



## LAKESWOOD CITY COUNCIL AGENDA

Monday, May 4, 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.

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Page No.

### CALL TO ORDER

### ROLL CALL

### PLEDGE OF ALLEGIANCE

### PUBLIC COMMENTS

*Participation in Public Comments will only be accepted via mail and email at this time. Comments should be sent to Briana Schumacher, City Clerk at [bschumacher@cityoflakewood.us](mailto: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 study session of April 13, 2020.
- (6)    B.    Approval of the minutes of the City Council meeting of April 20, 2020.
- (10)   C.    Approval of claims vouchers, in the amount of \$1,885,803.41, for the period of March 14, 2020 through April 15, 2020.
- (50)   D.    Approval of payroll checks, in the amount of \$2,470,596.36, for the period of March 16, 2020 through April 15, 2020.
- (52)   E.    Motion No. 2020-22

Approving the 2019 Transportation Benefit District (TBD) Annual Report.

*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.*

<http://www.cityoflakewood.us>

## **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 mail or email at this time. Comments should be sent to Briana Schumacher, City Clerk at [bschumacher@cityoflakewood.us](mailto: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.*

- (60) This is the date set for a public hearing on the 2020 Carry Forward Budget Adjustment.

### **RESOLUTION**

- (102) Resolution No. 2020-05

Adopting the First Amendment to the Fiscal Year 2019 (July 1, 2019 – June 30, 2020) Annual Action Plan and amendment to the Community Development Block Grant and HOME Investment Partnership Act Citizen Participation Plan.

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

### **REPORTS BY THE CITY MANAGER**

- (165) Connections Magazine Update.
- (173) Review of Parks, Recreation and Community Services Recovery Plan.

### **CITY COUNCIL COMMENTS**

### **ADJOURNMENT**

*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.*



## **LAKEWOOD CITY COUNCIL STUDY SESSION MINUTES**

Monday, April 13, 2020

City of Lakewood

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

Telephone via Zoom: +1(253) 215- 8782

Participant ID: 151082920

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### **CALL TO ORDER**

Mayor Anderson called the meeting to order at 7:00 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:**

#### **Legislative Update.**

Ms. Briahna Murray and Ms. Shelly Helder, Gordon Thomas Honeywell Governmental Affairs provided a summary of the 2020 State Legislative Session and highlighted top priorities and outcomes from the City's Legislative Agenda and Policy Manual. Discussion ensued.

#### **Review of Human Services funding recommendations.**

Program Manager Humphreys reviewed the Human Services funding history from 2009-2020 and recommended that five current Human Services funding areas remain the same for the 2021-2022 biennium. He then highlighted the results of a community needs survey, conducted jointly by Community Services and Lakewood's Promise Advisory Boards, where 315 responses were collected online and at community outreach events. He shared that the top community needs identified from the survey were related to affordable housing and homelessness, safety and youth mental health. He then reviewed long and short term strategies for addressing these needs. Discussion ensued.

#### **Rental Housing Safety Program Electrical Update.**

Program Manager Gumm shared that following the Rental Housing Safety Program update at the March 9<sup>th</sup> study session the City Council requested a review of the requirement of installing Ground-fault Circuit Interrupters (GFCI) for properties subject to Ordinance No. 644. He shared that a GFCI is designed to shut off power to an electrical socket protecting persons from shock and to date the City has been inspecting and enforcing the requirement of GFCI's in bathrooms, kitchens and

laundry rooms when the outlet is within 6 inches of a water source. Discussion ensued and the City Council will consider modifying the RHSP administrative procedures requiring GFCI protection at the April 20<sup>th</sup> regular meeting.

**Review of Community Development Block Grant (CDBG) CARES Act calendar and funding recommendations.**

Assistant City Manager for Development Services Bugher shared that the federal government amended its Community Development Block Grant (CDBG) program to provide additional funds to assist and respond to COVID-19. The allocation for the City of Lakewood is \$ \$350,611 and Lakewood is working with the City of Tacoma to facilitate a program to use these funds to assist small businesses.

Program Manager Gumm shared that it is recommended that the city use CARES Act funding allocations for emergency assistance to small businesses who are located within the City and have been impacted by COVID-19. He shared that a five day public comment period followed by City Council action to approve amendments to the 2019 Annual Action Plan (AAP) to incorporate CARES Act funding allocations and amend the Citizen Participation Plan will come forward at the May 4<sup>th</sup> regular meeting. Discussion ensued.

**ITEMS TENTATIVELY SCHEDULED FOR THE APRIL 20, 2020 REGULAR CITY COUNCIL MEETING:**

1. Authorizing the award of a construction contract with Miles Resources, LLC, for the Veterans Drive improvement project. – (Motion – Consent Agenda)
2. Authorizing the execution of an agreement for the 2020-2025 street sweeping services. – (Motion – Consent Agenda)
3. Approving a site-specific rezone at 11918 and 11920 Nyanza Road SW known as the Durr rezone. – (Ordinance – Consent Agenda)
4. Ratifying Pierce County Ordinance 2019-70s amending the Pierce County Countywide Planning Policies and designating 14 countywide centers. – (Resolution – Consent Agenda)
5. Amending the Six-Year (2020-2025) Transportation Improvement Program. – (Resolution – Consent Agenda)

**REPORTS BY THE CITY MANAGER**

City Manager Caulfield provided an update on COVID-19.

He shared that Parks Appreciation Day has been postponed and an update on the draft Legacy Plan will come forward for City Council review at the April 27<sup>th</sup> study session with adoption of the plan no later than May 31<sup>st</sup>.



He then shared that Western State Hospital is expected to resubmit an updated draft of their Master Facility Plan within the next few weeks and the City received a Small Facility Wireless application from AT&T on March 30<sup>th</sup> and a draft franchise will come forward for review at the April 27<sup>th</sup> study session.

He shared that 49% of Lakewood residents have responded to the 2020 Census which is slightly lower than the state and county response rates and the City is working to send out postcards to encourage participation.

He then shared that the Pierce County Library System has suspended community engagement and outreach related to new libraries in the cities of Lakewood and Sumner until this summer and the Community and Economic Development Department reported that inspections have decreased but they continue to process permit applications.

### **CITY COUNCIL COMMENTS**

Councilmember Farmer commented on the importance of continued communication related to the 2020 Census.

Councilmember Bocchi commented on the Onyx Drive improvement project.

Councilmember Moss suggested that the City Council send thank you letters to the Washington State Legislators for their support.

Councilmember Brandstetter shared that the South Sound 911 Executive Director is scheduled to visit Lakewood City Hall next Friday and the new public safety communications center construction is at 35% completion and on budget. He shared that on May 5<sup>th</sup> the Tacoma City Council is holding a public hearing related to extending the interim TideFlat development rules.

Mayor Anderson recommended the City Council send a letter to Governor Inslee encouraging the reopening of residential construction as an essential business.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 10:07 p.m.

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DON ANDERSON, MAYOR

ATTEST:

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BRIANA SCHUMACHER  
CITY CLERK



## LAKESWOOD CITY COUNCIL MINUTES

Monday, April 20, 2020

City of Lakewood

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

Telephone via Zoom: +1(253) 215- 8782

Participant ID: 151082920

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### 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.

### PUBLIC COMMENTS

*Mayor Anderson announced that participation in Public Comments will only be accepted via mail or email at this time. Comments should be sent to Briana Schumacher, City Clerk. 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.*

No public comments.

### C O N S E N T   A G E N D A

A.     Approval of the minutes of the City Council meeting of April 6, 2020.

B.     Motion No. 2020-19

Authorizing the award of a construction contract to Miles Resources, LLC, in the amount of \$6,034,066.10, for the construction of the Veterans Drive SW improvement project.

C.     Motion No. 2020-20

Authorizing the award of a contract to McDonough & Sons, Inc., in the amount of \$272,384.50, for the 2020-2025 Street Sweeping service.

D.     Ordinance No. 733

Approving a site-specific rezone at 11918 and 11920 Nyanza Road SW known as the Durr rezone.

E. Resolution No. 2020-03

Ratifying Pierce County Ordinance 2019-70s amending the Pierce County Countywide Planning Policies and designating 14 countywide centers.

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

**R E G U L A R   A G E N D A**

**RESOLUTION**

**Resolution No. 2020-04 Adopting an amended Six-Year (2020-2025) Comprehensive Transportation Improvement Program.**

COUNCILMEMBER SIMPSON MOVED TO ADOPT RESOLUTION NO. 2020-04. SECONDED BY COUNCILMEMBER MOSS. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**Motion No. 2020-21 Amending the Rental Housing Safety Program (RHSP) Administrative Procedures.**

COUNCILMEMBER BRANDSTETTER MOVED TO ADOPT MOTION NO. 2020-21, OPTION 4. SECONDED BY DEPUTY MAYOR WHALEN.

ROLL CALL VOTE WAS TAKEN RESULTING AS FOLLOWS:

AYES: 5 – BRANDSTETTER, FARMER, MOSS, WHALEN AND MAYOR ANDERSON.

NAYS: 2 – BOCCHI AND SIMPSON.

MOTION NO. 2020-21 WAS DECLARED ADOPTED.

**REPORTS BY THE CITY MANAGER**

City Manager Caulfield provided an update on measures taken to respond to COVID-19.

He shared that the Tacoma City Council is scheduled hold a public hearing to consider a six month extension to the interim Tideflat Regulations and there are no changes to the regulations, just an extension as they continue to work through their Subarea Planning process.

He then shared that the State does not intend to make cuts to the Criminal Justice Training Academy and it is expected that all 21 classes scheduled through July 2021 will take place.

He then shared that a 2020 Census postcard was mailed to residents last week and as of today 56% of Lakewood has responded which is 124 out of the 281 cities in Washington.

He then shared that the 2019 Year-End Financial and 2020 Carry Forward Budget reports will come forward for review at April 27<sup>th</sup> study session.

He then announced the following upcoming meetings and events:

- April 23, 7:55 A.M., Military and Civilian Services Summit, Virtual Meeting
- April 23, 6:30 P.M., Lakeview Light and Power Annual Meeting, Virtual Meeting

## **CITY COUNCIL COMMENTS**

Councilmember Farmer shared a flyer regarding the City's Home Repair Program and noted that residents can seek more information about the program by visiting the website or calling 253-983-7754.

Councilmember Bocchi commented on the progress of road projects at various locations throughout the City.

Councilmember Simpson shared that City Parks will be reopened tomorrow.

Deputy Mayor Whalen shared that the Tacoma Pierce County Economic Development Board is conducting several virtual meetings related to COVID-19 response and encouraged residents to participate.

Mayor Anderson shared that he spoke to Congressman Heck advocating for a distribution of direct federal aid for cities with populations under 500,000. He commented on the reopening of city parks, the progress on road improvement projects and shared that last week he attended a Puget Sound Regional Council Executive Board meeting related to CARES Act funding allocations for transit agencies. He then commented on an inaccurate KIRO News report regarding a 3<sup>rd</sup> party social media post that was attributed to him.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:52 p.m.

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DON ANDERSON, MAYOR

ATTEST:

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BRIANA SCHUMACHER  
CITY CLERK



To: Mayor and City Councilmembers  
From: Tho Kraus, Assistant City Manager/Administrative Services  
Through: John J. Caulfield, City Manager  
Date: May 4, 2020  
Subject: Claims Voucher Approval

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**Check Run Period:** March 14, 2020 – April 15, 2020  
**Total Amount:** \$ 1,885,803.41

Checks Issued:

03/20/20	Checks 92736-92739	\$ 63,244.11
03/23/20	Checks 92740-92767	\$ 75,606.78
03/31/20	Checks 92768-92778	\$ 45,168.15
04/15/20	Checks 92779-92861	\$ 144,371.86

EFT Checks Issued:

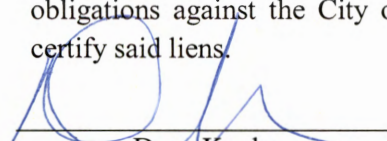
03/20/20	Checks 15483-15484	\$ 1,724.76
03/23/20	Checks 15485-15518	\$ 124,709.01
03/31/20	Checks 15519-15551	\$ 279,652.71
04/15/20	Checks 15552-15617	\$ 1,152,106.03


Voided Checks:

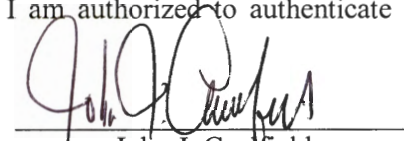
03/19/20	Check 92689	\$ 500.00
04/01/20	Check 92684	\$ 155.00
04/01/20	Check 92734	\$ 125.00

**Grand Total \$ 1,885,803.41**

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 39
Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>15483</b>	<b>3/20/2020</b>	<b>000536</b>		<b>CITY TREASURER CITY OF TACOMA,</b>			<b>\$737.76</b>
101.0000.11.542.64.47.005			3/12/2020	100463729 03/12/20	PKST 01/10-03/11 8203 Custer R	4.01	
101.0000.11.542.64.47.005			3/12/2020	100575626 03/12/20	PKST 01/10-03/11 8901 BPW SW	84.03	
101.0000.11.542.64.47.005			3/12/2020	100681481 03/12/20	PKST 01/10-03/11 8601 BPW SW	148.68	
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101.0000.11.542.63.47.006			3/17/2020	100898201 03/17/20	PKST 02/13-03/13 7729 BPW W	155.41	
<b>15484</b>	<b>3/20/2020</b>	<b>000593</b>		<b>WASHINGTON STATE TREASURER,</b>			<b>\$987.00</b>
001.0000.02.237.10.00.004			3/20/2020	02/20 Bldg. Code	MC 02/20 State Bldg. Code	987.00	
<b>15485</b>	<b>3/23/2020</b>	<b>000005</b>		<b>ABC LEGAL SERVICES LLC,</b>			<b>\$84.50</b>
001.0000.06.515.30.41.001			3/12/2020	6989482.100	LG 20-2-04645-6 Svc Of Process	84.50	
<b>15486</b>	<b>3/23/2020</b>	<b>007445</b>		<b>ASSOCIATED PETROLEUM PRODUCTS,</b>			<b>\$9,825.54</b>
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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			3/3/2020	0175261-IN	PDFL 02/19-03/03	23.16	
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501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	73.77	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	25.55	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	132.26	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	60.16	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	86.42	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	181.68	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	132.02	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	128.44	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	243.75	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	148.26	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	45.60	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	33.90	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	106.48	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	60.88	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	159.48	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	258.32	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	41.06	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	68.52	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	94.78	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	75.44	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	58.49	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	90.01	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	96.21	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	105.76	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	154.46	
180.0000.15.521.21.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	74.01	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	73.29	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	60.88	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	79.02	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	37.24	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	72.82	
180.0000.15.521.21.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	28.17	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	36.05	
501.0000.51.521.10.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	35.57	
180.0000.15.521.21.32.001			3/3/2020	0175261-IN	PDFL 02/19-03/03	91.17	
<b>15487</b>	<b>3/23/2020</b>	<b>011039</b>		<b>BERK CONSULTING INC,</b>			<b>\$4,428.75</b>
001.9999.13.558.70.41.001			3/11/2020	10460-02-20	ED AG 2019-188 02/20 Western S	4,428.75	
<b>15488</b>	<b>3/23/2020</b>	<b>008226</b>		<b>BIO CLEAN INC,</b>			<b>\$780.30</b>
001.0000.15.521.22.41.001			3/9/2020	10831	PD 03/06 Decontaminate PD Vehi	390.15	
001.0000.15.521.22.41.001			3/6/2020	10818	PD 03/02 Decontaminate PD Vehi	390.15	
<b>15489</b>	<b>3/23/2020</b>	<b>003883</b>		<b>CHUCKALS INC,</b>			<b>\$57.72</b>
001.0000.11.569.50.31.001			3/17/2020	1016391-0	PKSR Office Supplies	57.72	
<b>15490</b>	<b>3/23/2020</b>	<b>000536</b>		<b>CITY TREASURER CITY OF TACOMA,</b>			<b>\$760.57</b>
001.0000.11.576.81.47.005			3/18/2020	100384879 03/18/20	PKFC 01/16-03/17 8750 Steil Bl	69.30	
101.0000.11.542.63.47.006			3/18/2020	100415564 03/18/20	PKST 02/15-03/17 9450 Steil Bl	71.74	
101.0000.11.542.63.47.006			3/18/2020	100415566 03/18/20	PKST 02/15-03/17 9000 Steil Bl	66.88	
101.0000.11.542.63.47.006			3/18/2020	100415597 03/18/20	PKST 02/15-03/17 10000 Steil B	73.44	
101.0000.11.542.63.47.006			3/18/2020	100471519 03/18/20	PKST 02/15-03/17 8312 87th St	36.47	
101.0000.11.542.64.47.005			3/18/2020	100658937 03/18/20	PKST 01/16-03/17 10300 Steil B	76.74	
101.0000.11.542.64.47.005			3/18/2020	100687561 03/18/19	PKST 01/16-03/17 8623 87th Ave	59.81	
001.0000.11.576.81.47.005			3/18/2020	101076847 03/18/20	PKFC 01/16-03/17 8750 Steil Bl	279.92	
101.0000.11.542.64.47.005			3/18/2020	101086773 03/18/20	PKST 02/15-03/17 9550 Steil Bl	26.27	
<b>15491</b>	<b>3/23/2020</b>	<b>005786</b>		<b>CLASSY CHASSIS,</b>			<b>\$54.44</b>
501.0000.51.548.79.48.005			2/29/2020	4810	PKFL Car Wash & Lube Svcs	54.44	
<b>15492</b>	<b>3/23/2020</b>	<b>000099</b>		<b>CLOVER PARK SCHOOL DISTRICT,</b>			<b>\$1,939.82</b>
001.0000.11.571.20.41.001			2/7/2020	1942	PKRC Gym Rental Yth Basketball	1,103.92	
501.0000.51.548.79.32.001			3/9/2020	20189	PKFL 02/20 Fuel	835.90	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>15493</b>	<b>3/23/2020</b>	<b>009689</b>		<b>FLO HAWKS,</b>			<b>\$247.00</b>
401.0000.11.531.10.48.001			3/4/2020	66094009	PKSW Maint Septic Inspec: 1132	247.00	
<b>15494</b>	<b>3/23/2020</b>	<b>000724</b>		<b>HART HEALTH &amp; SAFETY,</b>			<b>\$79.57</b>
504.0000.09.518.11.31.010			3/11/2020	16163-809142	RM Safety Supplies	79.57	
<b>15495</b>	<b>3/23/2020</b>	<b>012308</b>		<b>HONEY BUCKET,</b>			<b>\$85.00</b>
001.0000.02.523.30.47.004			3/9/2020	0551458705	MC 03/09-04/05 Sani-Can	85.00	
<b>15496</b>	<b>3/23/2020</b>	<b>004036</b>		<b>HORIZON AUTOMATIC RAIN CO,</b>			<b>\$107.35</b>
001.0000.11.542.70.31.030			3/18/2020	3N108445	PKST Supplies	43.96	
001.0000.11.542.70.31.001			3/18/2020	3N108445	PKST Supplies	26.46	
001.0000.11.542.70.31.030			3/16/2020	3N108380	PKST Rain Bird	36.93	
<b>15497</b>	<b>3/23/2020</b>	<b>007151</b>		<b>HORST, RUDY</b>			<b>\$180.00</b>
001.0000.11.569.50.41.001			3/16/2020	02/24-03/16/20	PKSR 02/24-03/16 Instructor	180.00	
<b>15498</b>	<b>3/23/2020</b>	<b>005507</b>		<b>INTOXIMETERS INC,</b>			<b>\$2,921.14</b>
195.0014.15.521.30.35.010			3/3/2020	652179	PD Alco-Sensors	2,610.00	
195.0014.15.521.30.35.010			3/3/2020	652179	freight	48.00	
195.0014.15.521.30.35.010			3/3/2020	652179	Sales Tax	258.39	
195.0014.15.521.30.35.010			3/3/2020	652179	Sales Tax	4.75	
<b>15499</b>	<b>3/23/2020</b>	<b>000299</b>		<b>LAKEVIEW LIGHT &amp; POWER CO.,</b>			<b>\$3,136.23</b>
101.0000.11.542.64.47.005			3/14/2020	67044-004 03/14/20	PKST 02/10-03;/10 108th St SW	73.86	
101.0000.11.542.64.47.005			3/14/2020	67044-010 03/14/20	PKST 02/10-03/10 108th St SW &	68.14	
101.0000.11.542.64.47.005			3/14/2020	67044-017 03/14/20	PKST 02/10-03/10 112th St SW &	68.14	
101.0000.11.542.64.47.005			3/14/2020	67044-030 03/14/20	PKST 02/10-03/10 112th ST SW &	74.40	
101.0000.11.542.63.47.006			3/14/2020	67044-072 03/14/20	PKST 02/10-03/10 11302 Kendric	123.86	
502.0000.17.542.65.47.005			3/14/2020	67044-073 03/14/20	PKFC 02/10-03/10 11420 Kendric	536.39	
101.0000.11.542.64.47.005			3/7/2020	67044-002 03/07/20	PKST 02/03-03/03 Pac Hwy & STW	77.60	
101.0000.11.542.64.47.005			3/7/2020	67044-012 03/07/20	PKST 02/03-03/03 Hwy 512 & STW	106.00	
101.0000.11.542.63.47.006			3/7/2020	67044-014 03/07/20	PKST 02/07-03/07 Hwy 512 & STW	91.54	
101.0000.11.542.64.47.005			3/7/2020	67044-016 03/07/20	PKST 02/03-03/03 40th Ave SW	63.59	
101.0000.11.542.64.47.005			3/7/2020	67044-031 03/07/20	PKST 02/03-03/03 84th St S & S	68.51	
101.0000.11.542.64.47.005			3/7/2020	67044-032 03/07/20	PKST 02/03-03/03 100th ST SW &	85.74	
001.0000.11.576.80.47.005			3/7/2020	67044-048 03/07/20	PKFC 02/03-03/03 2716 84th St	101.77	
101.0000.11.542.64.47.005			3/7/2020	67044-050 03/07/20	PKST 02/03-03/03 LKWD Dr SW/St	78.95	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
101.0000.11.542.64.47.005			3/7/2020	67044-053 03/07/20	PKST 02/03-03/03 4648 Steil Bl	59.49	
101.0000.11.543.50.47.005			3/7/2020	67044-074 03/07/20	PKST 02/03-03/03 9424 Front St	610.08	
001.0000.11.576.80.47.005			3/7/2020	67044-075 03/07/20	PKFC 02/03-03/03 8807 25th Ave	97.93	
101.0000.11.542.64.47.005			3/7/2020	67044-078 03/07/20	PKST 02/03-03/03 100th St SW &	158.23	
101.0000.11.542.64.47.005			3/7/2020	67044-079 03/07/20	PKST 02/03-03/03 96th St S & S	127.42	
101.0000.11.542.64.47.005			3/7/2020	67044-080 03/07/20	PKST 02/03-03/03 8802 STW	79.84	
101.0000.11.542.64.47.005			3/7/2020	67044-081 03/07/20	PKST 02/03-03/03 3601 Steil Bl	74.93	
101.0000.11.542.63.47.006			3/7/2020	67044-083 03/07/20	PKST 02/03-03/03 40th & 100th	103.33	
101.0000.11.542.64.47.005			3/7/2020	67044-084 03/07/20	PKST 02/03-03/03 Steil & LKVW	79.22	
101.0000.11.542.63.47.006			3/7/2020	67044-085 03/07/20	PKST 02/03-03/03 26th & 88th S	46.63	
101.0000.11.542.63.47.006			3/7/2020	67044-087 03/07/20	PKST 02/03-03/03 123rd & BPW S	80.64	
<b>15500</b>	<b>3/23/2020</b>	<b>000280</b>		<b>LAKESIDE CHAMBER OF COMMERCE,</b>			<b>\$13,190.32</b>
104.0023.01.557.30.41.001			3/10/2020	01/20	HM AG 2020-059 01/20 Blue Lts	6,747.05	
104.0023.01.557.30.41.001			3/10/2020	02/20	HM AG 2020-059 02/20 Blue Lts	6,443.27	
<b>15501</b>	<b>3/23/2020</b>	<b>000288</b>		<b>LAKESIDE HARDWARE &amp; PAINT INC,</b>			<b>\$159.84</b>
001.0000.11.542.70.48.001			3/13/2020	611240	PKST Repair Work	130.08	
001.0000.11.576.80.31.001			3/12/2020	611093	PKFC Supplies	29.76	
<b>15502</b>	<b>3/23/2020</b>	<b>005490</b>		<b>LAKESIDE PLAYHOUSE,</b>			<b>\$1,665.90</b>
104.0013.01.557.30.41.001			3/6/2020	03/06/20	HM AG 2020-057 Thru 03/06 Lodg	1,665.90	
<b>15503</b>	<b>3/23/2020</b>	<b>009724</b>		<b>MILES RESOURCES LLC,</b>			<b>\$2,380.03</b>
101.0000.11.542.30.31.030			3/9/2020	305756	PKST Hot Mix Asphalt	660.97	
101.0000.11.542.30.31.030			3/9/2020	305808	PKST Hot Mix Asphalt	830.51	
101.0000.11.542.30.31.030			3/9/2020	305845	PKST Hot Mix Asphalt	276.54	
101.0000.11.542.30.31.030			3/9/2020	305851	PKST Hot Mix Asphalt	286.51	
101.0000.11.542.30.31.030			2/29/2020	305607	PKST Hot Mix Asphalt	325.50	
<b>15504</b>	<b>3/23/2020</b>	<b>012500</b>		<b>O'REILLY AUTO PARTS,</b>			<b>\$9.84</b>
501.0000.51.548.79.48.005			3/11/2020	2863-465875	PKFL Wiper Blades	9.84	
<b>15505</b>	<b>3/23/2020</b>	<b>012470</b>		<b>PARKLAND QUICK PRINT,</b>			<b>\$181.61</b>
104.0010.01.557.30.49.005			3/17/2020	58462	HM Farmer's Market Healthy Buc	181.61	
<b>15506</b>	<b>3/23/2020</b>	<b>000407</b>		<b>PIERCE COUNTY,</b>			<b>\$16,084.64</b>
001.0000.15.521.10.41.125			3/12/2020	CI-285353	PD 02/20 Jail Services	16,084.64	

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<b>15507</b>	<b>3/23/2020</b>	<b>000428</b>		<b>PIERCE COUNTY SEWER,</b>			<b>\$106.40</b>
001.0000.11.576.80.47.004			3/15/2020	00162489 03/15/20	PKFC 02/20 American Lk N Park	61.54	
001.0000.11.576.80.47.004			3/15/2020	00936570 03/15/20	PKFC 02/20 6002 Fairlawn DR SW	22.43	
001.0000.11.576.80.47.004			3/15/2020	01032275 03/15/20	PKFC 02/20 8421 Pine St S	22.43	
<b>15508</b>	<b>3/23/2020</b>	<b>010630</b>		<b>PRINT NW,</b>			<b>\$204.38</b>
001.0000.04.514.20.31.001			3/16/2020	D27829801	FN #9 Return Envelopes	204.38	
<b>15509</b>	<b>3/23/2020</b>	<b>009928</b>		<b>PROFAST SUPPLY LLC,</b>			<b>\$1,160.47</b>
001.0000.11.576.80.31.001			3/18/2020	24856	PKFC Gloves, Earplugs, Safety	1,160.47	
<b>15510</b>	<b>3/23/2020</b>	<b>007183</b>		<b>PRO-VAC,</b>			<b>\$14,717.87</b>
401.0000.11.531.10.48.001			2/29/2020	63533	PKSW Emergency Storm Drain Cle	242.80	
401.0000.11.531.10.48.001			2/29/2020	63534	PKSW 02/20 Emergency Storm Dra	979.69	
401.0000.11.531.10.48.001			2/20/2020	63530	PKSW Storm Drain Cleaning	364.20	
401.0000.11.531.10.48.001			2/20/2020	63531	PKSW Storm Drain Cleaning	364.20	
401.0000.11.531.10.48.001			2/20/2020	63532	PKSW Storm Drain, Traffic Cont	1,030.80	
401.0000.11.531.10.48.001			2/20/2020	64016	PKSW Storm Line Video Inspec,	3,297.64	
401.0000.11.531.10.48.001			1/20/2020	35741297	PKSW Storm Drain Services	7,359.25	
401.0000.11.531.10.48.001			1/20/2020	62705	PKSW Storm Drain Cleaning, Tra	1,079.29	
<b>15511</b>	<b>3/23/2020</b>	<b>009761</b>		<b>PUGET SOUND SPECIALTIES INC,</b>			<b>\$3,708.08</b>
001.0000.11.576.81.31.030			3/10/2020	26831	PKFC Soil Cond, Field Marker,	3,708.08	
<b>15512</b>	<b>3/23/2020</b>	<b>012426</b>		<b>RANGER TREE EXPERTS INC,</b>			<b>\$824.25</b>
101.0000.11.542.70.41.001			3/11/2020	2069	PKST Danger Tree Removal 6910	824.25	
<b>15513</b>	<b>3/23/2020</b>	<b>011932</b>		<b>ROBERT W. DROLL,</b>			<b>\$37,519.58</b>
301.0003.11.594.76.41.001			2/25/2020	18021-17	PK AG 2018-115 01/26-02/25 Har	37,519.58	
<b>15514</b>	<b>3/23/2020</b>	<b>012585</b>		<b>SPECIALTY VETPATH,</b>			<b>\$400.00</b>
001.0000.15.521.10.41.001			3/2/2020	INV-002101	PD 01/22 Vet Svcs	400.00	
<b>15515</b>	<b>3/23/2020</b>	<b>009493</b>		<b>STAPLES ADVANTAGE,</b>			<b>\$552.85</b>
001.0000.02.512.50.31.001			3/6/2020	3441544567	MC Supplies	274.95	
001.0000.02.512.50.31.001			3/6/2020	3441544568	MC Supplies	104.97	
001.0000.15.521.10.31.001			3/7/2020	3441666012	PD Supplies	31.86	
001.0000.02.512.50.31.001			3/7/2020	3441666018	MC Supplies	52.31	
001.0000.09.518.10.31.001			3/4/2020	3441342036	HR Supplies	6.25	

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001.0000.09.518.10.31.001			3/4/2020	3441342037	HR Supplies	6.13	
001.0000.11.565.10.31.001			3/4/2020	3441342038	PKHS Office Supplies	58.24	
001.0000.11.571.20.31.001			3/3/2020	3441281272	PKRC Stapler	18.14	
<b>15516</b>	<b>3/23/2020</b>	<b>008186</b>		<b>TRCVB,</b>			<b>\$6,005.27</b>
104.0016.01.557.30.41.001			1/31/2020	LW-2020-01	HM AG 2020-061 01/20 Lodging T	6,005.27	
<b>15517</b>	<b>3/23/2020</b>	<b>007355</b>		<b>TRIPPER'S TRAILER SERVICE &amp;</b>			<b>\$307.72</b>
501.0000.51.548.79.48.005			3/2/2020	5302	PKFL Safety Inspec, Brake & Ai	307.72	
<b>15518</b>	<b>3/23/2020</b>	<b>007885</b>		<b>ULINE, INC,</b>			<b>\$842.03</b>
001.0000.15.521.80.31.001			3/5/2020	117715313	PD Supplies	842.03	
<b>15519</b>	<b>3/31/2020</b>	<b>011596</b>		<b>ADAMS-PROVOST, SUSAN</b>			<b>\$216.81</b>
195.0021.02.512.53.43.001			3/26/2020	05/26-05/30 Airfare	MC NADCP Conf: Adams-Provost	216.81	
<b>15520</b>	<b>3/31/2020</b>	<b>007445</b>		<b>ASSOCIATED PETROLEUM PRODUCTS,</b>			<b>\$564.21</b>
501.0000.51.548.79.32.001			3/17/2020	0181098-IN	PKFL 03/04-03/17	27.96	
501.0000.51.548.79.32.002			3/17/2020	0181098-IN	PKFL 03/04-03/17	10.59	
501.0000.51.548.79.32.002			3/17/2020	0181098-IN	PKFL 03/04-03/17	29.32	
501.0000.51.548.79.32.002			3/17/2020	0181098-IN	PKFL 03/04-03/17	26.47	
501.0000.51.548.79.32.002			3/17/2020	0181098-IN	PKFL 03/04-03/17	6.79	
501.0000.51.548.79.32.002			3/17/2020	0181098-IN	PKFL 03/04-03/17	8.14	
501.0000.51.548.79.32.002			3/17/2020	0181098-IN	PKFL 03/04-03/17	9.09	
501.0000.51.548.79.32.002			3/17/2020	0181098-IN	PKFL 03/04-03/17	6.79	
501.0000.51.548.79.32.001			3/17/2020	0181098-IN	PKFL 03/04-03/17	27.96	
501.0000.51.548.79.32.002			3/17/2020	0181098-IN	PKFL 03/04-03/17	29.05	
501.0000.51.548.79.32.002			3/17/2020	0181098-IN	PKFL 03/04-03/17	10.59	
501.0000.51.548.79.32.001			3/17/2020	0181098-IN	PKFL 03/04-03/17	78.99	
501.0000.51.548.79.32.001			3/17/2020	0181098-IN	PKFL 03/04-03/17	23.89	
501.0000.51.548.79.32.001			3/17/2020	0181098-IN	PKFL 03/04-03/17	35.02	
501.0000.51.548.79.32.001			3/17/2020	0181098-IN	PKFL 03/04-03/17	42.08	
501.0000.51.548.79.32.001			3/17/2020	0181098-IN	PKFL 03/04-03/17	39.77	
501.0000.51.548.79.32.001			3/17/2020	0181098-IN	PKFL 03/04-03/17	33.93	
501.0000.51.548.79.32.001			3/17/2020	0181098-IN	PKFL 03/04-03/17	56.73	
501.0000.51.548.79.32.002			3/17/2020	0181098-IN	PKFL 03/04-03/17	61.05	
<b>15521</b>	<b>3/31/2020</b>	<b>012259</b>		<b>BEYLER CONSULTING LLC,</b>			<b>\$875.00</b>
301.0019.21.595.12.41.001			3/25/2020	6957	PK AG 2019-176 02/23-03/21 Edg	875.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>15522</b>	<b>3/31/2020</b>	<b>011701</b>		<b>BUENAVISTA SERVICES INC,</b>			<b>\$8,381.96</b>
502.0000.17.518.30.41.001			3/20/2020	7364	PK/PKFC AG 2017-153 03/20 Cust	4,524.21	
502.0000.17.521.50.48.001			3/20/2020	7364	PK/PKFC AG 2017-153 03/20 Cust	2,309.72	
502.0000.17.542.65.48.001			3/20/2020	7364	PK/PKFC AG 2017-153 03/20 Cust	1,098.96	
001.0000.11.576.81.41.001			3/20/2020	7364	PK/PKFC AG 2017-153 03/20 Cust	216.68	
101.0000.11.542.30.41.001			3/20/2020	7364	PK/PKFC AG 2017-153 03/20 Cust	232.39	
<b>15523</b>	<b>3/31/2020</b>	<b>009926</b>		<b>CASCADE RIGHT-OF-WAY SVCS LLC,</b>			<b>\$4,600.00</b>
302.0024.21.595.15.41.001			2/10/2020	LW Phillips 20.3	PWCP AG 2018-152 Thru 02/29 RO	2,760.00	
302.0060.21.595.20.41.001			3/10/2020	LW 100 20.3	PWCP AG 2019-112 Thru 02/29 Lk	1,840.00	
<b>15524</b>	<b>3/31/2020</b>	<b>000536</b>		<b>CITY TREASURER CITY OF TACOMA,</b>			<b>\$34.66</b>
001.0000.11.576.81.47.005			3/20/2020	100384880 03/20/20	PKFC 01/18-03/19 8700 Steil Bl	34.66	
<b>15525</b>	<b>3/31/2020</b>	<b>010648</b>		<b>DIAMOND MARKETING SOLUTIONS,</b>			<b>\$1,797.15</b>
001.0000.99.518.40.42.002			3/31/2020	03/20 Postage	ND 03/20 Replenish Postage	1,608.96	
311.0000.01.535.30.42.002			3/31/2020	03/20 Postage	PWSC 03/20 Postage Est.	88.19	
001.0000.99.518.40.42.002			3/4/2020	312883	ND 02/20 Daily Mail	100.00	
<b>15526</b>	<b>3/31/2020</b>	<b>009255</b>		<b>DOVE, TAMMI</b>			<b>\$22.00</b>
001.0000.99.518.40.42.002			3/24/2020	08001847119	ND Postage Stamps For 03/23 AP	22.00	
<b>15527</b>	<b>3/31/2020</b>	<b>011920</b>		<b>EILEEN OBRIEN CONSULTING,</b>			<b>\$216.81</b>
195.0021.02.512.53.43.001			3/26/2020	05/26-05/30 Airfare	MC NADCP Conf: O'Brien	216.81	
<b>15528</b>	<b>3/31/2020</b>	<b>002938</b>		<b>ESRI,</b>			<b>\$109.90</b>
503.0000.04.518.80.48.003			3/16/2020	93799063	IT 03/16/20-03/15/22 ArcGIS On	109.90	
<b>15529</b>	<b>3/31/2020</b>	<b>009253</b>		<b>FERGUSON WATERWORKS,</b>			<b>\$20.29</b>
001.0000.11.576.80.31.001			3/25/2020	0866040	PKFC Supplies	20.29	
<b>15530</b>	<b>3/31/2020</b>	<b>007207</b>		<b>HIDALGO-BUNTON, ELIZABETH</b>			<b>\$216.81</b>
195.0021.02.512.53.43.001			3/26/2020	05/26-0530 Airfare	MC NADCP Conf: Hidalgo-Bunton	216.81	
<b>15531</b>	<b>3/31/2020</b>	<b>009289</b>		<b>HIMES, CAMERON</b>			<b>\$196.80</b>
195.0021.02.512.53.43.001			3/26/2020	05/26-05/30 Airfare	MC NADCP Conf: Himes	196.80	
<b>15532</b>	<b>3/31/2020</b>	<b>012308</b>		<b>HONEY BUCKET,</b>			<b>\$393.42</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.11.576.80.41.001			3/26/2020	0551481877	PKFC 03/26-04/22 Sani-Can 9222	104.50	
001.0000.11.576.80.41.001			3/19/2020	0551472850	PKFC 03/19-04/15 Sani-Can 1152	89.42	
001.0000.11.576.81.41.001			3/19/2020	0551472851	PKFC 03/19-04/15 Sani-Can 8714	95.00	
001.0000.11.576.80.41.001			3/19/2020	0551472852	PKFC 03/19-04/15 Sani-Can 9701	104.50	
<b>15533</b>	<b>3/31/2020</b>	<b>004036</b>		<b>HORIZON AUTOMATIC RAIN CO,</b>			<b>\$233.85</b>
001.9999.15.525.30.31.001			3/19/2020	3N108640	PD Covid-19 Supplies	233.85	
<b>15534</b>	<b>3/31/2020</b>	<b>000299</b>		<b>LAKEVIEW LIGHT &amp; POWER CO.,</b>			<b>\$9,589.25</b>
502.0000.17.521.50.47.005			3/21/2020	117448-001 03/21/20	PKFC 02/18-03/17 LKWD Police S	8,065.62	
101.0000.11.542.64.47.005			3/21/2020	67044-001 03/21/20	PKST 02/18-03/17 100th St SW &	67.34	
101.0000.11.542.64.47.005			3/21/2020	67044-003 03/21/20	PKST 02/18-03/17 Motor Ave & W	83.06	
101.0000.11.542.64.47.005			3/21/2020	67044-005 03/21/20	PKST 02/18-03/17 BP Wy SW & Lk	76.00	
101.0000.11.542.64.47.005			3/21/2020	67044-006 03/21/20	PKST 02/18-03/17 108th St SW &	70.20	
101.0000.11.542.64.47.005			3/21/2020	67044-019 03/21/20	PKST 02/18-03/17 BPW SW & 100t	71.27	
101.0000.11.542.64.47.005			3/21/2020	67044-020 03/21/20	PKST 02/18-03/17 59th AVE SW &	88.86	
101.0000.11.542.64.47.005			3/21/2020	67044-022 03/21/20	PKST 02/18-03/17 GLD SW & BPW	92.78	
101.0000.11.542.64.47.005			3/21/2020	67044-024 03/21/20	PKST 02/18-03/17 GLD SW & Stei	66.36	
001.0000.11.576.80.47.005			3/21/2020	67044-034 03/21/20	PKFC 02/18-03/17 10506 Russell	41.36	
101.0000.11.542.63.47.006			3/21/2020	67044-039 03/21/20	PKST 02/18-03/17 5700 100th St	51.63	
101.0000.11.542.64.47.005			3/21/2020	67044-044 03/21/20	PKST 02/18-03/17 100th SW & LK	72.52	
101.0000.11.542.64.47.005			3/21/2020	67044-046 03/21/20	PKST 02/18-03/17 10013 GLD SW	194.02	
101.0000.11.542.64.47.005			3/21/2020	67044-047 03/21/20	PKST 02/18-03/17 59th Ave SW &	73.59	
001.0000.11.576.80.47.005			3/21/2020	67044-063 03/21/20	PKFC 02/18-03/17 6002 Fairlawn	125.37	
101.0000.11.542.64.47.005			3/21/2020	67044-064 03/21/20	PKST 02/18-03/17 93rd St SW &	61.63	
101.0000.11.542.64.47.005			3/21/2020	67044-082 03/21/20	PKST 02/18-03/17 GLD & Mt Tac	170.45	
101.0000.11.542.63.47.006			3/21/2020	67044-086 03/21/20	PKST 02/18-03/17 6119 Motor Av	66.27	
101.0000.11.542.63.47.005			3/21/2020	67044-088 03/21/20	PKST 02/18-03/17 11950 47th ST	50.92	
<b>15535</b>	<b>3/31/2020</b>	<b>000288</b>		<b>LAKEWOOD HARDWARE &amp; PAINT INC,</b>			<b>\$122.89</b>
001.0000.11.576.80.31.001			3/25/2020	612275	PKFC Supplies	122.89	
<b>15536</b>	<b>3/31/2020</b>	<b>012501</b>		<b>LANKTREE LAND SURVEYING INC,</b>			<b>\$9,740.00</b>
401.0015.41.595.40.41.001			3/23/2020	4229-1-Revised	PWSW AG 2019-190 Oakbrook Outf	9,740.00	
<b>15537</b>	<b>3/31/2020</b>	<b>012586</b>		<b>MARSH USA INC,</b>			<b>\$1,990.00</b>
504.0000.09.518.31.46.001			3/16/2020	920050167142	RM 2020-2021 Storage Tank Rene	1,990.00	
<b>15538</b>	<b>3/31/2020</b>	<b>011494</b>		<b>MARTIN, BRIAN</b>			<b>\$585.00</b>



Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
503.0000.04.518.80.41.001			3/9/2020	2001	IT Web Development, Training M	585.00	
<b>15539</b>	<b>3/31/2020</b>	<b>009724</b>		<b>MILES RESOURCES LLC,</b>			<b>\$113.70</b>
101.0000.11.542.30.31.030			3/16/2020	306098	PKST Supplies	113.70	
<b>15540</b>	<b>3/31/2020</b>	<b>000364</b>		<b>NORTHWEST BUILDING LLC,</b>			<b>\$1,365.47</b>
502.0000.17.521.50.48.009			3/27/2020	2019 Op Exp Recon	PKFC 2019 Operating Exp. Recon	1,365.47	
<b>15541</b>	<b>3/31/2020</b>	<b>007033</b>		<b>PARAMETRIX,</b>			<b>\$200,278.99</b>
302.0077.21.595.12.41.001			3/23/2020	17517	PWCP AG 2020-019 02/02-02/29 J	50,069.75	
302.0135.21.595.12.41.001			3/23/2020	17517	PWCP AG 2020-019 02/02-02/29 J	150,209.24	
<b>15542</b>	<b>3/31/2020</b>	<b>000428</b>		<b>PIERCE COUNTY SEWER,</b>			<b>\$117.24</b>
001.0000.11.576.80.47.004			3/22/2020	01583646 03/22/20	PKFC 01/10-02/29 8807 25th Ave	117.24	
<b>15543</b>	<b>3/31/2020</b>	<b>010630</b>		<b>PRINT NW,</b>			<b>\$30.94</b>
001.0000.07.558.50.49.005			2/27/2020	27626601	CD Aalona Business Cards	30.94	
<b>15544</b>	<b>3/31/2020</b>	<b>002881</b>		<b>SPRAGUE PEST SOLUTIONS CO,</b>			<b>\$154.82</b>
502.0000.17.518.35.41.001			3/19/2020	4101073	PKFC Gen Pest Control Svcs	64.81	
001.0000.11.576.81.41.001			3/23/2020	4102355	PKFC 03/23 Pest Control 9115 A	90.01	
<b>15545</b>	<b>3/31/2020</b>	<b>009493</b>		<b>STAPLES ADVANTAGE,</b>			<b>\$226.64</b>
001.0000.06.515.30.35.001			3/18/2020	3442684919	LG Keyboard	32.41	
001.0000.09.518.10.31.001			3/10/2020	3441903640	HR Supplies	11.14	
001.0000.99.518.40.31.001			3/12/2020	3442079135	ND Supplies	31.49	
001.0000.06.515.31.31.001			3/12/2020	3442079136	LG Supplies	35.04	
001.0000.07.558.60.31.001			3/12/2020	3442079138	CD/PWST Supplies	90.96	
101.0000.21.544.20.31.001			3/12/2020	3442079138	CD/PWST Supplies	25.60	
<b>15546</b>	<b>3/31/2020</b>	<b>002458</b>		<b>SUMMIT LAW GROUP,</b>			<b>\$9,002.00</b>
001.0000.06.515.30.41.001			3/18/2020	111576	LG 02/20 General Labor	9,002.00	
<b>15547</b>	<b>3/31/2020</b>	<b>011881</b>		<b>TRAFFIC DATA GATHERING,</b>			<b>\$4,106.00</b>
101.0000.21.544.20.41.001			3/25/2020	4228	PWST AG 2020-037 Traffic Count	4,106.00	
<b>15548</b>	<b>3/31/2020</b>	<b>010945</b>		<b>TRANSPO GROUP USA INC,</b>			<b>\$11,298.46</b>
192.0006.07.558.60.41.001			3/20/2020	24510	SSMP AG 2019-153 Thru 02/28 An	11,298.46	

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<b>15549</b>	<b>3/31/2020</b>	<b>008186</b>		<b>TRCVB,</b>			<b>\$12,375.24</b>
104.0016.01.557.30.41.001			2/29/2020	LW-2020-02	HM AG 2020-061 02/20 Lodging T	12,375.24	
<b>15550</b>	<b>3/31/2020</b>	<b>000607</b>		<b>WRIGHT, DEANA</b>			<b>\$236.80</b>
195.0021.02.512.53.43.001			3/26/2020	05/26-05/30 Airfare	MC NADCP Conf: Wright	236.80	
<b>15551</b>	<b>3/31/2020</b>	<b>001272</b>		<b>ZUMAR INDUSTRIES INC,</b>			<b>\$439.60</b>
101.0000.11.542.64.31.001			3/20/2020	32176	PKST Supplies	439.60	
<b>15552</b>	<b>4/15/2020</b>	<b>000005</b>		<b>ABC LEGAL SERVICES LLC,</b>			<b>\$195.00</b>
001.0000.06.515.30.41.001			3/24/2020	7050348.100	LG/PD 03/20 Monthly Retainer	97.50	
001.0000.15.521.10.41.001			3/24/2020	7050348.100	LG/PD 03/20 Monthly Retainer	97.50	
<b>15553</b>	<b>4/15/2020</b>	<b>011713</b>		<b>ALLSTREAM,</b>			<b>\$1,797.87</b>
503.0000.04.518.80.42.001			4/8/2020	16780447	IT 04/08-05/07 Phone	899.55	
503.0000.04.518.80.42.001			3/8/2020	16724983	IT 03/08-04/07 Phone	898.32	
<b>15554</b>	<b>4/15/2020</b>	<b>000036</b>		<b>ASL PROFESSIONALS,</b>			<b>\$163.58</b>
001.0000.02.512.51.49.009			4/2/2020	33154	MC 03/12 Interpreter For Willi	163.58	
<b>15555</b>	<b>4/15/2020</b>	<b>011039</b>		<b>BERK CONSULTING INC,</b>			<b>\$25,959.71</b>
001.9999.13.558.70.41.001			4/8/2020	10460-03-20	ED AG 2019-188 03/20 Western S	3,201.25	
001.9999.07.558.65.41.001			4/8/2020	10472-03-20	CD AG 2020-043 03/20 Lkwd Stat	22,758.46	
<b>15556</b>	<b>4/15/2020</b>	<b>008226</b>		<b>BIO CLEAN INC,</b>			<b>\$390.15</b>
001.0000.15.521.22.41.001			3/20/2020	10876	PD 03/18 Decontaminate Vehicle	390.15	
<b>15557</b>	<b>4/15/2020</b>	<b>010262</b>		<b>CENTURYLINK,</b>			<b>\$2,737.28</b>
503.0000.04.518.80.42.001			3/19/2020	253-588-4697 855B	IT 03/19-04/19 Phone	50.35	
503.0000.04.518.80.42.001			3/14/2020	253-589-8734 340B	IT 03/14-04/14 Phone	154.39	
503.0000.04.518.80.42.001			3/16/2020	206-T01-1710 414B	IT 03/16-04/16 Phone	827.53	
503.0000.04.518.80.42.001			3/16/2020	206-T01-4100 666B	IT 03/16-04/16 Phone	827.53	
503.0000.04.518.80.42.001			3/16/2020	253-582-0174 486B	IT 03/16-04/16 Phone	230.95	
503.0000.04.518.80.42.001			3/16/2020	253-582-0669 467B	IT 03/16-04/16 Phone	219.54	
503.0000.04.518.80.42.001			3/16/2020	253-582-1023 738B	IT 03/16-04/16 Phone	65.00	
503.0000.04.518.80.42.001			3/16/2020	253-582-7426 582B	IT 03/16-04/16 Phone	107.93	
503.0000.04.518.80.42.001			3/16/2020	253-582-9966 584B	IT 03/16-04/16 Phone	120.00	
503.0000.04.518.80.42.001			3/23/2020	206-T31-6789 758B	IT 03/23-04/23 Phone	83.14	
503.0000.04.518.80.42.001			4/2/2020	253-581-8220 448B	IT 04/02-05/02 Phone	50.92	

