



LAKEWOOD CITY COUNCIL AGENDA

Monday, October 19, 2020

7:00 P.M.

City of Lakewood

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 participate via Zoom by visiting <https://zoom.us/> or calling by telephone: **Dial +1(253) 215- 8782 and entering participant ID: 868 7263 2373.**

To participate in Public Comment and/or Public Testimony:

Public Comments and Public Testimony on Public Hearings will be accepted by mail, email or by live virtual comment. Send comments by mail or email to Briana Schumacher, City Clerk at 6000 Main Street SW Lakewood, WA 98499 or bschumacher@cityoflakewood.us. Comments received up to one hour before the meeting will be provided to the City Council electronically.

Virtual Comments: If you would like to provide live Public Comments or Public Testimony during the meeting, you will need to join the Zoom meeting as an attendee by calling by telephone Dial +1(253) 215- 8782 and enter participant ID: 868 7263 2373 or visiting <https://us02web.zoom.us/j/86872632373>.

By Phone: For those participating by calling in by telephone (+1(253) 215- 8782 and enter participant ID: 868 7263 2373), the Mayor will call on you during the Public Comment and/or Public Hearings portions of the agenda. When you are unmuted please provide your name and city of residence. Each speaker will be allowed (3) three minutes to speak during the Public Comment and at each Public Hearing.

By ZOOM: For those using the ZOOM link (<https://us02web.zoom.us/j/86872632373>), upon entering the meeting, please enter your name or other chosen identifier. Use the "Raise Hand" feature to be called upon by the Mayor during the Public Comments and/or Public Hearings portions of the agenda. When you are unmuted please provide your name and city of residence. Each speaker will be allowed (3) three minutes to speak during the Public Comment and at each Public Hearing.

Outside of Public Comments and Public Hearings, all attendees on ZOOM will continue to have the ability to virtually raise your hand for the duration of the meeting. You will not be acknowledged and your microphone will remain muted except for when you are called upon.

Page No.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PROCLAMATIONS AND PRESENTATIONS

- (4) 1. Proclamation declaring October 21, 2020 as Lakewood Chamber of Commerce Day. – *Ms. Linda Smith, Lakewood Chamber of Commerce*

PUBLIC COMMENTS

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>

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

- (5) A. Approval of the minutes of the City Council meeting of October 5, 2020.
- (9) B. Approval of the minutes of the City Council special meeting of October 7, 2020.
- (11) C. Motion No. 2020-52
- Authorizing the execution of an agreement with The Humane Society for Tacoma and Pierce County for animal sheltering and related services.
- (19) D. Motion No. 2020-53
- Authorizing the execution of agreements with Tacoma-Pierce County Habitat for Humanity for the acquisition and development of affordable housing at 15121 Boat Street SW and 15123-15125 88th Ave Ct. SW.
- (25) E. Motion No. 2020-54
- Adopting the 2021-2022 Biennial Legislative Agenda, Legislative Policy Manual, 2021 Federal Priorities and 2021 Pierce County Policy Manual.
- (71) F. Motion No. 2020-55
- Authorizing the purchase a Safe Boat for the Police Department Marine Services Unit.
- (72) G. Motion No. 2020-56
- Reappointing Patti Belle, Earl Borgert, Paige Hansen, Linda McDermott, Lani Neil and appointing Faaluaina Pritchard to serve on the Lakewood Arts Commission through October 16, 2023.
- (84) H. Items filed in the Office of the City Clerk:
1. Lodging Tax Advisory Committee meeting minutes of September 13, 2019.
 2. Public Safety Advisory Committee meeting minutes of February 5, 2020.
 3. Arts Commission meeting minutes of March 2, 2020.
 4. Public Safety Advisory Committee meeting minutes of June 3, 2020.

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.

R E G U L A R A G E N D A**UNFINISHED BUSINESS****NEW BUSINESS****REPORTS BY THE CITY MANAGER**

(100) Review of CARES Act Funding allocations.

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.

CITY OF LAKEWOOD



PROCLAMATION

WHEREAS, Chambers of Commerce work with businesses, merchants, industries, non-profits and government agencies to advance the civic, economic, industrial, professional and cultural life of their communities; and

WHEREAS, the City of Lakewood, recognizes and values the dedication and entrepreneurial spirit of the Lakewood Chamber of Commerce and its integral role in helping the city, regional and state economy grow stronger; and

WHEREAS, it is the mission of the City of Lakewood to work in partnership with the Lakewood Chamber of Commerce to help our businesses grow and to provide employment within Lakewood by providing exemplary programs, education, referrals, resources and representation; and

WHEREAS, the Lakewood Chamber and its members provide citizens with a robust business environment that helps increase employment, retail trade, commercial commerce, and industrial growth in order to make the City of Lakewood a better place to live and work; and

WHEREAS, the future of the City of Lakewood depends on having a vibrant economy and a healthy business environment; and


WHEREAS, the leadership of the Lakewood Chamber of Commerce provides for a strong grassroots commitment to the economic well-being and future for Lakewood.

NOW THEREFORE, the Lakewood City Council proclaims October 21, 2020 as

LAKESWOOD CHAMBER OF COMMERCE DAY

and encourages the business community to join and engage in the Lakewood Chamber's mission.

PROCLAIMED this 19th day of October, 2020.


Don Anderson, Mayor



LAKEWOOD CITY COUNCIL MINUTES

Monday, October 5, 2020

City of Lakewood

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

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

Participant ID: 86872632373

CALL TO ORDER

Mayor Anderson called the meeting to order at 7:01 p.m.

ROLL CALL

Councilmembers Present: 6 – Mayor Anderson, Deputy Mayor Jason Whalen; Councilmembers Mary Moss, John Simpson, Linda Farmer and Paul Bocchi.

Councilmembers Excused: 1- Councilmember Mike Brandstetter.

PROCLAMATIONS AND PRESENTATIONS

Proclamation declaring October as Domestic Violence Awareness month.

MAYOR ANDERSON PRESENTED A PROCLAMATION TO MR. NICK QUIJAS, ASSOCIATE CITY ATTORNEY DECLARING OCTOBER AS DOMESTIC VIOLENCE AWARENESS MONTH.

Youth Council Report.

Youth Councilmember Josephine Kaiser reported that the Youth Council held their first meeting of the year last month where they reviewed student participation on citizen advisory boards, committees and commissions. Youth Councilmembers then reported on various high school activities.

Clover Park School District Report.

Clover Park School District (CPSD) Boardmember Alyssa Anderson Pearson shared due to the rising number of COVID-19 cases hybrid learning has been put on hold until December 4, 2020. She shared that special education students and students with individualized education plans will continue to attend school in person on an as needed basis. She then shared that free meals will continue to be available to all students through the end of the year. She recognized the CPSD Communications Division for their work sharing information with the public, the teachers for their dedication to the virtual learning environment and the parents for their continued support. Discussion ensued.

PUBLIC COMMENTS

None.

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

- A. Approval of the minutes of the City Council meeting of September 21, 2020.
- B. Approval of the minutes of the City Council study session of September 28, 2020.
- C. Approval of claims vouchers, in the amount of \$3,972,313.25, for the period of August 18, 2020 through September 16, 2020.
- D. Approval of payroll checks, in the amount of \$2,388,204.68 for the period of August 16, 2020 through September 15, 2020.
- E. Motion No. 2020-51

Appointing Youth Councilmembers Brandon Elliott, Sarah James, and Hank Jones to serve on the Lakewood's Promise Advisory Board for the 2020-2021 school year.
- F. Items filed in the Office of the City Clerk:
 - 1. Planning Commission meeting minutes of May 13, 2020.
 - 2. Landmarks and Heritage Advisory Board meeting minutes of August 27, 2020.
 - 3. Planning Commission meeting minutes September 2, 2020.

COUNCILMEMBER SIMPSON 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**UNFINISHED BUSINESS**

None.

NEW BUSINESS

None.

REPORTS BY THE CITY MANAGER

Review of the 2021 Property Tax Levy.

Assistant City Manager for Administrative Services Kraus shared that it is recommended that the City Council increase the property tax levy by 1% as authorized by state law. She noted that the Implicit Price Deflator (IPD) is less than 1% therefore in order to approve a 1% property tax levy, the City Council must also pass a substantial need Ordinance. Discussion ensued.

Review of the 2021-2022 Proposed Biennial Budget.

City Manager Caulfield provided an overview of the 2021-2022 Proposed Biennial Budget which totals \$89.8 Million in 2021 and \$87.9 Million in 2022. He shared that revenues are expected to decline by 9.5% in 2021 and 5.2% in 2022 and action strategies have been implemented to address and mitigate these declines such as eliminating discretionary spending and a hiring freeze.

He then highlighted the demographics of the city in the areas of population, housing, and the business economy as well as opportunities for investment in the areas of economic development, human services programs and affordable housing.

He shared that the proposed budget does not recommend drawing down on the City's 12% reserves but defers the collection of fleet and equipment reserves for both 2021-2022 as well as information technology and property management reserves in 2021.

He then reviewed personnel changes and increased service levels in the area of dependable infrastructure which includes an update to the Non-Motorized Transportation Plan and the Street Ends Report, Economic Development advancements which target redevelopment and implementation of the PALS+ permit system and a continued commitment to Public Safety and Fiscal Responsibility.

He shared maps highlighting the Parks Capital Improvement, Transportation Capital Improvement, Surface Water Management, Sanitary Sewer and Storm Water Capital projects. He then reviewed Fleet and Equipment and Information Technology investments.

He shared that next steps include continued review of the departmental budget presentations on October 7th and October 14th, public hearings on November 2nd and final approval of the budget is scheduled for November 16th. Discussion ensued.

City Manager Caulfield reported that the City has received 14 complete applications for the Commercial Landlord Coronavirus Relief Fund Grants and 25 applications from childcare providers for the Small Business Coronavirus Relief Fund Grants.

CITY COUNCIL COMMENTS

None.

Mayor Anderson announced that Council will recess into Executive Session for approximately 30 minutes pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee. The Council is not expected to take final action following the Executive Session.

The Council recessed into Executive Session at 9:11 p.m. and reconvened at 9:44 p.m.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:44 p.m.

DON ANDERSON, MAYOR

ATTEST:

BRIANA SCHUMACHER
CITY CLERK



LAKEWOOD CITY COUNCIL SPECIAL MEETING MINUTES

Wednesday, October 7, 2020

City of Lakewood

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

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

Participant ID: 86872632373

Page No.

CALL TO ORDER

Mayor Anderson called the meeting to order at 6:01 p.m.

ROLL CALL

Councilmembers Present: 6 – Mayor Anderson, Councilmembers Mary Moss, Mike Brandstetter (arrived at 6:08 p.m.), John Simpson, Linda Farmer and Paul Bocchi.

Councilmembers Excused: 1- Deputy Mayor Whalen.

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

NEW BUSINESS

Review of the 2021-2022 Proposed Biennial Budget Department Presentations.

Senior Policy Analyst Kelley-Fong highlighted the City Council and City Manager 2021-2022 goals, objectives and proposed operating budget.

Assistant City Manager for Development Services Bugher highlighted the Community & Economic Development Department's 2021-2022 goals, objectives and proposed operating budget. Discussion ensued related to the volume of workload, current staffing allocations and proposed fee schedule increases.

Parks, Recreation & Community Services Director Dodsworth highlighted the Parks, Recreation and Community Services 2019-2020 key accomplishments and the 2021-2022 goals, objectives and proposed operating budget. Discussion ensued related to the impacts of the vacant Maintenance Worker position, continuation of community events in the post COVID-19 environment and funding in support of the Lakewood Multicultural Coalition (LMCC).

City Attorney Wachter provided an overview of services provided by the Legal Department. She then highlighted the 2021-2022 goals, objectives and proposed operating budget. Discussion ensued related to decline in revenues received from fines and future ability to collect and training opportunities for new staff members.

Mayor Anderson announced that Council will recess into Executive Session for approximately 60 minutes pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee. The Council is not expected to take final action following the Executive Session.

The Council recessed into Executive Session at 7:03 p.m. and reconvened at 8:08 p.m.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:08 p.m.

DON ANDERSON, MAYOR

ATTEST:

BRIANA SCHUMACHER
CITY CLERK

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: October 19, 2020	TITLE: Authorizing the execution of an agreement with The Humane Society for Tacoma and Pierce County for animal sheltering services.	TYPE OF ACTION: — ORDINANCE NO. — RESOLUTION NO. — MOTION NO. 2020-52 — OTHER
REVIEW: October 12, 2020	ATTACHMENTS:	

SUBMITTED BY: John Unfred, Assistant Chief of Police

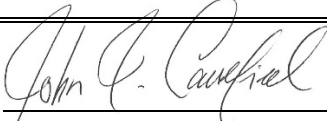
RECOMMENDATION: It is recommended that Mayor and the City Council authorize the execution of an agreement with The Humane Society for Tacoma and Pierce County for animal sheltering services. Highlights of the contract are a Flat monthly and an increase in boarding fees. The Flat Fee replaces the current model of monthly fee with an annual reconciliation based on actual numbers of animals booked. Our numbers have not fluctuated much year over year and this reduces administrative cost as well as provides budget certainty. The Boarding fees increase 3% and begin accumulating after 3 days vs 14 days in the current contract. Boarding fees are paid to the PCHS for boarding animals collected as evidence in animal cruelty cases. We average 3-4 such cases per year, resulting in a negligible cost difference.

DISCUSSION: The proposed contract for animal sheltering services between the City of Lakewood and the Pierce County Humane Society (PCHS) covers animal sheltering, lost pet reunification, carcass disposal, and the boarding of animals held as evidence in animal cruelty cases for 2021 through the end of 2024.

ALTERNATIVE(S): Other contract alternatives would require the City to transport animals to the City of Auburn, Olympia and Kitsap County.

FISCAL IMPACT:

	2020	2021	2022	2023	2024
Percent Increase		4%	7.50%	8.50%	COLA+1%
Cost Increase		\$5,789.00	\$11,290.00	\$13,755.00	
Total Cost	\$144,745	\$150,534	\$161,824	\$175,579	

John Unfred Prepared by Mike Zaro Department Director	 City Manager Review
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THE HUMANE SOCIETY FOR TACOMA AND PIERCE COUNTY AGREEMENT FOR SHELTER AND RELATED SERVICES

The parties to this contract are the **CITY OF LAKEWOOD**, a political subdivision of the state of Washington, hereinafter referred to as the "City of Lakewood," and **THE HUMANE SOCIETY FOR TACOMA AND PIERCE COUNTY**, a non-profit corporation formed and operating pursuant to RCW 16.52.020, hereinafter referred to as the "Society." The terms of this contract shall cover the period from January 1, 2021, through December 31, 2023. In consideration of the mutual benefits derived, the parties agree as follows:

THE SOCIETY AGREES:

(1) To furnish and maintain and to employ adequate staff for suitable shelter for the handling of stray, impounded, and unwanted companion animals turned over to the Society by the City of Lakewood or its residents. Companion animals are specifically defined as dogs, cats, domestic birds, domestic rabbits and small domestic rodents. Companion animals specifically exclude livestock (horses, cows, pigs, sheep, goats, fowl, etc.) venomous or dangerous reptiles and wild or exotic animals. Such facility shall include cat kennels and dog kennels, as well as facilities for the humane disposal of sick and injured companion animals. The facility will provide disposal (cremation) services for animals deceased upon arrival or during the time of sheltering. Impounded animals, awaiting disposition by the courts or held as directed by Animal Control will be held for a maximum of 3 days without additional charge. After 3 days, board will be charged to City of Lakewood at the rate of \$26.50 per day in 2021, \$27.30 per day in 2022, and \$28.10 per day in 2023.

(2) To keep the shelter staffed and open for the purposes of receiving companion animals and allowing such animals to be redeemed during regular business hours Monday through Saturday; PROVIDED THAT the Society shall establish and maintain 7-day per week, 24-hour per day access for City of Lakewood animal control officers to drop off companion animals or carcasses outside of normal shelter hours. It is understood that this does not include responsibility for care for sick or injured companion animals outside of normal shelter hours.

(3) To provide licensing services for animals adopted or impounded at the Humane Society shelter whose owner resides within the City of Lakewood. The license service for impounded and adopted animals shall be provided during normal business hours, with no time limitation and shall also be provided by the Society in animal illness or injury conditions so as to expedite medical attention for the animal. The Humane Society shall maintain complete and adequate records of all licenses issued and shall provide a timely report to the City of Lakewood listing the name and address of the licensee and a description of the animal licensed. The Humane Society will retain 100% of every license sold and payments shall be made to the Humane Society.

(4) To provide orientation and training to City of Lakewood animal control officers and other City of Lakewood staff to the Society shelter and its admissions policies, practices and other Society operations as appropriate.

(5) To maintain complete records of animals received and animals disposed of on behalf of the City of Lakewood and other entities with whom the City of Lakewood has contracted. The Society agrees to promptly make its records of investigations available for the City of Lakewood's inspection at reasonable times, and to furnish reports of the Society's activities to Lakewood, and to provide, within reason, such other data as the City of Lakewood requests and as may be inspected or requested by other entities with whom the City of Lakewood has contracted. This means the Society at such times and in such form as the City of Lakewood may require, shall furnish the City of Lakewood with periodic reports pertaining to the work and services undertaken pursuant to this Contract. The Society will make available to the City of Lakewood all work-related records and documents for inspection, or evaluation during normal business hours in order to assess performance, compliance and/or quality assurance under this Contract. The Society further agrees to fully cooperate with any civil or criminal investigations by the City of Lakewood and to make its employees available for interviews conducted in the furtherance of such investigations.

(6) To provide access to computers for the City of Lakewood for Animal Control Officers to enter data into the database software for animals picked up by City of Lakewood Animal Control Officers.

(7) To provide basic blood draw, fecal sample, lab tests and weight at time of admission for animals involved in cruelty investigation, per request of the City of Lakewood Animal Control Officers. This service will be offered for cases of 1 to 2 animals and may be repeated weekly as deemed necessary by the Veterinarian staff at the Humane Society. Cruelty cases involving 3 to 6 animals require advance notification in order to perform this service. Cases larger than 6 animals or animals needing detailed history and/or physical exams will be performed by an outside veterinarian of the City of Lakewood's choice. Costs associated with any lab tests and/or physical exams that are beyond the basic tests identified in this section will be billed separately to the City of Lakewood.

(8) To procure and maintain comprehensive general liability insurance, and professional liability insurance with limits not less than \$1,000,000.00 (\$1,000,000.00 bodily and personal injury and property damage insurance). The City of Lakewood is to be named as an additional insured and such insurance as is carried by the Society is primary over any insurance carried by the City of Lakewood. In the event of a nonrenewal, cancellation, or material change in the coverage provided, 30 days' written notice will be furnished to the City of Lakewood prior to the date of nonrenewal, cancellation, or change. Such notice shall be sent to the City of Lakewood, City Manager, Lakewood City Hall, 6000 Main Street SW, Lakewood, WA 98499-5027. The City of Lakewood has no obligation to report occurrences unless a claim is filed with the City of Lakewood, and the City of Lakewood has no obligations to pay premiums on such insurance.

(9) To furnish equipment and supplies used in the performance of the Society's obligations arising from this contract, except equipment and supplies which the City of Lakewood expressly promises to furnish.

(10) The Society agrees to hold harmless, indemnify and defend the City of Lakewood and its officers, officials and employees from any claim, liability, lawsuit or legal judgment arising from or out of the negligent or tortuous actions or inactions of the Humane Society in its performance of the activities and services set forth herein in this agreement to be performed by the Society. The Agreement to indemnify, defend and hold harmless the City of Lakewood by the Society shall not apply to any loss, claim, liability, lawsuit or legal judgment arising from the sole negligence of the City of Lakewood.

(11) To allow City of Lakewood animal control officers to sanitize their vehicles in accordance with Society practices until the Society requires the sanitizing facility to be vacated for construction. The Humane Society will provide 90 days' notice if the area is to be vacated.

(12) The Society agrees to comply with Title 16 RCW and Title 9 of the Lakewood Municipal Code. The Society will not release any animal except in full compliance with the municipal code.

(13) Non-discrimination. The Society agrees to take all steps necessary to comply with all federal, state and City of Lakewood laws and policies regarding nondiscrimination and equal employment opportunities. The Society shall not discriminate in any employment action because of race, religion, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marital status, familial status, or the presence of any sensory, mental or physical handicap.

THE CITY OF LAKEWOOD AGREES:

(1) To pay to the Society a total of approximately \$150,536 for 2021. The contract price for year 2022 will increase 7.5% to \$161,826 and the year 2023 will increase 8.5% to \$175,581 to reflect the expected increases in the Society's costs. The contracted amount will be paid monthly as 1/12th of the annual contract costs, or \$12,544.67 per month in 2021, \$13,485.50 per month in 2022, and \$14,631.75 per month in 2023.

Monthly payments are due on or before the 10th of each month, with the final payment due by January 10 of the following year. Any payment in full over 60 days late may cause a suspension of service and will automatically be charged a 1% penalty.

(2) To allow the Humane Society to retain all adoption, impound, board, fines and other fees collected from the public for animals accepted into the shelter since the Society has factored retention of such fees into the cost of the contract.

(3) To provide the Humane Society all licenses and licensing material for the City of Lakewood and other entities with whom the City of Lakewood has contracted.

(4) The Society does not have emergency veterinary or intensive care facilities (ICU) and cannot provide overnight monitoring of animals. Animals needing emergency medical care, will be taken to an appropriate facility to be treated prior to booking with the Society. For the purposes of this contract, emergency medical treatment is defined as a level of care higher than the Society can provide, such as obvious broken bones, trauma, or other medical issues that would require intensive care and monitoring. Until the Humane Society accepts the animal, the City of Lakewood is responsible for all after-hours emergency medical treatment of any animal that the City impounds.

(5) During hours that the Shelter is open, the Society normally has a veterinarian available to provide routine veterinary care; however, in the event that the Humane Society does not have a veterinarian available to provide routine veterinary care at the Shelter, any animals needing such care shall be the responsibility of the City of Lakewood. The Society shall immediately inform Lakewood Animal Control when the Society does not have a veterinarian available to provide routine veterinary care at the Shelter and the expected duration. The City of Lakewood is responsible for transporting the animal to the chosen veterinary clinic and to the Humane Society once the animal is stabilized.

(6) The City of Lakewood animal control officers will not bring **known** feral cats to the Society unless they can be neutered and returned to field. It is accepted that stray cats frequently cannot be identified as true strays or feral cats and this clause only relates to **known** feral cats and/or members of feral cat colonies. On the same principle the Society cannot accept feral cat colonies that cannot be returned to field following spay/neuter surgery as the only options would be euthanasia and it would therefore be more humane to leave the feral cats where they are.

(7) The City of Lakewood animal control officers will completely and accurately perform the data input required for shelter admission as well as scan each animal for microchips. The Society will provide the necessary training for the computer intake requirements. The Society will create the shelter admissions policy and provide it to the City of Lakewood.

(8) To hold the Society harmless from any damages or attorneys' fees or costs incurred by the Society, as a result of litigation which (a) names the Society and (b) involves a City of Lakewood ordinance that is declared illegal or unenforceable and upon which the Society relied in the performance of its obligations under this agreement.

