problems are corrected through discussions or negotiation with the subrecipient. As individual situations dictate, additional desk monitoring, onsite monitoring, and/or technical assistance is provided.

Timing and frequency of onsite monitoring depends on the complexity of the activity and the degree to which an activity or subrecipient is at risk of noncompliance with program requirements. More frequent visits may occur depending on identification of potential problems or risks. The purpose of monitoring, which can include reviewing records, property inspections, or other activities appropriate to the project, is to identify any potential areas of noncompliance and assist the subrecipient in making the necessary changes to allow for successful implementation and completion of the activity.

Onsite monitoring

TCRA will contract with an independent third-party inspection company to conduct onsite inspections of its rental housing portfolio. The purpose of the inspections is to ensure that rental housing meets or exceeds the Uniform Physical Condition Standards (UPCS). Inspections of each property will take place at least every three years.

City of Lakewood staff will conduct onsite monitoring of CDBG subrecipients as necessary.

AP-15 EXPECTED RESOURCES – 91.420(b), 91.220(c)(1,2)

Table below shows the expected available resources in Lakewood for 2020. Estimates for the remaining years assume consistent allocations and program income.

Table 3 - Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Federal	Acquisition; Admin & planning; Economic development; Housing; Public improvements; Public services	\$596,006	\$100,000	\$85,058.27	\$781,064.27	\$2,000,000	
HOME	Federal	Acquisition; Homebuyer assistance; Homeowner rehab; Multifamily rental new construction; Multifamily rental rehab; New construction for ownerships	\$331,627	\$50,000	\$0	\$381,627	\$1,300,000	
NSP	Federal	Public improvements	\$0	\$125,000	\$140,000	\$265,000	\$350,000	

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

In Lakewood, CDBG expenditures leverage funding from multiple sources on nearly all projects, except for homeowner rehabilitation/repair program (Sewer/Major Home Repair and HOME Housing Rehabilitation). Lakewood coordinates its public improvements closely with capital improvement planning, to leverage planned infrastructure improvements. HOME match requirements for the Consortium are met through multiple sources, including sources such as private grants and donations, commercial lending, Attorney General Funds, and the State Housing Trust Fund.

Historically, CDBG and HOME funds have been the cornerstone of the City of Lakewood's

community and economic development activities supporting low-and moderate-income populations. HOME funds match requirements and leverage is provided as part of the HOME Consortium and is reported in Tacoma's portion of the Plan.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Use of publicly owned land or property is not anticipated in projects currently planned or underway although if those opportunities arise, such land and property will be included.

AP-20 ANNUAL GOALS AND OBJECTIVES – 91.420, 91.220(c)(3)&(e)

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Stabilize existing residents	2020	2024	Rehabilitation Homelessness Non-housing community development	Citywide	Housing instability Safe, accessible homes and facilities Accessible, culturally competent services	CDBG NSP	Lakewood: 5 jobs 3 business assisted 10-12 blighted properties Demolished 50 households assisted
Increase diverse rental and homeownership opportunities	2020	2024	Production Rehabilitation	Citywide	Limited supply of rental and homeownership opportunities Safe, accessible homes and facilities	CDBG HOME	Lakewood: 20 households or housing units
Prevent and reduce homelessness	2020	2024	Homelessness	Citywide	Housing instability Accessible, culturally competent services	CDBG	Lakewood: 25 households
Support high-quality public infrastructure improvements	2020	2024	Non-housing community development	Citywide	Safe, accessible homes and facilities	CDBG	Lakewood: 25,775 persons
Increase availability of accessible, culturally competent services	2020	2024	Homelessness Non-housing community development	Citywide	Housing instability Accessible, culturally competent services	CDBG	Lakewood: 20 persons assisted

Table 4 – Goals Summary

Goal Descriptions

The City of Lakewood will aim to implement its federal funds in 2020 to accomplish the following goals:

- ***Stabilize existing residents*** – Through funds for critical home repairs and sewer connections to homeowners; demolition or clearance of dangerous buildings; and loans and/or financial and technical assistance for small businesses.
- ***Increase diverse rental and homeownership opportunities*** – Through funds for down payment and other related costs to homebuyers; services such as homeownership counseling; the construction of new affordable housing units using the Affordable Housing Trust Fund administered by TCRA; and rehabilitation of existing single-family homes to create new homeownership opportunities.
- ***Prevent and reduce homelessness*** – Through funds for emergency assistance for displaced residents for renters who have been displaced through no fault of the own.
- ***Support high-quality public infrastructure improvements*** – Through funds for high-quality infrastructure improvements that improve pedestrian safety, accessibility, and make important connections to community facilities, such as schools and parks.
- ***Increase availability of accessible, culturally competent services*** – Through funds for non-housing community development services activities.

AP-35 PROJECTS - 91.420, 91.220(d)

Table below shows the projects that Lakewood will undertake in 2020 with its federal entitlement funds.

#	Project Name
1	Administration
2	Major Home Repair/Sewer Loan Program
3	47 th Street Sidewalk Improvements
3	CDBG Small Business Loan Program
3	Lakewood United Way Human Services
4	NSP1 Dangerous Buildings Abatement Program
5	Emergency Assistance for Displaced Residents
6	CDBG Funding of HOME Housing Services
7	HOME Administration – Tacoma only (10%)*
8	HOME Down Payment Assistance*
9	HOME Affordable Housing Fund*
10	HOME Housing Rehabilitation Program*

Table 5 – Project Information

Allocation Priorities and Obstacles to Addressing Underserved Needs

The allocation priorities are based on a combination of factors identified through a planning and public participation process: direction from elected leaders; input from community members; ability to serve priority needs among Lakewood residents; alignment with strategic locations, such as schools and the Lakeview Transit Center; and ability to leverage additional local and state funding.

Lakewood City Council has adopted the following policy priorities to guide CDBG- and HOME-funded activities in 2020:

- Housing
- Physical infrastructure
- Public services
- Economic development

The primary obstacle to addressing underserved needs is declining resources relative to growing needs in Lakewood. While the city has approved funding for more local resources, the city's low- and moderate-income population living in qualifying block groups has largely remained the same over time.² Another barrier is the mismatch between local market conditions and maximum amounts allowed by federal programs. In Lakewood, this mismatch has meant that many seniors

² Based on a comparison of the number of low- and moderate income people in Lakewood using 2006-2010 American Community Survey Estimates and 2011-2015 American Community Estimates via www.hudexchange.info/programs/cdbg/cdbg-low-moderate-income-data/.

in need who have lived in their home for extended periods of time, have seen house values increase to a point where the City is unable to assist those households with federal funding because their home valuation has long exceeded HUD's maximum home valuation limitations.

Lakewood will continue to coordinate across its departments, local and regional partners, its regional HUD field office, and community members to address any obstacles that arise and maximize its limited federal dollars.

AP-38 PROJECT SUMMARY

Project Summary

1	Project name	CDBG Administration
	Target area	N/A
	Goals supported	<ul style="list-style-type: none"> Stabilize existing residents Increase diverse rental and homeownership opportunities Prevent and reduce homelessness Support high-quality public infrastructure improvements
	Needs addressed	<ul style="list-style-type: none"> Housing instability among residents, including homelessness Limited supply of diverse rental and homeownership opportunities Need for accessible, culturally competent services Need for safe, accessible homes and facilities
	Funding	CDBG: \$119,201
	Description	Administration to implement and manage the Consolidated Plan funds
	Location description	N/A
	Planned activity	Administration, management, coordination, monitoring, evaluation, environmental review, and labor standards enforcement by the City of Lakewood
	Target date	July 1, 2020 – June 30, 2021
	Goal indicator	N/A
2	Project name	Major Home Repair/Sewer Loan Program
	Target area	N/A
	Goals supported	<ul style="list-style-type: none"> Stabilize existing residents Increase diverse rental and homeownership opportunities
	Needs addressed	<ul style="list-style-type: none"> Housing instability among residents, including homelessness Need for safe, accessible homes and facilities
	Funding	CDBG: \$386,863.07 (includes \$100,000 in anticipated program income)
	Description	Program that provides home repair and/or sewer connections to eligible low-income homeowners

	Location description	Citywide
	Planned activity	Side sewer connections to sewer main; decommissioning of septic systems; roofing; architectural barrier removal; plumbing; electrical; weatherization; major systems replacement/upgrades; and general home repairs for low-income homeowners
	Target date	July 1, 2020 – June 30, 2021
	Goal indicator	3 housing units/households assisted
3	Project name	47 th Street Sidewalk Improvements
	Target area	N/A
	Goals supported	Support high-quality public infrastructure improvements
	Needs addressed	<ul style="list-style-type: none"> • Need for accessible, culturally competent services Need for safe, accessible homes and facilities
	Funding	CDBG: \$220,000
	Description	Construction of roadway, sidewalks, and signal upgrades to support pedestrian safety around Clover Park School and surrounding neighborhoods
	Location description	47 th St. SW; CT 718.06
	Planned activity	Project will provide accessibility and pedestrian safety improvements along 47 th Street SW; Census Tract 718.06
	Target date	July 1, 2020 – June 30, 2021
	Goal indicator	5,155 persons assisted (Public facility or infrastructure activities other than low-and moderate-income housing benefit)
3	Project name	CDBG Small Business Loan Program
	Target area	N/A
	Goals supported	Stabilize existing residents
	Needs addressed	<ul style="list-style-type: none"> • Need for accessible, culturally competent services
	Funding	CDBG: \$130,599.10
	Description	Program that produces low-interest business loans and technical assistance to qualifying businesses
	Location description	Citywide

	Planned activity	Financial assistance; technical assistance
	Target date	July 1, 2020 – June 30, 2021
	Goal indicator	3 jobs retained/created; 1-3 business assisted
3	Project name	Lakewood United Way Human Services
	Target area	N/A
	Goals supported	Housing instability <ul style="list-style-type: none"> • Increase availability of accessible, culturally competent services
	Needs addressed	<ul style="list-style-type: none"> • Housing Instability • Accessible, culturally competent services
	Funding	CDBG: \$89,400.90
	Description	Program that addresses non-housing community development services activities.
	Location description	Citywide
	Planned activity	Public Service/Human Services
	Target date	July 1, 2020 – June 30, 2021
	Goal indicator	20 people assisted
4	Project name	NSP1 Dangerous Buildings Abatement Program
	Target area	N/A
	Goals supported	<ul style="list-style-type: none"> • Stabilize existing residents • Increase diverse rental and homeownership opportunities
	Needs addressed	<ul style="list-style-type: none"> • Limited supply of diverse rental and homeownership opportunities • Need for safe, accessible homes and facilities
	Funding	NS1 Prior Year: \$265,000
	Description	Program that addresses dangerous buildings that have been foreclosed, abandoned or are vacant
	Location description	Citywide
	Planned activity	Demolition/clearance of dangerous buildings and related costs.
	Target date	July 1, 2020 – June 30, 2021

	Goal indicator	2-3 buildings demolished or dangerous conditions abated
5	Project name	Emergency Assistance For Displaced Residents
	Target area	N/A
	Goals supported	<ul style="list-style-type: none"> Stabilize existing residents Prevent and reduce homelessness
	Needs addressed	<ul style="list-style-type: none"> Housing instability among residents, including homelessness Need for accessible, culturally competent services
	Funding	CDBG: \$45,000
	Description	Program that provides emergency rental assistance to displaced residents
	Location description	Citywide
	Planned activity	Relocation assistance; first's month rent; or security deposits
	Target date	July 1, 2020 – June 30, 2021
	Goal indicator	15 households assisted
6	Project name	CDBG Funding of HOME Housing Services
	Target area	N/A
	Goals supported	<ul style="list-style-type: none"> Stabilize existing residents
	Needs addressed	<ul style="list-style-type: none"> Limited supply of diverse rental and homeownership opportunities Need for accessible, culturally competent services
	Funding	CDBG: \$10,000
	Description	Housing services in support of HOME Program
	Location description	Citywide
	Planned activity	Program administration and housing services in support of HOME Program
	Target date	July 1, 2020 – June 30, 2021
	Goal indicator	1-2 households assisted
7	Project name	Home Administration – Tacoma only (10%)*
	Target area	N/A
	Goals supported	<ul style="list-style-type: none"> Stabilize existing residents

		<ul style="list-style-type: none"> • Increase diverse rental and homeownership opportunities • Prevent and reduce homelessness • Support high-quality public infrastructure improvements
	Needs addressed	<ul style="list-style-type: none"> • Housing instability among residents, including homelessness • Limited supply of diverse rental and homeownership opportunities • Need for accessible, culturally competent services • Need for safe, accessible homes and facilities
	Funding	HOME: \$33,163
	Description	Administration to implement and manage Consolidated Plan funds.
	Location description	N/A
	Planned activity	Administration, management, coordination, monitoring, evaluation, environmental review, and labor standards enforcement by the City of Tacoma
	Target date	July 1, 2020 – June 30, 2021
	Goal indicator	N/A
8	Project name	HOME Down Payment Assistance*
	Target area	N/A
	Goals supported	<ul style="list-style-type: none"> • Increase diverse rental and homeownership opportunities
	Needs addressed	<ul style="list-style-type: none"> • Limited supply of diverse rental and homeownership opportunities
	Funding	HOME: \$20,000 Program Income
	Description	Program that provides down payment assistance to eligible low-income homebuyers
	Location description	Citywide
	Planned activity	Down payment assistance and related costs, including housing counseling services
	Target date	July 1, 2020 – June 30, 2022
	Goal indicator	1 household assisted
9	Project name	HOME Affordable Housing Fund*
	Target area	N/A

	Goals supported	<ul style="list-style-type: none"> • Stabilize existing residents • Increase diverse rental and homeownership opportunities • Prevent and reduce homelessness
	Needs addressed	<ul style="list-style-type: none"> • Housing instability among residents, including homelessness • Limited supply of diverse rental and homeownership opportunities • Need for safe, accessible homes and facilities
	Funding	HOME: \$200,000
	Description	Funding for a local affordable housing fund
	Location description	Citywide
	Planned activity	Acquisition; construction; and/or rehabilitation of affordable housing for low-income rentals and/or to facilitate new homeownership opportunities
	Target date	July 1, 2020 – June 30, 2022
	Goal indicator	2-3 households assisted (homeownership)
10	Project name	HOME Housing Rehabilitation Program*
	Target area	N/A
	Goals supported	Stabilize existing residents
	Needs addressed	<ul style="list-style-type: none"> • Housing instability among residents, including homelessness • Need for safe, accessible homes and facilities
	Funding	HOME: \$98,464
	Description	Loan program to assist eligible low-income homeowners with housing rehabilitation
	Location description	Citywide
	Planned activity	Architectural barrier removal; plumbing; electrical; weatherization; major systems replacement/upgrades; and general home repairs for low-income homeowners
	Target date	July 1, 2020 – June 30, 2022
	Goal indicator	2 housing units/households assisted

AP-50 GEOGRAPHIC DISTRIBUTION – 91.420, 91.220(f)

In targeting CDBG and HOME funds, the City has typically looked to block groups with at least 51% low- and moderate-income populations as many of Lakewood's minority and ethnic populations continue to be concentrated in these areas. Many of these block groups tend to have large concentrations of older housing stock suffering from a lack of routine maintenance and infrastructure that is either inadequate or are outdated in accordance with current development requirements.