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<b>15558</b>	<b>4/15/2020</b>	<b>002120</b>		<b>CHICAGO TITLE CO,</b>			<b>\$332.10</b>
190.3006.53.559.32.41.001			4/6/2020	0163853-TR/1	CDBG Martinez Loan Policy, Rec	332.10	
<b>15559</b>	<b>4/15/2020</b>	<b>000536</b>		<b>CITY TREASURER CITY OF TACOMA,</b>			<b>\$820.84</b>
101.0000.11.542.64.47.005			4/7/2020	100436443 04/07/20	PKST 02/06-04/06 8103 83rd Ave	40.95	
101.0000.11.542.64.47.005			4/1/2020	100228748 04/01/20	PKST 01/25-03/25 11170 GLD SW	84.16	
101.0000.11.542.64.47.005			4/1/2020	100254732 04/01/20	PKST 02/26-03/25 11023 GLD SW	19.65	
101.0000.11.542.64.47.005			4/1/2020	100707975 04/01/20	PKST 02/26-03/25 7403 Lkwd Dr	37.09	
101.0000.11.542.64.47.005			3/31/2020	100228710 03/31/20	PKST 01/22-03/20 8915 Meadow R	53.00	
101.0000.11.542.64.47.005			3/31/2020	100228868 03/31/20	PKST 01/24-03/24 10099 GLD SW	48.52	
101.0000.11.542.64.47.005			3/31/2020	100228892 03/31/20	PKST 01/22-03/20 9299 Whitman	53.96	
101.0000.11.542.64.47.005			3/31/2020	100228932 03/31/20	PKST 01/23-03/23 8300 Steil Bl	282.38	
101.0000.11.542.64.47.005			3/31/2020	100228949 03/31/20	PKST 01/23-03/23 8200 Steil Bl	132.79	
101.0000.11.542.64.47.005			3/31/2020	100433653 03/31/20	PKST 01/22-03/20 5460 Steil Bl	4.01	
101.0000.11.542.64.47.005			3/31/2020	100665891 03/31/20	PKST 02/25-03/24 7309 Onyx Dr	18.77	
101.0000.11.542.64.47.005			4/7/2020	101129625 04/07/20	PKST 02/06-04/06 7804 83rd Ave	45.56	
<b>15560</b>	<b>4/15/2020</b>	<b>005786</b>		<b>CLASSY CHASSIS,</b>			<b>\$1,142.91</b>
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	12.96	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	27.54	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	19.94	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	12.96	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	21.87	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	21.87	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	20.25	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	20.25	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	20.25	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	12.96	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
181.0000.51.521.21.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	27.54	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	21.87	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	12.96	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	14.58	
180.0000.51.521.21.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	12.96	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	14.58	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	7.29	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	12.96	
501.0000.51.521.10.48.005			2/29/2020	W-672	PDFL Carwash	14.58	
501.0000.51.548.79.48.005			3/31/2020	4838	PKFL Car Wash	12.99	
501.0000.51.548.79.48.005			3/31/2020	4838	PKFL Car Wash	7.31	
501.0000.51.548.79.48.005			3/31/2020	4838	PKFL Oil Change	38.49	
501.0000.51.548.79.48.005			3/31/2020	4838	PKFL Oil Change	38.45	
501.0000.51.521.10.48.005			3/6/2020	4825	PDFL Oil Change	90.91	
501.0000.51.521.10.48.005			3/13/2020	4828	PDFL Oil Change	82.38	
501.0000.51.521.10.48.005			3/13/2020	4828	PDFL Oil Change	77.92	
501.0000.51.521.10.48.005			3/27/2020	4830	PDFL Wipers	77.92	
<b>15561</b>	<b>4/15/2020</b>	<b>000099</b>		<b>CLOVER PARK SCHOOL DISTRICT,</b>			<b>\$916.21</b>
501.0000.51.548.79.32.001			4/2/2020	20192	PKFL 03/20 Fuel	82.79	
501.0000.51.548.79.32.001			4/2/2020	20192	PKFL 03/20 Fuel	87.65	
501.0000.51.548.79.32.001			4/2/2020	20192	PKFL 03/20 Fuel	48.52	
501.0000.51.548.79.32.001			4/2/2020	20192	PKFL 03/20 Fuel	119.34	
501.0000.51.548.79.32.001			4/2/2020	20192	PKFL 03/20 Fuel	74.71	
501.0000.51.548.79.32.001			4/2/2020	20192	PKFL 03/20 Fuel	73.33	
501.0000.51.548.79.32.001			4/2/2020	20192	PKFL 03/20 Fuel	74.60	
501.0000.51.548.79.32.001			4/2/2020	20192	PKFL 03/20 Fuel	76.55	
501.0000.51.548.79.32.001			4/2/2020	20192	PKFL 03/20 Fuel	278.72	
<b>15562</b>	<b>4/15/2020</b>	<b>010648</b>		<b>DIAMOND MARKETING SOLUTIONS,</b>			<b>\$100.00</b>
001.0000.99.518.40.42.002			4/2/2020	315504	ND 03/20 Daily Mail	100.00	
<b>15563</b>	<b>4/15/2020</b>	<b>011987</b>		<b>FEDERAL EASTERN INTERNATIONAL,</b>			<b>\$436.15</b>
001.0000.15.521.23.35.010			3/27/2020	51536	PD Tacoma Guardian Black Placa	220.86	
001.0000.15.521.23.35.010			3/27/2020	51536	PD HSGI Duty AR Mag Pouch	35.00	
001.0000.15.521.23.35.010			3/27/2020	51536	PD HSGI Duty Double Pistol TAC	38.00	
001.0000.15.521.23.35.010			3/27/2020	51536	PD HSGI Duty Single Pistol TAC	26.00	
001.0000.15.521.23.35.010			3/27/2020	51536	PD HSGI Duty Extended Pistol T	26.00	
001.0000.15.521.23.35.010			3/27/2020	51536	PD HSGI Tourniquet Pouch	31.00	
001.0000.15.521.23.35.010			3/27/2020	51536	freight	20.00	
001.0000.15.521.23.35.010			3/27/2020	51536	Sales Tax	21.87	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.15.521.23.35.010			3/27/2020	51536	Sales Tax	3.47	
001.0000.15.521.23.35.010			3/27/2020	51536	Sales Tax	3.76	
001.0000.15.521.23.35.010			3/27/2020	51536	Sales Tax	2.57	
001.0000.15.521.23.35.010			3/27/2020	51536	Sales Tax	2.57	
001.0000.15.521.23.35.010			3/27/2020	51536	Sales Tax	3.07	
001.0000.15.521.23.35.010			3/27/2020	51536	Sales Tax	1.98	
<b>15564</b>	<b>4/15/2020</b>	<b>011891</b>		<b>GLS US,</b>			<b>\$593.62</b>
001.0000.99.518.40.42.002			3/31/2020	4162022	ND 03/20 Mail P/U	593.62	
<b>15565</b>	<b>4/15/2020</b>	<b>007965</b>		<b>GORDON THOMAS HONEYWELL,</b>			<b>\$7,839.32</b>
001.0000.03.513.10.41.001			3/31/2020	Mar 2020 1014	CM AG 2019-171 03/20 Gov'tl Af	4,892.57	
192.0000.00.558.60.41.001			3/31/2020	Mar 2020 1185	SSMP AG 2019-121 03/20 Gov'tl	2,946.75	
<b>15566</b>	<b>4/15/2020</b>	<b>012328</b>		<b>HAB AQUATIC SOLUTIONS,</b>			<b>\$148,487.50</b>
401.0018.41.531.10.41.001			3/30/2020	20-301	PWSW AG 2019-079 Thru 03/26 Wa	148,487.50	
<b>15567</b>	<b>4/15/2020</b>	<b>011900</b>		<b>HEMISPHERE DESIGN INC,</b>			<b>\$8,500.00</b>
001.9999.13.558.70.41.001			4/1/2020	COL200401	ED AG 2019-108 04/20 Build You	8,500.00	
<b>15568</b>	<b>4/15/2020</b>	<b>012411</b>		<b>HERRERA-VELASQUEZ, MURIEL</b>			<b>\$1,960.00</b>
001.9999.11.565.10.41.020			4/15/2020	20	PKHS AG 2019-168 04/01-04/15 L	1,960.00	
<b>15569</b>	<b>4/15/2020</b>	<b>011300</b>		<b>HORWATH LAW PLLC,</b>			<b>\$47,075.63</b>
001.0000.02.512.51.41.004			4/6/2020	03/20	MC AG 2019-001 03/20 Public De	41,750.00	
001.9999.02.512.51.41.001			4/6/2020	03/20	MC 03/20 Social Worker Svcs	2,295.63	
001.9999.02.512.51.41.001			4/6/2020	03/20	MC 03/20 Investigator Svcs	3,030.00	
<b>15570</b>	<b>4/15/2020</b>	<b>011937</b>		<b>KEATING, BUCKLIN &amp; MCCORMACK,</b>			<b>\$3,678.40</b>
001.0000.06.515.30.41.001			4/6/2020	13932	LG 03/11-03/27 Lakewood adv. I	1,763.20	
001.0000.06.515.30.41.001			4/7/2020	13958	LG 03/06-03/31 Lakewood Deja V	1,915.20	
<b>15571</b>	<b>4/15/2020</b>	<b>003696</b>		<b>KONE INC,</b>			<b>\$1,186.73</b>
502.0000.17.542.65.48.001			3/30/2020	1157970955	PKFC 03/16 Svc Call @ Lkwd Sta	1,186.73	
<b>15572</b>	<b>4/15/2020</b>	<b>000299</b>		<b>LAKEVIEW LIGHT &amp; POWER CO.,</b>			<b>\$625.61</b>
101.0000.11.542.64.47.005			3/28/2020	67044-028 03/28/20	PKST 02/24-03/24 Pac Hwy SW &	71.63	
401.0000.41.531.10.47.005			3/28/2020	67044-037 03/28/20	PWSW 02/24-03/24 Pac Hwy SW	43.86	
101.0000.11.542.64.47.005			3/28/2020	67044-038 03/28/20	PKST 02/24-03/24 BP Way & Pac	72.07	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.11.576.80.47.005			3/28/2020	67044-041 03/28/20	PKFC 02/24-03/24 4721 127th St	37.60	
101.0000.11.542.64.47.005			3/28/2020	67044-043 03/28/20	PKST 02/24-03/24 BPW SW & San	136.53	
101.0000.11.542.64.47.005			3/28/2020	67044-054 03/28/20	PKST 02/24-03/24 11417 Pac Hwy	68.59	
101.0000.11.542.64.47.005			3/28/2020	67044-055 03/28/20	PKST 02/24-03/24 11424 Pac Hwy	69.75	
101.0000.11.542.64.47.005			3/28/2020	67044-056 03/28/20	PKST 02/24-03/24 11517 Pac Hwy	72.70	
401.0000.41.531.10.47.005			3/28/2020	67044-057 03/28/20	PWSW 02/24-03/24 5118 Seattle	52.88	
<b>15573</b>	<b>4/15/2020</b>	<b>000280</b>		<b>LAKEWOOD CHAMBER OF COMMERCE,</b>			<b>\$7,866.59</b>
104.0005.01.557.30.41.001			4/7/2020	03/20	HM AG 2020-062 03/20 Lodging T	7,866.59	
<b>15574</b>	<b>4/15/2020</b>	<b>000288</b>		<b>LAKEWOOD HARDWARE &amp; PAINT INC,</b>			<b>\$355.24</b>
101.0000.11.542.70.31.001			4/2/2020	612812	PKST Supplies	68.68	
001.0000.11.576.81.31.001			4/2/2020	612828	PKFC Supplies	9.88	
001.9999.15.525.60.31.001			4/2/2020	612889	PD COVID-19 Supplies	157.99	
001.0000.11.576.80.31.001			4/13/2020	613739	PKFC Supplies	118.69	
<b>15575</b>	<b>4/15/2020</b>	<b>002021</b>		<b>LAKEWOOD HISTORICAL SOCIETY,</b>			<b>\$6,181.61</b>
104.0008.01.557.30.41.001			3/30/2020	Q1/20	HM AG 2020-058 Q1/20 Lodging T	6,181.61	
<b>15576</b>	<b>4/15/2020</b>	<b>005490</b>		<b>LAKEWOOD PLAYHOUSE,</b>			<b>\$1,184.54</b>
104.0013.01.557.30.41.001			4/8/2020	04/08/20	HM AG 2020-057 Thru 04/06 Lodg	1,184.54	
<b>15577</b>	<b>4/15/2020</b>	<b>000298</b>		<b>LAKEWOOD TOWING,</b>			<b>\$1,255.33</b>
001.0000.15.521.10.41.070			4/10/2020	212472	PD 04/10	75.00	
001.0000.15.521.10.41.070			3/18/2020	00211834	PD 03/16 Towing	1,180.33	
<b>15578</b>	<b>4/15/2020</b>	<b>003008</b>		<b>LARSEN SIGN CO,</b>			<b>\$544.01</b>
501.9999.51.594.21.64.005			3/17/2020	26829	PDFL Build	544.01	
<b>15579</b>	<b>4/15/2020</b>	<b>002296</b>		<b>LEXIS NEXIS,</b>			<b>\$683.58</b>
503.0000.04.518.80.49.004			3/31/2020	3092549361	IT 03/19 LexisNexis	683.58	
<b>15580</b>	<b>4/15/2020</b>	<b>009711</b>		<b>LEXIS NEXIS RISK DATA MGMT INC,</b>			<b>\$26.38</b>
001.0000.15.521.10.41.001			3/31/2020	1226184-20200331	PD 03/20 Person Searches	26.38	
<b>15581</b>	<b>4/15/2020</b>	<b>002185</b>		<b>LOWE'S COMPANIES INC,</b>			<b>\$1,150.74</b>
101.0000.11.542.70.31.001			2/26/2020	910340	PKST Supplies	437.07	
101.0000.11.542.64.31.001			2/26/2020	923956	PKST Supplies	39.66	
501.0000.51.548.79.31.006			2/27/2020	923117	PKFL Supplies	280.85	

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502.0000.17.518.35.31.001			3/9/2020	923710	PKFC Supplies	78.24	
502.0000.17.521.50.31.001			3/4/2020	924449	PKFC Supplies	25.38	
502.0000.17.521.50.31.001			3/5/2020	923818	PKFC Supplies	23.56	
101.0000.11.542.70.31.001			3/11/2020	923245	PKST Supplies	5.52	
502.0000.17.518.35.31.001			3/2/2020	923189	PKFC Supplies	11.90	
502.0000.17.518.35.31.001			3/19/2020	923414	PKFC Supplies	66.50	
502.0000.17.521.50.31.001			3/23/2020	923601	PKFC Supplies	82.48	
001.0000.11.576.81.31.030			3/18/2020	923205	PKFC Supplies	10.64	
502.0000.17.518.30.31.001			3/24/2020	923868	PKFC Supplies	88.94	
<b>15582</b>	<b>4/15/2020</b>	<b>012550</b>		<b>MALONEY, SAMUEL</b>			<b>\$83.40</b>
105.0002.07.559.20.42.002			4/6/2020	032074	AB Postage	83.40	
<b>15583</b>	<b>4/15/2020</b>	<b>012552</b>		<b>MCCURDY, DAVID</b>			<b>\$6,450.00</b>
001.0000.07.558.50.41.001			4/9/2020	00012	CD AG 2020-035 03/12-04/09 Bld	6,450.00	
<b>15584</b>	<b>4/15/2020</b>	<b>000364</b>		<b>NORTHWEST BUILDING LLC,</b>			<b>\$3,637.00</b>
502.0000.17.521.50.48.009			4/1/2020	2Q/20	PKFC Q2/20 Common Area Exp. Fo	3,637.00	
<b>15585</b>	<b>4/15/2020</b>	<b>000173</b>		<b>NOURISH PIERCE COUNTY,</b>			<b>\$5,000.00</b>
001.0000.11.565.10.41.020			4/9/2020	18-1370	PKHS AG 2020-015 1Q/20 Nutriti	5,000.00	
<b>15586</b>	<b>4/15/2020</b>	<b>009317</b>		<b>OPTIC FUSION INC,</b>			<b>\$1,524.28</b>
503.0000.04.518.80.42.001			4/1/2020	95-18684	IT 04/20 Internet Connectivity	1,524.28	
<b>15587</b>	<b>4/15/2020</b>	<b>007033</b>		<b>PARAMETRIX,</b>			<b>\$580,965.99</b>
302.0134.21.595.12.41.001			3/27/2020	17571	PWCP AG 2019-076 02/02-02/29 V	63,398.65	
302.0077.21.595.12.41.001			4/8/2020	17799	PWCP AG 2020-019 03/01-04/04 J	129,391.84	
302.0135.21.595.12.41.001			4/8/2020	17799	PWCP AG 2020-019 03/01-04/04 J	388,175.50	
<b>15588</b>	<b>4/15/2020</b>	<b>009775</b>		<b>PETERSEN BROTHERS INC,</b>			<b>\$991.31</b>
504.0000.09.518.38.48.001			3/21/2020	2003801	RM Cl# 2020-0019 40th Ave & 96	991.31	
<b>15589</b>	<b>4/15/2020</b>	<b>000407</b>		<b>PIERCE COUNTY,</b>			<b>\$59,429.66</b>
401.0000.41.531.10.41.001			4/1/2020	CI-286625	PWSW Interlocal Agr: SWM Svc C	58,212.40	
001.0000.02.237.11.00.002			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	1,217.26	
<b>15590</b>	<b>4/15/2020</b>	<b>000428</b>		<b>PIERCE COUNTY SEWER,</b>			<b>\$110.41</b>
001.0000.11.576.81.47.004			4/1/2020	01431285 04/01/20	PKFC 03/20 8200 87th Ave SW	110.41	



Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>15591</b>	<b>4/15/2020</b>	<b>010630</b>		<b>PRINT NW,</b>			<b>\$61.88</b>
001.0000.06.515.31.31.001			3/19/2020	27888901	LG Business Cards: Quijas, Joh	61.88	
<b>15592</b>	<b>4/15/2020</b>	<b>007183</b>		<b>PRO-VAC,</b>			<b>\$14,691.81</b>
502.0000.17.521.50.48.001			3/26/2020	68608	PKFC Remove Water From Spill V	2,241.96	
401.0000.11.531.10.48.001			3/28/2020	68772	PKSW 03/20 Clean Town Cntr/Art	12,449.85	
<b>15593</b>	<b>4/15/2020</b>	<b>010325</b>		<b>REBUILDING TOGETHER SOUTH,</b>			<b>\$3,500.00</b>
001.0000.11.565.10.41.020			3/20/2020	Q1/20	PKHS AG 2020-011 Q1/20 Rebuild	3,500.00	
<b>15594</b>	<b>4/15/2020</b>	<b>007505</b>		<b>REDFLEX TRAFFIC SYSTEMS INC,</b>			<b>\$22,500.00</b>
001.0000.15.521.71.41.080			3/31/2020	INVI-2318	PD 03/20 Photo Enforcement	22,500.00	
<b>15595</b>	<b>4/15/2020</b>	<b>010740</b>		<b>RFI ENTERPRISES INC,</b>			<b>\$110.98</b>
101.0000.11.544.90.41.001			4/3/2020	600574	PKST 05/01-07/31 Intrusion Mon	110.98	
<b>15596</b>	<b>4/15/2020</b>	<b>010522</b>		<b>RICOH USA INC,</b>			<b>\$78.04</b>
503.0000.04.518.80.45.002			3/18/2020	5059123312	IT 02/18-03/17 Add'l Images	20.64	
503.0000.04.518.80.45.002			3/21/2020	5059162458	IT 02/26-03/25 Add'l Images	35.03	
503.0000.04.518.80.45.002			3/21/2020	5059162460	IT 02/21-03/20 Add't Images	22.37	
<b>15597</b>	<b>4/15/2020</b>	<b>011932</b>		<b>ROBERT W. DROLL,</b>			<b>\$18,739.63</b>
301.0003.11.594.76.41.001			3/25/2020	18021-18	PK AG 2018-115A 02/26-03/25 Ha	18,739.63	
<b>15598</b>	<b>4/15/2020</b>	<b>008825</b>		<b>SAFELITE FULFILLMENT INC,</b>			<b>\$33.00</b>
501.0000.51.521.10.48.005			3/25/2020	43961168	PDFL Windshield	33.00	
<b>15599</b>	<b>4/15/2020</b>	<b>012387</b>		<b>SITE WORKSHOP,</b>			<b>\$26,662.50</b>
301.0014.11.594.76.41.001			4/10/2020	6017	PK AG 2019-118 Thru 03831 Ft.	26,662.50	
<b>15600</b>	<b>4/15/2020</b>	<b>012410</b>		<b>SOLON, LISA</b>			<b>\$1,400.00</b>
001.9999.11.565.10.41.020			4/15/2020	20	PKHS AG 2019-169 04/01-04/15 L	1,400.00	
<b>15601</b>	<b>4/15/2020</b>	<b>000066</b>		<b>SOUND UNIFORM SOLUTIONS,</b>			<b>\$1,028.63</b>
001.0000.15.521.30.31.008			3/27/2020	202003SU327	PD Jumpsuit Alterations: Davan	46.28	
001.0000.02.523.30.31.008			3/23/2020	202003SU261	MC Shirts, Badge, Patches: Dai	431.90	
001.0000.15.521.22.31.008			3/23/2020	202003SU272	PD Jumpsuit, Nametag, Patches:	515.74	
001.0000.15.521.22.31.008			3/11/2020	202003SU134	PD Labor: Pants Tapered For J,	34.71	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>15602</b>	<b>4/15/2020</b>	<b>003267</b>		<b>SOUTH TACOMA GLASS SPECIALISTS,</b>			<b>\$318.72</b>
501.0000.51.521.10.48.005			3/24/2020	37970	PDFL Glass	318.72	
<b>15603</b>	<b>4/15/2020</b>	<b>000516</b>		<b>SPRINT,</b>			<b>\$120.47</b>
503.0000.04.518.80.42.001			3/18/2020	482477812-148	IT 02/15-03/14 Phone	120.47	
<b>15604</b>	<b>4/15/2020</b>	<b>009493</b>		<b>STAPLES ADVANTAGE,</b>			<b>\$530.47</b>
001.0000.09.518.10.31.001			3/24/2020	3443219406	HR Supplies	12.73	
001.0000.15.521.10.31.001			3/12/2020	3442079137	PD Supplies	115.56	
105.0002.07.559.20.31.001			3/19/2020	3442773109	AB Supplies	79.91	
001.0000.15.521.10.31.001			3/27/2020	3443487676	PD Supplies	145.75	
001.0000.15.521.10.31.001			4/2/2020	3444214722	PD Supplies	149.64	
001.0000.15.521.10.31.001			4/2/2020	3444214723	PD Supplies	26.88	
<b>15605</b>	<b>4/15/2020</b>	<b>000517</b>		<b>STATE AUDITOR'S OFFICE,</b>			<b>\$2,861.43</b>
001.0000.04.514.20.41.001			4/9/2020	L135961	FN 03/20 Audit	2,861.43	
<b>15606</b>	<b>4/15/2020</b>	<b>011786</b>		<b>STATEHOOD MEDIA LLC,</b>			<b>\$850.00</b>
104.0007.01.557.30.44.001			3/4/2020	2018-12896	HM Apr/May 1/4 Pg Ad 1889 WA's	850.00	
<b>15607</b>	<b>4/15/2020</b>	<b>011544</b>		<b>STOWE DEV AND STRATEGIES,</b>			<b>\$3,614.00</b>
001.9999.13.558.70.41.001			4/1/2020	39	ED AG 2016-181 03/20 Consultin	3,614.00	
<b>15608</b>	<b>4/15/2020</b>	<b>006497</b>		<b>SYSTEMS FOR PUBLIC SAFETY,</b>			<b>\$20,580.03</b>
501.0000.51.521.10.48.005			3/31/2020	36968	PDFL Other	1,101.53	
501.0000.51.521.10.48.005			3/31/2020	36969	PDFL Other	1,177.49	
501.0000.51.521.10.48.005			3/31/2020	37301	PDFL Oil Change	91.60	
501.0000.51.521.10.48.005			3/31/2020	37301	PDFL Safety Inspection	23.26	
501.0000.51.521.10.48.005			3/31/2020	37301	PDFL Tires	759.50	
501.0000.51.521.10.48.005			3/31/2020	37301	PDFL Steering	244.56	
501.0000.51.521.10.48.005			3/31/2020	37301	PDFL Battery	20.69	
501.0000.51.521.10.48.005			3/31/2020	37301	PDFL Other	26.56	
501.0000.51.521.10.48.005			3/31/2020	37425	PDFL Oil Change	76.86	
501.0000.51.521.10.48.005			3/31/2020	37425	PDFL Safety Inspection	346.52	
501.0000.51.521.10.48.005			3/31/2020	37425	PDFL A/C	123.82	
501.0000.51.521.10.48.005			3/31/2020	37425	PDFL Electrical	80.91	
501.0000.51.521.10.48.005			3/31/2020	37425	PDFL Steering	184.73	
501.0000.51.521.10.48.005			3/31/2020	37425	PDFL Brakes	620.73	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.48.005			3/31/2020	37425	PDFL Wipers	33.33	
501.0000.51.521.10.48.005			3/31/2020	37425	PDFL Other	33.10	
501.0000.51.521.10.48.005			3/31/2020	37441	PDFL Wipers	27.05	
501.0000.51.521.10.48.005			3/31/2020	37454	PDFL Other	147.13	
501.0000.51.521.10.48.005			3/31/2020	37456	PDFL Oil Change	86.11	
501.0000.51.521.10.48.005			3/31/2020	37456	PDFL Safety Inspection	20.86	
501.0000.51.521.10.48.005			3/31/2020	37456	PDFL Tire Rotation	30.20	
501.0000.51.521.10.48.005			3/10/2020	37272	PDFL Oil Change	86.82	
501.0000.51.521.10.48.005			3/10/2020	37272	PDFL Safety Inspection	22.61	
501.0000.51.521.10.48.005			3/10/2020	37272	PDFL Suspension	1,153.39	
501.0000.51.521.10.48.005			3/10/2020	37272	PDFL Other	25.91	
501.0000.51.521.10.48.005			3/10/2020	37272	PDFL Belts	120.95	
501.0000.51.521.10.48.005			3/10/2020	37272	PDFL Alignment	97.34	
501.0000.51.521.10.48.005			3/10/2020	37272	PDFL Wipers	44.34	
501.0000.51.521.10.48.005			3/10/2020	37273	PDFL Tires	852.28	
501.0000.51.521.10.48.005			3/10/2020	37273	PDFL Steering	671.10	
501.0000.51.521.10.48.005			3/10/2020	37273	PDFL Brakes	705.40	
501.0000.51.521.10.48.005			3/10/2020	37273	PDFL Alignment	97.99	
501.0000.51.521.10.48.005			3/10/2020	37273	PDFL Other	26.56	
501.0000.51.521.10.48.005			3/10/2020	37273	PDFL Battery	12.64	
504.0000.09.518.35.48.001			3/10/2020	37274	RM PDFL Cl# 2020-0016 Replaced	98.09	
501.0000.51.521.10.48.005			3/10/2020	37285	PDFL Oil Change	87.33	
501.0000.51.521.10.48.005			3/10/2020	37285	PDFL Safety Inspection	24.18	
501.0000.51.521.10.48.005			3/10/2020	37285	PDFL Brakes	483.21	
501.0000.51.521.10.48.005			3/10/2020	37285	PDFL Tire Rotation	33.52	
501.0000.51.521.10.48.005			3/10/2020	37285	PDFL Other	27.47	
501.0000.51.521.10.48.005			3/10/2020	37307	PDFL Oil Change	89.04	
501.0000.51.521.10.48.005			3/10/2020	37307	PDFL Safety Inspection	20.71	
501.0000.51.521.10.48.005			3/10/2020	37307	PDFL Tires	48.73	
501.0000.51.521.10.48.005			3/10/2020	37307	PDFL Tire Rotation	30.05	
501.0000.51.521.10.48.005			3/10/2020	37307	PDFL Other	24.01	
501.0000.51.521.10.48.005			3/19/2020	37223	PDFL Oil Change	102.39	
501.0000.51.521.10.48.005			3/19/2020	37223	PDFL Safety Inspection	25.55	
501.0000.51.521.10.48.005			3/19/2020	37223	PDFL Tires	847.78	
501.0000.51.521.10.48.005			3/19/2020	37223	PDFL Othrt	28.85	
501.0000.51.521.10.48.005			3/19/2020	37337	PDFL Wipers	71.86	
501.0000.51.521.10.48.005			3/19/2020	37340	PDFL Other	125.49	
501.0000.51.521.10.48.005			3/19/2020	37348	PDFL Safety Inspection	49.05	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.48.005			3/19/2020	37349	PDFL Safety Inspection	49.05	
501.0000.51.521.10.48.005			3/19/2020	37351	PDFL Tire Repair	49.05	
501.0000.51.521.10.48.005			3/19/2020	37354	PDFL Oil Change	90.80	
501.0000.51.521.10.48.005			3/19/2020	37354	PDFL Safety Inspection	98.33	
501.0000.51.521.10.48.005			3/19/2020	37354	PDFL Electrical	344.67	
501.0000.51.521.10.48.005			3/19/2020	37354	PDFL Other	567.35	
501.0000.51.521.10.48.005			3/19/2020	37355	PDFL Oil Change	86.40	
501.0000.51.521.10.48.005			3/19/2020	37355	PDFL Safety Inspection	22.25	
501.0000.51.521.10.48.005			3/19/2020	37355	PDFL Tires	49.17	
501.0000.51.521.10.48.005			3/19/2020	37355	PDFL Tire Rotation	77.20	
501.0000.51.521.10.48.005			3/19/2020	37355	PDFL Other	24.46	
501.0000.51.521.10.48.005			3/19/2020	37356	PDFL Electronics	24.52	
501.0000.51.521.10.48.005			3/19/2020	37359	PDFL Electronics	282.66	
501.0000.51.521.10.48.005			3/19/2020	37369	PDFL Safety Inspection	77.34	
501.0000.51.521.10.48.005			3/19/2020	37379	PDFL Other	49.05	
501.0000.51.521.10.48.005			3/19/2020	37384	PDFL Car Maint	80.29	
501.0000.51.521.10.48.005			3/19/2020	37384	PDFL Car Maint	335.48	
501.0000.51.521.10.48.005			3/19/2020	37384	PDFL Car Maint	285.19	
501.0000.51.521.10.48.005			3/19/2020	37384	PDFL Car Maint	56.33	
501.0000.51.521.10.48.005			3/19/2020	37385	PDFL Oil Change	89.78	
501.0000.51.521.10.48.005			3/19/2020	37385	PDFL Safety Inspection	24.53	
501.0000.51.521.10.48.005			3/19/2020	37385	PDFL Other	254.16	
501.0000.51.521.10.48.005			3/19/2020	37386	PDFL Car Maint	108.90	
501.0000.51.521.10.48.005			3/19/2020	37398	PDFL Alternator	279.25	
501.0000.51.521.10.48.005			3/19/2020	37398	PDFL Safety Inspection	25.15	
501.0000.51.521.10.48.005			3/19/2020	37398	PDFL Battery	33.38	
501.0000.51.521.10.48.005			3/19/2020	37402	PDFL Wipers	42.44	
501.0000.51.521.10.48.005			3/19/2002	37341	PDFL Oil Change	86.01	
501.0000.51.521.10.48.005			3/19/2002	37341	PDFL Safety Inspection	20.76	
501.0000.51.521.10.48.005			3/19/2002	37341	PDFL Other	24.05	
501.0000.51.521.10.48.005			3/19/2002	37361	PDFL Oil Change	86.00	
501.0000.51.521.10.48.005			3/19/2002	37361	PDFL Safety Inspection	20.76	
501.0000.51.521.10.48.005			3/19/2002	37361	PDFL Other	24.06	
501.0000.51.521.10.48.005			3/23/2002	37332	PDFL Oil Change	76.97	
501.0000.51.521.10.48.005			3/23/2002	37332	PDFL Safety Inspection	488.62	
501.0000.51.521.10.48.005			3/23/2002	37332	PDFL Tires	1,107.95	
501.0000.51.521.10.48.005			3/23/2002	37332	PDFL A/C	355.47	
501.0000.51.521.10.48.005			3/23/2002	37332	PDFL Brakes	895.13	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.48.005			3/23/2002	37332	PDFL Electrical	74.65	
501.0000.51.521.10.48.005			3/23/2020	37360	PDFL Other	665.72	
501.0000.51.521.10.48.005			3/23/2020	37360	PDFL A/C	329.03	
501.0000.51.521.10.48.005			3/23/2020	37399	PDFL Oil Change	87.67	
501.0000.51.521.10.48.005			3/23/2020	37399	PDFL Safety Inspection	118.06	
501.0000.51.521.10.48.005			3/23/2020	37399	PDFL Brakes	426.31	
501.0000.51.521.10.48.005			3/23/2020	37399	PDFL Electrical	90.21	
501.0000.51.521.10.48.005			3/23/2020	37399	PDFL Wipers	31.25	
501.0000.51.521.10.48.005			3/23/2020	37414	PDFL Battery	289.93	
501.0000.51.521.10.48.005			3/23/2020	37418	PDFL Electronics	241.84	
501.0000.51.521.10.48.005			3/18/2020	37397	PDFL Car Maint	141.22	
<b>15609</b>	<b>4/15/2020</b>	<b>000540</b>		<b>TACOMA RUBBER STAMP,</b>			<b>\$49.44</b>
001.0000.04.514.20.31.001			4/6/2020	I-657390-1	FN Supplies	49.44	
<b>15610</b>	<b>4/15/2020</b>	<b>006610</b>		<b>TITUS-WILL FORD SALES, INC,</b>			<b>\$2,249.45</b>
501.0000.51.521.10.48.005			3/16/2020	FOCS127867	PDFL A/C	2,249.45	
<b>15611</b>	<b>4/15/2020</b>	<b>011708</b>		<b>TOTAL FILTRATION SERVICES INC,</b>			<b>\$939.88</b>
502.0000.17.521.50.31.001			3/27/2020	PSV2025775	PKFC Supplies	939.88	
<b>15612</b>	<b>4/15/2020</b>	<b>012587</b>		<b>TOWNZEN &amp; ASSOCIATES INC,</b>			<b>\$2,210.00</b>
001.0000.07.558.50.41.001			4/1/2020	20-36	CD 03/24-03/31 Inspections	2,210.00	
<b>15613</b>	<b>4/15/2020</b>	<b>006169</b>		<b>TRAFFICWARE,</b>			<b>\$1,480.35</b>
101.0000.11.542.64.48.001			3/30/2020	90050189	PKST Repair Controllers	493.45	
101.0000.11.542.64.48.001			2/29/2020	90048109	PKST Repair Controllers	986.90	
<b>15614</b>	<b>4/15/2020</b>	<b>000153</b>		<b>TYLER TECHNOLOGIES INC,</b>			<b>\$109.40</b>
503.0000.04.518.80.49.004			3/15/2020	020-24046	IT 04/15-05/14 CaseloadPRO	109.40	
<b>15615</b>	<b>4/15/2020</b>	<b>009372</b>		<b>VENTEK INTERNATIONAL,</b>			<b>\$90.00</b>
503.0000.04.518.80.42.001			4/1/2020	120911	IT 04/20 CCU Server Hosting, D	90.00	
<b>15616</b>	<b>4/15/2020</b>	<b>000593</b>		<b>WASHINGTON STATE TREASURER,</b>			<b>\$92,897.11</b>
001.0000.02.237.10.00.002			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	38,092.80	
001.0000.02.237.10.00.001			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	22,042.02	
001.0000.02.237.30.00.000			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	179.91	
001.0000.02.386.89.15.001			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	43.30	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.02.237.10.00.007			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	3,089.80	
001.0000.02.386.89.16.001			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	231.33	
001.0000.02.386.89.14.001			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	144.48	
001.0000.02.237.10.00.008			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	6,185.75	
001.0000.02.237.10.00.009			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	2,364.00	
001.0000.02.386.89.12.001			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	99.99	
001.0000.02.386.89.13.001			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	99.99	
001.0000.02.386.20.02.000			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	2.25	
001.0000.02.237.10.00.003			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	16,741.22	
001.0000.02.237.10.00.006			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	3,580.27	
<b>15617</b>	<b>4/15/2020</b>	<b>001272</b>		<b>ZUMAR INDUSTRIES INC,</b>			<b>\$2,020.13</b>
101.0000.11.542.64.31.001			3/31/2020	32280	PKST Supplies	2,020.13	
<b>92736</b>	<b>3/20/2020</b>	<b>006085</b>		<b>COLUMBIA FORD,</b>			<b>\$37,923.74</b>
501.9999.51.594.21.64.005				3-L662	PD Disc For Veh Purchase Pd wi	-300.00	
501.9999.51.594.21.64.005				3-L662	Sales Tax	-25.20	
501.9999.51.594.21.64.005			3/11/2020	3-L662	PD FLEET REPLACEMENT VEHICLE 4	35,285.00	
501.9999.51.594.21.64.005			3/11/2020	3-L662	Sales Tax	2,963.94	
<b>92737</b>	<b>3/20/2020</b>	<b>006117</b>		<b>PETTY CASH,</b>			<b>\$70.00</b>
001.0000.15.521.40.43.006			3/18/2020	02/20 JN	PD Criss: DARC Conf	70.00	
<b>92738</b>	<b>3/20/2020</b>	<b>000445</b>		<b>PUGET SOUND ENERGY,</b>			<b>\$21,261.02</b>
101.0000.11.542.63.47.006			3/5/2020	300000007165 3/5/20	PKST 02/01-03/03 N of Lk WA Bl	21,261.02	
<b>92739</b>	<b>3/20/2020</b>	<b>011874</b>		<b>WHITE, KEN</b>			<b>\$3,989.35</b>
001.9999.15.525.30.35.030			3/19/2020	17718044610616	PD COVID-19 Laptops	3,989.35	
<b>92740</b>	<b>3/23/2020</b>	<b>012572</b>		<b>BLUE SCOOTER MEDIA,</b>			<b>\$1,208.90</b>
001.0000.11.571.20.41.001			3/16/2020	03/16/20	PKRC Youth Summit Videography~	1,100.00	
001.0000.11.571.20.41.001			3/16/2020	03/16/20	Sales Tax	108.90	
<b>92741</b>	<b>3/23/2020</b>	<b>005965</b>		<b>BUILDERS EXCHANGE OF,</b>			<b>\$238.60</b>
401.0000.11.531.10.44.001			3/9/2020	1065183	PKSW 2020-2025 St Sweeping Svc	45.00	
302.0138.21.595.30.44.001			3/9/2020	1065183	PWCP Onyx Dr Rdwy Improvements	147.25	
302.0137.21.595.30.44.001			3/9/2020	1065183	PWCP Steil. Blvd/88th St SW Ov	1.35	
401.0008.41.531.10.44.001			3/9/2020	1065183	PWSW Stormwater Outfall Retrof	45.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>92742</b>	<b>3/23/2020</b>	<b>007152</b>		<b>GLADSTONE, CAROL</b>			<b>\$1,080.00</b>
001.0000.11.569.50.41.001			3/16/2020	12/09/19-03/02/20	PKSR 12/09/19-03/02/20 Instruc	1,080.00	
<b>92743</b>	<b>3/23/2020</b>	<b>012411</b>		<b>HERRERA-VELASQUEZ, MURIEL</b>			<b>\$1,960.00</b>
001.9999.11.565.10.41.020			3/23/2020	19	PKHS AG 2019-168 03/16-03/31 L	1,960.00	
<b>92744</b>	<b>3/23/2020</b>	<b>010950</b>		<b>INSLEE,BEST,DOEZIE &amp; RYDER P.S.,</b>			<b>\$11,574.00</b>
192.0007.07.594.58.41.001			3/10/2020	255646	SSMP Thru 02/29 JBLM - North C	234.00	
192.0007.07.594.58.41.001			3/10/2020	255648	SSMP Thru 02/29 JBLM-Clear Zon	11,340.00	
<b>92745</b>	<b>3/23/2020</b>	<b>008414</b>		<b>LAKEWOOD FORD,</b>			<b>\$5,994.10</b>
501.0000.51.548.79.48.005			3/5/2020	LCCS459796	PKFL Vehicle Maint	5,994.10	
<b>92746</b>	<b>3/23/2020</b>	<b>000300</b>		<b>LAKEWOOD WATER DISTRICT,</b>			<b>\$415.82</b>
101.0000.11.542.70.47.001			3/17/2020	20229-75741 03/17/20	PKST 01/08-03/08 11201 Old Mil	40.00	
502.0000.17.518.35.47.001			3/12/2020	16702-75740 03/12/20	PKFC 01/05-03/02 6000 Main St	202.76	
502.0000.17.518.35.47.001			3/12/2020	16706-75740 03/12/20	PKFC 01/05-03/05 6000 Main St	43.12	
101.0000.11.542.70.47.001			3/12/2020	16713-75741 03/12/20	PKST 01/05-03/05 0 59th & Main	64.97	
001.0000.11.576.80.47.001			3/10/2020	15040-75741 03/10/20	PKFC 01/01-03/01 4723 127th St	64.97	
<b>92747</b>	<b>3/23/2020</b>	<b>004680</b>		<b>LANGUAGE LINE SERVICES,</b>			<b>\$308.78</b>
001.0000.02.512.51.49.009			2/29/2020	4765357	MC 02/20	308.78	
<b>92748</b>	<b>3/23/2020</b>	<b>011263</b>		<b>LAW OFFICES OF MATTHEW RUSNAK,</b>			<b>\$1,250.00</b>
001.0000.02.512.51.41.035			3/16/2020	281	MC 02/20	1,250.00	
<b>92749</b>	<b>3/23/2020</b>	<b>012557</b>		<b>LEAVELL, DEBRA ANN</b>			<b>\$99.00</b>
001.0000.11.569.50.41.001			3/18/2020	03/02-03/13/20	PKSR 03/02-03/13 Instructor	99.00	
<b>92750</b>	<b>3/23/2020</b>	<b>000309</b>		<b>LES SCHWAB TIRE CENTER,</b>			<b>\$977.32</b>
501.0000.51.548.79.48.005			3/12/2020	30500595771	PKFL Tires	977.32	
<b>92751</b>	<b>3/23/2020</b>	<b>000360</b>		<b>NEWS TRIBUNE,</b>			<b>\$4,561.11</b>
302.0137.21.595.30.44.001			3/1/2020	4533639	PWCP Steil. Blvd/88th St SW	1,424.63	
001.0000.07.558.60.44.001			3/1/2020	4562993	CD NOA LU1900268	127.99	
001.0000.07.558.60.44.001			3/1/2020	4563002	CD NOA LU2000014	149.43	
001.0000.07.558.60.44.001			3/1/2020	4563021	CD Public Hearing Notice LU-19	247.55	
302.0138.21.595.12.44.001			3/1/2020	4563682	PWCP Onyx Dr Rdwy Improv.	1,167.35	
001.0000.07.558.60.44.001			3/1/2020	4569379	CD Public Hearing Notice Compr	869.31	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.07.558.60.44.001			3/1/2020	4569867	CD NOA LU-20-00014	165.51	
001.0000.06.514.30.44.001			3/1/2020	4570467	LG Ord. 729	145.71	
401.0000.41.531.10.44.001			3/1/2020	4577528	PWSW 2020 Stormwater Mgmt	263.63	
<b>92752</b>	<b>3/23/2020</b>	<b>010743</b>		<b>NISQUALLY INDIAN TRIBE,</b>			<b>\$22,685.00</b>
001.0000.15.521.10.41.125			1/31/2020	21289	PD 02/20	22,685.00	
<b>92753</b>	<b>3/23/2020</b>	<b>009922</b>		<b>NPELRA,</b>			<b>\$79.00</b>
001.9999.15.525.30.41.010			3/19/2020	mm6a23dd5e	PD Covid-19 Webinar	79.00	
<b>92754</b>	<b>3/23/2020</b>	<b>000376</b>		<b>OFFICE DEPOT,</b>			<b>\$239.20</b>
001.9999.15.525.30.31.001			3/3/2020	451508235001	PD Covid-19 Supplies	239.20	
<b>92755</b>	<b>3/23/2020</b>	<b>010633</b>		<b>P &amp; C ROOFING INC,</b>			<b>\$12,308.80</b>
190.0004.52.559.31.41.001			3/17/2020	03/17/20	CDBG LHR-076 Chisolm Re-Sheath	12,308.80	
<b>92756</b>	<b>3/23/2020</b>	<b>005342</b>		<b>RAINIER LIGHTING &amp; ELECTRICAL,</b>			<b>\$16.42</b>
502.0000.17.518.35.31.001			3/13/2020	526640-1	PKFC Supplies	16.42	
<b>92757</b>	<b>3/23/2020</b>	<b>002994</b>		<b>REGIONAL TOXICOLOGY SVCS LLC,</b>			<b>\$518.15</b>
001.0000.02.523.30.41.001			2/29/2020	TC-42210022920	MC 02/20 UA Fees	518.15	
<b>92758</b>	<b>3/23/2020</b>	<b>005101</b>		<b>RICH, JANET</b>			<b>\$289.20</b>
001.0000.11.569.50.41.001			3/16/2020	01/06-03/16/20	PKSR 01/06-03/16 Instructor	289.20	
<b>92759</b>	<b>3/23/2020</b>	<b>002459</b>		<b>SECRETARY OF STATE-IMAGING,</b>			<b>\$1,854.87</b>
001.0000.06.514.30.41.001			1/10/2020	00010622	LG 12/19 Scanning, Digital To	1,854.87	
<b>92760</b>	<b>3/23/2020</b>	<b>011271</b>		<b>SITE ONE LANDSCAPE SUPPLY LLC,</b>			<b>\$431.98</b>
001.0000.11.576.81.31.030			3/16/2020	97875655-001	PKFC Herbicide	431.98	
<b>92761</b>	<b>3/23/2020</b>	<b>012410</b>		<b>SOLON, LISA</b>			<b>\$1,400.00</b>
001.9999.11.565.10.41.020			3/23/2020	19	PKHS AG 2019-169 03/16-03/31 L	1,400.00	
<b>92762</b>	<b>3/23/2020</b>	<b>001645</b>		<b>SOUND TRANSIT,</b>			<b>\$3,000.00</b>
101.0000.21.544.20.41.124			4/1/2020	40819	PWSW 04/01/20-03/31/21 Rent -	1,000.00	
401.0000.41.531.10.41.001			4/1/2020	40820	PWSW 04/01/20-03/31/21 Rent -	1,000.00	
401.0000.41.531.10.41.001			4/1/2020	40821	PWSW 04/01/20-03/31/21 Rent -	1,000.00	



Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>92763</b>	<b>3/23/2020</b>	<b>011595</b>		<b>WALTER E NELSON CO,</b>			<b>\$596.76</b>
502.0000.17.518.30.31.001			3/16/2020	751182	PKFC Supplies	596.76	
<b>92764</b>	<b>3/23/2020</b>	<b>006716</b>		<b>WESTERN SYSTEMS INC,</b>			<b>\$755.43</b>
504.0000.09.518.39.31.001			3/16/2020	0000042256	RM CL #2020-0007 Signs: 9420 F	126.97	
504.0000.09.518.39.31.001			3/13/2020	0000042247	RM CL #2020-0007 Signs: 9420 F	628.46	
<b>92765</b>	<b>3/23/2020</b>	<b>012486</b>		<b>WOODWORTH INDUSTRIAL PARK,</b>			<b>\$1,150.00</b>
192.0007.07.558.60.49.001			3/11/2020	2020-11	SSMP 2020 Dues Lots 19 & 20	1,150.00	
<b>92766</b>	<b>3/23/2020</b>	<b>012571</b>		<b>WYATT, KATHLEEN</b>			<b>\$129.85</b>
001.0000.11.569.50.41.001			3/20/2020	02/18-03/26/20	PKSR 02/18-03/26 Instructor	129.85	
<b>92767</b>	<b>3/23/2020</b>	<b>008553</b>		<b>ZONES INC,</b>			<b>\$484.49</b>
503.0000.04.518.80.35.030			3/5/2020	K14902800101	IT GOV TLP Acrobat Pro 2017	484.49	
<b>92768</b>	<b>3/31/2020</b>	<b>010798</b>		<b>5 STAR PROPERTY MANAGEMENT LLC,</b>			<b>\$48.00</b>
105.0002.07.342.40.00.000			3/16/2020	RBL02-1711096786	CD RH Refund	48.00	
<b>92769</b>	<b>3/31/2020</b>	<b>006465</b>		<b>AGRI SHOP,</b>			<b>\$197.86</b>
001.0000.11.542.70.31.001			3/25/2020	238476/2	PKST Supplies	197.86	
<b>92770</b>	<b>3/31/2020</b>	<b>002293</b>		<b>AHBL INC,</b>			<b>\$36,445.00</b>
302.0060.21.595.12.41.001			2/29/2020	118248	PWCP AG 2019-063 01/26-02/25 1	560.00	
302.0119.21.595.12.41.001			2/29/2020	118249	PWCP AG 2020-003 01/26-02/25 L	360.00	
302.0077.21.595.12.41.001			2/29/2020	118250	PWCP AG 2020-002 01/26-02/25 G	35,525.00	
<b>92771</b>	<b>3/31/2020</b>	<b>000166</b>		<b>FEDERAL EXPRESS,</b>			<b>\$147.36</b>
001.0000.99.518.40.42.002			3/20/2020	6-963-03558	ND Shipping	147.36	
<b>92772</b>	<b>3/31/2020</b>	<b>005398</b>		<b>GLOBAL SECURITY &amp;,</b>			<b>\$174.58</b>
101.0000.11.543.50.41.001			4/1/2020	4402127	PKST 2Q/20 Intrusion Monitorin	174.58	
<b>92773</b>	<b>3/31/2020</b>	<b>008664</b>		<b>HOLROYD COMPANY INC,</b>			<b>\$128.03</b>
101.0000.11.542.30.31.030			3/24/2020	356818	PKST 1 1/4" Base Course	128.03	
<b>92774</b>	<b>3/31/2020</b>	<b>000300</b>		<b>LAKEWOOD WATER DISTRICT,</b>			<b>\$40.00</b>
101.0000.11.542.70.47.001			3/24/2020	26755-75741 03/24/20	PKST 01/16-03/16 Pac Hwy & Bri	40.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>92775</b>	<b>3/31/2020</b>	<b>000309</b>		<b>LES SCHWAB TIRE CENTER,</b>			<b>\$155.94</b>
501.0000.51.548.79.48.005			3/24/2020	30500597324	PKFL Tire	155.94	
<b>92776</b>	<b>3/31/2020</b>	<b>006117</b>		<b>PETTY CASH,</b>			<b>\$61.09</b>
401.0000.41.531.10.31.005			3/31/2020	NY 03/20	PWSW Halar: NPDES Stormwater T	15.98	
001.0000.01.511.60.31.001			3/31/2020	NY 03/20	CC Grimley: Printed Photos For	15.11	
501.0000.51.548.79.32.001			3/31/2020	NY 03/20	PKFL Grimley: Gas For City Veh	30.00	
<b>92777</b>	<b>3/31/2020</b>	<b>000445</b>		<b>PUGET SOUND ENERGY,</b>			<b>\$2,636.37</b>
001.0000.11.576.80.47.005			3/26/2020	220002793168 3/26/20	PKFC 02/25-03/25 8807 25th Ave	167.10	
001.0000.11.576.81.47.005			3/25/2020	200001527346 3/25/20	PKFC 02/24-03/24 8714 87th Ave	10.31	
001.0000.11.576.81.47.005			3/25/2020	220017468871 3/25/20	PKFC 02/24-03/24 9107 Angle La	132.33	
502.0000.17.518.35.47.011			3/20/2020	200018357661 3/20/20	PKFC 02/19-03/19 6000 Main St	988.10	
001.0000.11.576.81.47.005			3/23/2020	200001527551 3/23/20	PKFC 02/20-/3/20 9115 Angle Ln	74.98	
101.0000.11.542.64.47.005			3/23/2020	300000005037 3/23/20	PKST 01/30-03/02 Gravelly Lk &	456.50	
001.0000.11.576.81.47.005			3/23/2020	300000010896 3/23/20	PKFC 02/20-03/20 Ft Steil Park	337.97	
001.0000.11.576.81.47.005			3/23/2020	300000010938 3/23/20	PKFC 02/20-03/20 8802 Dresden	262.32	
502.0000.17.521.50.47.011			3/19/2020	200008745289 3/19/20	PKFC 02/18-03/18 9401 Lkwd Dr	206.76	
<b>92778</b>	<b>3/31/2020</b>	<b>011595</b>		<b>WALTER E NELSON CO,</b>			<b>\$5,133.92</b>
001.9999.15.525.30.31.001			3/20/2020	751772	PD Covid-19 Supplies	1,285.09	
001.9999.15.525.30.31.001			3/20/2020	751773	PD Covid-19 Supplies	1,498.39	
001.9999.15.525.30.31.001			3/20/2020	751797	PD Covid-19 Supplies	410.61	
001.9999.15.525.30.31.001			3/20/2020	751798	PD Covid-19 Supplies	151.60	
001.9999.15.525.30.31.001			3/20/2020	751801	PD Covid-19 Supplies	1,450.19	
001.9999.15.525.30.31.001			3/25/2020	752536	PD Covid-19 Supplies	48.60	
001.9999.15.525.30.31.001			3/25/2020	752549	PD Covid-19 Supplies	96.48	
001.9999.15.525.30.31.001			3/25/2020	752550	PD Covid-19 Supplies	192.96	
<b>92779</b>	<b>4/15/2020</b>	<b>010899</b>		<b>ACCESS INFORMATION MANAGEMENT,</b>			<b>\$1,875.66</b>
001.0000.06.514.30.41.001			3/12/2000	8060003	LG AG 2015-198 03/20 2020 Reco	1,875.66	
<b>92780</b>	<b>4/15/2020</b>	<b>008307</b>		<b>AT&amp;T MOBILITY,</b>			<b>\$15,798.98</b>
503.0000.04.518.80.42.001			3/19/2020	287293165778 03/20	IT Thru 03/19 Phone	11,828.32	
503.0000.04.518.80.42.001			3/19/2020	287296255265 3/19/20	IT Thru 03/19 Phone	3,952.26	
503.0000.04.518.80.42.001			3/19/2020	287297341637 03/20	IT 02/20-03/19 Phone	18.40	
<b>92781</b>	<b>4/15/2020</b>	<b>010527</b>		<b>BEHAVIORAL MEDICINE &amp;,</b>			<b>\$2,825.00</b>
001.0000.15.521.40.41.001			4/6/2020	7299 03/27-04/03/20	PD 03/27-04/03 Jeremy Vahle	2,825.00	

