



## **LAKEWOOD CITY COUNCIL SPECIAL MEETING**

Wednesday, February 10, 2021

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.**

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Page No.

### **CALL TO ORDER**

### **ROLL CALL**

### **ITEMS FOR DISCUSSION**

Interview candidates for City Council Position 5.

### **ADJOURNMENT**


*Persons requesting special accommodations or language interpreters should contact the City Clerk's Office, 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>



TO: Mayor and City Councilmembers

FROM: Briana Schumacher, City Clerk

THROUGH: John J. Caulfield, City Manager 

DATE: February 9, 2021 and February 10, 2021

SUBJECT: City Council Position 5 Candidate Schedule, Timing and Interview Overview

### **Schedule**

<b>Time:</b>	<b>Tuesday, February 9, 2021</b>	<b>Wednesday, February 10, 2021</b>
7:00 P.M.	Witkoe, Ken	Larsen, Linn
7:15 P.M.	Billingsley, J. Alan	Davis, Kimberly
7:30 P.M.	Wheeler, Julian	Kuehl Pederson, Sue
7:45 P.M.	Othman, Aminah	Ginn, Kimi
8:00 P.M.	Zilker, Ryan	Belle, Patti
8:15 P.M.	Espinoza, Maia	Howarth, David
8:30 P.M.	Brown, Jeff	Johnson Covington, Ria
8:45 P.M.		Ames, Charles

### **Timing**

15 minutes allotted for each candidate (4 candidates per hour/8 per session)

- Scripted time: 12 minutes and 30 seconds
- Transitional time: 2 minutes 30 seconds

### **Interview Overview**

**Introductory Statement** (2 minutes)

**Questions** (2 minutes each / 10 minutes total)

- 1) What skills, talent or diversity of background would you bring to the City Council?
- 2) How would the aforementioned attributes help you be an effective Councilmember on Day 1?
- 3) What is your vision for the City of Lakewood?
- 4) What are the top three priorities you believe the City Council should focus on in 2021?
- 5) With all the qualified candidates we are interviewing, why you; why now?

**Closing Statement** (30 seconds)

January 2, 2020

Mr. Mayor, Deputy Mayor, esteemed Councilmembers,

**PAST -**

I have advocated for Lakewood residents even when I personally had nothing to gain.

*Only* person to speak on behalf of residents for Rental Housing Safety.

*Only* person to hold the Lakewood Police accountable, yet support them at the Fallen Four Canned Food Drive for several years. I can be your one-year face of reform.

*One foot in the future*; handed out masks four years ago as Chair of the Public Safety Advisory Committee, inquired about slow speed Amtrak tests of a now retired Councilmember and water testing, negated by this same member. Later both were found to be unsatisfactory.

**PRESENT -**

Have attended every Advisory Board and every Neighborhood Association meeting in the past. I am aware one councilmember expresses concern about diversity of the Council. No councilmember has *ever* been selected from the Springbrook neighborhood. This could be cleaned up in a single year.

Have worked with Representative Denny Heck and State Senator Steve Conway.

I will also best represent former Councilmember John Simpson as the voters determined; as a veteran and columnist.

**VISION -**

- + Mil-to-vet local transitional resources
  - + Workshop and implement homeless outreach stand-downs
  - + Author weekly podcast/video historical reports
  - + Implement safety measures at traffic hotspots
  - + Shadow City departments, create and bolster City volunteer options
  - + Incentivize recreational attractions, go from fireworks to drone light shows
  - + Create Small Business Nursery Zone
  - + Enable Neighborhood Associations of all six districts and facilitate networking among them.
- Solidify back-and-forth dialogue, petitions with residents. Create target task force for troublesome apartment residences. Deny slumlord owners of having multiple properties.

On council, I can accomplish this in a single year. I am retired and will devote myself to seeing Lakewood lead. But I realize no man is an island. Let's make Lakewood a world-class leader.

Charles Ames  
Lakewood, Wa  
(253)304-4415

# Charles Ames

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Address: 12615 47th Avenue #11  
Lakewood, WA 98499  
Mobile: (253) 304-4415  
Home: (253) 274-0758  
E-mail:kinsmed@yahoo.com

## Work -

Washington National Guard 253-512-8000 7 years  
Public Affairs Office, Headquarters Camp Murray, Tacoma, WA  
Photojournalist - arrange photo shoots and interviews, escort media, marketing, development and support of command PowerPoint presentations, project newsletter editor for WA. Military Academy.

**Assets -** \* Springbrook Pacific Neighborhood Association President, City of Lakewood

- \* Public Safety Advisory Cmte, City of Lakewood, 2-term Chair
- \* President, Harrison Preparatory School Parent Teacher Organization
- \* Lakewood Arts Task Force, inaugural member and first donor
- \* Current member of Lakewood Sisters Cities Assoc., Sign Code, many others
- \* Past Commandant, Marine Corps League, Detachment #504, Pierce County
- \* VFW, Post 2329; Public Relations Ofcr., lifetime member
- \* The Suburban Times freelancer, monthly vet column editor
- \* Pierce College alum; President's List, Phi Theta Kappa
- \* 2yr Communications Technology certificate, Bates, student president
- \* State incorporated theatre/video production company;  
"Kindred Spirits Multimedia Productions, Inc."; "the Tokens improv!"

*Note;* - held Public Records Training Act certificate

# PATTI BELLE

360.908.2829 • PBELLEDESIGN@GMAIL.COM • 6319 HILLCREST DR SW, LAKEWOOD

Dear Councilmembers,

Please consider this my letter of interest to be appointed to join you on the Lakewood City Council. I'm a proud resident of our great City. My husband and I looked all over the region 2 years ago, before choosing Lakewood to be our forever home. We are delighted to be raising our young daughter here and enjoying our City together, as a family. As both a resident and a public servant I keenly understand the impacts our city council has on the lives of our residents, businesses and other organizations – not only in our city but as a regional leader the decisions we make matter.

I am currently working in the office of Kent Mayor Dana Ralph as a manager on the City communications team and have been with the City for 13 years. During my time in Kent, I've had the unique privilege to work with our Mayor and City Council as we move Kent forward. It has been part of my job to help tell Kent's story to both our 130,000 residents as the 6th largest City in the state and the entire region. I would bring this unique skill set to Lakewood, so as we make critical decisions we also remind the region that Lakewood is a vibrant, up and coming community that should be a destination for future residents and businesses. I will also ensure our residents are informed that their City Council is fighting for them. As a Lakewood Arts Commissioner, I've had the opportunity to see many of you at work, doing everything you can to make Lakewood an even better place to live and work – I want to be a part of that work while continuing my community involvement.

I also have the benefit of deeply understanding how local government works. I know how to navigate to get things done and I have realistic expectations. Because of my work experience I know how important it is for councilmembers to do their homework, come prepared and how to ask the right questions to ensure we have all the information we need to make informed decisions. Engaged councilmembers are successful councilmembers and I plan to continue to be an active participant in community events and volunteer opportunities.

As a councilmember, I will focus on continuing to expand our economic base to not only increase local government revenue but create more local jobs. I will work to ensure our parks and human services programming stays healthy and supported to ensure that our most vulnerable residents, including seniors, don't fall through the cracks. Lastly, I will continue your tradition of proactively communicating to residents what the City is doing to continue to uphold your reputation of being transparent and accessible.

I'm applying to be appointed because simply put: I love Lakewood. I have dedicated my career to public service and this is an amazing opportunity to continue that service working for the residents of our great City and being a part of a great team. These unprecedented times have renewed a sense of urgency for me to positively impact my community, and I am confident that I am up to the task. I believe my skill set is unique and unparalleled and I could add value to your team and our local government. I deeply respect public service and the work you all have done during your time on the council.

As a Lakewood City Councilmember, I will do my part to partner with others, and deliver results for the people that rely on our services and programs, and legislate in a way that considers what's best for all of our residents. Thank you for your continued service and your consideration of my candidacy.

Very Respectfully Yours,



Patti Belle

# PATTI BELLE

## CREATIVE MANAGER COMMUNICATIONS ART DIRECTOR DESIGNER

### CONTACT

360.908.2829  
pbelledesign@gmail.com

### EDUCATION

Pacific Lutheran University, Bachelor of Fine Arts

### Continuing Education:

University of Washington Tacoma – PMBOK Fundamentals  
Highline Community College, Clover Park Technical College

### QUALIFICATIONS

Branding Campaigns  
Print – Offset and Digital  
Video Segments  
Logos/Identities  
Websites  
Marketing Collateral  
Direct Mail  
Annual Reports  
Newspaper, Magazines, Catalogs  
Social Media  
Project Management  
Budgeting  
Management/Leadership

### TECH SKILLS

Adobe Creative Cloud  
Office Suite  
JD Edwards  
Avanti  
Content Management Systems  
Facebook, Twitter, Instagram, Snapchat, LinkedIn  
HTML and Flash Basics  
Press: Offset and Web

### CLIENT LIST

PALM SPRINGS ART MUSEUM, PALM SPRINGS, CA  
SENSORIUM EVENT PRODUCTIONS, PALM SPRINGS, CA  
BLUE ORIGIN, KENT, WA  
WEDGWOOD DRAMA SCHOOL, SEATTLE, WA  
SEATTLE UNIVERSITY LAW SCHOOL, SEATTLE, WA  
KENT MERIDIAN FOOTBALL BOOSTERS, KENT, WA  
ALEXANDRIA SANITATION AUTHORITY, ALEXANDRIA, VA  
YWCA RAGS GUILD, TACOMA, WA  
HABITAT FOR HUMANITY, TACOMA, WA

## MULTIMEDIA MANAGER, OFFICE OF THE MAYOR, CITY OF KENT

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Manage all aspects of the Communications team, including but not limited to events, community engagement and outreach, graphics, video, social media and full-service press/print shop. Development and management of \$2.3 million biennial budget.

Creative direction, development and implementation of the City's brand and style guides through art direction, photo styling, design and project management.

Continued education of current, on-trend strategies through new communication methods and technologies; ensuring actualization of new tools to exceed the City's communication goals.

Train coordinators in the development and execution of annual schedule of operational projects; including creation of work plans, archival, job tracking, and budgets. Establish deadlines and workflow criteria for customers and Multimedia team.

Assess team skills through one-on-one meetings to identify training, improvement and educational opportunities for team members, additionally identifying gaps in talent in order to build an effective team.

Provide consistent leadership that fosters integrity, transparency, innovative solutions with creative and effective outcomes.

Establish information through art direction that provides a clear and concise format that is easily understandable to various audiences.

Engaged at an executive level with internal and external contract law to negotiate the City's Cable Franchise.

Negotiate and procure equipment, maintenance and outsourcing of vendors and agreements.

Working knowledge of Municipal government policies and procedures, with the ability to communicate clearly to broad audience.

## ART DIRECTION COORDINATOR, CITY OF KENT

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Develop and implement strategic creative solutions that adhere to the City's communication plan while complimenting clients' marketing, project and business objectives through art direction, graphic design, video and social media.

Responsible for effectively creating and managing all components of design, image, interactive, copy, production, printing and any freelance or vendors needed to ensure creative product exceeds final customer expectations.

Cultivate and maintain relationships with vendors and clients.

Lead team in project reviews, brainstorming sessions and exercises to foster creativity.

Excellent communication skills paired with strong design sensibilities. A creative, level-headed team builder who is detail oriented and highly organized.

## SENIOR MARKETING DESIGNER, THE NEWS TRIBUNE

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Extensive experience in strategic and new business development, advertising and branding. Responsibilities included concept and execution of design and branding projects while working directly with the client, project leader or Senior Management.

Supported \$80 million in annual sales revenue through the design and production of the company's annual media kit, rate portfolio and various sales pieces.

Created standards and strategies to protect graphic assets and brand while exercising quality control on logo and usage.

Conceived and designed branding campaigns for printed material, outdoor, video and online.

Art direct/mentored junior designers.