MUTUAL COVENANTS AND UNDERSTANDINGS – both parties hereto agree to the following conditions:

- (1) All persons employed by the Society to perform its obligations under this contract shall be employees of the Society and not of the City of Lakewood with the proviso that the Society may from time to time have to use contract veterinarians.
- (2) Either party can terminate this contract upon 180 days' written notice; Provided that either party may terminate upon 60 days' written notice for breach of any material clause herein. To facilitate timely renewal or termination, the parties agree to commence negotiations for the 2024/2026 contract by August 1, 2023, and to gather and provide to each other all pertinent data reasonably necessary to meaningfully negotiate.
- (3) Modification. This instrument constitutes the entire Agreement between the parties and supersedes all prior agreements. No modification or amendment shall be valid unless evidenced in writing, properly agreed to and signed by both parties. In the event either party shall desire to renegotiate any provision of the agreement, the party shall provide 90 days' notice to the other party. The notice shall identify the provision or provisions to be renegotiated, the requested changes, and shall state the reasons for the request. The party receiving the request shall respond in writing on or before the end of the 90-day period.
- (4) Extension of Contract. Both parties agree that without termination of this contract or negotiation of a new contract, this contract may continue based on a COLA plus 1% price increase for 2024 with COLA being defined as the annual average of the Seattle-Tacoma-Bellevue metro area CPI-U as determined by the Bureau of Labor Statistics. Extension under this section into 2025 and 2026 would be calculated annually using the same formula.
- (5) Notices. All notices, requests, demands and other communications required by this Agreement shall be in writing and, except as expressly provided elsewhere in this Agreement, shall be deemed to have been given at the time of delivery if personally delivered or at the time of mailing if mailed by first class, postage pre-paid and addressed to the party at its address as stated in this Agreement or at such address as any party may designate at any time in writing.

Notice to Lakewood shall be sent to:

*For Animal control issues:
John Unfred, Lakewood Police Department
9401 Lakewood Drive SW
Lakewood, WA 98499*

*For licensing or payment issues:
City of Lakewood*

Attn: City Manager
Lakewood City Hall
6000 Main Street SW
Lakewood, WA 98499-5027

Notice to the Society shall be sent to:

*Stuart Earley, CEO
2608 Center Street
Tacoma, WA 98409*

(6) Litigation Costs and Fees. In the event of litigation concerning the terms of or performance under this Agreement, the prevailing party, in addition to costs, shall be entitled to reasonable attorney's fees as determined by the court.

(7) Benefits. This Agreement is entered into for the benefit of the parties to this Agreement only and shall confer no benefits, direct or implied, on any third persons.

(8) Employment Eligibility Requirements. The Humane Society and any subcontractors shall comply with E-Verify as set forth in Lakewood Municipal Code Chapter 1.42. E-Verify is an Internet-based system operated by United States Citizenship and Immigration Services in partnership with the Social Security Administration. E-Verify is free to employers and is available in all 50 states. E-Verify provides an automated link to federal databases to help employers determine employment eligibility of new hires and the validity of their Social Security numbers. The Humane Society shall enroll in, participate in and document use of E-Verify as a condition of the award of this contract. The Humane Society shall continue participation in E-Verify throughout the course of the Humane Society's contractual relationship with the City. If the Humane Society uses or employs any subcontractor in the performance of work under this contract, or any subsequent renewals, modifications or extension of this contract, the subcontractor shall register in and participate in E-Verify and certify such participation to the Humane Society. The Humane Society shall show proof of compliance with this section, and/or proof of subcontractor compliance with this section, within three (3) working days of the date of the City's request for such proof.

End of Agreement. Signature page immediately following.

DATED this ____ day of _____, 2020.

**THE HUMANE SOCIETY FOR
TACOMA AND PIERCE COUNTY**

CITY OF LAKEWOOD

Stuart Earley, CEO

John Caulfield, City Manager

Briana Schumacher
City Clerk

Approved as to form:

Heidi-Ann Wachter, City Attorney

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: October 19, 2020	TITLE: Authorization of HOME agreements with Tacoma-Pierce County Habitat for Humanity for the acquisition and development of affordable housing at 15121 Boat St. SW and 15123-15125 88 th Ave. Ct. SW	TYPE OF ACTION: — ORDINANCE — RESOLUTION ✓ MOTION 2020-53 — OTHER
REVIEW: October 12, 2020	ATTACHMENTS: Site Map and Conceptual Site Plan of 15121 Boat St. SW and 15123-15125 88 th Ave. Ct. SW	

SUBMITTED BY: Jeff Gumm, Program Manager and Dave Bugher, Assistant City Manager for Development Services

RECOMMENDATION: It is recommended that the Mayor and City Council authorize the City Manager to execute a HOME Investment Partnership Program (HOME) agreement with Tacoma-Pierce County Habitat for Humanity (HfH) in the amount of \$600,000 for the acquisition and redevelopment of nine (9) new affordable housing units for low income homebuyers. Additional funding in the amount of \$40,000 is recommended to be authorized to be used by city staff for direct project costs associated with HOME program compliance. Total funding for this project is \$640,000.

DISCUSSION: Each year, the City of Lakewood receives U.S. Department of Housing and Urban Development (HUD) HOME funding through its consortium agreement with the City of Tacoma. The primary objective of the HOME Program is to benefit low- and moderate- income individuals either through the creation of, or accessibility to, affordable housing. As part of the City's 5-Year Consolidated Plan for Housing and Community Development and FY 2020 Annual Action Plan, an affordable housing fund allocation was set aside for the expansion of affordable housing opportunities through collaboration with partners and housing providers. The fund has a current balance in excess of \$780,000 in HOME funds available to be allocated to eligible projects.

Tacoma-Pierce County HfH recently submitted a HOME application requesting funding in support of the acquisition and redevelopment of 15121 Boat St. SW and 15123-15125 88th Ave. Ct. SW to construct nine (9) new residences for low income homebuyers. The development will include four (4) duplexes and one (1) single family residence.
(Continued to page 2)

ALTERNATIVE(S): The Council can choose to modify the total amount of funds recommended or may choose not to authorize funding for Tacoma-Pierce County at all.

FISCAL IMPACT: There is no fiscal impact to the City General Fund. These funds are part of the City's HOME Affordable Housing Fund established and funded through the consolidated planning process.

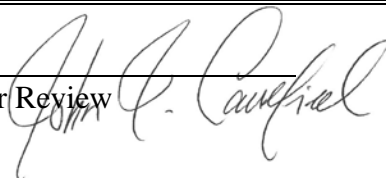
Jeff Gumm

Prepared by

Dave Bugher

Department Director

City Manager Review



HfH's proposal requested \$500,000 in HOME funding; however, the proposed budget does not include water main extension and improvements the City is aware are needed, in addition to extending a sewer line and storm drain improvements that will also be required by Pierce County and the City's Public Works Engineering Department, respectively. Estimate for the additional utility work and sewer connection is approximately \$100,000. This additional work would bring the HOME project budget up to \$600,000, rather than the \$500,000 originally requested. The City supports funding the project at the higher level.

Project Information: This project proposes to acquire and redevelop presently vacant land located at 15121 Boat St SW (APN # 0219212116 & 0219212056) and 15123- 15125 88th Ave. Ct. SS (APN # 0219212017) for the purpose of constructing nine (9) new homes (4 duplexes and 1 single family home) for low income homebuyers. Please see attached exhibits for project location.

The subject property was once used a mobile home park. Many of the units were dilapidated and in years past, was subject to code enforcement actions. In 2015 the property was cleaned up as part of a dangerous building abatement action. The property remains vacant with a long history of vagrants and squatters occupying the property, as well as illegal dumping. Project funding includes repayment of City of Lakewood abatement expenses incurred to clean up the site.

Land Use Amendments Required: The property is presently zoned Residential 3 (R3). Existing zoning would allow up to four housing units; however a change in land use designations would allow nine units. The land use amendments are essential for redevelopment as the cost of the property, coupled with the required sewer extension, water main extension, and other utility improvements, make the development of four units cost prohibitive for the private sector, and for nonprofit developers. Without the changes, the site will remain undeveloped.

The proposed site sits directly to the south of two neighboring small apartment complexes- 8814 Wadsworth St. SW (8-unit, 2-story apartment), and 15107 Boat Rd. SW (8-unit, single-story apartment), with single family homes on the south and west. Proposed construction consists of one single family home on the south of the property abutting neighboring single family homes and four duplexes to the north. A rezone of this property to Mixed Residential 2 (MR2) would be consistent with the existing development directly adjacent the proposed project site.

Construction is anticipated to be delayed until Comprehensive Plan and Zoning Map amendments have been approved by the City. At nine units, the project would require:

1. Comprehensive map amendment from Single Family to Mixed Residential; and
2. Zoning map amendment from R3 to MR2.

HfH missed submitting an application for the 2021 Comprehensive Plan Amendment Docket. To address the current zoning, the City is in favor of adding the amendment when the Council is scheduled to take action on the 2021 Docket later this year.

Provided the City approves the changes in land use, site and utility work can be completed in advance of construction beginning in late-2021, with completion expected in mid- to late-2024. This project will be HfH's only active Lakewood project.

Table 1 provides relevant details on the three properties specific to this proposal, plus a fourth property (Parcel "D") that HFH is currently attempting to purchase on nearby Portland Avenue SW. Parcel "D" is important to development of Parcels "A," "B," and "C" since it will provide a sewer easement from which to connect sewer from the main line to the project site. HfH does currently have an easement to run sewers through one of its earlier Portland Ave development sites; however, parcel D would offer better sewer access.

**TABLE 1
LAND USE MATRIX & DENSITY CALCULATIONS**

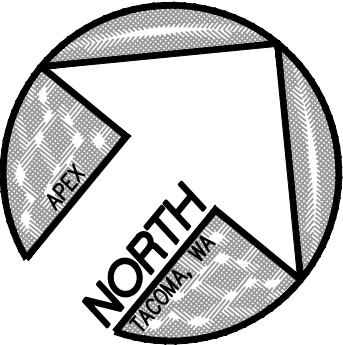
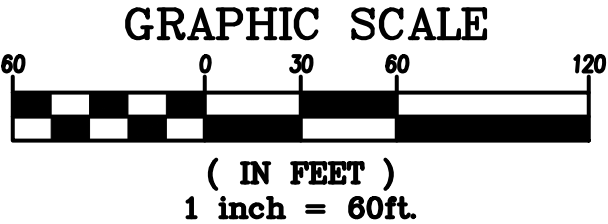
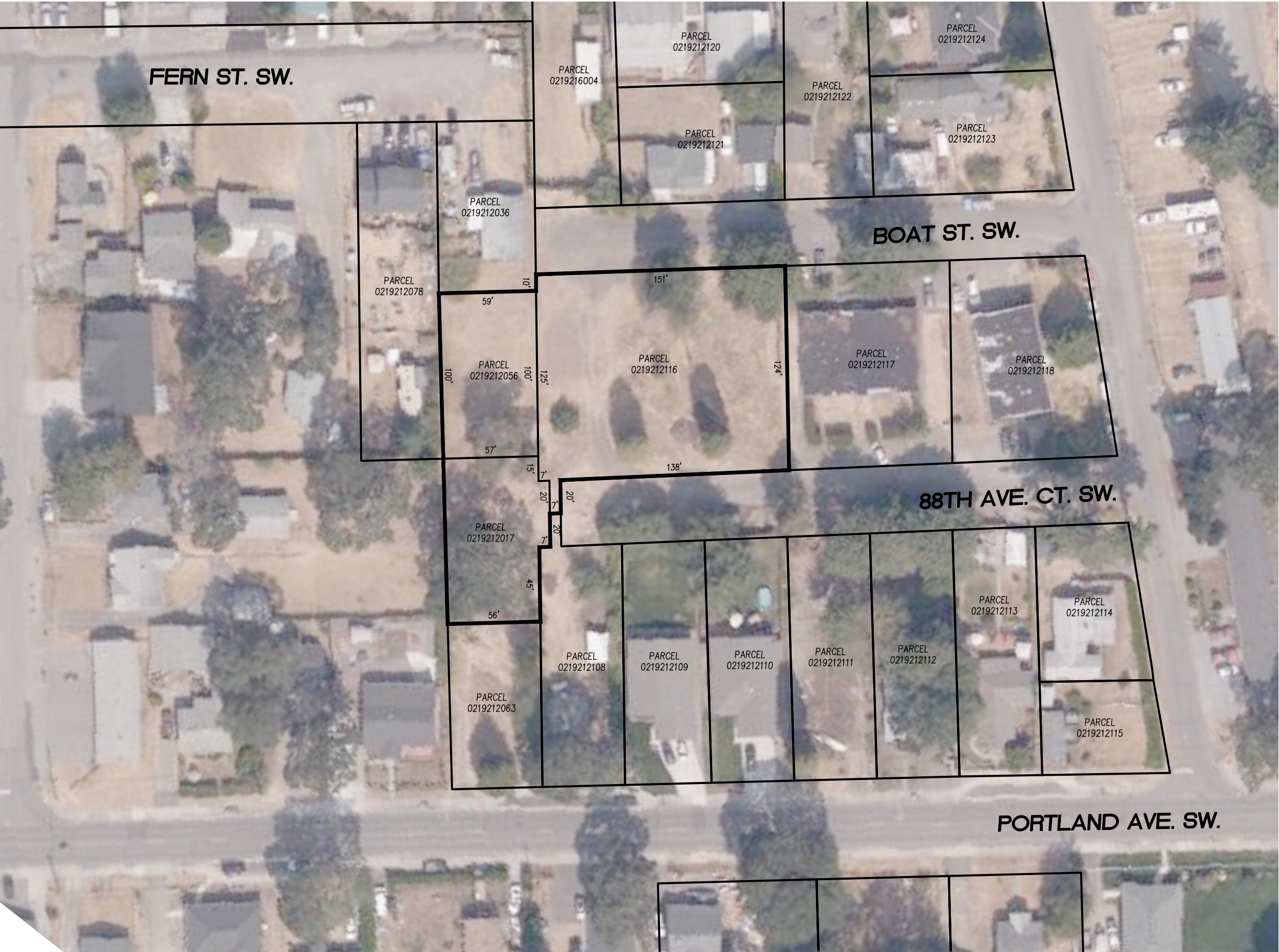
Map Identifier	Assessor's Parcel No.	Address	Square Footage	Acreage	Current Comprehensive Plan/Zoning Designation	Proposed Comprehensive Plan & Zoning Designation
“A”	0219212116	15121 Boat Street SW	19,612	0.450	Single Family/R3	Mixed Residential/MR2
“B”	0219212056	15121 Boat Street SW	4,870	0.112	Single Family/R3	Mixed Residential/MR2
“C”	0219212017	15123 to 15125 88th Street Court SW	5,971	0.137	Single Family/R3	Mixed Residential/MR2
Totals			30,453	0.699		
Density Calculations:						
30,453 SF / 9 units = 3,383.67 SF per unit 43,560 SF / 3,383.67 SF = 11.35 units per acre						
Proposed Comprehensive Plan Designation, Mixed Residential; allows small-lot single-family homes, townhouses, duplexes, and small apartment buildings. The mix of housing may take a variety of forms, either mixed within a single site or mixed within a general area, with varied dwelling types. Density is set by underlying zoning. (Policy 2.3.3)						
Proposed MR2 zoning = 14.6 DUA per acre (18A.60.030)						
“D”	0219212063	15210 Portland Avenues SW	5,700	0.131	Single Family/R3	No change

Use of Funds: Funding for these projects would be provided through Lakewood's HOME Affordable Housing Fund. The fund has a balance in excess of \$780,000 in funds available to be allocated to eligible projects (2016 – 2020 HOME funds, including program income and repayments received).

Funding is proposed as a combined 50/50 developer loan/grant combination. Secured loans will be provided to the homeowner as a deferred 0% interest loan with payments beginning upon full repayment of the first mortgage. The grant and deferred loan combination will allow HfH and HCT to provide homeownership opportunities to families that may otherwise be unable to afford their own home, to recoup their initial investment, and to maintain affordability for the homebuyers.

HOME Funding Requirements: In accordance with HOME regulations, funding allocations must be used to assist in the creation or retention of affordable housing and shall be consistent with approved consolidated planning documents. The proposed use of funds is consistent with the City's 5-Yr Consolidated Plan and FY 2020 Consolidated Annual Action Plans as adopted by Council on June 1, 2020.

Approval of Funding: Staff is requesting concurrence with the proposal to authorize the City Manager to execute a HOME development subsidy agreement in the amount of \$640,000 (\$600,000 for Tacoma-Pierce County Habitat for Humanity and \$40,000 in staff cost) to acquire and redevelop 15121 Boat Rd. SW and 15123 -15125 88th Ave. Ct. SW for affordable housing opportunities for low income Lakewood homebuyers, provided that all relevant land use amendments are adopted and appeal periods have expired.

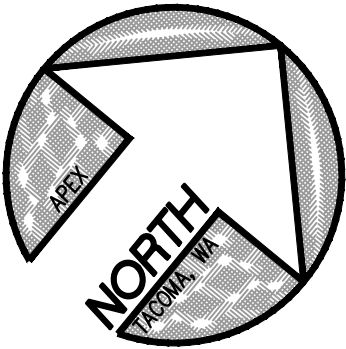
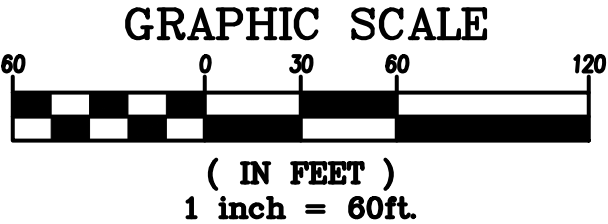
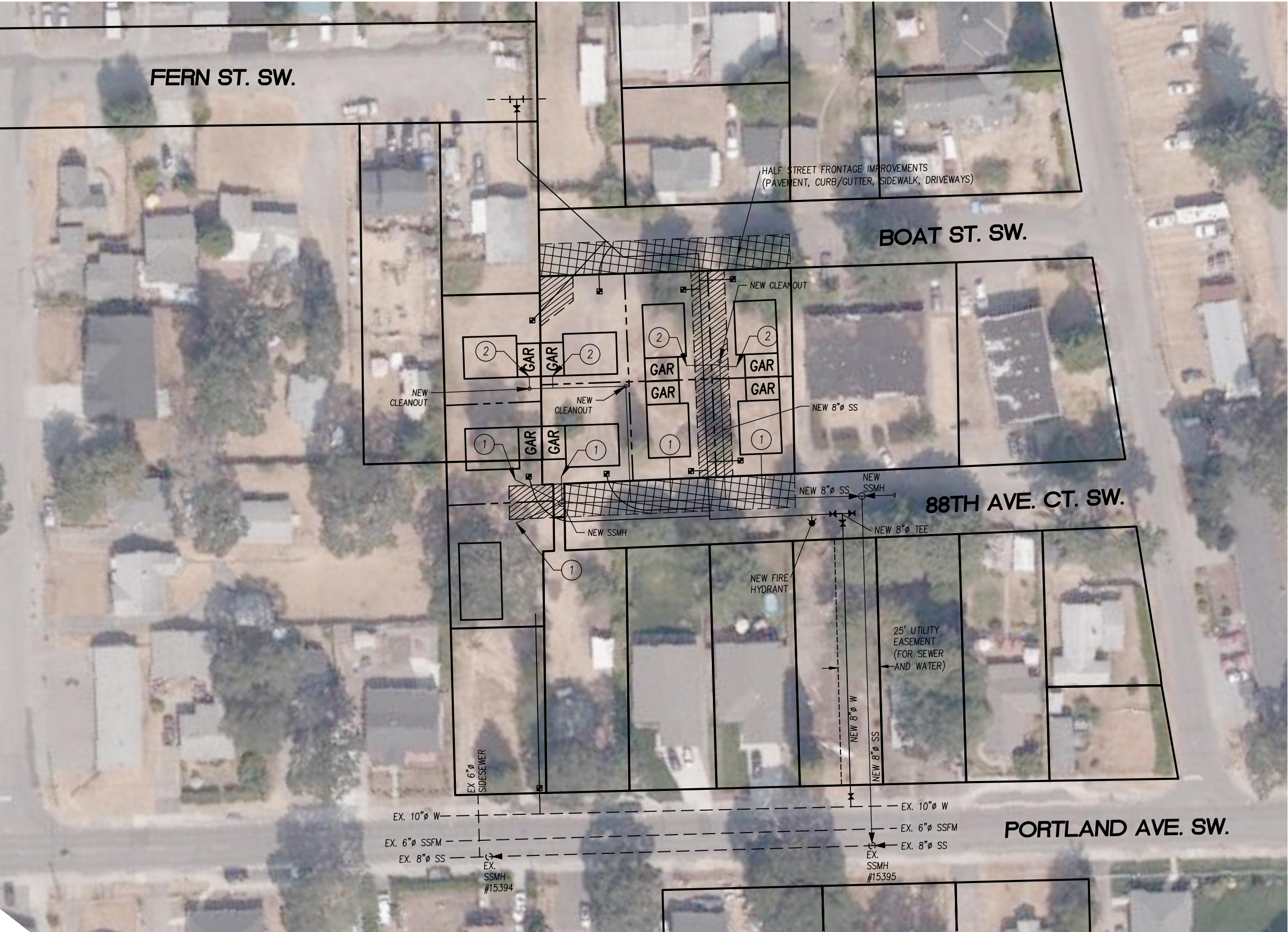


PROJECT INFORMATION:

PARCEL NO:	SITE ADDRESS:	AREA FROM PCGIS:
0219212017	15123 TO 15125 88TH STREET CT. SW. LAKEWOOD, WA. 98498	5,971 SF
0219212056	15121 BOAT STREET SW. LAKEWOOD, WA. 98498	4,870 SF
0219212116	15121 BOAT STREET SW. LAKEWOOD, WA. 98498	19,612 SF

NOTES:

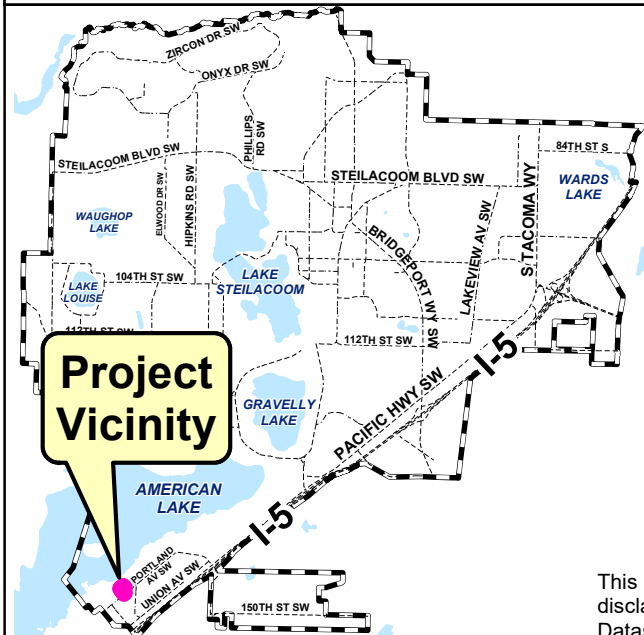
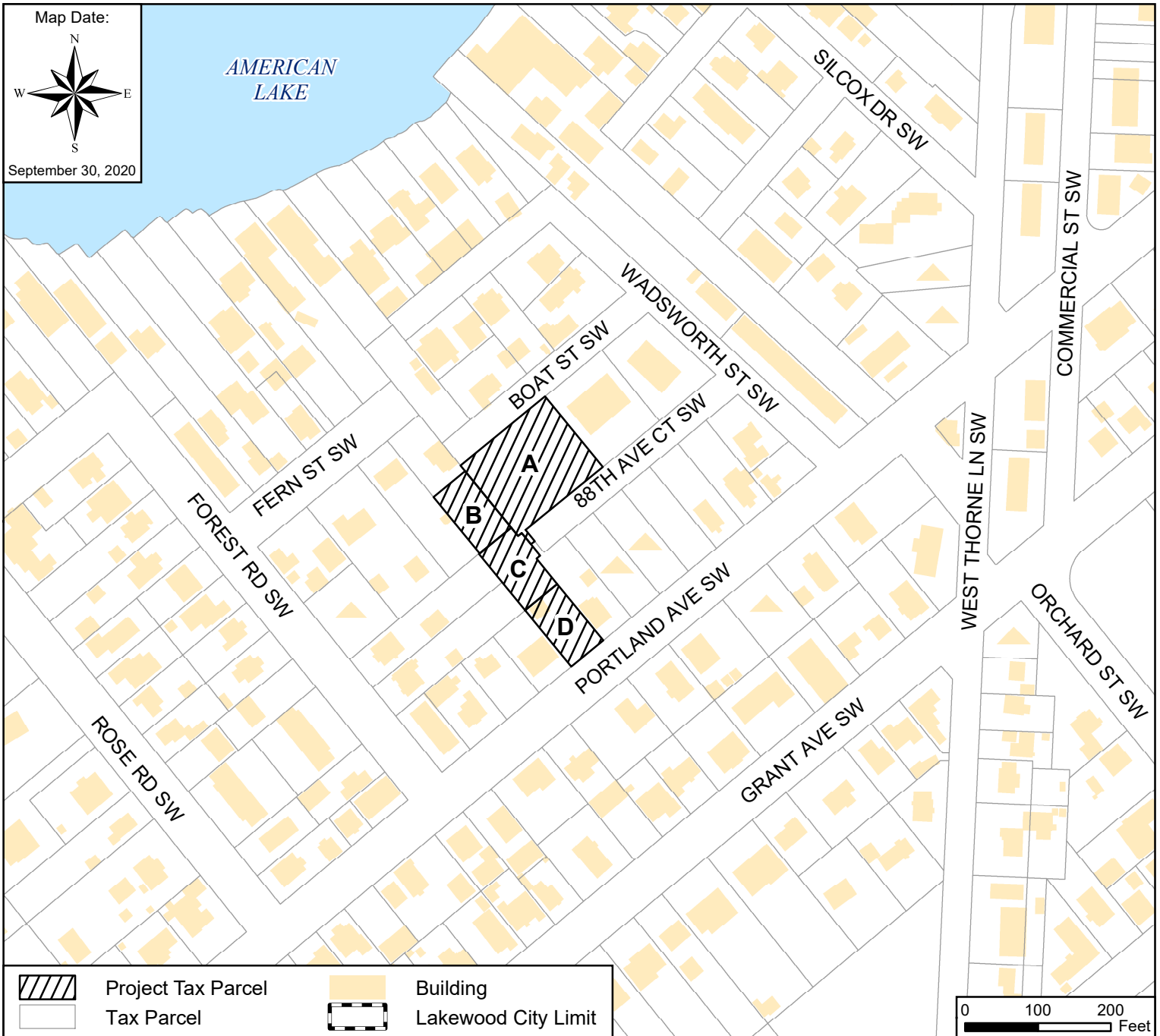
- EXISTING INFORMATION SHOWN ON THIS PLAN IS FROM PIERCE COUNTY GIS.
- THERE ARE NO KNOWN MAJOR MANMADE OR NATURAL FEATURES IN THE VICINITY OF THE SITE (SLOPES, SHORELINES, RIPARIAN AREAS, RAILROAD TRACKS, ROCKERIES, ETC.).
- THERE ARE NO EXISTING BUILDINGS ON THE THREE (3) PARCELS.
- ANTICIPATED PAVEMENT TO BE REMOVED IS ALONG THE FRONTAGE OF 88TH AVE. CT. SW. AND BOAT ST. SW. AND WOULD BE REPLACED WITH NEW IMPROVEMENTS (PAVEMENT, CURB, GUTTER AND SIDEWALK.)
- SETBACKS ARE ANTICIPATED TO CONFORM TO MR2 ZONING.
- LANDSCAPE AREAS ARE NOT ANTICIPATED TO BE REQUIRED.
- THERE ARE NO KNOWN FREESTANDING SIGNS IN THE VICINITY OF THE SITE.
- THERE ARE NO KNOWN WATER FEATURES OR WETLANDS IN THE VICINITY OF THE SITE.
- THERE ARE NO KNOWN CRITICAL AREAS IN THE VICINITY OF THE SITE.
- EASEMENTS ARE SHOWN ON SHEET 2.
- THERE ARE NO KNOWN RETAINING WALLS.
- EXTERIOR SITE PERIMETER FENCING TO BE REPLACED AS NEEDED.
- NEW PROPERTY FENCING TO BE INSTALLED ALONG THE SIDE AND REAR OF THE NEW LOTS AS NEEDED.
- OUTSIDE STORAGE AREAS ARE NOT ANTICIPATED FOR THE PROJECT.
- TRASH DUMPSTER(S) ARE NOT ANTICIPATED FOR THE PROJECT.



- ① NEW SIDE SEWER
- ② NEW SIDE SEWER FOR TWO (2) LOTS.
- HALF STREET FRONTAGE IMPROVEMENTS
- ACCESS EASEMENT

NOTES:

1. SHORT PLAT PARCELS 0219212116, 0219212056, AND 0219212017 INTO NINE LOTS.
2. EACH CREATED LOT IS BE A MINIMUM OF 3,000 SF IN SIZE WITH A MINIMUM FRONTAGE OF 50 FEET.
3. A SHARED ACCESS IS TO BE PROVIDED BETWEEN 88TH AVE CT SW AND BOAT ST SW.
4. FRONTAGE IMPROVEMENTS ARE TO BE CONSTRUCTED ALONG THE PROJECT FRONTAGE TO THE CENTERLINE OF THE PUBLIC R/W ONLY AND NOT TO THE OPPOSITE SIDE OF THE STREET.
5. PROPOSED BUILDING OUTLINES SHOWN ARE CONCEPTUAL. BUILDINGS ARE INTENDED TO MEET THE SETBACK REQUIREMENTS FOR THE MR2 ZONE.
6. PRIVATE SIDESEWER EASEMENTS AND PRIVATE SEWER MAINTENANCE AGREEMENTS WILL BE NEEDED FOR CREATED LOTS THAT SHARE A SIDESEWER.
7. PRIVATE SIDESEWER EASEMENTS AND PRIVATE SEWER MAINTENANCE AGREEMENTS WILL BE NEEDED FOR THE CREATED LOTS THAT HAVE ADJACENT SIDESEWERS THAT ARE CLOSER THAN 5' FROM A PROPERTY LINE.
8. PRIVATE WATER SERVICE EASEMENTS WILL BE NEEDED FOR WATER SERVICES THAT CROSS MULTIPLE PROPERTIES.



City of Lakewood

Habitat For Humanity Proposed Housing Project

This product was prepared with care by City of Lakewood GIS. City of Lakewood expressly disclaims any liability for any inaccuracies which may yet be present. This is not a survey. Datasets were collected at different accuracy levels by various sources. Data on this map may be shown at scales larger than its original compilation. Call 253-589-2489 for further information.

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: October 19, 2020	TITLE: Adopting the City's 2021-2022 Biennial Legislative Agenda, Legislative Policy Manual, and Leave behinds; Adopting the 2021 Federal Priorities; and Adopting the Pierce County Policy Manual for 2021	TYPE OF ACTION: — ORDINANCE NO. — RESOLUTION NO. <u>X</u> MOTION NO. 2020-54 — OTHER
REVIEW: September 28, 2020	ATTACHMENTS: 2021-2022 Biennial Legislative Agenda, Legislative Policy Manual, and Leave Behinds, 2021 Federal Priorities, and 2021 Pierce County Policy Manual	

SUBMITTED BY: Shannon Kelley-Fong, Senior Policy Analyst

RECOMMENDATION: It is recommended that the City Council approve the 2021-2022 Biennial Legislative Agenda, Legislative Policy Manual, and Leave behinds. It is also recommended that the City Council approve the 2021 Federal Priorities and the 2021 Pierce County Policy Manual.

DISCUSSION: The 2021-2022 Biennial Legislative Agenda and Legislative Policy Manual reflect the City's current policies and priorities at the state level. The 2021 Federal Priorities and the 2021 Pierce County Policy Manual reflect the City's current policies and priorities at the federal and county level, respectively.

Adoption of these documents will help support the City in achieving its policy and legislative priorities.

ALTERNATIVE(S): The City Council could elect to modify any of the documents as they deem necessary. The City Council could also elect to adopt the documents.

FISCAL IMPACT: Not applicable.

Shannon Kelley-Fong
Prepared by
Department Director


City Manager Review



CITY OF LAKEWOOD

**FEDERAL
PRIORITIES**

ADOPTED BY THE LAKEWOOD CITY COUNCIL ON OCTOBER 19, 2020

CITY OF LAKEWOOD

FEDERAL PRIORITIES 2021



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ELECTED OFFICIALS

DON ANDERSON
MAYOR

JASON WHALEN
DEPUTY MAYOR

MARY MOSS
COUNCILMEMBER

PAUL BOCCHI
COUNCILMEMBER

JOHN SIMPSON
COUNCILMEMBER

LINDA FARMER
COUNCILMEMBER

MICHAEL BRANDSTETTER
COUNCILMEMBER

City Council Vision

Our vision for Lakewood is a thriving, urban, South Puget Sound City, possessing the core values of family, community, education, and economic prosperity.

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

ECONOMIC DEVELOPMENT

1. COVID-19 Relief

Like many cities around the United States, the City was adversely impacted by the COVID-19 pandemic. Since the begin of the pandemic, the City experienced significant declines in operating revenue due to diminishing tax revenue, postponed property tax collection, and increased demand for municipal services. Congress must include funding for local governments in its COVID-19 relief efforts.

2. Restoration of Congressional Directed Spending

Congress should restore its earmarking authority and limit recipients of congressionally directed spending to public entities in a fully transparent process.

DEFENSE / MILITARY

3. Defense Community Infrastructure Program

The City supports amendments to the Defense Community Infrastructure Program that would emphasize road, transportation and utility infrastructure needs for military communities and a reduction in required matching funds. The City supports the full authorized amount of \$100 million for this critical defense infrastructure program.

4. Defense Policy and Base Realignment and Closure (BRAC)

The City supports a BRAC round to focus limited federal funding on critical military and defense infrastructure needs. Additionally, the City urges Congress to add funding for encroachment fixes for installations that are prioritized following a BRAC round.

5. JBLM - McChord Field North Clear Zone

The Army owns and operates Joint Base Lewis McChord (JBLM), including the facilities associated with the former McChord Air Force Base now under joint base structure. The Air Force and Army both acknowledge the need to acquire private property inside the North Clear Zone, but lack the funding to do so.

The City, South Sound Military and Communities Partnership (SSMCP), Pierce County, state of Washington, and the JBLM Base Commander signed a memorandum of agreement in 2018 that outlined an action plan to solve the encroachment problem, at JBLM.

The City asks Congress and military leadership to work to fulfill the plan.

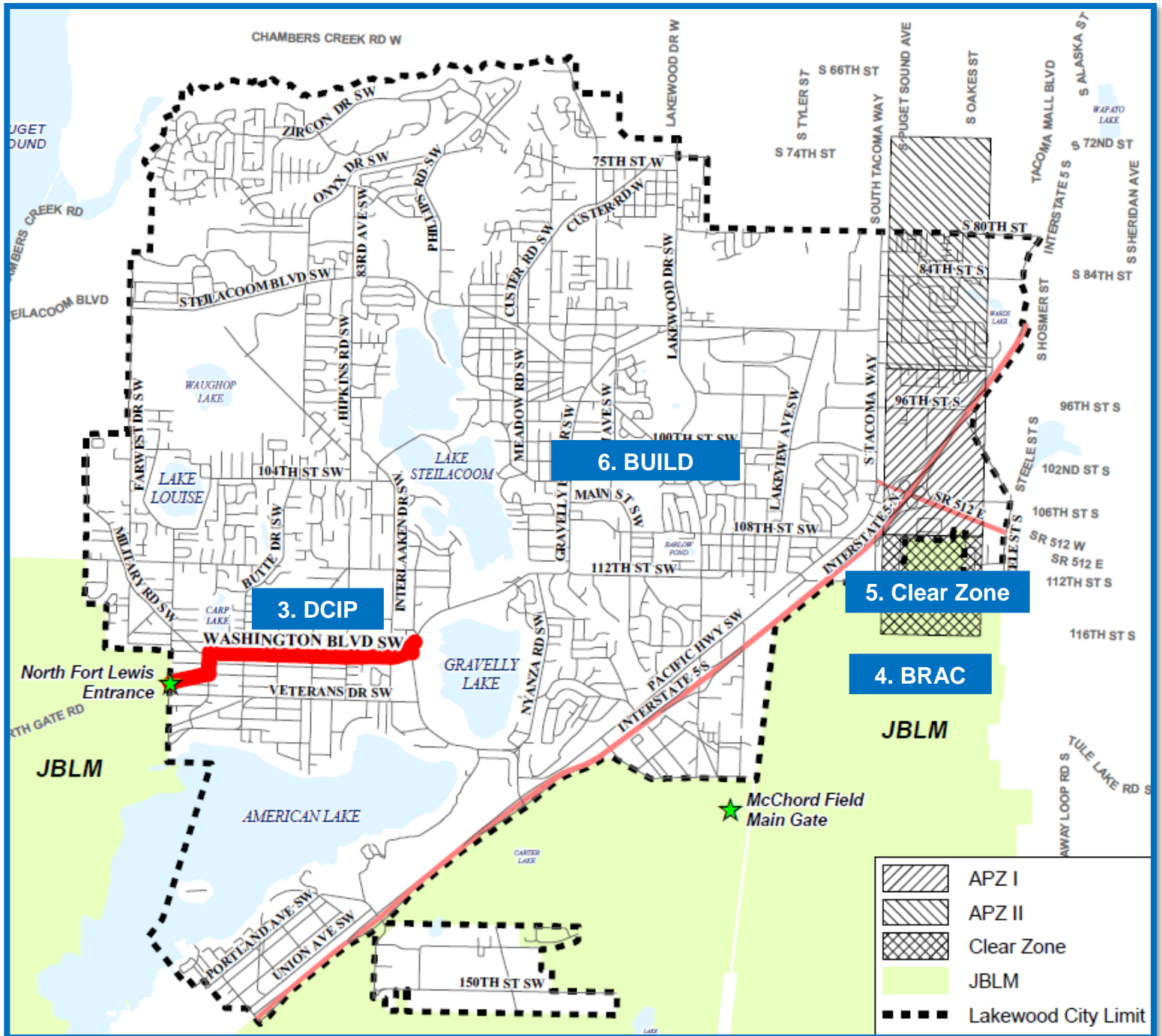
TRANSPORTATION

6. Federal Transportation Reauthorization

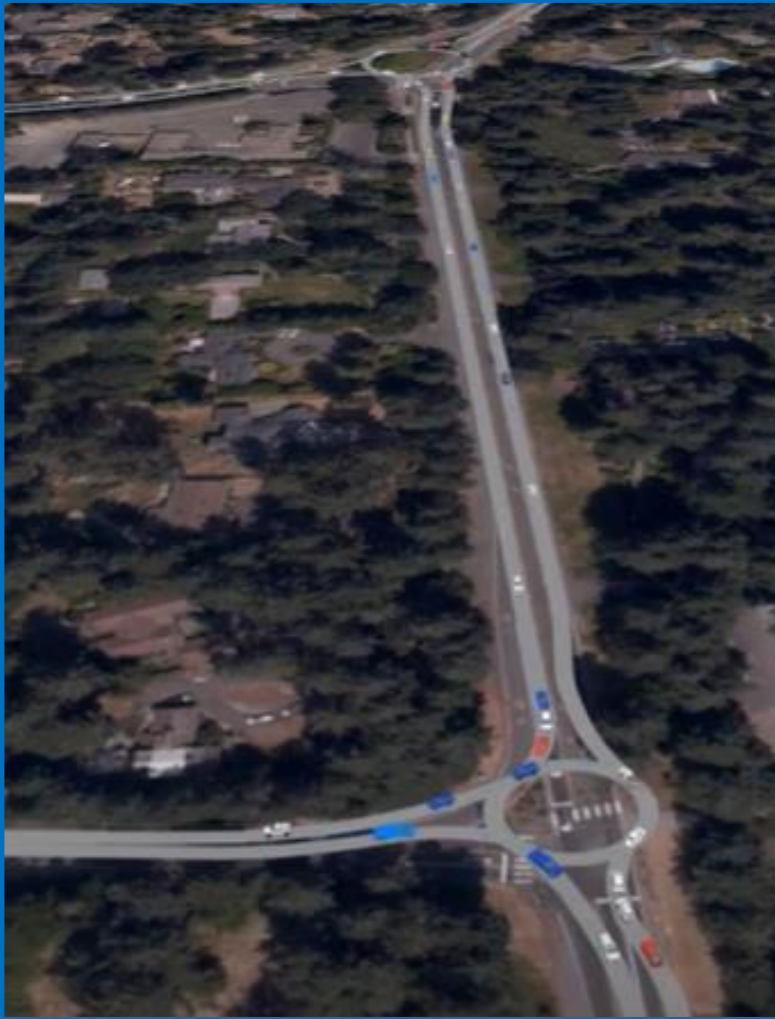
The City urges Congress to prioritize federal transportation reauthorization legislation with the following priorities:

- Permanent authorization of the BUILD Grant Program.
- Designation of 30% of BUILD Grant Program funding to medium sized cities between 10,000 and 75,000 in population size akin to the rural community set aside; medium sized cities have been historically neglected by transportation funding programs.
- Increased funding allocations to Metropolitan Planning Organizations (MPOs) like the Puget Sound Regional Council (PSRC).
- Prioritizing transit and active transportation funding.

1. COVID-19 Relief



3. DCIP - JBLM-North Access Road Improvement Project



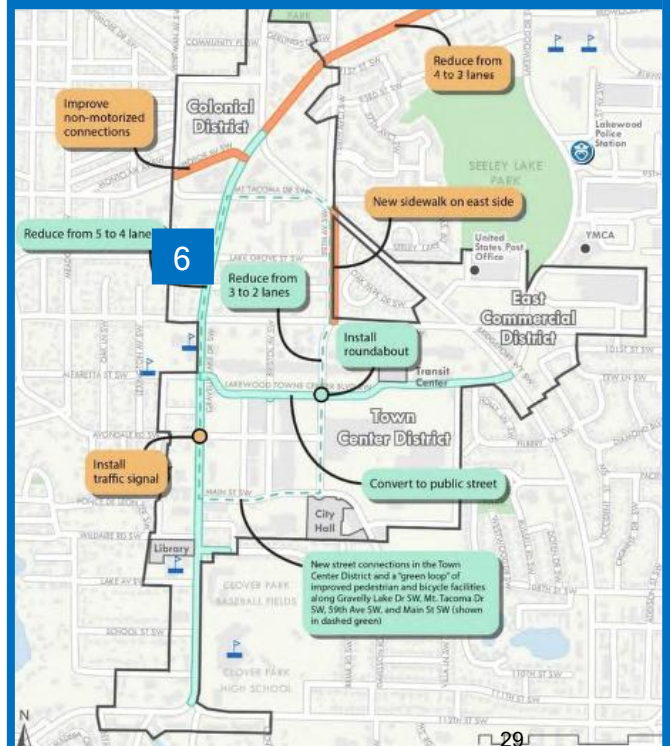
4. BRAC



5. Clear Zone



6. BUILD





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CITY OF LAKEWOOD

**STATE
LEGISLATIVE PRIORITIES &
MANUAL**

ADOPTED BY THE LAKEWOOD CITY COUNCIL ON OCTOBER 19, 2020



2021-2022 State Legislative Agenda

The City looks forward to continuing its partnership with its legislative delegation to improve the overall quality of life for everyone that calls Lakewood home.

Economic Development Financing for Lakewood Landing: Lakewood Landing is a 25-acre property along I-5 that is primarily used for industrial purposes, including a WSDOT maintenance facility. The site's prime I-5 frontage and proximity to the Lakewood Sounder Station make it well suited for transit-oriented development (TOD) and mixed-use development. The site could potentially include affordable housing, childcare centers, retail business, commercial businesses and, if redeveloped, would generate significant state and local tax revenue. Because redevelopment of this site requires the WSDOT maintenance facility to be relocated, public investment is needed to advance Lakewood Landing from vision to reality. This public investment could come from state authorized economic development financing such as tax increment financing and/or an investment of \$1 million annually for twenty-years years. To learn more about Lakewood Landing and the need for economic development financing, [click here](#).

Western State Hospital Community Partnership Program: Since 2007 the City has operated a highly effective Community Partnership Program (CPP) to improve public safety at Western State Hospital (WSH). CPP has responded to hundreds of calls for police service at WSH. The City requests \$621,000 be included in the 2021-23 Operating Budget for continued operation of the CPP. This is the same funding level that has been allocated in the last two state biennial budgets.

Capital Budget Request – Living Access Support Alliance Expansion:

Living Access Support Alliance (LASA) is a nonprofit that provides emergency housing, rapid rehousing and transitional housing in Lakewood, in addition to case management, and a range of other services to prevent homelessness. Demand for LASA's services surpasses their current capacity and is only expected to intensify due to the continuation of the COVID-19 pandemic. The City provides annual grants to LASA as part of its 1% general fund allocation to human services and funding for capital facility development. In 2020, the City provided LASA a total of \$426,390 to help with programming and rental-housing assistance. The City is currently working with LASA to acquire additional space to expand their existing facilities as well as helping LASA develop a long-range social services plan to help meet community needs. The City is committed to providing \$150,000 in 2020 and up to \$300,000 in 2021/2022 to help LASA expand. The City is requesting \$500,000 from the state for LASA to accelerate this project and expand needed services in Lakewood.

Capital Budget Request - Wards Lake Park Improvements: The City is requesting \$250,000 to help complete a multi-faceted park revitalization project that will improve safety and access for an historically underserved community in Lakewood, restore and enhance environmental systems, and increase recreational opportunities. The City believes that this project will be a community catalyst encouraging neighborhood revitalization and will provide new healthy choices to the surrounding neighborhood. Park improvements include: trail expansion; open space improvements that allow for better active and passive recreation; improved water access; wetland enhancements and other environmental remediation; increased parking areas; expanded signage and learning opportunities; and improved safety and security through park programming and the incorporation of crime prevention through environmental design (CPTED) features. The City has also applied for state WWRP and federal LWCF grants. To learn more about this project, [click here](#).