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<b>92782</b>	<b>4/15/2020</b>	<b>012588</b>		<b>CHAMBERS, MATTHEW</b>			<b>\$75.00</b>
001.0101.11.347.30.07.001			4/6/2020	2001273.002	PKRC Refund Canceled Reservati	75.00	
<b>92783</b>	<b>4/15/2020</b>	<b>012025</b>		<b>CHI FRANCISCAN OCCUP HEALTH,</b>			<b>\$1,950.00</b>
001.0000.09.518.10.41.001			4/1/2020	00009704-00	HR 3/06-03/13 Physicals	835.00	
001.0000.09.518.10.41.001			3/2/2020	00009599-00	HR 02/20 Audiogram Services	975.00	
001.0000.09.518.10.41.001			1/6/2020	00009384-0	HR 12/02-12/06/19 Audiogram Sv	140.00	
<b>92784</b>	<b>4/15/2020</b>	<b>000095</b>		<b>CHOUGH, KWANG S</b>			<b>\$125.75</b>
001.0000.02.512.51.49.009			3/2/2020	03/02/20	MC 03/02 Interpreter	125.75	
<b>92785</b>	<b>4/15/2020</b>	<b>009191</b>		<b>CITY OF DUPONT,</b>			<b>\$5,014.62</b>
001.0000.02.229.10.00.003			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	5,014.62	
<b>92786</b>	<b>4/15/2020</b>	<b>006613</b>		<b>CITY OF UNIVERSITY PLACE,</b>			<b>\$7,768.71</b>
001.0000.02.229.10.00.001			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	7,768.71	
<b>92787</b>	<b>4/15/2020</b>	<b>003948</b>		<b>COMCAST CORPORATION,</b>			<b>\$305.41</b>
503.0000.04.518.80.42.001			3/15/2020	8498 35 011 2205662	IT 03/25-04/24 9420 Front St S	305.41	
<b>92788</b>	<b>4/15/2020</b>	<b>008105</b>		<b>DEPARTMENT OF TRANSPORTATION,</b>			<b>\$2,796.00</b>
101.0000.11.544.90.41.001			3/16/2020	RE-313-ATB00316011	PKST/PKSW 02/20 Traffic Center	841.44	
401.0000.11.531.10.41.001			3/16/2020	RE-313-ATB00316011	PKST/PKSW 02/20 Traffic Center	420.73	
101.0000.11.544.90.41.001			4/13/2020	RE-313-ATB00413010	PKST/PKSW 03/20 Traffic Center	769.86	
401.0000.11.531.10.41.001			4/13/2020	RE-313-ATB00413010	PKST/PKSW 03/20 Traffic Center	384.74	
101.0000.11.542.64.41.001			4/13/2020	RE-313-ATB00413063	PKST 03/20 Master Signal Maint	379.23	
<b>92789</b>	<b>4/15/2020</b>	<b>001692</b>		<b>DEPT OF LABOR &amp; INDUSTRIES,</b>			<b>\$167.60</b>
502.0000.17.518.35.41.001			4/8/2020	261456	PKFC 06/01/20-06/01/21 Oper Ce	167.60	
<b>92790</b>	<b>4/15/2020</b>	<b>009472</b>		<b>DISH NETWORK LLC,</b>			<b>\$164.01</b>
503.0000.04.518.80.42.001			4/4/2020	8255 7070 8168 1616	IT 04/16-05/15 PD TV/HD Receiv	164.01	
<b>92791</b>	<b>4/15/2020</b>	<b>002662</b>		<b>GENE'S TOWING INC,</b>			<b>\$96.16</b>
001.0000.15.521.10.41.070			3/29/2020	478080	PD 03/29	96.16	
<b>92792</b>	<b>4/15/2020</b>	<b>009728</b>		<b>HSA BANK,</b>			<b>\$103.50</b>
001.0000.09.518.10.41.001			4/6/2020	W226302	HR 03/20 Svc Fee	103.50	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>92793</b>	<b>4/15/2020</b>	<b>010950</b>		<b>INSLEE,BEST,DOEZIE &amp; RYDER P.S.,</b>			<b>\$780.00</b>
001.0000.06.515.30.41.001			4/9/2020	256567	LG Thru 03/29 Lowein Condemnat	780.00	
<b>92794</b>	<b>4/15/2020</b>	<b>010885</b>		<b>JOHNSTON GROUP LLC,</b>			<b>\$4,500.00</b>
001.0000.03.513.10.41.001			4/1/2020	1050	CM AG 2019-172 04/20 Fed. Gov.	4,500.00	
<b>92795</b>	<b>4/15/2020</b>	<b>012590</b>		<b>LAKEWOOD STEILACOOM YOUNG LIFE,</b>			<b>\$1,500.00</b>
106.0000.11.362.40.00.001			4/14/2020	CD-00045	PA Refund For 2020 City Day	1,500.00	
<b>92796</b>	<b>4/15/2020</b>	<b>000300</b>		<b>LAKEWOOD WATER DISTRICT,</b>			<b>\$1,314.93</b>
001.0000.11.576.81.47.001			4/7/2020	26554-75741 04/07/20	PKFC 01/20-03/20 8714 87th Ave	73.00	
101.0000.11.542.70.47.001			4/7/2020	26901-75741 04/07/20	PKST Backflow Test 0 BP & GLD	27.00	
001.0000.11.576.81.47.001			4/7/2020	26978-75741 04/07/20	PKFC 11/12/19 Auto Sprinkler T	37.00	
101.0000.11.542.70.47.001			4/7/2020	26979-75739 04/07/20	PKST 01/20-03/20 & Backflow 0	70.12	
001.0000.11.576.81.47.001			4/7/2020	27580-75741 04/07/20	PKFC Backflow Test 9007 Angle	27.00	
001.0000.11.576.81.47.001			4/7/2020	27581-75741 04/07/20	PKFC 08/30/19-03/23/20 & Backf	134.99	
001.0000.11.576.81.47.001			4/7/2020	27582-75741 04/07/20	PKFC Backflow Test 9102 Angle	27.00	
001.0000.11.576.81.47.001			4/7/2020	27583-75741 04/07/20	PKFC Backflow Test 9115 Angle	27.00	
001.0000.11.576.81.47.001			4/7/2020	27584-75741 04/07/20	PKFC Backflow Test 9202 Angle	27.00	
001.0000.11.576.81.47.001			4/7/2020	27585-75741 04/07/20	PKFC Backflow Test 9251 Angle	27.00	
001.0000.11.576.81.47.001			4/7/2020	27586-75741 04/07/20	PKFC 01/23-03/23 9349 Angle LN	67.00	
001.0000.11.576.81.47.001			4/7/2020	27587-75741 04/07/20	PKFC Backflow Test 9699 Angle	27.00	
001.0000.11.576.80.47.001			4/7/2020	10152-75741 04/07/20	PKFC 01/20-03/20 59th Ave & Fa	40.00	
101.0000.11.542.70.47.001			4/7/2020	10567-75741 04/07/20	PKST 01/20-03/20 8902 Meadow R	40.00	
001.0000.11.576.81.47.001			4/7/2020	11535-75741 04/07/20	PKFC 01/20-03/20 8714 87th Ave	472.70	
101.0000.11.542.70.47.001			4/7/2020	12585-75741 04/07/20	PKST Backflow Test Traffic Isl	27.00	
101.0000.11.542.70.47.001			4/7/2020	12586-75741 04/07/20	PKST 01/23-03/23 Traffic Islan	67.00	
101.0000.11.542.70.47.001			4/7/2020	12796-75741 04/07/20	PKST 01/23-03/23 Traffic Islan	70.12	
001.0000.11.576.80.47.001			4/7/2020	10084-75741 04/07/20	PKFC Backflow Test 6002 Fairla	27.00	
<b>92797</b>	<b>4/15/2020</b>	<b>011263</b>		<b>LAW OFFICES OF MATTHEW RUSNAK,</b>			<b>\$1,000.00</b>
001.0000.02.512.51.41.035			4/13/2020	284	MC 03/05-03/06	1,000.00	
<b>92798</b>	<b>4/15/2020</b>	<b>005685</b>		<b>LEMAY MOBILE SHREDDING,</b>			<b>\$293.20</b>
001.0000.15.521.10.41.001			4/1/2020	4652331	PD 03/20 Shredding	233.20	
001.0000.02.512.50.41.001			4/1/2020	4655062	MC 03/20 Shredding	60.00	
<b>92799</b>	<b>4/15/2020</b>	<b>012591</b>		<b>MCGHEE, JODILEE</b>			<b>\$60.00</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0101.11.347.30.07.001			4/10/2020	04/10/20 Refund	PK 04/26 Deposit Refund	60.00	
<b>92800</b>	<b>4/15/2020</b>	<b>011393</b>		<b>NAVIA BENEFIT SOLUTIONS,</b>			<b>\$203.35</b>
001.0000.09.518.10.41.001			3/31/2020	10248059	HR 03/20 Monthly Participant F	203.35	
<b>92801</b>	<b>4/15/2020</b>	<b>000360</b>		<b>NEWS TRIBUNE,</b>			<b>\$6,271.15</b>
001.0000.06.514.30.44.001			3/4/2020	4586762	LG Ord 731	231.47	
401.0000.11.531.10.44.001			3/3/2020	4572236	PKSW RFP 2020-2025 St Sweeping	862.89	
401.0008.41.595.12.44.001			3/3/2020	4574260	PWSW Strmwtr Outfall Retrofit	1,098.73	
001.0000.07.558.60.44.001			3/12/2020	4593874	CD NOA LU20-00017	183.23	
001.0000.15.521.80.44.001			3/12/2020	4593888	PD 05/16 Online Auction	69.03	
001.0000.07.558.60.44.001			3/12/2020	4596059	CD NOA LU20-00029	149.43	
001.0000.06.514.30.44.001			3/19/2020	4598943	LG 04/06 Public Hearing	167.15	
001.0000.06.514.30.44.001			3/19/2020	4602514	LG Ord 732	134.99	
001.0000.15.521.80.44.001			3/19/2020	4603189	PD 03/30 Online Auction	90.47	
302.0134.21.595.12.44.001			3/17/2020	4584098	PWCP Veterans Dr SW Improv	1,360.31	
001.0000.06.514.30.44.001			3/23/2020	4598923	LG 04/06 Public Hearing	480.69	
401.0000.11.531.10.44.001			3/24/2020	4598937	PKSW RFP 2020-2025 St Sweeping	862.89	
301.0003.11.594.76.63.001			3/24/2020	4604755	PK Harry Todd Park Waterfront	579.87	
<b>92802</b>	<b>4/15/2020</b>	<b>012589</b>		<b>PERRY, JIM</b>			<b>\$470.00</b>
001.0000.11.237.26.00.000			4/6/2020	3015505.002	PKRC Refund Canceled Reservati	150.00	
001.0100.11.347.60.03.000			4/6/2020	3015505.002	PKRC Refund Canceled Reservati	320.00	
<b>92803</b>	<b>4/15/2020</b>	<b>006010</b>		<b>PETEK, PH.D., THOMAS</b>			<b>\$600.00</b>
001.0000.15.521.40.41.001			2/29/2020	10760	PD Psych Evals: D. Phuong & B.	600.00	
<b>92804</b>	<b>4/15/2020</b>	<b>006117</b>		<b>PETTY CASH,</b>			<b>\$133.57</b>
001.0000.11.576.80.31.008			4/14/2020	03/20 VH	PKFC Hall: Boot Allowance	60.00	
001.0000.01.511.60.43.003			4/14/2020	03/20 VH	CC Anderson: PS Regional Counc	49.45	
001.0000.04.514.20.31.001			4/14/2020	03/20 VH	FN Supplies	24.12	
<b>92805</b>	<b>4/15/2020</b>	<b>010064</b>		<b>PINTO, MICHELLE</b>			<b>\$913.20</b>
001.0000.02.512.51.49.009			3/2/2020	03/02-03/12/20	MC 03/02-03/12 Interpreter	913.20	
<b>92806</b>	<b>4/15/2020</b>	<b>010429</b>		<b>PMAM CORPORATION,</b>			<b>\$2,184.00</b>
001.0000.15.521.10.41.015			3/10/2020	20200309	PD 02/20 Alarm Fees	2,184.00	
<b>92807</b>	<b>4/15/2020</b>	<b>010204</b>		<b>PROTECT YOUTH SPORTS,</b>			<b>\$127.45</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.09.518.10.41.001			4/1/2020	796807	HR 03/20 Na'tl Combo Searches	127.45	
<b>92808</b>	<b>4/15/2020</b>	<b>009152</b>		<b>PUBLIC FINANCE INC,</b>			<b>\$267.00</b>
202.0000.00.514.20.41.001			4/1/2020	0002229	DS 2Q/20 LID Admin	267.00	
<b>92809</b>	<b>4/15/2020</b>	<b>000445</b>		<b>PUGET SOUND ENERGY,</b>			<b>\$22,114.35</b>
001.0000.11.576.80.47.005			4/1/2020	200001526637 4/1/20	PKFC 03/02-03/31 9222 Veteran'	52.21	
001.0000.11.576.80.47.005			4/1/2020	200004973653 4/1/20	PKFC 03/02-03/31 14717 Woodlaw	261.06	
101.0000.11.542.63.47.006			4/1/2020	200006381095 4/1/20	PKST 03/02-03/31 7819 150th St	25.57	
101.0000.11.542.63.47.006			4/1/2020	220008814687 4/1/20	PKST 03/02-03/31 7000 150th St	21.51	
101.0000.11.542.63.47.006			4/1/2020	220017817689 4/1/20	PKST 03/02-03/31 11521 GLD SW	77.42	
001.0000.11.576.80.47.005			4/1/2020	220018963391 4/1/20	PKFC 03/02-03/31 10365 112th S	61.15	
001.0000.11.576.80.47.005			4/3/2020	300000000129 4/03/20	PKFC 03/20 11500 Military Rd S	225.60	
001.0000.11.576.80.47.005			4/3/2020	300000010268 4/3/20	PKFC 03/02-03/31 Woodlawn Ave	128.81	
101.0000.11.542.63.47.006			4/14/2020	300000007165 4/3/20	PKST 3/4-04/01 N of Lk WA Blvd	21,261.02	
<b>92810</b>	<b>4/15/2020</b>	<b>010896</b>		<b>PUGET SOUND TITLE - TACOMA,</b>			<b>\$2,077.12</b>
105.0001.07.559.20.41.001			4/6/2020	216630	AB Griffin Litigation Guarante	1,038.56	
105.0001.07.559.20.41.001			4/6/2020	216631	AB Kim Litigation Guarantee	1,038.56	
<b>92811</b>	<b>4/15/2020</b>	<b>005342</b>		<b>RAINIER LIGHTING &amp; ELECTRICAL,</b>			<b>\$134.74</b>
502.0000.17.518.30.31.001			4/9/2020	527488-1	PKFC Supplies	134.74	
<b>92812</b>	<b>4/15/2020</b>	<b>002994</b>		<b>REGIONAL TOXICOLOGY SVCS LLC,</b>			<b>\$281.00</b>
001.0000.02.523.30.41.001			3/31/2020	TC-42210033120	MC 02/20 UA's	281.00	
<b>92813</b>	<b>4/15/2020</b>	<b>010478</b>		<b>RICOH USA INC,</b>			<b>\$375.85</b>
503.0000.04.518.80.45.002			3/24/2020	103464672	IT 03/18-04/17 Copier	375.85	
<b>92814</b>	<b>4/15/2020</b>	<b>011507</b>		<b>SEUI, MICHAEL</b>			<b>\$530.60</b>
001.0000.02.512.51.49.009			3/4/2020	03/04-03/17/20	MC 03/04-03/17 Interpreter	530.60	
<b>92815</b>	<b>4/15/2020</b>	<b>010803</b>		<b>SKOOKUM CONTRACT SERVICES,</b>			<b>\$158.28</b>
001.0000.15.521.10.41.001			3/31/2020	9024351	PD 03/23-03/26 Sani-Can Rental	158.28	
<b>92816</b>	<b>4/15/2020</b>	<b>011899</b>		<b>SPECTRUM ENTERPRISES,</b>			<b>\$145.18</b>
001.0000.02.512.51.49.009			3/3/2020	03/03/20	MC 03/03 Interpreter	145.18	
<b>92817</b>	<b>4/15/2020</b>	<b>001128</b>		<b>ST MARTIN'S UNIVERSITY,</b>			<b>\$1,500.00</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
106.0000.11.362.40.00.001			4/14/2020	CM-00040 Refund	PA Refund For 2020 City Day	1,500.00	
<b>92818</b>	<b>4/15/2020</b>	<b>000530</b>		<b>SWARNER COMMUNICATIONS,</b>			<b>\$500.00</b>
104.0010.01.557.30.44.001			3/26/2020	86708	HM 03/26 JBLM Welcome Pkg.	500.00	
<b>92819</b>	<b>4/15/2020</b>	<b>011013</b>		<b>TANNE, CARLO</b>			<b>\$318.00</b>
001.0000.02.512.51.49.009			3/11/2020	03/11/2020	MC 03/11 Interpreter	318.00	
<b>92820</b>	<b>4/15/2020</b>	<b>009580</b>		<b>T-MOBILE USA,</b>			<b>\$41.25</b>
503.0000.04.518.80.42.001			3/13/2020	958015494 03/13/20	IT 02/13-03/12 Phone	41.25	
<b>92821</b>	<b>4/15/2020</b>	<b>005831</b>		<b>TOWN OF STEILACOOM,</b>			<b>\$6,817.42</b>
001.0000.02.229.10.00.002			4/9/2020	03/20 Court Remit	MC 03/20 Court Remit	6,817.42	
<b>92822</b>	<b>4/15/2020</b>	<b>010640</b>		<b>TRANSUNION RISK AND,</b>			<b>\$123.86</b>
001.0000.15.521.21.41.001			4/1/2020	212084 03/20	PD 03/20 People Searches	123.86	
<b>92823</b>	<b>4/15/2020</b>	<b>001924</b>		<b>TRI-TEC COMMUNICATIONS INC,</b>			<b>\$186.83</b>
503.0000.04.518.80.41.001			3/13/2020	64555	IT Change IP Settings	186.83	
<b>92824</b>	<b>4/15/2020</b>	<b>011127</b>		<b>US BANK VOYAGER FLEET SYSTEMS,</b>			<b>\$1,261.16</b>
501.0000.51.521.10.32.001			3/1/2020	869343012010	PDFL/PKFL 02/20 FUEL	254.48	
180.0000.15.521.21.32.001			3/1/2020	869343012010	PDFL/PKFL 02/20 FUEL	320.37	
501.0000.51.548.79.32.001			3/1/2020	869343012010	PDFL/PKFL 02/20 FUEL	686.31	
<b>92825</b>	<b>4/15/2020</b>	<b>009856</b>		<b>UTILITIES UNDERGROUND LOCATION,</b>			<b>\$390.87</b>
101.0000.11.544.90.41.001			3/31/2020	0030165	PKST/PKSW 03/20 Evacuation Not	195.44	
401.0000.11.531.10.41.001			3/31/2020	0030165	PKST/PKSW 03/20 Evacuation Not	195.43	
<b>92826</b>	<b>4/15/2020</b>	<b>002509</b>		<b>VERIZON WIRELESS,</b>			<b>\$718.36</b>
503.0000.04.518.80.42.001			3/16/2020	9850604029	IT 02/17-03/16 Phone	17.61	
503.0000.04.518.80.42.001			3/16/2020	9850604029	IT 02/17-03/16 Phone	170.88	
503.0000.04.518.80.42.001			3/16/2020	9850604029	IT 02/17-03/16 Phone	140.95	
503.0000.04.518.80.42.001			3/16/2020	9850604029	IT 02/17-03/16 Phone	35.24	
503.0000.04.518.80.42.001			3/16/2020	9850604030	IT 02/17-03/16 Phone	129.16	
503.0000.04.518.80.42.001			3/16/2020	9850604030	IT 02/17-03/16 Phone	176.76	
503.0000.04.518.80.42.001			3/16/2020	9850640263	IT 02/17-03/16 Phone	47.76	
<b>92827</b>	<b>4/15/2020</b>	<b>002509</b>		<b>VERIZON WIRELESS,</b>			<b>\$245.09</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
503.0000.04.518.80.42.001			3/13/2020	INV19219981	IT 01/20 GPS	245.09	
<b>92828</b>	<b>4/15/2020</b>	<b>011525</b>		<b>VISA - 0183,</b>			<b>\$71.00</b>
001.0000.15.521.21.43.004			3/27/2020	0183/Westby 03/27/20	PD 03/11 CIU Dective Test	7.00	
501.9999.51.594.21.64.005			3/27/2020	0183/Westby 03/27/20	PD Vehicle Title/Reg Applicati	64.00	
<b>92829</b>	<b>4/15/2020</b>	<b>011804</b>		<b>VISA - 0281,</b>			<b>\$98.86</b>
001.0000.15.521.21.31.001			3/27/2020	0281/Johnso 03/27/20	PD Sheilding Bags	98.86	
<b>92830</b>	<b>4/15/2020</b>	<b>011755</b>		<b>VISA - 0349,</b>			<b>\$1,021.21</b>
001.0000.99.518.40.42.002			3/27/2020	0349/Meeks 02/37/20	PD 02/27 & 03/17 Tox Lab	23.35	
001.9999.15.525.60.31.001			3/27/2020	0349/Meeks 02/37/20	PD COVID-19 Supplies	997.86	
<b>92831</b>	<b>4/15/2020</b>	<b>011541</b>		<b>VISA - 0456,</b>			<b>\$398.69</b>
001.0000.15.521.40.49.003			3/27/2020	0456/PD3 03/27/20	PD WSPCA Spring Conf: Bucat	300.00	
001.0000.15.521.10.31.020			3/27/2020	0456/PD3 03/27/20	PD Supplies For Range	98.69	
<b>92832</b>	<b>4/15/2020</b>	<b>011958</b>		<b>VISA - 0975,</b>			<b>\$233.76</b>
001.0000.99.518.40.42.002			3/27/2020	0975/Gumm 03/27/20	ND Postage For Unsafe Bldg Pos	22.50	
001.0000.99.518.40.42.002			3/27/2020	0975/Gumm 03/27/20	ND Postage For Unsafe Bldg Pos	45.00	
105.0002.07.559.20.42.002			3/27/2020	0975/Gumm 03/27/20	AB Non-Registered Notices	13.20	
105.0002.07.559.20.42.002			3/27/2020	0975/Gumm 03/27/20	AB Non-Registered Notices	76.45	
190.0004.52.559.31.31.001			3/27/2020	0975/Gumm 03/27/20	CDBG Supplies	27.96	
105.0002.07.559.20.42.002			3/27/2020	0975/Gumm 03/27/20	AB Non-Registered Notices	48.65	
<b>92833</b>	<b>4/15/2020</b>	<b>012354</b>		<b>VISA - 1105,</b>			<b>\$1,887.81</b>
104.0010.01.557.30.44.001			3/27/2020	1105/Martin 03/27/20	HM Farmer's Mrkt Ads	400.00	
104.0010.01.557.30.31.001			3/27/2020	1105/Martin 03/27/20	HM Farmer's Mrkt Games	52.74	
104.0010.01.557.30.31.001			3/27/2020	1105/Martin 03/27/20	HM Farmer's Mrkt Games	592.36	
104.0010.01.557.30.31.001			3/27/2020	1105/Martin 03/27/20	HM Farmer's Mrkt Games	90.11	
104.0010.01.557.30.31.001			3/27/2020	1105/Martin 03/27/20	HM Farmer's Mrkt Games	46.71	
104.0010.01.557.30.31.001			3/27/2020	1105/Martin 03/27/20	HM Farmer's Mrkt Games	86.21	
104.0010.01.557.30.31.001			3/27/2020	1105/Martin 03/27/20	HM Farmer's Mrkt Games	329.68	
104.0010.01.557.30.49.001			3/27/2020	1105/Martin 03/27/20	HM Permit - Night Mrkt	145.00	
104.0010.01.557.30.49.001			3/27/2020	1105/Martin 03/27/20	HM Permit - Farmer's Mrkt	145.00	
<b>92834</b>	<b>4/15/2020</b>	<b>011540</b>		<b>VISA - 1371,</b>			<b>\$2,690.35</b>
001.9999.15.525.60.31.001			3/27/2020	1371/Gildeh 03/27/20	PD COVID-19 Supplies	2,690.35	



Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>92835</b>	<b>4/15/2020</b>	<b>012401</b>		<b>VISA - 3408,</b>			<b>\$171.74</b>
195.0024.15.521.30.31.001				3408/Carrol 03/27/20	PD NATIA Lodging Refund	-172.23	
195.0024.15.521.30.31.001			3/27/2020	3408/Carrol 03/27/20	PD 02/23-03/22 Phone/Internet	343.97	
<b>92836</b>	<b>4/15/2020</b>	<b>012415</b>		<b>VISA - 3853,</b>			<b>\$6,990.90</b>
104.0010.01.557.30.31.001			3/27/2020	3853/Fin 2 03/27/20	HM Farmers Market Bags	6,990.90	
<b>92837</b>	<b>4/15/2020</b>	<b>011858</b>		<b>VISA - 5157,</b>			<b>\$3,697.38</b>
001.0000.15.521.10.31.001			3/27/2020	5157/PD1 03/27/20	PD Wall Mount Brackets	196.08	
001.0000.15.521.40.49.003			3/27/2020	5157/PD1 03/27/20	PD Amer Red Cross Trng	930.00	
001.0000.15.521.22.35.010			3/27/2020	5157/PD1 03/27/20	PD K-9 Supplies	212.55	
001.9999.15.525.60.31.001			3/27/2020	5157/PD1 03/27/20	PD COVID-19 Supplies	287.80	
001.0000.15.521.22.31.008			3/27/2020	5157/PD1 03/27/20	PD K-9 Patches For Syler	128.58	
001.0000.15.521.26.35.010			3/27/2020	5157/PD1 03/27/20	PD Pouches	472.39	
001.0000.15.521.40.49.003			3/27/2020	5157/PD1 03/27/20	PD 03/11 First Aid Trng	270.00	
001.0000.15.521.26.35.010			3/27/2020	5157/PD1 03/27/20	PD Safety Supplies	868.25	
001.0000.15.521.26.35.010			3/27/2020	5157/PD1 03/27/20	PD Backpacks & Belts	331.73	
<b>92838</b>	<b>4/15/2020</b>	<b>011642</b>		<b>VISA - 6610,</b>			<b>\$821.94</b>
001.0000.15.521.40.49.003			3/27/2020	6610/PD4 03/27/20	PD Sniper Week Conf: Dier & An	700.00	
001.0000.15.521.21.43.002			3/27/2020	6610/PD4 03/27/20	PD Picking Up Evidence Conf: E	121.94	
<b>92839</b>	<b>4/15/2020</b>	<b>012484</b>		<b>VISA - 7482,</b>			<b>\$4,765.00</b>
195.0021.02.512.53.49.003			3/27/2020	7482/Wright 03/27/20	PD NADCP Rise Conference:Horwa	4,765.00	
<b>92840</b>	<b>4/15/2020</b>	<b>011136</b>		<b>VISA - 7750,</b>			<b>\$562.37</b>
001.0000.99.518.40.42.002			3/27/2020	7750/Allen 03/27/20	ND Mail: WSP Tox Lab	13.90	
001.0000.15.521.80.41.001			3/27/2020	7750/Allen 03/27/20	PD Narc Scales Calibrated	456.00	
001.0000.99.518.40.42.002			3/27/2020	7750/Allen 03/27/20	PD Mail: WSP Tox Lab	41.40	
001.0000.15.521.80.31.001			3/27/2020	7750/Allen 03/27/20	PD Office Supplies	51.07	
<b>92841</b>	<b>4/15/2020</b>	<b>011137</b>		<b>VISA - 7768,</b>			<b>\$759.81</b>
001.0000.15.521.10.31.001			3/27/2020	7768/Alwine 03/27/20	PD Emotional Survival Bks	682.00	
001.9999.15.525.60.31.001			3/27/2020	7768/Alwine 03/27/20	PD COVID-19 Supplies	77.81	
<b>92842</b>	<b>4/15/2020</b>	<b>011138</b>		<b>VISA - 7776,</b>			<b>\$970.63</b>
001.0000.11.576.80.31.001			3/27/2020	7776/Anders 03/27/20	PKFC Recycle Paint	115.16	
001.0000.11.576.80.31.001			3/27/2020	7776/Anders 03/27/20	PKFC Supplies	43.93	
001.0000.11.576.80.31.001			3/27/2020	7776/Anders 03/27/20	PKFC Repl Windows	156.54	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.11.576.80.31.008			3/27/2020	7776/Anders 03/27/20	PK Pants: Bird, Higgins	655.00	
<b>92843</b>	<b>4/15/2020</b>	<b>011140</b>		<b>VISA - 7800,</b>			<b>\$559.25</b>
501.0000.51.548.79.32.002			3/27/2020	7800/Cummin 03/27/20	PKFL Diesel For Crack Sealer	45.57	
001.0000.11.542.70.31.008			3/27/2020	7800/Cummin 03/27/20	PKST Higgins: Work Gear	297.43	
101.0000.11.542.64.31.001			3/27/2020	7800/Cummin 03/27/20	PKST Supplies	140.45	
101.0000.11.542.64.31.001			3/27/2020	7800/Cummin 03/27/20	PKST Supplies	75.80	
<b>92844</b>	<b>4/15/2020</b>	<b>011148</b>		<b>VISA - 7867,</b>			<b>\$74.67</b>
501.0000.51.548.79.31.006			3/27/2020	7867/Hinkle 03/27/20	PK Oil For Vehicle	19.77	
001.0000.11.576.80.31.001			3/27/2020	7867/Hinkle 03/27/20	PKFC Basketball Nets	54.90	
<b>92845</b>	<b>4/15/2020</b>	<b>011151</b>		<b>VISA - 7891,</b>			<b>\$137.38</b>
001.9999.15.525.60.31.001			3/27/2020	7891/Lawler 03/20/20	PD COVID-19 Supplies	137.38	
<b>92846</b>	<b>4/15/2020</b>	<b>011158</b>		<b>VISA - 7966,</b>			<b>\$806.75</b>
001.0000.15.521.10.31.001			3/27/2020	7966/Pitts 03/27/20	PD Supplies	14.95	
001.0000.15.521.40.49.001			3/27/2020	7966/Pitts 03/27/20	PD WSPCA Membership-Syler	50.00	
001.0000.15.521.40.49.001			3/27/2020	7966/Pitts 03/27/20	PD WSPCA Membership- Bucat	50.00	
001.0000.15.521.40.49.001			3/27/2020	7966/Pitts 03/27/20	PD WSPCS Membership-Suver	50.00	
001.0000.15.521.40.49.003			3/27/2020	7966/Pitts 03/27/20	PD WSHNA Conf:Henson & James	480.00	
001.0000.15.521.40.49.003			3/27/2020	7966/Pitts 03/27/20	PD Interview/Interrogation:Bab	555.00	
001.0000.15.521.40.49.003			3/27/2020	7966/Pitts 03/27/20	PD Social Media Invest: Pettit	295.00	
001.0000.15.521.40.49.001			3/27/2020	7966/Pitts 03/27/20	PD Sniper Week 2020:Dier, Ande	894.82	
001.0000.15.521.40.43.001			3/27/2020	7966/Pitts 03/27/20	PD Leadsonline:Johnson	188.40	
001.0000.15.521.40.43.002			3/27/2020	7966/Pitts 03/27/20	PD WSTOA Conf: Repp	112.60	
001.0000.15.521.40.43.001			3/27/2020	7966/Pitts 03/27/20	PD Snpier Week 2020: Dier	49.99	
001.0000.15.521.40.43.001			3/27/2020	7966/Pitts 03/27/20	PD Sniper Week 2020:Anderson	49.99	
001.0000.15.521.40.49.003				7966/Pitts 03/27/20	PD Interview and Interrogation	-555.00	
001.0000.15.521.40.49.003				7966/Pitts 03/27/20	PD Leadsonline Trng Refund	-1,045.00	
001.0000.15.521.40.49.003				7966/Pitts 03/27/20	PD WSHNA Refund	-384.00	
<b>92847</b>	<b>4/15/2020</b>	<b>012291</b>		<b>VISA - 7970,</b>			<b>\$20.80</b>
001.0000.03.513.10.43.005			3/27/2020	7970/Caulfi 03/27/20	CM Legacy Of Hope Event: Caulf	8.80	
001.0000.03.513.10.43.005			3/27/2020	7970/Caulfi 03/27/20	CM EDB Annual Mtg: Caulfield	6.00	
001.0000.03.513.10.43.005			3/27/2020	7970/Caulfi 03/27/20	CM Public Hearing: Caulfield	6.00	
<b>92848</b>	<b>4/15/2020</b>	<b>011159</b>		<b>VISA - 7974,</b>			<b>\$43.55</b>
001.0000.11.569.50.31.001			3/27/2020	7974/Scheid 03/27/20	PKSR Supplies	8.19	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.11.569.50.49.003			3/27/2020	7974/Scheid 03/27/20	PKSR Food Wrks Card	10.00	
001.0000.11.569.50.49.003			3/27/2020	7974/Scheid 03/27/20	PKSR Food Wrks Card	10.00	
001.9999.15.525.30.31.001			3/27/2020	7974/Scheid 03/27/20	PD COVID-19 Supplies	15.36	
<b>92849</b>	<b>4/15/2020</b>	<b>011162</b>		<b>VISA - 8006,</b>			<b>\$1,218.20</b>
001.0000.15.521.40.43.006			3/27/2020	8006/Unfred 03/27/20	PD IACP Conf: Unfred	19.70	
001.0000.15.521.40.43.001			3/27/2020	8006/Unfred 03/27/20	PD IACP Conf: Unfred	30.00	
001.0000.15.521.40.43.006			3/27/2020	8006/Unfred 03/27/20	PD IACP Conf: Unfred	15.47	
001.0000.15.521.40.43.005			3/27/2020	8006/Unfred 03/27/20	PD IACP Conf: Unfred	86.59	
001.0000.15.521.40.43.002			3/27/2020	8006/Unfred 03/27/20	PD IACP Conf: Unfred	518.22	
001.0000.15.521.40.43.002			3/27/2020	8006/Unfred 03/27/20	PD IACP Conf: Borchardt	518.22	
001.0000.15.521.40.43.001			3/27/2020	8006/Unfred 03/27/20	PD IACP Conf: Unfred	30.00	
<b>92850</b>	<b>4/15/2020</b>	<b>011165</b>		<b>VISA - 8030,</b>			<b>\$2,113.79</b>
001.9999.13.558.70.41.001			3/27/2020	8030/FIN1 03/27/20	ED Video Promo	235.58	
503.0000.04.518.80.35.001			3/27/2020	8030/FIN1 03/27/20	IT Brocade Switch	301.00	
001.0000.03.557.20.49.003			3/27/2020	8030/FIN1 03/27/20	CM GSMC Conf: Grimley	970.00	
001.0000.09.518.10.31.005			3/27/2020	8030/FIN1 03/27/20	HR 03/11 Detective Assessment	150.37	
001.0000.09.518.10.31.005			3/27/2020	8030/FIN1 03/27/20	HR 03/12 Detective Assessment	109.13	
311.0004.21.594.35.41.001			3/27/2020	8030/FIN1 03/27/20	PW Mail: Sewer Avail Notices	339.15	
503.0000.04.518.80.35.030			3/27/2020	8030/FIN1 03/27/20	IT Speaker Wire	8.56	
<b>92851</b>	<b>4/15/2020</b>	<b>011167</b>		<b>VISA - 8055,</b>			<b>\$1,611.45</b>
001.0000.00.231.90.00.005			3/27/2020	8055/Fin3 03/27/20	HR March BD Celebration	102.69	
001.0000.09.518.10.31.001			3/27/2020	8055/Fin3 03/27/20	HR Water	14.66	
001.0000.11.565.10.31.005			3/27/2020	8055/Fin3 03/27/20	PK Promise/CSAB Meeting	153.95	
001.0000.09.518.91.31.009			3/27/2020	8055/Fin3 03/27/20	HR St Pat's Day Celebration	33.90	
192.0000.00.558.60.31.071			3/27/2020	8055/Fin3 03/27/20	SSMP Connect Kit	1,197.44	
192.0000.00.558.60.41.001			3/27/2020	8055/Fin3 03/27/20	SSMP 03/01-04/30 Survey Monkey	108.81	
<b>92852</b>	<b>4/15/2020</b>	<b>011168</b>		<b>VISA - 8063,</b>			<b>\$1,061.96</b>
302.0077.21.595.12.31.005			3/27/2020	8063/Fin 4 03/27/20	PWCP Open House Refreshments	34.33	
302.0135.21.595.12.31.005			3/27/2020	8063/Fin 4 03/27/20	PWCP Open House Refreshments	102.97	
101.0000.21.544.20.49.003			3/27/2020	8063/Fin 4 03/27/20	PWST Flagger Class: Bohannon,	195.00	
001.0000.07.558.60.49.003			3/27/2020	8063/Fin 4 03/27/20	CD WSAPT Spring Conference: Hi	200.00	
001.0000.09.518.91.31.009			3/27/2020	8063/Fin 4 03/27/20	HR Wellness Pie Day Supplies	29.66	
192.0000.00.558.60.49.001			3/27/2020	8063/Fin 4 03/27/20	SSMP Tacoma PC Chamber Dues	500.00	
<b>92853</b>	<b>4/15/2020</b>	<b>011172</b>		<b>VISA - 8105,</b>			<b>\$234.00</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.15.521.26.35.010			3/27/2020	8105/PD2 03/27/20	PD Safety Suppliies	234.00	
<b>92854</b>	<b>4/15/2020</b>	<b>012495</b>		<b>VISA - 8258,</b>			<b>\$650.20</b>
001.0000.09.518.91.31.009			3/27/2020	8258/Fin 6 03/27/20	HR Wellness Decorations, Thank	9.89	
401.0000.41.531.10.49.003			3/27/2020	8258/Fin 6 03/27/20	PWSW Flagger Refresher: Halar,	142.00	
401.0000.41.531.10.49.011			3/27/2020	8258/Fin 6 03/27/20	PWSW Give-aways For 2020 Dog-a	498.31	
<b>92855</b>	<b>4/15/2020</b>	<b>011714</b>		<b>VISA - 8434,</b>			<b>\$417.61</b>
001.0000.15.521.10.31.001			3/27/2020	8434/Nichol 03/27/20	PD Vacuum Cleaner	417.61	
<b>92856</b>	<b>4/15/2020</b>	<b>011177</b>		<b>VISA - 8550,</b>			<b>\$25.21</b>
001.0000.13.558.70.43.005			3/27/2020	8550/Newton 03/27/20	ED Travel Tacoma Mtgs: Newton	6.00	
001.0000.13.558.70.49.004			3/27/2020	8550/Newton 03/27/20	ED 02/28-03/29 Dropbox	13.21	
001.0000.13.558.70.43.005			3/27/2020	8550/Newton 03/27/20	ED EDB Annual Mtg: Newton	6.00	
<b>92857</b>	<b>4/15/2020</b>	<b>011707</b>		<b>VISA - 9465,</b>			<b>\$989.22</b>
001.0000.11.565.10.41.020			3/27/2020	9465/Fairfi 03/27/20	PKHS Yth Summit Supplies	134.04	
001.0000.11.565.10.41.020			3/27/2020	9465/Fairfi 03/27/20	PKHS Yth Summit Supplies	769.00	
001.0000.11.565.10.41.020			3/27/2020	9465/Fairfi 03/27/20	PKHS Yth Summit Supplies	86.18	
<b>92858</b>	<b>4/15/2020</b>	<b>011595</b>		<b>WALTER E NELSON CO,</b>			<b>\$353.09</b>
001.9999.15.525.60.31.001			4/8/2020	754527	PD COVID-19 Supplies	96.48	
502.0000.17.542.65.31.001			4/8/2020	754528	PKFC Supplies	68.78	
001.9999.15.525.60.31.001			4/1/2020	753536	PD COVID-19 Supplies	141.71	
001.9999.15.525.60.31.001			4/3/2020	754053	PD COVID-19 Supplies	46.12	
<b>92859</b>	<b>4/15/2020</b>	<b>000595</b>		<b>WASHINGTON ASSOC OF SHERIFFS,</b>			<b>\$746.50</b>
001.0000.02.523.30.41.001			2/29/2020	EM 2020-00191	MC 02/20 Home Monitoring	746.50	
<b>92860</b>	<b>4/15/2020</b>	<b>000586</b>		<b>WASHINGTON STATE PATROL,</b>			<b>\$420.00</b>
001.0000.15.521.40.49.003			3/13/2020	T2000071	PD EVOC Trng:Devaney	420.00	
<b>92861</b>	<b>4/15/2020</b>	<b>008553</b>		<b>ZONES INC,</b>			<b>\$10,142.57</b>
503.0000.04.518.80.48.003			3/25/2020	K14944970101	IT Traps Antivirus Renewal	8,100.00	
503.0000.04.518.80.48.003			3/25/2020	K14944970101	Sales Tax	801.90	
503.0000.04.518.80.31.001			3/17/2020	K14989930101	IT Fujifilm LTO Ultrium G6 Sto	692.37	
503.0015.04.518.80.35.030			3/19/2020	K14988330101	IT Wireless Keyboard & Mouse C	301.57	
503.0015.04.518.80.35.030			3/27/2020	K14988330102	IT Wireless Keyboard & Mouse C	246.73	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
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**# of Checks Issued      261**

**Total                    \$1,886,583.41**

Voids

(\$500.00) 03/20/2020 Ck 92689

(\$155.00) 04/01/2020 Ck 92684

(\$125.00) 04/01/2020 Ck 92734

**TOTAL                    \$1,885,803.41**



To: Mayor and City Councilmembers  
From: Tho Kraus, Assistant City Manager - Administrative Services  
Through: John J. Caulfield, City Manager  
Date: May 4, 2020  
Subject: Payroll Check Approval

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**Payroll Period(s):** March 16-31, 2020 and April 1-15, 2020

**Total Amount:** \$2,470,596.36

Checks Issued:

Check Numbers: 114220-1141225

Total Amount of Checks Issued: \$34,636.37

Electronic Funds Transfer:

Total Amount of EFT Payments: \$613,023.34

Direct Deposit:

Total Amount of Direct Deposit Payments: \$1,617,753.79

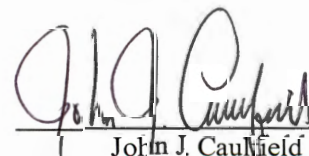
Federal Tax Deposit:

Total Amount of Deposit: \$205,182.86

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 03-16-20 thru 04-15-2020**

**Direct Deposit and ACH in the amount of :** **\$2,435,959.99**  
**Payroll Ck#'s 114220-114225 in the amount of :** **\$34,636.37**  
**Total Payroll Distribution:** **\$2,470,596.36**

**Employee Pay Total by Fund:**

<u>Fund 001 - General</u>	<u>Amount</u>
City Council	\$ 10,100.00
Municipal Court	\$ 64,079.09
City Manager	\$ 29,587.64
Administrative Services	\$ 89,067.61
Legal	\$ 64,476.93
Community and Economic Development	\$ 87,222.86
Parks, Recreation and Community Services	\$ 79,904.67
Police	\$ 999,074.15
Non-Departmental	\$ -
<b>General Fund Total</b>	<b>\$ 1,423,512.95</b>
Fund 101 - Street	\$ 52,877.77
Fund 102 - Real Estate Excise	\$ -
Fund 104 - Hotel / Motel Lodging Tax	\$ -
Fund 105 - Property Abatement/Rental Housing Safety Program	\$ 13,649.98
Fund 180 - Narcotics Seizure	\$ 6,966.72
Fund 181 - Felony Seizure	\$ -
Fund 182 - Federal Seizure	\$ -
Fund 190 - CDBG Grants	\$ 12,213.66
Fund 191 - Neighborhood Stabilization Program	\$ 267.36
Fund 192 - Office of Economic Adjustment/SSMCP	\$ 15,877.00
Fund 195 - Public Safety Grants	\$ 20,085.32
Fund 301 - Parks CIP	\$ 1,650.00
Fund 302 - Transportation CIP	\$ 71,830.08
Fund 311 - Sewer Capital Project	\$ 1,678.13
Fund 401 - Surface Water Management	\$ 44,032.53
Fund 502 - Property Management	\$ 10,109.05
Fund 503 - Information Technology	\$ 23,371.80
Fund 504 - Risk Management	\$ 731.27
<b>Other Funds Total</b>	<b>\$ 275,340.67</b>

<b>Employee Gross Pay Total</b>	<b>\$ 1,698,853.62</b>
<b>Benefits and Deductions:</b>	<b>\$ 771,742.74</b>
<b>Grand Total</b>	<b>\$ 2,470,596.36</b>

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> May 4, 2020	<b>TITLE:</b> 2019 Transportation Benefit District Annual Report	<b>TYPE OF ACTION:</b>  ORDINANCE NO.  RESOLUTION NO.  <u>X</u> MOTION 2020-22  OTHER
<b>REVIEW:</b> April 27, 2020	<b>ATTACHMENTS:</b> <ul style="list-style-type: none"><li>• 2019 TBD Annual Report</li></ul>	

**SUBMITTED BY:** Tho Kraus, Assistant City Manager/Administrative Services

**RECOMMENDATION:**


It is recommended that the City Council approve the 2019 Transportation Benefit District Annual Report.

**DISCUSSION:**

RCW 36.73.160(2) requires Transportation Benefit Districts to issue a separate annual transportation improvement report detailing the district revenues, expenditures and status of all projects, including cost and construction schedules. The report must be made to the public and newspapers of record in the district. The attached report satisfies the requirements of state law.

**ALTERNATIVE(S):** The City Council may deny approval and provide direction for changes to the report.

**FISCAL IMPACT:** N/A

Tho Kraus	
Department Director	City Manager Review





To: Mayor and City Councilmembers  
 From: Tho Kraus, Assistant City Manager/Administrative Services  
 Through: John J. Caulfield, City Manager *John J. Caulfield*  
 Date: May 4, 2020  
 Subject: City of Lakewood Transportation Benefit District 2019 Annual Report

### Report Purpose

This report provides information on the status of the City of Lakewood Transportation Benefit District (“District”) and fulfills the requirements of the State of Washington and the District for an annual report. Below are excerpts from the relevant state law and local documents.

RCW 36.73.160(2): A district shall issue an annual report, indicating the status of transportation improvement costs, transportation improvement expenditures, revenues, and construction schedules, to the public and to newspapers of record in the district.

### Action taken by the City Council

- Adopted the 2018 TBD Annual Report on April 1, 2019

### Next Steps

- Approve the 2019 TBD Annual Report on May 4, 2020 (Consent Agenda)

### Transportation Benefit District Financial Summary

The following table provides a summary of the Transportation Benefit District Fund for fiscal year 2019.

<b>Fund 103 Transportation Benefit District</b>	<b>2019 Estimate</b>	<b>2019 Actual</b>
Revenues:		
\$20 Vehicle License Fee	\$ 814,000	\$ 830,684
Interest Earnings	-	3,447
<b>Total Revenues</b>	<b>\$ 814,000</b>	<b>\$ 834,131</b>
Expenditures (Transfers to Transportation CIP Fund):		
302.0005 Chip Seal Program - Local Access Roads	246,000	246,000
302.0066 Overlay: Custer - Steilacoom to John Dower Road	677,000	677,000
<b>Total Expenditures</b>	<b>\$ 923,000</b>	<b>\$ 923,000</b>
<b>Beginning Fund Balance, January 1</b>	<b>\$ 141,325</b>	<b>\$ 141,325</b>
<b>Ending Fund Balance, December 31</b>	<b>\$ 32,325</b>	<b>\$ 52,456</b>

*Note – The Washington State Department of Licensing (DOL) collects the fees and distributes the net proceeds to the City on a monthly basis. DOL automatically deducts one percent (1%) of the \$20 fee at the time of collection for administration and collections expenses incurred. The administration fee is the maximum amount permitted by RCW 82.80.140.*

## TBD Funded Projects – Revenues, Expenditures & Construction Schedules

The following is an update of TBD funded projects that were completed in 2019 and/or expected to be completed in the near future.

### 302.0005 Chip Seal Program – Local Access Roads

<b>302.0005 Chip Seal Program - Local Access Roads</b>	<b>2019 Actual</b>
Revenues:	
Real Estate Excise Tax	\$ 114,000
TBD \$20 Vehicle License Fee	246,000
<b>Total Revenues</b>	<b>\$ 360,000</b>
Expenditure:	
Capital	342,363
<b>Total Expenditures</b>	<b>\$ 342,363</b>
<b>Beginning Fund Balance, January 1</b>	<b>\$ 66,944</b>
<b>Ending Fund Balance, December 31</b>	<b>\$ 84,581</b>

Note:

*Project savings of \$84,581 is proposed to be rolled over to 2020 to provide additional resources to the 2020 chip seal program.*

The focus of the 2019 chip seal program was on the Lake City area north of Veterans Drive and was completed in 2019. After evaluating funding, Zircon Drive in Oakbrook was added to the chip seal program is also complete as of 2019.

The focus of the 2020 chip seal program will be the area bounded by 108<sup>th</sup> Street to the north and 112<sup>th</sup> Street to the south between Gravelly Lake Drive and Pacific Highway, including streets around Active Park. Originally the plan was to chip seal the area south of Veterans Drive in the Lake City area, however, with the Veterans Drive and possible detours and Lakewood Water Districting replacing mains in this area the City can wait one year. It is anticipated that in 2021 the east side of Lake Louise Drive SW would have an additional patching and chip seal.