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## CITY OF LAKEWOOD ARTS COMMISSION – MEMBER

## NATOA AND WATOA – MEMBER

(National/Washington Association of Telecommunications Officers and Advisors)

## PUGET SOUND ACCESS – BOARD MEMBER

## DIVERSITY WORKSHOP FACILITATOR AND TRAINER, THE McCLATCHY COMPANY

Lakewood City Clerk  
6000 Main ST SW  
Lakewood WA 98499



**Re: Open Council Position**

Lakewood City Council:

I would like to express my interest in filling the vacant position on our City Council.

My family and I have lived here in Lakewood dating back to 1935 and we now have the 5th generation in Clover Park School system (my grandkids).

Our family is deeply rooted and dedicated to our city. We run 3 small businesses here in Lakewood. Paktek Inc, Carrs Restaurant and the Moon Rise Café. We have raised and educated all our kids here in Lakewood including a number of Foster and Foster adopted kids over the years. My family is very racially diverse and our outlook reflects the rich diversity that is Lakewood. My wife is retiring from teaching here in Lakewood in June and I feel this is a perfect time for me to get more involved in local service.

I am a graduate of University of Washington BA and their Executive School of Business. I have over 40 years business experience including 15 years as GM for Air Gemini Inc. Tacoma Narrows Airport's only scheduled airline, flight school and the administer of Tacoma Narrows Airport for many years.

I have been involved in our community in both civil and volunteer positions over the years including:

- 16 years on the Parks and Recreation board (still serving).
- Clover Park Rotary member and past president.
- Larry Saunders Service Award 2019
- Past member of YMCA Board
- Past Youth Director Little Church on the Prairie.
- 18 Years Scoutmaster Troop 53.
- Lakewood/ Steilacoom Young Life volunteer.
- Volunteer Clover Park Schools.
- Coordinator Lakewood community group to preserve the South Sound Wildlife area.

In as much as I have run my own businesses from the day of my first degree in 1978 I do not submit a resume but this letter of my interest and qualifications.

Our current council members all know me and my ability to work and play well with others. I have the time as I am self employed. I have the talent of years of schooling and experience. I have the passion for service and I am eager to apply all three to the vacant council position.

In Service of our Community;



J. Alan Billingsley  
CEO Paktek Inc.  
7307 82nd ST CT SW  
Lakewood WA 98498

[alanb@toolpak.com](mailto:alanb@toolpak.com)

Cell 253-229-6118

Office 253-584-4914



**Paktek Inc. 7307 82nd ST CT SW Lakewood WA 98498  
(253) 584-4914 FAX (253) 589-1091 (800) 258-8458**





**Jeff Brown** was born in Brewster, Washington has resided in Lakewood since 1985. He graduated from Richland High School. He attended Washington State University to earn his Bachelor of Science in Architectural Studies, and a Bachelor of Architecture degree respectively in 1976 and 1977. He has practiced architecture for 43 years starting in Kennewick, WA (2 years), Longview, WA (5 years) and in the Tacoma/Lakewood area (7 years). He is the founder of the local firm BCRA and is the current sole proprietor of Jeff Brown Architecture.

Mr. Brown has been an active part of the community and leadership through many organizations.

#### COMMUNITY LEADERSHIP

- Past Member of Narrows Rotary Club, Treasurer (4 years)
- Tacoma Pierce County Economic Development Board (6 years)
- Tacoma Pierce County Chamber of Commerce Board, Past Treasurer, Past President (8 years)
- Lakewood Planning Advisory Board, Past Chair, (9 years)
- American Leadership Forum Senior Fellow; Board Member and Past President, (6 years)
- Asia Pacific Cultural Center Board, Past President (8 years)
- Pierce College Foundation Board, Current Member, 2 term Past President (9 years)
- Tacoma Art Museum Board, (4 years)
- Pierce County Planning Commission, Current Vice Chair, (6 years)

Mr. Brown has lived in non-incorporated and incorporated Lakewood for 35 years, and he holds the perspective and benefit of participating in the growth and development of Lakewood. As member and Chair of the Planning Advisory Board, Mr. Brown participated in numerous Comprehensive Plan Amendments, Zoning Changes, Steilacoom Park Visioning, Tillcum Area Visioning, Town Center Visioning, and city budget reviews.

Mr. Brown sees the opportunity of much greater Livability and Economic Vitality in Lakewood through a keener vision in the Beauty of Lakewood. A vision focused on the Beauty of Lakewood can be woven into existing city budgets and future grants: 'Think of Lakewood as a park, and streets as walkable vistas'; Lakewood as a destination to live and work.

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Kimberly L Davis  
7811 76th Street SW  
Lakewood, WA 98498  
253-312-9608  
ladyk1128@gmail.com

December 30, 2020

To the Lakewood City Council:

I would like to introduce myself. My name is Kim Davis, and I live in Lakewood, in the Oakbrook area.

My husband and I own a small business in Lakewood, which my husband still works at, but I am mostly retired while maintaining oversight of the agency's fiscal operations. I am excited to take on my next challenge, and I believe being on the Lakewood City Council will fulfill that desire. I believe I can make a difference because of my unique background in public service. I have a professional history of being a Case Manager in the Welfare To Work program, a Contract Administrator and Monitor in an Economic Development Agency, and for over 16 years my husband and I have owned and operated a non-medical home care agency here in Lakewood with 60+ employees, primarily serving clients that are low income and who are funded by Medicaid. I want to be a voice for the disadvantaged who cannot speak for themselves, and I want to be a voice for small businesses. I am hoping you also believe I would bring a unique perspective to the council and will be excited to welcome me to the Lakewood City Council.

Sincerely,  
Kimberly L. Davis

**Kimberly L. Davis**  
**7811 76th Street SW**  
**Lakewood, WA 98498**  
**(253) 312-9608 cell**

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**OBJECTIVE:** Lakewood City Council Member

**PROFESSIONAL EXPERIENCE:**

**Good To Be Home Care LLC**  
**Lakewood, Washington**  
**Managing Member/Owner**  
**May 2004 to Present**

- Trained new Administrator in all functions of administration, fiscal and human resources
- Plans, organizes, administers, and controls the day-to-day operations of the agency
- Demonstrates in-depth knowledge of, and ensures compliance with all local, state and federal laws relating to all the operations of the agency (including Medicaid Rules, in-office operations, wage and hour regulations, and equal opportunity employment)
- Promotes effective home care services in compliance with agency philosophy, policies and procedures, and in accordance with State licensing laws and regulations
- Assists with the evaluation, development and revision of agency policies and procedures
- Approves, implements, and oversees the quality improvement plan and agency complaint process
- Receives and processes referrals and inquiries about agency services
- Assists with selection, orientation and evaluation of direct care staff for the agency
- Maintains a current list of all new Clients
- Interviews, screens, tests, and has photocopies made of applicable documents for all new applicants, and makes the determination regarding hiring of the applicant
- Schedules and confirms employee assignments for Client care
- Keeps agency records updated, including the monthly schedule for work and Client assignments
- Assists with marketing
- Oversees all fiscal functions with assistance of an outside accountant

**Riverside County, California**  
**Economic Development Agency/Workforce Development Center**  
**Development Specialist III**  
**Contract Administrator**  
**May 2001 to December 2003**

- Interpreted, understood, and applied state, federal, and local legislative guidelines and regulations and assisted in writing the agency 5-year plan
- Wrote grant proposals
- Conducted the RFP and RFQ processes, including bidder's conferences
- Wrote contracts
- Conducted sole source solicitations and wrote sole source agreements

- Monitored projects and program operations for contract compliance
- Monitored in-house case management
- Analyzed the effectiveness of existing programs for continued funding
- Reviewed agreements, subcontracts, change orders, and contract extensions for agencies participating in grant-funded programs.
- Provided guidance and technical assistance to case managers, job developers, fiscal staff, program providers and managers
- Recommended corrections to the Individual Service Strategies (ISS) and reviewed the documenting of testing methods, assessment procedures, vocational training and other types of program components
- Reviewed County agencies' program information to prevent duplication of services, appropriate marketing strategies and performance measures
- General knowledge of program design, Workforce Investment Act (WIA) and Welfare to Work (WtW) performance measures
- Evaluated the successful implementation of program startup and made recommendations for new strategies to achieve program outcomes
- Participated in programmatic strategy meetings to suggest best practices
- Reviewed Request for Proposal (RFP) to determine minimum qualifications for funding of contracts
- Monitored contracts for compliance
- Wrote technical assistance and monitoring reports
- Assisted in monitoring program expenditures and budgets to determine appropriate cost categories
- Communicated effectively, both orally and in writing
- Exercised considerable judgment in performing assignments

**Riverside County, California**  
**Department of Public Social Services**  
**GAIN/Calworks Program**  
**Employment Services Counselor II**  
**June 1999 to May 2001**

- Interpreted and implemented CalWorks policies and procedures
- Counseled participants on the need for and steps to self-sufficiency
- Assessed, evaluated and referred participants to education providers
- Performed problem resolution
- Issued and approved supportive services
- Monitored progress and attendance in educational activities and employment
- Assisted participants in setting employment and educational goals
- Counseled and assisted participants in overcoming barriers
- Performed intensive case management
- Assigned responsibilities and duties of unit as in-charge
- Performed Phase 2 to Phase 1 in-house case reviews
- MAU liaison and contact person for ERA random assignment
- Represented GAIN on the Assessment Committee
- Coordinated supervised field experience for new counselors
- Liaison between GAIN, TAMC, and Children's Protective Services (CPS) on CHAT cases.

**San Bernardino County, California**  
**Jobs and Employment Services Department**  
**GAIN/CalWorks Program**  
**Employment Services Specialist I**  
**February 1998 to June 1999**

- Interpreted and implemented CalWorks policies and procedures

- Facilitated Job Club, Job Search, and motivational and Goals training workshops
- Interviewed and screened participants for referral to employers
- Acted as back-up Employer Representative, liaison between GAIN and employers
- Evaluated and implemented program rules and regulations
- Evaluated, assessed, and approved supportive services
- Counseled participants regarding job placement and CalWorks rules and regulations
- Performed individual and formal Assessments
- Performed case management
- Acted as unit leader and performed duties as Acting Supervisor for Job Services Unit
- Assisted with mass hiring for providers such as UPS, Krispy Kreme, and See's Candies
- Acted as liaison between Jobs and Employment Services Department and Employment Development Department
- Developed a written job training manual and outline
- Trained, mentored and supervised newly hired Employment Services Specialists
- Created training material and conducted comprehensive job training sessions
- Scheduled monthly staff assignments
- Performed case reviews
- Provided Work Performance Evaluations of trainees
- Member of the Jobs and Employment Services Department County Resource Group
- Acted as liaison between line staff and Administration during Welfare Reform implementation
- Represented my district at administrative events and regional meetings
- Evaluated Request for Proposals (RFP) and made funding recommendations

**San Bernardino County, California**  
**Jobs and Employment Services Department**  
**GAIN/CalWorks Program**  
**PSE/Employment Services Technician**  
**CalLearn Program**  
**June 1997 to February 1998**

- Performed case management
- Interpreted and implemented CalWorks policies and procedures
- Acted as liaison between Eligibility Workers and Case Managers
- Met with and explained Cal Learn program and procedures to pregnant and parenting teens
- Prepared contracts and authorized supportive services
- Operated computer programs (GEMS, CLAS, and Welfare Database)

**Job Services**

- Provided services as Employer Representative/Job Developer
- Conducted employment screenings and referrals to employers
- Conducted mock interviews
- Critiqued employment applications
- Prepared resumes for participants
- Assisted Job Club, Orientation, and Supervised Job Search
- Completed computer input of employment updates
- Prepared supportive services documentation for authorization
- Spoke to Job Club on interviewing skills and open job orders
- Wrote a proposal for a permanent resource referral position
- Evaluated Request for Proposals (RFP) and made funding recommendations

**San Bernardino County, California**  
**Jobs and Employment Services Department**  
**Administrative Office, Staff Aide to the Private Industry Council**  
**January 1997 to June 1997 Temp**

- Interpreted and implemented Private Industry Council bylaws
- Acted as liaison between Private Industry Council and Jobs and Employment Services Department
- Attended Private Industry Council meetings and took minutes
- Prepared minutes of meetings
- Arranged transportation and lodging for conferences and seminars
- Prepared agendas and notices of meetings

#### **JTPA Planning Department**

- Assisted in the preparation of action items for the Board funding approval
- Evaluated Request for Proposals (RFP) and made recommendations for Title IIB Year-Round Youth Program, Title IIC Summer Youth Program, Title III Dislocated Worker, and Title IV Older Worker funding
- Recorded and transcribed minutes of Appeals Hearings

#### **SPECIAL SKILLS**

- Computer literate
- Type 65 WPM, shorthand 180 WPM
- Excellent communications skills, includes grant writing

#### **PROFESSIONAL LICENSES, CERTIFICATES AND AWARDS RECEIVED**

- California State licensed Real Estate Appraiser, licensed by the Office of Real Estate Appraisers (OREA)
- Certified Scapist/Proofreader
- Certificate of Appreciation JESD-PERC Partnership in the areas of research & development and training delivery; Certificate of Recognition, GOALS Facilitation Skills

#### **EDUCATION**

Eastern Oregon University Bachelor's Degree - not completed

Riverside Community College – Intersegmental General Education Transfer Curriculum

Graduated 1998 Allied College - Laguna Niguel, State Licensed Real Estate Appraiser

1994 - 1996 California School of Court Reporting - Riverside

1990 - 1993 Merit College of Court Reporting - Van Nuys

1988 -1988 Merit College of Court Reporting - Van Nuys, Certified Scapist/Notereader

References available upon request

Attn: City Clerk

RE: City Council Vacancy

Date: Jan 10, 2021

Members of the Lakewood City Council,

I write to express my interest in being appointed to fill the vacancy left by Councilmember John Simpson in position 5. It is my honor and privilege to be considered for this a position of the very effective and highly regarded city council. As a resident of Lakewood for nearly 20 years, I seek a position on the council to further serve and represent our diverse community. Having a background in government and politics, I think I have the experience to perform the duties of this job well.