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CITY OF LAKEWOOD, WASHINGTON

Capital Budget Request - American Lake Park ADA Improvements: The City is requesting \$250,000 toward ADA access improvements at American Lake Park (ALP). Since incorporation, Lakewood has worked to create more equitable access to parks. This project will provide a new ADA ramp to the shoreline and boat launch area for all Lakewood residents to access and enjoy the waterfront. The improvements will also provide easier access to the restrooms and picnic shelters. To learn more about this project, [click here](#).

Multimodal Transportation Study: The City requests \$250,000 for a multimodal transportation assessment to consider practical solutions to increase multimodal connectivity along the I-5 corridor between DuPont and Lakewood. The study will include options that take advantage of already funded grade separated crossings and increase connectivity between Sound Transit and Amtrak using existing or planned infrastructure. This will support the movement of people through the growing South Sound corridor - including Lakewood, DuPont, Joint Base Lewis McChord, and areas of unincorporated Pierce County, including Parkland and Spanaway. This is supported by Sound Transit, JBLM, Pierce Transit, Lakewood Water District, West Pierce Fire & Rescue and the Clover Park School District.

Economic Development Financing for Lakewood Landing



WSH Community Partnership Program



LASA Expansion



Wards Lake Park Improvements



American Lake Park ADA Improvements



Multimodal Transportation Study





LAKEWOOD LANDING

SUPPORT FOR ECONOMIC DEVELOPMENT FINANCING

Lakewood Landing: Lakewood Landing is a 25-acre project along Interstate 5. The land is currently being used for industrial purposes, including a WSDOT maintenance facility, and limited retail. Heavy daily traffic loads (average daily traffic count of 282,000 vehicles), and proximity to the Lakewood Sounder Station make it well suited for transit-oriented development (TOD) and mixed-use development. To learn more about Lakewood Landing and the need for economic development financing, [click here](#).

The Lakewood Landing development could include: affordable and market rate housing, early learning facilities, an entertainment complex, medical and other social services, office spaces, recreation and open space, restaurants, and retail.

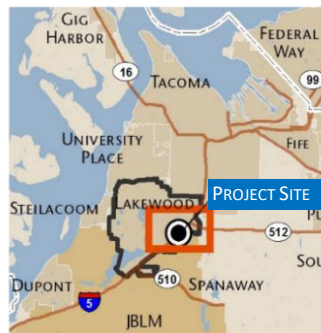
Redevelopment would result in significant tax revenue increases for the State of Washington, Pierce County, the City, other municipalities, and special purpose districts. In addition, this redevelopment would create a more livable South Sound community.

Legislative Request: The City requests that the state authorize property tax based tax increment financing (TIF) or allocate \$1 million annually for twenty years toward an economic development financing program.

Authorization of economic development financing is needed to advance this project, due to the WSDOT facility that is located on the site and needs to be relocated. This is a capital cost that developers are not able to absorb and develop a profitable project. The City is working collaboratively with WSDOT towards a win-win proposal to relocate the WSDOT facility. The cost of removing and replacing the WSDOT facility is estimated upward of \$30 million.

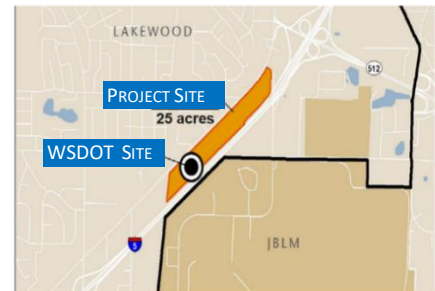
In addition to the economic development financing, the City is committed to utilizing the many other funding options available such as the multifamily property tax exemption, affordable housing grant funding, grant programs for early learning, and more. But these tools alone cannot close the funding gap created by the relocation of the WSDOT facility unless economic development financing is authorized.

Regional Context



Project Site

Buildings are 213,965 sq ft. with 0.20 floor-to-area ratio (FAR), which is below potential.



Annual benefit* estimate mid-level retail:

\$4.5 - 9.5 million	WA State
\$700K - 1.4 million	Lakewood
\$350 - 800K	Pierce Transit
\$175 - 275K	Pierce County
\$25,000	Pierce County Library
\$10,000	Port of Tacoma

(*Annual revenue estimates include sales tax, property tax, B&O tax, and utility tax.)

Contact Information:

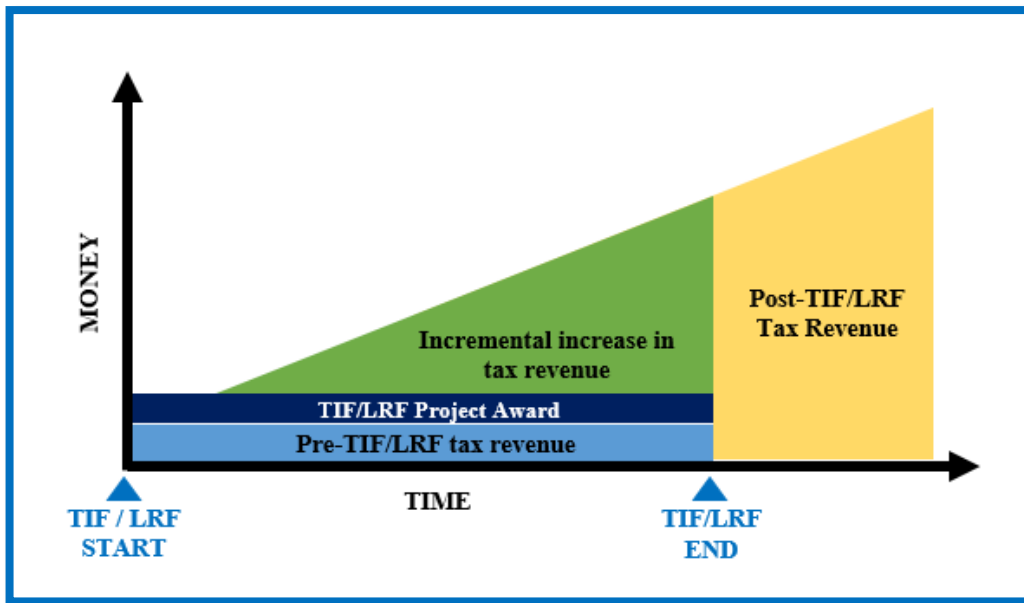
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Tax Increment Financing: Tax increment financing is a method of investing funds for infrastructure improvements, including sidewalks, roads, utility improvements, etc., that raise the value of surrounding properties. When the value of those properties increase, the additional tax revenue is used to pay back the initial investment. Traditional tax increment financing allows the initial investment to be made with property tax revenues. Currently, Washington State does not allow for traditional tax increment financing. In lieu of traditional TIF, the state legislature previously authorized the Local Infrastructure Financing Tool (LIFT) and the Local Revitalization Financing (LRF) programs.

These programs authorized select cities and counties to create “revitalization areas” (RAs). The jurisdictions then received an allocation of funding from the state through a credit against the state sales tax equal to the increases in local sales and property tax revenues within the RA, up to the project award amount (previously \$500K or \$1M depending on the project award). Cities and counties then bonded against this revenue stream to make infrastructure improvements in the RA that, in turn, helped spur further increases in sales and property tax revenues for the state and local governments.





Operating Budget Request

Western State Hospital Community Partnership Program

Request: The City requests \$621,000 to continue the highly successful Western State Hospital Community Partnership Program (CPP). This is the same funding level that has been allocated in the last two biennial budgets.

Background: The CPP has been in existence since 2007. This program has successfully reduced calls for police service and created a safer environment for both the hospital and surrounding neighborhoods. Despite the ongoing need and the program's consistent success, funding has not been codified and each fiscal biennium the Legislature must appropriate funds for the program's continued operation.

Since its inception, the program has resulted in a 40% reduction in calls for police services at Western State Hospital and has facilitated a stronger relationship between hospital staff, police, and the community. This, in turn, has resulted in increased collaboration and mutual feelings of trust and respect. In a 2019 Report to the Legislature, DSHS reported that, "WSH has seen the benefit of consistency in response to criminal cases, case management, and other concerns involving patients and staff on the WSH campus as a result of this partnership with the LPD."¹ The report's assessment also highlighted that "the agreement allows the [LPD] to prioritize an intentional partnership with WSH, ensuring a proactive approach to the identified concerns and needs, support[ing] our ability to accomplish our mission of transforming lives."²

The City is proud to offer these services to WSH and is pleased to hear the value DSHS places on this program.

The City also recognizes the fiscal constraints on the state operating budget, given the impacts of COVID-19. The City is prepared to continue this successful partnership and is not requesting an increase to the biennial appropriation. The City respectfully requests the continued appropriation of \$621,000 in the 2021-23 Operating Budget for this program. This is the same funding level that has been allocated in the last two biennial budgets.



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¹ [2019 Report to the Legislature on the Western State Hospital – City of Lakewood Community Policing Program](#)

² Ibid.



Capital Funding Request

Wards Lake Park Improvements

Capital Funding Request: The City is requesting \$250,000 to help complete improvements at Wards Lake Park (WLP). This is a multi-faceted park revitalization project that will improve safety and access for an historically underserved community in Lakewood, restore and enhance environmental systems, and increase recreational opportunities. To watch a short video on this project, [click here](#).

Project Description: WLP is located in the Northeast corner of Lakewood, less than half a mile from the Lakewood International District. The surrounding community has limited access to safe parks, recreational opportunities, and natural open space areas. The next closest park is over two miles away and requires travel along major thoroughfares that lack consistent sidewalks and crossing active, at-grade railroad tracks. The community around WLP has higher than State and Pierce County average rates of persons of color, persons identifying as Hispanic/Latino, significantly lower median household incomes, and higher rates of persons below the poverty line. The community also faces significant environmental and health disparities. The Washington State Department of Health's Environmental Health Disparities Map scored this community a 10 out of 10 for Environmental Health Disparities. This means that the community has some of the highest "potential or probability for harm from a combination of environmental and vulnerability factors" in the state.¹

The existing 26-acre park offers limited recreational amenities, invasive species have taken over wetland and forested areas, and the various trails are frequently inaccessible during the winter and spring seasons. This project will expand and improve critical wetland areas; create a 1 mile ADA accessible loop trail around the lake; enhance pedestrian safety improvements at the main entry; provide new in demand active and play amenities, including an asphalted pump-track course; develop a fenced 3-acre off-leash dog park; enhance upland forest and native oak-prairie habitat areas; and provide greater connectivity with other countywide trail corridors. The selection of these park elements were heavily informed by the community input received during the 2019 revision of the WLP Master Plan and the update of the City's Legacy Plan, the Parks, Recreation, and Open Space Master Plan, which included a robust, multi-pronged public involvement campaign with surveys, focus groups and pop-up events.

Funding Sources	
City Funds (REET, SWM)	\$250,000
WWRP/ YAF	\$500,000
LWCF	\$960,430
State Capital Budget	\$250,000
Total Project Cost	\$1,960,430

These improvements will enhance an existing, underutilized community asset. The City firmly believes that this project will be a community catalyst encouraging neighborhood revitalization and will provide new healthy choices to the surrounding neighborhood. This project supports the "No child is left inside" movement by providing quality opportunities for youth to engage and

experience the natural world. It will also draw new visitors to this area, creating awareness of the nearby International District.

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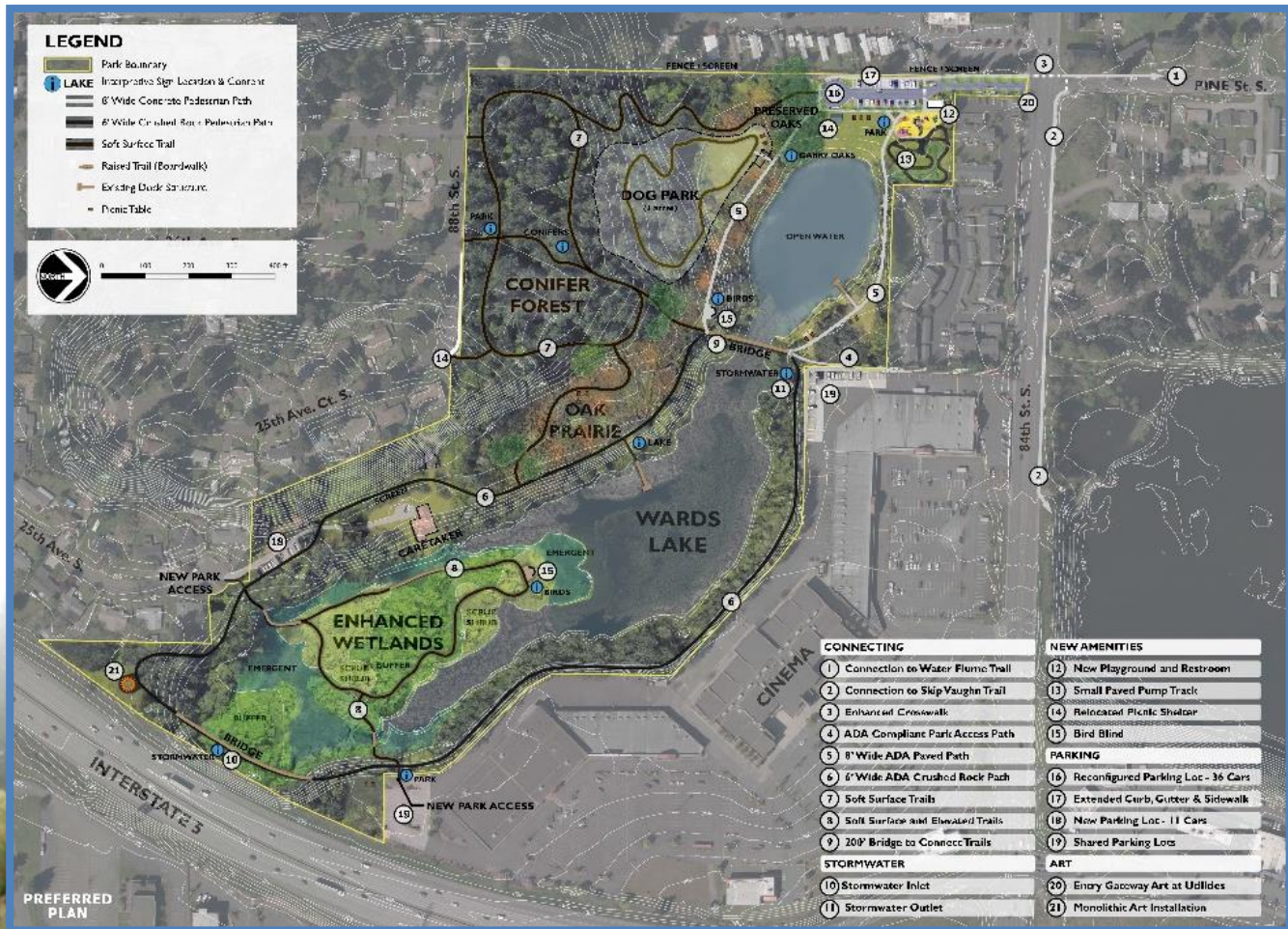
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¹ Min, Esther, et al. "The Washington State Environmental Health Disparities Map: Comparing environmental health risk factors across Communities." *University of Washington Department of Environmental & Health Sciences* (2019) p.12.

Community Comparison

	International District (718.08)	Pierce County	Washington State
Persons of Color	41%	26.6%	24%
Black or African American	14.3%	6.6%	3.7%
American Indian and Alaska Native	0.6%	1.3%	1.3%
Asian	6.8%	6.2%	8.4%
Native Hawaiian / Other Pacific Islander	4.4%	1.5%	0.6%
Some other race	14.7%	3.0%	4.3%
Two or more races	7.3%	8.0%	5.7%
Hispanic/Latino	33.9%	10.6%	12.5%
Median House Income	\$41,226	\$67,868	\$70,116
Persons below poverty line	24.8%	12.2%	11.5%
Data sources: 2015, 2017, 2018 American Communities Survey, US Census Bureau			





Capital Funding Request

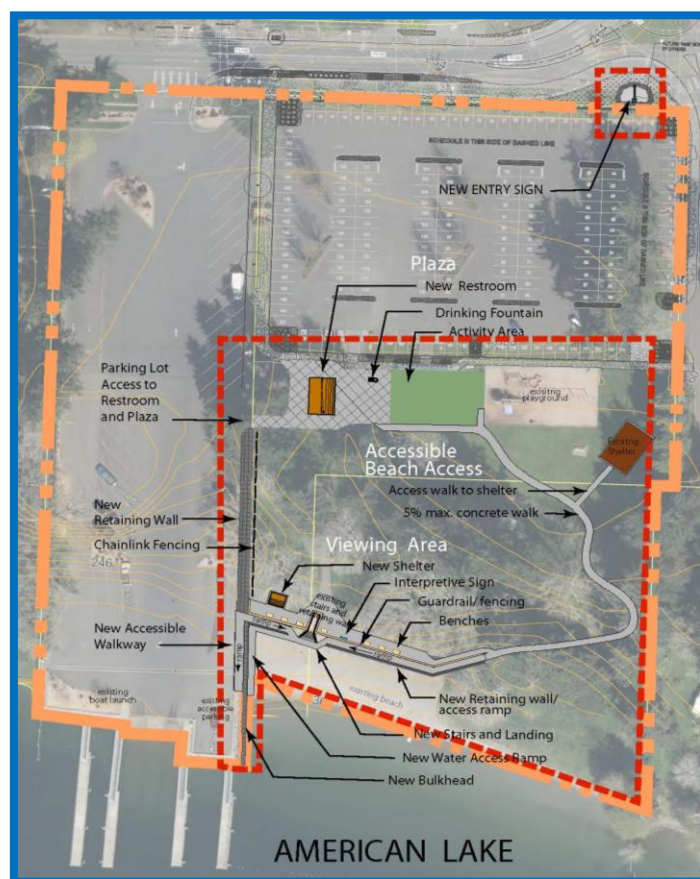
American Lake Park ADA Improvements

Capital Funding Request: The City is requesting \$250,000 toward ADA access improvements at American Lake Park (ALP). Since incorporation, Lakewood has worked to create more equitable access to parks. This project will significantly advance this work by providing a new ADA ramp to the shoreline and boat launch area for all Lakewood residents to access and enjoy the waterfront. The improvements will also provide easier access to the restrooms and picnic shelters. To watch a short video on this project, [click here](#).

Project Description: The name Lakewood implies a city of lakes – and that is true, however there is limited public access to most of the freshwater lakes in our community. Some of the other lakes in the city may have a small space to stand and view the water. ALP and Harry Todd Park provide ample public access to freshwater shoreline and a variety of aquatic public amenities, such as beaches, swimming areas, public docks, etc. Unfortunately, ALP does not currently provide pedestrian ADA access to the shoreline and boat launch area. This makes it difficult for people with physical or mobility impairments, parents with strollers, and older adults to safely access the waterfront areas. The community around ALP has higher than State and Pierce County average rates of person with disabilities, persons of color, persons with veteran status, and ranks high (7/10) for exposures to environmental health disparities on the Washington State Department of Health's Environmental Health Disparities Map.¹

When completed, this project will provide new opportunities for all people to enjoy the many activities associated with the waterfront, including a new pedestrian ADA access to the shoreline and boat launch areas.

Additional project elements include: interpretative signs and educational events that help increase the public's awareness of the history, legacy and ecological importance of this site; adding a new entry plaza; a new restroom; a new picnic shelter; and replacing the aging and unsafe infrastructure, including new bulkheads and a retaining wall. In 2020, the City invested \$396,000 in to ALP. This project improved the parking lot area adding six ADA parking stalls and an ADA compliant sidewalk along the road as well as to the existing restroom.



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¹ Min, Esther, et al. "The Washington State Environmental Health Disparities Map: Comparing environmental health risk factors across Communities." *University of Washington Department of Environmental & Health Sciences* (2019) p.12.

Community Information			
	Lake City (721.08)	Pierce County	Washington State
Persons with a disability under 65 years of age	23.2%	9.8%	8.8%
Persons of Color	34.9%	26.6%	24%
Black or African American	12.0%	6.6%	3.7%
American Indian and Alaska Native	0.0%	1.3%	1.3%
Asian	7.6%	6.2%	8.4%
Native Hawaiian / Other Pacific Islander	0.3%	1.5%	0.6%
Some other race	1.5%	3.0%	4.3%
Two or more races	13.5%	8.0%	5.7%
Hispanic/Latino	14.3%	10.6%	12.5%
Median household income	\$54,113	\$67,868	\$70,116
Veterans	25.6%	9.5%	7%
<i>Data sources:</i> 2015, 2017, 2018 American Communities Survey (ACS), US Census Bureau and RCO Map			

Funding Sources	
City resources (SWM, REET)	\$250,000
WWRP	\$500,000
ALEA	\$500,000
State Capital Budget	\$250,000
Total Project Cost	\$1,500,000





Transportation Funding Request

Multimodal Transportation Study

Request: The City requests the Legislature allocate \$250,000 for a multimodal transportation assessment to consider practical solutions to increase multimodal connectivity along the I-5 corridor between DuPont and Lakewood.

The City aims to provide more equitable transportation access to historically underserved communities and national security personnel, as well as to increase the overall interconnectivity of the south Puget Sound to robust multi-modal transportation networks.

The study will include options that take advantage of already funded grade separated crossings and increase connectivity between Sound Transit and Amtrak using existing or planned infrastructure. This will support the movement of people through the growing South Sound corridor - including Lakewood, DuPont, Joint Base Lewis McChord, and areas of unincorporated Pierce County, including Parkland and Spanaway. This request is supported by Sound Transit, JBLM, Pierce Transit, Lakewood Water District, West Pierce Fire & Rescue and the Clover Park School District.



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CITY OF LAKEWOOD

STATE

LEGISLATIVE MANUAL

ADOPTED BY CITY COUNCIL ON OCTOBER 19, 2020



CITY OF LAKEWOOD

LEGISLATIVE POLICY MANUAL

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INDIGENOUS PEOPLE AND LANDS ACKNOWLEDGEMENT

Every community owes its existence and vitality to generations from around the world who contributed their hopes, dreams, and energy to making the history which led to this moment. The City would like to recognize that we are on the lands of the Nisqually People, and acknowledge the history of dispossession that allowed for the growth of our community. We offer respect to the Nisqually People and their Elders, past, present, and emerging. We recognize our responsibility to value all people, and are committed to equitably serving all people in our diverse community.

COMMITMENT TO EQUITY

The City is committed to identifying, preventing, and eliminating systemic racism in all aspects of employment, and leading by example in the advancement of racial equity in the community. The City is committed to instilling principles of equity in our policies so that all families and individuals are able to thrive in the intersections of all aspects of their identity, including race, religion, gender, orientation, ability, and socioeconomic background.

In 2018, the City acknowledged work needed to be done to increase equity within the organization. To help with this, the City created an Equity Team. To date, the City's Equity Team developed an Indigenous People and Lands Acknowledgement (see above) and started to craft an Equity Team Strategic Plan that will outline the Team's short and long term work plan for increasing equity at the City, including integrating pro-equity practices at all levels of the organization, leveraging community-based partnerships, developing facilities, plans, and policies that promote equity, and more. The Equity Team continues to work on crafting an all-encompassing Equity Commitment Statement and Equity Hiring Guidelines for the city. Lakewood supports the state's ongoing work to develop and instill more equitable principles in state laws and policies.