In 2020, Lakewood is looking to make crucial infrastructure investments to those low-income block groups where the infrastructure is either lacking or inadequate to ensure public safety and accessibility. The City plans to fund continued accessibility improvements, including sidewalk, signalization, ramps, and roadway improvements necessary to meet current ADA requirements along 47th Street SW where no such improvements currently exist. Improvements would connect accessibility to low income residents of the 718.06 census tract where the City recently constructed improvements to 123rd St. SW. Additionally, the City plans to continue to target households living in Census Tracts 718.05, 718.06, and 720.00 for its Major Home Repair/Sewer Loan Program, which assists low- and moderate-income homeowners make necessary improvements to their homes, including connecting to recently constructed sewers in the 720.00 Census Tract.

For all other funding, the City has not identified specific targeted areas; programs are open to eligible low- and moderate-income individual's citywide.

AP-65 HOMELESS AND OTHER SPECIAL NEEDS – 91.420, 91.220(i)

The Continuum of Care Committee (CoC), also called The Road Home, is a body formed and convened to identify five-year goals and strategies to address homelessness across Pierce County. The CoC developed a five-year strategic plan. The strategic priority areas were informed by engaging input by those who experience homelessness, champions in other sectors, and the expertise of CoC members who represent a variety of organizations that connect people experiencing homelessness. The five strategic priority areas include:

1. Housing – Maximize the use of existing housing while advancing for additional housing resources and more affordable housing
2. Stability – Support the stability of individuals experiencing homelessness and those recently housed
3. System and Service Improvements – Create a more responsive, accessible Homeless Crisis Response System
4. Community Partners – Optimize and leverage internal and external partnerships to better prevent and address homelessness
5. The Continuum of Care – Grow awareness of the CoC's purpose and plan and serve as a central advocacy and coordinating body for addressing homelessness in Pierce County.³

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

- Help people coming to Coordinated Entry compile the necessary documentation for any housing scenario, and strongly encourage participation in the Renters Readiness program.
- Train Coordinated Entry providers on the housing and economic resources outside of the formal Homeless Crisis Response System so they can educate people who are homeless and would benefit from these resources but who do not qualify for a housing referral.
- Increase coordination between service providers and Tacoma and Pierce County Housing Authorities to ensure that people who are homeless and have a housing voucher are supported in using it successfully.
- Engage street outreach providers, including the VA, in a learning collaborative to coordinate data, improve street outreach practices, and ensure the entire county is being covered.
- Create standard operating procedures for street outreach teams across the county
- Establish a flexible fund for use by street outreach staff to support the basic needs of the people they serve, which is often the first step in getting them to move to a more positive outcome.
- Conduct a needs assessment to determine where the greatest unmet needs exist in the county and develop a plan to expand distribution of homeless services accordingly.
- Recruit service providers to develop, implement, and manage by-name lists by population
- Identify, coordinate, and align with existing efforts to address homelessness in all relevant sectors (e.g. health care, criminal justice, foster care, workforce development, transportation, education, business).

³ Tacoma, Lakewood, Pierce County Five-Year Plan to Address Homelessness, 12/2019

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency shelter can be the first step towards stability and should be made available to anyone in need. However, some shelter beds remain empty due to lack of coordination and data sharing across shelters. A goal of the CoC is to reduce the average length of stay in temporary housing projects, including emergency shelter, transitional housing, and save havens, to less than 90 days. To meet this goal, the first strategy is to create a task force to include current and potential shelter and transitional housing providers, experts, local funders, and Pierce County Coalition to End Homelessness.

Persons transitioning out of homelessness often have a variety of needs including behavioral health and mental health care, employment, education, childcare and parenting support, legal support, and more. To increase the chances of maintaining permanent housing for more than two years after exiting the Homeless Crisis Response System, a “care coordination” model that provides a wraparound service when a household first enters the system following then following a move to permanent housing is a key strategy.

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

Goal to help chronically homeless individuals and families: 90 percent of chronically homeless individuals remain housed two years after securing permanent housing.

- Strategies to towards achieving this goal:
 - i. Create an easier access to economic resources that can support housing stability for chronically homeless individuals
 - ii. Ensure case managers are connecting chronically homeless individuals who are entering housing with all mainstream benefits available to them
 - iii. Increase the number of individuals within the county who are certified in Supplemental Security Income/Social Security Disability Insurance Outreach Access and Recovery (SOAR) and are actively connecting chronically homeless individuals entering permanent supportive housing and rapid rehousing with their federal benefits
 - iv. Increase the use of Foundational Community supports to help chronically homeless individuals stay housed.
 - v. Invest in rapid rehousing providers so that they are prepared to effectively support chronically homeless individuals

Goal to help Veterans: 90 percent of homeless veterans to remain housed two years after securing permanent housing. Strategies to achieve this goal are:

- Encourage the HUD-VASH program contact graduated veterans at the time of voucher recertification and inspection to help with the process for graduation or continuing services; assess case management needs; and determine if increased services are needed to sustain permanent housing.
- Strategically expand delivery of the Renters Readiness program to reach more veterans
- Increase veterans' access to transportation services to ensure they can obtain and sustain employment and continue to access services once they are housed.
- Support a collaboration between HUD-VASH, the Landlord Liaison Program, Housing Authorities, or to help with landlord engagement around veteran renters
- Conduct research on the feasibility of creating landlord incentives for taking veteran renters.

Goal to help youth (ages 12-24): 90 percent of homeless youth remain housed two years after securing permanent housing. Strategies to achieve this goal are:

- Create a "housing coach" program to mentor youth.
- Facilitate housing support groups where youth and young adults maintain existing social connections and develop new ones with peers
- Identify financial resources for use in supporting youth and young adults who qualify as homeless under McKinney Vento
- Identify and grow or develop safe housing options for youth under 18 who cannot sign for their own lease

Goal to help families with children: 90 percent of homeless families remain housed two years after securing permanent housing. Strategies to achieve this goal are:

- Help families access and use existing childcare resources and programs that are community-centered, effective, and culturally responsive
- Identify and pilot innovative approaches to creating affordable, accessible childcare that are being used in other communities nationwide.
- Coordinate with the Tacoma-Pierce County Health Department to create a process for seamlessly connecting families who come to Coordinated Entry with the nearest Family Support Center.

Goal to help survivors of domestic violence: 90 percent of homeless families remain housed two years after securing permanent housing. Strategies to achieve this goal are:

- Launch and sustain up to 10 new support groups for DV survivors across the county, as a means of helping them remain independently housed and not return to abusive partners.
- Create a DV survivors fund dedicated to helping them leave their abuser(s) and stabilize.

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

THA will expand the Elementary School Housing Assistance Program to other elementary schools. Continue the expansion of the College Housing Assistance Program (CHAP). Started as a pilot program at Tacoma Community College (TCC), CHAP provided tenant-based rental assistance to homeless and near homeless students enrolled at the college. The program has grown to include homeless and near homeless students enrolled at the University of Washington – Tacoma. THA hopes to partner with other education partners to support students by leveraging housing dollars to provide housing and other student supports. THA, and its education partners, will expand the program to serve homeless high school students and incarcerated students who are beginning their coursework at TCC.

The THA deployed a Property-Based Subsidy program in 2018 using the MTW local, non-traditional use of funds. The program expanded the focus and units will also be available for homeless high school seniors and through permanent supportive housing for chronically homeless Tacomans.

Both Lakewood and Tacoma are participating members of the Continuum of Care who's overall strategy related to the discharge of persons from institutions into homelessness is to provide or broker tailored services and treatment in housing and preventative programs to persons in need. Agencies work with health and mental health care facilities to find housing for persons being discharged so they are not faced with becoming homeless. The Washington State Department of Corrections will coordinate with the Incarcerated Veterans Program, Metropolitan Development Council, and Associated Ministries Central Intake to prevent discharges into homelessness. Additionally, the CoC works to provide planning for housing and transitional services assistance six months in advance of foster children "aging out" of foster care. The CoC will continue to coordinate information and best practices amongst partner provider organizations and governmental agencies to reduce or prevent incidences of homelessness.

AP-85 OTHER ACTIONS – 91.420, 91.220(k)

Consistent with Title X of the Housing and Community Development Act of 1992, Lakewood provides information on lead-safe practices to owners of all properties receiving up to \$5,000 of federal assistance. If work on painted surfaces is involved in properties constructed prior to 1978, the presence of lead is assumed, and safe work practices are followed.

In addition to the above, homes with repairs in excess of \$5,000 in federally funded rehabilitation assistance are assessed for risk (completed by a certified Lead Based Paint firm) or are presumed to have lead. If surfaces to be disturbed are determined to contain lead, interim controls are exercised, occupants notified, and clearance test performed by an EPA-certified firm. Properties constructed prior to 1978 and acquired with federal funds are inspected for hazards and acquired rental properties are inspected periodically.

Much of the housing stock in Lakewood was constructed prior to 1978. While not exclusively the case, older units with irregular maintenance may pose a risk to residents. Housing repair projects favor lower-income households by virtue of their eligibility, and at-risk housing units by virtue of their affordability (condition and age). Lakewood provides information on lead-safe practices to households involved in the repair programs and have brochures in the City offices for the general public on the dangers of lead and the importance of safe practices.

Rental affordability and habitability remain a priority for the City. In 2017, the City began its Rental Housing Safety Program (RHSP) which requires all residential rental properties (apartments, single family homes, duplexes, etc.) within the Lakewood city limits be registered on an annual basis and to maintain specific life and safety standards for those properties. Since substandard housing disproportionately affects the poor, working class families, seniors, the disabled, and persons who suffer from chronic illness, it is the aim of the RHSP to eliminate all substandard rental housing in Lakewood and by doing so, to improve not only the quality of life for low income individuals, but the lives of all Lakewood residents. In the two years since the program's inception, the City has seen substantial improvement to the quality and condition of many of the City's substandard rental properties. Inspections of rental properties in the City of Lakewood will be ongoing throughout FY 2020.

AP-90 PROGRAM SPECIFIC REQUIREMENTS – 91.420, 91.220(I)(1,2,4)

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0
5. The amount of income from float-funded activities	\$0
Total Program Income	\$0

Other CDBG Requirements

1. The amount of urgent need activities	\$0
Total	\$0

APPENDIX – DATA SOURCES

Table 6 – Responsible Agencies

Agency Role	Name	Department/Agency
CDBG Administrator	M. David Bugher	Community and Economic Development/ City of Lakewood
HOME Administrator	Jeff Robinson	Community and Economic Development/ City of Tacoma
ESG Administrator	Erica Azcueta	Neighborhood and Community Services/City of Tacoma

Table 7 – Agencies, Groups, Organizations Who Participated

Tacoma	Tacoma Planning Commission
	Tacoma Human Rights Commission
	Tacoma Community Redevelopment Authority
	Tacoma Human Services Commission
	Tacoma City Council
Lakewood	Lakewood Planning Advisory Board
	Lakewood Community Service Advisory Board
	Lakewood City Council

Table 5.A – Housing Needs Assessment Demographics 2013-2017

<u>2013-2017</u>	Tacoma	Lakewood	Pierce County	Washington
Population	196,118	57,160	774,339	6,465,755
Households	79,151	24,373	291,323	2,512,327
Median Income (households)	\$46,645	\$42,446	\$56,773	\$56,384

Data Source: 2005-2009 ACS (Base Year), 2011-2017 ACS (Most Recent Year)

Table 5.B – Housing Needs Assessment Demographics 2009-2011

<u>2009-2011</u>	Tacoma	Lakewood	Pierce County	Washington
Population	199,449	58,688	791,528	6,652,845
Households	79,430	24,404	297,839	2,602,568

Median Income (households)	\$49,232	\$42,273	\$58,824	\$58,890
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Data Source: 2005-2009 ACS (Base Year), 2011-2017 ACS (Most Recent Year)

Table 5.C – Housing Needs Assessment Demographics 2013-2017

<u>2013-2017</u>	Tacoma	Lakewood	Pierce County	Washington
Population	207,280	59,102	845,193	7,169,967
Households	82,016	24,129	312,839	2,755,697
Median Income (households)	\$55,506	\$47,636	\$63,881	\$66,174

Data Source: 2005-2009 ACS (Base Year), 2011-2017 ACS (Most Recent Year)

Table 5.D – Housing Needs Assessment Demographics

Demographics	Base Year: 2009	Most Recent Year: 2017	Percent Change
Population	253,278	266,382	5.2%
Households	103,524	106,145	2.5%
Median Income	\$89,091	\$103,142	15.8%

Data Source: 2005-2009 ACS (Base Year), 2011-2017 ACS (Most Recent Year)

***Note:** These figures have not been adjusted for inflation.

Number of Households Table

Table 6 – Total Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	10,014	8,170	13,150	8,654	41,080
Small Family Households	2,093	2,160	2,879	1,414	5,495
Large Family Households	2,850	9,430	2,405	3,475	1,890
Household contains at least one person 62-74 years of age	1,945	3,050	1,845	2,420	1,235
Household contains at least one-person age 75 or older	3,430	5,495	2,370	3,320	1,665
Households with one or more children 6 years old or younger	10,014	8,170	13,150	8,654	41,080

Data Source: 2012-2015 CHAS

Housing Needs Summary Tables⁴

Information and data in the analysis that follow was obtained through the American Community Survey (CHAS data). Housing problems tracked include lack of complete plumbing or kitchen facilities, overcrowding (1.01 to 1.5 persons per room), and cost burden (paying more than 30 percent of income for housing including utilities). Severe housing problems include lack of complete plumbing or kitchen facilities, severe overcrowding (1.51 or more persons per room) and severe cost burden (housing costs in excess of 50 percent of income).