I currently serve as Executive Director of the community-focused Center for Latino Leadership which partnered with the city of Lakewood during the 2020 census to ensure a complete count of our often hard-to-count city. I recently worked in the Pierce County Executive's office as Director of Constituent Services where I was responsible for resolving constituent issues and representing the Executive's office at community events. As a parent of young children who attend school here, I think I offer a unique perspective for our city council. Having myself once attended Woodbrook Middle School, Clover Park High School, and Pierce College at Fort Steilacoom, I also offer perspectives as both a local and military family transplant.

Our military community is unique to our city and the state of Washington. I recognize the economic and cultural contributions as well as the sacrifices our military members and their families make. Maintaining the important connection between the base and our city, I currently serve as honorary base commander for the 62<sup>nd</sup> Airlift Wing and have been a Civil Air Patrol and Air Force JROTC cadet. With two active-duty parents, I've experienced living on and off base here while one parent served on McChord and another was assigned to Camp Murray. I have lived across the country, but I'm proud to say that Lakewood is the only place I've ever considered home.

Your service to our community is what has inspired me to seek this position. I recognize that the position vacated by Councilmember Simpson are big shoes to fill. While I know I'll be able to hit the ground running if appointed, I look forward to learning from the many of you long-serving members. I hope to have the privilege of enhancing my community service work by serving alongside with you.

Thank you for your consideration and continued service.

Maia Espinoza

(206) 708-0849

[Maia@Centerforlatinoleaders.org](mailto:Maia@Centerforlatinoleaders.org)

11102 83<sup>rd</sup> Ave SW

Lakewood, WA 98498

# Maia Espinoza

maialespinoza@gmail.com

206.708.0849

## Summary of Qualifications

Seasoned services director with strong relationships in the private and public sectors. Skilled at creating successful marketing and outreach campaign strategies with the ability to communicate goals to diverse stakeholders. Reliable in building a variety of community coalitions. Recognized for consistently producing results in fast-paced environments.

## Experience

**Executive Director & Founder:** Center for Latino Leadership *May 2015 to present*

- Created in response to a perceived need for a unified Latino voice in WA
- Education on the Legislative process and issues that are affecting this community
- Identifies and develops emerging community leaders through state-wide network

**Director of Constituent Services:** Pierce County Executive *Dec 2018 to Dec 2019*

- Problem-solved and reported recurring issues for constituents of Pierce County
- Recruited and managed for more than 50 boards and commissions countywide
- Was the “face” of the Executive office when the Executive could not be present

**Music Teacher:** Holy Family School, Lacey *May 2017 to Dec 2018*

- Instructed 6 classes each day, teaching ~100 students grades K-8
- Conceptualized, designed and implemented a range of coursework.

**Legislative Liaison:** Commission on Hispanic Affairs *Nov 2016 to Apr 2017*

- Advised the Legislature on issues affecting the Hispanic communities of Washington State
- Maintained a bill tracker Excel spreadsheet documenting progress on each of 60+ bills tracked
- Provided regular updates and advice to commissioners, executives and legislators

**Associate Public Information Officer:** Washington State Senate, Olympia *Jan 2015 to Nov 2016*

- Copywriting, translation, recording and mixing audio and video
- Coordinating interviews with senators and radio programs across Washington State
- Assisting in outreach to diverse communities

**Partner & Business Manager:** Espinoza Group, Lakewood *May 2014 to May 2017*

- General Operations and Chief Financial Officer duties; managed \$300k+ annual sales
- Purchasing, Accounts Payable, Receivable, HR, Payroll, Business Development

**Marketing Services Manager:** TCS Expeditions, Seattle *Oct 2012 to April 2014*

- Tracking campaign budgets, analyzing results and making new strategy decisions
- Presentation and communication of marketing initiatives to C-suite, stakeholders and partners
- Managing relationships with internal and external clients, creative agencies and vendors

**Integrated Marketing Specialist:** Entercom, Seattle *Aug 2010 to Oct 2012*

- Presentation and financial analysis of integrated marketing campaigns to C-suite
- B2B prospecting and business development through partnerships and advertising
- Relationship management in the Seattle-Tacoma market and nationally



**Marketing & Outreach Assistant:** Metro Parks, Tacoma

*Sept 2009 to April 2010*

- Design publications to be disseminated through Pierce County and beyond
- Provide photographers with a “creative brief” to obtain the type of pictures sought
- Conduct and report market research; database management

**Retail Sales Consultant:** AT&T Mobility, Tacoma

*Nov 2007 to June 2009*

- Technology solutions and sales made in store and over the phone as needed to meet quotas
- Maximize sale by demonstrating relevant functions and features of AT&T products and services
- Consistently exceeded sales quotas and ranked number one rep in store for several months

**Education**

**Master of Science, Curriculum and Instruction (Education)**

Western Governors University

*Completed October 2020*

**Bachelor of Business Administration, concentration in Marketing**

Pacific Lutheran University: 12180 Park Ave, Tacoma, Washington

*Completed May 2010*

**Associate of Arts**

Pierce College, Fort Steilacoom

*Completed May 2007*

**High School Diploma**

Clover Park High School, Lakewood

*Completed June 2007*

**Skills**

- Proficient in Microsoft Office, Adobe and major Social Media applications
- Familiarity of multiple CRM systems and project management tools
- Experience with Access and SPSS; WPM: 76, KPH: 8500
- Advanced Spanish fluency; ability to translate and localize

**Volunteer Service**

- **Current** Board of Trustees Member, Tacoma Arts Live
- **Current** United 253 Member, United Way, Pierce County
- **Current** Volunteer at Saint Frances Cabrini Parish, Lakewood
- **Past** Chair, Holy Family School Auction Committee, Lacey
- **Past** Treasurer and Head of Marketing to the Pacific Lutheran University Business Network
- **Past** Community Advisory Council, Coffee Oasis Homeless Youth Organization, Pierce County

Members of the Lakewood City Council  
c/o City Clerk of Lakewood  
6000 Main Street  
Lakewood, WA 98499

December 21, 2020

Dear City Council Members,

Firstly, I thank you for the opportunity to apply for the Lakewood City Council Position 5 that is scheduled to be vacated December 31, 2020.

I am interested in being considered for this vacancy. I trust that my letter of interest and accompanying resume will prove me worthy of being selected to perform the duties, roles and responsibilities of our city's council position.

I was born at Madigan Army Hospital and maintain a strong connection to the army protocols that taught me to embrace and engage in the importance and duty of service to others. My mother for thirty-seven (37) years was the chief librarian at Fort Lewis and my father a career officer.

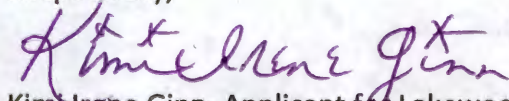
I became the first African American and first female elected to be the student body president at Tacoma's Wilson High School. Leadership for me came early and is never ending!

I bring to the table a myriad of skills that I believe will prove beneficial in making policy and procedural decisions that can provide a safe and thriving community for all of our Lakewood citizens. I believe my resume highlights the talent I possess; talent I believe that will be an asset to the existing council.

I have served as a paraeducator and teacher demonstrating my practitioner skills. I have performed as a project director and senior program officer signifying my managerial skills. I am a small business owner of a multicultural consulting company showing my business savvy. I am a community-based activist with a consistent equity lens validating my advocacy skills. I am now seeking the opportunity to serve as a policy maker bringing innovation and greater inclusivity to the governing of our city.

I will remain optimistic that I am a worthy applicant and be hopeful that you will select me to fill the upcoming vacant seat. I look forward to serving our city!

Respectfully,



Kim Irene Ginn, Applicant for Lakewood City Council Position 5

**KIMI IRENE GINN**  
**7705 Zircon Drive SW Lakewood, WA 98498**  
**Phone: (253) 273-2999 Email: [kimisjoy2014@gmail.com](mailto:kimisjoy2014@gmail.com)**

**PROFESSIONAL SUMMARY:**

Self-initiating professional with high-level administrative experiences in diversity-focused educational training, program development/implementation and management/assessment. Specialized expertise in the establishment and retention of inclusive school/business/community partnerships. Productive career readiness and college preparation skills. Innovative resource development, sales/marketing and fundraising skills. Cross-cultural competency in effective written and verbal communication processes. Effective strategies for the consistent delivery of productive community relations. Creative African American Storyteller.

**EXPERTISE:**

Diversity Services - Training, Equity and Inclusion Assessment and Program Development  
Community Outreach, Volunteer Recruitment, Networking and Mobilization  
Cross-Cultural Communication Competencies  
School/Business/Community Partnership Collaboration  
Career Readiness/College Preparation  
Sales/Marketing and Public Relations  
Fundraising and Special Events  
Performing Arts Talents

**EXPERIENCE:**

**Owner-Consultant 1990 - Present**

**IMIK Enterprises**

Owns and operates a company that develops/provides multicultural programs/services including diversity plan development, educational, corporate and governmental employee diversity/cultural competency workshops, conflict resolution/mediation services, community building seminars, school/business internships, college/career counseling, motivational keynote addresses and cultural arts performances and activities.

**\* Current and Past IMIK Enterprises Projects and Contractual Services**

Certified Corporate/Governmental Diversity Trainer 1997 - Present  
Conducting The Boeing Company and Pierce County Government in Washington State corporate and governmental level diversity/cultural competency focused workshops that assist with the sustainability of a hostile free work environment.

Soft Skills Facilitator 2001 – Present  
Arnold Services of Tacoma, Washington  
Career Preparation/Resume Writing Workshops, Leadership Seminars, Teambuilding Retreats

Consultant 2010 - 2015

Learning Dynamics, Inc.

Wallingford, Connecticut

Conducts workshops that assist organizations to improve performance, maintain compliance, create and sustain hostile free work environments and enhance customer services.



Page Two

**\* Current and Past IMIK Enterprises Projects and Contractual Services Continued**

Kelly Professional Services 2011 – 2012

Provided substitute teaching services in greater Hartford, CT area schools.

Faith Summer Arts Program – Faith Congregational Church Hartford, CT Summer 2011

Developed/presented African American history focused arts curriculum for a youth age 7 – 17.