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HOUSING/ HOMELESSNESS SERVICES

Quality Affordable Housing

The City supports legislation that incentivizes developers to build affordable housing, such as the multifamily housing tax exemption, and funding allocated for public and nonprofit affordable housing, including the Housing Trust Fund.

Support for Homelessness Services

Every year since incorporation, the City has allocated 1% of its general fund to support low-income and vulnerable citizens by partnering with and funding community-based organizations to provide access to: housing, food, youth programs, behavioral health services, and other human services. The city requests the state's partnership in supporting programs and services that help prevent temporary and recurrent homelessness.

Capital Funding Request – Living Access Support Alliance Expansion

Living Access Support Alliance (LASA) is a nonprofit that provides emergency housing, rapid rehousing and transitional housing in Lakewood, in addition to case management, and a range of other services to prevent homelessness. Demand for LASA's services surpasses their current capacity and is only expected to intensify due to the continuation of the COVID-19 pandemic. The City provides annual grants to LASA as part of its 1% general fund allocation to human services and funding for capital facility development. In 2020, the City provided LASA a total of \$426,390 to help with programming and rental-housing assistance. The City is currently working with LASA to acquire additional space to expand their existing facilities as well as helping LASA develop a long-range social services plan to help meet community needs. The City is committed to providing \$150,000 in 2020 and up to \$300,000 in 2021/2022 to help LASA expand. The City is requesting \$500,000 from the state for LASA to accelerate this project and expand needed services in Lakewood.

Predatory Lending

The City supports legislation to stop all predatory home lending practices and supports enforcement of state laws to ensure all home renting practices are in compliance with existing regulations.

Foreclosure of Homes

The City supports legislation that assists local jurisdictions in managing vacant, abandoned, and tax-delinquent properties. Without responsible management, these properties can cause problems throughout an entire community. The properties can become fire hazards, home to squatters, location of crime, and result in general decline in property values. In the upcoming session, the City also supports evaluating the effectiveness of legislation passed in this area.



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COMMUNITY & ECONOMIC DEVELOPMENT

Economic Development Tools

The City supports robust and sustainable funding for the Economic Development Strategic Reserve Fund, Local Revitalization Funding, Community Economic Revitalization Board, Local Infrastructure Financing Tool, Public Works Assistance Account, Public Facility Districts, and other programs that assist local governments in neighborhood residential and commercial area rehabilitation.

The City also supports legislation that provides optional economic development tools for cities, such as the multi-family housing tax incentive, lodging tax, the Main Street Act (a series of small tax incentives for neighborhood business districts), complete streets grant program, community facility financing, shared state revenue for construction of convention and special event centers, additional shared state revenue for urban renewal and other public facility improvements, and innovative approaches to property tax assessment that reduces the current incentive to allow property to remain blighted.

Economic Development Financing for Lakewood Landing

Lakewood Landing is a 25-acre property along I-5 that is primarily used for industrial purposes, including a WSDOT maintenance facility. The site's prime I-5 frontage and proximity to the Lakewood Sounder Station make it well suited for transit-oriented development (TOD) and mixed-use development. The site could potentially include affordable housing, child care centers, retail business, commercial businesses and, if redeveloped, would generate significant state and local tax revenue.

Because redevelopment of this site requires the WSDOT maintenance facility to be relocated, public investment is needed to advance Lakewood Landing from vision to reality. This public investment could come from state authorized economic development financing such as tax increment financing and/or an investment of \$1 million annually for a twenty-year period through an existing program such as the Local Revitalization Financing Program. To learn more about Lakewood Landing and the need for economic development financing, [click here](#).

Tax Increment Financing

The City joins AWC in supporting efforts to authorize property tax based or traditional tax increment financing option for cities.



CITY OF LAKEWOOD

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Annexation

The City believes that annexation laws should encourage the logical development and expansion of the City to provide for a healthy and growing local economy and efficient provision of urban services. The City supports legislation that would modify state annexation laws to reduce the administrative process and the overall cost of annexation, both of which would help encourage and incentivize the annexation of existing unincorporated islands.

Boundary Review Board

The City supports the elimination of Boundary Review Boards' (BRB) role in reviewing items that are governed by the GMA (RCW 36.70A) while authorizing counties to determine whether to retain their BRB to review non-GMA-governed issues (e.g., special purpose district expansions).

Local Authority for Land Use and Planning

The City supports preserving the authority of local governments regarding local taxation, as well as land use planning, zoning and regulation consistent with the GMA (RCW 36.70A) and SEPA (RCW 43.21C.) The City supports state level efforts to bolster military installations' sustainability and operational readiness and address land use compatibility issues, so long as local jurisdictional control over land use and infrastructure planning is not eroded.



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PARKS, RECREATION, & COMMUNITY SERVICES

Since incorporation, the City has worked to create more equitable access to parks for all residents. The city's investments in local parks and requested state partnership reflect work toward this goal.

Capital Funding Request - Wards Lake Park Improvements

The City is requesting \$250,000 to help complete a multi-faceted park revitalization project that will improve safety and access for an historically underserved community in Lakewood, restore and enhance environmental systems, and increase recreational opportunities. The City firmly believes that this project will be a community catalyst encouraging neighborhood revitalization and will provide new healthy choices to the surrounding neighborhood. Park improvements include: wetland enhancements and other environmental remediation; trail expansion; open space improvements that allow for better active and passive recreation; increased parking capacity; expanded signage and learning opportunities; improved water access; and improved safety and security through park programming and the incorporation of crime prevention through environmental design (CPTED) features. The City has applied for state WWRP and federal LWCF grants. To learn more about this project, [click here](#).

Capital Funding Request - American Lake Park ADA Improvements

The City is requesting \$250,000 toward ADA access improvements at American Lake Park (ALP). Since incorporation, Lakewood has worked to create more equitable access to parks. This project will significantly advance this work by providing a new ADA ramp to the shoreline and boat launch area for all Lakewood residents to access and enjoy the waterfront. The improvements will also provide easier access to the restrooms and picnic shelters. To learn more about this project, [click here](#).



CITY OF LAKEWOOD

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State Funding

The City supports ongoing funding for the Washington Wildlife and Recreation Program (WWRP), Aquatic Land Enhancement Account (ALEA), and the Youth Athletic Facilities (YAF) grant programs. The City supports ongoing funding for the following:

- **Washington Wildlife and Recreation Program (WWRP):** If the WWRP program is funded at the WWRC recommended level, the City could receive up to \$500,000 for the American Lake Park ADA Improvements and \$500,000 for the Wards Lake Park Improvements.
- **Aquatic Land Enhancement Fund (ALEA):** If the ALEA program is funded at the recommended level, the city could receive up to \$500,000 toward the American Lake ADA Improvements.
- **Youth Athletic Fund (YAF):** The City supports the YAF fund and is competing for \$350,000 to support the turf field project at Fort Steilacoom Park and \$350,000 to build a pump track at Wards Lake Park. The City intends to continue to compete for YAF funding in the future for other park projects that enable youth activities.



CITY OF LAKEWOOD

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TRANSPORTATION & INFRASTRUCTURE

Transportation Funding Request - Multimodal Transportation Study

The City requests the Legislature allocate \$250,000 for a multimodal transportation assessment to consider practical solutions to increase multimodal connectivity along the I-5 corridor between DuPont and Lakewood. The study will include options that take advantage of already funded grade separated crossings and increase connectivity between Sound Transit and Amtrak using existing or planned infrastructure. This will support the movement of people through the growing South Sound corridor - including Lakewood, DuPont, Joint Base Lewis McChord, and areas of unincorporated Pierce County, including Parkland and Spanaway. This is supported by Sound Transit, JBLM, Pierce Transit, Lakewood Water District, West Pierce Fire & Rescue and the Clover Park School District.

Infrastructure Funding

Local agencies, including the City of Lakewood, lack resources for infrastructure funding. As a result, city roads remain in disrepair or general fund dollars are taken from other important services to repair roads; or a combination thereof. The City joins AWC in pursuing a comprehensive local option transportation bill that will provide new resources and funding opportunities. The City continues to support the state's ongoing and increased investment in infrastructure funding programs such as the Public Works Assistance Account.

Limiting Additional Freight on Point Defiance Bypass (Lakeview Rail Line)

The City opposes increased freight traffic along this corridor that is above and beyond the activity already in place and does not have a destination within Lakewood or Joint Base Lewis-McChord. With the opening of the Point Defiance Bypass project in support of Amtrak passenger rail coupled with increasing demands on freight rail, there is concern that the Point Defiance Bypass project could eventually lead to increased freight traffic in addition to new passenger rail.

Future Commercial Airfields - JBLM

The City opposes the use of Joint Base Lewis-McChord (JBLM) as a commercial air field. The [Commercial Aviation Coordinating Commission](#) (CACC), a group created by the state legislature that is tasked with recommending a new primary commercial aviation facility in Washington, chose to keep JBLM on its list of potential sites even with strong opposition from the congressional delegation, significant concerns raised by the military, identification of the site as having high congestion issues, no transit service, and rated "unlikely" by WSDOT and "unable to accommodate commercial air service" by PSRC.



CITY OF LAKEWOOD

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I-5 JBLM Corridor

The I-5 JBLM corridor is fully funded in the 2015 Connecting Washington package. The City is currently working with WSDOT to ensure timely implementation of the project. The City will continue to advocate for any appropriations or policy changes needed to advance the project in the best interests of our community and region. The City will closely monitor the development of the Gravelly-Thorne Connector project.

Systematic I-5 South Sound Corridor Planning

WSDOT has increasingly indicated a preference to take a holistic approach to transportation improvements along a corridor. The City supports WSDOT's position and supports WSDOT's efforts to complete an assessment of the I-5 corridor from Tacoma to Tumwater to ensure that any future investments in this corridor resolve congestion rather than shift traffic congestion points along I-5.

Consistent with this effort, the Connecting Washington package invested significant funding in the I-5 corridor through JBLM to eliminate the traffic congestion point at Thorne Road by expanding the corridor from three to four lanes. Any future investments along the I-5 corridor in this region, particularly expanding the portion north of the project from four to five lanes, should consider the impact it would have on this and other congestion points. Any investments should resolve, rather than shift, traffic congestion points.

Interstate-5 JBLM Shared Use Path

The City is supportive of creating more active transportation options. As part of the I-5 / Joint Base Lewis McChord (JBLM) Corridor Improvement, the state has allocated \$16.8 million for WSDOT to develop a shared use path from DuPont-Steilacoom Road to the forthcoming Tillicum/Gravelly-Thorne Connector. As proposed, this shared use path would run directly along I-5. Sound Transit is not supportive of this route and has indicated that they will not provide WSDOT the necessary rights-of-way to bring this project to fruition. Additionally, JBLM has outlined a number of safety concerns with this route and the cycling community has voiced concerns about the exposure of cyclists to air pollution given the route's proximity to I-5. The City supports using the existing funding to create an alternative route using local roads through Lakewood, Pierce County, and DuPont. The existing funding would be used to develop and enhance active transportation infrastructure on local roads, such as bikeways and sidewalks. Finding an alternative route is supported by the cities of DuPont and University Place, the town of Steilacoom, Pierce County, and JBLM.



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Interstate-5 High Occupancy Vehicle Lanes

The City supports the I-5 Tacoma/Pierce County High-Occupancy Vehicle (HOV) Lanes Program. The City requests an extension of this program to include a dedicated HOV 5th lane (one each direction) from Tacoma to Mounts Road in DuPont. The timing of this extension should align with the expansion of I-5 south of Mounts Road, to prevent additional congestion at that chokepoint. If other alternatives are advanced or additional HOV lanes are not extended throughout the entire south sound corridor, the current bottleneck that begins at North Thorne Lane through the I-5/JBLM corridor will remain, despite significant state investments in the past decade to alleviate this congestion. The City opposes operating the added fourth through lane in each direction on I-5 from Mounts Road to Thorne Lane as HOV lanes rather than general purpose lanes.

Stormwater & Culvert Funding

Cities have significant stormwater and culvert funding needs. The City of Lakewood joins AWC in requesting secure, ongoing and sufficient funding for city culvert repair and replacement. The City supports funding for current and new grant programs for local stormwater and culvert projects.

Pierce Transit - Bus Rapid Transit funds

The City supports preserving the remaining \$11.9M allocated to Pierce Transit from the 2015 Connecting Washington transportation package for Bus Rapid Transit (BRT) in Pierce County. These funds complete Pierce Transit's local match for the project, leveraging \$75M in federal funding in to our local economy and improving connectivity and transit needs in the area.



CITY OF LAKEWOOD

LEGISLATIVE POLICY MANUAL

ADOPTED BY THE CITY COUNCIL ON OCTOBER 19, 2020

FINANCE

Fiscal Support for COVID-19 Response & Recovery

Lakewood, like many other cities and towns in Washington, continues to be significantly impacted by the COVID-19 public health emergency. The City joins AWC is asking the Legislature to support cities in the following areas:

- **Direct Fiscal Support:** The City requests that the Legislature provide local governments with relief that can be used to offset significant losses in general fund revenues, including sales and use tax, property tax, etc.
- **Sharing of Future Federal Funding:** The City requests that the Legislature share any federal funding with cities and towns that may be ineligible to receive direct federal funding from past or future stimulus packages.
- **Fiscal Flexibility:** The City requests that the Legislature provide flexibility within existing restricted revenues to allow cities to use funds where there are immediate needs as a result of the pandemic.
- **State-Shared Revenues:** State-shared revenues provide critical funding for essential public services. The City joins AWC in supporting restoration and continued appropriation of committed state shared funds, such as Liquor Excise Taxes and Profits, City-County Assistance Account, Municipal Criminal Justice Account, Annexation Sales Tax Credit, and public health funding.
- **Economic Stimulus:** The City requests that the Legislature continue to invest in public infrastructure projects. These types of projects are one of the best ways to inspire economic recovery by creating family-wage jobs and supporting increased economic activity.

State-Shared Revenues

Even before COVID-19, cities have relied on state-shared revenues to provide critical funding for essential public services. Recognizing the state is facing a budget shortfall, it is critical that commitments to sharing revenues with local governments be honored. During the last recession, the state reduced state-shared revenues when many local governments were already struggling to maintain basic services. The City joins AWC in supporting restoration and continued appropriation of committed state shared funds, such as Liquor Excise Taxes and Profits, City-County Assistance Account, Municipal Criminal Justice Account, Annexation Sales Tax Credit, and public health funding. In 2019, Lakewood received roughly \$2.48 million in state shared revenues. These funds are used to support city activities, including police, infrastructure development, public defenders, municipal court, etc. In total, state-shared revenues constitute a significant portion of the City's operating expenditures (6%).



CITY OF LAKEWOOD

LEGISLATIVE POLICY MANUAL

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General Fund Revenue

The City supports legislation that will increase, expand, or favorably restructure its revenue-raising ability. In consideration of 1) the continued growth in demand for services that exceed revenue growth and inflation, and 2) intimate knowledge of individual community needs, the City supports unrestricted uses of all general government tax revenue. For example, restrictions on the use of real estate excise tax (REET), gambling taxes, etc.

City Financial Liability for Indigent Defense

Indigent defense is a constitutional right that should be funded by the state. However, in 2017 counties contributed approximately \$136 million per year to trial court public defense costs alone, while the state contributed approximately \$6 million per year. The City supports state funding for indigent defense that is standardized and non-competitive in order to ensure more equitable funding.

Unfunded Mandates & Other State & Federal Budget Impacts

Mandates from the Federal and State governments are rarely accompanied with adequate new revenues or taxing authority, but instead force the City to reduce funding levels for other services. The City opposes efforts by the State Legislature to balance budgets by shifting responsibilities to cities.

Construction Contracts Claims Process

The City opposes legislation that would change the claim process for construction contracts on public works projects. When specific instances arise, the City is willing to work with a contractor to ensure a mutually beneficial outcome is reached.



CITY OF LAKEWOOD

LEGISLATIVE POLICY MANUAL

ADOPTED BY THE CITY COUNCIL ON OCTOBER 19, 2020

PUBLIC SAFETY

Binding Interest Arbitration Reform

The City recognizes the importance of having a tool to help resolve potentially devastating strikes by essential service personnel, such as police and firefighters. However, existing binding interest arbitration statutes are out-of-date and inflexible, resulting in many unintended consequences – the City finds this particularly true in regard to disciplinary processes. The City requests that the state reform existing binding interest arbitration language to limit these types of unintended repercussions.

Statewide Police Reform Package

The City joins the Association of Washington Cities (AWC) and Washington Association of Sheriffs and Police Chiefs (WASPC) in supporting statewide action on the following issues, with recognition and mitigation for local costs:

- Creating a statewide standard for use of force.
- Establishing a duty for all law enforcement officers to immediately intervene and report any misconduct or illegal activity on the part of another officer.
- Addressing public record policies.

Additionally, the City joins AWC in supporting:

- Creating a database to track officers who have been fired and precluded from future employment in the law enforcement field.
- Removing the ability of an officer to resign in lieu of an investigation.
- Requiring that law enforcement officers receive a psychological evaluation after any fatal use of force.

The City also joins WASPC in supporting:

- Providing sufficient funding to support all law enforcement personnel having body cameras.
- Requiring all fatal use of force investigations to be conducted by an independent state entity.
- Reforming binding interest arbitration to provide greater authority for Police Chiefs to dismiss officers who are not helpful to the agency's mission or betray the public's trust.

The City also supports the following reforms:

- Requiring a completed investigation of a fatal use of force to be prosecuted by the Attorney General's Office when prosecution is warranted, rather than a local prosecuting attorney.
- Recognition that statewide law enforcement requirements should not be subject to local bargaining.



CITY OF LAKEWOOD

LEGISLATIVE POLICY MANUAL

ADOPTED BY THE CITY COUNCIL ON OCTOBER 19, 2020

Community Partnership Program at Western State Hospital

Since 2007 the City has operated a highly effective Community Partnership Program (CPP) to improve public safety at Western State Hospital (WSH). CPP has responded to hundreds of calls for police service at WSH and has supported the overall safety of hospital staff and the surrounding community. The City respectfully requests that \$621,000 be included in the 2021-23 Operating Budget for continued operation of this successful partnership. This is the same funding level that has been allocated in the last two state biennial budgets.

Authority to Appoint Municipal Court Judges

The City supports cities' ability to appoint a municipal court judge and to maintain courts and supports further technical and financial assistance for the administration of municipal courts.

Traffic Enforcement Cameras

The Legislature has authorized local government to use traffic enforcement cameras in limited situations, including red light enforcement at certain intersections and speed control in school zones. Traffic enforcement cameras have proven to be successful at reducing instances of speeding and violations of traffic signals. The City supports the use of traffic enforcement cameras. The City also supports legislation allowing images from traffic enforcement cameras to be used by law enforcement in criminal cases if there is probable cause.

Basic Law Enforcement Academy (BLEA)

The City supports ongoing funding of the Basic Law Enforcement Academy which is the sole training program for police departments statewide. With an increasing number of law enforcement officers retiring, it is imperative this program receive adequate funding to provide ample training openings for new hires.

Jail and Court Costs

The City supports legislative proposals that reduce jail and court costs, and maintain its flexibility in providing jail and court services. The City supports additional funding for local grants through the Office of Public Defense, and clarifying local authority to set standards for public defenders. The City also supports maintaining the flexibility to select the most appropriate manner in which to provide jail services. The City will monitor all legislation that impacts the City's ability to contract with government agencies.



CITY OF LAKEWOOD

LEGISLATIVE POLICY MANUAL

ADOPTED BY THE CITY COUNCIL ON OCTOBER 19, 2020

Release of Offenders to County of Origin

The City supports legislation that addresses “fair share” and expands the “county of origin” policy that sends offenders back to their county of origin upon release, including offenders released from the state’s only Special Commitment Center located on McNeil Island, and civil commitment patients released from Western State Hospital. The City requests that this legislation include sufficient enforcement mechanisms to ensure that “fair share” and “county of origin” are properly applied to released offenders and civil commitment patients. The City supports the addition of language that would expand the fair share statute so DSHS will have to:

- 1) Consider counties that neighbor the individual’s county of commitment when developing discharge plans;
- 2) Be required to provide a report on the availability of less restrictive alternative services available in regional service areas; and
- 3) To procure adequate services within a regional service area if services are not adequate.

Adult Family Homes

Adult Family Homes (AFHs) serve adults with functional limitations who need personal and special care. The City of Lakewood has become aware of public safety concerns within adult family homes. The City expects aggressive and timely legislative solutions that increase public safety in and around adult family homes.

The City supports legislation comparable to the following bills introduced in the previous session (2019-20) by 28th district legislators to respond to the concerns from the Lakewood community, including:

- **House Bill 1825 – 2019-20** would have required civilly committed sexually violent predators (SVPs) petitioning for conditional release to a less restrictive alternative (LRA) to document efforts to find placement in the county of commitment. The intent of the bill was to do the following: 1) require the Department of Social and Health Services (DSHS) to review proposed conditional release LRA placement plans and report to the court with potential alternative placements in certain circumstances; 2) impose school-proximity restrictions on residential placements for certain SVPs on LRA orders; 3) modify the criteria that courts must consider in deciding conditional release petitions for SVPs; 4) require community notification of any change of address of a conditionally released SVP; 5) provide that secure community transition facilities may be sited in any county in the state; and 6) implements Department of Health credential waivers for sex offender treatment providers working in under-served counties.
- **House Bill 1826 – 2019-20** would have required the DSHS to disclose publicly accessible and relevant criminal history for certain persons during the discharge planning process. The bill would have also imposed a civil penalty of \$5,000 for the misuse and unauthorized disclosure of protected health information by an entity authorized to receive the information.



CITY OF LAKEWOOD

LEGISLATIVE POLICY MANUAL

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- **Senate Bill 5038 – 2019-20** would have limited who can be placed in an adult family home. Individuals committed under the involuntary treatment act where the court has made an affirmative special finding are prohibited from being placed in an AFH. The bill also prohibited a person committed as a sexually violent predator from being placed in an adult family home and established enhanced services facilities as the appropriate long-term care option for sexually violent predators.

State Hospital Reentry Program

The City supports language that would expand the reentry community safety program. The current program is designed for individuals being released from a correctional facility. The city supports expanding the program to apply to patients who are civilly committed after prosecution for a violent offense or who are civilly committed based on criminal insanity.

Enhanced Services Facilities

Enhanced Services Facilities (ESFs) serve adults with mental and chemical disorders or other impairments that requires supervision and daily care. The City supports legislation that would prohibit Adult Family Home businesses (AFHs) from converting to ESFs, as well as legislation that would prohibit the locating of ESFs in residential neighborhoods.

Acute and Long-Term Care Facilities

The City supports the implementation of the Trueblood Settlement Agreement and state funding for the construction and ongoing operation of acute and long-term care facilities equitably dispersed in communities throughout the state. The City requests clarification on the six-year capital facilities plan for Western State Hospital (WSH), and facility programming, namely, user needs, use of space, and project phasing and scheduling.

Civil Asset Forfeiture

Civil asset forfeiture allows law enforcement agencies to take possession of property when the property itself is illegal, was used to facilitate a crime, is proceeds from a crime, or was purchased with proceeds traceable to criminal activity. The City views civil asset forfeiture as a valuable tool, and will closely monitor legislation and oppose provisions that add restrictions on law enforcement's use of civil asset forfeiture.