*Alameda Ave SW - BEFORE*



*Alameda Ave SW - AFTER*





*Vernon Ave SW – BEFORE*



*Vernon Ave SW - AFTER*





*Edgewood Ave SW – BEFORE*



*Edgewood Ave SW - AFTER*



### 302.0066 Overlay: Custer – Steilacoom to John Dower Road

302.0066 Overlay: Custer - Steilacoom to John Dower Road	2018 Actual	2019 Actual	Total Project
Revenues:			
TBD \$20 Vehicle License Fee	\$ -	\$ 677,000	\$ 677,000
Motor Vehicle Excise Tax	-	-	-
General Fund	-	-	-
Real Estate Excise Tax	-	-	-
SWM Fund	-	8,000	8,000
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 685,000</b>	<b>\$ 685,000</b>
Expenditure:			
Capital	1,563	635,640	637,203
<b>Total Expenditures</b>	<b>\$ 1,563</b>	<b>\$ 635,640</b>	<b>\$ 637,203</b>
<b>Beginning Fund Balance, January 1</b>	<b>\$ -</b>	<b>\$ (1,563)</b>	<b>\$ -</b>
<b>Ending Fund Balance, December 31</b>	<b>\$ (1,563)</b>	<b>\$ 47,797</b>	<b>\$ 47,797</b>

Note:

Project savings of \$47,797 returned to unallocated transportation CIP for allocation to projects proposed in the 2020 Carry Forward Budget Adjustment.

In 2019 PWE implemented project 302.0066 to Overlay Custer Road SW from 88th ST SW to John Dower Road SW. Work consisted of sawcutting, planing, and paving the road surface, repairing storm drain pipe where needed, and installing wiring and cameras for improved signalization. Additional channelizing was conducted along Custer Road to improve traffic flow. This work was completed in the summer of 2019.



Custer & 88<sup>th</sup> – BEFORE





*Custer & 88<sup>th</sup> – IN PROGRESS*



*Custer & 88<sup>th</sup> – AFTER*



To: Mayor and City Councilmembers  
From: Tho Kraus, Assistant City Manager/Administrative Services  
Through: John J. Caulfield, City Manager *John J. Caulfield*  
Date: May 4, 2020  
Subject: Public Hearing - Proposed 2020 Carry Forward Budget Adjustment

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## BACKGROUND

The proposed budget adjustment makes the following types of modification to the current biennium:

- Revise the beginning fund balance by adjusting the estimated amount to reflect the final 2019 ending
- Adjustments to incorporate items previously approved by the City Council;
- Appropriate projects funded by grants and contributions;
- Continuation of capital projects;
- New allocations.

## POTENTIAL ITEMS & OTHER CONSIDERATIONS NOT INCLUDED IN PROPOSED ADJUSTMENT

The following potential items and other considerations are not included in the proposed budget adjustment:

- **I-976.** The budget adjustment eliminates Transportation Benefit District \$20 vehicle license fee revenues and replaces this funding source with primarily REET. It is expected there would be reductions in many of the state accounts associated with transportation funding, including the Multimodal Transportation Account, the Motor Vehicle Account, State Patrol Highway Account, and the Transportation Partnership Account. The City receives multimodal funding and motor vehicle excise tax of approximately \$82,000/year and \$1,285,000/year, respectively, which could be impacted if reductions occur at the state level. The impacts of these reductions is yet to be determined.
- **Transportation Mitigation Fees.** Life-to-date through December 2019 traffic mitigation fees received total \$103,505 and is expected to grow to \$200,000 in the near future according to the City's Assistant City Manager for Community and Economic Development Services. Plan for the use of these moneys is to first to construct a new traffic signal at Avondale and Gravelly Lake Drive to include signal coordination along the Gravelly Lake Drive Corridor. The estimated cost for a new traffic signal in 2020 dollars is roughly \$700,000 and is anticipated to be covered 50% by traffic mitigation funds matched by 50% City funds.
- **Abatement Funds.** Demolition of the QFC building that is under an abatement order and has been declared unsafe by the City's hearing examiner that will require additional abatement funds unless the property owner moves forward with securing a demolition permit to abate. The current estimated cost for the demolition including asbestos removal is \$315,000 and would likely be funded with a combination of available abatement funds and a financial contribution from the General Fund. Once completed, a lien would be placed on the property to ensure the owner reimburses the City of the abatement costs.



- **CED – Library Sites, Continuation / 1-Time.** Project balance of \$209,884 returned to the General Fund. The funds are for City’s contribution towards new library for the purpose of assisting the library securing lending and property purchase.
- **PW – Consulting Services for BUILD Grant, Continuation / 1-Time.** \$50,000 for consultant contract to assist the City in developing materials for the BUILD (Better Utilizing Investments to Leverage Development) Transportation Discretionary Grant Program returned to the General Fund and not appropriated given Congress has not yet approved this program for medium sized cities like Lakewood.
- **Economic Conditions as a result of COVID-19**

There is no doubt that these are unprecedented times for our economy, locally, regionally and nationally. Economic activity continues to weaken across the country, the result of the shutdown of the economy caused by COVID-19. Currently, there is not an end in sight for when the nation’s faltering economy will open back up.

The result has been massive layoffs and furloughs, growing level of unemployment not seen since the Great Depression in the 1930s, a huge slowdown in consumer spending, and uncertain financial markets. Cities and counties throughout the country are feeling the impact of the situation. Lakewood is no exception. How this saga will unfold this year and beyond (e.g., 2021, 2022, 2023) is still unclear, however it is already showing to be very harmful to our local economy and the City’s finances.

Even when the economy begins to improve, it will be some time before our country will return to pre-March 2020 levels. The difficulty for cities may just be beginning, since local government finances tend to lag behind changing economic conditions by 18 months to several years. For this reason, the worse effects of the economic downturn upon local governments may be 2021, and perhaps continue into 2022 and even 2023.

As we look into the future, we are beginning to focus on our recovery and what that will look like, specifically as it relates to City finances that in turn will impact service delivery. Two points to begin. First, we are not going to jump to conclusions without having some type of understanding or empirical data to support our assumptions. Until that information is available, we’ll be relying on our experiences post 9-11 and from the housing crisis from ten years ago as well as other economic downturns going back 30 years, though we already know this downturn will be more severe. And second, a key attribute of the City’s financial successes in recent years are the adopted comprehensive financial policies that provide a vital framework for governance and decision-making, especially in regard to issues that substantively impact the City’s finances. While these policies have served the City very well during our region’s recent economic prosperity, they will also serve as the foundation for the City’s recovery to a more sustainable financial future.

The 2019-2020 Biennial Budget adopted by City Council in November 2018 was prepared and finalized before anyone even knew of COVID-19. Despite this, the budget’s conservative assumptions for revenue growth in 2020 will make our forecast even more conservative as we look out to 2021 and 2022. Because of this conservative approach, the City’s 2019 finances ended in a much stronger position that originally projected.

On March 3, 2020, the City Manager issued a directive to pause all general government expenditures to address the projected decrease in General Fund revenues. As we begin to plan the development of the 2021-2022 Proposed Biennial Budget, priorities will focus on life/health/safety, legal mandates, and City Council goals and priorities. In the meantime, the March 3, 2020 directive will remain in place along with the following other action strategies to mitigate the downturn in our revenue collections for 2020 and into 2021 caused by the impact of COVID-19.

- All current and future vacant positions (regular full-time, regular part-time, limited term, temporary, interns, seasonal) will not be filled for the foreseeable future. There may be exceptions given funding sources, legal mandates and/or reporting requirements.

- All discretionary spending (i.e. supplies, travel, training, overtime, equipment, temporary help, etc.) are on hold indefinitely. Only those expenditures related to basic services (e.g., employee compensation; mandated training & certifications; basic services such as street maintenance, park maintenance, public safety, code enforcement, code compliance, ROW maintenance, street sweeping; and community outreach and information).
- Anything not covered above must be approved in advance after review by the ACM/Administrative Services and City Manager.
- Fleet & equipment, information technology, and property management projects and replacement will only include essential items as well as those that will be completed by December 31, 2020. All other projects and purchases will be considered as part of the development of the 2021-2022 Proposed Biennial Budget dependent upon the state of the economy.
- Transportation, parks and sewer improvement projects will continue as planned for 2020 given these projects are funded with very limited general government funds.
- Excess real estate excise taxes (REET) will be set aside to offset any decrease in 2020 REET collections and to ensure payment of debt service in 2020 and 2021.

In addition to the directive and action strategies outlined above, we will also be reviewing the following options:

- Use of financial reserves or contingency accounts to temporarily maintain services  
Although the City has funds set aside for unanticipated events (\$4.9 million), it may be prudent to hold off on using these dollars at this time; these reserves may be needed in 2021 if the economy does not improve and/or if Congress does not provide the financial assistance currently under consideration for local governments. More importantly, the current economic conditions is likely to create a structural problem in the General Fund, meaning the use of reserves now does not address the ongoing loss of tax revenues. In the meantime, we do have unanticipated fund balances totaling \$3.1 million that can be used to help with revenue shortfalls in 2020. However, the use of these funds will have an impact on funding one-time projects in 2021 and 2022, specifically in support of parks and transportation improvement projects.
- Reduction or elimination of operating programs  
The City will need to consider changes in the delivery of services to include further budget reductions depending on the outcome of the fiscal scenarios as outlined below. Without a federal stimulus bill that provides fiscal assistance to local governments, the City will likely have to reduce and/or eliminate programs.
- Reduction or elimination of capital improvement projects  
The city's capital improvement projects for transportation, parks and sewers are funded primarily with revenue specific funding sources coupled with some limited one-time funds that are dedicated specifically for these types of projects and cannot be used for General Fund operating activities. Although a reduction in transportation and park improvement projects could temporarily save some money in the General Fund, doing so creates a higher cost in the long term because this infrastructure deteriorate at a faster rate as they age. In other words, if we delay or cancel these projects, we will have more expensive projects in the future. In addition, most projects for 2020 have been bid out or are the bid process. It will also eliminate our ability to leverage these resources with state and federal funds to continue to revitalize our basic infrastructure system in support of transportation and parks.

On the federal front, we have been in contact with our federal delegation communicating the projected possible negative economic impact to the City's finances. Recently, the House of Representatives introduced the Coronavirus Community Relief Act (HR 6467), new legislation to provide \$250 billion

in stabilization funds for mid-sized local communities, cities, and towns under 500,000 population across the United States that are struggling amidst the COVID-19 pandemic. Local jurisdictions could use the funds for costs due to COVID-19 during March 1, 2020 to December 30, 2020. “Costs” are defined as “lost revenue, reimbursement for expenses already incurred, and increases in costs reasonably believed to be the direct or indirect result of, or direct or indirect responses to circumstances caused by, the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19).”

Currently, we are developing three financial scenarios specific to impacts to the City’s General Fund:

- 1) Significant economic downturn in 2020 followed by a recovery beginning in early 2021;
- 2) Significant economic downturn in 2020 that continues into 2021 with a recovery beginning in early 2022; and
- 3) Significant economic downturn in 2020 that continues into 2021 and 2022 with a recovery beginning in early 2023.

One challenge cities face is that good strong empirical data on sales tax revenue collections will not be available until later this summer, given the lag in collecting, reporting and distribution by the State.

However, we expect to have these financial scenarios ready in the early to mid-part of May, 2020. We will also want to share with our federal and state delegations. The latter is important because as we have heard from Association of Washington Cities (AWC), we will be asking the Washington State Legislature to not redirect local government monies to balance the State budget as has occurred in the (post 9-11 and housing crisis).

We must remember that this significant and devastating economic downturn was not caused by economic problems; it is the result of a global public health pandemic. The fact is that the economic fundamentals of our national, regional and local economy was quite strong and could recover more quickly than anyone could imagine or it could totally falter, thus our approach to evaluate three options. Also, the \$2.2 trillion CARES Act coupled with another \$500 billion stimulus package (Phase 3.5) represents at least 10% of the total economic output of the annual US economy, which is a huge influx, with more likely to occur.

## **NEXT STEPS**

- Adoption - May 18, 2020 Regular Meeting

## PROPOSED BUDGET AMENDMENTS – SUMMARY

- Increases beginning fund balance by \$18.0M, resulting in a revised estimate of \$39.6M;
- Increases revenues by \$19.0M, resulting in a revised estimate of \$90.8M;
- Increases expenditures by \$34.3M, resulting in a revised estimate of \$111.2M; and
- Increases ending fund balance by \$3.6M, resulting in a revised estimate of \$19.3M.

The table below provides a breakdown of the proposed budget adjustment:

Fund Group	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance		
	Current Budget	Proposed Adjustment	Proposed Revised Budget	Current Budget	Proposed Adjustment	Proposed Revised Budget	Current Budget	Proposed Adjustment	Proposed Revised Budget	Current Budget	Proposed Adjustment	Proposed Revised Budget
<b>Total</b>	\$ 21,632,076	\$ 18,009,257	\$ 39,641,333	\$ 71,812,413	\$ 19,027,419	\$ 90,839,832	\$ 76,862,898	\$ 34,288,080	\$ 111,150,978	\$ 15,735,628	\$ 3,594,559	\$ 19,330,187
General	5,421,605	4,452,445	9,874,050	40,559,871	248,515	40,808,386	41,041,795	1,529,562	42,571,357	5,553,305	2,557,774	8,111,079
Special Revenue	2,481,544	2,834,580	5,316,124	7,213,269	9,384,949	16,598,218	7,273,559	11,700,208	18,973,767	1,181,840	1,758,735	2,940,575
Debt Service	369,751	116,965	486,716	2,515,485	17,730	2,533,215	2,264,562	52,827	2,317,389	627,931	74,611	702,542
Capital Projects	5,708,616	9,594,354	15,302,970	11,885,418	6,908,030	18,793,448	15,075,718	17,535,258	32,610,976	2,417,886	(932,444)	1,485,442
Enterprise	2,518,301	1,787,988	4,306,289	4,103,374	571,840	4,675,214	5,182,512	2,243,865	7,426,377	1,329,147	225,979	1,555,126
Internal Service	5,132,259	(777,075)	4,355,184	5,534,996	1,896,355	7,431,351	6,024,752	1,226,360	7,251,112	4,625,519	(90,096)	4,535,423

## GENERAL FUND ENDING FUND BALANCE

In support of the City's financial integrity, the City Council originally adopted on September 15, 2014, a set of financial policies including fund balance reserves totaling 12% of General/Street O&M Funds operating revenues. With the proposed budget adjustment, the 2020 estimated General/Street O&M Funds ending fund balance of \$8.1M equates to 20% of General/Street O&M Funds operating revenues and is in alignment with the City's financial policies below.

- *2% General Fund Contingency Reserves:* The purpose of this reserve is to accommodate unexpected operational changes, legislative impacts, or other economic events affecting the City's operations which could not have been reasonably anticipated at the time the original budget was prepared. A 2% reserve fund based on 2020 General/Street O&M Funds operating revenues equates to \$821K.
- *5% General Fund Ending Fund Balance Reserves:* The purpose of this reserve is to provide financial stability, cash flow for operations and the assurance that the City will be able to respond to revenue shortfalls with fiscal strength. A 5% reserve fund based on 2020 General/Street O&M Funds operating revenues equates to \$2.05M.
- *5% Strategic Reserves:* The purpose of this reserve is to provide some fiscal means for the City to respond to potential adversities such as public emergencies, natural disasters or similarly major, unanticipated events. A 5% reserve fund based on 2020 General/Street O&M Funds operating revenues equates to \$2.05M.

The composition of the \$8.1M consists of \$4.9M or 12% allocated to General Fund Contingency (2%), General Fund Ending Fund Balance Reserves (5%) and \$3.2M or 8% unreserved set aside for one-time purposes in the upcoming 2021 and 2021 biennium and/or available to assist with the impact of COVID-19.

## **PROPOSED BUDGET AMENDMENTS – DETAILS**

The narrative below provides detailed information on the proposed budget adjustments. A summarized list is included as an attachment to this memo.

### **Fund 001 General**

#### ***LG – STOP Grant, Grant / 1-Time***

Add \$30,313 in 2020 for FY 2019 grant award from the US Department of Justice through the Washington State Department of Commerce. These funds are provided for a part-time office assistant position to provide support on STOP activities that will enhance prosecution's response to adult or teen victims of domestic violence.

#### ***MC – Office of Public Defense Grant, Grant / 1-Time***

Add \$18,164 grant extension received from the Washington State Office of Public Defense (OPD) for public defense improvements. The funds are to be used social work services for public defense attorneys, adding investigator services and public defense attorney training.

#### ***MC - Office of Public Defense Grant, Grant / 1-Time***

Add \$74,000 grant received from the Washington State Office of Public Defense (OPD) for public defense improvements and new expenses in calendar years 2020 and 2021. The amount awarded will be \$74,000 and distributed in two equal sums: one-half for use in 2020 and one-half for use in 2021. The funds are to be used for the following purposes: social work services for the public defense team; interpreter services for attorney-client communications; public defense training; investigation services; and expert witness.

#### ***MC – 2019 Court Cost True Up, Revenue / Ongoing***

Adjust municipal court contract revenues based on 2019 court costs true up using the new 2020 basic fair share model. The current budgeted revenues of \$430,102 is reduced by \$71,213 for a total contract revenue of \$358,889. The 2020 revenues for each jurisdiction is as follows: \$35,565 from City of DuPont; \$72,137 from the Town of Steilacoom; and \$251,187 from City of University Place.

#### ***CED – South Sound Housing Affordability Partners (SSHAP) – New / 1-Time***

Add \$5,000 for contribution in support of South Sound Housing Affordability Partners (SSHAP). SSHAP is a consortium of elected leaders to include Lakewood Mayor Anderson from across Pierce County to address housing affordability.

#### ***CED - WSDOT Relocation / Pacific Highway Redevelopment – Continuation / 1-Time***

Carry forward balance of \$57,108 for Pacific Highway conceptual design and critical pathway development.

#### ***CED – Western State Hospital Impacts Analysis, Continuation / 1-Time***

Carry forward balance of \$14,960 for consultant analysis of the impacts of different potential futures for Western State Hospital.

#### ***CED - Oak Tree Mitigation, Continuation / 1-Time***

Appropriate the balance of \$55,446 for projects that meet certain criteria.

#### ***CED – Business License, Revenue / Ongoing***

Reduce revenue estimate by \$37,475 due to account for the elimination of temporary licenses and reduction in specialty licenses resulting from closure of the Star Light swap meet and Déjà Vu adult entertainment.

#### ***CED – Washington State Department of Commerce Grant, Grant / 1-Time***

Add \$100,000 for Washington State Department of Commerce interagency agreement with the City of Lakewood through Growth Management Services for E2SHB 1923 Grant Program selected actions to increase residential building capacity. Funds will be used to develop the Lakeview Transit Area Subarea Plan. The scope of work includes the following selected actions to increase residential building capacity under RCW 36.70A.600(1): adopting a form-based code in one or more zoning districts that permit residential uses; adopting a subarea plan pursuant to RCW 43.21C.420; and adopting a planned action pursuant to RCW 43.21C.440(1)(b)(22), except that an environmental impact statement pursuant to 43.21C.030 is not required for such an action.

***PK – Night Market, New / Ongoing***

Add \$50,000 for program expenditures (temporary help, professional services, advertising, and operating supplies) to support the new night market at the Colonial Plaza site. It is anticipated that donations and contributions of \$25,000 will offset one-half of the cost.

***PK – Youth Summit, Continuation & New / 1-Time***

Add \$6,660 for Youth Summit. \$5,000 of this request is 2019 human services allocation to Lakewood's Promise for the 2019 youth summit that was not spent and is requested for 2020. The additional \$1,660 is new funding request also for the 2020 youth summit that has tentatively been postponed for later in 2020. \$1,460 is proposed for the What's Up newsletter and other Lakewood's Promise marketing and \$200 is proposed for training related to housing, mental health and preventing homelessness.

***PK – Fiscal Agent for Lakewood's CHOICE, Continuation / 1-Time***

Add \$59,513 representing the balance of the first year's grant. The City of Lakewood was approached by the Washington State Health Care Authority (HCA) to become the fiscal agent for Lakewood's CHOICE (CHOICE), a substance abuse prevention coalition that has been successfully operating in the City for four years. CHOICE's work aligns with the Legacy Plan mission of creating a healthy and vibrant community as well as the goals and strategies of the Human Services division. As a fiscal agent the City would submit monthly reports prepared by CHOICE staff, pay bills and submit grant reimbursement requests. One of the reasons that the City was considered is our sound accounting and financial practices. The contract is for \$110,000 each year for two years. The City would receive an 8% contract administration fee (approximately \$8,906/year) for service. The grant funding period is July 1, 2019 through June 30, 2021.

***PK – Legacy Plan, Continuation / 1-Time***

Add \$5,000 for SEPA requirements, final presentation materials, permits, graphics, maps and real printing of plans for distribution.

***PK – Census Grant, Grant / 1-Time***

Add \$40,000 for 2020 census funded by the State of Washington Office of Financial Management. The purpose of the grant is to educate Washington residents about the 2020 census, mobilize "trusted messengers" within communities to build confidence and support broad participation in the census, support maximum self-response to the 2020 Census, and support cooperation in the Non-Response Follow-Up (NRFU) effort.

***PK – Water Utility Charges, New / Ongoing***

Add \$5,000 for water utility charges to support increased irrigation at new gateways.

***PK – Cemetery Sign Replacement, Grant / 1-Time***

Add \$3,000 for cemetery sign replacement at Fort Steilacoom Park, funded by a state grant from the Department of Archaeology and Historic Preservation. The purpose of the grant is to provide support for the preservation of the historic cemetery in Lakewood and Pierce County.

***PK – Lakewood Multicultural Coalition, New / 1-Time***

Add \$3,000 in support of the Lakewood Multicultural Coalition. The LMCC purpose includes: 1) Convene quarterly forms to provide the opportunity for the diverse elements of the community to collaborate and provide feedback on the direction; 2) provide and electronic newsletter and enhance visibility through social media, Facebook and Instagram; and 3) support you activities and other cultural events. LMCC is organized and operates exclusively to support cultural diversity in the city of Lakewood and the South Sound region through expanding and improving community resources, engaging with existing community organizations, supporting cultural events and festivals in the region and cultivating diverse talent and inclusive leadership for said purposes, with assistance coming from grants, Gifts, scholarships and other funds raised from businesses and individuals, and for other charitable, scientific or educational purposes with the means of the 501 (c) (3) of the Internal Revenue Code, as amended (the "Code") including, but only to the extent consistent with such purpose, the making of distribution to organizations organized and operated exclusively for charitable, scientific or educational purposes and qualifying for example under 501 (C) (3) of the code.

***PD – LMPG Collective Bargaining Implementation, New / Ongoing***

Add \$108,620 to implement the Lakewood Police Management Guild (LPMG) collective bargaining agreement in 2020 for four lieutenant positions. The major provisions of the new agreement are as follows:

- Term of Agreement: Three Years (January 1, 2020 through December 31, 2022).
- A market adjustment the first year and incremental salary increases in the second and third years.
- Annual contribution of up to 100 hours of Paid Time Off (PTO) into a VEBA account.
- Contribution of 65% of PTO balance into VEBA upon retirement.
- Payout of 100% of PTO balance in the event of a duty-related death.
- Contribution of 64 hours pay into VEBA in lieu of management leave.

***PD – Pierce County Sex Offender Residency Verification, Grant / Ongoing***

Add \$7,213 from 2019 grant available for drawdown. The contract runs from 7/1/2019 – 6/30/2020. The purpose of this contract is to aid in the verification of all registered sex offenders' places of residence for level I offenders every twelve months, level II offenders every six months, and level III offenders every three months in Pierce County.

***Internal Service Charges – Fleet & Equipment, Continuation & New / I-Time***

*(See Fund 501 Fleet and Equipment for additional information)*

New:

- \$6,424 Convert Police Vehicle #41411 2016 Dodge Ram to Specialty Vehicle
- \$25,000 Replace Police Vehicle #41040 2008 Trail Blazer
- \$2,500 Replace Equipment #43120 2017 John Deere Mower Z915B Commercial Ztrak
- \$1,000 Replace Portable Stage
- \$7,500 Replace Broom with Collection Bin #43260

***Internal Service Charges – Property Management, New / Ongoing***

*(See Fund 502 Property Management for additional information)*

- \$5,030 Street Sweeping and Stormwater Facility Maintenance at City Hall (accounting change)

***Internal Service Charges - Information Technology, Continuation & New / I-Time***

*(See Fund 503 Information Technology for additional information)*

New:

- \$17,220 Conversion of Information Technology Manager to Chief Information Officer
- \$26,513 Wide Format Printers and Scanner

Continuation

- \$14,027 Fiber Optic Connection at Fort Steilacoom Park
- \$8,019 Website Redesign/Update
- \$17,392 Disaster Recovery
- \$2,713 Disaster Recovery/Co-Location at Police Station
- \$17,505 Computer Replacement
- \$260,880 Document Management System
- \$8,696 Redundant Voice/Data at Police Station
- \$9,000 Fiber Optic Repair at Front Street O&M Shop
- \$6,185 Cloud Enabled Backup Storage
- \$13,043 Multi-Tape Solution for Off-Site Storage
- \$11,418 Security Enhancements
- \$105,000 PALS Permit System
- \$6,749 Network Cybersecurity
- \$9,168 In-Car Cameras

***Internal Service Charges - WCIA Assessment Internal Service Charge, Continuation / Ongoing***  
(See Fund 504 Risk Management for additional information)

- \$23,584 for assessment increases.

***Transfers to CIP – See Capital Projects Funds for Additional Information***

**Parks Capital:**

- \$10,000 to 301.0024 Fort Steilacoom Park Barn Restoration Feasibility Study with Partners for Parks, New / 1-Time
- \$85,000 to 301.0020 Wards Lake Improvements, New / 1-Time

**Sewer Capital:**

- \$27,000 to 311.0005 Maple Street Sewer for Roads Improvement Portion of Project, New / 1-Time

**Fund 101 Street**

***PW – Temporary Help, Continuation / 1-Time***

Add \$5,000 for temporary worker wages for database maintenance. PWE utilizes temporary workers to conduct pavement management ratings every two years (even numbered years) and database maintenance occurs in odd numbered years. The database maintenance that did not occur in 2019 will occur in 2020.

***PW – Non-Motorized Plan, Continuation / 1-Time***

Add \$48,246 to update the current non-motorized plan that was last updated in 2009 and is out of date. The updates needed include relevant policy updates and capital improvement plan.

***Internal Service Charges – Fleet & Equipment, Continuation & New / 1-Time***

(See Fund 501 Fleet and Equipment for additional information)

**New:**

- \$32,000 Replace PK Vehicle #42440 2009 Ford F250
- \$17,400 Speed Radars

***Internal Service Charges – Property Management, Continuation & New / Ongoing***

(See Fund 502 Property Management for additional information)

- \$1,652 Street Sweeping and Stormwater Facility Maintenance
- \$10,000 Salt Bin Cover

***Internal Service Charges - Information Technology, New & Continuation / 1-Time***

(See Fund 503 Information Technology for additional information)

**New:**

- \$1,538 Conversion of Information Technology Manager to Chief Information Officer
- \$8,266 Wide Format Printers and Scanner

**Continuation**

- \$1,554 Disaster Recovery
- \$243 Disaster Recovery/Co-Location at Police Station
- \$1,564 Computer Replacement
- \$23,310 Document Management System
- \$777 Redundant Voice/Data at Police Station
- \$553 Cloud Enabled Backup Storage
- \$1,166 Multi-Tape Solution for Off-Site Storage
- \$1,120 Security Enhancements
- \$603 Network Cybersecurity



***Internal Service Charges - WCIA Assessment Internal Service Charge, New / Ongoing & I-Time***  
(See Fund 504 Risk Management for additional information)

New

- \$15,000 Deductible for 3 Claims for Damaged Guardrails

Continuation

- \$2,106 Assessment Increase

**Fund 102 Real Estate Excise Tax**

***Use of REET to partially replace \$20 Vehicle License Fee for Transportation CIP Projects, New / I-Time***

Transfer a total of \$552,228 to Fund 302 Transportation CIP:

- \$307,543 to 302.0005 Chip Seal – Local Access Roads
- \$244,685 to 302.0080 Overlay: 108<sup>th</sup> Street – Bridgeport Way to Pacific Highway

Additionally, Parks CIP Fund will return \$100,000 in REET funds that was allocated in 2019 for Fort Steilacoom Park Barn Restoration design.

**Fund 103 Transportation Benefit District**

***\$20 Vehicle License Fee, Revenue / Ongoing***

Eliminate the Lakewood Transportation Benefit District and associated \$20 vehicle license fee that was estimated to provide \$814,000 to eligible transportation projects in 2020 and replaces with other sources as follows: \$52,457 from transportation benefit district 2019 ending fund balance; \$552,228 from real estate excise tax 2019 ending fund balance; and \$209,315 from unallocated transportation CIP (from various project savings, interest earnings, miscellaneous revenue). The two projects that were originally budgeted to received TBD funding are: 302.0005 Chip Seal – Local Access Roads in the amount of \$360,000 and 302.0080 Overlay: 108<sup>th</sup> Street – Bridgeport Way to Pacific Highway in the amount of \$454,000.

**Fund 104 Hotel/Motel Lodging Tax**

***Prior Year Capital Grant Balances, Continuation / I-Time***

Add \$311,034 for prior year lodging tax grant awards for capital purposes as follows:

- Parks CIP 301.0003 Harry Todd Park Phase I
- Parks CIP 301.0014 Fort Steilacoom Park South Angle Lane Parking and Trail Improvements

**Fund 105 Property Abatement/Rental Housing Safety Program**

***Property Abatement, Continuation / I-Time***

Add \$570,784 to property abatement funded by 2019 ending fund balance. The property abatement portion of this fund accounts for projects that the City has identified and processed through the abatement program. All revenue and the rightful recovery of those projects, along with all revenues from fees, fines, interest, and other rightful recoveries from those projects are deposited into the program for the purpose of funding additional projects.

### ***Rental Housing Safety Program – Continuation / 1-Time***

Add \$35,033 funded by 2019 ending fund balance. Funds will be used to carry out rental housing safety program as needed which may include some modifications to the rental housing safety program software. As a result of COVID-19, the RHSP team has initiated digital inspections for RHSP sooner than expected.

Draft protocols and procedures have been drafted for digital building inspections, including website content, but these have yet to be implemented. On the information technology side, the city will need to invest in an electronic calendaring system, and a possible business licensing agreement with SKYPE. The implementation dates were contemplated for late second quarter/early third quarter, however this may be pushed back. The costs to implement this program are minimal, and, therefore, not included in this budget adjustment. The rental housing safety program portion of this fund is designed to ensure that all rental housing units comply with the specific life and safety standards and are providing a safe place for tenants to live.

### ***1406 Sales Tax Credit for Affordable Housing Program, New / Ongoing***

Add \$48,849 for affordable housing program funded by 1406 sales tax credit. On March 2, 2020 the City Council approved Ordinance 731 relating to local sales and use tax, authorizing the maximum capacity of the tax authorized under the provisions of Substitute House Bill 1406 for affordable and supporting housing. The revenue to the City is a credit from the state's sales tax. With adoption of this ordinance the City is able to impose the rate of 0.0073%. According to the Department of Revenue, the maximum amount the City may receive is \$97,697 per state fiscal year. The City notified DOR on March 13, 2020. DOR will begin imposing the tax effective May 1, 2020 and the City will receive its first full distribution amount in July 2020 though we may see some funds trickle through in May and June due to early returns begin filed. The affordable housing portion of this fund accounts for the sales tax credit and related affordable housing program costs.

## **Fund 106 Public Art**

### ***Colonial Plaza Art, Continuation / 1-Time***

Add \$100,000 for Colonial Plaza Art.

### ***Support of Arts Commission, Continuation / 1-Time***

The Public Art Fund budget includes \$2,000 per year in 2019 and 2020 in support of arts commission programs. 2019 funds were not spent. The purpose of the carry forward is to combine the 2019 allocation with the 2020 allocation for a total of \$4,000 to be used in 2020 for the new film festival.

### ***Major Public Art Project, New / 1-Time***

Earmark \$40,778 of funds available for major public art, as determined by the City Council.

## **Fund 180 Narcotics Seizure**

### ***Narcotics Seizure, Continuation / 1-Time***

Add \$282,319 funded by 2019 ending fund for balance eligible narcotics seizure related activity. The purpose of this fund is for tracking assets seized as a result of involvement with the illegal sale, possession, or distribution of drugs or controlled substances, and for the purchase of controlled substances or drugs by law enforcement officers or agents, as well as for such other expenses the City determines to be reasonably connected with public safety activity.

## **Fund 181 Felony Seizure**

### ***Felony Seizure, Continuation / 1-Time***

Add \$8,143 funded by 2019 ending fund for balance eligible felony seizure related activity. The purpose of this fund is for tracking assets seized under RCW 10.105.101 and the related expenditures. The state statute authorizes the seizure of assets that have been or was actually employed as an instrumentality in the commission or in the aiding or abetting in the commission of any felony, or which was furnished or was intended to be furnished by any person in the commission of, as a result of, or as a compensation for the commission of, any felony, or which was acquired in whole or in part with the proceeds traceable to the commission of a felony. Funds shall be used exclusively by the City in the expansion and improvement of law enforcement activity; however may not be used to supplant existing funding sources.

## **Fund 182 Federal Seizure**

### ***Federal Seizure, Continuation / 1-Time***

Add \$259,829 funded by 2019 ending fund for balance eligible federal seizure related activity. The purpose of this fund is to track the revenues associated with assets seized as a result the Police Department working in conjunction with federal law enforcement.

The Federal Equity Sharing Guidelines lists the following (funds shall be used to increase or supplement and not be used to replace or supplant):

Permissible Uses: law enforcement investigations; law enforcement training, law enforcement and detention facilities; law enforcement equipment; law enforcement travel and transportation; law enforcement awards and memorials; drug and gang education awareness programs; matching fund for grants; pro rata funding of the law enforcement agency's percentage of costs associated with supporting multi-agency items or facilities; asset accounting and tracking of expenditures of federally shared funds; language assistance services in connection with law enforcement activity; transfers of cash to other law enforcement agencies; support of community-based programs (cash transfers to community-based programs are not permitted); and windfall situations to provide additional support to community –based programs.

Impermissible Uses: Salaries and benefits of permanent law enforcement personnel, except in limited circumstances (i.e. express statutory authorization, overtime of officers and investigators, new positions and temporary or not-to-exceed one year appointments and salary of an officer hired to replace an officer assigned to a task force, specialized programs that generally to not involve traditional law enforcement functions); use of forfeited property by non-law enforcement personnel; payment of education-related costs; uses contrary to the laws of the state or local jurisdiction; non-official government use of shared assets; purchase of food and beverage (except for conference and meals during local operations); extravagant expenditures

## **Fund 190 CDBG**

### ***CDBG, Grant / 1-Time***

Add \$1,914,395 for CDBG grant funds as follows: The adjustment eliminates the original budget estimate of \$560,000 and adds the following:

- \$927,633 for 2020 CDBG Allocation – breakdown:
  - \$596,006 for 2020 CDBG Entitlement Funds
  - \$331,627 for 2020 CDBG HOME Funds
- \$1,546,762 from prior year balances – breakdown:
  - \$81,893 from Administration 2019 Balance
  - \$45,000 from Public Service 2019 Balance
  - \$3,016 from Physical Improvements 2017 Balance
  - \$354 from Physical Improvements 2018 Balance
  - \$215,258 from Physical Improvements 2019 Balance
  - \$7,575 from Housing Programs 2015 Balance
  - \$34,975 from Housing Programs 2017 Balance
  - \$25,000 from Housing Programs 2019 Balance
  - \$201,208 from Major Home & Sewer Repair 2019 Balance
  - \$361,378 from HOME Affordable Housing 2018 Balance
  - \$225,000 from HOME Affordable Housing 2019 Balance
  - \$346,105 from HOME Housing Rehabilitation 2019 Balance

### ***CDBG CARES (Coronavirus Aid, Relief, and Economic Security Act), Grant / 1-Time***

Add \$350,611 for CDBG CARES Act funding for the purpose of providing emergency economic development assistance for small businesses.

## **Fund 191 Neighborhood Stabilization Program**

### ***NSPI, Continuation / 1-Time***

Add \$191,750 in program expenditures funded by 2019 ending fund balance and an increase of \$49,316 in abatement program income and interest. The program provides funding to purchase and redevelop low income, foreclosed and abandoned residential properties and/or structures. Revolving funds are used to pay for program costs. In January 2020, CED met with the Washington State Department of Commerce to close out NSP1 funds. Upon formal written notification of the close-out, if the City has any remaining NSP1 funds after five years of close out date, the City reprogram unspent funds with no restrictions, meaning the City may use the funds for example, for abatements, set up a housing loan program similar to CDBG/HOME but without all of the federal requirements or even put it back to the General Fund.

## **Fund 192 Office of Economic Adjustment/South Sound Military Communities Partnership**

### ***SSMCP Operations, Continuation / Ongoing***

Reduce revenue estimate by \$46,250 and reduce expenditures by \$1,918. The operations budget includes personnel costs for the SSMCP/OEA Program Manager and Program Coordinator positions.

### ***Office of Economic Adjustment Compatible Land Use 3, Grant / 1-Time***

Add \$436,619 to continue carrying out recommendations of the JBLM Joint Land Use Study funded by the Department of Defense.

#### ***North Clear Zone Property Purchase, Grant / 1-Time***

Add \$6,867,698 for the purchase of the Tactical Tailor property in the North Clear Zone adjacent to JBLM (Joint Base Lewis McChord), funded by the following grants:

- \$3,566,565 United States Air Force
- \$953,000 REPI Funds
- \$768,133 WA State Department of Commerce
- \$580,000 Pierce County 2020 Budget Funds
- \$500,000 REPI Anticipated Funds
- \$500,000 WA State Capital Budget Funds

#### **Fund 195 Public Safety Grants**

##### ***Washington Traffic Safety Commission – Impaired Driving Emphasis, Grant / 1-Time***

Add a total of \$9,000 for WTSC Impaired Driving Emphasis grant. No local match is required. The grant provides funding for overtime wages and related benefits for law enforcement personnel to participate in scheduled local and multi-jurisdictional DUI patrols.

##### ***Washington Traffic Safety Commission – Motorcycle, Grant / 1-Time***

Add \$1,800 for remaining grant balance for 2020. No local match is required. The grant provides funding for overtime wages and related benefits for law enforcement personnel to participate in scheduled local motorcycle patrols.

##### ***Emergency Management Planning Grant / 1-Time***

Add \$16,443 for remaining grant balance for period of January 1, 2020 through August 31, 2020. The grant is for the purpose of paying the salary and benefits of an emergency management coordinator in cooperation with West Pierce Fire and Rescue. This grant requires a match which is already budgeted in the General Fund Emergency Management budget in addition to in-kind Assistant Police Chief personnel cost and balance of coordinator's salary.

##### ***Bulletproof Vest Partnership, Grant /1-Time***

Add \$16,404 for remaining grant balance for January 1, 2020 through August 31, 2020. This funding is for armored vests that meet the National Institute of Justice applicable ballistic and stab resistant standards for officers. There is a 50% local match required. This match is already budgeted in the General Fund.

##### ***Washington State Parks Recreational Boating Safety, Grant / 1-Time***

Add \$9,644 for grant period March 1, 2020 –September 30, 2020. This grant provides funding for officer overtime for emphasis patrol, vessel safety inspections, and educational boater safety related activities. This grant has in-kind (such as personnel, maintenance of boats, fuel, trailers, boat house) matching requirements of \$7,040.

##### ***Pierce County – STOP VAWA (Violence Against Women Act) – Grant / 1-Time***

Add a total of \$3,836 for grant. The purpose of this funding is for costs related to training for officers to respond more effectively, identify, and respond to violent crimes that include crimes of sexual assault, domestic violence, stalking and dating violence.

##### ***Washington Association of Sheriffs and Police Chiefs (WASPC), Grant /1-Time***

Add \$21,800 for WASPC grant. This traffic safety grant provides funding for the purchase of four lidar and six radar units. These federal funds support statewide/national safety traffic initiatives, projects and programs.

##### ***US DOJ Justice Assistance Grant – Training Resilience & Adaptive Leaders (TRAIL), Grant /1-Time***

Add \$9,937 for grant period 10/1/16- 9/30/2020. This grant is to provide in- house training to develop and promote officer wellness, safety and resilience.

##### ***Washington State Patrol- Mobile Impaired Driving Unit (MIDU), Contract / 1-Time***

Add \$14,728 for mobile impaired driving unit grant. These funds are for providing a certified Medical Assistant Phlebotomist to work in conjunction with the WSP various locations around the State of Washington.

***US DOJ Justice Assistance Grant – Rifle Noise Suppressors, Grant / 1-Time***

Add \$41,723 grant for period 10/1/18-9/30/2022. This grant is for the purpose of purchasing rifle noise suppressors for patrol rifles.

***Washington Auto Theft Prevention Authority (WAPTA), Grant /1-Time***

Add \$127,800 for WATPA grant. This funding through the City of Federal Way provides for the position of an Auto Crimes Enforcement Task Force Investigators who are assigned to the WAPTA program. There is no local match required. The mission of the WAPTA is to prevent and reduce motor thefts in the State

***Office of Justice Programs Veterans Court, Grant /1-Time***

Add \$37,386 remaining grant balance from 2019 (year 1). This is an enhancement grant for the Veterans Treatment Court and serves Type A non-violent offenders. The total grant amount is \$500,000 and runs through December 31, 2022. In addition to personnel costs, the grant includes travel and training, supplies, and subaward for prosecution, consultant evaluator/information manager, and public defense.

**Fund 202 LID Local Improvement District Debt Service**

***LID Debt Service, Continuation / 1-Time***

Earmark estimated funds totaling \$35,097 for early redemption of bonds and fiscal agent fees for LID 1101 and \$17, 730 for LID 1109 administration costs.

**Fund 301 Parks Capital**

***301.0003 Harry Todd Park Phase II Waterfront, Continuation / 1-Time***

Add \$1,586,337 in project expenditures funded by: RCO/WWRC Water Access of \$539,571 (replaces ALEA grant anticipated of \$500,000); RCO grant of \$416,964; ALEA (Aquatic Lands Enhancement Account) grant of \$500,000; and lodging tax grant of \$181,885.

This budget adjustments results in a life-to-date through 2020 project cost estimate of \$2,999,288 funded by:

- \$539,571 RCO/WWRC Water Access Grant
- \$580,000 RCO Grant
- \$500,000 ALEA Grant
- \$404,474 Sale of Lakeland Property
- \$107,129 General Fund
- \$618,114 REET
- \$200,000 Lodging Tax Grant
- \$50,000 SWM
- \$2,999,288 Total Sources**

***301.0005 Chambers Creek Trail, Continuation / 1-Time***

Add \$200,000 in project expenditures funded by 2019 ending project balance of \$150,000 and SWM of \$50,000 for share of storm drainage related elements.

This budget adjustment results in a life-to-date through 2020 project cost estimate of \$325,000 funded by:

- \$79,591 General Fund
- \$100,000 REET
- \$20,409 Paths & Trails MVET
- \$125,000 SWM
- \$325,000 Total Sources**

### ***301.0006 Gateways, Continuation / 1-Time***

Add \$150,000 in project expenditures funded by lodging tax grant of \$150,000. The two gateways are along the I-5 Corridor near JBLM. The gateways would be built in conjunction with major improvements along the freeway and at the following Lakewood exits: Berkley Exchange and Murray Road.

This budget adjustment results in an annual budget of \$599,000 funded by:

\$150,000 Lodging Tax Grant

\$50,000 Unallocated Parks CIP (various project savings, interest earnings, etc.)

**\$200,000 Total Sources**

### ***301.0014 Fort Steilacoom Park/South Angle Lane Parking and Trail, Continuation / 1-Time***

Add \$1,417,763 in project expenditures funded by FSP Utility and North Angle Lane Improvement project savings of \$51,064; POP (Protect our Pets) commitment of \$5,000; WWRP grant \$448,676; Town of Steilacoom contribution of \$25,000; and lodging tax grant of \$129,149.

This budget adjustment results in a life-to-date through 2020 project cost estimate of \$1,551,064 funded by:

\$5,000 POP (Protect our Pets) Commitment

\$500,000 WWRP Grant

\$25,000 Town of Steilacoom Contribution

\$20,000 Oaktree Mitigation Funds

\$350,000 General Fund

\$390,130 REET

\$209,870 Lodging Tax Grant

\$51,064 FSP Utility and North Angle Lane Improvement Project Savings

**\$1,551,064 Total Sources**

### ***301.0016 Park Equipment Replacement, Continuation / 1-Time***

Add \$27,483 in project expenditures funded by 2019 ending project balance of 27,483.

This budget adjustment results in a life-to-date through 2020 project cost estimate of \$80,000 funded by:

\$40,000 General Fund

\$40,000 REET

**\$80,000 Total Sources**

### ***301.0017 Playground Resurfacing, Continuation / 1-Time***

Add \$2,989 in project expenditures funded by 2019 ending project balance of \$2,989.

This budget adjustment results in a life-to-date through 2020 project cost estimate of \$55,931 funded by:

\$25,931 General Fund

\$30,000 REET

**\$55,931 Total Sources**

### ***301.0018 Project Support, Continuation / 1-Time***

Add \$86,247 in expenditures funded by 2019 ending project balance of \$86,247.

This budget adjustment results in an annual budget of \$136,247 funded by:

\$100,000 General Fund

\$36,247 REET

**\$136,247 Total Sources**

### ***301.0019 Edgewater Dock, Continuation / 1-Time***

Add \$45,083 in project expenditures funded by 2019 ending project balance of \$45,083. This budget adjustment results in a life-to-date through 2020 cost estimate of \$50,000 funded REET.



***301.0020 Wards Lake Improvements, Continuation & New / 1-Time***

Add \$213,277 in expenditures funded by new Conservation Futures Grant of \$102,000, new transfer in from General Fund of \$85,000; and SWM \$56,277 for storm drainage related elements.

This budget adjustment results in a life-to-date through 2020 cost estimate of \$317,000 funded by:

\$102,000 Conservation Futures Grant - New

\$85,000 General Fund

\$30,000 REET

\$100,000 SWM

**\$317,000 Total Sources**

***301.0022 Banners & Brackets Phase II, Continuation / 1-Time***

Add \$8,789 in expenditures funded by 2019 ending project balance of \$8,789. This budget adjustment results in a life-to-date through 2020 cost estimate of \$50,000 funded by General Fund.

***301.0024 Fort Steilacoom Park Barn Restoration Feasibility Study with Partners for Parks, New / 1-Time***

Add \$20,000 in project expenditures funded by unallocated CIP funds (from various project savings, interest earnings, miscellaneous revenue) of \$10,000 and new General Fund of \$10,000. Partners for Parks has committed \$25,000 forwards this study and because of the public benefit of this project, they are requesting \$20,000 from the City to initiate and support this public/private partnership research project.

Additionally, the project also received \$100,000 from REET in 2019 which is being returned to the REET Fund in 2020.

***301.0027 American Lake Improvements (ADA, Playground, Sanican Enclosure), Continuation / 1-Time***

Add \$35,789 in project expenditures funded by new Pierce County Grant of \$35,000 for picnic shelter.

This budget adjustment results in a life-to-date through 2020 cost estimate of \$285,000 funded by:

\$35,000 Pierce County Grant - New

\$250,000 REET

**\$285,000 Total Sources**

***301.0031 Fort Steilacoom Park/Artificial Turf Infields, Continuation / 1-Time***

Add \$1,010,000 in project expenditures funded 2019 ending project balance of \$15,300 and Department of Commerce Grant of \$994,700.

This budget adjustment results in a life-to-date through 2020 cost estimate of \$1,260,000 funded by:

\$994,000 Department of Commerce Grant

\$15,300 General Fund

\$250,000 REET

**\$1,260,000 Total Sources**

***301.0032 Springbrook Park Expansion, Continuation & New/ 1-Time***

Add \$131,616 in project expenditures funded Springbrook Park Acquisition Phase III project savings of \$121,616 and new TPCHD (Tacoma Pierce County Health Department) Grant of \$10,000. The TPCHD grant is for the purpose of purchasing fitness equipment.

This budget adjustment results in a life-to-date through 2020 cost estimate of \$919,616 funded by:

\$788,000 Funds Anticipated – State Legislative Ask

\$10,000 TPCHD Grant

\$121,616 Springbrook Park Acquisition Phase III Project Savings

**\$919,616 Total Sources**



### ***301.0035 Fort Steilacoom Park Pavilion Restroom Improvements***

Add \$157,022 in project expenditures funded 2019 ending project balance of \$61,208 and Fort Steilacoom Park Pavilion Phase I project savings of \$95,814.

This budget adjustment results in a life-to-date through 2020 cost estimate of \$165,814 funded by:

\$70,000 REET  
\$95,814 Fort Steilacoom Park Pavilion Phase I Project Savings  
**\$165,814 Total Sources**

### ***301.0036 Gateways – Service Club Signs***

Add \$22,510 in project expenditures funded 2019 ending project balance of \$22,510.

This budget adjustment results in a life-to-date through 2020 cost estimate of \$25,000 funded by:

\$25,000 General Fund  
**\$25,000 Total Sources**

### ***301.0037 Seeley Lake Resource Conservancy Park Improvements, New / 1-Time***

Add \$150,000 in project expenditures funded by new Pierce County grant of \$100,000 and new transfer in from SWM for storm related elements. The City and County will cooperatively design and construct improvements to the property for the purpose of improving public access and safety, habitat and water quality on the property.

This budget adjustment results in a life-to-date through 2020 cost estimate of \$100,000 funded by:

\$100,000 Pierce County Grant  
\$50,000 SWM  
**\$150,000 Total Sources**

## **Fund 302 Transportation Capital**

### ***302.0001 Personnel, Engineering & Professional Services, New / 1-Time***

Add \$40,000 in expenditures funded by unallocated CIP funds (from various project savings, interest earnings, miscellaneous revenue). The purpose of this budget increase is to better reflect the actual cost of Public Works Engineering performing work under this category. Personnel costs associated with a specific project are included in the specific capital project; however, when not spent, contribute to the overall savings that provide the funding source for this request.

This budget adjustment results in an annual budget of \$599,000 funded by:

\$47,300 Increased Gas Tax  
\$12,400 Multi-Modal Transportation  
\$499,300 General Fund  
**\$599,000 Total Sources**

### ***302.0002 New LED Street Light, Continuation / 1-Time***

Add \$164,257 in project expenditures funded by CDBG grant (\$155,257 project cost + \$9,000 CDBG admin cost).

This budget adjustment results in a life-to-date through 2020 cost estimate of \$1,239,394,000 funded by:

\$330,000 Motor Vehicle Excise Tax  
\$10,000 Multi-Modal Transportation  
\$360,000 General Fund  
\$325,000 REET  
\$186,195 CDBG Grant  
\$28,199 Unallocated CIP (from various project savings, interest earnings, miscellaneous revenue)  
**\$1,239,394 Total Sources**

***302.0004 Minor Capital & Major Maintenance, Continuation / 1-Time***

Add \$119,942 in project expenditures funded by project fund balance, pavement degradation fees, and unallocated Transportation CIP funds (from various project savings, interest earnings and miscellaneous revenue).