Table 7 – Housing Problems 1 (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	400	220	205	85	910	0	10	60	4	74
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	390	255	220	50	915	4	35	45	0	84
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	445	470	320	80	1,315	65	95	210	60	430
	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Housing cost burden greater than 50% of income (and none of the above problems)	8,485	3,305	785	40	12,615	1,760	1,705	1,265	345	5,075
Housing cost burden greater than 30% of income (and none of the above problems)	1,370	3,740	4,365	890	10,365	400	1,110	2,385	1,835	5,730
Zero/negative Income (and none of the above problems)	1,310	0	0	0	1,310	550	0	0	0	550

Data Source: 2012-2016 CHAS

⁴ Each year, the U.S. Department of Housing and Urban Development (HUD) receives custom tabulations of American Community Survey (ACS) data from the U.S. Census Bureau. These data, known as the "CHAS" data (Comprehensive Housing Affordability Strategy), demonstrate the extent of housing problems and housing needs, particularly for low income households. The CHAS data are used by local governments to plan how to spend HUD funds, and may also be used by HUD to distribute grant funds.

Table 8 – Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	22,165	15,990	11,800	2,290	54,500	4,465	5,920	7,925	4,480	30,890
Having none of four housing problems	3,020	1,580	10,065	7,735	47,040	650	1,890	7,260	6,685	70,155
Household has negative income, but none of the other housing problems	1,100	0	0	0	1,100	2,625	0	0	0	2,625

Data Source: 2012-2016 CHAS

Table 9 – Cost Burden Greater than 30 Percent (>30%)

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	3,525	2,765	2,075	8,365	640	745	1,470	2,855
Large Related	665	590	199	1,454	224	300	525	1,049
Elderly	2,170	1,640	965	4,775	1,005	1,310	1,055	3,370
Other	4,515	2,720	2,120	9,355	365	555	750	1,670
Total need by income	10,875	7,715	5,359	23,949	2,234	2,910	3,800	8,944

Table 10 – Cost Burden Greater than 50 Percent (>50%)

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	2,955	1,525	230	4,710	560	445	465	1,470
Large Related	600	140	4	744	169	185	100	454
Elderly	1,795	670	155	2,620	750	665	410	1,825
Other	3,970	1,210	415	5,595	300	445	330	1,075
Total need by income	9,320	3,545	804	13,669	1,779	1,740	1,305	4,824

Data Source: 2012-2016 CHAS

Table 11 – Crowding Information – 1/2

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	12,260	11,670	9,170	3,925	37,025	2,105	3,485	5,475	2,725	13,790
Multiple, unrelated family households	1,295	1,405	1,600	580	4,880	430	855	1,660	870	3,815

Other, non-family households	935	745	640	500	2,820	20	55	110	40	225
Total need by income	14,490	13,820	11,410	5,005	44,725	2,555	4,395	7,245	3,635	17,830

Data Source: 2012-2016 CHAS

Table 12 – Crowding Information – 2/2

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	365	535	1195	2095	3065	1835	2125	7025

Data Source: 2012-2016 CHAS

Table 13 – Disproportionally Greater Need 0% – 30% AMI

Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	
Jurisdiction as a whole	13,319	1,835	
White	25750	42120	
Black / African American	5,705	5,180	
Asian	3,275	4,130	
American Indian, Alaska Native	541	535	
Pacific Islander	504	484	
Hispanic	4,955	3,608	

Data Source: 2012-2016 CHAS

***Note:** The four housing problems are: 1) Lacks complete kitchen facilities; 2) Lacks complete plumbing facilities; 3) More than one person per room, 4) Cost Burden greater than 30%.

Table 14 – Disproportionally Greater Need 30% – 50% Percent AMI

Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	
Jurisdiction as a whole	10,960	1,735	
White	6,390	1,165	
Black / African American	1,410	165	
Asian	765	200	
American Indian, Alaska Native	74	25	
Pacific Islander	95	20	
Hispanic	1,645	115	

Data Source: 2012-2016 CHAS

***Note:** The four housing problems are: 1) Lacks complete kitchen facilities; 2) Lacks complete plumbing facilities; 3) More than one person per room, 4) Cost Burden greater than 30%.

Table 15 – Disproportionally Greater Need 50% – 80% AMI

Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	
Jurisdiction as a whole	9,860	8,665	
White	6,275	5,585	
Black / African American	1,150	850	
Asian	720	725	
American Indian, Alaska Native	89	125	
Pacific Islander	105	105	
Hispanic	1,025	695	

Data Source: 2012-2016 CHAS

***Note:** The four housing problems are: 1) Lacks complete kitchen facilities; 2) Lacks complete plumbing facilities; 3) More than one person per room, 4) Cost Burden greater than 30%.

Table 16 – Disproportionally Greater Need 80 – 100% AMI

Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	
Jurisdiction as a whole	3,385	7,215	
White	2,440	4,875	
Black / African American	335	950	
Asian	205	370	
American Indian, Alaska Native	14	65	
Pacific Islander	20	99	
Hispanic	210	550	

Data Source: 2012-2016 CHAS

***Note:** The four housing problems are: 1) Lacks complete kitchen facilities; 2) Lacks complete plumbing facilities; 3) More than one person per room, 4) Cost Burden greater than 30%.

Table 8 – Severe Housing Problems 0% - 30% AMI

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	11,545	3,610	1,860
White	6,035	2,170	1,115
Black / African American	2,145	300	315

Asian	890	590	135
American Indian, Alaska Native	265	80	75
Pacific Islander	145	20	25
Hispanic	1,515	288	170

Data Source: 2012-2016 CHAS

***Note:** The four severe housing problems are: 1) Lacks complete kitchen facilities; 2) Lacks complete plumbing facilities; 3) More than 1.51 persons per room, 4) Cost Burden greater than 50%.

Table 9 – Severe Housing Problems 30% - 50% AMI

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	6,105	6,590	0
White	3,545	4,010	0
Black / African American	725	850	0
Asian	385	580	0
American Indian, Alaska Native	55	44	0
Pacific Islander	35	75	0
Hispanic	1,045	715	0

Data Source: 2012-2016 CHAS

***Note:** The four severe housing problems are: 1) Lacks complete kitchen facilities; 2) Lacks complete plumbing facilities; 3) More than 1.51 persons per room, 4) Cost Burden greater than 50%.

Table 10 – Severe Housing Problems 50% - 80% AMI

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,120	15,415	0
White	2,055	9,800	0
Black / African American	284	1,720	0
Asian	265	1,185	0
American Indian, Alaska Native	40	185	0
Pacific Islander	89	195	0
Hispanic	245	1,475	0

Data Source: 2012-2016 CHAS

***Note:** The four severe housing problems are: 1) Lacks complete kitchen facilities; 2) Lacks complete plumbing facilities; 3) More than 1.51 persons per room, 4) Cost Burden greater than 50%.

Table 11 – Severe Housing Problems 80% - 100% AMI

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	665	9,940	0
White	385	6,930	0
Black / African American	50	1,230	0
Asian	100	475	0
American Indian, Alaska Native	0	75	0
Pacific Islander	10	109	0
Hispanic	65	695	0

Data Source: 2012-2016 CHAS

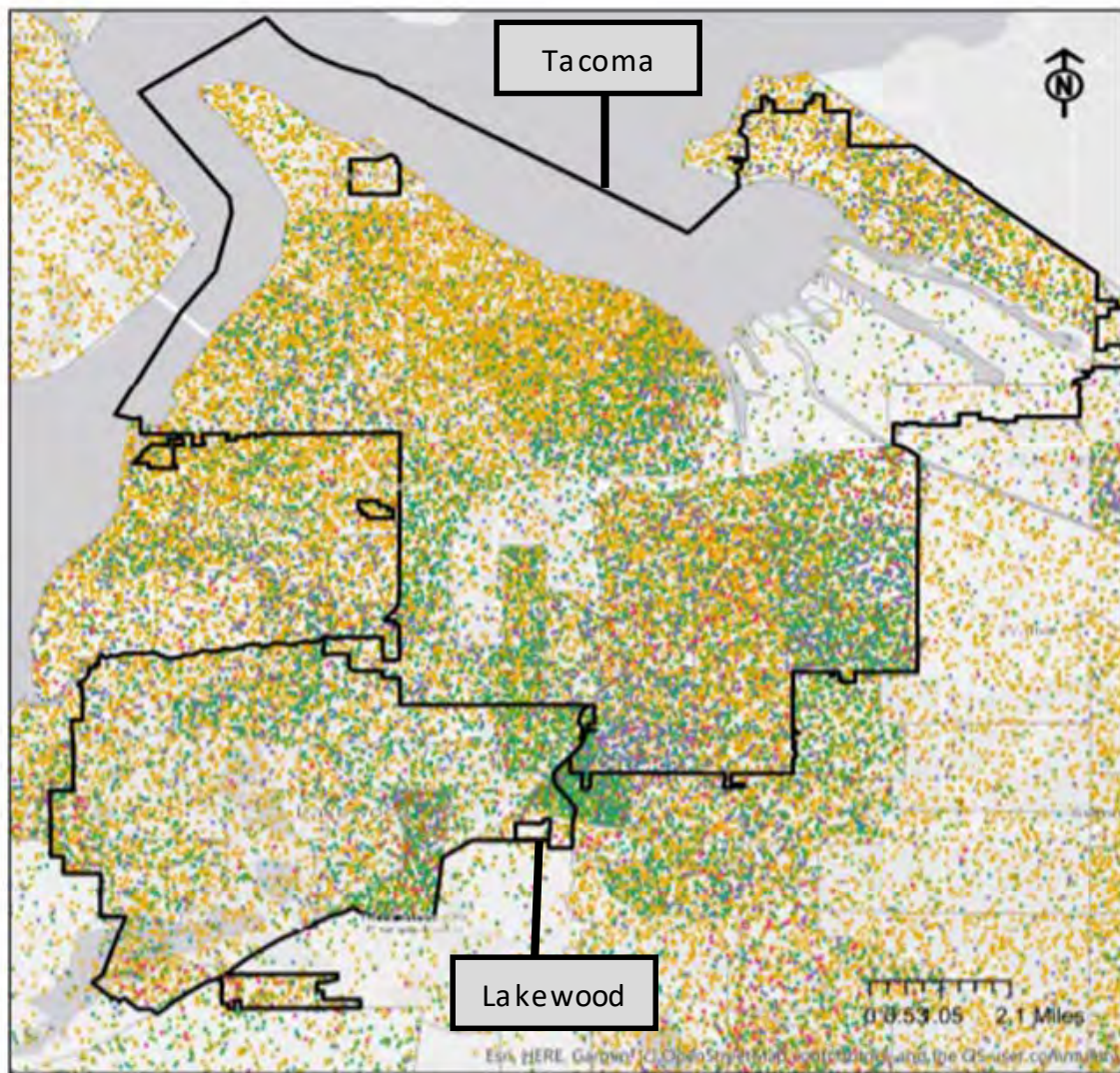
***Note:** The four severe housing problems are: 1) Lacks complete kitchen facilities; 2) Lacks complete plumbing facilities; 3) More than 1.51 persons per room, 4) Cost Burden greater than 50%.

Table 12 – Greater Need: Housing Cost Burdens AMI

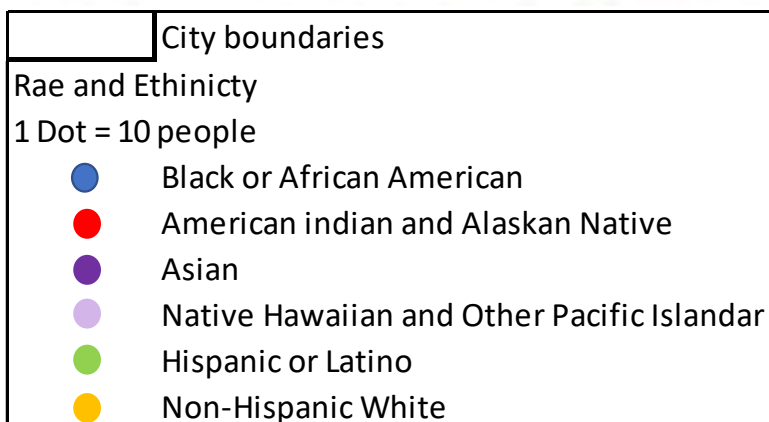
Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	60,800	20,980	19,355	2,025
White	43,195	13,325	11,325	1,135
Black / African American	5,330	2,490	3,020	355
Asian	4,475	1,560	1,355	140
American Indian, Alaska Native	560	165	355	75
Pacific Islander	625	170	195	25
Hispanic	3,945	2,350	2,195	245

Data Source: 2012-2016 CHAS

Map 1 – City of Tacoma Residential Locations and Concentration by Race and Ethnicity



Data source: United States Census Bureau's American Community Survey 2014-2018 5-year estimates accessed through ArcGIS Living Atlas of the World, Table B03002.



Totals in Units

Table 13 – Public Housing by Program Type for Pierce County Housing Authority (PCHA)

Program Type									
	Certificate	Mod-Rehab	Public Housing*	Vouchers					
				Total Vouchers	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled**
# of units with vouchers in use	0	0	124	2,749	209	2,149	191	0	200

Data Source: Pierce County Housing Authority

Note: *includes one public housing home in Lakewood

**includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Characteristics of Residents

Table 14 – Characteristics of Public Housing Residents by Program for Pierce County Housing Authority (PCHA)

Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total Vouchers	Project-based	Tenant-based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0		\$27,654	\$17,307	\$13,862	\$17,593	\$16,820	0
Average length of stay (in years)	0		8	9.3	4	10	4	0
Average Household size	0		3.7	2.3	2.3	2.3	1.5	0
# Homeless at admission	0		0	588	175	222	191	0
# of Elderly Program Participants (>62)	0		6	901	39	671	70	0
# of Disabled Families	0		32	1,631	71	1,426	134	0

# of Families requesting accessibility features	0		0	0	0	0	0	0
# of HIV/AIDS program participants	0		0	0	0	0	0	0
# of DV victims	0		0	0	0	0	0	0

Data Source: Pierce County Housing Authority (PCHA)

Race of Residents

Table 15 – Race of Public Housing Residents by Program Type

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled
White	0	46	373	1,494	268	1,173	22	25	1
Black/African American	0	23	262	1,197	178	982	27	9	0
Asian	0	4	240	167	50	117	0	0	0
American Indian/Alaska Native	0	3	15	78	18	57	1	2	0
Pacific Islander	0	1	13	51	18	31	0	2	0
Other	0	0	3	0	0	0	0	0	0

Data Source: PIC (PIH Information Center)

***Note:** includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Ethnicity of Residents

Table 16 – Ethnicity of Public Housing Residents by Program Type

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project	Tenant	Special Purpose Voucher		

				Vouchers	-based	-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	10	59	257	55	197	3	2	0
Not Hispanic	0	67	847	2,730	477	2,163	47	36	1

Data Source: PIC (PIH Information Center)

***Note:** includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 22: Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
White	0	0
Black or African American	0	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0
Ethnicity:	Sheltered:	Unsheltered (optional)
Hispanic	0	0
Not Hispanic	0	0

Data Source Comments:

Table 23 – Residential Properties by Unit Number

Property Type	Tacoma	Lakewood	Pierce County	Washington State
<i>Total units</i>	86,711	27,092	331,369	2,942,127
1, detached	63%	46%	65%	63%
1, attached	3%	6%	4%	4%
2-4 units	8%	11%	7%	6%
5-19 units	13%	21%	11%	10%
20 or more units	13%	10%	6%	10%
Mobile Home, boat, RV, van, etc.	<1%	6%	6%	7%

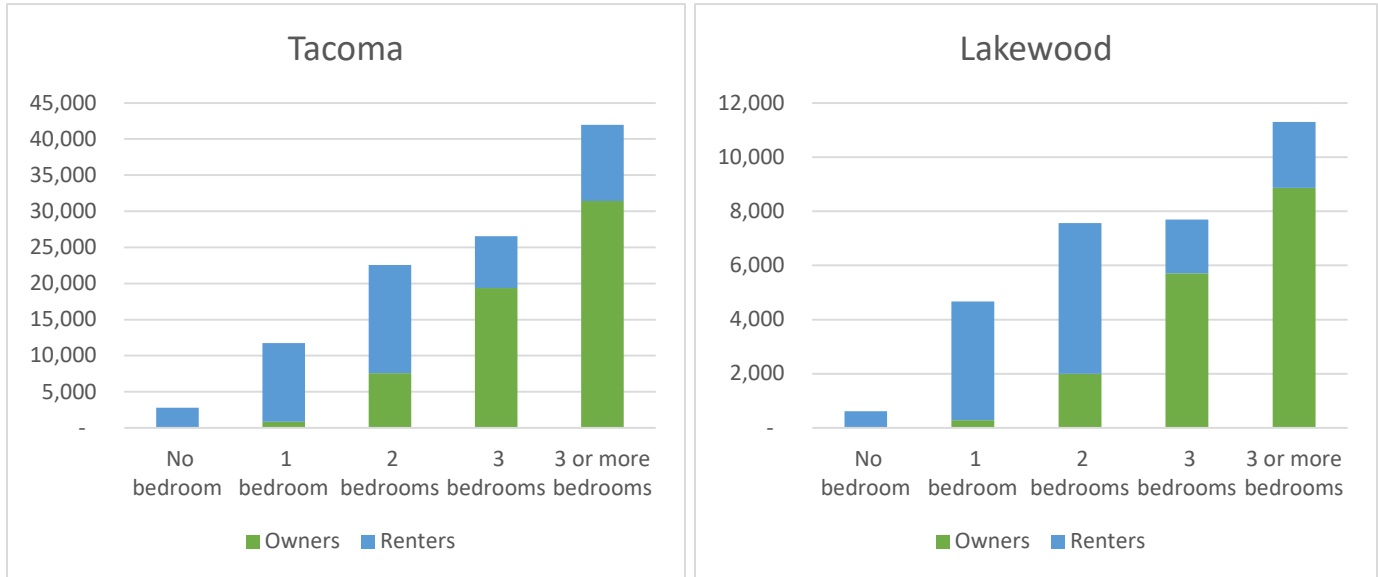
Data Source: 2011-2015 ACS

Table 17 – Unit Size by Tenure

Number of bedrooms	Tacoma		Lakewood		Pierce County		Washington State	
	Owners	Renters	Owners	Renters	Owners	Renters	Owners	Renters
<i>Total units</i>	39,928	39,098	11,147	12,993	185,160	118,426	1,668,071	1,000,841
No bedroom	<1%	7%	<1%	5%	<1%	4%	<1%	6%
1 bedroom	2%	28%	3%	34%	1%	22%	3%	25%
2 bedrooms	19%	38%	18%	43%	15%	39%	18%	38%
3 bedrooms	48%	18%	51%	15%	54%	25%	48%	23%
3 or more bedrooms	79%	27%	80%	19%	84%	34%	79%	31%

Data Source: 2011-2015 ACS

Figure 1 – Number of Bedrooms by Tenure in Tacoma and Lakewood



Data Source: 2011-2015 ACS

Table 25 – Cost of Housing

	Tacoma	Lakewood	Pierce County	Washington State
Median value (dollars)	\$203,600	\$209,100	\$232,600	\$259,500
Median contract rent	\$824	\$748	\$888	\$883

Data Source: 2011-2015 ACS (Most Recent Year)

Table 26 - Rent Paid

Rent Paid	Tacoma	Lakewood	Pierce County	Washington State
Less than \$500	9%	5%	5%	9%
\$500-\$999	47%	62%	42%	40%
\$1499-\$1999	30%	26%	35%	32%
\$1499-\$1999	11%	6%	13%	13%
\$2,000 or more	3%	1%	4%	6%

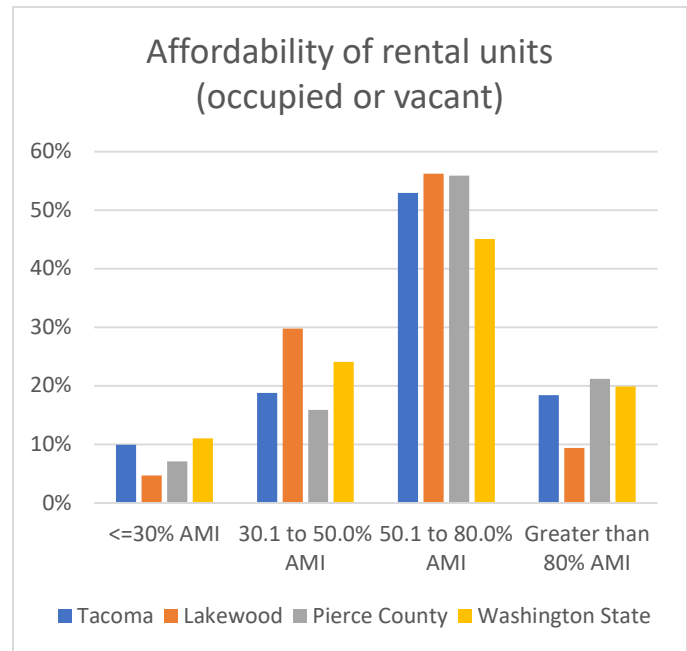
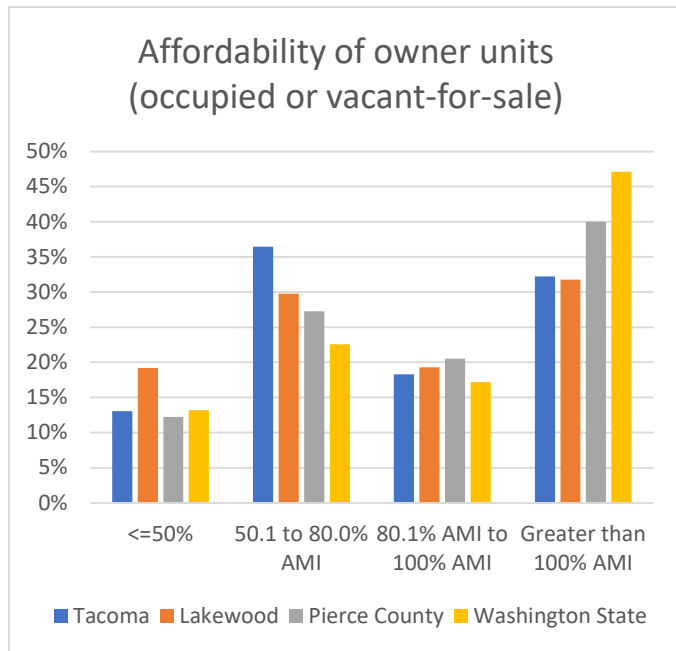
Data Source: 2011-2015 ACS

Table 27 – Housing Affordability

% units affordable to households earning	Tacoma		Lakewood		Pierce County		Washington State	
	Owner	Renter	Owner	Renter	Owner	Renter	Owner	Renter
<=30% AMI		10%		5%		7%		11%
30.1 to 50.0% AMI	13%	19%	19%	30%	12%	16%	13%	24%
50.1 to 80.0% AMI	36%	53%	30%	56%	27%	56%	23%	45%
80.1% AMI to 100% AMI	18%		19%		21%		17%	
Greater than 100% AMI	32%	18%	32%	9%	40%	21%	47%	20%
<i>Total units</i>	40,720	40,380	11,235	14,060	188,040	122,655	1,683,000	1,021,895

Data Source: 2011-2015 ACS

Figure 2 – Housing Affordability



Data Source: 2011-2015 CHAS

Table 28 – Monthly Rent

Monthly Rent Limit in the Tacoma HUD Metro Area (\$)	Efficiency (0 bedrooms)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	\$860	\$966	\$1,265	\$1,829	\$2,222
High HOME Rent	\$860	\$959	\$1,152	\$1,322	\$1,455
Low HOME Rent	\$702	\$752	\$902	\$1,043	\$1,163

Data Source: FY 2019 HUD FMR and HOME Rents

Table 29 - Condition of Units

Condition of units	Tacoma		Lakewood		Pierce County		Washington State	
	Owner	Renter	Owner	Renter	Owner	Renter	Owner	Renter
<i>Total units</i>	39,928	39,098	11,147	12,993	185,160	118,426	1,668,071	1,000,841
With one selected Condition	30%	47%	28%	53%	29%	47%	27%	45%
With two selected Conditions	1%	4%	1%	4%	1%	4%	1%	4%
With three selected Conditions	0%	0%	0%	0%	0%	0%	0%	0%
With four selected Conditions	0%	0%	0%	0%	0%	0%	0%	0%
No selected Conditions	69%	49%	71%	43%	71%	49%	72%	51%

Data Source: 2011-2015 ACS

Table 30 – Year Unit Built

Year Built	Tacoma		Lakewood		Pierce County		Washington State	
	Owner	Renter	Owner	Renter	Owner	Renter	Owner	Renter
<i>Total units</i>	39,928	64,696	11,147	20,458	185,160	178,215	1,668,071	1,514,185
2000 or later	8%	7%	5%	8%	21%	12%	20%	12%
1980-1999	19%	14%	23%	19%	33%	21%	31%	20%
1950-1979	32%	45%	60%	64%	30%	49%	34%	48%
Before 1950	40%	34%	12%	9%	15%	18%	16%	20%

Data Source: 2011-2015 CHAS

Table 31 – Risk of Lead-Based Paint

Risk of Lead-Based Paint Hazard	Tacoma		Lakewood		Pierce County		Washington State	
	Owner	Renter	Owner	Renter	Owner	Renter	Owner	Renter
<i>Total units built before 1980</i>	29,086	35,816	8,006	15,015	83,687	59,789	820,731	513,344
Units built before 1980 with children present	13%	13%	11%	10%	11%	22%	12%	19%

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children Present)

Table 33 – Total Number of Units by Program Type

Program Type									
	Certificate	Mod-Rehab	Public Housing*	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled **
# of units vouchers available	0	0	124	2,749	209	2,149	191	0	200
# of accessible units									

*includes one public housing home in Lakewood

**includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Table 35 - Facilities Targeted to Homeless Persons

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year-Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	0	0	0	0	0
Households with Only Adults	0	0	0	0	0
Chronically Homeless Households	0	0	0	0	0
Veterans	0	0	0	0	0
Unaccompanied Youth	0	0	0	0	0

18

Data Source

Comments:

Business Activity

Table 19 - Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	521	49	1	0	-1
Arts, Entertainment, Accommodations	9,206	9,238	12	10	-2
Construction	4,511	3,259	6	4	-2
Education and Health Care Services	16,087	28,914	22	33	11
Finance, Insurance, and Real Estate	4,263	6,401	6	7	2
Information	1,458	823	2	1	-1
Manufacturing	6,633	6,427	9	7	-2
Other Services	3,077	3,794	4	4	0
Professional, Scientific, Management Services	4,656	3,881	6	4	-2
Public Administration	138	0	0	0	0
Retail Trade	9,835	11,553	13	13	0
Transportation and Warehousing	3,946	2,301	5	3	-3
Wholesale Trade	4,444	4,500	6	5	-1
Total	68,775	81,140	--	--	--

Data Source: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Table 37 - Labor Force

Total Population in the Civilian Labor Force	103,840
Civilian Employed Population 16 years and over	93,340
Unemployment Rate	10.11
Unemployment Rate for Ages 16-24	30.96
Unemployment Rate for Ages 25-65	6.40

Data Source: 2011-2015 ACS

Table 38 – Occupations by Sector

Occupations by Sector	Number of People
Management, business and financial	19,950
Farming, fisheries and forestry occupations	4,095
Service	12,995
Sales and office	21,550
Construction, extraction, maintenance and repair	7,965
Production, transportation and material moving	5,115

Data Source: 2011-2015 ACS

Travel Time

Table 39 - Travel Time to Work

Travel Time	Number	Percentage
< 30 Minutes	56,270	63%
30-59 Minutes	24,665	28%
60 or More Minutes	8,365	9%
Total	89,300	100%

Data Source: 2011-2015 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Table 40 - Educational Attainment by Employment Status

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	6,790	1,095	5,120
High school graduate (includes equivalency)	19,185	2,160	8,525
Some college or Associate's degree	27,465	2,815	8,725
Bachelor's degree or higher	23,375	1,075	3,975

Data Source: 2011-2015 ACS

Educational Attainment by Age

Table 41 - Educational Attainment by Age

	Age				
	18–24 years	25–34 years	35–44 years	45–65 years	65+ years
Less than 9th grade	275	780	1,055	2,175	2,120
9th to 12th grade, no diploma	3,535	2,835	2,360	3,805	1,875
High school graduate, GED, or alternative	6,265	8,395	7,020	14,610	8,365
Some college, no degree	8,110	8,900	6,690	13,050	5,565
Associate's degree	1,195	3,205	2,850	4,815	1,180
Bachelor's degree	1,830	6,445	4,665	8,300	3,930
Graduate or professional degree	100	2,045	2,805	4,800	2,990

Data Source: 2011-2015 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Table 42 – Median Earnings in the Past 12 Months