Consolidate Traffic-Based Financial Obligations

The City supports legislative proposals that would authorize the Administrative Office of the Courts to establish a unified payment plan system for the consolidation of multiple traffic-based financial obligations allowing defendants to bring multiple outstanding obligations into the new payment plan for ongoing servicing with a single point of contact and reducing the volume of driver's license suspension for failure to respond or pay, fewer DWLS-3 prosecutions, and improve collection rates.



CITY OF LAKEWOOD

LEGISLATIVE POLICY MANUAL

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Phlebotomist Credentials

The City supports the elimination of forensic phlebotomist credential requirements from state statute leaving phlebotomist training requirements to be determined by the Department of Health.



CITY OF LAKEWOOD

LEGISLATIVE POLICY MANUAL

ADOPTED BY THE CITY COUNCIL ON OCTOBER 19, 2020

GENERAL GOVERNMENT

Public Records & Open Meetings

The City respects the right of the public to have access to legitimate public records and documents. The City believes its ability to recover the costs of searching for, gathering and reviewing requested documents is also in the public's interest. The City supports reasonable reforms to the Public Records Act. The City opposes requiring the recording of executive sessions or other restrictions on legitimate uses of executive sessions.

Historic Fort Steilacoom Park

The City requests that the State work with City to explore how to best preserve Historic Fort Steilacoom for future generations to use and enjoy. Historic Fort Steilacoom is one of the best preserved pre-civil war forts west of the Mississippi comprising of a marching field, officer quarters, barracks and a hospital. The City encourages the state to undertake a joint exploration with the City to determine how to best preserve this historic amenity in perpetuity. The City encourages this assessment to consider partnerships between the state and the City, City ownership, and various private-public partnerships.



CITY OF LAKEWOOD

LEGISLATIVE POLICY MANUAL

ADOPTED BY THE CITY COUNCIL ON OCTOBER 19, 2020

MILITARY AFFAIRS

South Sound Military & Communities Partnership (SSMCP) & Joint Base Lewis-McChord

The City of Lakewood is a strong partner with Joint Base Lewis-McChord (JBLM) and a founding member of the South Sound Military & Communities Partnership (SSMCP), a nationally recognized organization that gives unique voice to a range of issues affecting Pierce and Thurston Counties and their cities as well as JBLM, the largest military installation in Washington State. JBLM is a regional employment hub and a major statewide economic driver. The City supports the ongoing efforts of SSMCP and supports policy and financial decisions that assist JBLM's operational readiness and sustainability.

The City also believes in strong policy and financial commitments from the State in support of statewide military affairs while preserving local governments' and regional coordinating organizations' flexibility and authority to maintain communications and relationships with area installations. Lakewood supports establishing a Military Advisory Council to advise the Governor and Legislature; providing financial support of regional military-community partnerships such as Forward Fairchild, Puget Sound Naval Bases Association and SSMCP; and strengthening financial, legislative and political support for military presence in Washington in anticipation of future force restructuring or defense contract reductions due to sequestration, Department of Defense budget reductions, and/or base realignment and closure (BRAC) rounds.

(SSMCP Priorities may change – these will be updated once they are finalized.)

Lakewood supports SSMCP's 2021 Legislative Priorities to:

- 1) Fully fund the Defense Community Compatibility Account (DCCA). If the DCCA is fully funded, the North Clear Zone project would receive \$1.5 million toward property acquisition and relocation expenses.

Improve the region's transportation system performance and protect environmentally sensitive areas by investing in urgent improvements along the I-5 corridor from Mounts Road to Tumwater, including \$7.5 million to begin alternative design of I-5 through the Nisqually River delta.

American Lake Veterans Golf Course Tax Exemption & Capital Improvements

The American Lake Veterans Golf Course (ALVGC) has always been a United States Department of Veterans Affairs (VA) golf course. In 2017, the VA decided to have the golf course run by Friends of American Lake Veterans Golf Course (Friends), a nonprofit, and it is unclear whether Friends will have to pay sales tax and business and occupation tax. The City supports legislation that clarifies that the ALVGC is not subject to sales tax or business and occupation tax. The City supports the state capital budget request by the ALVGC for improving the front nine holes of the course. Improvements would include upgrades to make the holes accessible to golfers with disabilities, similar to the new Jack Nicklaus designed back nine that opened in 2016.



CITY OF LAKEWOOD

**PIERCE COUNTY
POLICY MANUAL**

ADOPTED BY THE LAKEWOOD CITY COUNCIL ON OCTOBER 19, 2020



CITY OF LAKEWOOD

PIERCE COUNTY POLICY MANUAL

ADOPTED BY THE CITY COUNCIL ON OCTOBER 19, 2020

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CITY OF LAKEWOOD

PIERCE COUNTY POLICY MANUAL

ADOPTED BY THE CITY COUNCIL ON OCTOBER 19, 2020

COMMUNITY & ECONOMIC DEVELOPMENT

Regional Planning

The City supports the continued partnership between Pierce County and other municipalities within the county concerning regional planning and transportation issues. Lakewood is a proud member jurisdiction of the Pierce County Regional Council (PCRC), which was created to ensure local planning between Pierce County municipalities is accomplished in a coordinated, efficient, and consistent manner. The primary responsibility of the PCRC is to ensure that the Growth Management Act requirements are coordinated within the region.

Regional Planning – Puget Sound Regional Council

The City supports a more equitable sharing of federal transportation dollars by the governing Regional Transportation Planning Organization (RTPO) and Metropolitan Planning Organization (MPO) - the Puget Sound Regional Council (PSRC).

The City also supports the limitation of PSRC's authority and scope to that identified in Chapter RCW 47.80 and 23 USC § 134. In its Interlocal Agreement, the mission of PSRC is identified,

“to preserve and enhance the quality of life in the central Puget Sound area. In so doing, it shall prepare, adopt, and maintain goals, policy, and standards for regional transportation and regional growth management in the central Puget Sound area, in accordance with federal and state law and based on local comprehensive plans of jurisdictions within the region.” (emphasis added.)

However, PSRC's continually expanding reach now includes: the establishment of Multi-County Planning Policies; a Regional Growth Strategy (RGS) and Growth Shares; and implementation activities including VISION 2050 adoption and interpretation. The City opposes any incursion by PSRC into local land use, housing issues and equity issues.

Regional Planning – Metropolitan Planning Organization

The City would support, and take the lead on, forming a Pierce County Metropolitan Planning Organization (MPO) and Regional Transportation Planning Organization (RTPO) as alternatives to the Puget Sound Regional Council (PSRC).

Tax Increment Financing

The City joins Association of Washington Cities (AWC) in supporting efforts to create a tax increment financing option for cities.



CITY OF LAKEWOOD

PIERCE COUNTY POLICY MANUAL

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Annexations

Annexations should encourage the logical development and expansion of the City to provide for a healthy and growing local economy and efficient provision of urban services.

Arrowhead/Partridge Glenn

Annexation of this “urban island” has been attempted three times; twice by the Town of Steilacoom in 1995 and 1996, and once by Lakewood in 1997. All three annexation attempts failed at the ballot by an increasingly larger margin. The Town of Steilacoom, West Pierce Fire and Rescue, and Pierce County are not opposed to Lakewood annexing this area. The City would support and take the lead on, the annexation of this area *if, and only if* Pierce County addresses this area’s aging infrastructure prior to annexation.

Camp Murray

The City and Camp Murray leadership are actively evaluating this potential annexation.

Joint Base Lewis McChord

Lakewood’s Urban Growth Area (UGA) includes the urban area of Joint Base Lewis-McChord (JBLM). Over the past two decades JBLM has significantly developed this area. The City would consider annexing this area in the future, contingent on County approval, to include revising the existing agreement between the City and the County. The City would consider an incremental approach to annexing this area that would start with the annexation of American Lake Veteran’s Administration Medical Center and American Lake Veterans Golf Course.

Lakewood Population Allocations

Pierce County is currently reviewing countywide population allocations which are ultimately adopted by the Pierce County Council. Per PSRC population allocations, the Pierce County core cities of Lakewood, Puyallup, University Place, and Auburn are expected to absorb a large share of the MPO’s population growth (23%), see Vision 2050. However, unique situations and existing spatial constraints can affect the ability of individual jurisdictions to meet these targets. In Lakewood, the population and employment base is directly tied to the level of soldiers and contractors stationed or working at Joint Base Lewis-McChord (JBLM). In addition, there are several existing spatial constraints in Lakewood, including: JBLM’s Air Corridor zones, several lakes, large tracts of public lands (including parks, Western State Hospital properties and the South Puget Sound Urban Wildlife Area), existing developments, and inadequate infrastructure. Lakewood’s forthcoming population allocation need to reflect these constraints. Lakewood is seeking support from Pierce County for the following: Policy direction must be developed for inclusion in the Countywide Planning Policies, individual Comprehensive Plans, and other appropriate documents that provide individual jurisdictions the ability to adjust population and employment targets based on situations or issues outside the ability to govern.

Libraries

The City continues its commitment improve its partnership with the Pierce County Library System.



CITY OF LAKEWOOD

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COMMUNITY HEALTH & RESILIENCE

Behavioral Health & Chemical Dependency Tools

The City recognizes the important need for new or expanded behavioral health and chemical dependency tools in Pierce County. The City finds that the most advantageous way to leverage these types of tools is at a regional level as it allows for more comprehensive planning and better coordination for multidimensional and multijurisdictional issues. The City supports a regional funding approach for new or expanded behavioral health and chemical dependency treatment services consistent with identifiable needs.

Flood Control Zone District

The City encourages the County to move the FCZD to a tiered rate based on risk of flooding. The City supports using flood control funds to mitigate existing risks rather than subsidize new development within the flood zone. The City is also concerned with the potential for the governing board to impose the maximum rate allowable.

PUBLIC SAFETY

Transfer of E911 Tax from Pierce County DEM to South Sound 911

With the formation of South Sound 911 (SS911) in 2012, Pierce County now has a single emergency service call and dispatch center. All Lakewood citizens with phones (including cellular) pay the county E911 tax of \$0.70 per phone line per month of which SS911 receives \$0.20. The remaining \$0.50 continues to be allocated to Pierce County Department of Emergency Management (DEM). The City supports allocating more of the E911 tax to SS911 to offset operational dispatch costs.

Release of Offenders to County of Origin

The City requests that the County advocate at the state level for legislation that addresses “fair share” and expands the “county of origin” policy of that sends offenders back to their county of origin upon release, including sex offenders released from the state’s only Special Commitment Center located on McNeil Island, and civil commitment patients released from Western State Hospital. The City requests that this legislation include sufficient enforcement mechanisms to ensure that “fair share” and “county of origin” are properly applied to released offenders and civil commitment patients. The City will continue to monitor the Western State Hospital Task Force’s evaluation of Pierce County resources.



CITY OF LAKEWOOD

PIERCE COUNTY POLICY MANUAL

ADOPTED BY THE CITY COUNCIL ON OCTOBER 19, 2020

Adult Family Home Businesses

The City requests that the County advocate at the state level to address growing community and public safety concerns related to Adult Family Home businesses (AFHs). AFHs serve adults with functional limitations who need personal and special care. The City of Lakewood has become aware of public safety concerns within AFHs.

The City supports legislation comparable to the following bills introduced in the previous session (2019-20) by 28th district legislators to respond to the concerns from the Lakewood community, including:

- **House Bill 1825 – 2019-20**, required civilly committed sexually violent predators (SVPs) petitioning for conditional release to a less restrictive alternative (LRA) to document efforts to find placement in the county of commitment. The intent of the bill was to do the following: 1) require the Department of Social and Health Services (DSHS) to review proposed conditional release LRA placement plans and report to the court with potential alternative placements in certain circumstances; 2) impose school-proximity restrictions on residential placements for certain SVPs on LRA orders; 3) modify the criteria that courts must consider in deciding conditional release petitions for SVPs; 4) require community notification of any change of address of a conditionally released SVP; 5) provide that secure community transition facilities may be sited in any county in the state; and 6) implements Department of Health credential waivers for sex offender treatment providers working in under-served counties.
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State Hospital Reentry Program

The City supports language that would expand the reentry community safety program. The current program is designed for individuals being released from a correctional facility. The city supports expanding the program to apply to patients who are civilly committed after prosecution for a violent offense or who are civilly committed based on criminal insanity.



CITY OF LAKEWOOD

PIERCE COUNTY POLICY MANUAL

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Enhanced Services Facilities

Enhanced Service Facilities (ESFs) serve adults with mental and chemical disorders or other impairments that require supervision and daily care. The City requests that the County advocate for legislation that would prohibit Adult Family Home businesses (AFHs) from converting to ESFs, as well as legislation that would prohibit the citing of ESFs in residential neighborhoods.

Video Arraignment

Currently, the County does not provide video arraignment at the Pierce County Jail. The City requests that the County find solutions to the issues impeding their ability to provide this service.

Pierce County Prosecuting Attorney's Office

The City relies on the Pierce County Prosecuting Attorney's Office for effective adjudication of significant offenders. There is currently a significant backlog of criminal cases that have not yet been filed, including Lakewood cases. The City would like to see consistent, transparent and timely felony charging and filing. In addition, it is our position that both the City and the Pierce County's Prosecuting Attorney's Office would greatly benefit from regular communication regarding the cases reviewed."

TRANSPORTATION & INFRASTRUCTURE

Pierce County Transportation Coordinating Committee

The City recommends that the Pierce County Regional Council (PCRC) increase the transparency of the Transportation Coordination Committee (TCC), particularly in regards to how TCC scores and determines funding recommendations. As part of this, TCC should make scoring criteria and project score cards available to all member jurisdictions at the end of the scoring process when presented to TCC by subcommittee. Furthermore, the City recommends that PCRC solicit feedback from member jurisdictions on TCC's existing project selection process.

Pierce County Sewer Utility

The City urges Pierce County to proactively plan for and build sewer system expansions in passed over areas of the county's urban areas. These "infill" expansions would encourage efficient development and expansion of infrastructure systems. Historically, Pierce County has not proactively planned for, or built, sewer system expansions in its service area. Rather, private development has been required to extend sewer main systems, with the opportunity to seek at least partial reimbursement via latecomer agreements for oversizing lines to anticipate future development. This policy has led to older, urban sections of the county not having sewer access, and has encouraged leap-frog development, inconsistent with the Growth Management Act. The Pierce County Sewer Utility should change its capital facility planning policies and practices to "do business as a business," meaning that it should be willing and able to construct sewer extensions into incorporated areas. Lakewood would readily participate in the pending update to the Unified Sewer Plan to assist with updating utility policies.



CITY OF LAKEWOOD

PIERCE COUNTY POLICY MANUAL

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Multimodal Transportation Study

The City urges Pierce County to support a request that the Legislature allocate \$250,000 for a multimodal transportation assessment to consider practical solutions to increase multimodal connectivity along the I-5 corridor between DuPont and Lakewood. The study will include options that take advantage of already funded grade separated crossings and increase connectivity between Sound Transit and Amtrak using existing or planned infrastructure. This will support the movement of people through the growing South Sound corridor - including Lakewood, DuPont, Joint Base Lewis McChord, and areas of unincorporated Pierce County, including Parkland and Spanaway. This is supported by Sound Transit, JBLM, Pierce Transit, Lakewood Water District, West Pierce Fire & Rescue and the Clover Park School District.

Future Commercial Airfields - JBLM

The City urges Pierce County to oppose the use of Joint Base Lewis-McChord (JBLM) as a commercial air field. The [Commercial Aviation Coordinating Commission](#) (CACC), a group created by the state legislature that is tasked with recommending a new primary commercial aviation facility in Washington, elected to keep JBLM on its list of potential sites even with strong opposition from the congressional delegation, significant concerns raised by the military, identification of the site as having high congestion issues, no transit service, and rated “unlikely” by WSDOT and “unable to accommodate commercial air service” by PSRC.



CITY OF LAKEWOOD

PIERCE COUNTY POLICY MANUAL

ADOPTED BY THE CITY COUNCIL ON OCTOBER 19, 2020

MILITARY AFFAIRS

North Clear Zone

The City requests Pierce County's continued partnership in vacating the Joint Base Lewis McChord (JBLM) North Clear Zone (NCZ), the federally-designated, 3,000-by-3,000-foot safety corridor adjacent to the end of the runway with the highest statistical possibility of aircraft accidents. The NCZ lies partly within the City of Lakewood, and currently includes multiple commercial and industrial businesses that are incompatible with JBLM operations and violate its Air Installation Compatibility Use Zones (AICUZ) safety standards. Lakewood and Pierce County have signed an agreement signifying a commitment to execute a long-range plan that will restore this area to an uninhabited state; the City asks that this agreement continue to be a priority for the County in its local actions and state-level advocacy efforts.

GENERAL GOVERNMENT

Innovative Service Solutions

The City supports innovative service solutions and technological advancements that would provide mutual benefits for Pierce County and Lakewood. To improve the delivery of municipal services, the City supports contracting with the County for selective services and advocates for technological advancements in the County's video arraignment and continued development of the online building/permit platforms. The City eager to see the results and advancement of recent innovative service collaborations with Pierce County including PALS+ and traffic signal contracting.

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: October 19, 2020	TITLE: Purchase of Safe Boat for Police Department Marine Service Unit to replace current boat.	TYPE OF ACTION: — ORDINANCE NO. — RESOLUTION NO. — MOTION NO. 2020-55 — OTHER
REVIEW:	ATTACHMENTS:	

SUBMITTED BY: Andy Gildehaus, Police Lieutenant

RECOMMENDATION: It is recommended that Mayor and the City Council approve the purchase of a Safe Boat for the Police Marine Services unit (MSU) to replace the current boat that no longer meets the needs of the unit and is entering a period of much needed repairs.

DISCUSSION: The current boat for MSU is scheduled and funded for replacement. The current boat is a North River that is manufactured as a fishing boat and is struggling to fit our needs to provide safe and efficient marine services. Through our research with other First Responder agencies that provide MSU we have concluded that the best kind of boat to serve our purposes here in Lakewood would be a SAFE Boat. SAFE Boat currently holds production contracts for over 450 Law Enforcement agencies and First Responders from 70 different countries around the world and is widely recognized as the best fit for marine services and public safety. This boat would solve every issue that we struggle with on our current North River boat. The entire outer part of the SAFE boat is surrounded with a hard foam collar. This allows for boat to boat contact without having to use bumpers typically used to prevent damage to either boat. It comes with a towing system that is specifically designed for towing other boats including a protective bar system that prevents ropes from getting caught in the props, something we don't have now. It is outfitted with navigational systems, radar and other emergency equipment. Communications, winch and navigation tower is already installed on this boat and ready to use. This boat would also create the ability to go on the sound for Lakewood Investigations or operations of which we are not currently equipped to perform.

ALTERNATIVE(S): 1) Keep the current boat with the understanding that we will have escalating repair and upgrade costs to keep it serviceable.

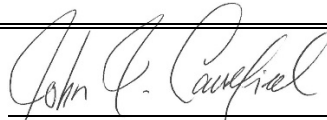
FISCAL IMPACT: The current boat was scheduled for replacement in 2020 with \$100,000 in the dedicated 501 account. During budget discussions with the finance director we returned the 501 funds to the general fund and intend to use seizure funds and for the purchase of the new boat as well as any overage. Additionally, we will be surplussing our existing boat and anticipate a surplus value of \$35,000.

Andy Gildehaus

Prepared by

Mike Zaro

Department Director



City Manager Review

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: October 19, 2020	TITLE: Reappointing Patti Belle, Earl Borgert, Paige Hansen, Linda McDermott, Lani Neil and appointing Faaluaina Pritchard serve on the Lakewood Arts Commission through October 16, 2023.	TYPE OF ACTION: — ORDINANCE — RESOLUTION <u>X</u> MOTION NO. 2020-56 — OTHER
REVIEW:	ATTACHMENTS: Candidate applications	

SUBMITTED BY: Briana Schumacher, City Clerk on behalf of Mayor Don Anderson

RECOMMENDATION: It is recommended that the City Council confirm the Mayor's reappointment of Patti Belle, Earl Borgert, Paige Hansen, Linda McDermott, Lani Neil and the appointment of Faaluaina Pritchard to the Lakewood Arts Commission through October 16, 2023.

DISCUSSION: Notices and outreach to seek volunteers to fill vacancies on the Lakewood Arts Commission were sent to neighborhood associations, civic groups, community organizations, THE NEWS TRIBUNE and THE SUBURBAN TIMES. In addition, articles were distributed through the City's Weekly Informational Bulletins and posted to the City's website.

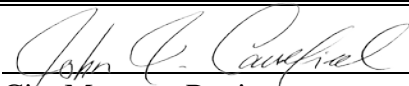
The role of the Lakewood Arts Commission is to assess needs, establish priorities and make recommendations for enrichment of the community and promotion of its cultural vitality through the arts.

The Lakewood Arts Commission will do the following:

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

ALTERNATIVE(S): The Council could choose not to confirm the appointments or re-advertise for these positions.

FISCAL IMPACT: There is no fiscal impact.

<u>Briana Schumacher, City Clerk</u> Prepared by	 City Manager Review
<u>Heidi Ann Wachter, City Attorney</u> Department Director	



CITY OF LAKEWOOD

6000 Main Street SW
Lakewood, WA 98499

APPLICATION FOR APPOINTMENT

*The information in this document is subject to public disclosure and can be made available to the public.
(Attach additional pages if necessary to complete answers.)*

I wish to be considered for appointment to the following committee, board or commission:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Arts Commission | <input type="checkbox"/> Parks and Recreation Advisory Board |
| <input type="checkbox"/> Community Services Advisory Board | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Lakewood's Promise Advisory Board | <input type="checkbox"/> Public Safety Advisory Committee |
| <input type="checkbox"/> Landmarks and Heritage Advisory Board | <input type="checkbox"/> Salary Commission |
| <input type="checkbox"/> Lodging Tax Advisory Committee (Members of this committee must be representative of an agency involved in tourism promotion.) | |

EXPECTATIONS: Adhere to City of Lakewood's Code of Ethics and regular attendance at meetings is required.

PLEASE RETURN THIS FORM TO: City of Lakewood - City Clerk's Office
6000 Main Street SW
Lakewood, WA 98499
(253) 983-7705 Fax: (253) 589-3774
Email: bschumacher@cityoflakewood.us

Name: **Earl Borgert**

(Please Print)

Home Address: **11178 Gravelly Lake Dr SW**

City: **Lakewood** State: **WA** Zip: **98499**

Home Phone Number: **(253) 905-4657** E-mail: **earlborgert@hotmail.com**

Present Employer: **SDC Creations**

Address: **935 Powell Ave SW Suite 110 Renton, WA 98057** Work Phone: **(844) 732-5900**

Cell: **(253) 905-4657**

LODGING TAX ADVISORY COMMITTEE APPLICANT QUESTIONS:

Are you representing a business that is required to collect lodging tax? Yes ☐ No ☒

Are you involved in activities authorized to be funded by revenues received from lodging tax? Yes ☐ No ☒

Have you previously served or are you currently on one of the Lakewood's Boards, Committees or Commissions? Yes No If yes, please explain (include names of Boards, Committees or Commissions and the dates that you served:

I am currently Vice Chair of the City of Lakewood Arts Commission

Date available for appointment: 10/2/2020

Are you available to attend evening meetings? Yes ☒ No ☐

Are you available to attend daytime meetings? Yes ☐ No ☒

Recommended by: Sally Gilpin Martinez

Education:

Professional and/or community activities:

Arts Commission

Please share some of the experiences or qualifications that you have relating to the work of this board, committee or commission:

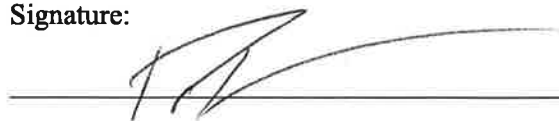
I have already been part of the Arts Commission and I would like to continue

Please explain why you would like to be part of this board, committee or commission:

I like to be involved in community activities to keep Lakewood a vibrant place to live, work and play

I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.