This budget adjustment results in an annual budget of \$369,942 funded by:

- \$45,219 Prior Year Project Savings
- \$52,741 Pavement Degradation Fees
- \$190,000 Motor Vehicle Excise Tax
- \$60,000 Multi-Modal Transportation
- \$21,982 Unallocated Transportation CIP (from various project savings, interest earnings, miscellaneous revenue)
- \$369,942 Total Sources**

***302.0005 Chip Seal Program – Local Access Roads, Continuation / 1-Time***

Add \$84,581 in project expenditures funded by project fund balance.

This budget adjustment results in an annual budget of \$444,581 funded by:

- \$84,581 Prior Year Project Savings
- \$307,543 REET
- \$52,457 Transportation Benefit District (from 2019 \$20 VLF balance)
- \$444,581 Total Sources**

***302.0015 Streets: 112<sup>th</sup>/111<sup>th</sup> Bridgeport Way to Kendrick, Continuation & New / 1-Time***

Add \$1,341,312 in project expenditures funded by project fund balance \$31,312, new Sound Transit grant \$1,040,000 and transfer in from SWM fund \$270,000 for storm related elements.

This budget adjustment results in a life-to-date through 2020 cost estimate of \$1,418,678 funded by:

- \$13,414 Port of Tacoma Grant
- \$1,040,000 Sound Transit Grant - New
- \$19,779 Donations & Contributions
- \$3,440 General Fund
- \$12,000 REET
- \$270,000 SWM - New
- \$60,045 Unallocated CIP (from various project savings, interest earnings, miscellaneous revenue)
- \$1,418,678 Total Sources**

***302.0024 Streets: Steilacoom Blvd – Farwest to Phillips Road (Design Only), Continuation / 1-Time***

Add \$610,514 in project expenditures funded by project fund balance \$165,679 and Federal WSDOT \$444,835

This budget adjustment results in a life-to-date through 2020 cost estimate of \$1,533,115 funded by:

- \$1,102,809 Federal WSDOT Grant
- \$134,052 Other/Town of Steilacoom
- \$163,190 General Fund
- \$20,100 REET
- \$15,964 SWM
- \$97,000 Unallocated CIP (from various project savings, interest earnings, miscellaneous revenue)
- \$1,533,115 Total Sources**

***302.0039 Non-Motorized Trail: Gravelly Lake Drive Phase I (112<sup>th</sup> – WA Blvd), Continuation / 1-Time***

Return \$241,840 to SWM Fund. Federal WSDOT grant paid for portion of storm drainage related costs which reduced SWM's contribution. The project is complete as of 2019.

***302.0060 Traffic Signal Replacement: 100<sup>th</sup> & Lakewood Drive, Continuation / 1-Time***

Add \$955,735 in project expenditures funded by project balance \$319,783, unallocated Transportation CIP funds \$551,000 (from various project savings, interest earnings and miscellaneous revenue) and transfer in from SWM for storm related elements \$84,952.

This budget adjustment results in a life-to-date through 2020 cost estimate of \$1,030,860 funded by:

\$1,544 Developer Contributions  
\$317,465 REET  
\$94,000 SWM  
\$617,851 Unallocated CIP (from various project savings, interest earnings, miscellaneous revenue)  
**\$1,030,860 Total Sources**

***302.0064 Streets: 146<sup>th</sup>, 150<sup>th</sup>, & Spring Street Local Improvement District, Continuation / 1-Time***

Add \$919,641 in expenditures funded by GO Bond proceeds to reimbursement the Fleet & Equipment Fund for interim financing \$880,204 and related debt issuance and administration costs \$39,437.

***302.0119 Sidewalks: Lakewood Drive – Steilacoom Blvd to Flett Creek, New / 1-Time***

Add \$1,038,328 in project expenditures funded by unallocated Transportation CIP funds \$229,500 (from various project savings, interest earnings and miscellaneous revenue), state TIB grant \$539,132 (\$804 spent in 2019) and transfer in from SWM for storm related elements \$270,500.

This budget adjustment results in a life-to-date through 2020 cost estimate of \$1,040,000 funded by:

\$540,000 State TIB Grant  
\$270,500 SWM  
\$229,500 Unallocated CIP (from various project savings, interest earnings, miscellaneous revenue)  
**\$1,040,000 Total Sources**

***302.0134 Sidewalks: Veterans Drive – Gravelly Lake Drive to American Lake Park, Continuation / 1-Time***

Add \$2,018,554 in project expenditures funded by project balance \$2,130,085 offset by reduction in general obligation bonds \$1,804,730 due to timing of issuance (2019 instead of 2020) and federal WSDOT Connecting Washington Grant \$1,730,000.

This budget adjustment results in a life-to-date through 2020 cost estimate of \$7,615,305 funded by:

\$2,000,000 Federal WSDOT Grant  
\$4,361,300 General Obligation Bonds  
\$154,639 Developer Contributions/Donations  
\$12,700 General Fund  
\$1,086,666 SWM  
**\$7,615,305 Total Sources**

***302.0135 Streets: WA Blvd & Edgewood Drive (North Fort to Gravelly Lake Drive, Continuation / 1-Time***

Add \$1,149,338 in project expenditures funded by project balance of \$383,232, general obligation bonds \$426,300 and transfer in from SWM for storm related elements \$322,000.

The budget adjustment results in a life-to-date through 2020 cost estimate of \$1,149,338 funded by:

\$784,270 General Obligation Bonds  
\$322,000 SWM  
\$43,068 REET  
**\$1,149,338 Total Sources**

***302.0137 Streets: Steilacoom Boulevard/88<sup>th</sup> (Weller to Custer Road), Continuation / 1-Time***

Add \$2,787,668 in project expenditures funded by project balance of \$721,058, federal WSDOT grant \$747,000, general obligation bonds \$1,082,430 and transfer in from SWM for storm related elements \$79,674.

The budget adjustment results in a life-to-date through 2020 cost estimate of \$2,787,668 funded by:

\$747,000 Federal WSDOT Grant  
\$1,082,430 General Obligation Bonds  
\$156,000 SWM  
\$71,238 General Fund  
\$269,494 REET  
\$461,506 Transportation Benefit District  
**\$2,787,688 Total Sources**

***302.0138 Sidewalks: Onyx Drive SW – 89<sup>th</sup> to 97<sup>th</sup> and Garnet to Phillips, Continuation / 1-Time***

Add \$533,622 in project expenditures funded by project balance of \$3,517,662 and reduction in general obligation bonds \$2,984,000 (issued in 2019).

The budget adjustment results in a life-to-date through 2020 cost estimate of \$5,528,991 funded by:

\$4,492,000 General Obligation Bonds  
\$749,149 SWM  
\$287,842 REET  
**\$5,528,991 Total Sources**

**Fund 311 Sewer Capital Projects**

***311.0002 Side Sewer Capital Improvement Projects, Continuation / 1-Time***

Add \$145,519 in project expenditures funded by project balance of \$145,519.

The budget adjustment results in a life-to-date through 2020 cost estimate of \$5,528,991 funded by:

\$208,000 Sewer 4.75% Surcharges  
**\$208,000 Total Sources**

***311.0003 North Thorne Lane Sewer Extension, Continuation / 1-Time***

Add \$15,910 in project expenditures funded by project balance of \$15,910.

The budget adjustment results in a life-to-date through 2020 cost estimate of \$1,419,000 funded by:

\$450,000 Pierce County Interlocal Grant  
\$934,000 Sewer 4.75% Surcharge  
\$35,000 Sewer Availability Charge  
**\$1,419,000 Total Sources**

***311.0005 Maple Street Sewer, New / 1-Time***

Add \$573,905 in project expenditures funded by sewer funds of \$538,905, general fund of \$27,000 for road improvements and SWM of \$8,000 for storm related element of this project.

The budget adjustment results in a life-to-date through 2020 cost estimate of \$606,905 funded by:

\$571,905 Sewer – New Portion \$538,905  
\$27,000 General Fund - New  
\$8,000 SWM - New  
**\$606,905 Total Sources**

The contributions from the General and SWM Funds provide for design and survey of road improvements and storm related elements of the project. An estimated additional \$505,000 (\$418,000 for road improvements and \$87,000 for storm drainage) will be needed to complete construction with funding source to be determined at a later date.

### ***311.0013 Fort Steilacoom Park Sewer Extension, Continuation / 1-Time***

Add \$227,000 in project expenditures funded by project balance of \$77,000 and Pierce County Sewer Program Grant of \$75,000.

The budget adjustment results in a life-to-date through 2020 cost estimate of \$227,000 funded by:

\$75,000 Pierce County Sewer Program Grant  
\$152,000 Sewer Availability Charge  
**\$227,000 Total Sources**

## **Fund 401 Surface Water Management**

### ***Transfers to Parks CIP, Continuation & New / 1-Time***

- \$50,000 to 301.0005 Chambers Creek Trail, Continuation / 1-Time
- \$50,000 to 301.0037 Seeley Lake Improvements, New / 1-Time

### ***Transfers to Transportation CIP, Continuation & New / 1-Time***

- \$270,000 to 302.0015 111th/112th (Bridgeport to Kendrick), New / 1-Time
- \$270,500 to 302.0119 Sidewalks: Lakewood Dr - GLD to American Lake Park, New / 1-Time
- \$322,000 to 302.0135 Streets: WA Blvd and Edgewood Drive (North Fort to GLD), New / 1-Time
- \$79,674 to 302.0137 Streets: Steilacoom Blvd/88th (Weller to Custer Rd), Continuation / 1-Time
- \$84,952 to 302.0060 Traffic Signal at 100<sup>th</sup>, Continuation / 1-Time
- (\$55,000) Eliminate 302.0053 123<sup>rd</sup> St SW – Bridgeport Way to 47<sup>th</sup> Ave SW, Continuation / 1-Time

### ***Transfers to Sewer CIP, New / 1-Time***

- \$8,000 to 311.0005 Maple Street Sewer, New / 1-Time

### ***401.0008 Outfall Retrofit CIP, Continuation & New / 1-Time***

Add \$547,787 in project expenditures funded by project balance of \$227,787 and new SWM funds of \$320,000. The budget adjustment results in a life-to-date through 2020 cost estimate of \$620,000 funded SWM.

This project was created as part of the 2015/2016 budget to install water quality vaults hear the ends of pipes that discharge stormwater to Lake Louise, Carp Lake, and Flett Creek. At that time, an estimated cost to design and construction was \$300,000. Public Works Engineering (PWE) recently completed the design efforts and determined there was a significant shortfall in funding. Based on site investigations, the water quality vaults envisioned were not feasible at all locations and/or did nothing to improve water quality discharges per the needs of the water body. Using more advanced analysis and design options, PWE proposes installing different water quality devises to address the needs of the water bodies. Coupled with increased construction costs (updating 2016 costs to 2020), the shortfall is \$320,000.

### ***401.0012 Outfall Retrofit Feasibility CIP, Continuation / 1-Time***

Add \$60,000 in project expenditures funded by project balance. The budget adjustment results in a life-to-date through 2020 cost estimate of \$60,000 funded by SWM.

### ***401.0015 Oakbrook Outfall Retrofits CIP, Continuation / 1-Time***

Add \$24,196 in project expenditures funded by project balance. The budget adjustment results in a life-to-date through 2020 cost estimate of \$250,000 funded by SWM.

### ***401.0017 American Lake Integrated Aquatic Vegetation CIP, Continuation / 1-Time***

Add \$510 in project expenditures funded by project balance. The budget adjustment results in a life-to-date through 2020 cost estimate of \$27,658 funded by SWM of \$10,000 and Department of Ecology Grant of \$17,658. The contractor has stated he will do a second treatment where needed at no additional cost. The \$510 is for personnel cost associated with managing this project.

#### ***401.0018 Waughop Lake Treatment CIP, Continuation / 1-Time***

Add \$410,463 in project expenditures funded by project balance of \$80,463, Department of Ecology Grant of \$50,000 and Pierce County Flood Control Zone Opportunity Fund of \$280,000.

The budget adjustment results in a life-to-date through 2020 cost estimate of \$430,000 funded by:

\$100,000 SWM

\$50,000 Department of Ecology Grant

\$280,000 Pierce County Flood Control Zone Opportunity Fund

**\$430,000 Total Sources**

#### ***Supplies/Maintenance Support – New / Ongoing***

Add \$4,600 for additional supplies and materials to support five additional SWM projects in beginning in 2020. The materials will include up to four basins and a lot of rock. The following are locations of the five additional SWM projects:

- 8409 Tuckaway Drive SW
- 10202 105<sup>th</sup> Street Ct SW
- 5915 99<sup>th</sup> Street SW
- 3315-3341 92<sup>nd</sup> Street South
- 6434 & 6439 Wildaire Road SW

#### ***Street Sweeping and Storm System Maintenance – New / Ongoing***

Add \$86,300 for street sweeping services based on the latest bid award which includes some new services for Souder Station parking garage, three parks (Fort Steilacoom Park, Harry Todd, and American Lake Park) and Colonial Plaza as well as overall as overall coverage and cost increases.

#### ***Internal Service Charges – Property Management, New / Ongoing***

(See Fund 502 Property Management for additional information)

- \$918 Facilities Street Sweeping and System Maintenance, New (accounting change) / Ongoing

#### ***Internal Service Charges – Information Technology, New & Continuation / 1-Time***

(See Fund 503 Information Technology for additional information)

##### New

- \$1,042 Conversion of Information Technology Manager to Chief Information Officer
- \$5,609 Wide Format Printers and Scanner

##### Continuation / 1-Time

- \$1,054 for Disaster Recovery
- \$164 for Disaster Recovery/Co-Location at Police Station
- \$1,061 for Computer Replacement
- \$15,810 for Document Management System
- \$527 for Redundant Voice/Data at Police Station
- \$375 for Cloud Enabled Backup Storage
- \$791 for Multi-Drive Tape Solution for Off-site Storage
- \$692 for Security Enhancements
- \$409 for Network Cybersecurity

#### ***Internal Service Charges – Risk Management, Continuation / Ongoing***

(See Fund 504 Risk Management for additional information)

- \$1,430 for WCIA Annual Assessment Increase

## **Fund 501 Fleet & Equipment**

### ***PW Speed Radar Trailers, New / 1-Time***

Replace two existing radar speed trailers #42990 and #40180 at a cost of \$14,200 funded replacement reserves. Purchase three new radar speed trailers at a total cost of \$17,400. Ongoing annual impact is \$2,500 for m&o and \$4,514 for replacement reserves. PW Department submitted a \$17,500 risk mitigation grant request to WCIA for portable speed readers and has not heard back on the status of the grant as of this report date. For budgeting purposes, the request is to fund the entire purchase through accumulated replacement reserves and general fund. If awarded, the grant will reduce the City's cost. Risk mitigation: Using portable speed radar signs that only weigh approximately 30 pounds reduces the risk of back injury compared to moving around a heavy trailer mounted radar speed sign unit. Additionally, the installation of portable units at suitable locations not constrained by site conditions such as the trailer mounted unit reduces exposure of city staff to potential injury by passing cars. A common program is vehicle impacts to city street lights and other infrastructure. Having the ability to move these speed radar signs around the city quickly and efficiently will enable the City to address speeding issues rapidly and reduce the risk of collision. Cleanup of collisions often puts city staff at risk as they are now working in the right-of-way, often with vehicles passing in close proximity. Reduce collisions with City assets further reduces our claims.

### ***PW/O&M Vehicle #42440, Continuation / 1-Time***

Add \$70,000 for the replacement of this 2009 Ford F250, funded by replacement reserves and capital contribution. This was previously approved in 2019 but was not purchased in 2019.

### ***PK Replace Portable Stage #42870, Continuation / 1-Time***

Add \$9,000 in 2020 for the replacement of portable stage #42870. This was previously approved in 2018.

### ***PK Broom with Collection Bin #43260, Continuation / 1-Time***

Add \$7,500 for a broom with collection skid to support operation and maintenance services. This was previously approved in 2019 but was not purchased in 2019.

### ***PK Field Rake #43120, Continuation / 1-Time***

Add \$9,000 in 2020 for the replacement of a John Deere Field Rake #43120. This was previously approved in 2019 but was not purchased in 2019.

### ***PD Replace Vehicle #40610 Continuation / 1-Time***

Add \$30,000 for the replacement of the current 2009 Ford F150 assigned to CIU. This was previously approved in 2019 but was not purchased in 2019.

### ***PD Convert to Specialty Vehicle #41441, New / 1-Time***

Add \$25,000 to convert a 2016 Dodge Ram to a specialty unit for CIU, funded by replacement reserves.

### ***PD Replace Vehicle #41041, Continuation / 1-Time***

Add \$39,000 for the replacement of this 2008 Trail Blazer. This was previously approved in 2019 but not purchased in 2019.

### ***PD Totaled Vehicle #40371, Continuation / 1-Time***

This vehicle was involved in a collision and has been declared a total loss by WCIA in 2019. The budget request of \$57,000 was previously approved in 2019 but not purchased in 2019.

### ***PD Totaled Vehicle #40241, New / 1-Time***

Add \$58,600 to replace this vehicle that was involved in a collision in 2019 and has been declared a total loss by WCIA. The funding source is WCIA insurance proceeds.

### ***PD PIT Equipment for Training Vehicle, New / 1-Time***

Add \$5,000 for the purchase and installation PIT (Pursuit Immobilization Technique) equipment, funded by General Fund. The current sedan training vehicle will be replaced with a newer one that was scheduled to be surplus. Vehicles that are scheduled for surplus may be used to replace older vehicles (with the older vehicle then being the vehicle that gets surplus).



***PD Replace Vehicle #40430, New / 1-Time***

Add \$24,000 for the replacement of this 2008 Ford ½ ton truck, funded by replacement reserves.

**Fund 502 Property Management**

***502.0010 FSP O&M HVAC Replacement, Continuation / 1-Time***

Add project balance of \$11,859 funded by reserves.

***502.0011 FSP LED Lighting Conversion / 1-Time***

Add project balance of \$30,074 funded by reserves.

***502.0028 Police Station Generator Plug In, Continuation / 1-Time***

Add project balance of \$10,000 funded by reserves.

***502.0029 Salt Bin Cover, Continuation / 1-Time***

Add project balance of \$10,000.

***City Hall Street Sweeping and Storm System Maintenance, New (accounting change) / Ongoing***

Add \$7,600 for street sweeping and storm maintenance at City Hall. As City Hall is a stand-alone facility and not part of the MS4 (Municipal Separate Storm Sewer System) system, these charges should be accounted for as property management expenditures.

**Fund 503 Information Technology**

***Conversion of IT Manager to CIO, New / Ongoing***

Add \$19,800 for conversion of the Information Technology Manager position to Chief Information Officer. This conversion occurred January 2020. The CIO position reflects the actual responsibilities of this position which includes being in charge of the information technology strategy and overall computer systems and processes required to support the City Council's goals and objectives as well as directly responsible for all IT personnel.

***503.0002 PK – Fiber Optic Connection at FSP O&M, Continuation / 1-Time***

Add \$14,027 to continue adding network connections at Fort Steilacoom Park.

***503.0005 Website Update/Redesign, Continuation / 1-Time***

Add \$8,019 to continue updating and maintaining the City's website.

***503.0006 Disaster Recovery & Business Continuity Plan, Continuation / 1-Time***

Add \$20,000 for creation of comprehensive documentation, policies and procedures in regards to disaster recovery processes related to information technology.

***503.0012 Disaster Recovery/Co-Location Police, Continuation / 1-Time***

Add \$3,120 to continue incorporating both the primary and secondary data centers.

***503.0015 Computer Replacement, Continuation / 1-Time***

Add \$20,131 to continue the 4-year computer refresh program and will be used as needed to update the City's computers.

***503.0018 Document Management System, Continuation / 1-Time***

Add \$300,000 to implement project. In January of 2019, the Information Technology Division received numerous responses to the document management RFP posted on the city's website. Staff have reviewed submissions to determine which proposals meet the needs of the city and were ready to schedule demos and presentations by the vendors. Due to the critical nature of the PALS permitting system project, this was placed on hold until the 2<sup>nd</sup> quarter of 2020 to allow staff to focus on one major project at a time to ensure smooth implementation with little to no errors.



***503.0025 Redundant Voice/Data at Police Station, Continuation / 1-Time***

Add \$10,000 to continue implementation. This project is dependent on co-location as the plan will incorporate both the primary and secondary data centers. Switches need to be installed at the police station which will allow the IT Division to look at third party solutions for redundant voice/data circuits.

***503.0028 CED – PALS Permit System, Continuation / 1-Time***

Add \$105,000 for new PALS Permit System. 1-time costs are roughly estimated at \$80,000 and is partially funded by accumulated technology fees of \$68,050. The other \$25,000 is from the 2019 adopted budget allocation for a consultant to evaluate permit system needs. A consultant was not used and the request is to add the consultant funds to the potential 1-time cost.

***503.0030 PK – O&M at Front Street Fiber Repair, Continuation / 1-Time***

Add \$9,000 for fiber repair. Fiber connectivity offers significant reliability advantages over copper internet connections due to the fact that fiber is much stronger than copper. It is also not susceptible to inclement weather conditions, which can damage or stall data transmissions over copper cabling. Fiber is many times faster than copper internet connections. This project will install new and repairs fiber connections to the O&M Facility at Front Street directly connecting the facility to both the primary and secondary data centers. This will provide a direct high-speed connection while also eliminating the Comcast business circuit currently installed at O&M along with legacy networking hardware.

***503.0033 Cloud Enabled Backup Storage, Continuation / 1-Time***

Add \$7,113 to continue implementing a cloud storage that will provide the City of Lakewood with a robust scalable, reliable & cloud enabled backup appliance. This solution will drastically reduce the amount of time daily, weekly and monthly backups need to complete. The appliance reduces the amount of disk storage needed to retain and protect data by ratios of 10-55x and greater. Scale up to 150 PB of storage capacity managed by a single system. With throughput up to 68 TB/Hour, the system makes it possible to complete more backups in less time and provide faster, more reliable restores in the event of a disaster or recovery process is needed.

***503.0034 Multi Drive Tape Solution for Off-site Storage, Continuation / 1-Time***

Add \$15,000 to implement the project which will work in conjunction with the Storage Solution providing a reliable means to ensure data is written to tape and stored offsite to meet retention policies.

***503.0035 Security Enhancements, Continuation / 1-Time***

Add \$13,130 to continue providing additional security solutions to ensure ingress and egress points are protected from both internal and external threats.

***503.0037 Network Cybersecurity, Continuation / 1-Time***

Add \$7,761 to continue implementing additional software and hardware solutions that protect the city's infrastructure from increased potential cyber-attacks both internal and external.

***503.0040 Replace Wide Format Printer & Scanner, New / 1-Time***

Add \$40,388 for the replacement of two wide-format printers which are and one KIP unit that is used to scan large wide-format prints. The City Council approved this request in January 2020.

***503.0027 In-Car Cameras, Continuation / 1-Time***

Add \$9,168 for hardware and installation costs associated with mounting of Cradlepoint devices on 20 police replacement vehicles that will need to be retrofitted.

## **Fund 504 Risk Management**

### ***WCIA Assessment – New / Ongoing***

Add \$27,120 for WCIA assessment increase for a total annual assessment of \$1,438,795 in 2020. According to WCIA, the increase in property insurance is due to many factors including the members' loss experience, global insurance market, and a carrier's individual financial capacity to absorb losses. The insurance industry pricing is cyclical and WCIA has benefitted from zero to moderate rate increases in recent years. Unfortunately, the zero to single digit rate increase cycle has ended. WCIA experienced an overall 10% rate increase from 2014 to 2018 with rates increasing an average 2% annually. In 2019, WCIA's property insurance rate increased by 13% and in 2020 WCIA's rate more than tripled with a 43% increase.

### ***Claims – New / 1-Time***

Add \$46,750 for the replacement of three street light poles damaged as a result of motor vehicle collisions. The cost is partially funded by insurance recoveries of \$31,750. The City is responsible for the \$15,000 deductible (\$5,000 per claim).

### ***Transfers Insurance Proceeds, Continuation / 1-Time***

Add \$57,000 for transfer of insurance proceeds to replace police vehicle #40371.

### ***Transfers Insurance Proceeds, Continuation / 1-Time***

Add \$58,600 for transfer of insurance proceeds to replace police vehicle #40241.

**2020 Carry Forward Budget Adjustment  
Summary of Proposed Requests**

	Adjustment Type	Ongoing/ 1-Time	Year 2020	
			Revenue	Expenditure
<b>Grand Total - All Funds</b>			<b>\$19,027,419</b>	<b>\$ 34,288,078</b>
<b>Total - Fund 001 General</b>			<b>\$ 248,515</b>	<b>\$ 1,529,560</b>
LG - STOP VAWA (Violence Against Women Act) Grant	Grant	1-Time	30,313	30,313
MC - 2019 OPD (Office of Public Defense) Grant	Grant	1-Time	18,164	18,164
MC - 2020 OPD (Office of Public Defense) Grant	Grant	1-Time	74,000	74,000
MC - 2019 Court Cost True Up - City of DuPont	New	Ongoing	(85,940)	-
MC - 2019 Court Cost True Up - Town of Steilacoom	New	Ongoing	(83,139)	-
MC - 2019 Court Cost True Up - City of University Place	New	Ongoing	97,866	-
CED - Contribution to South Sound Housing Affordability Partners (SSHAP)	New	1-Time	-	5,000
CED - WSDOT Relocation & Redevelopment	Continuation	1-Time	-	57,108
CED - Western State Hospital Impacts Analysis	Continuation	1-Time	-	14,960
CED - Oak Tree Mitigation - Balance	Continuation	1-Time	-	55,446
CED - Business License Revenue	Revenue	Ongoing	(37,475)	-
CED - Washington State Department of Commerce Grant E2SHB 1923 Increase Residential Building Capacity	Grant	1-Time	100,000	100,000
PRCS - Night Market	New	Ongoing	25,000	50,000
PRCS - Youth Summit	New	1-Time	-	6,660
PRCS - 2019 CHOICE Grant Balance	Continuation	1-Time	59,513	59,513
PRCS - Legacy Plan	Continuation	1-Time	-	5,000
PRCS - Census Grant	Grant	1-Time	40,000	40,000
PRCS - Water Utility Charges	New	Ongoing	-	5,000
PRCS - Cemetery Grant for Fort Steilacoom Park Sign Replacement	Grant	1-Time	3,000	3,000
PRCS - Lakewood Multicultural Coalition (LMCC)	New	1-Time	-	3,000
PD - LMPG Collective Bargaining Implementation	New	Ongoing	-	108,620
PD - Pierce County Sex Offender Residency Verification	Grant	Ongoing	7,213	-
Internal Service Charge - Convert Police Vehicle #41411 2016 Dodge Ram to Specialty Vehicle	New	1-Time	-	6,424
Internal Service Charge - Replace Police Vehicle #41040 2008 Trail Blazer	Continuation	1-Time	-	25,000
Internal Service Charge - Replace Equipment #43120 2017 John Deere Mower Z915B Commercial Ztrak	New	1-Time	-	2,500
Internal Service Charge - Replace Portable Stage	Continuation	1-Time	-	1,000
Internal Service Charge - Replace Broom with Collection Bin #43260	Continuation	1-Time	-	7,500
Internal Service Charge - Street Sweeping & Stormwater Facility Maintenance at City Hall	New	Ongoing	-	5,030
Internal Service Charge - Fiber Optic Connection at Fort Steilacoom Park	Continuation	1-Time	-	14,027
Internal Service Charge - Conversion of Information Technology Manager to Chief Information Officer	New	Ongoing	-	17,220
Internal Service Charge - Website Redesign/Update	Continuation	1-Time	-	8,019
Internal Service Charge - Disaster Recovery	Continuation	1-Time	-	17,392
Internal Service Charge - Disaster Recovery/Co-Location at Police Station	Continuation	1-Time	-	2,713
Internal Service Charge - Computer Replacement	Continuation	1-Time	-	17,505
Internal Service Charge - Document Management System	Continuation	1-Time	-	260,880
Internal Service Charge - Redundant Voice/Data at Police Station	Continuation	1-Time	-	8,696

**2020 Carry Forward Budget Adjustment  
Summary of Proposed Requests**

	Adjustment Type	Ongoing/ 1-Time	Year 2020	
			Revenue	Expenditure
Internal Service Charge - Fiber Optic Repair at Front Street O&M Shop	Continuation	1-Time	-	9,000
Internal Service Charge - Cloud Enabled Backup Storage	Continuation	1-Time	-	6,185
Internal Service Charge - Multi-Tape Solution for Off-Site Storage	Continuation	1-Time	-	13,043
Internal Service Charge - Security Enhancements	Continuation	1-Time	-	11,418
Internal Service Charge - PALS Permit System	Continuation	1-Time	-	105,000
Internal Service Charge - Network Cybersecurity	Continuation	1-Time	-	6,749
Internal Service Charge - Wide Format Printers and Scanner	New	1-Time	-	26,513
Internal Service Charge - In-Car Cameras	Continuation	1-Time	-	9,168
Internal Service Charge - WCIA Annual Assessment	Continuation	1-Time	-	23,584
Transfer to Parks CIP - 301.0024 Fort Steilacoom Park Barn Restoration Feasibility Study	New	1-Time	-	10,000
Transfer to Parks CIP - 301.0020 Wards Lake Improvements	New	1-Time	-	85,000
Transfer to Sewer CIP - 311.0005 Maple Street Sewer for Road Improvements	New	1-Time	-	27,000
General/Street Fund Subsidy	Continuation	1-Time	-	134,302
General/Street Fund Subsidy	New	1-Time	-	32,400
General/Street Fund Subsidy	Continuation	Ongoing	-	508
<b>Total - Special Revenue Funds</b>			<b>\$ 9,402,679</b>	<b>\$ 11,753,036</b>
<b>Total - Fund 101 Street O&amp;M</b>			<b>\$ 167,210</b>	<b>\$ 171,998</b>
PW - Temporary Help for Database Maintenance	Continuation	1-Time	5,000	5,000
PW - Non-Motorized Plan	Continuation	1-Time	48,246	48,246
Internal Service Charge - Replace PK Vehicle #42440 2009 Ford F250	Continuation	1-Time	32,000	32,000
Internal Service Charge - Speed Radars	New	1-Time	17,400	17,400
Internal Service Charge - Salt Bin Cover	Continuation	1-Time	10,000	10,000
Internal Service Charge - Street Sweeping and Stormwater Facility Maintenance at City Hall	Continuation	1-Time	1,652	1,652
Internal Service Charge - Conversion of Information Technology Manager to Chief Information Officer	New	Ongoing	1,538	1,538
Internal Service Charge - Disaster Recovery	Continuation	1-Time	1,554	1,554
Internal Service Charge - Disaster Recovery/Co-Location at Police Station	Continuation	1-Time	243	243
Internal Service Charge - Computer Replacement	Continuation	1-Time	1,564	1,564
Internal Service Charge - Document Management System	Continuation	1-Time	23,310	23,310
Internal Service Charge - Redundant Voice/Data at Police Station	Continuation	1-Time	777	777
Internal Service Charge - Cloud Enabled Backup Storage	Continuation	1-Time	553	553
Internal Service Charge - Multi-Drive Tape Solution for Off-Site Storage	Continuation	1-Time	1,166	1,166

**2020 Carry Forward Budget Adjustment  
Summary of Proposed Requests**

	Adjustment Type	Ongoing/ 1-Time	Year 2020	
			Revenue	Expenditure
Internal Service Charge - Security Enhancements	Continuation	1-Time	1,020	1,020
Internal Service Charge - Network Cybersecurity	Continuation	1-Time	603	603
Internal Service Charge - Wide Format Printers and Scanner	New	1-Time	8,266	8,266
Internal Service Charge - WCIA Annual Assessment Increase	Continuation	1-Time	2,106	2,106
Internal Service Charge - Damaged Guardrails (\$5,000 Deductible per Claim)	New	1-Time	15,000	15,000
General/Street Fund Subsidy	Continuation	Ongoing	(4,788)	-
<b>Total - Fund 102 Real Estate Excise Tax</b>			<b>\$ 100,000</b>	<b>\$ 552,228</b>
Transfer In From Parks CIP - Return of Funds 301.0024 Fort Steilacoom Park Barn Restoration Feasibility Study	New	1-Time	100,000	-
Transfer to Transportation CIP Fund - Replace Portion of \$20 Vehicle License Fee Allocation	New	1-Time	-	552,228
<b>Total - Fund 103 Transportation Benefit District</b>			<b>\$ (814,000)</b>	<b>\$ (761,543)</b>
Eliminate \$20 Vehicle License Fee and Allocation to Transportation CIP	Revenue	Ongoing	(814,000)	(814,000)
Transfer to Transportation CIP Fund - Partially Backfill 2020 with Prior Ending Fund Balance	Continuation	1-Time	-	52,457
<b>Total - Fund 104 Hotel/Motel Lodging Tax</b>			<b>\$ -</b>	<b>\$ 311,034</b>
Prior Year Grant - Transfer to Parks CIP 301.0003 Harry Todd Park Phase I	Continuation	1-Time	-	181,885
Prior Year Grant - Transfer to Parks CIP 301.0014 Fort Steilacoom Park South Angle Lane Parking & Trail	Continuation	1-Time	-	129,149
<b>Total - Fund 105 Property Abatement/Rental Housing Safety Program</b>			<b>\$ 48,849</b>	<b>\$ 654,667</b>
Rental Housing Safety Program	Continuation	1-Time	-	35,033
Rental Housing Safety Program - RSHP Database/Software Enhancement	New	1-Time	-	-
1406 Sales Tax Credit for Affordable Housing	New	Ongoing	48,849	48,849
<b>Total - Fund 106 Public Art</b>			<b>\$ -</b>	<b>\$ 142,778</b>
Major Public Art - Colonial Plaza	Continuation	1-Time	-	100,000
Support of Arts Commission - New Film Festival	Continuation	1-Time	-	2,000
Available Balance Earmarked for Major Public Art - Project to Be Determined	New	1-Time	-	40,778
<b>Total - Fund 180 Narcotics Seizure</b>			<b>\$ -</b>	<b>\$ 282,319</b>
Narcotics Seizure Fund Balance	Continuation	1-Time	-	282,319
<b>Total - Fund 181 Felony Seizure</b>			<b>\$ -</b>	<b>\$ 8,143</b>
Felony Seizure Fund Balance	Continuation	1-Time	-	8,143
<b>Total - Fund 182 Federal Seizure</b>			<b>\$ -</b>	<b>\$ 259,829</b>
Federal Seizure Fund Balance	Continuation	1-Time	-	259,829
<b>Total - Fund 190 CDBG</b>			<b>\$ 2,265,006</b>	<b>\$ 2,265,006</b>
2020 CDBG Entitlement - Eliminate Original Estimate	Grant	1-Time	(560,000)	(560,000)
2020 CDBG Entitlement - Actual Allocation, Inclusive of 20% for Administration \$119,201	Grant	1-Time	596,006	596,006
2020 CDBG Home - Actual Allocation	Grant	1-Time	331,627	331,627
2019 Balance - Administration	Grant	1-Time	81,893	81,893
2019 Balance - Public Service	Grant	1-Time	45,000	45,000
2017 Balance - Physical Improvements	Grant	1-Time	3,016	3,016
2018 Balance - Physical Improvements	Grant	1-Time	354	354
2019 Balance - Physical Improvements	Grant	1-Time	215,258	215,258
2015 Balance - Housing Programs	Grant	1-Time	7,575	7,575
2017 Balance - Housing Programs	Grant	1-Time	34,975	34,975
2019 Balance - Housing Programs	Grant	1-Time	25,000	25,000
2019 Balance - Major Home & Sewer Repair	Grant	1-Time	201,208	201,208
2018 Balance - HOME Affordable Housing	Grant	1-Time	361,378	361,378
2019 Balance - HOME Affordable Housing	Grant	1-Time	225,000	225,000
2019 Balance - HOME Housing Rehabilitation	Grant	1-Time	346,105	346,105

**2020 Carry Forward Budget Adjustment  
Summary of Proposed Requests**

	Adjustment Type	Ongoing/ 1-Time	Year 2020	
			Revenue	Expenditure
CDBG CARES (Coronavirus Aid, Relief, and Economic Security) Act Funding	Grant	1-Time	350,611	350,611
<b>Total - Fund 191 Neighborhood Stabilization Program</b>			<b>\$ 49,316</b>	<b>\$ 191,750</b>
Neighborhood Stabilization Program 1	Continuation	1-Time	49,316	191,750
<b>Total - Fund 192 OEA/SSMCP</b>			<b>\$ 7,258,067</b>	<b>\$ 7,311,499</b>
2020 SSMCP Operations	Continuation	Ongoing	(46,250)	(1,918)
Department of Defense - Office of Economic Adjustment Compatible Land Use 3	Grant	1-Time	436,619	436,619
North Clear Zone Property Purchase - Tactical Tailor Building	Grant	1-Time	6,867,698	6,876,798
<b>Total - Fund 195 Police Grants</b>			<b>\$ 310,501</b>	<b>\$ 310,501</b>
Washington Traffic Safety Commission - Impaired Driving Emphasis	Grant	1-Time	9,000	9,000
Washington Traffic Safety Commission - Motorcycle Patrol	Grant	1-Time	1,800	1,800
Emergency Management Planning	Grant	1-Time	16,443	16,443
Bullet Proof Vest Partnership	Grant	1-Time	16,404	16,404
Washington State Parks Recreational Boating Safety	Grant	1-Time	9,644	9,644
STOP VAWA (Violence Against Women Act)	Grant	1-Time	3,836	3,836
Washington Association of Sheriffs and Police Chiefs	Grant	1-Time	21,800	21,800
US Dept of Justice Assistance - TRAIL (Training Resilience & Adaptive Leaders)	Grant	1-Time	9,937	9,937
Washington State Patrol - MIDU (Mobile Impaired Driving Unit)	Grant	1-Time	14,728	14,728
US Department of Justice Assistance - Rifle Noise Suppressors	Grant	1-Time	41,723	41,723
Washington Auto Theft Task Force	Grant	1-Time	127,800	127,800
Office of Justice Programs Veterans Court Grant	Grant	1-Time	37,386	37,386
<b>Total - Fund 202 Local Improvement District Debt Service</b>			<b>\$ 17,730</b>	<b>\$ 52,827</b>
Administration LID 1109	Continuation	1-Time	17,730	17,730
Early Redemption LID 1101	Continuation	1-Time	-	35,097
<b>Total - Capital Improvement Project Funds</b>			<b>\$ 6,908,030</b>	<b>\$ 17,535,258</b>
<b>Total - Fund 301 Parks CIP</b>			<b>\$ 3,389,222</b>	<b>\$ 5,461,158</b>
301.0003 Harry Todd Park Phase I	Continuation	1-Time	1,138,420	1,586,337
301.0005 Chambers Creek Trail	Continuation	1-Time	50,000	200,000
301.0006 Gateways	Continuation	1-Time	150,000	150,000
301.0014 Fort Steilacoom Park South Angel Lane Parking & Trail Improvement	Continuation	1-Time	607,825	1,417,763
301.0016 Park Equipment Replacement	Continuation	1-Time	-	27,483
301.0017 Park Playground Resurfacing	Continuation	1-Time	-	2,989
301.0018 Project Support	Continuation	1-Time	-	86,247
301.0019 Edgewater Dock	Continuation	1-Time	-	45,083
301.0020 Wards Lake Improvements	Continuation	1-Time	243,277	213,277
301.0022 Banners & Brackets Phase II	Continuation	1-Time	-	8,789
301.0024 Fort Steilacoom Park Barn Restoration Feasibility Study Return REET Funds of \$100,000 to REET Fund (offset by Elimination of \$100,000 Design Budget)	Continuation	1-Time	10,000	20,000
301.0027 American Lake Improvements	Continuation	1-Time	35,000	232,042
301.0031 Fort Steilacoom Park Turf Infields	Continuation	1-Time	994,700	1,010,000
301.0032 Springbrook Park Expansion Phase V	Continuation	1-Time	10,000	131,616
301.0035 Fort Steilacoom Park Pavilion Restroom Improvements	Continuation	1-Time	-	157,022
301.0036 Gateways - Service Club Signs	Continuation	1-Time	-	22,510
301.0037 Seeley Lake Resource Conservancy Park Improvements	Continuation	1-Time	150,000	150,000
<b>Total - Fund 302 Transportation CIP</b>			<b>\$ 3,408,808</b>	<b>\$ 11,111,866</b>
302.0001 Personnel, Engineering & Professional Services	Continuation	1-Time	-	40,000
302.0002 New LED Street Lights	Continuation	1-Time	164,257	164,257
302.0004 Minor Capital & Major Maintenance	Continuation	1-Time	-	119,942
302.0005 Chip Seal Program - Local Access Roads	Continuation	1-Time	-	84,581
302.0015 111th/112th (Bridgeport to Kendrick) New \$1,040,000 Sound Transit Grant & \$270,000 SWM	Continuation & New	1-Time	1,310,000	1,341,312
302.0024 Steilacoom Boulevard - Farwest Drive to Phillips Road	Continuation	1-Time	444,835	610,514
302.0039 Non-Motorized Trail: Gravelly Lake Drive Phase I - Return Excess SWM Contribution to SWM Fund	Continuation	1-Time	-	241,840
302.0053 Streets: 123rd St SW – Bridgeport Way to 47th Ave SW	Continuation	1-Time	3,016	-

**2020 Carry Forward Budget Adjustment  
Summary of Proposed Requests**

	Adjustment Type	Ongoing/ 1-Time	Year 2020	
			Revenue	Expenditure
302.0060 Traffic Signal at 100th	Continuation	1-Time	84,952	955,735
302.0064 Streets: 146th, 150th, & Spring St Local Improvement District (LID)	Continuation	1-Time	922,757	919,641
302.0077 Non-Motorized Trail Gravelly Lake Drive - Washington Blvd to Nyanza	Continuation	1-Time	280,000	-
302.0080 Overlay: 108th Street – Bridgeport Way to Pacific Highway	Continuation	1-Time	(209,315)	-
302.0119 Sidewalks: Lakewood Drive - Steilacoom Blvd to Flett Creek New \$270,500 SWM, \$540,000 TIB Grant & \$229,500 Various CIP Savings	New	1-Time	809,632	1,038,328
302.0134 Sidewalks: Veterans Drive - Gravelly Lake Drive to American Park	Continuation	1-Time	(74,730)	2,018,554
302.0135 Streets: WA Blvd to Edgewood Drive (North Fort to Gravelly Lake Drive) New \$322,000 SWM	Continuation & New	1-Time	748,300	1,149,338
302.0137 Streets: Steilacoom Blvd/88th (Weller to Custer Road)	Continuation	1-Time	1,909,104	1,894,162
302.0138 Sidewalks: Onyx Drive SW - 89th to 97th and Garnet to Phillips	Continuation	1-Time	(2,984,000)	533,662
<b>Total - Fund 311</b>			<b>\$ 110,000</b>	<b>\$ 962,234</b>
311.0002 Side Sewer CIPs	Continuation	1-Time	-	145,419
311.0004 North Thorne Lane Sewer Extension	Continuation	1-Time	-	15,910
311.0005 Maple Sewer	New	1-Time	35,000	573,905
311.0013 Fort Steilacoom Park Sewer Extension	Continuation	1-Time	75,000	227,000
<b>Total - Enterprise Funds</b>			<b>\$ 571,840</b>	<b>\$ 2,243,864</b>
<b>Total - Fund 401 Surface Water Management</b>			<b>\$ 571,840</b>	<b>\$ 2,243,864</b>
Transfer to Parks CIP - 301.0005 Chambers Creek Trail	Continuation	1-Time	-	50,000
Transfer to Parks CIP - 301.0037 Seeley Lake Resource Conservancy Park Improvements	New	1-Time	-	50,000
Transfer In From Transportation CIP - 302.0039 Return Excess Balance to SWM Fund	New	1-Time	241,840	-
Transfer to Transportation CIP - 302.0015 111th/112th (Bridgeport to Kendrick)	New	1-Time	-	270,000
Transfer to Transportation CIP - 302.0119 Sidewalks: Lakewood Dr - GLD to American Lake Park	New	1-Time	-	270,500
Transfer to Transportation CIP - 302.0135 Streets: WA Blvd and Edgewood Drive (North Fort to GLD.)	New	1-Time	-	322,000
Transfer to Transportation CIP - 302.0137 Streets: Steilacoom Blvd/88th (Weller to Custer Rd.)	Continuation	1-Time	-	79,674
Transfer to Transportation - CIP 302.0060 Traffic Signal at 100th	Continuation	1-Time	-	84,952
Eliminate Transfer to Transportation - CIP 302.0053 Not Needed	Continuation	1-Time	-	(55,000)
Transfer to Sewer CIP - 311.0005 Maple Street Sewer for Storm Drainage Related Improvements	New	1-Time	-	8,000
401.0008 Outfall Retrofit New \$320,000	Continuation & New	1-Time	-	547,787
401.0012 Outfall Retrofit Feasibility Project	Continuation	1-Time	-	60,000
401.0015 Oakbrook Outfall Retrofits	Continuation	1-Time	-	24,196
401.0017 American Lake Integrated Aquatic Vegetation	Continuation	1-Time	-	510
401.0018 Waughop Lake Treatment	Continuation	1-Time	330,000	410,463
Supplies & Materials to Support 4 Additional SWM Projects in 2020	New	Ongoing	-	4,600
Street Sweeping - Additional Cost	New	Ongoing	-	86,300
Internal Service Charge - Street Sweeping and Stormwater Facility Maintenance at City Hall	Continuation	1-Time	-	918
Internal Service Charge - Conversion of Information Technology Manager to Chief Information Officer	New	Ongoing	-	1,042
Internal Service Charge - Disaster Recovery	Continuation	1-Time	-	1,054
Internal Service Charge - Disaster Recovery/Co-Location at Police Station	Continuation	1-Time	-	164



**2020 Carry Forward Budget Adjustment  
Summary of Proposed Requests**

	Adjustment Type	Ongoing/ 1-Time	Year 2020	
			Revenue	Expenditure
Internal Service Charge - Computer Replacement	Continuation	1-Time	-	1,061
Internal Service Charge - Document Management System	Continuation	1-Time	-	15,810
Internal Service Charge - Redundant Voice/Data at Police Station	Continuation	1-Time	-	527
Internal Service Charge - Cloud Enabled Backup Storage	Continuation	1-Time	-	375
Internal Service Charge - Multi-Drive Tape Solution for Off-Site Storage	Continuation	1-Time	-	791
Internal Service Charge - Security Enhancements	Continuation	1-Time	-	692
Internal Service Charge - Network Cybersecurity	Continuation	1-Time	-	409
Internal Service Charge - Wide Format Printers and Scanner	New	1-Time	-	5,609
Internal Service Charge - WCIA Annual Assessment Increase	Continuation	Ongoing	-	1,430
<b>Total - Internal Service Funds</b>			<b>\$ 1,896,355</b>	<b>\$ 1,226,360</b>
<b>Total - Fund 501 Fleet &amp; Equipment</b>			<b>\$ 1,087,628</b>	<b>\$ 365,700</b>
Transfer In From Transportation CIP Fund 302.0064 LID Payback Interfund Loan	Continuation	1-Time	880,204	-
PK-Replace Vehicle #42440 2009 Ford F250 - Funded by Replacement Reserves \$38,000 & Capital Contribution \$32,000	Continuation	1-Time	32,000	70,000
PK-Replace Portable Stage #42870 - Funded by Replacement Reserves \$8,000 / Capital Contribution \$1,000	Continuation	1-Time	1,000	9,000
PK-Replace Broom with Collection Bin #43260 - Funded by Capital Contribution	Continuation	1-Time	7,500	7,500
PK-Replace Equipment #43120 2017 John Deere Mower Z915B Commercial Ztrak Funded by Replacement Reserves \$7,500 & Capital Contribution \$2,500	Continuation	1-Time	2,500	9,000
PD-Replace Vehicle #40610 2009 Ford F150 Funded by Replacement Reserves	Continuation	1-Time	-	30,000
PD-Convert Vehicle #41411 2016 Dodge Ram to Specialty Vehicle - Funded by Replacement Reserves \$18,576 & Capital Contribution \$6,424	New	1-Time	6,424	25,000
PD-Replace Vehicle #41040 2008 Trail Blazer - Funded by Replacement Reserves	Continuation	1-Time	25,000	39,000
PD-Replace Vehicle #40371 2015 Ford Interceptor Due to a Collision - Funded by Insurance Proceeds	Continuation	1-Time	57,000	57,000
PD-Replace Vehicle #40241 2015 Ford Interceptor Due to a Collision - Funded by Insurance Proceeds	New	1-Time	58,600	58,600
PD - Training Vehicle PIT Conversion - Funded by Replacement Reserves	New	1-Time	-	5,000
PD-Replace Vehicle #40430 2008 Ford Truck - Funded by Replacement Reserves	New	1-Time	-	24,000
PW - Replace 1999 Radar Speed Trailer #42990 - Funded by Replacement Reserves	New	1-Time	-	7,100
PW - Replace 2004 Radar Speed Trailer #40180 - Funded by Replacement Reserves	New	1-Time	-	7,100
PW - Three New Radar Speed Trailers - Funded by Capital Contribution	New	1-Time	17,400	17,400
<b>Total - Fund 502 Property Management</b>			<b>\$ 17,600</b>	<b>\$ 69,533</b>
502.0010 Parks FSP Facility HVAC Replacement - Funded by Replacement Reserves	Continuation	1-Time	-	11,859
502.0011 Parks FSP Facility LED Lighting Conversion - Funded by Replacement Reserves	Continuation	1-Time	-	30,074



**2020 Carry Forward Budget Adjustment  
Summary of Proposed Requests**

	Adjustment Type	Ongoing/ 1-Time	Year 2020	
			Revenue	Expenditure
502.0028 Police Station Generator Plug In - Funded by Replacement Reserves	Continuation	1-Time	-	10,000
502.0029 Salt Bin Cover	Continuation	1-Time	10,000	10,000
City Hall Street Sweeping and Stormwater Facility Maintenance	New	Ongoing	7,600	7,600
<b>Total - Fund 503 Information Technology</b>			<b>\$ 601,657</b>	<b>\$ 601,657</b>
Conversion of IT Manager to Chief Information Officer	New	Ongoing	19,800	19,800
503.0002 Fiber Optic Connection FSP O&M Facility	Continuation	1-Time	14,027	14,027
503.0005 Website Redesign/Update	Continuation	1-Time	8,019	8,019
503.0006 Disaster Recovery	Continuation	1-Time	20,000	20,000
503.0012 Disaster Recover/Co-Location Police Station	Continuation	1-Time	3,120	3,120
503.0015 Computer Replacement	Continuation	1-Time	20,131	20,131
503.0018 Document Management System	Continuation	1-Time	300,000	300,000
503.0025 Redundant Voice/Data Police Station	Continuation	1-Time	10,000	10,000
503.0028 PALS Permit System	Continuation	1-Time	105,000	105,000
503.0030 O&M at Front Street - Fiber Repair	Continuation	1-Time	9,000	9,000
503.0033 Cloud Enabled Backup Storage	Continuation	1-Time	7,113	7,113
503.0034 Multi-Drive Tape Solution for Off-site	Continuation	1-Time	15,000	15,000
503.0035 Security Enhancements	Continuation	1-Time	13,130	13,130
503.0037 Network Cybersecurity	Continuation	1-Time	7,761	7,761
503.0040 Replace Wide Format Printer and Scanner	New	1-Time	40,388	40,388
Retrofit Vehicles - Wireless Communications, In-Car Video	Continuation	1-Time	9,168	9,168
<b>Total - Fund 504 Risk Management</b>			<b>\$ 189,470</b>	<b>\$ 189,470</b>
WCIA Assessment	New	Ongoing	27,120	27,120
Replace 3 Street Light Poles Funded by Insurance Reimbursement \$31,750 / City Pays Deductible \$15,000)	New	1-Time	46,750	46,750
Transfer Insurance Proceeds to Fleet & Equipment Fund - For Replacement of Police Vehicle #40371 2015 Ford Interceptor Due to a Collision	Continuation	1-Time	57,000	57,000
Transfer Insurance Proceeds to Fleet & Equipment Fund - For Replacement of Police Vehicle #40241 2015 Ford Interceptor Due to a Collision	New	1-Time	58,600	58,600