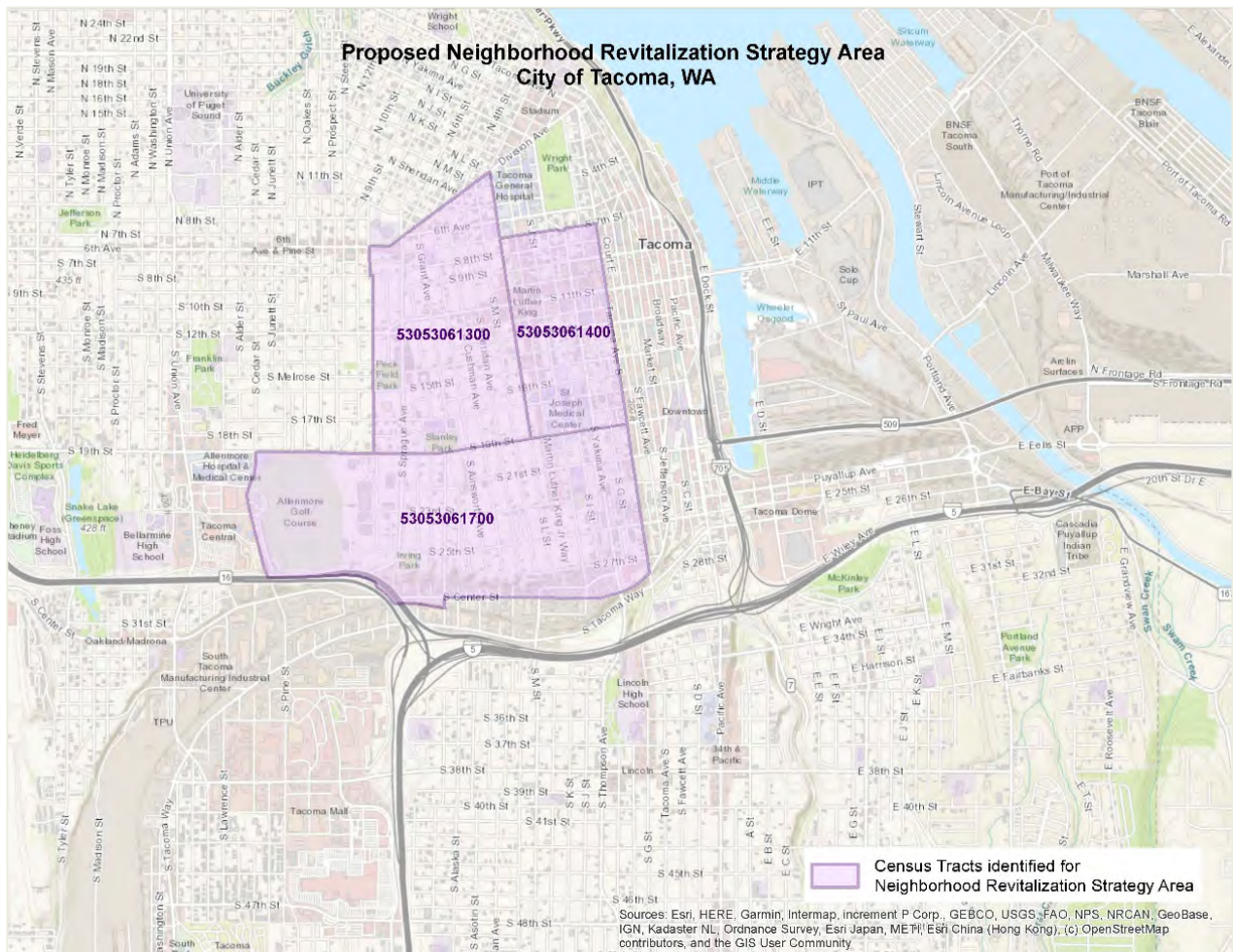
Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	\$22,289
High school graduate (includes equivalency)	\$30,256
Some college or Associate's degree	\$33,766
Bachelor's degree	\$49,728
Graduate or professional degree	\$62,144

Data Source: 2011-2015 ACS

Geographic Area

Area name:	Hilltop Neighborhood Revitalization Strategy Area
Area type:	Neighborhood Revitalization Strategy Area
Revitalization type:	Rehabilitation; Production; Non-housing community development
Identify the neighborhood boundaries for this target area:	See to Map 2
Include specific housing and commercial characteristics of this target area:	Past plans and studies about Hilltop (including <i>Housing Hilltop</i> (2016) and <i>Hilltop Subarea Plan</i> (2014)) have highlighted a set of interrelated needs in Hilltop: loss of affordable housing, limited supply of affordable rental and homeownership opportunities, and displacement pressure among residents and small-business owners. These studies have recommended supporting mixed-use, mixed-income, and mixed-household housing and more affordable homes for lower-income households and building upon the social capital and organizational infrastructure to set measurable targets. An ongoing initiative, Design the Hill, is working with residents to design first-floor business spaces, public spaces, and affordable housing.

Map 2 - Geographic Priority Areas



**CITY OF LAKEWOOD CDBG PROGRAM
MONITORING CHECKLIST
(COVER SHEET)**

Subrecipient:	Project Name/Number:
Program Year:	Staff Interviewed:
Date:	Monitoring Staff:

STAFF REVIEW AND ROUTING

DATE	ACTION TAKEN	INITIALS
	Monitoring notification letter mailed to subrecipient	
	Initial monitoring review by staff	
	Review of monitoring report by Department Director	
	Follow-up letter to subrecipient	
	Findings or concerns corrected Yes/No (circle one)	

REVIEWED (DATE/INITIALS)	FINDING (Yes/No/NA)	COMPLIANCE REVIEW AREAS	
		MANAGEMENT SYSTEMS	2
		PROJECT PERFORMANCE	4
		NATIONAL CDBG OBJECTIVES	6
		FINANCIAL MANAGEMENT SYSTEMS	8
		PROPERTY/EQUIPMENT MANAGEMENT	14
		PROCUREMENT STANDARDS	16
		MBE/WBE EFFORTS	23
		LABOR STANDARDS COMPLIANCE	25
		PROFESSIONAL SERVICES CONTRACTS	28
		DIRECT BENEFIT ACTIVITIES	30
		ACQUISITION	32
		RELOCATION	35
		HOUSING REHABILITATION/REPAIR	38
		RECORD KEEPING	46
		ECONOMIC DEVELOPMENT REVIEW	47
		AUDIT REVIEW	50

MANAGEMENT SYSTEM REVIEW

PROJECT NAME: _____

	YES	NO	N/A
1. Identify staff responsible for management of the CDBG project			

a. Does that person or persons have appropriate authority to effect programmatic changes or make key decisions?	_____	_____	_____
b. How is responsibility assigned and delegated by that person?			

2. Does the subrecipient have a system in place to assess the progress of the project(s) against approved measurable objectives, project budget, and timeline on a regular basis?	_____	_____	_____
COMMENTS: _____			

3. What evidence exists that the subrecipient is or is not exercising appropriate control over the activity?			

4. Is there documentation available to support original estimated beneficiary levels as well as actual beneficiary levels?	_____	_____	_____
COMMENTS: _____			

5. Are information systems in place to allow the subrecipient to collect information for CDBG reporting requirements (income, race, household size, etc)?	_____	_____	_____

MANAGEMENT SYSTEM REVIEW

PROJECT NAME: _____

YES NO N/A

6. What is the basis for determining that beneficiaries are low - moderate income?

a. Are current HUD income limits available and used to make this determination?

7. Does the subrecipient maintain accurate and complete records in at least the following areas?

- Beneficiary estimates (survey/census)
- Project file
- Individual client files
- CDBG application file
- Subcontracts

8. Does the subrecipient have established policies and procedures guiding the conduct of their employees as well as the conducting of this activity?

CONCLUSIONS: _____

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient.

Date Monitored

PROJECT PERFORMANCE REVIEW

[24 CFR 85.40; 24CFR 570.501.(b)]

PROJECT NAME: _____

	YES	NO	N/A
1. How does the actual project progress compare with proposed project in terms of schedule, accomplishments, benefit levels, timeline and budget?			

2. Does it appear that the project will be completed on time?	_____	_____	_____
What percentage of the project is completed? _____%			
What percentage of the program year has passed? _____%			
3. Is the actual project consistent with the project proposed in the original application?	_____	_____	_____
4. Does the subrecipient submit required reports as required in the subrecipient agreement?	_____	_____	_____
5. Does the subrecipient have a system in place for responding to public input or complaints related to the activity?	_____	_____	_____
6. Does the subrecipient make adjustments in conducting the activity (if necessary) to ensure compliance with performance requirements?	_____	_____	_____
Describe: _____			

7. Who is responsible for monitoring project progress against the original proposal?			

a. Does that person have the authority to make necessary changes?	_____	_____	_____

CONCLUSIONS: _____

PROJECT PERFORMANCE REVIEW

[24 CFR 85.40; 24CFR 570.501.(b)]

PROJECT NAME: _____

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient.

_____ **Date Monitored**

NATIONAL CDBG OBJECTIVES

PROJECT NAME: _____

	YES	NO	N/A
1. Does the activity address the national objective of principal benefit to low-moderate income persons? <i>[24CFR 570.208]</i>	_____	_____	_____
a. Is the activity qualified as limited clientele "direct" benefit? <i>[24CFR 570.208]</i>	_____	_____	_____
• If yes, are the current HUD income limits being used to determine eligibility?	_____	_____	_____
• Describe how the subrecipient verifies individual and/or household income levels. _____			

• Is evidence available that individuals or households exceeding HUD income limits have been provided assistance with CDBG funds?	_____	_____	_____
b. Is the activity qualified as area benefit? <i>[24CFR 570.208 (a) (1)]</i>	_____	_____	_____
Percentage Low/Mod benefit _____%			
• Is the actual area benefit approximately as stated in the application?	_____	_____	_____
• Was a survey used to establish area benefit?	_____	_____	_____
• Are survey responses available for review, and do the responses support benefit levels in the application?	_____	_____	_____
• Was census data used to establish area benefit?	_____	_____	_____
• Is census data to support area benefit available for review?	_____	_____	_____
• Is the service area primarily residential? <i>(If no, the activity does not qualify as area benefit)</i>	_____	_____	_____
2. Does the activity address the national objective of addressing slum or blight? <i>[24CFR 570.208 (b)]</i> <u>Spot / Area</u> <i>(circle one)</i>	_____	_____	_____

NATIONAL CDBG OBJECTIVES

PROJECT NAME: _____

	YES	NO	N/A
a. Are the conditions described in the application consistent with those observed at the project site?	_____	_____	_____
b. Does the project area meet the definition of slum, blighted, deteriorated area under State or local law?	_____	_____	_____
c. Which condition(s) contributing to the deterioration of the area does the project address?			

3. Does the activity address the national objective of addressing an urgent need? [24CFR 570.208 (c)]	_____	_____	_____
a. Does the need identified in the application represent a serious and immediate threat to health and welfare?	_____	_____	_____
b. Will or did the project alleviate this threat?	_____	_____	_____
4. Were other funding sources determined to be not available for this activity prior to applying for CDBG funds?	_____	_____	_____

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient.

Date Monitored

FINANCIAL MANAGEMENT

PROJECT NAME: _____

Internal Controls [24 CFR 85.20.(b) (3); 2 CFR 200]

1. Describe the financial management system used by the subrecipient for cash management, budgetary control, obligation and disbursement of funds, and financial decision making. Identify key staff involved in financial management of the activity and their responsibilities.

a. Cash Management

b. Budgetary Control

c. Obligation/Disbursement of Funds

d. Financial Decision Making

e. Key Staff

Staff Member

Responsibilities

FINANCIAL MANAGEMENT

PROJECT NAME: _____

	YES	NO	N/A
2. Does the subrecipient have written policies in place for management of its financial system, including:			
Approval authority for financial transactions?	_____	_____	_____
Guidelines for controlling expenditures?	_____	_____	_____
• Maintenance of accounting records?	_____	_____	_____
• Recording, tracking and utilizing program income?	_____	_____	_____
3.. Does the subrecipient maintain an organizational chart of, and written definition of duties for key staff involved in handling financial transactions?	_____	_____	_____
4. Does the subrecipient provide for adequate internal control in the following areas?			
• Separation of duties	_____	_____	_____
• Control over access to assets, blank forms, and confidential documents	_____	_____	_____
• Periodic Reconciliation of financial records	_____	_____	_____
• Hiring policies to ensure appropriate staff qualifications	_____	_____	_____
• Conflict of interest	_____	_____	_____

Cost Eligibility [2 CFR 200]

1. Were CDBG funds incurred prior to receipt of "Authorization to Proceed" letter?			
If yes, were the costs eligible and authorized by the City to be billed retroactively?	_____	_____	_____
2. Are CDBG funds being used for salaries of employees not working solely on the CDBG project?	_____	_____	_____
• If yes, do time sheets for those employees provide documentation of time spent on the CDBG project?	_____	_____	_____
• Identify staff who are paid in full and/or in part with CDBG funds:			

FINANCIAL MANAGEMENT

PROJECT NAME: _____

	YES	NO	N/A
4. Does the subrecipient use a cost allocation plan to allocate administrative/overhead costs among various fund sources?	_____	_____	_____
• If yes, has the subrecipient obtained City approval of that plan?	_____	_____	_____
• If not previously approved, is there a plan available for review?	_____	_____	_____
5. Does the cost allocation plan used by the subrecipient provide substantiation for allocation of costs to CDBG?	_____	_____	_____
6. Is there any evidence that ineligible costs have been charged to the CDBG grant in the following areas?	_____	_____	_____
• Salaries and related costs	_____	_____	_____
• Administrative costs	_____	_____	_____
• Travel expenditures	_____	_____	_____
• Entertainment expenses	_____	_____	_____
• Contributions and donations	_____	_____	_____
• Fines and penalties	_____	_____	_____
• Political activities	_____	_____	_____
7. Based on review of project and administration costs, are CDBG costs necessary and reasonable for proper administration and implementation of approved activities? If no, explain:	_____	_____	_____

8. Are CDBG costs reviewed the same as those approved in the subrecipient agreement?	_____	_____	_____

FINANCIAL MANAGEMENT

PROJECT NAME: _____

	YES	NO	N/A
<u>Financial Record Keeping [2 CFR 200]</u>			
1. Could a random sample of recorded CDBG transactions be traced from original accounting entries to:			
• Canceled checks?	_____	_____	_____
• Appropriate bills or invoices?	_____	_____	_____
• Appropriate purchase orders or contracts for goods or services?	_____	_____	_____
• Approved activities identified in the agreement?	_____	_____	_____
2. Based on the review of a random selection of requests for payment, is there documentation to support the amounts requested?	_____	_____	_____
3. Could a random sample of recorded CDBG transactions be traced from original accounting entries to:			
• Chart of accounts?	_____	_____	_____
• Cash receipts journal?	_____	_____	_____
• Cash disbursements journal?	_____	_____	_____
• Payroll journal?	_____	_____	_____
• General ledger?	_____	_____	_____
4. Does the subrecipient maintain reliable and current information about the sources and uses of funds, including::			
• Federal grant awards received?	_____	_____	_____
• Current authorizations and obligations of CDBG funds?	_____	_____	_____
• Unobligated fund balances?	_____	_____	_____
• Assets and liabilities?	_____	_____	_____
• Program Income?	_____	_____	_____
• Actual Outlays or expenditures by grant or activity?	_____	_____	_____

FINANCIAL MANAGEMENT

PROJECT NAME: _____

	YES	NO	N/A
5. Does the subrecipient maintain adequate source documentation with respect to:			
• Payroll (pay rates, benefits, withholdings, time sheets, etc.)?	_____	_____	_____
• Overhead costs (rent, utilities, etc.)?	_____	_____	_____
• Cost of supplies (purchase orders, invoices, etc.)?	_____	_____	_____
• Contracted goods or services?	_____	_____	_____
6. Do the subrecipient's financial reports provide the following:			
• CDBG amounts budgeted for eligible activities?	_____	_____	_____
• Obligations/expenditures by budget category?	_____	_____	_____
• Unobligated/unexpended amounts by budget category?	_____	_____	_____
• Reimbursements received to date?	_____	_____	_____
• Unpaid requests for reimbursement previously submitted?	_____	_____	_____
7. Does the subrecipient periodically compare actual obligations or expenditures against projected expenditures?	_____	_____	_____
8. Does the activity generate program income?	_____	_____	_____
9. If so, do accounting records verify that program income has been spent prior to requesting additional CDBG funds?	_____	_____	_____

CONCLUSIONS:

Based on the review of the subrecipient's financial management system, is it evident that:

• The financial management system provides for accurate, current and complete disclosure of the financial status of the CDBG activity?	_____	_____	_____
• Financial records are maintained that adequately identify the sources and uses of funds for the CDBG activity?	_____	_____	_____
• There is effective control over and accountability for all CDBG funds?	_____	_____	_____
• There is source documentation to support accounting records?	_____	_____	_____

FINANCIAL MANAGEMENT

PROJECT NAME: _____

	YES	NO	N/A
5. 2 CFR 200 and CDBG requirements pertaining to cost eligibility, allowability, and allocability are being met?	_____	_____	_____
6. Generally accepted accounting principles have been followed?	_____	_____	_____
7. Requests for payment have been limited to actual amounts expended?	_____	_____	_____
8. If applicable, requirement to use program income first and to return interest earned on CDBG cash deposits have been met?	_____	_____	_____
9. Special provisions and conditions of the CDBG subrecipient agreement have been met?	_____	_____	_____

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient.