Signature:



Date: 9/24/20



CITY OF LAKEWOOD

6000 Main Street SW
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(253) 983-7705 Fax: (253) 589-3774
Email: bschumacher@cityoflakewood.us

Name: _____
(Please Print)

Home Address: _____

City: _____ State: _____ Zip: _____

Home Phone Number: _____ E-mail: _____

Present Employer: _____

Address: _____ Work Phone: _____

Cell: _____

LODGING TAX ADVISORY COMMITTEE APPLICANT QUESTIONS:

Are you representing a business that is required to collect lodging tax? Yes No

Are you involved in activities authorized to be funded by revenues received from lodging tax? Yes ~~No~~

Have you previously served or are you currently on one of the Lakewood's Boards, Committees or Commissions? Yes No If yes, please explain (include names of Boards, Committees or Commissions and the dates that you served:

Date available for appointment: _____

Are you available to attend evening meetings? Yes No

Are you available to attend daytime meetings? Yes No

Recommended by: _____

Education:


Professional and/or community activities:

Please share some of the experiences or qualifications that you have relating to the work of this board, committee or commission:

Please explain why you would like to be part of this board, committee or commission:

I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.

Signature:



Date: _____



CITY OF LAKEWOOD

6000 Main Street SW
Lakewood, WA 98499

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(253) 983-7705 Fax: (253) 589-3774
Email: bschumacher@cityoflakewood.us

Name: Linda McDermott

(Please Print)

Home Address: 11312 Clover Crest Drive SW

City: Lakewood State: WA Zip: 98499

Home Phone Number: 253-583-4710 E-mail: wayner1857@gmail.com

Present Employer: None

Address: _____ Work Phone: _____

Cell: _____

LODGING TAX ADVISORY COMMITTEE APPLICANT QUESTIONS:

Are you representing a business that is required to collect lodging tax? Yes ☐ No ☒

Are you involved in activities authorized to be funded by revenues received from lodging tax? Yes ☐ No ☒

Have you previously served or are you currently on one of the Lakewood's Boards, Committees or Commissions? Yes No If yes, please explain (include names of Boards, Committees or Commissions and the dates that you served:

I am currently a member of the Arts Commission.

Date available for appointment: Immediately

Are you available to attend evening meetings? Yes ☒ No ☐

Are you available to attend daytime meetings? Yes ☒ No ☐

Recommended by: N/A

Education:

Bachelors Degree, Gonzaga University

Professional and/or community activities:

Board of Directors - Lakeview Light and Power Corporation

Please share some of the experiences or qualifications that you have relating to the work of this board, committee or commission:

I have been privileged to work on a variety of initiatives related to the Arts Commission's mandate. The Public Art Project as well as the Lakewood Independent Film Expo, are two such initiatives that are continuing to evolve.

Please explain why you would like to be part of this board, committee or commission:

Art is the creative pulse of a community. It beautifies. It celebrates diversity and unites us culturally. Being part of the Arts Commission allows me to serve others through the development of programs and displays that connect the community to the performing and visual arts.

I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.

Signature:



Date: 10/2/2020



CITY OF LAKEWOOD
6000 Main Street SW
Lakewood, WA 98499

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Lakewood, WA 98499
(253) 983-7705 Fax: (253) 589-3774
Email: bschumacher@cityoflakewood.us

Name: Paige J. Hansen
(Please Print)

Home Address: 6716 Glen Echo Ln SW

City: Lakewood State: WA Zip: 98499

Home Phone Number: (253) 589-5034 E-mail: paige.j.hansen@gmail

Present Employer: Pacific Public Media (KNKX-FM)

Address: 980 Broadway, Tacoma Work Phone: NA

Cell: (253) 678-5218

LODGING TAX ADVISORY COMMITTEE APPLICANT QUESTIONS:

From: Sally Martinez
To: Paige Hansen
Subject: Arts Comm App
Date: Monday, October 5, 2020 4:13:54 PM

Sent from my iPhone

Begin forwarded message:

From: Paige Hansen <paigehansen@gmail.com>
Date: October 5, 2020 at 4:07:48 PM PDT
To: Sally Martinez <smartinez@cityoflakewood.us>
Subject: arts comm app

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 ext. 4357

attached

Paige Hansen
253-678-5218

Commission? ☒ Yes ☐ No If yes, please explain (include names of Boards, Committees or Commissions and the dates that you served:

MUK Committee 2017/2018

Date available for appointment: immediately

Are you available to attend evening meetings? Yes ☒ No ☐

Are you available to attend daytime meetings? Yes ☒ No ☐

Recommended by: Sally Martinez

Education:

BA Communication, Northern CO, 1995

Professional and/or community activities:

band director - Playtonics

singer - Candy Sharpe

singer - Christ Lutheran Church Contemporary band

dancer - Barefoot Collective

Please share some of the experiences or qualifications that you have relating to the work of this board, committee or commission:

I've been a performing artist in this region 20+ years and enjoy outdoor & public work with my family.

Please explain why you would like to be part of this board, committee or commission:

I very much enjoy being in & shaping our diverse community by ensuring the integration of arts!

I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.



CITY OF LAKEWOOD
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Lakewood, WA 98499

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Lakewood, WA 98499
(253) 983-7705 Fax: (253) 589-3774
Email: bschumacher@cityoflakewood.us

Name: LANI KW NEIL
(Please Print)

Home Address: 10016 DEKOVEN DR SW

City: LAKEWOOD State: WA Zip: 98499

Cell Phone Number: 253 722 9802 E-mail: MAKER OF FUN @ GMAIL.COM

Present Employer: SELF

Address: _____ Work Phone: _____

Cell: _____

LODGING TAX ADVISORY COMMITTEE APPLICANT QUESTIONS:

Are you representing a business that is required to collect lodging tax? Yes ☐ No ☒

Are you involved in activities authorized to be funded by revenues received from lodging tax? Yes ☐ No ☒

Page 2

Have you previously served or are you currently on one of the Lakewood's Boards, Committees or Commissions? ☒ Yes ☐ No If yes, please explain (include names of Boards, Committees or Commissions and the dates that you served:

THE MOST EXCELLENT AND FABULOUS ARTS COMMISSION!

Date available for appointment: CURRENT

Are you available to attend evening meetings? Yes ☒ No ☐

Are you available to attend daytime meetings? Yes ☒ No ☐

Recommended by: _____

Education: B.F.A. INDUSTRIAL DESIGN
UNV. OF WA.

Professional and/or community activities:

SHOULD I START WITH THE WORM VIDEO? 😊 MANY... MANY MANY PROJECTS... ♡

Please share some of the experiences or qualifications that you have relating to the work of this board, committee or commission:

CURRENT MEMBER

Please explain why you would like to be part of this board, committee or commission:

**CONTINUING MEMBER
(IF YOU KEEP ME!)**

I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.

Signature: Lani KW Neil Date: 10/5/2020



CITY OF LAKEWOOD

6000 Main Street SW
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6000 Main Street SW
Lakewood, WA 98499
(253) 983-7705 Fax: (253) 589-3774
Email: bschumacher@cityoflakewood.us

Name: **FAALUAINA PRITCHARD**

(Please Print)

Home Address: **9306 112TH ST CT SW**

City: **LAKEWOOD** State: **WA** Zip: **98498**

Home Phone Number: **253-590-7457** E-mail: **faalua@comcast.net**

Present Employer: **ASIA PACIFIC CULTURAL CENTER**

Address: **4851 SOUTH TACOMA WAY** Work Phone: **253-383-3900**

Cell: **253-590-7457**

LODGING TAX ADVISORY COMMITTEE APPLICANT QUESTIONS:

Are you representing a business that is required to collect lodging tax? Yes ☐ No ☒

Are you involved in activities authorized to be funded by revenues received from lodging tax? Yes ☒ No ☐

Have you previously served or are you currently on one of the Lakewood's Boards, Committees or Commissions? Yes No If yes, please explain (include names of Boards, Committees or Commissions and the dates that you served:

A long time ago, Lakewood Promise with Claudia Thomas and Andie Gernon

Date available for appointment: what appointment?

Are you available to attend evening meetings? Yes ☒ No ☐

Are you available to attend daytime meetings? Yes ☒ No ☐

Recommended by: Sally Martinez

Education:

ACFS-CAP, Pepperdine University, Minnesota University, multiple certificated professional training programs

Professional and/or community activities:

Board Trustee for CPTC; Chair -Asian Pacific Islander Coalition Pierce County; Vice Chair-Board of Tacoma Urban League; Advisory Board-Kaiser Permanente; Advisory Board-MULTICARE; Board-Pierce County Arts Culture Coalition; Board -WA Arts Commission; Board-Tacoma Pierce County Affordable Housing Consortium; Board - KBTC BATES TV Station.....

Please share some of the experiences or qualifications that you have relating to the work of this board, committee or commission:

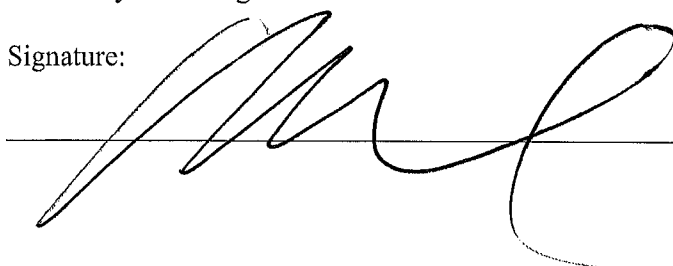
I am Executive Director of a Cultural Center that represents, teach and showcase about the 47 nations of all of Asia and all of the South Pacific Islands. We are often used by City of Lakewood, particularly using my leadership to connect City of Lakewood events to the Asian Pacific arts, music, dance, and people. I myself have been a community leader serving city of Lakewood for the past 30 years. I live in Lakewood so wherever I am I have a special place in my heart for city of Lakewood. The Lakewood government and many organizations in Lakewood know about me and the quality of my work and how I get things done.

Please explain why you would like to be part of this board, committee or commission:

Because it fits for me - I have been helping city of Lakewood all of these years. Your staff know about me and my caliber of service and talents. Its about I am invited to be on this board especially that - it is my work - arts and culture.

I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.

Signature:



Date:

10/8/20



LODGING TAX ADVISORY COMMITTEE (LTAC)

**September 13, 2019 - Friday – 8:30 A.M.
Lakewood City Hall, 6000 Main Street SW
Mt. Rainier Conference Room, 3rd Floor**

CALL TO ORDER

Chair Don Anderson called the meeting to order at 8:59 a.m.

ROLL CALL

Members Present: Present: Lakewood Mayor Don Anderson, Chair; Asuka Ludden - Best Western Lakewood Motor Inn; Chelene Potvin-Bird, Travel Tacoma; Phillip Raschke - Lakewood Playhouse; and Linda Smith - Lakewood Chamber of Commerce

Members Absent: Jackeline Juy – Best Western Lakewood Motor; Brandi Lynn Hesson-Bullard, Candlewood

Staff Present: Tho Kraus, Assistant City Manager/Chief Financial Officer; Dana Kapla, Finance Supervisor; Heidi Wachter, City Attorney.

OPEN PUBLIC MEETING ACT

Heidi Wachter, City Attorney, provided attendees with overview of the Open Pubic Meetings Act and stressed the importance. She reminded members of this state law and explained how each officials must understand their role in all City business. Ms. Wachter then distributed a sign off sheet for the committee members to indicate that they had been trained and understand this act.

PUBLIC COMMENTS

None.

MEETING MINUTES APPROVAL

The motion passed unanimously.

2019 GRANTS STATUS & FUND BALANCE

Ms. Kraus provided a packet that includes historical awards, breakdown of available funds, JLARC, and other various reports. Ms. Kraus provided the breakdown of available funds available for 2020 and briefly discussed the reports. The 2019 hotel/motel lodging tax revenue was estimated at \$924,137 available for allocation, and is after the allocation of \$101,850 for the Clover Park Technical College McGavick Center.

2019 GRANT PROPOSAL PRESENTATIONS

Lakewood Historical Society

Sue Scott, Becky Hubert, James Schell, Darrell Owens, Phil Raschke and Glen Speack, members of the Lakewood Historical Society started off by giving their appreciation for the past LTAC support.

Phil Raschke, then provided a slide show of their relocation efforts and financial report. He explained restoration will continue to other areas of the building and noted this is all being done with only 9 volunteers. Mr. Raschke described recent achievements and then detailed their projected revenue and expenses for 2020, indicated a \$26,500 shortfall. He emphasized the importance of the LTAC funds and would help fill cover shortfall.

Lakewold Gardens

Carla Pelster, Board President, accompanied by Cassandra de Kanter, began thanking the committee for their support and the opportunity to present their new proposal. Ms. Pelster updated the committee on their changing personnel and described their personnel strategy.

Ms. Pelster announced that Lakewold Gardens recently celebrated their 30th birthday and presented a slide show of Lakewold Gardens hosting different events throughout the four seasons and shared highlights of the major events. She went on to explain that the gardens can accommodate a wedding for 120 people, and how they would like to market to those interested in micro weddings. She described the weddings they have hosted along with other events at the gardens. She reported they had raised \$320,000 via generous donors and went on to describe their financial and marketing strategies.

Committee sought clarification that the garden is back to hosting wedding. Ms. Pelster confirmed this then went on to explain how they would like to emphasis micro weddings and a short discuss pursued.

Historic Fort Steilacoom Association

Secretary, Joseph Lewis noted that Historic Fort Steilacoom Association (HFSA) is the oldest attraction soliciting from LTAC. He noted that they have been on the National Historic Register for 170 years and became a museum in 1983. He described how HFSA has three historic markers from the Historic Society and described their location.

Mr. Lewis described how they revamped their website after they hired a professional photographer/web artist. He explained how they can now get people's email via the website and how one can join the association using PayPal. He continued to describe how their marketing strategy has changed, reviewed highlights, and announced that their gift shop now takes credit cards, which has allowed for better sales.

He goes on to explain how the most frequent question they get is, "Why is HFSA not in Steilacoom?" Mr. Lewis explained how Lakewood was not established yet therefore Lakewood is not in the name, however there marketing strategy is to include "Lakewood, WA" on their marketing items to answer that question.

Committee member Potvin-Bird commented on how the new credit card system may be able to track the location of the consumers and how Trip Advisor may be a good tool to track people as well.

Asia Pacific Cultural Center (APCC)

Faaluaina Pritchard, Executive Director, handed out a marketing publication that provided highlights from this year's Samoa Cultural Day. She thanked the committee for all the years of support and indicated they could not put on this event without LTAC support. She noted that 2020 is the 10th anniversary for the event. She explained how they were forced to move the full day event to the Tacoma Dome because the

performers' feet became uncomfortable/painful because of tough, hot turf was during their presentation. Tacoma Dome provides covered, cool stage for their performers.

Ms. Pritchard noted that Tacoma Dome is expensive and they need financial assistance with it along with equipment costs. She noted that although this main event was held outside of Lakewood all other events for the week were hosted in Lakewood. She mentioned that many of their members and family members stay or live in Lakewood during the event.

Lastly, Ms. Prichard mentioned their memorandum of understanding with Clover Park School District and continued to describe how they work together to work-with and teach Asian children.

South Sound Sports Commission and Tacoma Regional Convention + Visitor Bureau (TRCVB)

Dean Burke, President and CEO, discussed how Tacoma South Sound Sports Commission and Travel Tacoma + Pierce County plan to officially merge January 2020. The rolling out of this new brand will be announced at the October 22 meeting, which is open to the public. Their first order of business is joining their resources and expenses to improve efficiencies and shift to drive up room nights, while being able to confidently calculate and report statistics (i.e., stays, types of people, health etc.) to stakeholders. They plan to adjust their marketing strategy to include more business/activity based events and less leisure.

Mr. Burke reviewed highlights of some of their events and listed the coming events, such as cycle cross national event and grass volleyball. He explained how stake holders are pushing for more data and increased hotel stays. This newly merged group plans to dive deep into the 2020 inventory study (feasible study) by reviewing over 170 events throughout our area and identify new strategies and opportunities for Lakewood and the surrounding areas. Mr. Burke noted that economic development in Lakewood, such as Motor Avenue and Fort Steilacoom Park create great potential packages for Lakewood.

Lastly, Mr. Burke provided the two current marketing brochures from the two companies. He demonstrated how, if you put the two brochures together they show the two groups coming together.

City of Lakewood Communications – Imaging Promotions 2020

Brynn Grimley, Communications Manager, thanked the committee for their support in last year's new branding effort. She asked for continued support to continue their effort to change the perception of the city. "Build your better here" is the new tagline and brand anthem. Brynn presented slides describing their marketing plan and read the new anthem to promote the city. This is targeted to "starters, builders, long termers, and warriors (military)".

Through the presentation, Ms. Grimley presented data, goals, and highlighted events. She described how a powerful image can have more impact than words, and asked for continued support for a professional photographer. She mentioned that they can reach more with more money. If awarded, the proposed funds would go to imaging campaign advertising, online advertising, and professional photography videography.

City of Lakewood PRCS – Gateways

Mary Dodsworth, Director, thanked the committee for this opportunity. She mentioned that there are great opportunities next years and presented a slide show. This presentation showed the difference between historic gateways to newly designed ones. Ms. Dodsworth noted that first impressions matter and these new gateways do not have taglines, as they are to promote a feeling that you are somewhere special. Ms. Dodsworth presented a map of current and potential gateway locations. The two proposed are located at Berkley/1-5 and Murray Road/I5 and will be done in coordination with road construction. This allows for a lower cost. She indicated there are currently 8 new gateways with a total of 14, as a follow-up to a question.

Sister Cities Association

Connie Coleman-Lacadie, President, noted they had a great event this last year since they joined SummerFest. She indicated they had 9 visitors instead of 5 which stressed their budget a lot. She thanked Tho Kraus for her assistance during this time and also thanked the Police Department. She noted that everyone provided a warm welcome to Lakewood, along with Candlewood Suites and Enterprise Rental Car.

Ms. Coleman-Lacadie requested that her proposal be reviewed in two portions; one for International Festival need (costs for marketing, tradeshow, and entertainers \$8,300); and one for Sister/Friendship City needs (costs for media, travel, and rentals \$15,600). She explained they are requesting additional money this year to bring in more visitors for more events. She reported that they brought in entertainers from Cambodia to Russian, not just Asian entertainment and paid stipends. She noted this was another record year.

Ms. Coleman-Lacadie discussed how they depleted their bank account due to the increased visitors and kindly asked they be more generous than last year.

Lakewood Arts Festival Association

Robert Lawrence, Chairman, announced this is the 7th Artsfest, which is part of the Lakewood Film, Arts and Book Festival (FAB) and were setting up as he speaks. Mr. Lawrence provided a visual presentation of the package they proposed. He reported that FAB fest is a one of a kind festival as it is combined with the international film fest and has many visiting authors.

Mr. Lawrence presented current flyers and displayed a slide show with many photos of before, during and after the festival. He also announced their special author Dorothy Wilhelm who wrote "True Tales of Puget Sound" and watercolor artist Ron Snowden, who will judge the work. Additional acts include a bonsai display and a flute performance.

Mr. Lawrence ended by stating that their goal is to create an artistic festival and because Lakewood is an ideal location (easy access etc.) for cultural events.

Lakewood Playhouse

John Munn, Managing artistic Associate Artistic Director, announced this is opening week for Biloxi Blues. He reported that Lakewood Playhouse has been here for 81 years and this year they are focusing on legacy. He thanked the committee for their support and said that their success would not be possible with LTAC support, and that they depended on it. They provide programming 365 days a year plus offer a variety of theatrical education and performance opportunities (Lakewood Institute of Theatre). He mentioned that they are renting space next to the Dress Barn to stay within the city.

Mr. Munn handed out movie posters along with business cards that have City of Lakewood's brand saying on the back. He reported the plays they have presented and those that are planned, including details on current cast members. He also stated that they are ambassadors to theatre. He discussed some of their marketing strategies (Facebook, Instagram and community outreach with Clover Park) and described how they teamed up with an art class to create a logo, which was extend to the rotary club.

Mr. Munn described that James Stow was the artist for the 80 anniversary posters, and when the 6 posters are combined they create one large photo. He noted that their success could not have been done without LTAC support. This support allows them to keep costs down. Because of LTAC support they are now being awarded for their productions which provides them grants and because of this, for the first time, actors all now getting stipends, other volunteers are not. He then provided statics on audience/supports and described the success of the trifold pamphlet. Proposed funding would go to marketing.

Committee ask them if they did not get funding from LTAC what would happen. Mr. Munn responded that sponsorship would drop and they would no longer be successful.

Lakewood Chamber of Commerce – Nights of Lights 2020

Linda Smith, President/CEO, thanked the committee to allow her to submit two requests. Although results of the first funding will not be reported until next year (proposed for December 2019) this request is to build upon and grow the tradition in December 2020.

Ms. Smith stresses that she wants to assist and encourage business to participate in hanging up lights to bring back the tradition of blue lights. She continued with a short history of the Lakewood blue light tradition created by Norton Clapp's wife, Mary. She continued by discussing how blue lights took on new meaning in Lakewood November 29, 2009 during the police tragedy, and how the City Council adopted the color blue for the holiday light theme.

She proposes to motivate business to get a jump on this new tradition by sending out a direct mailer to businesses on Gravelly Lake Drive and going door to door. She also mentioned they may be able to assist businesses with the purchase of blue lights, if available. Lastly, Ms. Smith noted that Lakewood Hardware and Paint will be the official light blue store.

Lakewood Chamber of Commerce - Tourism

Linda Smith, President/CEO, thanks the council member to allow her to continue to serve as lead destination marketing organization to encourage visitors and groups.

Ms. Smith reported they have served 2,000 visitors this year and serve the State as well as Lakewood. She provided a presentation of photos of their headquarters and displayed their current flyer. She also mentioned they are the only participants involved with the military newcomer orientations that serves 400 to 700 new military every month.

Ms. Smith reviewed her marketing strategy, described partnerships, website, brochures, and funding history. She displayed the website and show where you can find a comprehensive list of community events, along with other parts of the site. She distributed handouts to the committee and demonstrated how they can customize the brochures binder for individual travelers. She went on to discuss how they assist people of all walks of life and how they can assist them in their travels.

City of Lakewood PRCS – Summer Concert Series

Sally Martinez, Parks and Recreation Coordinator, reported they put on six concerts in 2019. As she presented a slide show she mentioned how the people in Lakewood love to dance and noted that this is where families can dance together. She reminded the committee that these concerts are free to the community; old to younger, all cultures and with all abilities. They partner with Asia Pacific Cultural Center to provide entertainment and brought food trucks this year.