	2017 Annual Actual	2018 Annual Actual	2019 Annual Actual	2020 Original Budget	2020 Current Budget	2020 Proposed Adj	2020 Proposed Revised Budget
<b>(001) GENERAL FUND</b>							
<i>REVENUES:</i>							
<b>Taxes</b>	<b>\$27,469,335</b>	<b>\$28,837,365</b>	<b>\$30,197,457</b>	<b>\$27,970,400</b>	<b>\$28,604,900</b>	<b>\$0</b>	<b>\$28,604,900</b>
Property Tax	6,741,607	6,910,944	7,159,443	7,202,400	7,400,000	-	7,400,000
Local Sales & Use Tax	9,958,523	10,978,014	11,955,004	9,951,100	10,630,000	-	10,630,000
Sales/Parks	585,089	631,395	663,655	620,900	650,900	-	650,900
Brokered Natural Gas Use Tax	38,716	41,558	50,477	30,000	40,000	-	40,000
Criminal Justice Sales Tax	1,047,075	1,133,354	1,179,058	1,111,200	1,166,200	-	1,166,200
Admissions Tax	539,139	545,816	504,879	496,000	496,000	-	496,000
Utility Tax	5,744,060	5,408,728	5,575,351	5,745,800	5,415,800	-	5,415,800
Leasehold Tax	14,169	5,901	9,779	12,000	5,000	-	5,000
Gambling Tax	2,800,955	3,181,655	3,099,813	2,801,000	2,801,000	-	2,801,000
<b>Franchise Fees</b>	<b>3,733,390</b>	<b>4,035,453</b>	<b>4,145,138</b>	<b>4,232,100</b>	<b>4,335,700</b>	<b>-</b>	<b>4,335,700</b>
Cable, Water, Sewer, Solid Waste	2,844,927	2,945,276	3,021,837	3,049,000	3,172,600	-	3,172,600
Tacoma Power	888,463	1,090,176	1,123,301	1,183,100	1,163,100	-	1,163,100
<b>Development Service Fees</b>	<b>1,656,169</b>	<b>2,204,665</b>	<b>1,749,026</b>	<b>1,744,000</b>	<b>1,744,000</b>	<b>-</b>	<b>1,744,000</b>
Building Permits	619,836	897,791	690,016	728,300	728,300	-	728,300
Other Building Permit Fees	240,938	492,983	315,885	316,400	316,400	-	316,400
Plan Review/Plan Check Fees	661,289	625,754	603,498	575,200	575,200	-	575,200
Other Zoning/Development Fees	134,106	188,137	139,627	124,100	124,100	-	124,100
<b>Licenses &amp; Permits</b>	<b>414,234</b>	<b>417,487</b>	<b>415,674</b>	<b>384,000</b>	<b>459,000</b>	<b>(37,475)</b>	<b>421,525</b>
Business License	260,064	275,552	292,489	314,000	314,000	(37,475)	276,525
Alarm Permits & Fees	114,819	104,411	84,348	30,000	105,000	-	105,000
Animal Licenses	39,351	37,525	38,838	40,000	40,000	-	40,000
<b>State Shared Revenues</b>	<b>1,397,256</b>	<b>1,195,471</b>	<b>1,144,373</b>	<b>1,255,900</b>	<b>1,178,900</b>	<b>-</b>	<b>1,178,900</b>
Sales Tax Mitigation	37,938	10,006	-	-	-	-	-
Criminal Justice	153,413	158,293	167,506	154,000	154,000	-	154,000
Criminal Justice High Crime	423,055	231,905	162,777	318,800	241,800	-	241,800
Liquor Excise Tax	286,385	304,078	330,276	291,700	291,700	-	291,700
Liquor Board Profits	496,441	491,189	483,806	491,400	491,400	-	491,400
Marijuana Enforcement/Excise Tax	25	1	8				-
<b>Intergovernmental</b>	<b>629,769</b>	<b>512,739</b>	<b>528,086</b>	<b>576,450</b>	<b>495,347</b>	<b>(71,213)</b>	<b>424,134</b>
Police FBI & Other Misc	12,100	12,640	14,080	12,000	12,000	-	12,000
Police-Animal Svcs-Steilacoom	14,865	13,740	18,012	14,380	16,368	-	16,368
Police-Animal Svcs-Dupont	29,569	29,533	33,252	29,770	33,877	-	33,877
Police-South Sound 911 Background Investigations	5,143	19,593	32,640	3,000	3,000	-	3,000
Muni Court-University Place Contract	275,407	285,396	153,321	294,000	153,321	97,866	251,187
Muni Court-Town of Steilacoom Contract	111,246	111,537	155,276	114,900	155,276	(83,139)	72,137
Muni Court-City of Dupont	181,439	40,301	121,505	108,400	121,505	(85,940)	35,565

	2017 Annual Actual	2018 Annual Actual	2019 Annual Actual	2020 Original Budget	2020 Current Budget	2020 Proposed Adj	2020 Proposed Revised Budget
<b>(001) GENERAL FUND-continued</b>							
<b>Charges for Services &amp; Fees</b>	<b>1,490,792</b>	<b>1,300,239</b>	<b>1,648,838</b>	<b>1,442,700</b>	<b>1,442,700</b>	-	<b>1,442,700</b>
Parks & Recreation Fees	240,404	250,101	279,541	288,700	288,700	-	288,700
Police - Various Contracts	8,427	15,507	23,643	7,000	7,000	-	7,000
Police - Towing Impound Fees	10,200	10,300	6,300	12,000	12,000	-	12,000
Police - Extra Duty	910,575	655,726	978,470	775,000	775,000	-	775,000
Police - Western State Hospital Community Policing	315,750	366,750	355,500	355,500	355,500	-	355,500
Other	5,437	1,855	5,384	4,500	4,500	-	4,500
<b>Fines &amp; Forfeitures</b>	<b>1,704,839</b>	<b>1,626,872</b>	<b>1,762,837</b>	<b>1,560,900</b>	<b>1,483,400</b>	-	<b>1,483,400</b>
Municipal Court	897,285	798,411	812,773	860,900	783,400	-	783,400
Photo Infraction	807,554	828,460	950,064	700,000	700,000	-	700,000
<b>Miscellaneous/Interest/Other</b>	<b>212,985</b>	<b>325,024</b>	<b>417,942</b>	<b>133,700</b>	<b>142,964</b>	-	<b>142,964</b>
Interest Earnings	66,500	130,742	160,388	68,000	68,000	-	68,000
Penalties & Interest - Taxes	68,599	77,122	167,569	15,200	15,200	-	15,200
Miscellaneous/Other	77,886	117,160	89,985	50,500	59,764	-	59,764
<b>Interfund Transfers</b>	<b>284,700</b>	<b>284,700</b>	<b>284,700</b>	<b>284,700</b>	<b>284,700</b>	-	<b>284,700</b>
Transfers In - Fund 401 SWM	284,700	284,700	284,700	284,700	284,700	-	284,700
<b>Subtotal Operating Revenues</b>	<b>\$38,993,468</b>	<b>\$40,740,015</b>	<b>\$42,294,072</b>	<b>\$39,584,850</b>	<b>\$40,171,611</b>	<b>(\$108,688)</b>	<b>\$40,062,923</b>
<i>EXPENDITURES:</i>							
<b>City Council</b>	<b>127,379</b>	<b>122,436</b>	<b>135,995</b>	<b>136,853</b>	<b>155,073</b>	-	<b>155,073</b>
Legislative	127,018	122,436	133,874	133,403	151,623	-	151,623
Sister City	361	-	2,121	3,450	3,450	-	3,450
<b>City Manager</b>	<b>633,389</b>	<b>706,432</b>	<b>722,760</b>	<b>716,460</b>	<b>735,072</b>	<b>899</b>	<b>735,971</b>
Executive	506,423	559,533	567,347	563,586	582,198	899	583,097
Communications	126,966	146,899	155,413	152,874	152,874	-	152,874
<b>Municipal Court</b>	<b>2,010,854</b>	<b>2,050,968</b>	<b>1,958,515</b>	<b>2,158,419</b>	<b>2,161,328</b>	<b>3,746</b>	<b>2,165,074</b>
Judicial Services (Includes Veterans Court Grant Match)	1,084,181	1,092,375	1,065,824	1,099,223	1,102,132	3,746	1,105,878
Professional Services	645,995	652,000	591,672	658,400	658,400	-	658,400
Probation & Detention	280,678	306,592	301,019	400,796	400,796	-	400,796
<b>Administrative Services</b>	<b>1,617,746</b>	<b>1,731,553</b>	<b>1,775,396</b>	<b>1,863,255</b>	<b>1,873,701</b>	<b>3,596</b>	<b>1,877,297</b>
Finance	1,081,687	1,166,248	1,193,231	1,254,474	1,256,989	2,397	1,259,386
Human Resources	536,059	565,305	582,165	608,781	616,712	1,199	617,911
<b>Legal</b>	<b>1,540,487</b>	<b>1,699,409</b>	<b>1,706,817</b>	<b>1,681,540</b>	<b>1,684,450</b>	<b>3,746</b>	<b>1,688,196</b>
Civil Legal Services	894,763	1,087,523	1,124,353	950,693	953,021	2,996	956,017
Criminal Prosecution Services	283,550	240,632	232,724	351,722	351,722	-	351,722
City Clerk	248,392	287,036	204,178	289,125	289,707	750	290,457
Election	113,782	84,219	145,562	90,000	90,000	-	90,000

	2017 Annual Actual	2018 Annual Actual	2019 Annual Actual	2020 Original Budget	2020 Current Budget	2020 Proposed Adj	2020 Proposed Revised Budget
<b>(001) GENERAL FUND-continued</b>							
<b>Community &amp; Economic Development</b>	<b>1,995,406</b>	<b>2,073,063</b>	<b>2,266,964</b>	<b>2,223,800</b>	<b>2,349,125</b>	<b>4,794</b>	<b>2,353,919</b>
Current Planning	630,971	659,093	718,158	721,574	738,571	1,798	740,369
Long Range Planning	171,058	192,837	218,809	217,368	225,866	899	226,765
Building	1,014,891	1,035,962	1,146,618	1,093,347	1,190,344	1,798	1,192,142
Economic Development	178,486	185,169	183,379	191,511	194,344	299	194,643
<b>Parks, Recreation &amp; Community Services</b>	<b>2,599,358</b>	<b>2,718,160</b>	<b>2,903,440</b>	<b>2,821,605</b>	<b>2,927,625</b>	<b>58,710</b>	<b>2,986,335</b>
Human Services	401,987	418,594	403,779	436,099	436,099	-	436,099
Administration	304,327	301,174	329,201	316,462	354,494	1,798	356,292
Recreation	465,267	405,448	467,173	422,141	422,141	50,000	472,141
Senior Services	222,371	236,627	246,535	241,021	241,021	-	241,021
Parks Facilities	465,075	500,484	544,466	504,716	516,856	5,601	522,457
Fort Steilacoom Park	588,850	672,444	733,560	675,795	709,726	874	710,600
Street Landscape Maintenance	151,482	183,388	178,727	225,371	247,287	437	247,724
<b>Police</b>	<b>23,308,561</b>	<b>24,469,816</b>	<b>24,953,309</b>	<b>25,369,543</b>	<b>25,816,781</b>	<b>133,964</b>	<b>25,950,745</b>
Command	4,326,564	4,596,657	4,084,467	3,882,300	4,048,631	25,344	4,073,975
Jail Service	706,760	633,754	811,899	700,000	950,000	-	950,000
Dispatch Services/SS911	2,202,328	2,118,919	2,069,771	2,068,490	2,048,930	-	2,048,930
Investigations	3,714,000	3,385,410	3,935,607	4,717,513	4,717,513	27,155	4,744,668
Patrol	7,334,525	7,764,555	7,730,510	7,999,003	7,999,003	27,155	8,026,158
Special Units	342,955	913,301	373,704	110,850	110,857	-	110,857
SWAT/SRT	113,589	124,032	148,476	118,176	118,176	-	118,176
Neighborhood Policing Unit (Formerly Crime Prevention)	914,600	1,114,361	1,195,099	1,371,776	1,371,776	27,155	1,398,931
Contracted Services (Extra Duty, offset by Revenue)	951,736	951,870	1,033,057	775,000	775,000	-	775,000
Community Safety Resource Team (CSRT)	359,001	421,180	403,968	389,286	393,609	-	393,609
Training	147,206	286,671	843,556	799,837	799,837	27,155	826,992
Traffic Policing	884,761	869,386	928,309	1,313,271	1,317,593	-	1,317,593
Property Room	241,464	249,181	276,447	281,262	281,262	-	281,262
Reimbursements	324,431	301,055	356,392	109,905	114,227	-	114,227
Emergency Management	26,299	72,620	51,141	38,040	38,040	-	38,040
Animal Control	286,053	280,958	324,810	304,834	342,327	-	342,327
Road & Street/Camera Enforcement	432,289	385,906	386,095	390,000	390,000	-	390,000
<b>Non-Departmental</b>	<b>128,098</b>	<b>127,456</b>	<b>121,530</b>	<b>133,960</b>	<b>133,960</b>	<b>-</b>	<b>133,960</b>
Citywide	128,098	127,456	121,530	133,960	133,960	-	133,960
<b>Interfund Transfers</b>	<b>1,334,160</b>	<b>1,791,977</b>	<b>1,983,711</b>	<b>1,877,774</b>	<b>1,876,702</b>	<b>508</b>	<b>1,877,210</b>
Transfer to Fund 101 Street O&M	900,878	1,358,130	1,512,108	1,402,118	1,400,215	508	1,400,723
Transfer to Fund 105/190 Abatement Program	35,000	35,000	35,000	35,000	35,000	-	35,000
Transfer to Fund 201 GO Bond Debt Service	398,282	398,847	436,603	440,656	441,487	-	441,487
<b>Subtotal Operating Expenditures</b>	<b>\$35,295,438</b>	<b>\$37,491,270</b>	<b>\$38,528,437</b>	<b>\$38,983,209</b>	<b>\$39,713,818</b>	<b>\$209,963</b>	<b>\$39,923,781</b>
<b>OPERATING INCOME (LOSS)</b>	<b>\$3,698,031</b>	<b>\$3,248,745</b>	<b>\$3,765,635</b>	<b>\$601,641</b>	<b>\$457,793</b>	<b>(\$318,651)</b>	<b>\$139,142</b>

	2017 Annual Actual	2018 Annual Actual	2019 Annual Actual	2020 Original Budget	2020 Current Budget	2020 Proposed Adj	2020 Proposed Revised Budget
<b>(001) GENERAL FUND-continued</b>							
<i>OTHER FINANCING SOURCES:</i>							
<b>Grants, Donations/Contrib, 1-Time</b>	<b>326,199</b>	<b>423,455</b>	<b>544,035</b>	<b>140,750</b>	<b>388,260</b>	<b>357,203</b>	<b>745,463</b>
Contributions/Donations/Other	106,149	171,941	97,102	140,750	140,750	25,000	165,750
Grants	220,050	251,514	446,933	-	247,510	332,203	579,713
<b>Transfers In</b>	<b>96,050</b>	<b>16,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Transfer In - Fund 501 Fleet & Equipment	96,050	16,000	-	-	-	-	-
<b>Subtotal Other Financing Sources</b>	<b>\$422,249</b>	<b>\$439,455</b>	<b>\$544,035</b>	<b>\$140,750</b>	<b>\$388,260</b>	<b>\$357,203</b>	<b>\$745,463</b>
<i>OTHER FINANCING USES:</i>							
<b>Capital &amp; Other 1-Time</b>	<b>1,140,965</b>	<b>1,756,983</b>	<b>1,620,058</b>	<b>174,826</b>	<b>570,885</b>	<b>1,030,897</b>	<b>1,601,782</b>
Municipal Court	29,914	78,647	94,366	9,240	11,569	120,183	131,752
City Council	-	4,218	-	-	-	-	-
City Manager	35,811	9,817	25,796	2,217	2,776	15,054	17,830
Administrative Services	31,736	21,310	32,136	11,371	14,606	28,096	42,702
IT 6-Year Strategic Plan & I/S Charges to be Allocated	-	-	-	-	-	-	-
Legal/Clerk	152,192	165,623	57,002	9,240	11,569	59,569	71,138
Community & Economic Development	559,942	249,841	600,928	46,289	152,769	374,966	527,735
Parks, Recreation & Community Services	35,298	38,310	102,495	10,718	123,465	178,383	301,848
Police	296,072	1,189,217	707,335	85,751	254,131	254,646	508,777
<b>Interfund Transfers</b>	<b>1,736,464</b>	<b>2,235,910</b>	<b>1,663,097</b>	<b>956,417</b>	<b>757,093</b>	<b>288,702</b>	<b>1,045,795</b>
Transfer Out - Fund 101 Street	286,624	-	-	76,417	76,417	166,702	243,119
Transfer Out - Fund 102 Street Capital	-	-	-	-	-	-	-
Transfer Out - Fund 105 Property Abatement/RHSP	140,000	215,000	50,000	50,000	50,000	-	50,000
Transfer Out - Fund 106 Public Art			100,000		-	-	-
Transfer Out - Fund 192 SSMCP	50,000	50,000	50,000	50,000	50,000	-	50,000
Transfer Out - Fund 301 Parks CIP	657,125	925,275	479,300	80,000	187,129	95,000	282,129
Transfer Out - Fund 302 Transportation CIP	602,715	1,045,635	983,797	700,000	393,547	27,000	420,547
<b>Subtotal Other Financing Uses</b>	<b>\$2,877,429</b>	<b>\$3,992,893</b>	<b>\$3,283,155</b>	<b>\$1,131,243</b>	<b>\$1,327,978</b>	<b>\$1,319,599</b>	<b>\$2,647,577</b>
<b>Total Revenues and Other Sources</b>	<b>\$39,415,717</b>	<b>\$41,179,470</b>	<b>\$42,838,107</b>	<b>\$39,725,600</b>	<b>\$40,559,871</b>	<b>\$248,515</b>	<b>\$40,808,386</b>
<b>Total Expenditures and other Uses</b>	<b>\$38,172,867</b>	<b>\$41,484,163</b>	<b>\$41,811,592</b>	<b>\$40,114,458</b>	<b>\$41,041,795</b>	<b>\$1,529,562</b>	<b>\$42,571,357</b>
<b>Beginning Fund Balance:</b>	<b>\$7,909,379</b>	<b>\$9,152,227</b>	<b>\$8,847,534</b>	<b>\$5,256,028</b>	<b>\$5,421,602</b>		<b>\$9,874,052</b>
<b>Ending Fund Balance:</b>	<b>\$9,152,227</b>	<b>\$8,847,534</b>	<b>\$9,874,049</b>	<b>\$4,867,170</b>	<b>\$4,939,678</b>		<b>\$8,111,080</b>
Ending Fund Balance as a % of Gen/Street Operating Rev	22.9%	21.2%	22.8%	12.0%	12.0%		19.8%
Reserve - Total Target 12% of Gen/Street Operating Rev	\$4,800,348	\$5,011,691	\$5,194,795	\$4,867,170	\$4,937,581		\$4,924,539
2% Contingency Reserves	\$800,058	\$835,282	\$865,799	\$811,195	\$822,930		\$820,756
5% General Fund Reserves	\$2,000,145	\$2,088,205	\$2,164,498	\$2,027,988	\$2,057,326		\$2,051,891
5% Strategic Reserves	\$2,000,145	\$2,088,205	\$2,164,498	\$2,027,988	\$2,057,326		\$2,051,891
Unreserved / (12% Adopted Reserves Shortfall):	\$4,351,879	\$3,835,843	\$4,679,253	\$0	\$2,096		\$3,186,541

ORDINANCE NO.

AN ORDINANCE of the City Council of the City of Lakewood,  
Washington, adopting the 2019/2020 Biennial Budget.

WHEREAS, the tax estimates and budget for the City of Lakewood, Washington, for the 2019/2020 fiscal biennium have been prepared and filed on October 1, 2018 as provided by Titles 35A.34 and 84.55 of the Revised Code of Washington; and

WHEREAS, the budget was printed for distribution and notice published in the official paper of the City of Lakewood setting the time and place for hearing on the budget and said notice stating copies of the budget can be obtained on-line and at the Office of the City Clerk; and

WHEREAS, the City Council of the City of Lakewood having held a public hearing on November 5, 2018, and having considered the public testimony presented; and

WHEREAS, the City Council of the City of Lakewood adopted Ordinance 700 on November 19, 2018 implementing the 2019/2020 Biennial Budget; and

WHEREAS, the City Council of the City of Lakewood adopted Ordinance 707 on May 6, 2019 implementing the 2019 Carry Forward Budget Adjustment;

WHEREAS, the City Council of the City of Lakewood adopted Ordinance 721 on November 18, 2019 implementing the 2019/2020 Mid-Biennium Budget Adjustment;

WHEREAS, the City Council of the City of Lakewood finds it necessary to revise the 2019/2020 Biennial Budget to adjust the 2019 beginning fund balance from the estimated amount to actual as fiscal year 2018 activities are concluded; continue existing projects by appropriating projects that were budgeted in the prior year, but not yet completed and will continue during the current year; appropriate projects funded by grants and contributions; and on an exception basis, new allocations; and

WHEREAS, the City Council of the City of Lakewood having held a public hearing on the 2020 Carry Forward Budget Adjustment on May 4, 2020.

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

Section 1. Budget Amendment. The 2019/2020 Biennial Budget, as originally set forth in Ordinance 721, Section 1, is amended to adopt the revised budget for the 2019/2020 biennium in the amounts and for the purposes as shown on Exhibit A Current Revised Budget by Fund – Year 2020 and Exhibit B Proposed Revised Budget by Fund – Year 2020.

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, or its application held inapplicable to any person, property or circumstance, such invalidity or unconstitutionality or inapplicability shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance or its application to any other person, property or circumstance.

Section 3. Copies of the Budget to Be Filed. A complete copy of the final budget as adopted herein shall be transmitted to the Office of the State Auditor, the Association of Washington Cities and to the Municipal Research and Services Center of Washington. Copies of the final budget as adopted herein shall be filed with the City Clerk and shall be made available for use by the public.

Section 4. Effective Date. This Ordinance shall be in full force and effect for the fiscal years 2019 and 2020 and five (5) days after publication as required by law.

ADOPTED by the City Council this 18<sup>th</sup> day of May, 2020.

CITY OF LAKEWOOD

\_\_\_\_\_  
Don Anderson, Mayor

Attest:

\_\_\_\_\_  
Briana Schumacher, MMC, City Clerk

Approved as to Form:

\_\_\_\_\_  
Heidi Ann Wachter, City Attorney

**EXHIBIT A**  
**CURRENT REVISED BUDGET BY FUND - YEAR 2020**  
Per Ord. 721 Adopted on November 18, 2019

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	
<b>General Government Funds:</b>	<b>\$ 6,473,927</b>	<b>\$ 1,486,531</b>	<b>\$ 7,960,458</b>	<b>\$ 49,183,405</b>	<b>\$ 409,531</b>	<b>\$ 49,592,936</b>	<b>\$ 49,321,340</b>	<b>\$ 868,978</b>	<b>\$ 50,190,318</b>	<b>\$ 7,363,076</b>
001 General	5,256,028	907,831	6,163,859	39,725,600	137,510	39,863,110	40,114,458	359,206	40,473,664	5,553,305
101 Street	-	-	-	2,455,935	-	2,455,935	2,455,935	-	2,455,935	-
102 Real Estate Excise Tax	-	426,417	426,417	1,700,000	-	1,700,000	1,700,000	238,000	1,938,000	188,417
103 Transportation Benefit District	-	32,325	32,325	814,000	-	814,000	814,000	-	814,000	32,325
104 Hotel/Motel Lodging Tax Fund	800,000	115,984	915,984	800,000	-	800,000	800,000	-	800,000	915,984
105 Property Abatement/RHSP	-	-	-	328,800	-	328,800	328,800	-	328,800	-
106 Public Art	-	-	-	15,000	-	15,000	15,000	-	15,000	-
180 Narcotics Seizure	-	-	-	70,000	-	70,000	70,000	-	70,000	-
181 Felony Seizure	-	-	-	-	-	-	-	-	-	-
182 Federal Seizure	-	-	-	39,600	-	39,600	39,600	-	39,600	-
190 Grants	-	-	-	560,000	-	560,000	560,000	-	560,000	-
191 NSP	-	-	-	24,700	-	24,700	24,700	-	24,700	-
192 SSMCP	-	45,114	45,114	277,100	-	277,100	277,100	-	277,100	45,114
195 Public Safety Grants	-	-	-	130,037	-	130,037	130,037	-	130,037	-
201 GO Bond Debt Service	-	-	-	1,250,656	300,000	1,550,656	1,250,656	300,000	1,550,656	-
202 LID Debt Service	-	7,008	7,008	203,500	(27,979)	175,521	203,500	(28,228)	175,272	7,257
204 Sewer Project Debt	290,852	(50,788)	240,064	788,477	-	788,477	537,554	-	537,554	490,987
251 LID Guaranty	127,047	2,640	129,687	-	-	-	-	-	-	129,687
<b>Capital Project Funds:</b>	<b>\$ 4,072,199</b>	<b>\$ 519,987</b>	<b>\$ 4,592,186</b>	<b>\$ 15,878,700</b>	<b>\$ (367,000)</b>	<b>\$ 15,511,700</b>	<b>\$ 18,303,000</b>	<b>\$ (617,000)</b>	<b>\$ 17,686,000</b>	<b>\$ 2,417,886</b>
301 Parks CIP	880,000	(203,447)	676,553	2,980,000	-	2,980,000	3,860,000	(250,000)	3,610,000	46,553
302 Transportation CIP	2,493,570	93,629	2,587,199	12,703,700	(367,000)	12,336,700	14,320,000	(367,000)	13,953,000	970,899
311 Sewer Project CIP	698,629	629,805	1,328,434	195,000	-	195,000	123,000	-	123,000	1,400,434
312 Sanitary Sewer Connection	-	-	-	-	-	-	-	-	-	-
<b>Enterprise Fund:</b>	<b>\$ 2,078,878</b>	<b>\$ 438,735</b>	<b>\$ 2,517,613</b>	<b>\$ 3,954,900</b>	<b>\$ -</b>	<b>\$ 3,954,900</b>	<b>\$ 5,143,366</b>	<b>\$ -</b>	<b>\$ 5,143,366</b>	<b>\$ 1,329,147</b>
401 Surface Water Management	2,078,878	438,735	2,517,613	3,954,900	-	3,954,900	5,143,366	-	5,143,366	1,329,147
<b>Internal Service Funds:</b>	<b>\$ 5,295,360</b>	<b>\$ (200,285)</b>	<b>\$ 5,095,075</b>	<b>\$ 5,034,796</b>	<b>\$ 131,000</b>	<b>\$ 5,165,796</b>	<b>\$ 5,559,252</b>	<b>\$ 76,100</b>	<b>\$ 5,635,352</b>	<b>\$ 4,625,519</b>
501 Fleet & Equipment	4,815,080	(229,076)	4,586,004	755,720	-	755,720	1,352,020	(54,900)	1,297,120	4,044,604
502 Property Management	348,436	3,791	352,227	778,684	-	778,684	773,684	-	773,684	357,227
503 Information Technology	131,844	25,000	156,844	1,915,733	126,000	2,041,733	1,848,889	126,000	1,974,889	223,688
504 Risk Management	-	-	-	1,584,659	5,000	1,589,659	1,584,659	5,000	1,589,659	-
<b>Total All Funds</b>	<b>17,920,364</b>	<b>\$ 2,244,968</b>	<b>\$20,165,332</b>	<b>\$ 74,051,801</b>	<b>\$ 173,531</b>	<b>\$74,225,332</b>	<b>\$ 78,326,958</b>	<b>\$ 328,078</b>	<b>\$78,655,036</b>	<b>\$ 15,735,628</b>



**EXHIBIT B**  
**PROPOSED REVISED BUDGET BY FUND - YEAR 2020**

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	
<b>General Government Funds:</b>	<b>\$ 8,272,900</b>	<b>7,403,990</b>	<b>15,676,890</b>	<b>\$ 50,288,625</b>	<b>\$ 9,651,194</b>	<b>\$59,939,819</b>	<b>\$ 50,579,916</b>	<b>\$13,282,597</b>	<b>\$63,862,513</b>	<b>\$ 11,754,196</b>
001 General	5,421,605	4,452,445	9,874,050	40,559,871	248,515	40,808,386	41,041,795	1,529,562	42,571,357	8,111,079
101 Street	-	4,786	4,786	2,454,032	167,210	2,621,242	2,454,030	171,998	2,626,028	-
102 Real Estate Excise Tax	48,256	752,014	800,270	1,700,000	100,000	1,800,000	1,748,042	552,228	2,300,270	300,000
103 Transportation Benefit District	32,325	20,132	52,457	814,000	(814,000)	-	814,000	(761,543)	52,457	-
104 Hotel/Motel Lodging Tax Fund	1,015,984	544,650	1,560,634	800,000	-	800,000	812,250	311,034	1,123,284	1,237,350
105 Property Abatement/RHSP	-	605,817	605,817	328,800	48,849	377,649	328,800	654,666	983,466	-
106 Public Art	-	142,778	142,778	15,000	-	15,000	15,000	142,778	157,778	-
180 Narcotics Seizure	-	282,319	282,319	70,000	-	70,000	70,000	282,319	352,319	-
181 Felony Seizure	-	8,143	8,143	-	-	-	-	8,143	8,143	-
182 Federal Seizure	-	259,829	259,829	39,600	-	39,600	39,600	259,829	299,429	-
190 Grants	1,339,865	63,360	1,403,225	560,000	2,265,006	2,825,006	560,000	2,265,006	2,825,006	1,403,225
191 NSP	-	142,434.00	142,434.00	24,700.00	49,316.00	74,016.00	24,700.00	191,750	216,450.00	-
192 SSMCP	45,114	8,318	53,432	277,100	7,258,067	7,535,167	277,100	7,311,499	7,588,599	-
195 Public Safety Grants	-	-	-	130,037	310,501	440,538	130,037	310,501	440,538	-
201 GO Bond Debt Service	-	-	-	1,551,487	-	1,551,487	1,551,487	-	1,551,487	-
202 LID Debt Service	-	35,097	35,097	175,521	17,730	193,251	175,521	52,827	228,348	-
204 Sewer Project Debt	240,064	79,261	319,325	788,477	-	788,477	537,554	-	537,554	570,248
251 LID Guaranty	129,687	2,607	132,294	-	-	-	-	-	-	132,294
<b>Capital Project Funds:</b>	<b>\$ 5,708,616</b>	<b>\$ 9,594,354</b>	<b>\$15,302,970</b>	<b>\$ 11,885,418</b>	<b>\$ 6,908,030</b>	<b>\$18,793,448</b>	<b>\$ 15,075,718</b>	<b>\$17,535,258</b>	<b>\$32,610,976</b>	<b>\$ 1,485,442</b>
301 Parks CIP	676,553	2,040,003	2,716,556	2,044,718	3,389,222	5,433,940	2,674,718	5,461,158	8,135,876	14,620
302 Transportation CIP	3,703,629	7,636,965	11,340,594	9,645,700	3,408,808	13,054,508	12,278,000	11,111,866	23,389,866	1,005,236
311 Sewer Project CIP	1,328,434	(82,614)	1,245,820	195,000	110,000	305,000	123,000	962,234	1,085,234	465,586
<b>Enterprise Fund:</b>	<b>\$ 2,518,301</b>	<b>\$ 1,787,988</b>	<b>\$ 4,306,289</b>	<b>\$ 4,103,374</b>	<b>\$ 571,840</b>	<b>\$ 4,675,214</b>	<b>\$ 5,182,512</b>	<b>\$ 2,243,865</b>	<b>\$ 7,426,377</b>	<b>\$ 1,555,126</b>
401 Surface Water Management	2,518,301	1,787,988	4,306,289	4,103,374	571,840	4,675,214	5,182,512	2,243,865	7,426,377	1,555,126
<b>Internal Service Funds:</b>	<b>\$ 5,132,259</b>	<b>\$ (777,075)</b>	<b>\$ 4,355,184</b>	<b>\$ 5,534,996</b>	<b>\$ 1,896,355</b>	<b>\$ 7,431,351</b>	<b>\$ 6,024,752</b>	<b>\$ 1,226,360</b>	<b>\$ 7,251,112</b>	<b>\$ 4,535,423</b>
501 Fleet & Equipment	4,623,188	(842,738)	3,780,450	822,520	1,087,628	1,910,148	1,384,120	365,700	1,749,820	3,940,778
502 Property Management	352,227	83,829	436,056	827,684	17,600	845,284	822,684	69,533	892,217	389,123
503 Information Technology	156,844	(18,166)	138,678	2,128,333	601,657	2,729,990	2,061,489	601,657	2,663,146	205,522
504 Risk Management	-	-	-	1,756,459	189,470	1,945,929	1,756,459	189,470	1,945,929	-
<b>Total All Funds</b>	<b>21,632,076</b>	<b>\$ 18,009,257</b>	<b>\$39,641,333</b>	<b>\$ 71,812,413</b>	<b>\$ 19,027,419</b>	<b>\$90,839,832</b>	<b>\$ 76,862,898</b>	<b>\$34,288,080</b>	<b>\$111,150,978</b>	<b>\$ 19,330,187</b>

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> May 4, 2020	<b>TITLE:</b> Adopting the First Amendment to the Fiscal Year 2019 Annual Action Plan and amendment to the City of Lakewood Community Development Block Grant and HOME Investment Partnership Act Citizen Participation Plan.	<b>TYPE OF ACTION:</b>  — ORDINANCE ✓ RESOLUTION 2020-05 — MOTION — OTHER
<b>REVIEW:</b> April 13, 2020	<b>ATTACHMENTS:</b> 1. Resolution; 2. First Amendment to the FY 2019 Annual Action Plan; & 3. Community Development Block Grant and HOME Investment Partnership Act Citizen Participation Plan.	

**SUBMITTED BY:** Jeff Gumm, Program Manager - Housing Division.

**RECOMMENDATION:** It is recommended that the Mayor and City Council adopt the attached Draft Resolution approving the First Amendment to the Fiscal Year 2019 (July 1, 2019 – June 30, 2020) Annual Action Plan and amendment to the Community Development Block Grant and HOME Investment Partnership Act Citizen Participation Plan. Additionally, staff is seeking concurrence with the recommendation to fund a Small Business Emergency Services Program seeking to provide zero interest deferred loans up to \$10,000 to Lakewood businesses with 10 or fewer employees (Option 1).

**DISCUSSION:** A special allocation of Community Development Block Grant COVID-19 (CDBG-CV) funds was awarded to Lakewood totaling \$350,611. The funds were authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed on March 27, 2020 in response to the growing effects of this historic public health crisis. CDBG-CV funding is to be used to prevent, prepare for, and respond to the social and economic impacts of the coronavirus outbreak. Although the funds have been awarded, little is known of when the funds are to be provided to localities to begin drawing down for use in their communities. Discussions with local HUD staff have provided various implementation tools and waivers from standard programmatic regulations; however, even local HUD staff remains unsure of a specific funding date for the program. Staff is anticipating funding will be available in mid-May. (*Continued to page 2*)

**FISCAL IMPACT:** Lakewood's CDBG-CV award will be \$350,611. No general funds will be obligated as part of the Small Business Emergency Services Program.

Jeff Gumm, Program Manager

Prepared by

Department Director

City Manager Review

In effort to ensure the funds are quickly and efficiently distributed to eligible communities and households economically impacted by COVID-19, HUD has issued multiple waivers for the CDBG and HOME programs temporarily waiving certain regulatory requirements. It should be noted this is unprecedented for HUD and reinforces HUD's determination to ensure the funds make a swift impact on those struggling with the impacts of the coronavirus and are not held up with bureaucratic red tape.

The City's CDBG-CV funding allocation of \$350,611 is proposed to fund the following:

PROGRAM	AMOUNT	PURPOSE
Small Business Emergency Services Program	\$325,611	Emergency business loan program to assist businesses adversely impacted by COVID-19.
Administration	\$25,000	General program administration to cover program development/setup, marketing, program monitoring, and other program expenses.

On April 13, 2020, City Council received a memorandum from the community & development department on the CARES Act and potential uses for emergency assistance to business experiencing economic distress as a result of the coronavirus outbreak and current stay at home order issued by the Governor. The memorandum provided general information on the CARES Act funding, an outline for assistance to affected Lakewood businesses, number of businesses potentially impacted, and implementation timeline. The memorandum provided the following business assistance program outline and timeline:

- The program would provide emergency assistance working capital grants up to \$10,000 to qualifying small businesses;
- The business owner must have a low- or moderate-income ( $\leq 80\%$  AMI);
- The business must have 5 employees or less;
- The business must have a physical establishment (home-based businesses excluded from program);
- The business must have experienced a loss of income due to COVID-19; and
- The business must be located within Lakewood.

#### Implementation Timeline:

<i>April 13 – April 26, 2020</i>	<i>Lakewood/Tacoma complete IDIS amendments. (completed)</i>
<i>April 24, 2020</i>	<i>Notify HUD of Lakewood/Tacoma's intent to use waivers. (completed)</i>
<i>April 27 – May 1, 2020</i>	<i>5-day public comment period for FY 2019 AAP Amendment.(completed)</i>
May 4, 2020	By resolution, Lakewood City Council approves 2019 AAP and CARES Act funding allocation.
May 12, 2020 (updated) allocation.	Tacoma City Council approves its 2019 AAP and CARES Act funding
May 13, 2020 (updated)	Lakewood and Tacoma submit their respective 2019 AAPs to HUD through IDIS.

Following the presentation, the City Council had a discussion of the proposed business assistance program and provided multiple comments including, business assistance to companies with 10 or fewer employees, assistance to sole proprietorships with no employees, other forms of assistance available to businesses as a result of COVID-19-related funding, documentation of employee payroll, tying the amount of assistance to number of employees, number of years a business has been in operation, and preferences for a grant- or loan-based program. No consensus was determined.

**OTHER COVID-19 BUSINESS ASSISTANCE PROGRAMS:** Staff has reviewed other COVID-19 related business assistance programs available to small business, including Lakewood businesses. While there were other programs available, many of the programs are already closed to new applicants or have reached funding capacity. Below is a list of business assistance programs.

**Paycheck Protection Program (PPP); Small Business Administration; \$10 million**

- Funding exhausted in 13 days; **program closed.**
- Pays for normal business expenses over 8 week period.
- At least 75% of expenses must be on payroll/ 25% other costs
- Forgivable if used on eligible expenses.

**Economic Injury Disaster Loans (EIDL); Small Business Administration; \$10 Billion**

- **Funding applications closed.**
- Working capital loans up to \$2 million/ 3.75% to businesses; 2.75% to nonprofits; 30 year term.
- Sole proprietorships and up to 500 employees qualify.
- EIDL-Advance program provides up to \$10,000 as a grant for employee sick leave, payroll, rent or other related expenses.

**Debt Relief Program; Small Business Administration**

- SBA will pay principal, interest, and fees of current and new (if loan issued prior to September 27, 2020) 7(a), 504, and microloans for a period of 6 months.
- SBA Serviced Disaster (Home and Business) Loans receive deferral status through December 31, 2020.

**Express Bridge Loan Pilot Program; Small Business Administration**

- \$25,000 loan to businesses with an existing relationship with an SBA Express lender.

**Working Washington Small Business Emergency Grant Program; WA State; \$10 million**

- Funding exhausted; **program closed.**
- Small business grants up to \$10,000 for businesses with up to 10 employees.
- Business must have been in operation for at least one year.

**Pierce County Emergency Small Business Relief Loan Program; Pierce County; \$640,000**

- Loans up to \$20,000; \$1,000 per employee; 0% interest, deferred for first 12 months.
- Businesses with up to 20 employees eligible.
- Available countywide, including incorporated cities.

**COVID-19 stabilization Loan Program; City of Tacoma**

- **Program closed.**
- Loans up to \$15,000 with deferred payments.
- Available to businesses in the City of Tacoma with 10 or fewer employees.

**Federal Income Tax Filing and Payment Extension; Internal Revenue Service**

- Tax filing and tax payments up to \$10 million deferred until July 15, 2020.

**SMALL BUSINESS EMERGENCY SERVICES PROGRAM – OPTION 1:**

Based on Council input and staff review of similar business assistance programs, staff is making the following recommendation for the city's small business assistance program:

- Program would provide emergency assistance working capital (not limited to payroll expenses) up to \$10,000 to qualifying businesses with 10 or fewer employees (sole proprietorships with no employees would not be eligible);
- Assistance would be provided in the form of a 0% interest loan, with payment deferred for up to 12 months;
- Amount of assistance would be tied to the number of employees and provided in the amount of \$2,500 per employee, up to \$10,000 maximum per assisted business;
- The business would have a physical location in the City of Lakewood (only one loan per business or ownership group);
- The business must have experienced a loss of income directly related to the effects of COVID-19;
- The business must have been in operation for one or more years (businesses that have had a change in ownership in the past 12 months may be eligible); and
- HUD program eligibility will be job creation or retention of employees based on COVID-19 impacts;
- Program marketing will include an emphasis to include minority and non-English speaking business owners. Applications will be translated into Spanish and Korean.

Funding Option 1 would provide Council with additional loan funds for future lending opportunities as loans are repaid. A revolving loan fund could be created with loan proceeds which could expand the impact of the COVID-CV funding to additional businesses. This type of lending assistance could become especially important should the effects of COVID-19 linger into 2021 and beyond.

#### **SMALL BUSINESS EMERGENCY SERVICES PROGRAM – OPTION 2:**

Option 2 would be to provide the same small business assistance program with one change; the program would provide assistance in the form of a **grant** rather than a loan.

**ALTERNATIVE(S):** The Council may modify the FY 2019 Annual Action Plan Amendment funding allocations and/or the Small Business Emergency Service Program to include funding for a small business assistance grant program (Option 2) in place of a loan program. Council may also choose to make changes to the business assistance program criteria such as changing the maximum amount of assistance, the minimum number of employees for business eligibility, or other program criteria.

RESOLUTION NO. 2020-05

A RESOLUTION of the City Council of the City of Lakewood, Washington, adopting the First Amendment to the Fiscal Year 2019 (July 1, 2019 – June 30, 2020) Annual Action Plan and amendment to the Community Development Block Grant and HOME Investment Partnership Act Citizen Participation Plan.

WHEREAS, the City of Lakewood, Washington, qualifies as an eligible Community Development Block Grant (CDBG) entitlement city, and the City Council has elected to pursue funding through that entitlement process; and

WHEREAS, the City of Lakewood also entered into an agreement with the City of Tacoma for participation in their Home Investment Partnership Act (HOME) Consortium Programs; and,

WHEREAS, in connection therewith, the City Council adopted a Citizen Participation Plan and provided for a Community Services Advisory Board; and

WHEREAS, in order to receive CDBG and HOME federal dollars for Fiscal Year 2019, commencing on July 1, 2019 and ending on July 1, 2020, the City of Lakewood was required to submit its Annual Action Plan defining the proposed use of CDBG and HOME funds to the Department of Housing and Urban Development (HUD) no later than May 15, 2019; and

WHEREAS, on May 15, 2019, the City submitted its Fiscal Year 2019 Annual Action Plan to HUD for approval of \$563,124 in CDBG funds and \$309,690 in HOME funds as a part of the Tacoma-Lakewood HOME Consortium; and

WHEREAS, on July 12, 2019, HUD reviewed and approved the City of Lakewood's 2019 Annual Action Plan submittal and executed a funding agreement with the City of Lakewood for funds detailed in the Plan; and

WHEREAS, on March 27, 2020, a special allocation of \$350,611 in Community Development Block Grant COVID-19 (CDBG-CV) funds was allocated to the City of Lakewood under the

Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, in response to the growing effects of the coronavirus pandemic; and

WHEREAS, HUD has issued guidance on how to expedite the use of CDBG-CV funds, including waivers to consolidated planning requirements, including citizen participation requirements, in order to facilitate assistance to eligible communities and households economically impacted by COVID-19; and

WHEREAS, in accordance with the City of Lakewood Citizen Participation Plan and HUD's memorandum, Availability of Waivers of Community Planning and Development (CPD) Grant Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19, the City of Lakewood is making a substantial amendment to its Fiscal Year 2019 Annual Action Plan to include \$350,611 in CDBG-CV funding; and

WHEREAS, in connection with such funding process, it is appropriate that the City Council adopt a substantial amendment to its Fiscal Year 2019 Consolidated Annual Action Plan.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON HEREBY RESOLVES, as Follows:

Section 1. That the First Amendment to the Fiscal Year 2019 Annual Action Plan, a copy of which is attached hereto, marked as Exhibit "A" and incorporated herein by this reference, be, and the same hereby is, adopted. The City Manager or designee is authorized to execute a funding agreement with HUD in the amount of \$350,611 in CDBG-CV funds for the purpose of creating a Small Business Emergency Services Program to assist small businesses affected by the impacts of the coronavirus, and to develop administrative guidelines directing said funding.

Section 2. That the City of Lakewood Community Development Block Grant and HOME Investment Partnership Act Citizen Participation Plan, a copy of which is attached hereto, marked as Exhibit "B" and incorporated herein by this reference, be, and the same hereby adopted.

Section 3. That this Resolution shall be in full force and effect upon passage and signatures hereon.

PASSED by the City Council this 4th day of May, 2020.

CITY OF LAKEWOOD

Attest:

\_\_\_\_\_  
Don Anderson, Mayor

\_\_\_\_\_  
Briana Schumacher, City Clerk

Approved as to Form:

\_\_\_\_\_  
Heidi Ann Wachter, City Attorney



## Executive Summary

### AP-05 Executive Summary - 91.200(c), 91.220(b)

#### 1. Introduction

The FY 2019 Consolidated Plans for the Tacoma-Lakewood Consortium provide a framework for addressing housing and community development needs in these cities. The Plans are developed for the U.S. Department of Housing and Urban Development to define how funding is to be allocated for the following federal programs: the Community Development Block Grant Program (CDBG), HOME Investment Partnership Act (HOME), and for the City of Tacoma, Emergency Shelter Grants (ESG).

The FY 2019 Annual Action Plan (July 1, 2019 – June 30, 2020), Lakewood's fifth, and final, under the 5-YR Consolidated Plan (2015-2019), is a one-year plan that addresses local community and economic development needs and the resources necessary to meet the needs of low and moderate income households. The Plan identifies unique needs and assets in Lakewood and Tacoma, as well as on a regional basis. Goals and priorities of the Annual Action Plan are to be consistent with national objectives and priorities established by HUD and shall be consistent with the goals and strategies identified in the 5-YR Consolidated Plan.

Strategies identified in this Plan were built upon a broad citizen participation process in consultation with public and private agencies. Through this planning process, the FY 2019 policies and priorities were developed to improve economic opportunity and investment through improvements to infrastructure and public facilities, revitalize neighborhoods through removal of blight and targeted investment, eliminate threats to public health and safety, and to preserve and/or expand affordable housing choice for low and moderate income individuals. Subsequently, the Lakewood City Council adopted policies and priorities on the use of FY 2019 CDBG and HOME funds.

In FY 2019, CDBG funds will complete the 5-year funding cycle with a focus on physical/infrastructure improvements, housing, and public services. No funding will be allocated to economic development activities in 2019.

#### First Amendment to the FY 2019 Annual Action Plan (AAP):

This Amendment proposes to amend the 2019 AAP to include \$350,611 in CDBG-CV funding as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed on March 27, 2020 in response to the growing effects of this historic public health crisis. The CDBG-CV funding is a new allocation of Community Development Block Grant funds to be used to prevent, prepare for, and respond to the coronavirus outbreak.

Funding in the amount of \$350,611 is being allocated in support of a Small Business Emergency Services Program which will provide much needed capital to small businesses (10 employees or fewer) impacted by the ongoing coronavirus shutdown in effort to sustain these business from shuttering their doors and laying off employees. The project will meet a national objective of 570.208(a)(4) Job Creation or Retention through the creation or retention of job opportunities for low and moderate income individuals or 570.208(a)(2) Limited Clientele for assistance to microenterprise. No other changes are proposed.

## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The 2019 Annual Action Plan will complete the City's five year funding focus on the following priority needs identified in the 5-YR Consolidated Plan: 1) Need for affordable housing; 2) Need for basic services and for homeless prevention and intervention; and 3) Need for community and economic development. For 2019, funding will focus on community and economic development with funding allocated for infrastructure improvements in census tract 072016, and in support of job training programs for low income individuals facing multiple barriers to employment such as lack of childcare, transportation, and housing. Funding in support of affordable housing choice will concentrate on homeowner rehabilitation/repair programs, down payment assistance, and the development of new housing for low income households.

Recommended funding allocations for FY 2019, including the reprogramming of unexpended FY 2016 and 2017 funding, include:

- *Physical/Infrastructure Improvements* – A total of \$164,257.17 is recommended for neighborhood-related infrastructure improvements.
- *Housing Improvements* – Funding in the amount of \$159,884.09 and \$41,324.09 (2016 Low Income Street Lighting - \$21,062.43; 2017 Administration - \$18,572.92; and 2017 Section 108 Repayment \$1,688.74) in reprogrammed CDBG funding are recommended in support of the Major Home Repair/Sewer Loan Program; and \$30,357.94 in support of CDBG Administration of HOME housing activities. A total of \$140,000 in program income is recommended for continued support of Major Home Repair program (CDBG - \$65,000) and Neighborhood Stabilization Program activities (NSP1 - \$75,000).

In addition to the \$231,566.12 in CDBG funding for housing-related activities, a total of \$273,330 in HOME funding is recommended in support of housing activities (HOME Affordable Housing Fund -

\$225,000; and HOME Housing Rehabilitation - \$48,330). HOME funding allocations for Lakewood may be found in Tacoma's 2019 Joint Consolidated Annual Action Plan.

- *Public Services* – \$45,000 is recommended in support of job training /apprenticeship programs for low income individuals. Funding in support of public and human services programs is also being provided as part of the City's 1% General Fund allocation.
- *Economic Development* – No funding recommended.
- *Administrative Activities* – Funding in support of general administrative activities for CDBG are recommended at \$112,624.80.
- *Section 108* – A total of \$51,000 in 2019 CDBG funding is recommended in support of debt service payments for the City's recently completed 108th Street Roadway Improvement project (\$47,000 principal; and \$4,000 interest).

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The 5-YR Consolidated Plan (2015-2019) for Lakewood and Tacoma identified three primary goals: 1) Increase and preserve affordable housing choice; 2) Reduce homelessness and increase stability; and 3) Improve infrastructure, facilities and economic development. As the Consolidated Plan moves into its fifth and final year, a look back to previous funding cycles reveals a concerted effort to further community and economic development gains through investment in infrastructure improvements and continued investment in housing preservation. Over the previous four years, the City has struck a course balancing the need for affordable housing opportunity, the creation of suitable living environments, and the expansion of economic opportunity through strategic investment in community facilities and improvements to infrastructure in many low income neighborhoods.