Date Monitored

PROPERTY/EQUIPMENT MANAGEMENT

PROJECT NAME: _____

[OMB Circular (2 CFR 200; 24 CFR 85.32-33)]

YES NO N/A

1. If CDBG funds were used to purchase non-expendable real or personal property, are appropriate inventory records maintained?

a. Do these records contain the following information:

- Property description? _____
- Property identification number (model, serial, etc.)? _____
- Funding sources used to purchase property? _____
- Title holder to the property? _____
- Date of purchase and cost of purchase? _____
- Percentage of CDBG participation in purchase? _____
- Location, use, and condition of equipment? _____
- If applicable, disposition data? _____

b. Are these inventory records reconciled at least every two years? _____

2. If equipment costing more than \$5,000 has been purchased with CDBG funds, has it been entered on the City's fixed asset inventory? _____

3. Were property and/or supplies purchased with CDBG funds used solely for CDBG activities, or appropriately prorated if used on other activities? _____

4. Is any property (real or personal) purchased with CDBG funds adequately safeguarded? _____

COMMENTS:

5. Is there evidence that real property (over \$25,000) and non-expendable property (over \$5,000) was disposed of without notification or appropriate reimbursement to City of Lakewood? _____

PROPERTY/EQUIPMENT MANAGEMENT

PROJECT NAME: _____

YES NO N/A

6. If subrecipient has disposed of any non-expendable personal or real property purchased with CDBG funds, have they complied with disposition procedures contained in either 24 CFR 85 or 2 CFR 200?

7. Is there evidence that any equipment purchased in whole or in part with CDBG funds was used to provide services for a fee in competition with private sector companies?

CONCLUSIONS:

Do the subrecipient's records and/or a physical assessment of CDBG funded equipment or property indicate that the subrecipient has adequate control over that property?

COMMENTS:

[illegible]

Date Monitored

PROCUREMENT STANDARDS

PROJECT NAME: _____

	YES	NO	N/A
[2 CFR 200]			
1. Does the subrecipient have a written code of conduct governing employees, officers or agents engaged in the award and administration of contracts support by CDBG funds?	_____	_____	_____
2. Is there any evidence of a conflict of interest in any CDBG related procurement?	_____	_____	_____
NOTE: A conflict would arise when any of the following has an interest in a firm awarded CDBG funds by the subrecipient:			
<ul style="list-style-type: none">• An employee, officer, or agent of the subrecipient• Any member of his/her immediate family• His/her partner, or• An organization which employs or is about to employ any of the above.			
3. If the subrecipient uses a pre-qualified list of vendors/contractors, was the list developed through open solicitation, does it include an adequate number of qualified sources, and does it allow entry of other qualified firms at any time?	_____	_____	_____
4. Does the subrecipient maintain written procurement/selection procedures for procurement transactions to ensure that:			
<ul style="list-style-type: none">• All purchase order (P.O.'s) and contracts are signed by an authorized official?	_____	_____	_____
<ul style="list-style-type: none">• Items delivered and paid for are consistent with the P.O.?	_____	_____	_____
<ul style="list-style-type: none">• Timely payment is made to vendors?	_____	_____	_____
<ul style="list-style-type: none">• A cost or price analysis is performed for every procurement action?	_____	_____	_____
<ul style="list-style-type: none">• The list of provisions in 2 CFR 200 are included in any contracts?	_____	_____	_____
<ul style="list-style-type: none">• "Time and materials" contracts are not used unless no other contract is suitable and the contract includes a ceiling price?	_____	_____	_____
<ul style="list-style-type: none">• Awards are not made to any suspended, debarred, or otherwise ineligible parties?	_____	_____	_____

PROCUREMENT STANDARDS

PROJECT NAME: _____

YES NO N/A

Competitive Sealed Bid Procurement [24 CFR 85.36(d)(2)]

1. Name of Contractor _____

2. Contract Amount: \$ _____

3. Number of bid packages distributed: _____

4. Number of bids received: _____

5. Was a public meeting held to open bids? _____

Date of bid opening: _____

6. Did the bid package contain the correct provisions or documents relating to:

- Insurance? _____
- Bonding? _____
- Retainage? _____
- Equal Opportunity? _____
- Labor Standards? _____
- Rejection of Bids? _____
- Section 3? _____
- Title VI of the Civil Rights Act of 1964 Clause? _____
- Section 109 of Housing and Community Development Act of 1964 Clause? _____
- Ineligible (debarred) contractors? _____
- Statement of "Use of Federal Dollars" – Federal Labor Standards Provision? _____

7. Did the invitation to bid clearly describe the items or services to be purchased without reference to specific brand requirements (except as an example of functional or quality requirements)? _____

8. Was the invitation to bid advertised in a newspaper of general circulation? _____

Name: _____

Dates: _____

PROCUREMENT STANDARDS

PROJECT NAME: _____

YES NO N/A

Competitive sealed bid (cont'd)

9. Was the contract awarded to the lowest responsible bidder? _____

Date awarded: _____

10. Did the subrecipient verify that contractor was not debarred or otherwise ineligible? [24 CFR 570.609; 24 CFR 85.35] _____

11. Were efforts made to include minority and/or women owned businesses in the solicitation process? _____

Describe: _____

12. Were all the following requirements met by the selected bidder prior to contract execution?

- Bid Bonding
- Performance Bonding
- Payment Bonding
- Insurance
- EO 11246 Certification
- Section 3 Plan
- Section 3 Tables

CONCLUSIONS:

Date Monitored

PROCUREMENT STANDARDS

PROJECT NAME: _____

YES NO N/A

Competitive Negotiation Procurement: [24 CFR 85.36(d)(3)]

1. Name of Contractor/Consultant: _____
2. Contract amount: \$ _____
3. Did the subrecipient prepare a Request for Proposal (RFP) or Request for Qualifications (RFQ)? _____
4. Did the RFP/RFQ clearly identify all significant evaluation factors, including price or cost where required, and their relative importance? _____
5. Does the RFP/RFQ state specific projects or types of projects covered by the solicitation? _____
6. Did the subrecipient advertise the RFP/RFQ?
List publications and dates: _____

7. Did the subrecipient conduct technical evaluations of the responses, and select successful responses in accordance with established selection criteria? _____
8. Is documentation of the selection process available for review? _____
9. If proposals involving professional services were evaluated with respect to factors other than cost, can the subrecipient document the basis for final selection and the basis for fair and reasonable compensation? _____
10. Identify subrecipient staff, elected officials, or other persons involved in reviewing responses and making final selection.
List: _____

PROCUREMENT STANDARDS

PROJECT NAME: _____

YES NO N/A

Competitive Negotiation Procurement: (cont'd)

11. Do any persons identified above represent a potential conflict of interest?
[24 CFR 570.611; 24 CFR 85.36; 2 CFR 200]

12. Based on the review of the RFP/RFQ process, did the subrecipient comply with procurement standards outlined in 24 CFR 85.36 or 2 CFR 200?

CONCLUSIONS:

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient.

Date Monitored

PROCUREMENT STANDARDS

PROJECT NAME: _____

YES NO N/A

Small Purchases: [24 CFR 85.36(d)(1)]

1. Item(s) Purchased: _____

2. Purchase Amount(s): _____

3. Was the purchase necessary to carry out the CDBG project?

4. Was the small purchase method appropriate for this procurement?

5. Were a minimum of three (3) price quotations received from qualified vendors?

Vendor Name

Price Quote

6. Was the lowest price quote accepted?

Non-Competitive (Sole Source) Method [24 CFR 85.36(d)(4)]

1. Contractor Name: _____

2. Contract Amount: \$ _____

3. Was the item purchased available only from a single source?

Describe basis for this determination:

4. Was competition determined to be inadequate after a number of sources had been solicited?

5. Were the goods or services needed immediately to meet an emergency need?

PROJECT NAME: _____

Small Purchases: (cont'd)

- ## CONCLUSIONS:

COMMENTS:

[illegible]

Date Monitored

MBE / WBE EFFORTS

PROJECT NAME: _____

YES NO N/A

[2 CFR 200]

1. Is the subrecipient taking affirmative steps to encourage small, minority- and women-owned businesses in CDBG funded contracts, such as:
 - a. Placing qualified small and minority or women-owned businesses on solicitation lists?
 - b. Assuring that such businesses are solicited whenever they are potential sources?
 - c. Dividing total job or supply requirements into smaller tasks or quantities where possible to permit the maximum small, minority-, or women-owned business participation?
 - d. Establishing delivery schedules, where feasible, which encourage MBE/WBE participation?
 - e. Using the services and/or assistance of the Small business Administration (SBA), the State Minority Business Office, and the MWBE Office?
 - f. Encouraging prime contractors to take affirmative steps to select small, minority- or women-owned businesses in CDBG funded subcontracts?
2. If the subrecipient is not taking any steps identified above, list below the actions the subrecipient is taking to meet 24 CFR 85.36(e) and assure opportunities for participation of small, minority- and women-owned businesses:

[illegible]

MBE / WBE EFFORTS

PROJECT NAME: _____

YES NO N/A

3. Has the subrecipient made efforts to utilize small, minority- and women-owned businesses in their CDBG project?

Note any documentation reviewed and the basis for this conclusion.

CONCLUSIONS:

Based on the evidence available, does it appear that the subrecipient's project is being conducted in accordance with the MWBE requirements at 24 CFR 85.36(e)?

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient.

Date Monitored

LABOR STANDARDS

PROJECT NAME: _____

YES NO N/A

[24 CFR 570.03; HUD Handbook 1344.1, Rev. 1; DBRA; Copeland Act; CWHSSA]

1. Key Dates:

Wage Determination Requested _____ Received _____
Advertisement for bids _____
Bid Opening _____
City Contractor Clearance _____
Contract Award _____
Preconstruction Conference _____
Construction Start _____

Contractor Name: _____

Description of Work: _____

Contract Amount: \$ _____

2. Are Copies of Notice of Contract Award and Authorization to Proceed maintained in subrecipient's file?

3. Is a copy of the Preconstruction meeting minutes in the subrecipient file?

4. Was the appropriate wage decision used on the project?

Wage Decision: _____ Modification: _____ Date: _____

5. Are the following standard equal opportunity clauses and certifications included in bid solicitations and all primary and sub-contracts?

- Executive Order 11246 _____
- Section 3 _____
- Notice of Requirement for Affirmative Action _____
- Title VI of the Civil Rights Act of 1964 Clause _____
- Section 109 of the Housing and Community Development Act of 1974 Clause _____
- Access to Records Clause _____
- Federal Labor Standards Provision _____
- Federal Wage Decision _____

LABOR STANDARDS

PROJECT NAME: _____

	YES	NO	N/A
6. Was an updated wage determination provided to contractors within 10 days from bid opening?	_____	_____	_____
7. Was contract signed prior to the expiration date of the wage determination (90 days from bid opening)?	_____	_____	_____
8. Was field inspections of construction activities made on a regular basis?	_____	_____	_____
Describe process and frequency of inspections:			

9. Was the subrecipient responsible for monitoring contractor compliance with labor standards (payroll review, wage interviews, etc.)? <i>If no, skip to "Summary" section.</i>	_____	_____	_____
10. Were employee interviews properly conducted and documented?	_____	_____	_____
11. Were interviews conducted for each employee work classification?	_____	_____	_____
12. Are certified payrolls received and reviewed on a timely basis?	_____	_____	_____
13. Does the review of certified payrolls include evidence of review for compliance with the following:			
• Weekly review of payrolls	_____	_____	_____
• Payrolls numbered (1,2,3...final)	_____	_____	_____
• All payrolls cover same weekly period	_____	_____	_____
• Payrolls are signed by authorized employee	_____	_____	_____
• Apprentice/Trainee registration records	_____	_____	_____
• Appropriate and approved payroll deductions	_____	_____	_____
• Fringe benefit requirements	_____	_____	_____
• Overtime compensation	_____	_____	_____
• Time cards for split classification employees	_____	_____	_____

LABOR STANDARDS

PROJECT NAME: _____

	YES	NO	N/A
14. Was wage restitution due to any employees on this project?	_____	_____	_____
If so, was contractor notified of restitution amount in a timely manner and given a specific time frame in which to complete necessary restitution requirements?	_____	_____	_____
15. Is evidence of payment to employees of required restitution amounts maintained on file?	_____	_____	_____
16. Were any liquidated damages due for violation of the CWSSHA requirements (overtime pay for over 40 hours)?	_____	_____	_____
If so, were liquidated damages collected at a rate of \$10 per day per employee?	_____	_____	_____

SUMMARY AND CONCLUSIONS:

Based on this review, is it evident that the subrecipient has:

- | | | | |
|--|-------|-------|-------|
| • Included appropriate wage rates and contract provisions in the CDBG contracts? | _____ | _____ | _____ |
| • Received required certifications and submittals from all contractors? | _____ | _____ | _____ |
| • Verified contractor eligibility? | _____ | _____ | _____ |
| • Monitored and enforced contractor compliance? | _____ | _____ | _____ |
| • Investigated and followed-up violations in a timely manner? | _____ | _____ | _____ |

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient:

Date Monitored

PROFESSIONAL SERVICES CONTRACTS

PROJECT NAME: _____

	YES	NO	N/A
1. Name of consultant hired by the subrecipient and nature of services to be provided on the grant project:			

2. What procurement method was used?			
_____ Small Purchase			
_____ Competitive Negotiation			
_____ Sealed Bid			
_____ Noncompetitive Negotiation			
3. Was the procurement method used appropriately for this transaction?	_____	_____	_____
4. Is there a written agreement between the consultant and the subrecipient?	_____	_____	_____
5. Does the contract or agreement clearly establish:			
• Operating Budget	_____	_____	_____
• Scope of Services	_____	_____	_____
• Method of Payment	_____	_____	_____
• Performance Schedule	_____	_____	_____
• Evaluation Criteria	_____	_____	_____
• Information and Reporting Requirements	_____	_____	_____
• Modification Provisions	_____	_____	_____
6. Does the contract include the following federal provisions:			
• Equal Employment Opportunity	_____	_____	_____
• Termination Clause	_____	_____	_____
• Remedies	_____	_____	_____
• Reporting and Patent Rights	_____	_____	_____
• Access to Records Clause	_____	_____	_____
• EO 11246 Clause	_____	_____	_____
• Section 109 Clause	_____	_____	_____
• Title VI Clause	_____	_____	_____

PROFESSIONAL SERVICES CONTRACTS

PROJECT NAME: _____

	YES	NO	N/A
7. Does the subrecipient periodically evaluate consultant performance in relation to the contract?	_____	_____	_____
8. Does the performance of the consultant seem reasonable and consistent with the terms of the agreement?	_____	_____	_____

SUMMARY AND CONCLUSIONS:

Based on the review of the professional services contract, does the agreement:

• Meet all CDBG program requirements?	_____	_____	_____
• Ensure services are provided as negotiated?	_____	_____	_____
• Clearly define roles and responsibilities?	_____	_____	_____
• Provide recourse for incomplete or unsatisfactory work?	_____	_____	_____
• Identify methods and amount of payment for services?	_____	_____	_____

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient.

Date Monitored

DIRECT BENEFIT ACTIVITIES

PROJECT NAME: _____

	YES	NO	N/A
<i>[24 CFR 570.208(a)(2)]</i>			
1. Has the subrecipient affirmatively marketed the CDBG project to all appropriate client groups?	_____	_____	_____
Describe marketing efforts:			

2. Is there any aspect of the project which may limit participation based on age, sex, race, religion, or disability?	_____	_____	_____
3. Does the subrecipient obtain current and appropriate income documentation from clients and compare it to current HUD income limits to verify eligibility?	_____	_____	_____
4. Is there evidence that clients not meeting eligibility criteria are denied service?	_____	_____	_____
5. Does evidence exist that persons or households exceeding 80% Median Family Income were provided CDBG services?	_____	_____	_____
6. Do the files reviewed provide documentation to establish the delivery of CDBG assistance to individual clients?	_____	_____	_____
7. Does the CDBG activity appear to be providing services at a level equivalent to that originally proposed?	_____	_____	_____
If not, what are the apparent obstacles to providing the proposed benefit levels?			

8. Is documentation available in client files to verify City benefit?	_____	_____	_____

DIRECT BENEFIT ACTIVITIES

PROJECT NAME: _____

	YES	NO	N/A
9. If the service is provided in the City of Lakewood, how is the service marketed and provided to City residents? Are satellite locations available to City residents? Is transportation to the service site available?			

10. Do the client or project files support beneficiary levels and demographic data provided on monthly reports?	_____	_____	_____

SUMMARY AND CONCLUSIONS:

Based on the review of client files, is it evident that:

• Client income levels are verified against current HUD limits?	_____	_____	_____
• Adequate documentation is maintained in client files to verify eligibility for and receipt of service?	_____	_____	_____
• Ineligible clients are not provided CDBG assistance?	_____	_____	_____
• Projected service levels are being met?	_____	_____	_____
• The City CDBG service is limited to City residents?	_____	_____	_____
• The provision of service is non-discriminatory?	_____	_____	_____

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient:

Date Monitored

ACQUISITION

PROJECT NAME: _____

YES NO N/A

[24 CFR 570.201(a)(b); 49 CFR 24]

Voluntary Acquisitions:

- | | | | |
|--|-------|-------|-------|
| 1. Were several alternative sites considered, demonstrating that no one site had to be acquired? [49 CFR 24.101(a)(1)(1)] | _____ | _____ | _____ |
| 2. Did the subrecipient document that the site was not part of a specific project area where property was to be acquired within specific time limits? [49 CFR 24.101(a)(1)(ii)] | _____ | _____ | _____ |
| 3. Was the owner informed, in writing, that the subrecipient would not acquire the property in the event that an amicable agreement could not be reached? [49 CFR 24.101(a)(1)(iii)] | _____ | _____ | _____ |
| 4. Was the owner informed of what the subrecipient felt to be the fair market value of the site? [49 CFR 24.101(a)(1)(iv)] | _____ | _____ | _____ |
| 5. Was the owner paid promptly? | _____ | _____ | _____ |
| 6. Do the project files contain a copy of the purchase agreement and recorded deed? | _____ | _____ | _____ |

Private Acquisitions: [49 CFR 24.101(2)]

- | | | | |
|--|-------|-------|-------|
| 1. Is there sufficient documentation to demonstrate that the subrecipient does not have authority to acquire the property by eminent domain? | _____ | _____ | _____ |
| 2. Was the owner informed that the subrecipient is unable to acquire the property in the event that negotiations fail? | _____ | _____ | _____ |
| 3. Was the owner informed of what the subrecipient felt to be the fair market value of the property? | _____ | _____ | _____ |
| 4. Was the owner paid promptly? | _____ | _____ | _____ |
| 5. Does the project file contain a copy of the purchase agreement and recorded deed? | _____ | _____ | _____ |

ACQUISITION

PROJECT NAME: _____

	YES	NO	N/A
<u>All Other Acquisitions:</u> [49 CFR 24.102]			
1. Was the owner informed of his/her rights under the Uniform Act?	_____	_____	_____
2. Was a preliminary acquisition notice sent to the owner?	_____	_____	_____
3. Was an appropriate appraisal conducted and documentation of such maintained in project file?	_____	_____	_____
4. Was the owner invited to accompany the appraiser?	_____	_____	_____
5. Was a review of the appraisal performed?	_____	_____	_____
6. Did the review appraiser agree with the original appraisal?	_____	_____	_____
7. Was a written purchase offer sent to the owner?	_____	_____	_____
8. Was the initial offer, at a minimum, equal to the amount of the approved appraisal?	_____	_____	_____
9. Did it include a summary statement of the basis for the offer of just compensation, to include:			
• Amount of just compensation?	_____	_____	_____
• Description and location of the real property?	_____	_____	_____
• Identification of any buildings, structures, and improvements considered to be part of the real property?	_____	_____	_____
10. Is there adequate documentation of any sale negotiations?	_____	_____	_____
11. Was the owner paid promptly once a settlement was reached?	_____	_____	_____
12. Does the file contain a copy of the purchase agreement and recorded deed?	_____	_____	_____
13. Does the file contain a statement of settlement costs?	_____	_____	_____

ACQUISITION

PROJECT NAME: _____

YES NO N/A

Acquisitions Involving Eminent Domain/Court Action:

1. Does the file contain:

- A legislative body's authorizing resolution?
- A copy of the petition to the court?
- Evidence that the fair market value was deposited with the court?
- A copy of the court judgment?

2. Was an appeal filed or a request for payment made for incidental or litigation expenses?

If yes, is there a record of the decision made and the reasons for the decision?

SUMMARY AND CONCLUSIONS:

Based on the evidence available, does it appear that the acquisition process was conducted in accordance with the Uniform Act and in a manner that minimized hardships to the property owner?

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient.

Date Monitored

RELOCATION

PROJECT NAME: _____

[49 CFR 24 – Subpart C]

Names of displaced households/businesses (circle H or B):

H / B #1 _____

H / B #2 _____

H / B #3 _____

H / B #4 _____

(Y) YES	(N) NO	(N/A) NOT APPLICABLE	#1	#2	#3	#4
1. Was a notice of displacement sent?			_____	_____	_____	_____
Did the Notice include:						
• A copy of the required brochure or its equivalent?			_____	_____	_____	_____
• Information on rights of appeal?			_____	_____	_____	_____
• The name and phone number of a contact person?			_____	_____	_____	_____
2. Was a Notice of Relocation Eligibility sent?			_____	_____	_____	_____
Does the date of eligibility match the date of initiation of negotiations?			_____	_____	_____	_____
3. Was the displaced household/business interviewed to determine relocation needs?			_____	_____	_____	_____
4. Was the household/business informed in writing of the price or rent used in establishing the upper limit of the replacement housing or property?			_____	_____	_____	_____
5. Were any Low Income households given the opportunity to choose between benefits under the Uniform Act and the CDBG relocation regulations (Section 104)?			_____	_____	_____	_____
6. Were any minority household/businesses given the opportunity to relocate to areas of non-minority concentration?			_____	_____	_____	_____
7. Were any elderly households offered transportation to inspect housing to which they were referred?			_____	_____	_____	_____
8. Was the Ninety-Day Notice sent?			_____	_____	_____	_____

RELOCATION

PROJECT NAME: _____

(Y) YES	(N) NO	(N/A) NOT APPLICABLE	#1	#2	#3	#4
9. Were three or more referrals made for replacement housing or business locations?			_____	_____	_____	_____
10. Were referrals for replacement housing/business locations:						
• Decent, safe and sanitary?			_____	_____	_____	_____
• Comparable dwellings or properties?			_____	_____	_____	_____
11. Was replacement housing or property inspected?			_____	_____	_____	_____
12. Do files contain completed claim form for payment?			_____	_____	_____	_____
13. Is the claim supported by adequate documentation?			_____	_____	_____	_____
14. Is the payment for allowable relocation costs?			_____	_____	_____	_____
15. Was the displaced household/business paid promptly?			_____	_____	_____	_____
16. In lieu of payment, were government housing vouchers provided promptly?			_____	_____	_____	_____
17. If claims were denied, is there adequate documentation to support the denial?			_____	_____	_____	_____
18. Have there been any appeals?			_____	_____	_____	_____
If yes, were they dealt with appropriately?			_____	_____	_____	_____
19. Is there any evidence of discrimination against displaced households or businesses?			_____	_____	_____	_____
If yes, has appropriate corrective action been taken?			_____	_____	_____	_____
SUMMARY AND CONCLUSIONS:			YES	NO	N/A	
Based on the evidence available, does it appear that the relocation process was conducted in accordance with the Uniform Act, and in a manner that minimized hardships to displaced households or businesses?			_____	_____	_____	

RELOCATION

PROJECT NAME: _____

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the recipient.

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Date Monitored

HOUSING REHABILITATION/REPAIR

PROJECT NAME: _____

	YES	NO	N/A
<u>Program Policies and Procedures:</u>			
1. Is adequate documentation available to ensure that activities benefit low and moderate income households?	_____	_____	_____
2. Does the subrecipient maintain established policies and procedures to guide the day-to-day operation of the program?	_____	_____	_____
3. Is applicant eligibility criteria clearly defined?	_____	_____	_____
4. Are applicant financial qualifications and parameters defined?	_____	_____	_____
5. How is applicant eligibility information verified?			

6. Describe the applicant selection process:			

7. Are grant and/or loan terms clearly defined?	_____	_____	_____
Describe: _____			

8. What structural standards and/or codes apply to the rehabilitation process?			
_____ Uniform Building Code			
_____ Housing Quality Standards			
_____ City Codes			
_____ Other (explain) _____			

HOUSING REHABILITATION/REPAIR

PROJECT NAME: _____

	YES	NO	N/A
9. Is it evident that the subrecipient is ensuring compliance with all applicable codes/regulations on each project?	_____	_____	_____
10. Are contractors pre-screened for eligibility?	_____	_____	_____
If so, are eligible contractors allowed to request inclusion on the contractor list at any time?	_____	_____	_____
11. Have the following forms been developed in connection with the CDBG activity:			
• Application?	_____	_____	_____
• Applicant income verification?	_____	_____	_____
• Housing inspection/work write-up/cost estimate?	_____	_____	_____
• Rehabilitation contract?	_____	_____	_____
• Progress and/or final inspection?	_____	_____	_____
• Payment request?	_____	_____	_____
• Client file log?	_____	_____	_____
• Record of inspections/payments?	_____	_____	_____
12. Does the program have and follow written criteria for eligible improvements?	_____	_____	_____
13. Does the subrecipient use effective methods for:			
• Reviewing and approving change orders?	_____	_____	_____
• Resolving contract disputes?	_____	_____	_____
Describe the process: _____			

14. Have energy conservation measures been incorporated into the rehabilitation program?	_____	_____	_____
15. Does the subrecipient evaluate before and after rehab fair market values to ensure compliance with 203b requirements?	_____	_____	_____

HOUSING REHABILITATION/REPAIR

PROJECT NAME: _____

	YES	NO	N/A
16. Are there areas where the subrecipient's policies and procedures are not adequate or fully developed?	_____	_____	_____
Describe any deficiencies: _____			

17. What is the average length of time:			
• From application date to loan approval?			_____
• From application date to final construction approval?			_____
18. What is the average administration cost per unit? \$			_____
19. What is the average total cost per unit? \$			_____
20. How does the subrecipient ensure that the average cost per unit does not exceed the appropriate program limit?			_____

21. If grants and loans are offered, what percentage of the total projects are:			
Grants?			_____
Loans?			_____
22. How does the subrecipient track per household subsidy, and are efforts made to ensure program maximums are not exceeded?			_____

23. Describe the process used by the subrecipient in determining the appropriateness of loans or grants for individual clients.			_____

HOUSING REHABILITATION/REPAIR – INDIVIDUAL PROJECTS

Provide names and addresses for individual housing projects reviewed. The tables beginning on the next page should be completed for each project under the appropriate column (1-5).

Project #1

Name of Client _____
Property Address _____

Project #2

Name of Client _____
Property Address _____

Project #3

Name of Client _____
Property Address _____

Project #4

Name of Client _____
Property Address _____

Project #5

Name of Client _____
Property Address _____

HOUSING REHABILITATION/REPAIR – INDIVIDUAL PROJECTS

PART A & B

RESPONSES: (Y) YES (N) NO (N/A) NOT APPLICABLE

All “NO” responses should be explained at the end of this section.