Joe Jordan Ragtime/Jazz Collection Donation and Project 2006 - Present Hampton University

Contracted Coordinator 2002 - 2003

Communities in Schools (CIS) of Puyallup Development Puyallup, Washington

Developed the infrastructure for a sustainable process to identify and deploy the appropriate community resources that can support student success in Puyallup schools and establish CIS in Puyallup

Consultant 1999 - 2001

High School Career Internship Coordinator and Careers Class Instructor

Seattle Public Schools – Middle College High School

Coordinated internships and taught career classes for high school students.

Area Development Director 1998 – 1999 (one-year campaign)

The College Fund/UNCF - Seattle Area Office

Developed/managed 1998-99 fundraising campaign. Raised 1.2 million dollars.

**\* Positions and Areas of Responsibility**

Director 2016 – Present

Vibrant Schools Tacoma Tacoma, Washington

Direct and manage the operational aspects of the organization's school focused advocacy activities

Multicultural Analyst 2016 – 2017

University of Washington/Tacoma Campus Tacoma, Washington

AVID Tutor and Substitute Teacher (part time and on call) 2015 – Present

Tacoma Public Schools Tacoma, Washington

Membership and Marketing Manager 2012 – 2014

Girl Scouts of Connecticut – Hartford, Connecticut

Managing the membership and marketing activities in the greater Hartford area.

Senior Program Officer 2008 – 2009 (grant funded)

College Success Foundation – Issaquah, Washington

Managed the day to day operational and transitional activities for the mentorship and scholarship programs.

**\*Positions and Areas of Responsibility Continued**

Partnership Coordinator and Recruiter 2005 – 2007 (grant funded)  
Big Brothers Big Sisters of King, Pierce and Jefferson Counties in Washington  
Provided recruitment and outreach services for the purpose of increasing the number of mentors representing diverse populations. Conducted fundraising and public relations.

Director 1992 – 1997 (grant funded)  
Seattle Community College District: Seattle Coalition for Education Equity Project.  
Managed/assessed a five (5) million-dollar multi-year Ford Foundation project to create enduring, city-wide partnerships to effect systemic change in the equitable delivery of K-16 educational services. Monitored equity compliance and equal opportunity accessibility for college transfer activities. Provided assessment to assist with equity and inclusion practices in delivering of higher education services. Facilitated the institutionalization of students of color programs at the university, community college and high school levels. Grant writing and major fund development. Business internship co-ordination.

Project Manager and Community Relations Coordinator 1987 - 1991  
Seattle Public Schools Seattle, Washington  
Developed/implemented strategies for the reduction of disproportionality. Coordinated district-wide school/business partnership activities that supported academic success. Facilitated community outreach/mobilization activities, monitored volunteer services, mentorships and school-to-work initiatives for southwest regional schools. Served as the district-wide liaison to the Partnership in Public Education (PIPE) and Communities in Schools (CIS) business and community programs.

**EDUCATION:**

Wilson High School Honor Graduate and ASB President Tacoma, Washington

Bachelor of Arts Degree Major: Elementary Education Minor: Library Science  
Antioch College/Prometheus Campus: Tacoma, Washington

Graduate Studies in Human Development/Multicultural Education  
Pacific Oaks College: Pasadena, California

**MEMBERSHIP/AFFILIATIONS:**

Member, Lakewood Multicultural Council (LMCC)  
Past Member, Lakewood African American Policy Advisory Council (LAAPAC)  
Member, Allen A.M.E. Church - Tacoma, WA  
Member and Past Officer, Alpha Kappa Alpha Sorority, Incorporated  
Member, Black Collective of Tacoma and Pierce County  
Member, Black Education Strategy Roundtable (BESR)  
Past Co-Chair and Member, Board of Directors, Communities in Schools (CIS) of Seattle, WA  
Member, Girl Scouts of Washington  
Board Member, Treasure Hunter and Masters Institute Graduate - Kids at Hope  
Member, NAACP Education Committee - Tacoma, WA  
Founding Community Member, University of Puget Sound Race and Pedagogy Institute - Tacoma, WA  
Planning Member/Presenter University of Washington/Tacoma "Power of One" LGBTQ Conferences 2006 and 2016  
Member, Vibrant Schools Tacoma Coalition  
Storyteller/Developer for YWCA/ Pierce County 2015, 16, 17 Domestic Violence Fundraiser "Voices of Courage"

**REFERENCES UPON REQUEST**

Dear Lakewood City Council, my name is David Howarth, and I would be honored to serve my community on the Lakewood City Council because we need smart passionate people willing to use the privilege of government to advocate for others. As a councilperson, the greatest action I could take would be to elevate the voiceless and give the stakeholders of our community a platform to address local issues.

I was raised in a multi-generational household. My father had drug issues and my grandmother took us in. My grandmother taught me to love history and politics. She taught me to love my country and impressed upon me the importance of governmental action. I am a carpet cleaner at ServiceMaster of Tacoma and a student finishing my political science degree online at Central Washington University. I have a wonderful partner. Melissa and I moved to Lakewood in 2018 after she graduated from PLU. I was born in Renton, Washington, and had the privilege to move around and experience different places. I have lived in Bellevue, Ocean Shores, Covington, Tacoma, and now Lakewood. I spent time in Ellensburg briefly before the world shut down due to COVID-19.

What I have seen across Washington is the same plague I believe is rotting the entire country. Drug addiction, low wages with minimal chance of economic advancement, suppression of workers' rights, millions without healthcare, severe depression and anxiety, no confidence in our government, extreme wealth and income inequality, and this pervasive feeling that we are on a sinking ship. That feeling has eroded to every level of government. I feel sorrow whenever I hear a fellow American express disdain for our country. But also, a sense of motivation. The United States was not made great by any specific leader, but instead, made itself great by elevating its own people and working towards the goal of creating a more perfect union. No one lives life solely on their own. At some point in our lives, we will require something which we cannot pay for or achieve ourselves. We are all vulnerable in our own way and it is that vulnerability that unites us. I believe that securing the material wellbeing of people should be the paramount resolve of government service. Our job as council members is to try and alleviate material vulnerabilities while supporting the rule of law and our democratic institutions. We need to fix our infrastructure to keep pace with other countries. We need to fix manmade messes such as homelessness, climate change, and the grotesque levels of income and wealth inequality that we see in our state and country. We must reevaluate our drug policies and look for solutions that put fewer people into jail and give the city and state more tax revenue for schools. We need police reform. The death of George Floyd sparked worldwide protests and we cannot fail to act because making sure all citizens of our community feel safe should be a number one priority. I understand the Lakewood City council is not the Federal government and that inspires me more because this country is all about devolution and giving power to the people to affect their own community. We must think globally and act locally. I believe that there are many reforms that would immediately improve people's lives such as extending the eviction moratorium, raising the minimum wage, strengthening unions, and city-wide rent control.

I have wanted this opportunity since I was fifteen learning in history class about our leaders. I was inspired to action by Bernie Sanders in his 2016 historic presidential run. My goal is simple: In the richest country on earth, no one should be too poor to live. My name is David Howarth, I am the son of a drug addict, an aspiring political scientist, a carpet cleaner by trade, and I want to represent Lakewood on the city council because I believe I can empower our community through our common struggles. President Theodore Roosevelt once said, "complaining about a problem without offering a solution is called whining." I want to thank the council for giving me the opportunity to stop whining and start acting.

Thank you - David Howarth

# David Howarth

14727 Portland Ave SW Lakewood WA 98498  
DavidHowarth98@gmail.com 206-452-9327

Enthusiastic student currently working towards a degree in Political Science at Central Washington University. Over three years of warehouse experience with duties in logistics, distribution, stocking, and inventorying. Light use of power tools and forklift experience. Willing and able to do any task efficiently and to follow directions. I am the son of a drug addict, an aspiring political scientist, a carpet cleaner by trade, and I want to represent Lakewood on the city council because I believe I can empower our community through our common struggles.

## WORK EXPERIENCE

### 2020 – Current – SERVICEMASTER OF TACOMA – Tacoma, WA

- ServiceMaster of Tacoma is a disaster restoration company. I clean rugs, carpets, and upholstery from disaster-stricken houses, mainly water, fire and smoke disasters.

### 2018 – 2020 – FRED MEYER – Covington & Ellensburg, WA

- Grocery Freight Stocker – Clear and stock shelves, track cyclical inventory, order new merchandise, work quickly within small teams to stock and clean aisles before the store opens.

### 2017 – 2018 – AMAZON – Fresh Associate – Kent, WA

- Truck Manager – In charge of organizing employees and keeping track of trucks and shipments. Trained in multiple areas and led the crew through the distribution procedure each shift.

## EDUCATION

### 2019 – Current – CENTRAL WASHINGTON UNIVERSITY – Bachelor of Arts

- Major in Political Science & Minor in Philosophy – Expected graduation: Spring 2021

### 2017 – 2019 – BELLVUE COLLEGE – Bachelor of Arts

- Worked towards bachelor's degree

## VOLUNTEER EXPERIENCE

### 2020 – VOLUNTEER FOR JANI HITCHEN'S PIERCE COUNTY COUNCIL CAMPAIGN

- Phone banked
- Called potential supporters talking about what Jani Hitchen had to offer for her community

### 2019 – 2020 – SLAC (STUDENT LEGISLATIVE ADVOCACY COMMITTEE)

- Discussed student legislation and planning student lobbying
- First university in the country to register citizens and have them vote in the same polling location

### 2017 – 2019 – HABITAT FOR HUMANITY

- Built homes for low-income families and raised awareness for the need for affordable housing

### 2015 – 2016 – DEMOCRATIC PARTY

- 2016 Caucus Leader – Led discussions on candidates, collected/tallied votes, and handled the donations from my district in Bellevue
- Canvasser – Knocked on doors, engaged in discussions with constituents within the community, registered citizens to vote

January 6th, 2021

To the Honorable Mayor and Lakewood City Council,

Please consider my interest in the appointment to the Lakewood City Council, position 5. I am a long-time resident of Lakewood and it would be an honor to serve in this position.

The City of Lakewood, since its incorporation has grown to be a wonderful community. I believe we have a history of governing responsibly and are uniquely positioned in our region. I will bring professional skills and life experiences that would assist in continuing to make comprehensive and inclusive policy on behalf of the community. I have been an active volunteer and engaged citizen for many years, starting out as a volunteer working on a federal initiative; Strengthening Families, while supporting various non - profit organizations like Kids at Hope NW and The Tacoma Urban League. I believe that half of policy making is building each other up and embracing our diversity as the source of our Nation's strength and the other half is ensuring our policies reflect our community's beliefs. I also believe it is our patriotic duty to be a civically engaged community member and to keep sight of our common values. I support the Diversity of Thought and its importance when governing on behalf of our neighbors and I am uniquely positioned to bring a different perspective to policy. I have the continued support of many community members and it would be an honor and privilege to be considered and accepted to represent our neighbors and positively contribute to policy in our area.

My background includes eighteen years of service to our community, starting in 2001. Through Lakewood's intentional belief in a Caring adult, I have had the pleasure and privilege to work with multiple leaders that have inspired communities. I am a proud Kiwanis member and volunteer on the board for Community Health Care and United Way of Pierce County's political advisory committee. I have a wide range of experiences: from cleaning parks with my service club to volunteering on multiple committees. I have assisted in passing statewide legislation, supporting our 1<sup>st</sup> responders, A.L.I.C.E - (Asset, Limited, Income-Constraint, Employed) families, and children aging out of the foster care system. I currently have an active role in addressing the unfortunate issues with social justice and increasing support and opportunities for proud military veterans like my husband and father. My professional experience includes currently working in an attorney's office and since 2013, I have worked for a national insurance carrier. As of September 2020, I have completed my Associate in General Insurance designation and currently seeking my CPCU, credentialing specializing in risk management and property-casualty insurance. I serve as a corporate committee member with a focus on Excellent in Operational Management and also serve as a Diversity and Inclusion Liaison.

Thank you for your consideration in such an important step in Democracy and I humbly ask for your vote of confidence in this opportunity for the appointment to Lakewood City Council, position 5.