She reported the numbers of attendees per concert and reported the more expensive band drew in higher attendance. Most concerts brought in 200 to 250 attendance, whereas the Beatles Tribute band brought in a lot more. Ms. Martinez believes this is because they have a following allowing for free advertisement from the bands social media. This draws more people to the venue and gets the word out. Her goal is to have approximately 600 people per concert but this will mean more expensive entertainment, therefore the higher proposal.

Lastly, she mentioned that pavilion has been an outstanding venue and that the bands rave how create it is.

City of Lakewood PRCS – Farmers Market

Sally Martinez, Parks and Recreation Coordinator, announced this was the 8th Annual Farmer's Market and it was the best year so far because of the vendor sales and attendance. Ms. Martinez provided a visual presentation which included photos and data. She noted the Army bands started off the celebrations on the same day as the ribbon cutting. She presented us with first bites video created by her interns provide by the University of Puget Sound at no charge to us. She reported these students work 30hrs per week for 3 months and provide invaluable support and energy. This video showed a diverse culture with organic foods within the Farmers Market.

Ms. Martinez listed her sponsors and described how they contribute to the success of the market. She reported the Healthy Bucks was a success again this year providing children free fresh fruits and vegetables. The market hosts and sustains 13 farms. She presented another video about the local vendors, also created by the interns.

Ms. Martinez presented her marketing strategies and reported that signs (similar to political signs) and support swag is very successful and because a great word by mouth. She then reported that, on average, visitors spent \$15 to \$45 per visit, same as last year, but because there were a lot more visitors that vendors (65) did much better than last year. She believes they have now hit their stride.

City of Lakewood PRCS – SummerFEST

Sally Martinez, Parks and Recreation Coordinator, announced this is a 23 year iconic tradition. As she presented sides she played the SummerFest video. Ms. Martinez said they marketed it as a family tradition and now it is a mothership for the community. She stated that it is a big undertaking to provide a safe environment with a good foundation and due to the growth, costs have increased as well.

Ms. Martinez reported the vendors said it was their best festival in history of festivals. She reported that they believe it is because it is a perfect balance of big crowds and the number of vendors. Ms. Martinez listed and discussed all the sponsorship. She reported Coca Cola approached her for sponsorship due to the success of the event. This sponsorship is part money and donation, where they can pick non-profit to share profits. Coca Cola also provides a huge discount to vendors and provided ice buckets.

Ms. Martinez reported that 40% of the visitors were participating for the first time. She then discussed her advertising strategies and listed them. She mentioned that she has people hand out stickers that "stick around", and how keeping the pulse on younger populations has contributed to better marketing as they provided clever marketing ideas. Free advertising creating "hype" through partners like the Original Donut Shop, Clover Park, and Puget Sound Regional Volleyball. Ms. Martinez reported 600 people attended and along with many other statistics. They had 24 sport events, 14 art activities and presented a video of the very successful 8th annual Triathlon.

Lastly, she explained how the expense is growing due to the growth and popularity of the festival. Some of the proposed funding will go towards professional parking, honey buckets, handwashing stations, more garbage, and additional resources.

GRANT FUNDING DECISIONS

Group discussion ensued on setting their 2020 recommendations. After review all proposals were funded as requested except for the following along with other recommendations:

Lakewold Gardens: reduced funding is due to prior funding support and scope of work. In previous year's Lakewold Gardens has been funded approximately \$35,000. Because their focus is on micro weddings, this allows for fewer hotel nights, therefore request does not support full funding.

Asian Pacific Cultural Center: reduced funding is due APCC's primary event is held outside of Lakewood, WA.

City of Lakewood – Imaging Promotions: reduced funding is due to changed scope of work as this has less emphasis on tourism in the city.

South Sound Sports Commission and Tacoma Regional Convention + Visitor Bureau (TRCVB): committee recommended their annual report include a larger spread for the City of Lakewood.

Historic Fort Steilacoom Association: one-time increased funding was provided to complete relocation endeavor.

LAKEWOOD LODGING TAX ADVISORY COMMITTEE RECOMMENDATIONS

2019 Requests for 2020 LTAC Grant Funds	Total	Funding Request		Recommended Funding	
		Non-Capital	Capital	Non-Capital (4%)	Capital (3%)
Applicant	Project Cost				
		Available Balance		\$ 640,121	\$ 385,865
Lakewood Historical Society	\$ 74,200	\$ 42,000	\$ -	\$ 42,000	\$ -
Lakewold Gardens	\$ 80,900	\$ 60,000	\$ -	\$ 50,000	\$ -
Historic Fort Steilacoom Association	\$ 14,000	\$ 12,000	\$ -	\$ 12,000	\$ -
Asian Pacific Cultural Center	\$ 37,500	\$ 15,000	\$ -	\$ 10,000	\$ -
TSSSC and TC&VB	\$ 2,740,086	\$ 120,000	\$ -	\$ 120,000	\$ -
Lakewood Sister Cities Association	\$ 23,900	\$ 23,900	\$ -	\$ 23,900	\$ -
Lakewood Arts Festival Association	\$ 27,000	\$ 19,500	\$ -	\$ 19,500	\$ -
Lakewood Playhouse	\$ 23,350	\$ 23,000	\$ -	\$ 23,000	\$ -
Lakewood Chamber of Commerce - Nights of Lights	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ -
Lakewood Chamber of Commerce - Tourism	\$ 90,000	\$ 90,000	\$ -	\$ 90,000	\$ -
City of Lakewood PRCS – SummerFEST	\$ 128,000	\$ 80,000	\$ -	\$ 80,000	\$ -
City of Lakewood PRCS – Farmers Market	\$ 45,200	\$ 20,000	\$ -	\$ 20,000	\$ -
City of Lakewood PRCS – Concert Series	\$ 25,500	\$ 20,000	\$ -	\$ 20,000	\$ -
City of Lakewood – Imaging Promotions	\$ 153,500	\$ 50,000	\$ -	\$ 30,000	\$ -
City of Lakewood PRCS – Gateways	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ 150,000
	\$ 3,633,136	\$ 595,400	\$ 150,000	\$ 560,400	\$ 150,000
		Subtotal	\$ 745,400	Subtotal	\$ 710,400
CPTC McGavic Center (Committee, Annual Payment)	\$ 101,850	\$ -	\$ 101,850	\$ -	\$ 101,850
	\$ 3,734,986	\$ 595,400	\$ 251,850	\$ 560,400	\$ 251,850
		Total	\$ 847,250	Total	\$ 812,250

Committee member made a motion to accept budget and another committee member second the motion.
No discussion, motion passed.

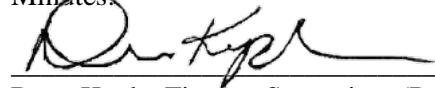
OTHER BUSINESS

None

ADJOURNMENT

Chair Anderson thanked LTAC for their service. Chair Don Anderson adjourned the meeting at 3:50 p.m.

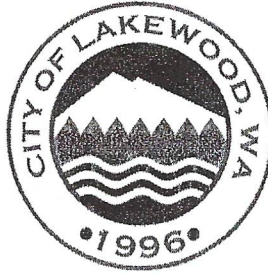
Minutes:



Dana Kapla, Finance Supervisor (Preparer)



Mayor Don Anderson, Chair



PUBLIC SAFETY ADVISORY COMMITTEE

Regular Meeting Minutes
Wednesday, February 5, 2020
Lakewood Police Department
9401 Lakewood Drive SW
Lakewood, WA 98499

CALL TO ORDER

The meeting was called to order at 5:17 p.m.

ROLL CALL

Public Safety Advisory Committee Members Present: Alan Hart, James Hairston, Ken Witkoe, Ray Dotson, Mark Peila and Mark Terry

Public Safety Advisory Committee Members Excused: None

Public Safety Advisory Committee Members Absent: None

City Councilmember Present: Councilmember Mike Brandstetter

Fire Department Staff Present: Assistant Fire Chief Scott Adams

Lakewood Youth Council Present: Dante Ost, Theresa Pacio, Josephine Kaiser and Lynese Cammack

Staff Present: Chief Mike Zaro and Committee Staff Support; Joanna Nichols, Administrative Assistant

APPROVAL OF MINUTES

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

PUBLIC COMMENT

Two members of the Youth Council came to ask PSAC about the need for a crosswalk near their school at 112th Street. Discussion ensued. Chief Zaro will bring this request to the Public Works Department.

PRESENTATION: Western State Hospital CEO David Holtz and Kathy Speers gave a presentation on Western State Hospital and all the plans for the institution moving forward, to include their new building, which should be operational within the next 6 years, and discussed their new Star Ward, and the ACIT- Advanced Crisis Intervention Training they have begun for staff members. Q and A session; discussion ensued.

CITY COUNCIL LIAISON COMMENTS

Councilmember Mike Brandstetter introduced himself as the City Council liaison, and stated that community development was a priority for 2020. Councilmember Brandstetter discussed the new Community Court and stated they would like PSAC's input on that.

FIRE CHIEF COMMENTS

Assistant Fire Chief Scott Adams introduced himself, stating he would be attending the PSAC meetings now as Hallie McCurdy had been promoted to Deputy Fire Chief. He presented their call stats for the year, and reminded everyone of their Smoke Alarm program and to check their smoke alarms.

POLICE CHIEF COMMENTS

Chief Michael Zaro discussed the year-end report, and gave some recent case review. Discussion ensued.

Mark Terry asked about boating safety on Steilacoom Lake and traffic circles in Lakewood. Chief Michael Zaro stated he would bring up the traffic circles with Public Works, and stated that our Marine Services Unit (MSU) has two wave runners that they can use to patrol the smaller lakes, and they do use them, staffing permitting.

YOUTH COUNCIL COMMENTS

Dante Oste discussed their Youth Summit coming up in March; they're expecting about 500 in attendance and the topic will be Youth Empowerment.

UNFINISHED BUSINESS

Chair Ken Witkoe discussed the upcoming Joint Meeting with the City Council and asked Vice Chair James Hairston to explain to the committee the Clover Creek railroad crossing issue which had recently come up again, when Mr. Hairston learned it was not on the "to do list" for Public Works. Discussion ensued. It was agreed to ask Councilmember Mike Brandstetter to bring the issue back up to City Council, so it could hopefully be added back onto the to do list.

NEW BUSINESS

Chair Ken Witkoe discussed next month's meeting.

REPORTS FROM BOARD MEMBERS & STAFF


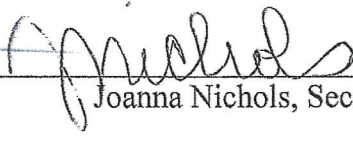
Members discussed their Neighborhood Associations, as applicable; most are not meeting right now.

ADJOURNMENT

Meeting adjourned at 6:31 p.m.

Public Safety Advisory Committee:

Attest:

	
_____ Ken Witkoe, Chair	_____ Joanna Nichols, Secretary



**LAKEWOOD ARTS COMMISSION
REGULAR MONTHLY MEETING Minutes
Date: Monday, March 2, 2020 Time: 5:00PM – 6:15 PM
Lakewood City Hall, American Lake Room
6000 Main Street SW Lakewood, WA 98499**

CALL TO ORDER

The meeting was called to order at 5:01 p.m.

ATTENDANCE:

Arts Commission Members Present: Linda McDermott, Earl Borgert, Adriana Bayer, Lani Neil, Tod Wolf, Darryl Owens, Patti Belle, Paige Hansen, Judy Swortz, Susan Warner, Phil Raschke

Staff: Sally Martinez, Recreation Coordinator, Nicolette York, Office Assistant

Youth Council Liaison: Angel Lee

Council Liaison: Jason Whalen

Guests: Marcus Rogers

APPROVAL OF MINUTES: Tod Wolf moved to approve the February 3, 2020 minutes and Darryl Owens seconded. MPU.

Public Comment: Marcus Rogers spoke about Steilacoom Summer Concerts; he has been doing them for 20 years. Steilacoom has their concerts on Wednesdays after the Farmers Market. They typically have the same bands each year. What works in one community doesn't necessarily translate to another community. He is open to working together on the scheduling and cross promoting by announcing it at each other's venues. He asks if people are from outside the area, which would be a good idea for us and lodging tax. Consider having a big culminating event at end of the summer to benefit the schools? Make it a paid event. Joint event. Consider having it the Friday night of SummerFEST.

UNFINISHED BUSINESS:

Summer Concerts: Marcus Got better deals when bands brought their own sound, but having the same sound person every time helped. Wayne Ledbetter does sound. He only provides front house a mix for everyone. No wires. Beer gardens: in Steilacoom is run by the Kiwanis or caring for kids. Judy has run a beer garden at St. Francis Cabrini for the last 20 years. Yellow tape is all that is needed to separate the kids. Daryl will send out an email this week to decide on the last few bands. The members will respond.

Public Art Committee: Earl Borgert and Sally Martinez reviewed the power point presentation that they will present to the City Council in April. They asked that the commission email feedback. Susan Warner presented information from Washington State Arts Commission on their Creative Districts Program. She will invite the director, Annette Roth to come to a meeting a give a presentation. Becoming a creative district could give the City creditability, possible grants, possible sponsors, and possibly future revenues.

Public Art Charrette Recap: Everyone was pleased with the outcome of the Charrette.

REEL LIFE Film Festival: LIFE applied for \$5k grant from the Lakewood Community Foundation. Darryl Owens and Linda McDermott went to the Gig Harbor Film Festival Orientation. Rick Miller has committed to do an orientation with release packets. Real Life now has a presence at the Tacoma Film Alliance.

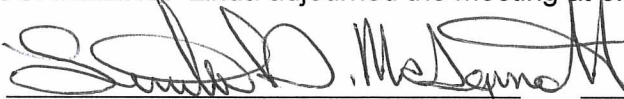
Council Comments: None

Board Comments: None

NEXT MEETING:

Monday, April 6, 2020 at 5:00 pm City Hall, American Lake Room

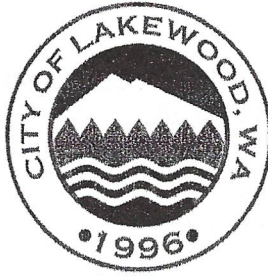
ADJOURNMENT: Linda adjourned the meeting at 6:06 p.m.



Linda McDermott, Chair



Sally Martinez, Recreation Coordinator



PUBLIC SAFETY ADVISORY COMMITTEE

Regular Meeting Minutes
Wednesday, June 3, 2020
Zoom Virtual Meeting

CALL TO ORDER

The meeting was called to order at 5:17 p.m.

ROLL CALL

Public Safety Advisory Committee Members Present: Alan Hart, James Hairston, Ken Witkoe, Ray Dotson, Mark Peila and Mark Terry

Public Safety Advisory Committee Members Excused: None

Public Safety Advisory Committee Members Absent: None

City Councilmember Present: Councilmember Mike Brandstetter and Councilmember Mary Moss

Fire Department Staff Present: Assistant Fire Chief Scott Adams

Lakewood Youth Council Present: School out for summer; no Youth Council reps at this time.

Staff Present: Chief Mike Zaro and Committee Staff Support; Joanna Nichols, Administrative Assistant

APPROVAL OF MINUTES

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

PUBLIC COMMENT

Charles Ames emailed a two part question, which was read into the record by Chair Ken Witkoe.

PRESENTATION: Councilmember Mary Moss presented information about the Lakewood Multicultural Coalition. Discussion ensued.

CITY COUNCIL LIAISON COMMENTS

Councilmember Mike Brandstetter stated that the Covid-19 mandates are making it difficult for the City Council to get new things moving forward and reminded everyone that the City Council would be listening to public comments regarding Fireworks on September 8th and the Council's plans from that point forward.

Councilmember Mike Brandstetter stated that the City Council had appointed 23 students to the Youth Council.

Mr. Ray Dotson asked about a Suburban Times article, which he stated makes erroneous and out of context claims regarding PSAC, and asked what his limitations are regarding a response. Discussion ensued.

YOUTH COUNCIL COMMENTS

No Youth Council (school is out).

FIRE CHIEF COMMENTS

Assistant Fire Chief Scott Adams discussed the Fire Department's 4th of July call response, and stated it was about the same as last year.

Assistant Fire Chief Scott Adams stated WPFR has a new vehicle, called Squad 21, and explained the types of calls they have been helping with. Chief Adams also updated everyone on WPFR's Covid staffing and safety measures, as well as shared information regarding the Pierce County Public Health and DEM sponsored Covid-19 testing they and LPD assisted with recently. Over 300 people showed up for testing.

Mr. Mark Terry asked if there was a plan to do some education around escape plans, smoke detectors, etc. since so many people will be at home doing distance learning during this time. Assistant Fire Chief Scott Adams stated they are planning on doing some educational videos in September and October.

POLICE CHIEF COMMENTS

Chief Michael Zaro went over the LPD Quarterly Report and addressed the public comment, stating LPD is still waiting for the outside investigation to be completed; they are being told that is several weeks out still. Discussion ensued.

UNFINISHED BUSINESS

Ken Witkoe asked if the SummerFest Sub-Committee had come to any conclusions on what PSAC would be contributing to this year's SummerFest. Discussion ensued. It was decided the sub-committee would come up with some ideas and submit them for next meeting. PSAC members will vote then. Chief Mike Zaro stated they should make sure they have some informational brochures to hand out as well.

NEW BUSINESS

Ken Witkoe discussed next month's meeting guest speaker LPD Reserve Officer Travis Smith; Chief Michael Zaro stated he would see if Reserve Officer Grant Boere could come as well.

Ken Witkoe discussed recruitment for PSAC. Alan Hart stated he will update the Neighborhood Association list as it was suggested the information for Springbrook was no longer accurate. James Hairston volunteered to cover the Tillicum/Woodbrook meeting. Ray Dotson asked how many members are supposed to be on the Public Safety Advisory Committee. Councilmember Mike Brandstetter suggested they check with the City Clerk. Mark Terry suggested finding a business partner to join the Committee, for their views and input regarding the City. Discussion ensued.

REPORTS FROM BOARD MEMBERS & STAFF

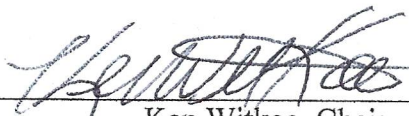
Members discussed their Neighborhood Associations, as applicable. Mark Peila stated that LPD's Behavioral Mental Health Contact Team (BMHCT) Ralph Rocco and Carolyn Cyr came to speak at the North Neighborhood Association and they did a great job.

ADJOURNMENT

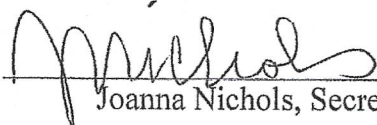
Alan Hart motioned to adjourn the meeting; all ayes. Meeting adjourned at 7:26 p.m.

Public Safety Advisory Committee:

Attest:




Ken Witkoe, Chair



Joanna Nichols, Secretary



TO: Mayor and City Council
FROM: Tiffany Speir, Long Range & Strategic Planning Manager
THROUGH: John Caulfield, City Manager 
DATE: October 19, 2020
SUBJECT: Final allocation of CARES Act Funding

BACKGROUND AND PURPOSE

In 2020, the City of Lakewood has been awarded a total of \$2,685,150 in CARES Act funds by the State of Washington in two rounds. The City Council adopted Resolution 2020-11 on June 15 establishing guidance and budget priorities for disbursement of the first round of funds to outside parties and to the City for certain COVID-19 response costs; the Council provided additional direction at its September 16 meeting when the second round of funds was discussed.

The deadline to spend and fully account for the use of CRF funds is December 30, 2020. Based on allocations and disbursements to date, there remains some CRF monies unallocated. This memo serves to inform the City Council on the progress in allocating and disbursing CRF grant funds and to recommend how the remaining CRF monies be used.

RECOMMENDATION

It is recommended that the City use the remaining CRF monies for City personal protective equipment (PPE), Facilities, and IT expenditures and for payroll reimbursement.

DISCUSSION

The table below shows how the \$2,685,150 in CRF dollars have been allocated to date:

Category	Amount	Eligible as of 10/15/20	Disbursed by City as of 10/15/20	Reimbursement requested by City as of 10/15/20
Small Business	\$718,574.67	\$718,574.67	\$657,214.23	\$160,000
Commercial Landlord	\$253,425.92	\$251,739.92	\$0	\$0
Human Services	\$582,640.00	\$582,640.00	\$6,040.00	\$0
Child Care Provider	\$72,927.00	\$72,927.00	\$0	\$0
Public Partner	\$177,013.00	\$177,013.00	\$159,013.00	\$141,513.00
City Facilities, IT, PPE	\$100,000.00	\$404,319.60	N/A	\$76,859.52
City Payroll	\$200,000.00	\$307,847.12 + 100% of Public Safety Employee payroll costs*	N/A	\$117,220.99
Total CRF Funds	\$2,685,150.00			
Total Allocated CRF Funds	\$2,104,580.59	\$2,515,061.20*	\$822,267.23	\$495,593.51
Total Unallocated CRF Funds	\$580,569.41			

* The total eligible City payroll is pending as of the time of this memo; it is significantly more than listed per the latest guidance by the Departments of the Treasury and Commerce holding that **100% of public safety employee payroll is eligible for CRF reimbursement.**

Included below are the City's COVID-19 costs as of October 15:

	City Facilities, IT & PPE	City Payroll	Total City Costs
Eligible as of 10/15/20	\$404,319.60	\$307,847.12 + 100% of Public Safety Employee payroll costs*	\$712,166.72+ 100% of Public Safety Employee payroll costs*
Reimbursed as of 10/15/20	\$76,859.52	\$117,220.99	\$194,080.51
Unreimbursed as of 10/15/20	\$327,460.08	\$190,626.13 + 100% of Public Safety Employee payroll costs*	\$518,086.21 + 100% of Public Safety Employee payroll costs*
Unallocated CRF funds			\$580,569.41
Remaining CRF funds after unreimbursed city costs			\$62,483.20 less 100% of Public Safety Employee payroll costs*

* The total eligible City payroll is pending as of the time of this memo; it is significantly more than listed per the latest guidance by the Departments of the Treasury and Commerce holding that **100% of public safety employee payroll is eligible for CRF reimbursement.**

In summary, the City's unreimbursed costs could easily exhaust the unallocated CRF funds.

Other funds the City is able to use for COVID-19 related activities and costs: In addition to the CRF funds discussed in this memo, the City has been awarded \$171,100 by Pierce County for Parks and Recreation Facility safety improvements. \$3,000 of this award is dedicated to costs at the Pavilion at the Park that would otherwise be covered by CRF grant dollars.

Funds are also available to Lakewood through the County Emergency Operations Center (EOC) for certain public safety employees' payroll. The City is being reimbursed for three public safety employees from this fund.

Potential to disburse additional funds to outside entities: As of October 19, there are 2 and possibly 3 more opportunities to disburse funds to outside entities. The city is required to submit all of its reimbursement requests by 12/30/20 and needs the month of December to prepare all paperwork to do so. Time is therefore very short to identify new recipients. Given the experience with the CRF grant processes to date, it is unlikely that the City would be able to complete new grant rounds within the timeframe.

CONCLUSION:

The City's unreimbursed costs could easily exhaust the unallocated CRF funds. Given the remaining time for this grant program, the time it has taken to process grants to outside parties to date, and the amount of eligible costs the City has outstanding, it is recommended that the unallocated CRF monies be used for City-eligible personal protective equipment (PPE), Facilities, and IT expenditures costs and for payroll reimbursement.