Part A: Application File Review

	#1	#2	#3	#4	#5
1. Is the application complete?					
2. Does the applicant appear eligible?					
a. Is there sufficient documentation of the client's income?					
b. Is there sufficient information to show that the applicant meets the program's eligibility criteria?					
c. Is there any indication in the file of how the information under (a) and (b) above was confirmed or verified?					
d. Is evidence of the applicant's employment/existing debts included in the file?					
e. Is evidence of the applicant's credit worthiness (i.e., credit report) included in the file?					
f. Was an environmental review conducted for each project?					
3. Is there a construction contract or similar document in the file?					
a. Does the contract either (i) list all work to be performed or (ii) refer to another document in the file (i.e., work write-up) which lists all work to be performed?					
b. Are the items of work consistent with program criteria for eligible improvements?					
c. Does the contract state the cost of the work to be performed?					
d. Does the cost of the work seem reasonable?					
e. Does the contract indicate the contractor(s) who will be responsible for performing each item of work?					
f. Does the contract comply with the Lead-Based Paint regulations (24 CFR 570.608)?					
4. Is there documentation that the owner has been advised of lead-based paint hazards, their dangers to children, and the danger to workers engaged in lead abatement?					
5. Is there a record of the date and amount the disbursements of CDBG and/or HOME funds by the subrecipient?					
6. If David-Bacon applies, does the file indicate compliance with all applicable labor standards?					
7. Have the program policies concerning procurement of bids been followed?					
8. If the low bid was not selected, is there documentation to substantiate this decision?					
9. If there are any change orders to the rehabilitation work, are they properly documented in the file?					
10. If the applicant received a loan, is there a copy of the promissory note or loan agreement signed by the applicant?					
a. Does the file include a properly executed “Truth-In-Lending Disclosure Statement”?					
b. Were all the necessary records properly recorded after loan settlement?					
12. Loan processing:					
a. How much time elapsed between initial application and loan settlement? _____ Is this a reasonable amount of time?					
b. How much time elapsed from loan settlement to final inspection? _____ Is this a reasonable amount of time?					

HOUSING REHABILITATION/REPAIR – INDIVIDUAL PROJECTS

Part B: Property Inspection

Part B: Property Inspection		#1	#2	#3	#4	#5
1.	Is an adequate work write-u in the file?					
a.	Do all work items represent eligible uses of funds?					
b.	Do all work items meet applicable rehabilitation standards?					
c.	Are energy conservation standards incorporated into the work write-ups?					
2.	Does the on-site property inspection confirm that the work was done in accordance with the rehabilitation contract?					
3.	Does the on-site inspection confirm that the work was performed in a quality, professional and timely manner?					
4.	Does the on-site inspection confirm that the cost of the work was reasonable?					
5.	Is the applicant satisfied with the work performed?					

SUMMARY AND CONCLUSIONS:

YES NO N/A

Based on this review, does it appear that the housing rehabilitation/repair program is being conducted in compliance with applicable laws and requirements and in accordance with local goals, objectives, policies and procedures?

Based on this review, does it appear that the subrecipient has the continued capacity to carry out the project within established time frames and budget?

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient.

[illegible]

Date Monitored

HOUSING REHABILITATION – LEAD-BASED PAINT

PROJECT NAME: _____

YES	NO	N/A
-----	----	-----

[24 CFR 570.608]

1. Were all housing units and other structures rehabilitated inspected for lead-based paint?

_____	_____	_____
-------	-------	-------

2. How is this inspection documented in subrecipient files?

3. Were housing units rehabilitated tested for lead-based paint?

_____	_____	_____
-------	-------	-------

4. Were housing units rehabilitated containing lead-based paint cleared for lead?

_____	_____	_____
-------	-------	-------

5. Was information distributed to occupants and workers involved in the rehabilitation project concerning the hazards of lead-based paint?

_____	_____	_____
-------	-------	-------

6. Were lead-based paint requirements included in bid solicitation and contract documents for the rehabilitation work?

_____	_____	_____
-------	-------	-------

SUMMARY AND CONCLUSIONS:

Based on this review, does it appear that the subrecipient has complied with the provisions of the Lead-Based Poisoning Prevention Act?

_____	_____	_____
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COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up to be completed by staff or the subrecipient.

Date Monitored

RECORD KEEPING

PROJECT NAME: _____

24 CFR 85.42; 2 CFR 200

	YES	NO	N/A
1. Is a filing system established and in use for this activity?	_____	_____	_____
2. Describe the filing system:			

3. Does a spot check of the project file reveal the following:			
• Subrecipient Agreement?	_____	_____	_____
• Signature Authorization Form?	_____	_____	_____
• Original Application?	_____	_____	_____
• Copies of monthly/quarterly reports?	_____	_____	_____
• Procurement records?	_____	_____	_____
4. Will the subrecipient maintain project records for three years following final close-out of the activity?	_____	_____	_____
5. Will the subrecipient ensure that the files are accessible to City of Lakewood and other authorized federal representatives?	_____	_____	_____

SUMMARY AND CONCLUSIONS:

Based on the evidence available, does it appear that the subrecipient's record keeping practices meet CDBG requirements? _____

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient.

Date Monitored

ECONOMIC DEVELOPMENT REVIEW

PROJECT NAME: _____

YES NO N/A

[24 CFR 85.42; 2 CFR 200]

Job Creation Activities:

1. What is the total number of jobs created by this activity? _____
2. What number of jobs created were actually taken by low/mod income persons?
_____ % of Total
3. What number of jobs created were made available to low/mod income persons?
_____ % of Total

Note: 51% of created jobs must be made available to or taken by low/mod persons to meet national objective.

4. For jobs made available to low/mod income persons:
 - Were low/mod persons given first consideration for jobs? _____
 - Were training opportunities offered to low/mod persons not qualified for the job(s)? _____
 - Were efforts made to increase accessibility of "made available" jobs to low/mod persons? _____
5. Does a contractual agreement exist between City of Lakewood and the subrecipient which provides for 51% or more of jobs created to be held by or made available to low/mod persons? _____
6. Does the contract provide identification of actions to be taken to make jobs available to low/mod persons? _____
7. Does the contract identify actions to be taken to ensure "first consideration" is given to low/mod persons? _____
8. Is the subrecipient following these required actions? _____
9. Does the subrecipient have adequate tracking mechanisms in place to ensure fulfillment of the 51% requirement? _____
10. Does the subrecipient have adequate procedures in place for verifying income of applicants/employees? _____

ECONOMIC DEVELOPMENT REVIEW

PROJECT NAME: _____

YES NO N/A

Job Retention Activities:

1. Total number of jobs retained by this activity? _____
2. Total number of jobs retained by low/mod income persons?
_____ % of Total
3. Total number of jobs open through "turnover" made available to low/mod income persons? _____ % of Total
4. If less than 51%, can it be reasonably expected that the 51% requirement will be met within two years from project start? _____
5. Is there adequate evidence to show that the job(s) would have been lost without CDBG assistance? _____
6. Does a contractual agreement exist between City of Lakewood and the subrecipient which provides for 51% or more of jobs retained to be held by or made available to low/mod persons? _____
7. Does the contract provide identification of actions to be taken to make "turnover" jobs available to low/mod persons? _____
8. Does the contract identify actions to be taken to ensure "first consideration" is given to low/mod persons for "turnover" jobs? _____
9. Is the subrecipient following these required actions? _____
10. Does the subrecipient have adequate tracking mechanisms in place to ensure fulfillment of the 51% requirement? _____
11. Does the subrecipient have adequate procedures in place for verifying income of applicants/employees? _____

ECONOMIC DEVELOPMENT REVIEW

PROJECT NAME: _____

	YES	NO	N/A
<u>Assistance to Businesses Serving :Low/Mod Areas: [24CFR 570.208(a)(1)]</u>			
1. Is the service area consistent with that outlined in the original application?	_____	_____	_____
2. Is evidence available that the service area is primarily residential?	_____	_____	_____
3. Is there evidence that the service area is comprised of at least 51% low/mod income persons?	_____	_____	_____
4. Does the assisted business provide services to all residents of the service area?	_____	_____	_____

CONCLUSIONS:

Based on this review, is it apparent that:

- The subrecipient is meeting the requirements set forth in the contractual agreement? _____
- At least 51% of jobs created or retained by this activity were taken, retained, or made available to low/mod persons? _____
- Per job costs are not so large as to undermine the criterion of "principal benefit to low/mod persons"? _____

COMMENTS:

For any issues identified during the review, provide clarification as necessary and specify corrective actions the subrecipient must take to resolve the issues. Describe the nature of any technical assistance provided during the review and any follow-up actions to be completed by staff or the subrecipient.

Date Monitored

AUDIT REVIEW

AGENCY NAME: _____

Date of Audit: _____

Audit Period: _____

	YES	NO	N/A
<u>City/Town Subrecipients:</u>			
1. Do entries on grant inventory record agree with City records regarding revenue, expenditures and balances?	_____	_____	_____
2. Were any findings relevant to CDBG funds identified?	_____	_____	_____
If yes, describe: _____			

3. Were the findings resolved by the subrecipient?	_____	_____	_____

Not-for-Profit Subrecipients:

1. Does the audit meet the test of independence?	_____	_____	_____
If no, explain: _____			

2. Does the audit include the following:			
• Assessment of Internal Control?	_____	_____	_____
• Review of Financial Record Keeping System?	_____	_____	_____
• Review of Timely Distribution of Funds?	_____	_____	_____
• Review of Compliance with Applicable Requirements?	_____	_____	_____
3. Were any disallowed costs identified in the audit?	_____	_____	_____
4. Were any concerns or findings identified in the audit?	_____	_____	_____

Staff

Date Monitored



TO: Mayor and City Councilmembers

FROM: Jeff Gumm, Program Manager, and Dave Bugher, Assistant City Manager, Development Services

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

DATE: April 6, 2020 (Council Regular Meeting)

SUBJECT: UPDATE - CDBG/HOME Programs

Events surrounding the use and the process by which an entitlement agency receives and expends CDBG/HOME funds related to COVID-19 continues to evolve on an almost daily basis. This memorandum's purpose is to provide the City Council with updated information.

Refinement of the Number of Small Businesses in Low-Income Neighborhoods. The memorandum prepared to the City Council provided a number of 1,500 businesses. Since publication, we have attempted to refine that number using HUD data and BLS database records. More accurate numbers are as follows:

- Pacific Highway SW: 136
- Union Avenue SW: 35
- South Tacoma Way: 393
- Total: 564

Extension of 2020 Consolidated Plan Submission Due Date. On April 1, 2020, both Lakewood and Tacoma received a formal extension to adopt their respective Consolidated Plans/Action Plans. The extension date is no later than August 15, 2020. Following receipt of the extension, Tacoma representatives were contacted to discuss Lakewood City Council's hearing and action dates. The current recommendation was that the hearing and action take place on the same date, May 18, 2020. Tacoma had no objection should the City Council close the hearing on May 18, 2020, and take action on the Consolidated Plan/Action Plan on June 1, 2020.

Citizen Participation Public Comment Period for Consolidated Plan Amendment(s) (Not Plan Adoption). The 30-day minimum for the required public comment period has been waived for substantial amendments, provided that no less than five- days are provided for public comments on each substantial amendment. The waiver is available through the end

of the recipient's 2020 program year. The proposed 5-YR 2020-2024 Consolidated Plan and 2020 Annual Action Plan which the Council is considering are initial submittals and are not exempted from the 30-day public comment period.

Lakewood CARES Act CDBG Award. As of April 2, 2020, the City has received an additional CDBG award of \$350,611. The City Council must now program these expenditures. *The problem is that both Lakewood and Tacoma are in the middle of adopting their Consolidated Plans/ Action Plans.*

Council has two options:

- 1) If the City Council is ready to include CARES Act funding into the Consolidated Plan/ Action Plan then do so, but there is urgency in getting this accomplished quickly. Further, if this is attempted, then the accompanying policy documents need to include language addressing the pandemic, and the exigent circumstances related thereto, prior to initiating the 30-day comment period.

This option would likely delay the start of the 30-day comment period and adoption date as regulations and requirements surrounding the additional funding allocation have yet to be detailed. Exactly how Tacoma would react to a delay is an unknown.

- 2) However, now that Lakewood has an extension, and HUD reduced the 30-day comment period to five-days, another approach would be to move forward with a "substantial amendment" to the City's 2019 Annual Action Plan which is still in effect. We have contacted the Seattle HUD office seeking confirmation. It is expected that we would receive an answer after the April 6, 2020 Council meeting. If Seattle HUD concurs, the CARES Act program funding will be placed on the City Council agenda as soon as is practicable.

Recommendation: Proceed with Option 2.

Attachment(s):

HUD letter granting 30-day extension



U.S. Department of Housing and Urban Development

Seattle Regional Office
Seattle Federal Office Building
Office of Community Planning & Development
909 First Avenue, Suite 300
Seattle, WA 98104-1000
www.hud.gov/washington.html

April 1, 2020

Jeff Robinson, Director
Community and Economic Development
City of Tacoma
747 Market Street, Room 900
Tacoma, WA 98402

Dear Mr. Robinson:

SUBJECT: Extension of 2020 Consolidated Plan Submission Due Date

We have approved your request for an extension to submission due date for the City of Tacoma's Consolidated Plan for the 2020 program year. Tacoma's Consolidated Plan also covers the City of Lakewood and includes the Annual Action Plans for each city. The Cities of Tacoma and Lakewood requested that the original submission deadline of May 15, 2020 be extended to August 15, 2020. The reason for this extension was that the city is responding to the COVID-19 public health crisis and needs additional time to submit the consolidated plan. The city is also working on expanding opportunities for citizens to engage and participate virtually during this time. Our approval extends the city's 2020 plan submission due date to August 15, 2020.

As set forth in 24 CFR 91.15(a)(2), Tacoma must submit the consolidated plan by August 16, 2020 for the cities to receive their 2020 formula program grant allocations.

Please ensure that the Cities of Tacoma and Lakewood meet the requirements for pre-award costs if costs will be incurred under the program year 2020 grants prior to the submission of the consolidated plan. Please refer to Notice CPD-2019-01 for information on the pre-award costs requirements for the CDBG, HOME and ESG programs.

If you have any questions regarding the consolidated plan submission or pre-award costs, please contact Rachel Ganz at 206-220-5426 or rachel.s.ganz@hud.gov.

Sincerely,

John W. Peters
Director
Office of Community Planning
and Development

cc: Jeff Gumm, Program Manager