Ria J Johnson – Covington

Fairway Drive SW Lakewood, WA 98498



**Ria J. Johnson - Covington**  
**(253) 376-7828 Fairway Drive SW Lakewood, WA 98498**  
**We4Ria@gmail.com**

**State Farm Auto Insurance, Present – Claims Litigation Counsel – Administration Support**

- First line leader managing record collection and scheduling in litigation matters
- Maintains frequent communication to customer, departments and related personnel to maintain high quality and compliance
- Ability to gather and analyze research data such as statutes, decisions, and legal articles, codes and documents

**State Farm Auto Insurance, Dec '13- February '18 - Claims Adjuster**

- Proficient in explaining complex policy information and advising
- Analyzing and investigating claims, industry regulations and ensuring fair settlement with a focus on customer quality standards set in accordance with industry and company guidelines

**Amerigroup Health Insurance, Sept '13- Dec '18 - South Sound Outreach Contractor**

- Increased awareness of health insurance options in schools, social service agencies, and community-based organizations and maintain cooperative working relationships with agencies interested in public health care across the Puget Sound region
- Provided administrative support to the Clinical and Data teams through mail outs, phone assistance and ensured confidentiality of client information by safeguarding sensitive information
- Exceptional breadth of community relations, outreach experience and a superior grasp of community objectives and goals for a variety of public services and programs

**Kids at Hope North West, Oct '11 Oct '18 - Executive Assistant - Current Board Chair**

- Working with key program stakeholders in planning and developing project work plans, budget and implementation, partnering with the Gallup Poll and Arizona State University

**Tacoma Urban League, Jan '11- Aug '12 - Executive Assistant**

- Scheduled and trained high school students in after school program regarding digital literacy and provided supervision of service-learning projects
- Volunteer coordinator for special event 25,000+ in Pierce County

**Corporation for National and Community Service, Jan '05- Aug '11- Tech Aide**

- Assisted in development of web application and managed the Management Information System for the Healthy Marriage and Responsible Fatherhood Coalition
- Collected data and prepared reports identifying trends, progress and challenges
- Coordinated special events and services delivered to program's participants

THE INSTITUTES – Associate in General Insurance – Designation Completed September 2020

PIERCE COLLEGE – Associate in Science, Anticipated Graduation: June 2022

*REFERENCES AVAILABLE UPON REQUEST*

# SUE KUEHL PEDERSON

6323 Nyanza Park Dr SW, Lakewood, WA 98499 / 206-227-6732 / [suekuehl@hotmail.com](mailto:suekuehl@hotmail.com)

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January 11, 2021

Attn: City Clerk [*Transmitted via email to [bschumacher@cityoflakewood.us](mailto:bschumacher@cityoflakewood.us)*]

Lakewood City Hall  
6000 Main St SW  
Lakewood, WA 98499

Dear City Council Vacancy Selection Committee,

I am requesting consideration for Position 5 of the Lakewood City Council. I am a lifelong WA resident, and purchased my Lakewood home in 2012. I originally moved to this area after my husband died, so that my son could attend the Charles Wright Academy. I've stayed because I enjoy all that Lakewood has to offer—friendly folks with ethnic diversity; parks, recreation and scenic beauty; commercial and industrial businesses supporting a viable economy; easy shopping, good public transit and reasonable traffic; and proximity to JBLM (as I avidly support US military strength). I want to apply my professional experience to keep Lakewood a thriving community, and work toward achieving shared goals for our City. I imagine the coming year will be largely focused on COVID recovery and helping businesses, schools and families get back on their feet, and I want to help!

I've worked in a wide array of government and private sector jobs (see resume, attached), always striving to learn as much as I could, and working my way up. In doing so, I became increasingly interested in organizational management, returning to school to earn a Master's degree in Public Administration in 2005. I am confident that my MPA and diverse work background will serve the City Council well in this position.

For about 20 years, I have concurrently managed multiple homes, to accommodate my family's needs and also to turn very distressed properties into safe, comfortable, happy places. I've now dramatically improved 8 homes in Seattle, Olympia, Aberdeen, University Place, and Lakewood, as well as the Bay Area in CA, receiving proper permits and approvals when required. My Lakewood home was a foreclosure that took several years to renovate, and I am quite proud of the results.

In 2020, I was encouraged to run for the statewide office of Commissioner of Public Lands, which is a good fit for my background in natural resource management. I am incredibly honored to have received 1.68 million votes, but it was not enough to win this election. I am revved up to serve, and this opportunity with the Lakewood City Council inspires me to "think globally, act locally." I would love to be of service. Thank you for all you do to make our City a wonderful place to live.

Sincerely,  
Sue Kuehl Pederson

# SUE KUEHL PEDERSON

6323 Nyanza Park Dr SW, Lakewood, WA 98499 / 206-227-6732 / [suekuehl@hotmail.com](mailto:suekuehl@hotmail.com)

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## **EDUCATION**

**Master's degree in Public Administration** | 2005 | University of Washington

Subjects: Strategic Leadership, Partnership & Accountability, Negotiation, Effective Communication, Leading with Integrity, Performance Challenge, Financial Management, Results, Alternative Service Delivery, Creating Public Value, Leaving a Legacy

**Bachelor of Science** | 1980 | Western Washington University

- Major: Biology; Minors: Chemistry and German
- Related coursework: Fisheries Emphasis; Pre-Med courses completed; full year of Physics

## **EMPLOYMENT**

**Real Estate Investor** | 1986-Present | Self-Employed, WA and CA

Purchased 10 properties and fully remodeled distressed homes of all ages, from foundation to roof, including all electrical, plumbing, heating and cooling, windows, kitchen and bath upgrades – with legal permitting. Landscape redesign.

**Power Manager** | 2005-07 | Grays Harbor PUD, Aberdeen, WA

Negotiated and managed power and transmission contracts worth tens of millions of dollars with Bonneville Power Administration (BPA) and other utilities. Supervised consultants who performed load-following and traded any surplus energy in open-access, deregulated markets, gaining several million dollars in profit annually. Retired in 2007.

**Senior Power Analyst** | 2000-2005 | Seattle City Light, Seattle, WA

Received extensive training in all aspects of power generation and delivery. Managed multiple electricity and transmission contracts up to \$35M each and coordinated department budgets up to \$200M. Company representative at Bonneville Power Administration and other utility meetings, negotiating on behalf of City of Seattle.

**Manager, Jobs for the Environment** | 1998-99 | King County DNR, Seattle, WA

Hired, trained and managed displaced timber and fishing industry workers in forest and stream habitat restoration. Selected dozens of priority projects, and managed all grant requirements until state program funding was terminated.

**Senior Environmental Analyst** | 1993-1998 | Seattle City Light, Seattle, WA

Regulatory liaison for 12 federal, state, tribal and local agencies to support City's construction of new hydropower project. When completed, co-chaired Tolt Restoration Group, which developed habitat conservation plan collaboratively with same agencies, for same watershed. Also served as Secretary to the Skagit Environmental Endowment Commission, developing investment strategy for \$5M grant fund and supporting binational appointees in their grantor activities.

**Fisheries Biologist** | 1991-1993 | WA Dept Fisheries, Olympia/Port Orchard, WA

Year 1: Puget Sound Non-Tribal Commercial Fisheries Manager - set seasons and quotas for purse seine and gill net fisheries. Wrote laws (WACs) to authorize fisheries openings. Flew over Puget Sound daily to oversee fishing effort. Managed catch data collection crew.

Year 2: Habitat Manager – for all of Kitsap County and parts of Mason and King. Reviewed DNR Forest Practices Applications (FPAs); processed all Hydraulic Project Approvals (HPAs) and SEPA approvals.

**Scientist/Publications Manager** | 1983-1991 | BioSonics, Inc, Seattle, WA

Project manager and technician for research projects all over US and in Argentina and Paraguay, using sonar to locate fish at dams and other structures. Set up gear, hired crews, collected and analyzed data, reported findings to clients and wrote articles published in peer-reviewed industry journals. Instructor at company training events, speaker at scientific symposia. Managed company's publications department, creating equipment manuals, job proposals, contracts and reports.

**US Observer** | 1980 | University of WA/NOAA Fisheries, Gulf of Alaska

Foreign Fisheries Observer on Japanese rockfish stern trawlers operating within 200-mile limit set by US Fisheries Conservation & Management Act (FCMA).

**Fisheries Biologist** | 1974-83 | US Army Corps of Engineers/NOAA Fisheries

Multiple seasonal assignments at various dams on Columbia-Snake river dams paid my way through college and beyond. Used radio telemetry to tag and research adult salmon upstream migrations near and between dams. Trapped and tagged sample fish, operated electronics, mapped paths of tagged fish, wrote reports. Became Project Manager in 1982.

**Early Employment (that helped build my character)**

Child – picked strawberries, beans and pears; babysitting

Teen – waitress, cook, lifeguard

Young adult – secretary, teacher's aide (preschool special education), swim instructor

Intermittent – carpenter

**VOLUNTEER POSITIONS (dates are approximate)**

Chair – Grays Harbor Republican Party, Aberdeen WA (2017)

Board of Directors – Commencement Bay Rowing Club, Lakewood, WA (2012-16)

Trustee – Lakewood Methodist Church, Lakewood, WA (2014-15)

Facilitator – Banner Forest Heritage Park Citizen Advisory Board, Port Orchard, WA (2011)

Utility Advisory Board – Bainbridge Island, WA (2009-10)

Board of Directors – Small Faces Child Development Center, Seattle, WA (1994-95)

**From:** [Linn Larsen](#)  
**To:** [Briana Schumacher](#)  
**Subject:** FW: Letter of interest, City Council position  
**Date:** Saturday, December 26, 2020 12:25:28 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[Linn E Larsen SIOR Resume 2021.pdf](#)

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**This email originated outside the City of Lakewood.**

**Use caution when following links or opening attachments as they could lead to malicious code or infected web sites. When in doubt, please contact the HelpDesk.**

- [helpdesk@cityoflakewood.us](mailto:helpdesk@cityoflakewood.us) ext. 4357

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**From:** Linn Larsen  
**Sent:** Saturday, December 26, 2020 12:20 PM  
**To:** [bschumacher@cityoflakewood.us](mailto:bschumacher@cityoflakewood.us).  
**Cc:** Barbara Wyatt <[Barbara@linnlarsen.com](mailto:Barbara@linnlarsen.com)>  
**Subject:** Letter of interest, City Council position

Ms. Schumacher,

This is to declare my interest in the Lakewood City Council position, soon to be vacated by John Simpson.

With roots in the city of Lakewood before it was a city and since 1999 with my wife Barbara (Wyatt) raising our family here, I now wish to serve the City in a more formal capacity.

My resume is attached. Below is a brief list of my experience that indicates my ability to serve Lakewood as a *quality* City Council Member.

1. Relocated to Lakewood in 1961 from Goldendale, Washington, age 14; my father to sell real estate and my mother to teach.
2. My mother, Marjorie Larsen, taught and Counseled at Clover Park and Lakes High Schools; my father, Leonard O. Larsen, sold real estate at Harold Allen Company. We became "founding family" members of St. Francis Cabrini Catholic Church.
3. Graduated Lakes High School, 1965.
4. Worked weekends and summers during high school and college in residential construction for Lakewood homebuilder Ward Melby Construction, building homes and apartments.
5. Obtained real estate license, sponsored by Harold A. Allen.
6. Graduated University of Washington 1969, BA Business, major field Real Estate and Urban Development
7. Hon. discharges from the U.S. Air Force, U.S. Marines, and U.S. Army. Served active duty only in U.S. Army, 50<sup>th</sup> Gen. Hosp. Btn., however (Vietnam era).
8. Successful career in industrial and commercial real estate brokerage and development here.

9. Married Barbara Wyatt, September 23, 1988.
10. Moved to Lakewood in 1999 to raise our family. Have resided at 11531 Clover Crest Dr. SW, to this day. We are the second owners of this home, the first being the Zarelli family.
11. Past Scoutmaster, Troop 51, St. Mary's church
12. Served on Lakewood Redevelopment Advisory Board for 10 years.
13. Other community service: Currently on executive committee and State Board of Directors delegate to Washington State Builders Association (WSBA) from the Master Builders Association (MBA) of Pierce County; past Pacific Harbors Council, Boy Scouts of America Board of Directors and Executive Committee; with wife Barbara each achieved the Silver Beaver award (the highest award available for service to Scouting at the Council level), Boards of Directors of Tacoma Rotary 8, American Red Cross, March of Dimes, City of Tacoma beautification committee (which initiated the redevelopment of Schuster Pkwy. in Tacoma).
14. With wife Barbara have successfully raised three sons in Lakewood, all Eagle Scouts.