Lakewood, not unlike other communities, continues to find itself with an ongoing need to maintain and update infrastructure necessary to fuel and maintain a healthy, vibrant community. It is this investment in roads, sidewalks, facilities and services that drives society forward, fosters economic investment, and forms the very foundation of community through connectivity and access for all. Evidence of this type of investment over the most recent five years can be seen in Lakewood's funding of roadway and accessibility improvements along 108th St. SW, multiple low income street lighting projects, and roadway and storm water improvements to 123rd St. SW.

Other areas of concern for low and moderate income populations continues to be housing choice and access to decent affordable housing, especially those in metropolitan areas. As many west-coast cities

witness year after year of double digit median home price increases, housing stability and affordability are quickly becoming an everyday concern for many low and moderate income families. With income growth lagging behind, sustainable long-term housing strategies are likely the next big hurdle for many communities to overcome. This is especially true in Pierce County where the median home price has continued to grow at a nearly 10 percent clip while at the same time annual wages have seen growth of less than 4 percent.

The City of Lakewood fully expects to meet the benchmarks established in the 5-YR Consolidated Plan. A complete evaluation of the performance measures, including program spending accomplishments, will be provided as part of the Consolidated Annual Performance Evaluation Report (CAPER) for FY 2019.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The FY 2019 Annual Action Plan was developed in coordination with the City of Tacoma and local organizations, agencies, and stakeholders. The Plan was developed in accordance with requirements established by the U.S. Department of Housing and Urban Development and the Citizen Participation Plan as adopted by the City of Lakewood. Citizen activities included notification in the Tacoma News Tribune on September 19, 2018 of an October 4, 2018 public hearing held by the Lakewood Community Services Advisory Board (CSAB) on the acceptance of proposals for FY 2019 (July 1, 2019 – June 30, 2020) Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) programs. Citizen input was solicited to identify community and economic development, housing, and public service's needs.

Notification of the Draft FY 2019 Annual Action Plan was published on March 29, 2019 in the Tacoma News Tribune indicating where the document were available for review during the 30-day citizen comment period (April 1, 2019 – April 30, 2019). A public hearing by the Lakewood City Council were held on April 15, 2019 to solicit comments from citizens, local for-profit and non-profit agencies, neighborhood associations, the State of Washington, Pierce County, City of Tacoma, local public housing authorities, and other interested parties on the draft document. Copies of the Plan were made available to those requesting copies. Records on the proposed economic development, housing, public service, and community development projects were made accessible to the general public. Comments received at the public hearings held by the Lakewood CSAB and Lakewood City Council are summarized later in this report.

*This amendment is considered a substantial amendment to the City's 2019 AAP. In accordance with the City's Citizen Participation Plan, projects that are substantially changed are submitted to the Community Services Advisory Board for comment, a 30-day citizen comment period is observed, and are then forwarded on for implementation by Council.*

In an effort to expedite funding process and delivery of assistance to those affected by the COVID-19 outbreak, HUD recently issued the following memorandum titled, Availability of Waivers of Community Planning and Development (CPD) Grant Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19. The purpose of the memorandum was to provide a simplified notification process including waivers of specific regulatory processes associated with various CPD-administered grant programs. Included in the waivers was the waiver of the 30-day public hearing comment period in favor of a 5-day comment period, and waiver of reasonable notice and opportunity to comment due to the limitation on public gatherings in favor of allowing grantees to determine what constitutes reasonable notice and opportunity to comment given the current circumstances in dealing with the effects of the coronavirus.

On April 24, 2020, the City provided HUD with the appropriate notice thereby reducing the City's public comment period to 5 days and made the amendment widely available to the general public for comment by way of the City's website and by posting on various social media platforms including, Facebook, Twitter, Instagram, and LinkedIn.

Notification of the proposed amendment to the 2019 AAP was published in the Tacoma News Tribune, a paper of general circulation, on April 25, 2020. The notification provides for a 5-day citizen comment period (April 27, 2020 – May 1, 2020).

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The following comments were received as part of the FY 2019 citizen participation process. They include testimony provided at the October 4, 2018 public hearing and the Lakewood City Council public hearing on April 15, 2019:

### Community Services Advisory Board Public Hearing – October 4, 2018

At the October 4, 2018 public hearing held by the City of Lakewood Community Services Advisory Board, the City received a total of sixteen (16) public comments. Comments received included support of housing and services for homeless individuals and those at risk of becoming homeless, including shelter and transitional housing; affordable housing development and homeownership opportunities for low and moderate income households; programs and services for at risk youth; before and after school programs for children and youths; medical and legal advocacy services for persons suffering domestic violence and abuse; food stability and food services for families and seniors in need; medical and dental services for children and youths; programs serving the LGBTQ population and those with HIV; medical assistance for low income and uninsured individuals; and advocacy programs, including health care, employment and financial assistance, for persons with limited English abilities.

City Council Public Hearing on Approval of the FY 2019 Annual Action Plan – April 15, 2019

At the April 15, 2019 public hearing held by the Lakewood City Council, the City received one (1) public comment. Mr. Dennis Haugen recommended capping any growth in subsidized housing and any future growth should be located in close proximity to places jobs are located or are generated.

2019 AAP Amendment 5-day Public Comment Period of April 27, 2020 – May 1, 2020:

(Insert public comments here)

**6. Summary of comments or views not accepted and the reasons for not accepting them**

There were no comments or views received that were not accepted. The comment provided on April 15, 2019 regarding the capping of growth of subsidized housing was received with no response from the City as the 2019 Annual Action Plan does not include any funding for subsidized housing.

**7. Summary**

Section 108 principal repayment for 2019 includes \$28,000 in principal repayment by Curbside Motors and \$47,000 in principal for repayment of the City's recently completed 108th Street Roadway Improvement project. The table below summarizes the City's Section 108 outstanding balances and scheduled principal repayments:

PROJECT	SECTION 108 BALANCE	ANTICIPATED INCOME - 2019	PRINCIPAL REPAYMENT - 2019
Curbside Motors	\$598,000	\$49,056.20	\$28,000
LASA Client Service Center	\$310,000	\$11,363.50	\$0
108th Street Roadway Imp.	\$94,000	\$0	\$47,000

**Table 1 - Table 1 - Section 108 Loan Program - 2019**

## PR-05 Lead & Responsible Agencies - 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/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	LAKEWOOD	Community Development Department

Table 2 – Responsible Agencies

### Narrative

In the City of Lakewood, CDBG funding is administered by the Community Development Department with oversight provided by the Council-appointed Community Services Advisory Board (CSAB) and Lakewood City Council. As a member of the Tacoma-Lakewood HOME Consortium, Lakewood receives HOME funding through the Tacoma Community Redevelopment Authority (TCRA). HOME funding allocations are initially approved by the Lakewood City Council before they are forwarded on to the TCRA for final review and approval.

### Consolidated Plan Public Contact Information

City of Lakewood

Community Development Department

Attn: Mr. Dave Bugher, Assistant City Manager

6000 Main Street SW.

Lakewood, WA 98499

(253) 589-2489

[dbugher@cityoflakewood.us](mailto:dbugher@cityoflakewood.us)



## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The FY 2019 Annual Action Plan was developed to provide a general framework for addressing housing and community development needs in the City of Lakewood. In a larger sense, the plan involves a regional element to coordinate and address economic development, transportation, public services, special needs, housing, and homelessness throughout Pierce County. Coordination included consultation with the City of Tacoma, Pierce County, Pierce County Housing Authority, the Tacoma Housing Authority, and other stakeholders as provided in the Plan.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

As part of the planning process, the City of Lakewood established a committee to provide public oversight, comment on the process, and to make funding recommendations for both the CDBG and HOME programs. As part of the development of the 5-YR Consolidated Plan (2015-2019), the City solicited input through interviews, meetings, and public hearings to determine community need, priorities, and approaches to meeting those needs. Since the development of the 5-Year Plan, the City has continued to consult with many of the agencies and organizations originally polled.

The Pierce County Housing Authority and the Tacoma Housing Authority continue to work closely with the cities of Lakewood and Tacoma coordinating efforts to improve housing choice for low income households in both communities. Additionally, local housing and services providers such as Living Access Support Alliance (LASA), Greater Lakes Mental Health, Tacoma-Pierce County Habitat for Humanity, the Homeownership Center of Tacoma, Associated Ministries, Tacoma Area Coalition of Individuals with Disabilities (TACID), the Fair Housing Center of Washington, and the Tacoma Pierce County Affordable Housing Consortium among others continue to provide input and support for mental health, services, and housing options both in Lakewood and Tacoma.

As part of the City's human services funding process, monthly coalition meetings are held at the City to bring together non-profits, service providers and governmental agencies to help determine and better understand the need for housing and human services in Lakewood and throughout Pierce County. Consultation with Joint Base Lewis McChord was also conducted as a part of the consolidated planning process to determine what level of assistance military personnel and veterans were experiencing with housing need, health and human services, and mental health care assistance.

Lakewood sought comment internally from City departments on housing and community development needs and services to low income and special needs populations. On a regional level, the City consulted with Pierce County Community Connections, the City of Tacoma, United Way of Pierce County, the Pierce County Housing Authority, Tacoma-Pierce County Habitat for Humanity, local school districts, police and fire departments, and the State of Washington to better understand the needs of at risk populations such as homeless families with children, victims of domestic violence, individuals with disabilities, ethnic minorities, and the elderly.

Additional efforts to enhance and coordinate efforts between housing, health, and services providers are described throughout the Plan.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Cities of Tacoma and Lakewood are actively engaged members of the Tacoma/Lakewood/Pierce County Continuum of Care. The three jurisdictions are the three most involved governmental entities in the Continuum, cooperatively working on programs to meet needs for housing and services. Both Tacoma and Lakewood support the Continuum's priorities focusing on the needs of the most vulnerable populations including chronically homeless persons, unaccompanied youth, families with children, and veterans, among others. The Continuum's Centralized Intake System (Access Point 4 Housing (AP4H)) is supported by both Tacoma and Lakewood and is designed to provide assessment and rapid placement in appropriate housing, reducing vulnerability and increasing stability. The partnership strives to ensure the needs of its most vulnerable populations are met; something proving more challenging as funding sources dry up and the demand for services and housing options for the homeless and those at risk of homelessness continue to grow.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The Cities of Tacoma and Lakewood work closely with the Collaborative Applicant of the Continuum of Care (Pierce County) planning for allocation and use of Emergency Solutions Grant (ESG) funds. ESG policies and procedures were created and are updated periodically in cooperation with Pierce County and Tacoma to ensure that ESG subrecipients are operating programs consistently across eligible activities. Performance is reviewed by both entities. The Collaborative Applicant is also the HMIS lead

and works closely with City of Tacoma to maximize use of HMIS resources and to draw data for reports on project performance and program outcomes.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

**Table 3 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	City of Tacoma
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As the lead member of the Tacoma-Lakewood HOME Consortium, Tacoma remains a key partner in the development and implementation of the consolidated planning process. The City of Tacoma was consulted in the development of priorities and strategies designed to meet the various community and economic development needs identified in this Plan. Lakewood and Tacoma will continue to coordinate their efforts to ensure the goals and outcomes identified in the 5-YR consolidated Plan (2015-2019) are satisfied.
2	<b>Agency/Group/Organization</b>	Pierce County Community Connections
	<b>Agency/Group/Organization Type</b>	Other government - County

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Pierce County Community Connections is a partner agency in a regional effort to end homelessness, encourage community and economic development efforts benefitting low income individuals, to expand safe, decent, affordable housing, and in the provision of public and human services to individuals in need. As a recipient of CDBG, HOME, and ESG funding, the County is a natural partner with the cities of Lakewood and Tacoma in determining a regional approach to community development.
3	<b>Agency/Group/Organization</b>	Pierce County Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Market Analysis Anti-poverty Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Pierce County Housing Authority (PCHA) is a vital partner to the City of Lakewood in its efforts to increase and preserve affordable housing options for low income households. PCHA manages a number of programs such as scattered site public housing, Section 8 vouchers, and enterprise fund apartments to provide housing stability to many low income Lakewood households. As an operator of 285 apartment units in Lakewood, the housing authority was consulted to provide information on the need for public housing in Lakewood and in greater-Pierce County. Lakewood anticipates continued cooperation with PCHA in developing and maintaining affordable public housing options.
4	<b>Agency/Group/Organization</b>	Tacoma Pierce County Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Veterans Non-Homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Tacoma-Pierce County Habitat for Humanity remains an integral part of Lakewood's approach to providing safe, decent, affordable housing to low income households in Lakewood and Tacoma. Consultation with the agency focused on housing need, market analysis, veteran housing opportunities and special needs housing. Lakewood anticipates continued coordination with Habitat will increase affordable housing options for low income families and improvements to distressed communities as older blighted homes are replaced with newly constructed affordable single family homes.
5	<b>Agency/Group/Organization</b>	LASA
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	LASA was consulted as part of the planning process to better define and understand the scope and type of homeless need in Pierce County. LASA continues to be an integral provider in the fabric of homeless services and housing assistance to the homeless and those at risk of homelessness. With LASA's ongoing partnerships with the Pierce County and Tacoma Housing Authorities, and recent completion of its 15,000 SF client service center and 15-units of permanent affordable housing, LASA is uniquely positioned to understand and assist the homeless population in Lakewood and Pierce County. Partnership and coordination with LASA continues to allow Lakewood to better understand the needs of those living at or below the poverty rate and the seemingly ever-increasing demand for homeless services.
6	<b>Agency/Group/Organization</b>	Greater Lakes Mental Health
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy

	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The City of Lakewood provides funding to the Behavior Health Contact Team which partners mental health professionals with police to assess persons in crisis &amp; provide de-escalation, in-place treatment, and stabilization services. The team is a critical outreach tool for the City's effort to better understand and serve the homeless population in Lakewood and the needs that population may need in the way of mental health services.</p>
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**Identify any Agency Types not consulted and provide rationale for not consulting**

N/A

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Pierce County	
City of Lakewood Comprehensive Plan	City of Lakewood	The plan encourages infill housing, cottage-style development, changes in zoning to permit higher densities, and incentivizes the construction of affordable housing.

**Table 4 - Other local / regional / federal planning efforts**

**Narrative**



## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

Citizen input for the FY 2019 Annual Action Plan was conducted in accordance with the requirements established by the U.S. Department of Housing and Urban Development and the City of Lakewood Citizen Participation Plan. Citizen participation was encouraged throughout the process culminating in the development of this FY 2019 Annual Action Plan.

The process included:

- Input from community-based organizations, service providers, and local non-profit organizations.
- Oversight and review provided by the City of Lakewood Community Services Advisory Board and the Tacoma Community Redevelopment Authority (TCRA).
- Input and coordination with the City of Lakewood, City of Tacoma, and Pierce County.
- Meetings with Lakewood and Tacoma City Councils.
- Review of planning documents for local agencies.
- Solicitation of public input.

Effort to encourage citizen participation in the development of the Plan included notification of public hearings on community and economic development need, notice of availability of the plan, and community input concerning approval the final plan. Public hearings were advertised in the Tacoma News Tribune as follows:

- October 4, 2018 – Public hearing on needs
- April 1 - April 30, 2019 – Public Comment Period
- April 15, 2019 – Public hearing on FY 2019 Annual Action Plan

A draft of the FY 2019 Annual Action Plan was made available to the public for review beginning April 1, 2019. Comments received through the citizen participation process were incorporated into the Plan. Formal approval of the final Plan was made by the City Council on May 6, 2019.

### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-targeted/broad community	Notification of public hearing on community development and public service needs for CDBG and HOME funding.	Comments detailing the public hearing are summarized in item #2 below.	N/A	
3	Public Meeting	Non-targeted/broad community	Meeting of Community Services Advisory Board on 2019 Annual Action Plan funding priorities.	No comments received.	N/A	
4	Newspaper Ad	Non-targeted/broad community	Notification of hearings and public comment period.	Comments detailing the public hearing are summarized in item #6 below.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Internet Outreach	Non-targeted/broad community	Notification of hearings and provision of Annual Action Plan.	Comments detailing the public hearing are summarized in item #6 below.	N/A	
6	Public Hearing	Non-targeted/broad community	Hearing attended by general public, Community Services Advisory Board members, and the Lakewood City Council.	One (1) comment received in favor of limiting subsidized housing growth.	Comment accepted; however, the City's Annual Action Plan does not propose any funding for subsidized housing in FY 2019.	

**Table 5 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

Funding for FY 2019 is provided by the U.S. Department of Housing and Urban Development through the Community Development Block Grant (CDBG) Program. Additional programmatic funding is being generated through program income and the reprogramming of unexpended funds from fiscal years 2016 and 2017. All funds received, and otherwise reprogrammed, will be allocated to activities in support of the goals and objectives identified in the 5-YR Consolidated Plan.

CDBG funding in FY 2019 will complete the City's five year focus on improvements to infrastructure and capital facilities with additional funding allocated to the preservation of affordable housing choice. Investments include energy efficiency street lighting improvements to low income block groups in census tract 072106 and housing rehabilitation activities meant to increase and preserve affordable housing choice for low income families and individuals. Additional activities in support of affordable housing choice include the funding of the HOME Affordable Housing Fund, which is intended to support the development of new housing and homeownership opportunities for low income households.

Public services activities will focus on access to economic opportunity through job training and apprenticeship programs for low income individuals facing multiple barriers such as lack of childcare, transportation, housing, and lack of education or training. Additional funding for public service activities will be supported with General Fund dollars in accordance with a City Council-adopted strategic plan for human services.

Homeless prevention services, specifically relocation assistance for low income individuals displaced through no fault of their own during fire or code enforcement actions, will continue to be addressed with General Fund dollars and unexpended FY 2017 CDBG funding. Finally, activities seeking the promotion of livable or viable communities are to be addressed through the elimination of slum and blight conditions in communities adversely impacted by disproportionate foreclosure and vacancy rates through the City's Neighborhood Stabilization Program 1 Dangerous and Nuisance Abatement Revolving Loan Fund.

The City of Lakewood has used a conservative approach to estimating anticipated CDBG and HOME allocations and program income to be received during the 2019 Annual Action Plan funding cycle.

## Anticipated Resources

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	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	563,124	140,000	41,324	744,448	0	Final year of 5-YR Consolidated Plan (2015-2019). Anticipated program income of \$140,000 is solely composed of RLF activities for Major Home Repair, Down Payment Assistance, and NSP1 Abatement Fund. Section 108 income of \$60,419.70 is not included in this total.
<u>CDBG-CV</u>	<u>public – federal</u>	<u>Economic Development Administration</u>	<u>350,611</u>	<u>0</u>	<u>0</u>	<u>350,611</u>	<u>0</u>	<u>Special allocation under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, enacted March 27, 2020.</u>

Table 6 - Expected Resources – Priority Table

## Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Leverage ratios are expected maintain at levels similar to those seen in fiscal years 2017 and 2018 as funding continues to be allocated to small-scale infrastructure projects and housing rehabilitation related activities, traditionally low leverage ratio activities. Housing rehabilitation activities undertaken as part of the Major Home Repair program do not utilize match or leverage funding. The Major Home Repair program provides loans to low income households to maintain their existing home where funding would otherwise be unavailable or out of reach for many households with limited incomes. Additional activities include debt service of Section 108 funding used for infrastructure improvements,

energy efficiency street lighting improvements in census tract 072106, and job training/apprenticeship programs for low income individuals; of which, only the job training/apprenticeship program will provide leveraged funding at a rate of 10.33:1 (leveraging \$465,000 with \$45,000 investment).

With funding options for infrastructure projects dwindling and the need to replace aging infrastructure growing, many communities are faced with the very real possibility of not being able to keep up with infrastructure maintenance or replacement. Historically, the CDBG and HOME programs have provided a breakwater to communities struggling to balance infrastructure needs with economic development, housing, and human services needs for low and moderate income populations. As these funds have continued to diminish, many jurisdictions have been left to scramble to fill the void.

HOME funds match requirements and leverage is provided as part of the Tacoma-Lakewood HOME Consortium and is reported in Tacoma's portion of the Plan.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

No publicly-owned land or property is scheduled to be included as a part of this plan.

**Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Infrastructure, facilities & economic opportunity	2015	2019	Non-Housing Community Development		Community and Economic Development	CDBG: \$215,257  <u>CDBG-CV: \$325,611</u>	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2155 Persons Assisted <u>LMI Job Creation/Retention: 100 Jobs Created/Retained</u> <u>Limited Clientele: 10</u> <u>Microenterprise - LMI Owned</u>
2	Increase and preserve affordable housing choices	2015	2019	Affordable Housing Public Housing Homeless		Community and Economic Development Affordable housing choice	CDBG: \$371,566	Homeowner Housing Added: 3 Household Housing Unit Homeowner Housing Rehabilitated: 7 Household Housing Unit Buildings Demolished: 4 Buildings
3	Reduce homelessness and increase stability	2015	2019	Homeless Non-Homeless Special Needs		Community and Economic Development Basic services & homeless prevention/intervention	CDBG: \$45,000	Public service activities other than Low/Moderate Income Housing Benefit: 21 Persons Assisted Homelessness Prevention: 15 Persons Assisted

Table 7 – Goals Summary

Annual Action Plan  
2019

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## Goal Descriptions

1	<b>Goal Name</b>	Infrastructure, facilities & economic opportunity
	<b>Goal Description</b>	Projects that support improving infrastructure, facilities, and economic opportunities, including maintaining and improving community facilities; maintaining and improving infrastructure (such as streets, sidewalks, and ADA improvements); improvements to facades and other projects to attract and support businesses; support for microenterprises and small business development; historic preservation; and removal of slums and blight. Projects associated with this strategic plan goal for FY 2019: 1) Low Income Street Lighting; <del>and</del> 2) Repayment of Section 108 principal and interest for 108th St. Roadway Improvement project; <u>and 3) Small Business Emergency Services Program.</u>
2	<b>Goal Name</b>	Increase and preserve affordable housing choices
	<b>Goal Description</b>	Projects contributing to increasing affordable housing choice, including home repairs and weatherization to preserve the condition of owner-occupied units; down payment assistance for homebuyers; developing new rental housing opportunities; rehabilitation of rental housing; supporting development of new subsidized housing; and increasing permanent supportive housing. Programs associated with this strategic plan goal for FY 2019: 1) Major Home Repair/Sewer Loan Program (including program income/RLF); and 2) CDBG Down Payment Assistance (including program income/RLF); 3) NSP1 Dangerous Building Abatement Program (including program income/RLF); and 4) CDBG Administration of HOME Housing Services.



3	<b>Goal Name</b>	Reduce homelessness and increase stability
	<b>Goal Description</b>	<p>Projects contributing to reducing homelessness and increasing stability of Lakewood residents, including providing supportive services to meet basic needs; providing supportive services to move toward self-sufficiency; projects that provide job training and education; emergency services, including support for shelters and transitional housing; and supportive services for persons with special needs.</p> <p>Activities carried out in FY 2019 will include: 1) WorkForce Central Apprenticeship Training; and 2) Emergency Assistance for Displaced Persons (funded through unexpended FY 2017 EADR CDBG allocation).</p>

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The projects listed and described in this plan represent the proposed use of funds for the FY 2019 CDBG program.

#	Project Name
1	Low Income Street Lighting- CT 072106
2	Major Home Repair/Sewer Loan Program
3	CDBG Administration of HOME Housing Services
4	Administration
5	Section 108 Repayment of 108th Street Roadway Improvements
6	NSP1 Abatement Program
7	WorkForce Central Apprenticeship Training Program
8	Emergency Assistance for Displaced Residents
9	<u>Small Business Emergency Services Program</u>

**Table 8 – Project Information**

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Through a planning and citizen participation process, FY 2019 policies and priorities were developed for addressing community and economic development, removal of blight, revitalizing underserved neighborhoods, eliminating threats to public health and safety, and conserving/expanding stocks of affordable housing. Included in this process was a review of alternative funding sources, including City General Funds, State and other local funding sources available to meet an array of needs. As a result of this process, the Lakewood City Council adopted the following policies and priorities for the use of FY 2019 CDBG and HOME funds in order of priority:

1. Physical Infrastructure Improvements
2. Housing
3. Public Service
4. Economic Development

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Low Income Street Lighting- CT 072106
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure, facilities & economic opportunity
	<b>Needs Addressed</b>	Community and Economic Development
	<b>Funding</b>	CDBG: \$164,257
	<b>Description</b>	Project will install new LED street lighting in low income residential neighborhoods where no or limited street lighting exists.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A total of 2,115 households will be served by this activity, of which 1,350 (62.7%) are low income households.
	<b>Location Description</b>	Project to be carried out in census tract 072106.
	<b>Planned Activities</b>	Installation of 38 new LED streetlights where no or limited street lighting exists.
2	<b>Project Name</b>	Major Home Repair/Sewer Loan Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choices
	<b>Needs Addressed</b>	Affordable housing choice
	<b>Funding</b>	CDBG: \$266,208
	<b>Description</b>	Program provides home repair and/or sewer connection loans to eligible low income homeowners. Funding for program provided through FY 2019 entitlement funding and revolving loan funds.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A total of 6 low income households will be assisted with housing rehabilitation activities or side sewer connections.
	<b>Location Description</b>	City-wide

	<b>Planned Activities</b>	The project will provide major home repair/sewer connection loans which include connection of side-sewer to sewer main, decommissioning of septic systems, roofing, removal of architectural barriers, plumbing, electrical, weatherization, major systems replacement/upgrade, and general home repairs for eligible low income homeowners. Program funding includes a total of \$65,000 in program income to be used for similar RLF activities.
<b>3</b>	<b>Project Name</b>	CDBG Administration of HOME Housing Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choices
	<b>Needs Addressed</b>	Affordable housing choice
	<b>Funding</b>	CDBG: \$30,358
	<b>Description</b>	Program administration and housing services in support of HOME Program.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A total of 4 low income households will be assisted.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Program administration and housing services in support of HOME Program.
<b>4</b>	<b>Project Name</b>	Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$112,625; <u>CDBG-CV \$25,000</u>
	<b>Description</b>	Administration to implement and manage the Consolidated Plan funds.
	<b>Target Date</b>	<u>6/30/2020; 5/4/2020 – 9/30/2020 CDBG-CV</u>
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

	<b>Planned Activities</b>	Activities include support of program management, coordination, monitoring, and general evaluation of program activities.
5	<b>Project Name</b>	Section 108 Repayment of 108th Street Roadway Improvements
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure, facilities & economic opportunity
	<b>Needs Addressed</b>	Community and Economic Development
	<b>Funding</b>	CDBG: \$51,000
	<b>Description</b>	CDBG repayment of Section 108 loan for 108th Street Roadway Improvements (Activities #184 & #192).
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Section 108 loan repayment of 108th Street Roadway Improvements project.
	<b>Planned Activities</b>	Section 108 principal and interest repayment of 108th Street Roadway Improvements project.
6	<b>Project Name</b>	NSP1 Abatement Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choices
	<b>Needs Addressed</b>	Affordable housing choice Community and Economic Development
	<b>Funding</b>	:
	<b>Description</b>	Provides funding for the abatement of dangerous buildings that have been foreclosed, abandoned or are vacant. Activities funded with revolving loan fund.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City of Lakewood anticipates it will demolish a total of 4 dangerous buildings located in low income block groups in FY 2019.
	<b>Location Description</b>	City-wide

	<b>Planned Activities</b>	Provides funding for the abatement of dangerous buildings that have been foreclosed, abandoned or are vacant. Funding for the program is provided through revolving loan funds generated from previous NSP1 abatement activities. Program funding includes a total of \$75,000 in program income to be used for similar RLF activities.
7	<b>Project Name</b>	WorkForce Central Apprenticeship Training Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention Community and Economic Development
	<b>Funding</b>	CDBG: \$45,000
	<b>Description</b>	Program provides job training and apprenticeship programs for low income individuals facing multiple barriers such as lack of childcare, transportation, housing, and lack of education or training.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A total of 21 low income Lakewood residents will be served with this program.
	<b>Location Description</b>	Pierce County Pre-Apprenticeship Center, 12180 Park Ave. S., Tacoma, WA 98447
	<b>Planned Activities</b>	The program will provide access to economic opportunity through job training and apprenticeship programs for low income individuals facing multiple barriers such as lack of childcare, transportation, housing, and lack of education or training. Activities will be carried out by WorkForce Central.
8	<b>Project Name</b>	Emergency Assistance for Displaced Residents
	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Affordable housing choice Basic services & homeless prevention/intervention
	<b>Funding</b>	:

	<b>Description</b>	Program provides emergency relocation assistance to eligible low income households that are displaced through no fault of their own during building and code enforcement closures, fires, redevelopment, and other incidences resulting in homelessness. Funding provided through unexpended FY 2017 EADR (Activity #206).
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Emergency Assistance for Dispalces Residents program will provide relocation assistance to 15 low income persons.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Program provides emergency relocation assistance for qualifying low income households displaced through no fault of their own during building and code enforcement closures, fires, redevelopment, and other incidences creating homelessness.
<b>9</b>	<b><u>Project Name</u></b>	<i><u>Small Business Emergency Services Program</u></i>
	<b><u>Target Area</u></b>	
	<b><u>Goals Supported</u></b>	<i><u>Infrastructure, facilities &amp; economic opportunity</u></i>
	<b><u>Needs Addressed</u></b>	<i><u>Community and Economic Development</u></i>
	<b><u>Funding</u></b>	<i><u>\$325,611 CDBG-CV</u></i>
	<b><u>Description</u></b>	<i><u>The Small Business Emergency Services Program will provide much needed capital assistance to small businesses (10 employees or fewer) impacted by the ongoing coronavirus shutdown in effort to sustain these business from shuttering their doors and laying off employees. The project will meet a national objective of 570.208(a)(4) Job Creation or Retention through the creation or retention of job opportunities for low and moderate income individuals or 570.208(a)(2) Limited Clientele for assistance to microenterprise.</u></i>
	<b><u>Target Date</u></b>	<i><u>5/4/2020 – 9/30/2020</u></i>
	<b><u>Estimate the number and type of families that will benefit from the proposed activities</u></b>	<i><u>LMI Job Creation/Retention: 100 Jobs Created/Retained</u></i> <i><u>Limited Clientele: 10 Microenterprise - LMI Owned</u></i>
	<b><u>Location Description</u></b>	<i><u>City-wide</u></i>

	<p><b><u>Planned Activities</u></b></p>	<p><u>The Small Business Emergency Services Program will provide capital assistance to small business and microenterprises affected by the impacts of the coronavirus outbreak in effort to sustain business and create/ retain jobs for low and moderate income employees who may otherwise have been laid off or terminated without such assistance.</u></p>
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## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

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 a higher concentration of renter-occupied housing units that suffer from a general state of slums and blight, large concentrations of aged housing stock suffering from a lack of routine maintenance, and infrastructure improvements that are either inadequate or are outdated in accordance with current development requirements.

In Lakewood's final year of the 5-YR Consolidated Plan (2015-2019), funding prioritization will focus on infrastructure investments to low income neighborhoods where the infrastructure is either lacking or inadequate to ensure public safety and accessibility, and on increasing and preserving affordable housing choice through housing rehabilitation and the construction of new affordable homes. Funding for street lighting improvements in 2019 seeks to address infrastructure investment in Census Tract 072106 by installing street lighting where no or limited lighting exists. The City plans to continue targeting the low income Census Tract 072000 with its Major Home Repair/Sewer Loan Program which assists low and moderate income homeowners with connection fees and construction costs associated with the connection to sewers. For all other funding, the City has not identified specific targeted areas; programs are open to all eligible low and moderate income individuals city-wide.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 9 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

N/A

### **Discussion**

## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

An area of great concern for low and moderate income populations continues to be housing choice and access to decent affordable housing, especially those in metropolitan areas. Although household incomes have seen increases in all four previous years of the 5-YR Consolidated Plan, Lakewood's median income of \$47,636 (2013-2017 American Community Survey) remains far below that of the county (\$63,881) and the United States (\$57,652). Of additional concern is Lakewood's apparent concentration of families living below the poverty rate- 15% compared to 8.3% for the county and 10.5% for the United States (2013-2017 American Community Survey). Even though median incomes have risen each of the last four years, so have housing related expenses, leaving little relief for low income households who are traditionally burdened with housing related expenses exceeding 30 percent of household income.

With the median home price in Lakewood at \$232,600 (2013-17 American Community Survey) and percentage increases continuing into the double digits, the dream of owning a home remains out of reach for many, if not all low income households. Echoing this problem is the steady increase in the cost of rents year over year. With the median gross monthly rent now standing at \$926 (2013-2017 American Community Survey), housing cost is easily outstripping income growth, especially for low and moderate income households. These issues of rising housing costs relative to household incomes become strikingly apparent when looking at the percentages of Lakewood households where monthly housing cost exceeds 30 percent of household income- 36.8% for households with a mortgage and 56.7% for households who rent (2013-2017 American Community Survey).

As market forces push investment toward more profitable market rate housing, the lack of investment in and increasing need for affordable housing is placing an ever-increasing demand on communities to develop affordable housing options for low and moderate income households.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City of Lakewood encourages the development of affordable housing through the City's Comprehensive Plan. The Plan addresses future housing needs for current and future residents of all incomes. Policies offers density bonuses to developers of affordable housing, encourage infill housing, cottage-style development, changes in zoning to permit higher densities, and incentivizes the construction of affordable housing.

Additional means used to encourage affordable development is through the City's Multifamily Tax Credit program which allows developers to defer taxes on valuation improvements for all housing repairs for up to 12 years within certain urban use centers. This is especially important in areas where development is stymied by conditions of blight, the lack of infrastructure, or where rents are not conducive to sustaining redevelopment activities. With the tax deferral, the development of new housing or the modernization of existing substandard units can be incentivized as a means of neighborhood revitalization.

## **Discussion**

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

#### **Actions planned to address obstacles to meeting underserved needs**

The City will continue to support fair housing education and other activities that support fair housing for all. Potential activities include workshops focused on education and the equal application of landlord/tenant and fair housing laws and relocation assistance for individuals at risk of homelessness through no fault of their own due to discriminatory housing practices, or as a result of building and code enforcement closures, fires, or redevelopment activities. Funding for Lakewood's relocation assistance program is provided through unexpended CDBG funding allocated in FY 2017, and a grant provided by the Nisqually Indian Tribe.

In FY 2019, the City will continue to offer an emergency housing repair program for households that do not qualify for the City's CDBG and HOME-funded programs. The program will utilize grant funds provided by the Nisqually Indian Tribe to make emergency repairs to low income, owner-occupied households who otherwise lack the means or the equity to make the necessary repairs.

Efforts to address unequal access to economic opportunity are to be made through support of job training/apprenticeship programs for low income individuals facing multiple barriers such as lack of childcare, transportation, housing, and lack of education or training. Training will focus on pre-apprenticeship technical and trade skills associated with the construction-related fields.

Additional actions to address the needs of Lakewood's underserved population are addressed with a 1% allocation from the General Fund; strategic priorities include stabilization services, access to health and behavioral health, youth programs, and housing assistance.

#### **Actions planned to foster and maintain affordable housing**

Lakewood recognizes the importance affordable housing and homeownership play in building vibrant communities. In 2019, the City continues its partnership with Tacoma-Pierce County Habitat for Humanity and the Homeownership Center of Tacoma in redeveloping vacant, abandoned and blighted properties into new homeownership opportunities for low income families. Both partners are actively acquiring troubled properties in Lakewood and have multiple active construction sites.

Efforts to maintain existing owner occupied housing are supported through the Major Home Repair/Sewer Loan Program, HOME Housing Rehabilitation, and Nisqually Repair Funds, while multifamily housing is supported and encouraged with Lakewood's HOME Affordable Housing Fund as

well as through zoning density bonuses offered to developers of affordable housing. With homeownership opportunities becoming more difficult as housing process creep higher, the City offers low income homebuyers aid with down payment assistance programs designed to help meet the minimum cash investment necessary to qualify for a conventional home loan.

Rental affordability and habitability remain a priority for the City. With approximately 53 percent of Lakewood's housing stock being rental, and more than 65 percent of Lakewood's housing stock constructed prior to 1960, there exists the real possibility that a larger percentage of that stock lacks adequate and proper maintenance. To such end, 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. Inspections of rental properties began in April 2018. Initial returns show that approximately 80 percent of rental units have complied with the program and registered their rental properties through the City's portal. In 2018, a total of 485 rental properties and 1,685 individual rental units were inspected through the program. Of those units inspected, the City has seen an 83.5% initial inspection failure rate with most common failure items being lack of GFCI electrical protection, missing or nonfunctional smoke and carbon monoxide detectors, electrical hazards, and compromised or failing structural components.

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 eventually 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.

### **Actions planned to reduce lead-based paint hazards**

In accordance with the Washington State Renovation, Repair and Painting Program and 24 CFR Part 35, subparts A, B, J, K, and R, the City of Lakewood requires that all projects/homes receiving CDBG or HOME funds that were built prior to 1978, with construction costs over \$5,000, be inspected and analyzed for the presence of lead-based paint or are to be presumed to contain lead. All lead hazards be identified through this process are required to be brought into compliance with Title X of the Housing and Community Development Act of 1992 as part of the project's scope of work. CDBG and HOME funds may be provided for testing, risk assessment, and clearances for eligible activities.

With approximately 65% of Lakewood's 26,453 housing units being built prior to 1978, there exists the potential for some 17,000 housing units to contain lead-based paint hazards. To inform the community of the hazards of lead-based paint, the City offers copies of the EPA's "Protect Your Family from Lead in Your Home" and HUD's "Renovate Right" pamphlets at City Hall and provides copies of these pamphlets to all housing repair program applicants. As part of the City's single and multifamily housing programs, XRF paint inspections and Risk Assessments are conducted, lead-safe work is conducted by Washington

State certified RRP renovation contractors, abatement work is conducted by certified abatement contractors, and Clearance testing of all disturbed surfaces is performed by certified Risk Assessors.

In FY 2019, the City expects to conduct lead paint inspections on all pre-1978 properties funded with the down payment assistance program and all properties where persons are relocated to with the Emergency Assistance for Displaced Residents. Risk assessments are to be conducted on all pre-1978 homes served by housing repair programs where painted surfaces are to be disturbed as part of the scope of repairs. When completed, all homes will be free of lead-based paint hazards.

### **Actions planned to reduce the number of poverty-level families**

Actions to reduce the number of poverty-level families include the funding of vital services and programs focused on outcome driven, client centered services that lead to housing stability and economic opportunity. Funding through the 1% human services allocation is targeted to programs that provide low income households with housing stability, basic needs (health, food, clothing, etc.), and services directed towards self-sufficiency (domestic violence, child care, job training, client advocacy, homeless services etc.). For 2019, the City has allocated \$360,000 in General Fund dollars in support of these programs.

Lakewood understands an important vehicle for moving low and moderate income persons from a state of poverty to one of self-sufficiency is housing stability. Whether housing stability can be achieved through safe, decent affordable rental housing or through affordable homeownership opportunities, the benefit of a stable, affordable housing has long been a pathway to economic mobility. It is with this in mind the City of Lakewood continues to offer affordable homeownership opportunities through its down payment assistance program and partnerships with Habitat for Humanity and the Homeownership Center of Tacoma. Additional measures come in the way of the City's housing rehabilitation programs which focus on maintaining housing affordability through remedying deferred maintenance and code related deficiencies for owner occupied properties.

Additional effort to reduce the number of poverty-level families include support of job training and apprenticeship programs for low income individuals facing multiple barriers to employment such as lack of education or training, transportation, and childcare. Training will focus on technical/trade skills and certifications associated with direct employment opportunities or entry into apprenticeship programs within the construction industry. With projected growth in the construction industry of up to 11 percent by 2026 (Employment Projections 2016-26, Bureau of Labor Statistics, January 30, 2019) and wages well above the national median annual wage, opportunities exist for low income individuals, with or without post-secondary education, to earn a decent family wage and lift themselves from poverty.

## **Actions planned to develop institutional structure**

In an effort to better coordinate expenditures of the U.S. Department of Housing and Urban Development-funded CDBG and HOME programs and the General fund-funded human services program, the City has tasked the Community Services Advisory Board (CSAB) with policymaking and general funding recommendation authority as they relate to community development and human services activities city-wide. Board responsibilities include facilitating the cooperation and coordination of human services and Consolidated Plan activities, holding public hearings to receive input on community development and human service's needs, developing policy guidance and program evaluation criteria, and making funding recommendations. On the human services side, the Board is responsible for reviewing needs assessments and gap analyses in order to develop a strategic action plan. Additionally, the Board provides guidance and recommendations in preparing the City's CDBG and HOME funding policies and priorities, Consolidated Plan, Annual Action Plan, and Consolidated Annual Performance Evaluation Report. As part of the Section 108 process, the Board serves as a review panel for potential loan applicants.

With regard to the Tacoma-Lakewood HOME consortium and the allocation of HOME funds, the City of Tacoma has established the Tacoma Community Redevelopment Authority (TCRA), a public corporation organized and dedicated to the administration of federal grants and programs such as the Community Development Block Grant and HOME Investment Partnerships Program. The TCRA is responsible for administering the HOME Program, including the review of all housing programs for both Tacoma and Lakewood. The Board is staffed by ten Board members and is supported by City of Tacoma staff.

## **Actions planned to enhance coordination between public and private housing and social service agencies**

The City is the convener of monthly human services Collaboration meetings. Collaboration partners include for-profit and nonprofit providers of housing, services, homeless programs, dv and family services, youth programs, food banks, and healthcare services.

Pierce County homeless providers, developers and governmental agencies have joined to develop a comprehensive plan for a coordinated care system for the homeless with the goal of ending homelessness in the county. In 1996, the Tacoma/Pierce County Coalition for the Homeless created the Pierce County Continuum of Care (CoC) to serve as the planning body of this Coalition. Lakewood is a member of the CoC and participates in the monthly meeting to discuss issues related to the activities of the long-range plan of reducing homelessness.

With the continued growth in homeless populations seemingly everywhere comes a need to focus effort and resources in combating this growing problem. As a member of the Tacoma/Pierce County Coalition,

Lakewood continues to work with Tacoma and Pierce County in adapting the Continuum to better target the causes and solutions to chronic homelessness throughout Pierce County using emerging best practices and a comprehensive outreach strategy. Efforts include developing a housing first approach that addresses a wide array of causes and solutions, including using data to quickly and effectively move people from homelessness, using a comprehensive outreach strategy to engage unsheltered individuals, and linking housing and human services with job training, skills training or education to ensure every individual has the means to exit homeless and the wherewithal to remain housed once they've exited homelessness.

The City continues to maintain collaborative relationships with many nonprofit agencies, local housing authorities, mental and social service agencies, and local and State governmental agencies to provide access to health care and other programs and services, provide a continuum of affordable housing, support education and training opportunities to aid in obtaining livable-wage jobs, and promote services that encourage self-sufficiency as a lasting solution to breaking the cycle of poverty.

## **Discussion**



## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(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
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

#### Discussion

## Attachments

**Grantee SF-424's and Certification(s)**

*(Insert here)*

# **CITY OF LAKEWOOD**

## **COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIP ACT**

### **CITIZEN PARTICIPATION PLAN**

City of Lakewood  
60000 Main St. SW  
Lakewood, WA 98499

November 1, 1999  
Amended July 1, 2019 (to reflect Board name changes only)  
Amended May 4, 2020 (virtual public hearing amendment)

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## **Citizen Participation Plan**

Citizen's voice and involvement has been strong in the City of Lakewood, and Lakewood's city government and its citizens are committed to the growth of Lakewood as a safe and united community for all its citizens. This commitment can best be met by increasing opportunities for citizen participation in local government decisions that improve the quality of life in Lakewood.

On February 28, 1996, the City of Lakewood officially incorporated as a city. During the first three-years of cityhood, Lakewood was a member of the Pierce Urban County Consortium. On July 1, 2000, the City of Lakewood will become an entitlement city eligible for Community Development Block Grant (CDBG) funds from the Department of Housing and Urban Development (HUD), and eligible for HOME Investment Partnership Act (HOME) funds from the HOME Consortium with the City of Tacoma (lead entity).

For Lakewood to receive HUD funding for housing and community development programs, the City must develop a Joint Consolidated Plan for the use of CDBG and HOME Consortium funds with the City of Tacoma. The Plan consolidates a five year strategic plan with the applications for CDBG and HOME funds. The City encourages the participation of all citizens in developing the Consolidated Plan, any substantial Plan amendments, and the Plan performance report. The City encourages the participation of low-income persons, persons living in blighted or low-income neighborhoods, persons living in areas targeted for revitalization, residents of public and assisted housing, minorities, non-English speaking persons, persons with disabilities, and other persons affected by the Plan.

## **A. Background**

The City encourages citizens to be involved in the identification of needs, the development of plans and strategies, the review of proposed activities, and the review of program performance. The Consolidated Plan and the programs funded by the Plan are designed to improve opportunities for decent housing, a desirable living environment and economic development, particularly for low-and moderate-income persons. This Citizen Participation Plan outlines the opportunities citizens have to participate in the program.

Lakewood's citizens and community groups have demonstrated their understanding of the city's needs and their commitment to improving the quality of life in Lakewood. Therefore, recognizing the valuable contribution by citizens in the community development process, the City of Lakewood encourages their continued participation.

While this Citizen Participation Plan gives citizens maximum opportunity to participate in the planning, implementation and assessment of the Consolidated Plan programs, final local authority for development, modification and execution of the Consolidated Plan lies with the City Council and its appointed officials.

Lakewood citizens have the opportunity to participate throughout the Consolidated Plan development process.

Individuals and groups are encouraged to identify needs, to express their opinions at one or more needs assessment public hearings, and to submit project proposals to meet community needs.

Citizen advisory committees appointed by the City Council provide advice and input into the process of developing the Consolidated Plan. The Community Services Advisory Board (CSAB) and the Planning Advisory Board (PAB) will provide input on housing and community development needs and strategies. The CSAB will review funding proposals for non-housing development projects and recommend to the City Council these projects for CDBG funding. The CSAB will also develop annual funding strategies for housing programs and recommend CDBG and HOME funding allocations by housing categories (such as homeless shelter/special needs, rental, housing rehabilitation, home repairs, homeownership), which will be presented in the Annual Action Plan of the Consolidated Plan for consideration by the City Council. The Tacoma Community Redevelopment Authority (TCRA), in consultation with Lakewood, shall review funding proposals for Lakewood housing development projects and make funding decisions based on projects which meet the lending criteria of the TCRA. The TCRA will fund Lakewood projects out of Lakewood's share of the HOME Consortium funds. The City Council will hold a public hearing prior to the submittal of the Consolidated Plan to HUD for approval.

## **B. Purpose**

The purpose of the Citizen Participation Plan is to inform citizens of opportunities to express their needs and wishes for community improvements and to participate in planning and implementing needed improvement. Additionally, this plan provides for representation of all of Lakewood's citizens by allowing them to have a voice in the decision-making process and giving them the opportunity to participate in activities taking place within their neighborhoods.

## **C. Development of the Consolidated Plan**

Citizens will be provided an opportunity to participate in developing the Consolidated Plan, including annual updates and any significant amendments.

The CSAB, in consultation with the Community Development Department, the Human Services Collaboration (service providers), public agencies, housing developers and providers, community groups, and citizens, will develop a community profile, identify housing and community development needs including plans to minimize displacement of persons, and develop a five-year strategic plan. These sections of the Consolidated Plan will be reviewed by the CSAB/PAB prior to consideration by the Council. (The Consolidated Plan Annual Action Plan will not require PAB review.)

Before the beginning of the annual Consolidated Plan planning process, the Community Development Department will provide citizens, public agencies, and other interested parties with the basic information about the program (amount of funds expected to be available, range of activities that will be considered, and an estimate of the amount of funds that will benefit low income persons), and outline the specific opportunities to participate in development of the Consolidated Plan Annual Action Plan. The Department will publish an advertisement in a newspaper of general circulation which provides basic program information, outlines opportunities to participate in the process, and notifies citizens when the process will begin.

One or more public hearings will be held at the beginning of the process to assess housing and community development needs. Citizens, community groups and public agencies will be invited, through a newspaper advertisement and other notices, to submit non-housing proposals for funding. All citizens, housing developers and providers, and community organizations representing low and moderate income persons and residents of blighted or deteriorating neighborhoods, are encouraged to submit proposals for Consolidated Plan funding. During the proposal application period, applications may be obtained from the City Clerk's Office, or at the need assessment hearing(s). All non-housing proposals will be submitted to the Community Development Department and then provided to the CSAB.



The CSAB will review all non-housing proposals and select and recommend proposals for funding to the City Council (CDBG proposals). The CSAB will review housing needs annually and recommend the allocation of blocks of funding to various housing categories (such as homeless shelter/special needs, rental, housing rehabilitation, home repairs, homeownership). Once the City Council has allocated funds to housing categories, citizens will be invited to submit housing applications to the TCRA. Housing applications will be reviewed by the TCRA, in consultation with the City of Lakewood, and funding decisions will be based on the lending criteria of the TCRA.

After the CSAB makes their recommendations prior to final City Council action, non-housing applicants submitting proposals will be notified in writing whether or not their proposals have been recommended for funding. This notice will include the date, time and place of the public hearing before the City Council and the reasons for action recommended by the Board. Housing applicants will be notified in writing whether or not their application has received approval for funding by the TCRA.

At least 30 days prior to adoption of the Consolidated Plan Five Year Strategic Plan or Annual Action Plan, the City will publish a summary of the draft plan in a newspaper of general circulation. Copies of the draft plan will be made available for citizen review in the Lakewood Library, the Tillicum Library, the Community Development Department, and other public places. *Copies of the draft plan may also be made available by posting on the City website, Facebook, Twitter, Instagram, LinkedIn or other social media platform in effort to provide citizens with improved access to the document.* Free copies of the Plan will be 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.

#### **D. Contingencies and Amendments**

The CSAB and the City Council will select alternate non-housing projects which can be implemented if projects approved by the City Council are rejected by the Department of Housing and Urban Development or if approved activities subsequently are determined to be ineligible, illegal, or for other reasons cannot be implemented.

When projects are substantially changed, the CSAB will be notified and consulted for comments or recommendations prior to implementation of the amendment. Prior to City Council action on a substantial amendment to the Plan, a notice of the proposed change will be published in a newspaper of general circulation 30 days prior to implementation, *unless otherwise waived or modified by HUD regulation or waiver.*

When a substantial amendment is proposed, the City Council will allow public comment before acting on the substantial amendment to an approved Consolidated Plan. (This public comment opportunity will take the place of a formal public hearing.) A summary of citizen comments and why the comments were accepted or rejected will be attached to the amendment.

A substantial amendment is defined as:

1. A change of 25 percent or more in project funding. Changes that are less than \$25,000 are not considered substantial.
2. A change of 25 percent or more in project beneficiaries (i.e. income groups, limited clientele groups, residents of a targeted area) or a change in purpose, scope or location which would change the project beneficiaries by more than 25 percent, or
3. A determination by the City Manager, in consultation with the Community Development Director or Program Manager, that the change is substantial even though it falls below the standards in Section 1 and 2 above.

TCRA project selection decisions that meet the approved criteria of an established loan program will not be considered substantial amendments. The TCRA, in consultation with the City of Lakewood, will select alternate Lakewood housing projects during each funding cycle which can be implemented if an approved Lakewood project does not achieve milestones set at the time of funding, the project is discontinued or postponed, or for whatever other reason an approved project is unable to perform in a timely manner.

## **E. Performance Report**

The City will prepare an annual Performance Report for Consolidated Plan programs. The City will publish notice in a newspaper of general circulation at least 15 days prior to submission of the annual Performance Report to HUD that the report has been completed and is available for review. Citizens will be given at least 15 days to submit comments on the report. The City will consider any comments received and summarize the comments in the report along with the reasons for accepting or rejecting the comments.