With enthusiasm, I look forward to an interview!

Best regards and best wishes in this holiday season,

Linn

Linn Larsen, SIOR      [linn@linnlarsen.com](mailto:linn@linnlarsen.com)      253-589-2222



**Linn Larsen, SIOR**

Director

**Linn Larsen, LLC**

Commercial/Industrial Realtors

P. O. Box 2061

Tacoma, WA 98401

Office: 253-589-2222

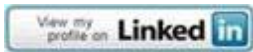
Mobile: 253-381-6747

Email: [linn@linnlarsen.com](mailto:linn@linnlarsen.com)

[www.linnlarsen.com](http://www.linnlarsen.com)



[The Law of Real Estate Agency Pamphlet](#)





**Linn E. Larsen, SIOR**

Linn Larsen, LLC Commercial-Industrial Re...  
Director

(253) 589-2222 Work  
(253) 381-6747 Mobile  
[linn@linnlarsen.com](mailto:linn@linnlarsen.com)



## **Linn E. Larsen, SIOR**

Managing Director  
Linn Larsen, LLC

### **CAREER HIGHLIGHTS**

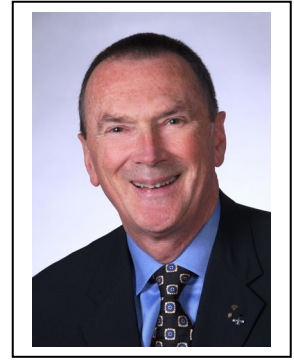
Linn E. Larsen, SIOR, re-established Larsen Commercial/Industrial Realtors in July 2010 after ten years as a Vice President with GVA Kidder Mathews in Tacoma, WA. Previously Linn was the owner and President of Linn Larsen, Inc., an industrial real estate brokerage and consulting service. Linn has over 45 years of commercial real estate *problem-solving experience*, specializing in industrial acquisition, sales, leasing, consulting, and development services for the Puget Sound, Port of Tacoma area and Kent Valley. He also has substantial residential and industrial real estate development experience with emphasis in the areas of land use, permitting, sensitive areas, wetlands, personally and professionally creating and operating conservation easements, and surface water management. Linn's extensive experience and time in the business has given him the reputation of being one who solves problems, gives excellent advice and accurate market views. In 2008, Linn published "Our Economic Condition", which predicted that the coming economic recessive condition was evident.

### **EDUCATION/EXPERIENCE**

Linn graduated from the University of Washington in Seattle, Washington, B.A.B.A., Real Estate and Urban Development.

### **INDUSTRY INVOLVEMENT/COMMUNITY SERVICE**

- Board of Directors – Pierce County Master Builders Association
- Tacoma Rotary #8 Senior Active Member, Past Board of Directors
- SIOR Designee, Past President, SIOR Seattle Chapter
- Member, Center for Advanced Manufacturing Puget Sound (CAMPS)
- Past Chairman, Tacoma Pierce County Private Industry Council
- Past City of Lakewood Redevelopment Advisory Board Chairman
- Boeing/Microsoft FIRST Seattle Competition Judge, Former and
- Charter Member, FIRST Washington State Executive Advisory Board
- Boy Scouts of America, Pacific Harbors Council past Lakes District Chairman, former V.P. Finance & Executive Advisory Board. Scoutmaster, Silver Beaver Award, Troop 51, Lakewood, WA
- American Red Cross, Past Secretary, Executive Board of Directors



#### **Selected Client List:**

American Red Cross  
Bank of Olympia  
Bennett Industries, Inc.  
Birds-Eye Foods  
Blackrock Industries  
Boy Scouts of America  
Burlington Northern Santa Fe Railroad  
City of Tacoma  
Columbia Bank  
Dinner Out, LLC  
Eaton Properties  
Frank Russell Company  
Larsen Land, LLC  
Lowe's Corporation  
McMillan Piper  
Milgard Manufacturing  
MultiCare Medical Centers  
Northwest Building Corp  
Nyssen Maule, LLC  
Oshkosh Truck Corporation  
Pierce Conservation District  
Pacific Steel & Recycling  
Pierce County – Transportation Facilities  
Pierce County Fire Protection District #3  
Port of Tacoma  
Print NW, Inc.  
Public Storage, Inc.  
Reynolds Metals Co.  
Rosen Supply, Inc.  
Safeway Stores  
Shell Oil Company  
Simon Johnson, LLC  
Southern Financial Group  
State of Washington  
Tacoma Screw Products  
TouchStone Northwest  
Union Pacific Railroad  
Wells Fargo Bank  
Westside Bank  
Weyerhaeuser Company  
Latitude 47 Commerce Center  
EcoLube Recovery, LLC. Can

**Commercial/Industrial/Investment Real Estate Experts Since 1974**

PO Box 2061, Tacoma, WA 98401 Phone: 253.589.2222

Email: [linn@linnlarsen.com](mailto:linn@linnlarsen.com)



January 8, 2021

RE: Letter of Interest to run for Lakewood City Council

To whom it may concern:

My name is Aminah Othman and I am the Education Program Coordinator for the Education Department at Pierce College. I have lived in Lakewood for just under three years, and I plan to run for Lakewood City Council in the 2021 election year. I was born in Chicago, Illinois and attended most of my early schooling in different suburbs of the Chicagoland area until my family moved to Cedar Rapids, Iowa my senior year of high school where I graduated in 2005. I attended Kirkwood Community College in Cedar Rapids where I received my Associate's Degree and continued on to Coe College in Cedar Rapids where I graduated with a Bachelor's Degree in psychology in 2010. Since then, I have spent most of my career in education. I travelled to South Korea to teach English for a year and ended up staying for six years teaching at various academies. It was here that I met my husband who was serving in the military. In 2018, he was transferred to JBLM and we started our lives together here in Lakewood. My husband and I also became first time home owners this year, and it was very important to us to buy our home in Lakewood. Not only did we fall in love with the city when we first got here, but I knew I wanted to have an active role in the community.

The Lakewood community is quite important to me, so naturally, my enthusiasm to take part in local government has only been growing. When a position opened up for the election in March, I knew it was the right time for me to step up. I feel, as I continue searching for new opportunities to learn and grow with the community, a good next step would be to become more active in local politics. I also feel that my go-getter attitude, leadership skills, and honesty is well-suited for a position for the people. Looking at the demographics of Lakewood, I truly believe that I embody the citizens of Lakewood quite well.

I consider myself to be a very civic-minded person and have been actively trying to engage in the community. In September, I became a member of the SWAC (Solid Waste Advisory Committee) for Pierce County. One of my biggest passions is recycling/sustainability and taking care of our planet. In the short time I've been on this committee, I've learned just how many parts are involved in different areas of government. In spite of this, I've seen just how many people care and how diligently people work to make Lakewood a great place to live.

My interest in this City Council position is my desire for helping people. I was never really interested in politics growing up and I never considered myself to be a person built to be in any sort of elected position. However, the last couple of years has changed this for me. I still would not consider myself that person, but my view on the kinds of people in office has changed considerably.

It is true that I am lacking in certain areas, one of those areas being experience. However, tenacity, compassion, and a genuine love of this city is only a fraction of what I have to offer. Should I get elected, I can promise as an elected member of Lakewood's City Council that will work hard for the people in this city. I would love the opportunity to work with the current members of City Council and continue making Lakewood a wonderful place to live. I greatly appreciate your consideration.

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# Aminah J Othman

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C: (253) 219-7837 | aminahjothman@gmail.com | www.linkedin.com/in/aminahjothman

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## Summary of Qualifications

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A passionate professional individual pursuing a new challenging career after spending more than six years teaching abroad. Strong ability to communicate with cultural sensitivity. Very capable collaborator with excellent organization and time management skills, great with budgeting and multitasking. Strong knowledge of Office Suite and Social media tools. Exceptionally dependable, adaptable, and willing to learn. Special focus on process improvement and a growth mindset. Willingness to follow direction and learn using all experiences as a tool for growth.

- 53+ typing speed
  - Ability to prioritize and organize work
  - Good oral and written communication skills
  - Ability to work independently
  - Intercultural competence
  - Self-starter and great teamwork
- 

## Experience

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### Education Program Coordinator

Pierce College at Fort Steilacoom

**4/2020-Present**

Lakewood, Washington

- Record, reconcile, monitor budget status, report budgetary issues, and produce final financial reports for Education programs and the Fort Steilacoom Parent Education Co-Op.
- Financial management of quarterly and annual federal and state filings necessary for 501(c)(3) non-profits including quarterly taxes, Labor & Industries reports Family Medical Leave reports, tax exemption status reports, property tax exemption renewal, non-profit corporation annual reports, employee W2s and W3s for Co-Op.
- Point of Contact for all Education and Co-Op programs operational vendors; Organize Co-Op parent and family events; Enrollment of families for Co-Op.

### Photographer/Owner

AJOTH Photography

**7/2018-Present**

Lakewood, Washington

- Network and promote company and skills through in-person contact and social media which allowed for photography recognition and receiving a prize in photography contest curated by Viewbug.
- Boost subjects' appearance with natural and artificial light.
- Use a large range of photographic techniques and photography equipment.
- Explore and decide how to compose subjects.

### English Teacher

CREO English Academy with DYB Language Schools

**6/2016-7/2018**

Gangnam, Seoul, South Korea

- Configured Dropbox by updating file names and put into effect a new system for naming files for easy access which was more straight-forward for use with new teachers and other

# Aminah J Othman

campuses along with better organization resulting in less clutter and easier management of files.

- Managed 1<sup>st</sup> grade, which included producing and maintaining materials, supervising the training of new teachers, and enriching the curriculum.
- Reviewed colleagues' work and mentored them for improvement.
- Placed students into classes and mentored them through essay and speech contests.

## English Teacher

YBM Adult Language Institute

**3/2014-12/2015**

Jongno, Seoul, South Korea

- Collaborated on several course material projects while holding weekly meetings to coordinate on tasks such as managing book lengths and difficulty level which resulted in entire overhaul of books generating more comprehensive lessons for students and teachers.
- Directed the creation of material for business, media, current events, and low-level English classes for adults.
- Received and processed students applications and conducted English assessment interviews.
- Prepared and maintained accurate documentation of students.
- Level tested adults and assisted them in class placement.

## English Teacher

SLP Language Institute

**8/2013-2/2014**

Cheongna, Incheon South Korea

- Created and prepared material for a new Kindergarten.
- Introduced 5 and 6-year-old Korean students to the English language (Homeroom teacher to 6-year-old students).
- Worked as the school photographer, most specifically on field trips and special events.

## English Teacher

Hyundai Language Institute

**8/2012-8/2013**

Garak, Seoul, South Korea

- Delegated the decorating for all school-related events and managed class schedules for changing classes which allowed for more efficient use of time and as a result student participation in school events increased allowing for more frequent experiences in the future
- Researched level-appropriate books for students and produced syllabi for multiple classes.
- Taught English to elementary and middle school students.

## Sales Associate

Old Navy

**11/2010-8/2011**

Algonquin, IL

- Kept store clean and organized while assisting customers with questions.
- Managed the fitting room while organizing and folding clothes.
- Helped coworkers with duties as needed

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## Education

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# Aminah J Othman

**TESOL Certification**

Sea English Academy

**2012**

Schaumburg, IL

**Bachelor of Arts in Psychology**

Coe College

**2010**

Cedar Rapids, IA

**Associates of Arts in Liberal Arts**

Kirkwood Community College

**2008**

Cedar Rapids, IA

From: Julian F. Wheeler, JD  
Email: [Julianfwheeler@aol.com](mailto:Julianfwheeler@aol.com)

Wednesday, January 13, 2021

City of Lakewood  
Attn: City Clerk at [bschumacher@cityoflakewood.us](mailto:bschumacher@cityoflakewood.us).

Re: Vacancy, Lakewood City Council, Position 5.

Your Honors,

Please accept this letter of interest as my application for the above-referenced position.

My name is Julian F. Wheeler. I live, work, pray, and (let's not forget) drink coffee in Lakewood.

Lakewood inspires me. After I was medevac'd out of a combat zone in Afghanistan, and soon thereafter diagnosed with cancer, I saw how Lakewood supports active duty personnel and disabled military veterans like me undergoing trying circumstances.

Through the American Lake Veterans Affairs Medical Center, along with several health care providers in and around Lakewood, I was cared for as I grappled with cancer, my service connected disabilities, and my endeavors to improve my health, including at the Lakewood Family YMCA.

Living in Lakewood has confirmed my belief that this is a community that is welcoming, inclusive, diverse, economically vital, and generous towards all, including those in need. I feel safe enough here to practice the virtues of brotherly love, relief, and truth. In Lakewood, one can get a home, conduct business, & raise a family.

I come with skills, experience, and a perspective on our shared future. My education includes a BA in political science, a doctorate in law, and one quarter as a non-degree seeking student at UWT's School of Business.

My experience includes work as a municipal legislative assistant, grassroots neighborhood activism, and volunteer work on municipal, county, and state committees. Elsewhere, I volunteer for a veteran service organization, our local elections office coordinating election observers, and currently as head of a local Masonic lodge that includes ensuring Covid-19 provisions are distributed to those in need, including widows and orphans. More recently, and quite unexpectedly, I have learned what it's like to be part of the community of victims of crime as I found a death threat on my porch pertaining to my service as Presidential Elector. This adds to my longstanding support of our local police, EMT's, and other first responders, particularly in this time of lockdown.

My perspective is borne of supporting and leading efforts to make our communities healthy, sustainable, and welcoming to all, regardless of race, belief, disability, or other class attributes. I am inspired to make the system work for both the majority and the marginalized. As a disabled veteran, I know that as a system is made to work for the disabled, it works better for everyone. I say this as a disabled veteran, cancer survivor, LGBT community member, Latinx (Mestizo/Mixtec Indian background), upbringing in a single-mother-headed household, and more recently as a victim of crime.

Thank you for your work, as well as consideration.

In service,

Julian F. Wheeler, Lakewood Resident.

## **JULIAN F. SAUCEDO WHEELER**

Home Land and Voice Mail Line: 253.964.2173; Email: Julianfwheeler@aol.com

### **EDUCATION**

#### **University of Washington: School of Law; College of Arts & Sciences**

June 2004, Juris Doctorate Degree; June 2005, Member, Washington State Bar Association

Honors: Recipient, King County Bar Minority Scholarship; Recipient, Sussman Award; Activities: Sec'y, UW Student Bar Assn.; Member, Admissions Committee; President, Latino Law Student Assn.

June 1992, Bachelor of Arts, Political Science

Honors: Recipient, Senator Henry "Scoop" Jackson Scholarship; Activities: Secretary Clerk, ASUW Student Assembly

**Seattle Police Department, Community Police Academy:** September to November 2007

**WA State House Campaign Committee,** Campaign Management Training, UW Pack Forest, March 1992

**Lean Six Sigma,** October 2014, Workforce Central, Joint Base Lewis-McChord.

**Boots2Business Entrepreneurial Course,** October 2014, Army Career Alumni Program, Joint Base Lewis-McChord & University of WA Tacoma.

**Business Analytics and Business Intelligence,** Spring Quarter 2015, Milgard School of Business, University of WA Tacoma.

### **PROFESSIONAL EXPERIENCE**

**Julian F. Wheeler, Attorney, PLLC:** September 2015 – Present; Lakewood, WA.

Principal: Law practice covering estate planning, including generating and meeting with clientele to draft and finalize wills, health care directives, powers of attorney, and revocable living trusts. Maintaining accredited status with Veterans Administration for military veteran advocacy.

**United States Army:** February 2011 – September 2015; Joint Base Lewis-McChord (JBLM), WA.

Soldier: Completed basic combat training with Honor Platoon at Ft. Sill, OK, advanced individual training at Sheppard Air Force Base, TX, regular duty posting at JBLM, humanitarian construction deployment to Thailand in 2012, and combat deployment with engineer company to Afghanistan in 2013. Med Evac'd in October 2013. Assigned to Warrior Transition Battalion from November 2013 to September 2015.

**Hardman & Johnson, Attorneys At Law:** July 2005 – December 2010; Seattle, WA.

Contract Attorney: Composing and filing guardianship reports and accounting for clients with guardians. Duties include appearing in court and following up on client matters, many including complying with deadlines. Other work included trust law, estate planning, last wills and testaments.

**City of Seattle Legislative Department:** November 1999 – August 2001; Seattle, WA.

Legislative Assistant: Performed constituent service for Council Member Jim Compton. Included community outreach & office tasks such as database development. Analyzed & tracked legislation. Attended evening community meetings, i.e., neighborhood district councils, partisan groups, communities of faith, etc. Gained support and funding for community programs. Fielding questions from the public, including the application of city ordinances, i.e., land use, zoning, civil rights, civic engagement, WTO & Mardi Gras follow up.

**Jim Compton Campaign for Seattle City Council:** July – November 1999; Seattle, WA.

Field Coordinator: Prioritized volunteer tasks such as placing yard signs, greeting commuters, distributing literature; coordinated volunteers, and persuaded party, neighborhood & faith community activists to endorse candidate. Hired as paid staff after Primary Election.

**King County Records & Elections:** Election Board Worker Coordinator, August 1995 – March 1997, Aug – Sept 1999; Seattle, WA; & Major Political Party Coordinator: Election Manual Recount Team, November - December 2004; Tukwila, WA: Applied election law by coordinating staffing of King County election board official 'poll-worker' positions for special and regular elections. Developed a succinct one-page public service announcement that clearly laid out the responsibilities of poll-workers, providing qualified applicants with a precise idea of expectations. Put on countywide training sessions for district party volunteer coordinators. Managed feedback & complaints, and contacted poll workers after elections regarding feedback or discrepancies. Recount team duties included manually recounting voted ballots & deciding to send ballots to Canvassing Board if deemed necessary.

**REFERENCES:** Speaker Frank Chopp, 360.786.7920; Chris Carnell, 206.909.3692; and Michael Johnson, 206.623.3030.

## **VOLUNTEER EXPERIENCE**

**Pierce County Accessible Communities Advisory Committee: October 2015 – Present:** Tacoma, WA.

Chair (January 2018 – Present): Lead volunteer committee, analyze accessibility projects brought before membership to consider for advancing to state level Accessible Communities Subcommittee of the Governor's Committee on Disability Issues and Employment. Conduct meetings, outreach to public, advise county government on disability issues, coordinate member activities, serve as spokesperson, initiate and plan agenda for monthly and annual planning meetings, and generate public interest in improving accessibility through capital projects.

**Pierce County Election Observer Group: October 2015 – Present:** Pierce County, WA.

Coordinator of one of three Pierce County Election Observer Groups. Conduct outreach and recruitment for annual election observer trainings at Elections Center. Communicate with trained observers on available volunteer slots during election cycle. Emphasize duty to spot discrepancies or mistakes in ballot handling. Ensure group representation at County Canvassing Board meetings. Advocate for observers to Elections office.

**Veteran Serving Organizations: August 2015 – Present.**

**Member & Chapter Service Officer (CSO), Disabled American Veterans (DAV), Harmony Chapter No. 18,** Lakewood, WA. As member, attend membership meetings and volunteer at local activities. As CSO, volunteer weekly to assist veterans with navigating claims process with VA, including generating and filling out claim forms and submitting them to National Service Office in Seattle. Attained VA Accreditation in 2016.  
**Member, AMVETS Post No. 1, Tacoma, WA.** General Member. Attend post meetings & services; march in Auburn Veterans Day Parade.

**Ad hoc Committee to Establish a Seattle disAbilities Commission (CESDC): October 2008 – August 2010: Seattle, WA.**

Founder and Lead Volunteer Convener: Proposed creation of Seattle Commission for People with disAbilities (SCPD). Organized ad hoc coalition of individuals and organizations in support. Contacted Seattle City Councilmembers, including in appointments and speaking at Budget Committee public hearings throughout Seattle, and public speaking to community organizations to garner support. Lead author of letter to Mayor of Seattle in July 2009 formally requesting creation of commission. Negotiated legislative outcome via budget process and resolved & mediated conflicts with other disability stakeholders. Made legislative presentations to city disability stakeholders, attended community meetings, and responded to inquiries on budget and fiscal issues from various sources concerning proposal, including: senior city staff, councilmembers, legislative staff, the public and media. Analyzed situations quickly and objectively and determined proper course of action; used appropriate independent judgment to make decisions of a technical or legislative nature to support proposal. In 2010, observed implementation of SCPD formally dissolved CESDC in August.

**Seattle Human Rights Commission:** June 2006 – June 2009; Seattle, WA.

Member: Advocated for justice and equal opportunity, advised the City of Seattle and its Office of Civil Rights (SOCR) on human rights issues, and collaborated with public and private sectors in order to educate them on methods to prevent and eliminate discrimination city-wide. Served on Discrimination Appeals Committee: As one of a number of attorneys on the Committee, determined whether SOCR's findings on charges of discrimination should be affirmed or remanded to the SOCR office for further investigation. Committee heard employment, housing and public accommodation cases. Resigned in June 2009 to initiate and lead proposal to form, fund, and staff Seattle Commission for People with disAbilities.

**Roosevelt Neighbors Alliance:** September 1989 – February 2000; Seattle, WA.

Board Member: Served as President, V.P., and Secretary. Set up 'RNA' web site in 2000 with assistance of Seattle Department of Neighborhoods. Lobbied for UW student universal bus pass ("U-Pass") after idea was first proposed by RNA in 1990. Group instrumental in neighborhood obtaining grocery store at NE 47<sup>th</sup> Street and Roosevelt Way NE and preventing more detrimental impacts to surrounding community.

**University Heights Community Center:** April 1998 – July 2002, September 2007 – January 2011; Seattle, WA.

Board Member: Participated in executive director selection processes in 2001-2002 and 2009. In 1989 SUAC community survey, made first proposal for farmers market on grounds of University Heights Elementary School. Pressed for adding and maintaining disAbility access to facility. Recipient, **2009 UDBIA Economic Development Award, Greater University Chamber of Commerce.**

**Hispanic Community:** March 1993 – Present; Seattle, WA. Board Member, Secretary, Hispanic Seafair Organization: Coordinated Hispanic Seafair Festival Booths. Drafted Press Releases and Maintained Press Contacts and Relations.

Board Secretary, WA Hispanic Chamber of Commerce, 1995-1999: Seattle, WA, and vicinity. Helped organize annual banquet; drafted minutes.

## **OTHER VOLUNTEER & "EXTRACURRICULAR" ACTIVITIES:**

Board Member, University Family YMCA (1996-2006); Seattle, WA: Volunteer, contributor, Bill Gates Youth Development Center. Volunteer for 'teen feeds' & Partners with Youth campaign 1994 to present (Lakewood Family YMCA, beginning in 2016). Pressed for disAbility access.

Participant, United Way Project Leadership Effectiveness and Diversity (LEAD), Class of 1997.

Charter Supporter: U.S. Holocaust Memorial Museum, 1993.

Member, Wounded Warriors Project, following combat deployment to Afghanistan, November 2013 to present.

Lodge Master, Parkland-Lakewood Lodge No. 299, Free & Accepted Masons, Grand Lodge of Washington, November 2017 to present (Lodge Master, beginning November 2018; Master Mason since November 2012 at Henry A. Greene Lodge No. 250).

Participant, Sweat Lodge for Military Veterans, Puyallup Tribe, Beginning March 2015.

**INTERESTS:** Gym Exercise, Hiking, Bicycling, Writing, Voter Registration, Casual Chess, Daily Bible Study, Improv, & 2 Blue Star Family (pre-enlistment), Improv, Amateur Stand-up.