## **F. Public Hearings**

The City will hold two types of public hearings.

The first hearing or hearings will be held to allow citizens and applicants the opportunity to identify needs and priorities and comment on prior performance. Hearing(s) will be held in locations which are accessible to residents of areas where housing and community development activities are proposed and ongoing. Hearings will be held at times which are convenient to those affected by the Consolidated Plan programs.

A final hearing will be held by the City prior to the City Council's adoption of the Consolidated Plan, giving citizens and applicants an opportunity to comment on the proposed plan and on program performance.

The Community Development Department will notify citizens and applicants of the dates, times, places, and procedures of public hearings through newspaper advertisements.

Notices of public hearings will be provided to agencies serving non-English speaking residents of the city. Upon request, the City will have translation services available during the public hearings. Interested citizens must notify the Community Development Department 72 hours in advance of the scheduled hearing of the type of translation services needed.

All public hearings and public meetings scheduled as part of the Consolidated Plan will be held in facilities which are accessible to individuals who are physically challenged.

*Virtual Public Hearing Option. Under certain conditions, including but not limited to states of emergency, national, state or local declarations, disaster declarations, or similar declarations resulting from health or other public safety concern, the City may have the option to conduct one or all of its public hearings via virtual means, provided the hearing allows questions in real time, with answers coming directly from the elected representatives to all “attendees”. The public hearing must provide accessibility for persons with disabilities and those with limited English proficiency (LEP).*

## **G. Meetings**

All public hearings, citizen’s advisory board meetings and other public meetings will be open to the public in accordance with the RCW Chapter 42.30 Open Public Meetings Act.

## **H. Availability of the Plan to the Public**

Notice of the availability of the draft plan and any substantial amendments will be published prior to City Council action to allow time for citizen review and comment. Citizens and applicants will be notified of the availability of the draft Consolidated Plan *or substantial amendment* for review by publication of a plan summary in a *newspaper of* general circulation newspaper. Citizens will be given 30-day’s notice prior to adoption *or implementation* of the plan *or substantial amendment, unless otherwise waived or modified by HUD regulation or waiver.* Copies of the plan will be available in the Community Development Department, the Lakewood Library, the Tillicum Library, and other public places. *Copies may also be made available by posting on the City website, Facebook, Twitter, Instagram, LinkedIn or other social media platform in effort to provide citizens with improved access to the document.* Citizens will be given 30-day’s notice prior to the implementation of any substantial amendments and copies of the amendments will be available from the Community Development Department.

## **I. Access to Records**

All public regards, as defined by the State Public Disclosure Act, will be available for review in the office of the Community Development Department during normal business hours. Requests for records will be handled in accordance with the City of Lakewood's policy on review of public records. A reasonable fee may be charged for copying records for citizens.

## **J. Technical Assistance**

Any citizen, public agency, housing developer or provider, or other funding applicant may contact the Community Development Department for technical assistance. The Community Development Department will help anyone who is interested in understanding Consolidated Plan programs and federal regulations, the Consolidated Plan, City Council policies, the procedures for submitting a proposal, the Citizen Participation Plan, and other program requirements so they can effectively participate in the Consolidated Plan development process. The Community Development Department with assistance from the City of Tacoma Housing Programs Department will advise housing developers and providers, citizen groups representing low and moderate income persons and residents of lower income or blighted neighborhoods on how to formulate needs statements and project proposals.

Staff members from the Community Development Department will be available before and after each public hearing to give citizens assistance. Staff members will help the CSAB in obtaining any information or assistance they need to make their recommendations and selections.

## **K. Complaints**

All written citizen complaints will be referred to the appropriate staff person(s) for action. Under normal circumstances, the department will respond to the person making the complaint within working 15 days. All complaints and responses will be kept on file.

## **L. Citizen Advisory Boards**

The Lakewood Mayor and City Council will define by ordinance or resolution the functions of and appoint members to the CSAB and the PAB. The CSAB is the citizen's advisory board which recommends CDBG and HOME allocations and the Consolidated Plan to the City Council. The Board will, to the extent possible, include low and moderate income persons, representatives of community groups, and members of minority groups. The PAB, which was created by City ordinance, with members appointed by the City Council, will review and make recommendations on the Consolidated Plan Five Year Strategy.

## **M. Implementation**

Each program is different and requires a unique form of public involvement during the implementation phase. Typical forms of involvement considered by the Community Development Department include, but are not limited to, the following: direct participation in a program such as applying for a housing rehabilitation or development loan, formation of a citizen's advisory group for the planning and operation of a program, conducting neighborhood surveys, holding meetings, or similar activities. Each project may use the form of citizen/organization involvement most appropriate for the project's purpose.

## **N. Effective Date and Amendments**

This plan is effective November 1999 and will remain in effect as long as Consolidated Plan activities are ongoing or until superseded by a new Citizen Participation Plan. Citizens will be given notice and an opportunity to comment on any substantial amendments to the Citizen Participation Plan. This Plan will be made available to the public at the offices of the Community Development Department. Person with disabilities that need special accommodations to review this Plan may make a request to the Community Development Department, and reasonable accommodations will be made to provide the document in a form that is accessible to the person making the request.

## **OBJECTIVE AND PURPOSE OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974**

- A. The primary objective of the Community Development Program is the development of viable urban communities, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate incomes. Consistent with this primary objective, the Federal assistance provided in this Part is for the support of community development activities which are directed toward the following specific objectives:
1. The elimination of slums and blight and the prevention of blighting influences and the deterioration of property and neighborhood and community facilities of importance to the welfare of the community, principally persons of low and moderate income;
  2. The elimination of conditions which are detrimental to health, safety, and public welfare, through code enforcement, demolition, interim rehabilitation assistance, and related activities;
  3. The conservation and expansion of the Nation's housing stock in order to provide a decent home and a suitable living environment for all persons, but principally for those of low and moderate income;

4. The expansion and improvement of the quantity and quality of community services, principally for persons of low and moderate income, which are essential for sound community development and for the development of viable urban communities;
  5. A more rational utilization of land and other natural resources and the better arrangement of residential, commercial, industrial, recreational, and other needed activity centers;
  6. The reduction of the isolation of income groups within communities and geographical areas and the promotion of an increase in the diversity and vitality of neighborhoods through the spatial de-concentration of housing opportunities for persons of lower income and the revitalization of deteriorating or deteriorated neighborhoods to attract persons of higher income; and
  7. The restoration and preservation of properties of special value for historic, architectural, or esthetic reasons.
- B. It is also the purpose of this Part to further development of a national urban growth policy by consolidating a number of complex and overlapping programs of financial assistance to communities of varying sizes and needs into a consistent system of Federal aid which:
1. Provides assistance on an annual basis with maximum certainty and minimum delay, upon which communities can rely in their planning;
  2. Encourages community development activities which are consistent with comprehensive local and area-wide development planning;
  3. Furthers achievement of the national housing goal of a decent home and a suitable living environment for every American family; and
  4. Fosters the undertaking of housing and community development activities in a coordinated and mutually supportive manner.
- C. It is intended under this Part that the Federal assistance made available hereunder not be utilized to reduce substantially the amount of local financial support for community development activities below the level of such support prior to the availability of such assistance.

**From:** [Marianna Ross](#)  
**To:** [Briana Schumacher](#)  
**Subject:** Public comment: CARES funding  
**Date:** Monday, April 20, 2020 8:15:57 PM

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*- helpdesk@cityoflakewood.us ext. 4357*

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Hi Briana,

I wanted to reach out to share one thing to consider for the CARES funding program I read about on the city Facebook page. Please consider devoting some of the funding to stabilizing child care options in Lakewood. There are numerous licensed family child care providers and small centers within the city limits and they are essential to the success of other businesses.

Child care operates on razor thin margins so any disruption to enrollment and revenue can have dramatic impacts on their ability to stay open. Some providers have already closed their doors for various reasons.

According to a survey of 11,500 child care providers conducted by the National National Association for the Education of Young Children (NAEYC) from March 12-25, nearly 50% say they would not survive a closure of more than two weeks without significant public investment and support, and 25% say they don't know how long they could close and still re-open without support.

Please consider supporting child care providers with grants to stabilize and support their businesses.

--

Don't look back. You might fall over what's in front of you.

**From:** [Judi Brown](#)  
**To:** [Jeff Gumm](#)  
**Cc:** [Judi Brown](#)  
**Subject:** Comment regarding CDBG and HOME Programs - Small Business Emergency Services Program  
**Date:** Wednesday, April 29, 2020 3:49:28 PM  
**Attachments:** [image001.png](#)

---

**This email originated outside the City of Lakewood.**

**Use caution when following links or opening attachments as they could lead to malicious code or infected web sites. When in doubt, please contact the HelpDesk.**

- [helpdesk@cityoflakewood.us](mailto:helpdesk@cityoflakewood.us) ext. 4357

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Mr. Gumm:

I own a Lakewood-based business, Tacoma Trophy. I understand the Small Business Emergency Services Program aims to sustain Lakewood businesses. With that goal, I urge the council and city leaders to use the funding available for grants to Lakewood businesses. I further urge the council and city leaders to enable businesses receiving those grants to use the funding where the business needs it most. I urge the city to refrain from adopting highly restrictive or prescriptive grant conditions. In the current economic climate, those businesses operating in a reduced capacity or not operating at all need the flexibility to stretch what money they can get to cover what's most significant for them and their operations. Businesses lucky enough to receive PPP funding, EIDL funding, county loan funding or other funding generally cannot apply any of that money toward equipment lease payments, vendor payments or federal payroll taxes. Yet, these obligations amount to sizable expenses each month, and businesses that fall too far behind on these types of payments risk losing everything.

Judi Brown, Owner  
Getting Personal Imprinting LLC dba



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TO: Mayor and City Council

FROM: Brynn Grimley, Communications Manager

THROUGH: John J. Caulfield, City Manager 

DATE: May 4, 2020

SUBJECT: Connections Magazine Update

ATTACHMENTS: City of Sumner Spring 2020 newsletter

---

The purpose of this memo is to review what it costs the city to produce the Lakewood Connections Magazine annually and to identify alternatives in an effort to find cost savings for the 2021-2022 Biennial Budget.

### **Background**

The city entered into a contract with Philips Publishing in 2015 to produce a 32-page magazine three times a year that is mailed to approximately 31,000 households and businesses in the city of Lakewood.

The magazine serves as a way to inform residents of city operations and events, and is the recreation guide for the Lakewood Senior Activity Center.

Philips Publishing sells advertising for the publication and ad revenue (minus a 25 percent commission) is used to off-set production costs. Over the last two years advertising sales fluctuated, resulting in periods where the city paid more than anticipated to produce the magazine.

Under the contract, the city must provide six months' notice of its intent to cancel the agreement. The deadline to cancel the contract for 2021 is June 1, 2020.

As part of the 2019-2020 Biennial Budget preparation the Communications division reviewed alternative options for printing the magazine in an effort to find cost savings. It was determined at the time that while the magazine could be designed for significantly cheaper than the current contract with Philips Publishing, the cost to print and mail the magazine would be more expensive, in part because there would be no advertising revenue to help offset costs. Producing a lesser quality magazine was also explored, but even with that costs were still more than what the city currently pays.

## Financial impacts

In 2018 and 2019 the city published six times at a total cost of \$97,204. This includes postage expenses and a \$500 per year cost to produce a media kit.

Table 1 breaks down Connections Magazine expenses from 2016 through January 2020.

**Table 1: Lakewood Connections annual expenses 2016-2020**

	2016	2017	2018	2019	YTD 2020*	Estimated 2020
Production cost	\$46,094	\$52,095	\$49,108	\$50,127	\$18,071	\$48,854
Less advertising revenue	(\$18,249)	(\$31,083)	(\$16,681)	(\$15,523)	(\$8,421)	(\$8,421**)
Postage	\$14,824	\$14,781	\$14,387	\$14,786	\$4,993	\$14,979
<b>Total cost</b>	<b>\$42,669</b>	<b>\$35,792</b>	<b>\$46,814</b>	<b>\$49,390</b>	<b>\$14,644</b>	<b>\$55,412</b>

\*YTD cost is for one magazine published in January 2020.

\*\* It is unknown what advertising revenue could be for the remaining two issues of 2020. The amount listed reflects advertising revenue from the January 2020 publication only.

The approved 2019-2020 Biennial Budget allocated \$88,400 for magazine production costs, including postage. This breaks down to \$44,200 per year.

## Options

It is assumed the economic impacts of COVID-19 will have a negative effect on upcoming magazine advertising sales, in addition to the city's revenues. In an effort to ease the impact on the 2021-2022 Biennial Budget, the following alternatives and recommendation have been developed in lieu of publishing a traditional 32-page magazine.

### Option 1: Reduce publication frequency

The city could reduce the total number of magazines it produces annually. The below figures show what it would cost the city to maintain its contract with Philips Publishing and produce a magazine on an annual or biannual basis. Costs do not reflect advertising sales; actual cost could be less depending on total advertising sold. Estimates are also shown for a 16-page publication. Estimated postage at nearly \$5,000 per mailing is not included.

- One magazine a year:
  - 32-page publication: \$14,442.
  - 16-page publication: \$8,628.
- Two magazines a year:
  - 32-page publication: \$28,884.
  - 16-page publication: \$17,256.

## Option 2: Develop quarterly newsletter

As an example, the city of Sumner produces a four-page, tabloid size newsletter that is tri-folded and bulk mailed to residents quarterly. The newsletter includes information about what is happening in the city, similar to Lakewood's Connection Magazine. The city of Sumner contracts with Print NW in Lakewood to print and mail the newsletter.

Print NW provided a quote for what it would look like to print and distribute a similar newsletter to households in Lakewood.

A local graphic designer who produces publications for other municipalities indicated they could produce the newsletter for \$2,800 in 2021 (\$1,000 for the first publication, then \$600 per newsletter) and \$2,400 in 2022 (\$600 per newsletter).

**Table 2: Estimated annual cost**

	<b>2021</b>	<b>2022</b>
Design cost	\$2,800	\$2,400
Printing/mailing cost	\$21,474	\$21,474
Estimate postage	\$21,150	\$21,150
<b>Total cost</b>	<b>\$45,424</b>	<b>\$45,024</b>

## Option 3: Move to an online format only

This option discontinues the city's traditional print publication and moves to an online only format (e-newsletter) the same as the city's periodic economic development electronic newsletter. The transition to an e-newsletter in lieu of a magazine would allow residents to access information via the city's website and other media platforms like The Suburban Times that reaches over 30,000 readers per month.

The Communications Division currently publishes information to the city website under City News. Events are publicized under City Events. Both are easily found on the homepage of the website at [cityoflakewood.us](http://cityoflakewood.us).

Much of this information is already shared on the city's social media accounts and is pulled from the city website to The Suburban Times. The Communications Division would continue to promote information through these mediums to reach people where they are: On their devices and social media.

The division will also explore adding another e-newsletter for residents to sign up to receive a quarterly Connections e-news summary with links to content on the website, similar to how residents receive the weekly City Manager's Bulletin.

Additional options could also be explored as new online mediums arise.

This option can be accomplished using existing methods with no additional cost.

## Review of options and cost

**Table 3: Options and annual cost**

	<b>Publication</b>	<b>Anticipated Annual Cost</b>
Option 1	Annual 32-page magazine	\$14,442
Option 1	Annual 16-page magazine	\$8,628
Option 1	2/year 32-page magazine	\$28,884
Option 1	2/year 16-page magazine	\$17,256
Option 2	4/year 4-page newsletter	\$45,424
Option 3	Online only	No cost

### Other Considerations

The Lakewood Senior Activity Center uses the magazine to reach active older adults in Lakewood. It is a valuable tool for sharing information to this population. If the magazine were no longer printed, the center would need to find a new way to share class schedules and registration information.

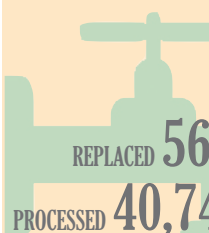
Currently a monthly newsletter is produced in-house. With the help of volunteers it is mailed to the center's roughly 250 members. The class schedule could be produced in-house and mailed directly to members, plus approximately 100 additional addresses determined by LSAC staff. Copies could also be placed at city facilities and we will inquire with the Pierce County Library System to see if it would make copies available at its Lakewood libraries. We would also contact local businesses with active older adult customers to distribute fliers with information about upcoming classes.

### Recommendation

It is recommended that the print publication of the Connections Magazine be discontinued beginning with the 2021-2022 biennium and move to an online only format as outlined in Option 3, which would achieve an anticipated cost savings of nearly \$97,000 over the biennium, coupled with moving to a communication medium that is the primary way information is received in today's world.

## 2019 REPORT TO TAXPAYERS

## BY THE NUMBERS



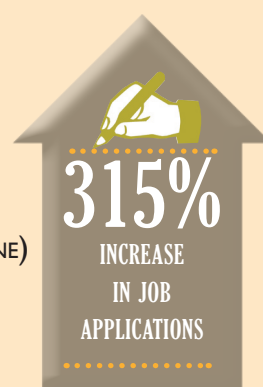
REPLACED **569** METERS  
PROCESSED **40,746** UTILITY BILLS



COORDINATED & TRACKED  
**\$8.6 MILLION**  
IN STATE & FEDERAL GRANT FUNDING

### Communications

**1,291,700** IMPRESSIONS ON TWITTER  
**23,247** TIMES E-NEWS READ  
**8,568** TIMES PUBLIC NOTICE EMAILS READ  
**950** VIEWS ON YOUTUBE  
**5,700** VISITS ON SUMNER CONNECTS (STARTED IN JUNE)



**315%**  
INCREASE  
IN JOB  
APPLICATIONS



### COURT HELD

**274** ARRAIGNMENTS &  
**1,502** OTHER HEARINGS

### Police

**15,512** CALLS FOR SERVICE  
**1,708** NEW CASES OPENED  
**361** ARRESTS  
**2,842** VEHICLE STOPS  
**1,012** TRAFFIC CITATIONS & INFRACTIONS  
**476** PARKING INFRACTIONS ISSUED  
**261** ACCIDENTS INVESTIGATED  
**17** IMPAIRED DRIVERS ARRESTED  
**4,804** FOLLOWERS ON FACEBOOK



**16,000**  
PEOPLE WORK IN SUMNER



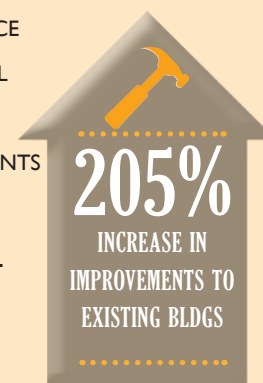
**OVER HALF A MILE**  
OF MUD CLEANED OFF TRAILS AFTER STORMS

### Human Resources

**1,493** JOB APPLICATIONS PROCESSED  
**84.5 HOURS** OF INTERVIEWS  
**2,794** PAYCHECKS CUT  
**\$10,077,018.60** IN GROSS WAGES PAID

### Permits

**389** BUILDING PERMITS ISSUED  
**\$97.3 Million** VALUE OF PROJECTS PERMITTED  
**\$8.7 Million** PERMIT FEES COLLECTED  
**875,070** NEW COMMERCIAL SPACE  
**12** NEW SINGLE-FAMILY RESIDENTIAL  
**46** EVENT PERMITS PROCESSED  
**555,994 sf** TENANT IMPROVEMENTS  
TO EXISTING BUILDINGS



**205%**  
INCREASE IN  
IMPROVEMENTS TO  
EXISTING BLDGS

### Public Works

**580.41 TONS OF GRAVEL** USED FOR  
UTILITY REPAIRS, STREET SHOULDERS AND ALLEYS  
**67 TONS** OF GRASS, LEAVES & PRUNINGS  
**24 TONS** OF POT-HOLE PATCH USED  
**3,341** STREET SIGNS INSPECTED  
**1,112** FIRE HYDRANTS MAINTAINED  
**7** TONS OF CRACK SEALANT APPLIED  
**174 TONS OF ASPHALT** USED FOR  
UTILITY & SMALL ROAD REPAIRS  
**495 TONS** OF STREET SWEEPINGS  
& CATCH BASIN CLEANINGS  
**152 STORM PONDS** CLEAN



**1,800**  
LOCATES  
MARKING  
UTILITY LINES  
BEFORE DIGS

### Parks

**368 hours** FROM VOLUNTEERS  
**1,221 trees** PRUNED  
**63 trees** REMOVED  
**934** NEWLY PLANTED TREES  
**9.9** MILES OF TRAIL MAINTAINED  
**30.38** ACRES OF PARKS



### In Sumner, there's

**7.61** SQUARE MILES  
**86.4** MILES OF WATER PIPELINE\*  
**57.5** MILES OF SEWER PIPELINE\*  
**66.5** MILES OF STORMWATER PIPELINE\*  
**12** TRAFFIC LIGHTS  
**5** WATER STORAGE TANKS  
**4** SPRINGS, **4** WELLS  
**16** PUMP STATIONS  
**25** ACRES OF CEMETERY  
**16** MILES OF FISH-BEARING STREAMS

### Wastewater Treatment

**827 million gallons** TREATED  
**382 tons** OF CLASS A BIOSOLIDS PRODUCED  
**9,880** WATER QUALITY LAB TESTS PERFORMED

\*PUBLICLY OWNED, PRIVATELY OWNED NOT INCLUDED

More 2019 Highlights on pages 2 & 3

### Spring Clean Up

#### Garbage - All Customers on April 22:

leave up to 3 containers/bags of garbage by 7 am.  
All must be 32 gallons or less. Do not exceed  
45 lbs per container/bag. No tires, please.

#### Appliance - All Customers Apr 20-24:

leave ONE old appliance on the curb by 7 am on  
April 20. Alleys aren't possible as the truck can't fit  
in the alley. That appliance may be a range, refriger-  
ator, freezer, furnace, dryer, washing machine, dish  
washer, hot water tank or trash compactor. Murray's  
Disposal (formerly DM Disposal) will pick it up during the week.

#### Yard Waste - Curb Customers April 22

#### Yard Waste - Alley Customers April 29

leave out up to three contain-  
ers or biodegradable bags of 32  
gallons or less by 7 am on your  
scheduled yard-waste day.

**MURREY'S**  
DISPOSAL  
COMPANY, INC.

### SHAPE NEXT-GEN SUMNER DESIGNING SUMNER'S FUTURE HERITAGE

When a new phone or tech update comes out, it always means new features, new ideas and improved service that builds on what we're already using. It's the same with amending Sumner's Comprehensive Plan. How do we design the future to improve features while holding fast to those that make us Sumner?

This year's work on updating the Comprehensive Plan will focus on East Sumner. Growth is coming. Senior citizens want more multi-family residential options to downsize in Sumner. We're anticipating continued growth in population in this area. The Puget Sound Regional Council tells us to anticipate an additional 1.7 million people here by 2050. Where do they go? (And no, we are not allowed to just say "Puyallup.")

Knowing that, we also know our future growth is in the Town Center that we worked on the past few years and East Sumner. How do we manage that growth to get the kind of Sumner we want for the future? How do we balance housing with services and transportation and existing wetlands? These are all great questions that start a conversation that we'd like you to join. After all, the future of Sumner belongs to all of us: it's our future heritage.

**Watch the project page on Sumner Connects at [www.sumnerwa.gov](http://www.sumnerwa.gov) for Next Gen Sumner. We'll have ways for you to add your voice and ideas to this community-wide conversation.**



MAYOR’S COLUMN

SERVING THROUGH AN UNUSUAL SPRING

What the heck do I write? By the time you read this, the whole world could change again. The one thing I know for sure is this spring isn’t like any other. That is both good and bad.

Yes, we’re having to cancel long-cherished traditions and stay home so long that cabin fever is the norm. But even as I write this in the first weeks of the pandemic, I can barely fit all the examples we’re seeing of people stepping up all over Sumner to help each other. McConkey Industries, who usually make plastic pots for annual flowers and

vegetable starts, reworked their machines to make face masks for medical staff and first-responders. Penny’s Salsa packaged their fresh produce in boxes for people to pick up. Beyond the Borders scheduled door-to-door service for seniors and vulnerable populations to reach stores and appointments. And our Senior Center rocked it with hot meals to go, letters, wellness calls and more. See the pictures to the right.

And then there’s your City staff. They were making continuing operation plans while most of the nation said, “No,

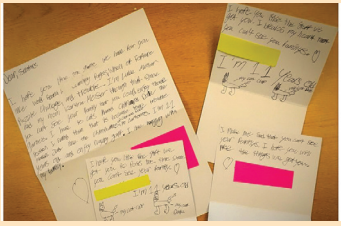
serving you. Then, they did more. They reached out to local businesses to see how we could help. They collaborated with Bonney Lake, East Pierce Fire and the School District. They were leaders in regional meetings and servants to local needs in any way they could contemplate. This issue tells you how they served you all through last year, a “normal” year. I can tell you that all this continues x10 through this world-wide pandemic. Please help me thank your exhausted City staff who can’t wait to return to serving you in person.

*William L. Pugh*  
Mayor Bill Pugh

Pictured above at right: Jenny Simoneux and the staff and volunteers of the Senior Center keep meals coming along with hand-written notes, fresh produce, games and lots of well wishes.



Mayor Bill leads by example, working from his home office.



**DID YOU KNOW?** With coronavirus, the Sumner Food Bank struggled with items, like milk and eggs, that they usually obtain from stores. Community member Mariah Gordon connected the Food Bank to Tina & Kris Valencia. Kris runs a catering operation that was shutting down and wanted to donate the food they had. But, how to transport it to the Food Bank? Scott Robbert, who works at Puyallup-based EJ Poultry, scheduled a refrigerated truck and driver to transport the food to the Sumner Food Bank for distribution (shown below). As they say, it takes a village!

An illustration of a brick house with a large sign in front that says "OPEN HOUSE". There are flowers and a lamp on either side of the sign.

### SPRING OPEN HOUSE MOVES ONLINE

The Spring Open House scheduled in April is likely not going to be able to proceed in person as planned. But, we have too many wonderful projects continuing to cancel. We’re going to figure out how to take it to the digital world! Watch our website for details.

**WWW.SUMNERWA.GOV**

## CITY OF SUMNER

1104 MAPLE STREET, SUMNER WA 98390

253-863-8300 [www.sumnerwa.gov](http://www.sumnerwa.gov)

@CityofSumnerWA

### MAYOR

Bill Pugh 253-299-5790

### CITY COUNCIL

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Curt Brown 253-299-5796  
Kathy Hayden 253-299-5792  
Cindi Hochstatter 253-299-5795  
Charla Neuman 253-299-5797  
Melony Pederson 253-299-5791  
Patrick Reed 253-299-5794

### CITY OFFICES

Administration 253-299-5500  
Cemetery 253-299-5510  
East Pierce Fire 253-863-1800  
Utilities 253-863-8300  
Inspection line 253-299-5530  
Municipal Court 253-862-6606  
Permit Center 253-299-5530  
PD (non-emergency) 253-863-6384  
Senior Center 253-863-2910

### CITY STAFF

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*City Administrator*

Doug Beagle 253-299-5715  
*Development Services Director*

Mike Dahlem 253-299-5702  
*Public Works Director*

Andrea Marquez 253-299-5610  
*City Attorney*

Brad Moericke 253-299-5641  
*Police Chief*

Carmen Palmer 253-299-5503  
*Communications Director*

Kassandra Raymond 253-299-5541  
*Chief Financial Officer*

Jeff Steffens 253-299-5591  
*Admin Services Director*

Ryan Windish 253-299-5524  
*Community Development Director*

Timothy Jenkins 253-862-6606  
*Judge, Court Offices*

# 2019

# REPORT TO TAXPAYERS

## DID YOU KNOW?

Every day, City workers complete hundreds of tasks that if done well, go completely unnoticed by the public. Here’s a glimpse at some of the things we do each day:

- Routinely inspect playground equipment to keep it functional and safe for park users.
- Collect trash that accumulates in parks, Downtown and along trails.
- Tidy Downtown parking lots, sidewalks, tree wells and alleys.
- Follow up and respond to citizens’ concerns/complaints and questions. Staff need to know a little about everything (and a lot about a lot of things) to provide service.
- Apply for grants to accomplish capital improvement projects. (We typically complete about 3-4 applications for every one we actually receive.)
- Keep fresh, safe water at your tap.
- Make sure stuff disappears when the toilet is flushed.
- Keep the roads passable.
- Assist the public in locating loved ones on the grounds of the Cemetery.
- Maintain Cemetery grounds at a high level.
- Collect United States flags for proper disposal.
- Keep City facility systems running smoothly by doing regular maintenance on equipment at City Hall, Senior Center, Cemetery, Treatment Facility, Animal Shelter & Shops
- Complete facility projects in-house, saving time and money.
- Payroll processes between 10 - 20 benefit vendors checks and audits each period in addition to an average 116 paychecks for staff--delivered on time! Payroll is actually a very manual process. New hires and benefit changes require manual entry updates (sometimes between 2-12 steps per change) and verification into payroll.
- Process every single job application that comes in with strict standards, keeping our process blind, fair and impartial.
- Keep up with ever-changing Federal and State government policies and requirements for Human Resources and Finance processes.
- Constantly monitor dollars and cents! We are responsible for your money, and we watch it down to the pennies.
- Report and track grants with granting agencies to ensure we are reimbursed the maximum amount possible.
- Check for water leaks.
- Work with title companies when homes sell on utility shut offs/ons.
- Work on utility billing issues with owners and tenants.
- Twice a year, Police physically verify that each registered sex offender is still living at the address they registered. If not, Police must investigate why, where they moved, and if they can be charged with failing to register.
- Serve court protection orders and weapons surrender orders to people living or working in the city.
- Transport in-custody defendants to and from Court each week.
- Track jail time and costs. Collectively, our criminally charged defendants spent 2,168 days in local jails on our charges last year.



# 2019 REPORT TO TAXPAYERS HIGHLIGHTS

## PRIORITY: LONG-RANGE FINANCIAL STABILITY TO PROVIDE A BALANCE OF CITY SERVICES

- Signed first municipal agreement for Amazon.com lockers
- Worked on affordable housing & passed multi-family tax exemption
- Confirmed new City Administrator who launched a reorganization of departments for improved efficiency & effectiveness
- Built a new website for Sumner Cemetery
- Introduced Sumner Connects for easier public engagement
- Worked on listing and selling Red Apple property for redevelopment
- Built online Manufacturing Road Map with State Dept of Commerce
- Reduced time for variances & conditional use permits for small projects
- Used the LEAN process to review our Code Enforcement process
- Finished Decant Facility to dry sweepings for lighter, cheaper disposal
- Earned grant to install fencing & gates to protect fleet, staff entrances
- Replaced the roof of the South Well to avoid damage
- Converted to Munis for finances, replacing system used since 1986
- Earned Distinguished Budget Presentation Award
- Earned an Excellent audit report for FY2018
- Replaced several patrol vehicles
- Police formed a new Tactical Response Team with neighboring cities.



Fencing helps protect fleet and police exiting to respond to calls.

## PRIORITY: SAFE & EFFICIENT TRANSPORTATION SYSTEM

- Finished the new Cannery Way Bridge
- Worked on funding/awareness for SR 410/166th Street Interchange
- Began work on SR 410/Traffic Avenue Interchange
- Earned full designation by the Puget Sound Regional Council as a Manufacturing Industrial Center, bringing better chance of regional funding for roads, infrastructure
- Pre-treated and plowed roads during “Snowmageddon”
- Worked with Union Pacific to fix the 24th Street crossing
- Continued to work with Sound Transit on the parking garage
- Provided free steering wheel lock devices
- Conducted Distracted Driving emphasis patrols
- Added a traffic light on Valley Avenue
- Earned Sound Transit Station Access Funds for Rivergrove Community Pedestrian Bridge Design and Academy Bike Lanes Design & Construction
- Improved sidewalks through Voluntary Sidewalk Program
- Hosted Pierce Transit for Vanpool informational session
- Added a new helmet law for bicycle, scooter safety
- Filled vacant positions with new Police officers and hired a Community Service Officer to replace the parking enforcement position.



New lanes being added at Traffic Avenue.

## PRIORITY: ENHANCE COMMUNITY CHARACTER

- Finalized an interlocal agreement with the school district for a new dedicated School Resource Officer
- Resurfaced Loyalty Park basketball court with striping for pickleball too
- Added Downtown sound system—including speaker installation, networks, and pruning all the street trees to optimize sound
- Held a Shoe Drive and Toy Box to assist local families
- Built the community float and hosted the Daffodil Festival
- Held Sumner University & Santa Parade
- Hosted Spring & Fall open houses to discuss multiple topics at once
- UW Tacoma Urban Studies students provided concept ideas
- Teamsters led a peanut butter drive for Emergency Food Network
- Arts Commission hosted Music Off Main, Movies Off Main and the first Chalk Art Festival and Nights on Ryan market
- Participated in Special Olympics Torch Run
- Helped Salute the Troops through Association of the US Army
- Employees held golf tournament to support Come Walk With Me
- Supported Downtown Association for Rhubarb Days, Street of Treats
- Attended youth forums to hear input from students



Robert Wright (right) uses Rhubarb Days to educate people about what they can do to help keep the City’s stormwater system clean.

## PRIORITY: PROTECTION OF WATER, OPEN SPACES, AND OTHER NATURAL RESOURCES

- Planted 50 screen trees along Cemetery perimeter & 42 new street trees on 153rd Ave E, 64 St E, and 155th Ave E
- Completed new storm facility for the East Sumner Neighborhood
- Submitted a Pierce County Conservation Futures Grant for a new four-acre park in the Salmon Creek neighborhood area
- Upgraded Cemetery irrigation system and created new irrigation map for the Pioneer portion
- Updated our Shoreline Master Program
- Announced White River Restoration Project that will bring flood protection & wildlife restoration to nearly 200 acres
- Forestry Commission hosted a free Talk about Trees
- Wrapped garbage truck and sweeper with clean stormwater reminders
- Continued safe collection of unused prescription drugs
- Partnered with Kiwanis for annual Shred & Clean event
- Earned Tree City USA designation for 25th year
- Provided free Pollution Prevention Tools to local businesses
- Hired a Pollution Prevention Specialist, a grant-funded position
- Enacted interim development regulations while studying health, traffic and real estate impacts of asphalt batch plants



Concept of the future White River Restoration Project turning 200 acres into wildlife restoration and flood protection.



# YOUR MONEY AT WORK

**“Police need to patrol my street more.”**  
“I want more stop signs.”  
**“Can you paint the curbs?”**

We can do almost anything. It all comes down to money--your money, in fact. Depending on the economy, deciding what happens and what does not can look like an episode of *Shark Tank*, or *Chopped*. We also don't know yet how coronavirus will affect our economy and revenue into the next two years. This year, the Mayor and staff will be drafting the 2021-2022 Budget that the Council will review, discuss and eventually approve this fall. You are part of this process. Please help us dream and help us prioritize as we balance an abundance of good ideas with a finite pot of funding.

Make your voice heard. Take the Your Money at Work survey online and help us determine exactly where your money goes and what work we'll do in the next two years. Go to [www.sumnerwa.gov](http://www.sumnerwa.gov) and take the survey by May 15, 2020. This is just the first step. Keep tracking the budget process on Sumner Connects. Just go online to [www.sumnerwa.gov](http://www.sumnerwa.gov) and click on Current Projects.

# LOYALTY GETS INCLUSIVE

This spring, we are upgrading the Loyalty Park playground with new, inclusive equipment. All our playgrounds are accessible, which means that people of differing abilities can get to them. This playground is going to be inclusive, which means people of differing abilities can also enjoy them. Construction is on hold until the Stay Home, Stay Healthy order is lifted but will resume then. The zipline is not being removed, but because of its proximity to the rest of the playground work, it will be closed during construction. Thank you to everyone who helped pick the playground colors. The purple color scheme won with 44%! **Track the project timeline, ask questions and anticipate a great new playground on Sumner Connects at [www.sumnerwa.gov](http://www.sumnerwa.gov).**



Our normal invitation of “Come on in!” has been modified due to coronavirus. Please continue to monitor updates from the City on this unprecedented pandemic and how you can stay safe in Sumner.

- Stay Connected:**
- Get weekly updates with the e-newsletter. Sign up at [www.sumnerwa.gov](http://www.sumnerwa.gov)
  - Follow on Twitter @CityofSumnerWA for breaking information.
  - Share Sumner's beauty with pictures on Instagram @CityofSumnerWA
  - Follow Sumner Police Dept on Facebook @SumnerPD

**“A hero is an ordinary individual who finds the strength to persevere and endure in spite of overwhelming obstacles.”**  
~ Christopher Reeve

## SUMNER CITY COUNCIL



City of Sumner  
1104 Maple Street  
Sumner, WA 98390

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# WE'RE MOVING: NEW PUBLIC WORKS SHOPS

In the last issue, we talked about the need for our Public Works Shops facility to expand and move to a new site in the middle of the city. This winter, we finalized the land purchases. It will be located on 29th Street between 142nd Avenue and the White River. This site works well for a number of reasons. First, it was one of the few parcels left big enough to serve the City's needs for a long time. Second, it puts our equipment in the center of town with easy access to most areas. Third, it's the perfect buffer between the existing residential (often called the Doughnut Hole) and surrounding industrial uses. And, the extra bonus for everyone who lives in the Doughnut Hole: 29th will soon become the first street plowed in the whole city during snow storms! Now that the properties are acquired, we'll start designing the facility. We expect to have a preliminary design to share by this fall's Open House.

**In the meantime, if anyone has questions or concerns, especially perhaps our**



new neighbors, go to the project page on Sumner Connects via [www.sumnerwa.gov](http://www.sumnerwa.gov) to ask the project manager.

## CALENDAR OF CITY MEETINGS & EVENTS

We normally publish dates of upcoming events & meetings but we just don't know when they'll resume safely. Please check our website, e-news, and social media channels (see blue box above) for details.

**[WWW.SUMNERWA.GOV](http://WWW.SUMNERWA.GOV)**

## PAYING UTILITY BILLS




Please pay your City utility bill (water, sewer and stormwater) by mail or online at [www.sumnerwa.gov](http://www.sumnerwa.gov). If you are a business or residence experiencing financial difficulties, please contact us at [utilities@sumnerwa.gov](mailto:utilities@sumnerwa.gov) to arrange a payment plan. We will postpone water shut-offs, but we can't just “waive” your utility bills. Please work with us, and we will be happy to work with you.





TO: Mayor and City Council

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

THROUGH: John J. Caulfield, City Manager 

DATE: May 4, 2020

SUBJECT: Parks, Recreation and Community Services Recovery Plan

ATTACHMENTS: Recovery Plan Matrix

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**Summary:** We have entered a unique time in our nation's history and believe that social distancing and protections from communicable diseases will be part of how we do business in the short term and potentially moving forward. A common goal for our recommendations is to have a safe and healthy community for all residents, with special consideration for youth and vulnerable populations. We understand that information is changing by the day and sacrifices must be made, but we are committed to making responsible, informed, substantive and meaningful changes to the way we deliver services for 2020 and beyond.

**Discussion:** Parks and Recreation services are crucial in the recovery process, as social isolation and lack of physical and outdoor experiences negatively impact the mental, emotional and physical health of citizens. We are uniquely situated to help the community learn how to interact in a new post-Covid world. Of all the places a person can go, local parks are the most accessible. Although a few gaps exist, we know that parks and open spaces are available and relatively close to all Lakewood residents. We also know that there are responsible ways to provide access to open spaces and progressive programs that will support and improve the overall physical and mental health and well-being of our citizens.

Parks and recreation play an important role in our economic revival through employment, maintaining property values, tourism, and community connections. We know during previous economic downturns our community looked to parks for "stay-cations" and use of these spaces soared. Parks are important and equitable community resources. Parks are free places to visit, they are accessible and everyone is welcome. Parks and outdoor recreation environments provide some of the lowest cost, most effective public health interventions available in our communities. Consistent with FEMA and CDC preliminary recovery strategies, a first priority should be to "reopen community settings where children are cared for, including daycares and locally attended summer camps, to allow the workforce to return to work." We are researching ways for our youth summer camps to be modified to meet safety protocols, enabling safe social interactions as well as

opportunities to continue learning in the areas of art, science and physical education. Farmers Markets are considered essential services and we are researching best practices so we can continue to provide this resource to our community members.

A phased recovery is expected and with constantly changing information from government and public health officials, we know we'll need to be creative, flexible and nimble in our planning, programming and implementation strategies. Effective programming takes 6-12 weeks of planning to ensure proper safety, staffing, training, supplies, resources and marketing can occur. Large event and program planning can take from six months to a year. Decision making deadlines and planning time will be needed as each program or service will now need an implementation plan that includes new criteria regarding access and site logistics, supplies and PPE's along with staff and participant training and safety protocols.

Following are the questions asked and criteria used to help formulate our recommendations: Are we planning Covid and socially responsible programs, activities and events? Can we meet new guidelines and regulations? What are the new trends and best practices? Are we doing what we are asking the community to do regarding social distancing and staying in small groups? What are our staffing needs? Can we provide our staff with proper training and personal protective gear? How will the programs and activities impact the General Fund? How are we serving the whole community? Are we managing community expectations and providing clear, consistent and early messaging?

We understand that requirements, guidelines and best practices are changing and we will continue to adapt as necessary. The following phased overlapping recovery and programming approach is based on the information we have to date. **Almost all programs will be modified.**

Phase I: April – June - open parks, lakes and trails and implement passive recreational programs and opportunities – keep park restrooms, shelters, sport courts, fields and playgrounds closed.

Phase II: June – August – introduce socially responsible programming (farmers market, day camp, senior programs) and allow small group use at parks and picnic shelters.

Phase III – July – September and beyond – open playgrounds and restrooms, introduce modified special events (ex: summer concerts, drive in movies) and sport tournaments as allowed.



## Summer Program Status

Event	Dates	Keep	Cancel	TBD
1. Youth Empowerment Summit	March 19		X	
2. Night Market	April 17 – Oct 2		X	
3. Parks Appreciation Day	April 25		X	
4. Math Relay	April 30		X	
5. Law Enforcement Memorial	May 6		X	
6. Spring Clean Up	May 2-3		X	
7. Ray Evans Fishing Event	May 16		X	
8. Farmers Market	June 2 – Aug 25	X		
9. Park and Facility Rentals	June 1	X		X
10. Sr. Center Classes & Services	June 1	X		X
11. Summer Day Camps	June 22– Aug 7	X		X
12. Lifeguards	July - Aug		X	
13. SummerFEST Festival	July 11		X	
14. Summer Concerts (6 concerts)	July 16 – Aug 20	X		
15. National Night Out	August 4		X	
16. Drive In Movies (4 movies)	August 7-28			X
17. Active Aging Resource Expo	Oct	X		
18. National Night Out	October 6			X
19. Truck and Tractor Day	October 17			X
20. Make a Difference Day	October 24	X		
21. Youth Empowerment Summit	November			X
22. Fall Clean Up	November	X		X
23. LIFE Film Festival	Nov 14		X	
24. Xmas Tree Lighting /Parade	Dec 5			X

Some programs are noted with a Keep and To Be Determined (TBD) as we are planning to offer but waiting for direction regarding stay home / stay healthy / group size policy updates.

**Attachment A** provides more details regarding general fund impact, considered alternatives, recommendations and additional information. We are fortunate to have staff, an organization and community that is nimble, reactive, creative and flexible! We look forward to your feedback regarding our action plan.

Event	Recommend	Anticipated Dates	Location	# of people Anticipated	Anticipated Expenses and Funding Sources	general fund impact	Revenue Generated	Impacts	Alternatives	Comments
Youth Empowerment Summit	cancelled	tbd	McGavick	400	\$8,000 Gen fund + Grants and sponsorships	\$8,000	\$1,000 sponsorships		Have a virtual summit or move it to the 2020 fall or 2021 spring	working with the School District
Parks Appreciation Day	Cancelled	4/25/20	Fort Steilacoom & other sites	250	0	0	\$0	prepare sites, community stewardship	postpone until October, Make a Difference Day - Oct 24th	merge with MADD in October
Night Market	cancelled	4/17/2020 5/1 & 15/2020 6/5 & 19/2020 7/17/2020 8/7&21/2020 9/4&18/2020 10/2/2020	Colonial Plaza	1,600/day	\$50,000 - general fund	\$40,000	\$10,000 based on limited start	provides income for farmers and entrepreneurs. Provides fresh produce w/out going into grocery stores, uses a newly improved space. Very popular because people don't want to go into crowded stores.	Develop a drive thru market at Fort Steilacoom Park or colonial Plaza. Need to provide additional support for crowd counting at entrance/exit to stay within state imposed restrictions. Implement best practices for keeping people 6 ft apart and TPCHD requirements. Do a one time event at Colonial Plaza in late Sept / Oct to bring community back together in a safe manner. Greatly reduced event by eliminating prepared food, entertainment and family fun elements	Colonial Plaza this is the most expensive location to run an event due to lack of support facilities and need for rentals, street closures/police, signage & storage. Do we want our first impression to be a limited event. TPCHD restriction in place for markets so we would not be able to generate anticipated revenue to offset operations. Is it worth doing if we take all the "fun" festival elements out of it. Farmers market portion considered essential service
Math Relay	cancelled	4/30/20	Harry Lang Stadium	250	\$100 - gen fund	\$100				school year cancelled
Law Enforcement Memorial	cancelled	5/6/20	McGavick Center							
Spring Cleanup	cancelled	5/2/2020 5/3/2020	PC Refuse / LeMay	600	contract fees				postpone until Fall	
Ray Evans Memorial Fishing Event	cancel	5/16/20	American Lake Park	150	\$2,500 general fund	\$2,500	\$1,000	loss of recreation opportunity	limit registration numbers to allow sufficient social distancing on the beach. Move the event to later in the year (fall).	Year round fishing on American Lake Often the first time a youth tried fishing. WDFW cancelled and won't provide support this year
City Hall Farmers Market	Keep - start in early June	June 2, 9, 16, 23, 30, 2020 July/7, 14, 21, 28/2020 August/4, 11, 18, 25/2020	Lakewood City Hall	1,200/day - may be reduced due to reduced start	Lodging tax grant: \$20,000 Sponsorship: \$3,500 general fund: \$10,000	\$10,000	\$14,000 May increase if we can expand vendors	established community event highly rated and desired activity. Provides access to low income / srs (WIC). Temp changes won't impact impression of event to visitors	Start with farmers only market Develop a drive thru market at Fort Steilacoom Park. Reduce number of vendors, set up and organize the market In such a way that only a certain number of people are able to enter at a time based on state imposed restrictions that may be in place. Implement TPCHD guidelines reduce elements that encourage social gathering. Reduce number of "family" members who can come in at a time. Do the "night market" at City Hall to start season	Farmers markets are considered Essential Serevice - We can reduce general fund expenses by \$5,000 not having entertainment, limit swag and marketing merchandise (magnets, notepads, tshirts, canvas totes, etc), reducing advertising, signage, etc. Is it worth doing if we take all the "fun" festival elements out of it.
Park and Facility Rentals	Keep	6/1/20	Various site	25 - 1000 each use	revenue to general fund		\$10,000	risk management	allow first come first served	managing the various groups / uses at the parks protects our resources and allows us to add contiditons to keep city safe
Sr Center Classes	TBD	6/1/20	Sr Ctr	1,200	\$50,000	\$30,000	\$20,000	social isolation is challenging for older adults	limit number of classes, participants, Classes in activity room, spaced out, classes outside, offering very robust programs in the fall	Our sr. activity center is not an asst care facility. Need to see what restrictions are in place from PC as we are a third party user. April rent was waived

Event	Recommend	Anticipated Dates	Location	# of people Anticipated	Anticipated Expenses and Funding	general fund impact	Revenue Generated	Impacts	Alternatives	Comments
Summer Camps - Camp Create + outdoor nature camps	keep	6/22/2 - 8/7/20	Park Lodge Elementary	Approximately 420 50 -60 Participants Per Week Approximately 10 Councilors	\$35,000 General Fund Recreation		\$35,000	Provides full time child care and low cost opportunities to Lakewood families.	limit registration numbers Limit Field Trips or cancel field trips to cut costs Change model and take program to neighborhoods or move to park site	researching best practices and new ways to provide program with new social distancing rules. Need 10 seasonal staff - should be hiring now
Lifeguards	cancel	7/1/20 - 9/7/20	American Lake Park Harry Todd Park	Thousands of Park Users Approx 10 rotating Staff	General Fund	\$75,000	\$0	Provides beach safety and supervision during the busy summer season	Limit days which lifeguards are guarding the beach.  Remove guards for the season and place permanent signage at each beach stating to swim at own risk.	staff hiring should be happening now No feeder program to support filling lifeguard staff positions. Difficult to monitor swim area and expected to enforce social distancing.
SummerFEST	cancel large event but coordinate several small events that meet CDC guidelines	7/11/20	Fort Steilacoom Park	\$45,000	\$80,000 LTAC, \$26,000 sponsorship, \$10,000 inkind, \$20,000 City Budget	full event costs \$120,000 general fund impact is \$20,000	varies	established community event highly rated and desired activity. Provides non-profits with community exposure	Eliminate vendors - Create smaller versions of summerfest elements in July or August or divide up over SummerFEST weekend. For example Friday night concert / drive-in movie, saturday fun run - kids event Or one Saturday is International festival, the next Saturday is kids day, the next is drive in movie, etc. Use entry counters to limit # of people. Set up fencing to define areas. Be responsible / how is community responding to what we do.	Need to get guidance from LTAC regarding changing what was funded. Would breaking up event actually reduce #'s. Drive in movies are seeing a comeback and are an excellent way to still have the movie at night. Limit #'s and reduce marketing. Could be opportunity to make it a 3 day event. Friday drive in movie, Sat live music and small attractions. Cancel International festival and merge with LMCC in Fall.
Summer Concerts at the Pavilion	Keep	Every Thursday July 16 - August 6	Fort Steilacoom Park	250	Lodging Tax \$20,000			provide a place for community to gather in a safe manner.	cancel event	concerts are outside and don't attract more than 250 typically Enforcing social distancing . SPO's are created but these event can cancelled if needed.
Truck & Tractor Day	keep	10/10/20	Fort Steilacoom Park	5000	general fund sponsorship	3,000	\$0		reduce marketing could reduce numbers to 500 we can adjust to guidelines for crowds	staffing set up and implementation costs
Make a Difference Day	keep	10/24/20	Fort Steilacoom Park Other Park Sites	150	general fund	\$1,000	\$0		cancel event	provides a way for community to support city parks / stewardship
Veterans Day Recognition	TBD	11/2/20	Council Chambers							
LIFE film festival	cancelled	11/14/20	AMC theatres	300	general fund \$10,000 + sponsorships	\$10,000		no impact as this was the first year	would have been the first year to offer this event. Need to determine available resources to implement this event	advertising should be happening now and summer workshops may not be an option. Not the year to start a new program
Christmas Tree Lighting & Parade	keep	12/5/20	City Hall	5000	general fund	\$3,000		reduce event	Eliminate certain elements to keep crowd control down (no vendors, legos, entertainment, santa) Shorten event - race, parade, tree lighting. Primarily outdoors	annual tradition
Activ Aging Expo (Sr center open house)	Keep	October	Lakewood Senior Activity Center	300	\$500		sponsorships inkind support	Resource and referral info in one location. Provides	cancel event	no one else is providing resource fairs for older adults
National Night Out	Postpone to fall	10/6/20	various site					reduces community building	keep with social distancing or events held in City Parks will follow current gathering rules	NNO is a national event so we may follow national decisions or create our own event