# Ken Witkoe

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7301 91<sup>st</sup> Ave. CT SW Lakewood, WA 98498 | 253 227 7519 | [kenwitkoe@gmail.com](mailto:kenwitkoe@gmail.com)

12/11/20

Mayor Don Anderson and Lakewood city council

City of Lakewood

6000 Main Street SW, Lakewood WA 98499

## **Mayor Don Anderson and Lakewood city council:**

My name is Ken Witkoe and I have been a resident of Lakewood since 2004. With humbleness and respect I am requesting that the Lakewood City Council consider my application to fill the seat vacated by councilmember John Simpson.

As noted in my resume, over the last three decades I have served in various volunteer opportunities in the Lakewood area – even before its incorporation. After becoming a resident of Lakewood, I served on the Arts Commission, volunteered at SummerFest running the arts Commission stage as well as helping run the dunk tank to raise funds for Lakewood Officer's Charity. I was recruited to the city from the Pierce County Sherriff's Depart to become the 1st reserve officer in Lakewood and help start the reserve program. Currently, I am the chair of the Public Safety Advisory Committee and am involved in other events and committees serving Lakewood including Partners for Parks.

In my review of the city's the current legislative agenda and Goals, Strategic Plan and Vision statement, I am in full agreement and wish to help see this agenda pushed forward and implemented. I would like to see continuation of the city's vision of creating attractive neighborhoods, a vibrant and welcoming downtown that encourages economic and community interest, and activities. As well as the many items the city is focused on, I would also like to explore how to foster additional entrepreneurial opportunities for our citizens and not just fight predatory lending, but predatory lending that is targeting the most vulnerable in our city. Furthermore, I would like to help the city hit the 85% citizen satisfaction goal for the Lakewood Police Department. I believe there is a symbiotic relationship between the LPD and organizations and programs like LASA and the Rental Housing Safety Program, that help reduce homelessness and create a safe and vibrant city. Playful and safe parks, top tier schools, community and technical colleges, embracing diversity and being supportive of JBLM, its service members and their families, are all super important components to making Lakewood a family and business friendly city.

I believe that my years of experience in the community, my willingness to work in a team environment, and commitment to be a lifelong learner will allow me to be an immediate asset on the council.

Sincerely,

Ken Witkoe



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# KEN WITKOE

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kenwitkoe@gmail.com ♦ 7301 91st. Ave. CT SW Lakewood, WA 98498 ♦ 253 227 7519

## OBJECTIVE

Appointment to Lakewood City Council

## EDUCATION

South Seattle

B.A.S. Professional Technical Teacher Education and  
Instructional Design 3.99 GPA

Dean's list

Phi Theta Kappa

Marshalltown Community College

Associate of Arts

Dean's list

Phi Theta Kappa member

Outstanding Student award in speech communications

4.0 GPA

## EXPERIENCE

Bates Technical College ♦ 2320 So. 19<sup>th</sup> St. Tacoma, WA 98405

**Instructor, Broadcast Video Production** Feb 7, 2014 – current

As the Broadcasting/ Audio/ Video Production instructor, I am responsible for providing competency based training to students in a manner that prepares successful program graduates for entry-level employment in the Broadcasting Video Production industry. I participate collaboratively and professionally with faculty and staff to promote the general well-being of the department and college, and collective and individual interest of its staff and student body as well as the following items:

- Perform classroom and lab management in a manner that ensures a suitable learning environment.
- Develop and maintain full program curriculum documentation in accordance with the approved college format that is consistent with current industry or business standards.
- Mentor, encourage, counsel and guide students toward the completion of program requirements, course assignments, interpersonal relationships, career goals and responsible work habits

- Requisition and maintain control of and safeguard inventories of equipment and supplies assigned to the program
- Monitor program budget and assure compliance with College budget procedures.
- Maintain and coordinate the maintenance of program computers, servers and software.
- Actively contribute to, and participate in, college-wide activities in support of regional accreditation and state and federal requirements.

Expressed Image Productions ♦ 7301 91st Ave CT SW Lakewood, WA 98498  
**Small business owner of aerial photo and video, and video production - current**

Marshalltown Community College ♦ 3702 S. Center Marshalltown, IA 50158

**Director / Producer** Sept 2012 – February 2014

**Marshalltown Television and Marshalltown Community College TV Producer and Director. Play by play announcer and feature reporter and segment producer.**

PFS Financial Services ♦ 7301 91<sup>st</sup> Ave. CT SW Lakewood, WA 98498

**Financial Services Consultant** Sept 2001 – August 2012

**Recruited, lead and trained personal financial consultants to passionately educate and assist families in achieving debt freedom and financial independence. I advised and educated company managers, employees, and HR personnel on company 401k, SEP, Simple, 403b and other retirement plans. I maintained constant and follow-up clients to solve service concerns and other issues as needed on a daily basis. Prepared detailed financial reports for clients current financial situations and a road-map of advice on ways to achieve their financial goals. I was required to complete state and federal training certificates and licenses as well as continuing education of financial products.**

Eagle TV ♦ P.O. Box 1056 Ulaanbaatar, Mongolia

**Television Station Supervisor** February 1996 – August 1998

**Supervised a staff of 20 to 25 people. In charge of planning, scheduling and directing programming. Supervised the first ever non-state controlled newsroom in Mongolia. Assigned news projects to appropriate reporters. Made contacts and appointments with dignitaries from state and local government, as well as many directors of NGOs to discuss Eagle TV and how we could be of service in the local communities. Directed and produced news stories and local programming. In charge of all production areas. I was the English section reporter. Quality control supervisor on all productions and features.**

**Quality control supervisor and trainer for all on-air master control switching, and served as traffic assistant. Produced and maintained weekly reports for the television board of directors.**

KTBW TV 20 ♦ 1909 S. 341<sup>st</sup> Place Federal Way, WA 98003

**Television Production Manager** February 1988 – February 1996

Supervised and trained production and master control staff. Directed and produced live television broadcasts. As the Public Affairs director, I researched private, public, nonprofit and for-profit, businesses and scheduled appointments with city, county and state government officials and leaders of these organizations to set and perform interviews for live public affairs programs. Attended quarterly ascertainment meetings and other events as required. Met with television hosts and special guests to guide them through the live broadcast. Was on-air host/ talent of live talk show and public affairs broadcast.

## VOLUNTEER AND COMMUNITY SERVICE

### Current

- Lakewood Public Safety Advisory Committee, Chair
- Partners for Parks, board member
- LH Bates Program Sustainability and Analysis Committee
- Harrison Prep Advisory Committee
- Clover Park School District Advisory Committee
- Union Steward – L.H. Bates
- Fife High School Advisory Committee
- Franklin Pierce School District Advisory Committee
- L.H. Bates Commencement Committee

### Past

- Pierce County Sheriff's Department: Commissioned law enforcement deputy 4/1993 to 6/06
- L.H. Bates Diversity Committee Pierce County Criminal Justice Task Force – 1 year appointment
- Court Appointed Special Advocate for Children (CASA) – 2006 / 07
- Lakewood Arts Commission – 3-year board member
- Boys and Girls Clubs of America – past seasonal football coach
- University Place Youth Programs – past seasonal baseball and basketball coach.
- Official for Upward Youth Basketball 2013/14
- House of Compassion 2013/14
- L.H. Bates eLearning Committee
- L.H. Bates Health and Safety Committee 2016/20

◇ References upon request

**Ryan Zilker**  
8019 116th Street Ct. SW  
Lakewood, WA 98498  
949.285.5055  
[rzilker@yahoo.com](mailto:rzilker@yahoo.com)

January 12, 2021

Lakewood City Council  
6000 Main Street SW  
Lakewood, WA 98499

Dear Lakewood City Council:

I submit my resume for your consideration to fill the vacant City Council Position 5.

In late 2018, while still living in Southern California, I accepted a job offer with a local credit union. On my final, pre-move visit to the area I was still undecided on where to settle when I stumbled upon a local development. Fast forward nearly two years later, and I'm a proud resident of Lakewood.

When I was still new to the area and people asked where I live, I'd proudly declare Lakewood. It was only after a few shocked, pitiful faces in reply that I began to understand the undue reputation Lakewood had developed. The urban legends began to emerge, but they didn't match the reality of my experiences in the city nor with my neighbors. The people I have met are kind, generous, and fiercely proud of this city and their community.

Professionally I have served on councils and boards for years; I am currently the president of my HOA. While good training, I realize these roles pale in comparison to the weight of responsibility of serving on the City Council.

I am interested in serving the residents of Lakewood in this capacity because I want to be part of continuing to build this thriving city. As the regional South Puget Sound economy expands, so too do opportunities for economic growth in Lakewood. I want to be part of the economic development in our city, which will be critical to expanding infrastructure, public safety, and community development opportunities.

If selected, I would apply some of the things I've learned in my career:

- Curiosity - my learning curve will be steep, and I commit to reading, asking questions, and seeking to understand;
- Connection - I believe that relationships are built by making personal connections with colleagues and the community by demonstrating respect and maintaining professionalism;
- Character - while not yet perfect, I hold myself to the highest standards of ethical behavior.

It would be an honor for me to join the Lakewood City Council and to be a part of leading Lakewood into 2021 and beyond.

Sincerely yours,

Ryan Zilker

# Ryan Zilker

## Credit Union Executive

Forward-thinking Senior Executive with proven record of accomplishment in financial services during 20+ year career. Driven and ambitious change manager dedicated to continuous business improvement focused on enhancing revenue and streamlining business operations. Diligent in driving profit maximization through multifaced marketing and business approaches.



### Work History

2019-03 -  
Current

#### Senior Vice President / Chief Marketing Officer

*Sound Credit Union, Tacoma, WA*

- Plan strategically for development of transformation roadmap as executive.
- Develop measurement tools, dashboards and reports to track metrics on adoption and effectiveness of initiatives.
- Oversee the planning, development, and execution of Sound's marketing and advertising initiatives.
- Responsible for generating revenue by increasing membership and up-sells/cross-sells through effective marketing.
- Ensure that Sound's message is clearly articulated across channels and to target audiences in order to exceed growth goals.

2016-02 -  
2019-02

#### Marketing Director

*Western Growers Association, Irvine, CA*

- Led, planned, and directed the long term brand strategies for the Western Growers Family of Companies.
- Oversaw the strategic development, implementation, and day-to-day management of marketing plans, programs, and events to drive awareness, participation and profitability.
- Deployed well-coordinated events and marketing



### Contact

#### Address

Lakewood, WA, 98498

#### Phone

(949) 285-5055

#### E-mail

[rzilker@yahoo.com](mailto:rzilker@yahoo.com)

#### LinkedIn

<https://www.linkedin.com/in/ryanzilker/>



### Skills

Strategic marketing and planning

Performance metrics analysis

Product development and management

Staff development

Events

campaigns to facilitate smooth and successful member engagement.

- Implemented marketing automation to measure and increase website traffic and digital engagement.

2010-12 -  
2016-02

## **Senior Manager**

*CO-OP FINANCIAL SERVICES, Rancho Cucamonga, CA*

- Developed key marketing and product development strategies as supported by consumer and credit union and consumer trends.
- Performed in-depth and ongoing analysis of competitors' products to guide product development.
- Managed the marketing strategies to maximize understanding and impact throughout the organization.
- Created and maintained management systems that allow measurement of strategic success against key metrics.
- Create and execute an annual market research plan to support the marketing and product development areas.
- Previously served as B2B Marketing Manager and Senior Manager of Card Payments and Event Marketing .

2001-01 -  
2010-01

## **Vice President of Marketing & Sales | Chief Marketing Officer**

*American First Credit Union, La Habra, CA*

- Administered strategic planning and reporting for senior executive team and board of directors.
- Trained, evaluated, and managed 5 direct reports and 50 total employees for optimal sales and service.
- Increased pull-through rates on approved loans by 6% in 4 months by introducing a data based marketing approach.
- Improved profit per checking account by more

than 200% through product redesign and repricing.

- Increased market share by more than 50% with community initiatives in local markets.
- Boosted non-interest income by \$100K per year by negotiating new agreements.



## Education

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2003-09 -

**MBA**

2006-01

*California State University - Fullerton - Fullerton, CA*

1993-09 -

**Bachelor of Science: Applied Ecology**

1997-01

*University Of California, Irvine - Irvine, CA*