



## LAKWOOD CITY COUNCIL STUDY SESSION AGENDA

Monday, December 12, 2022

7:00 P.M.

City of Lakewood

Council Chambers

6000 Main Street SW

Lakewood, WA 98499

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

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

Those who do not have access to YouTube can call in to listen by telephone via Zoom: Dial +1(253) 215-8782 and enter meeting ID: 868 7263 2373

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Page No.

### CALL TO ORDER

### ITEMS FOR DISCUSSION:

- (3) 1. Review of Non-Motorized Plan Survey Results. – (Memorandum)
- (24) 2. Review of 30% design for Angle/Elwood/87th project and Hipkins project. – (Memorandum)
- (25) 3. Review of process on filling a vacancy on the Lakewood City Council. – (Memorandum)

### ITEMS TENTATIVELY SCHEDULED FOR THE JANUARY 3, 2023 REGULAR CITY COUNCIL MEETING:

- 1. Proclamation declaring January 17, 2023 as Dr. Martin Luther King, Jr. Day of Service.
- 2. Proclamation recognizing J'Nai Bridges.
- 3. Presentation of the 2023 Stormwater Outreach Calendar.
- 4. Youth Council Report.
- 5. Clover Park School District Report.

*Persons requesting special accommodations or language interpreters should contact the City Clerk, 253-983-7705, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.*

6. Authorizing the award of a contract to Asphalt Patch Systems, Inc., in the amount of \$100,000, for the 2022 Unit Price project. – (Motion – Consent Agenda)
7. Related to the use of locally sourced compost materials. – (Ordinance – Regular Agenda)
8. Review of 3<sup>rd</sup> Quarter (2022) Financial Report. – (Reports by the City Manager)

## **REPORTS BY THE CITY MANAGER**

## **CITY COUNCIL COMMENTS**

## **ADJOURNMENT**

*Persons requesting special accommodations or language interpreters should contact the City Clerk, 253-983-7705, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.*



To: Mayor and City Councilmembers  
From: Weston Ott, Public Works Engineering Services Manager  
Through: John J. Caulfield, City Manager *John J. Caulfield*  
Date: December 12, 2022  
Subject: Non-Motorized Plan Update Online Survey Results

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The city of Lakewood is updating its non-motorized transportation plan. The plan was adopted in 2009, since then the city has made numerous improvements to roadways, sidewalks, and shared use paths citywide. Lakewood's non-motorized transportation plan provides comprehensive direction for how the city will enhance pedestrian and bicycle connectivity within its urban areas.

The City of Lakewood entered into a Council approved agreement with the Transpo Group on July 20, 2022 for updates to the City's current Non-Motorized Transportation Plan. An element of the work was to develop an online survey for public outreach to the City's residents and interested parties. Residents and interested parties were able to take the online survey to share opinions about the city's pedestrian and bicycle network through a series of questions that were developed in conjunction with City Staff.

It was determined that the best time to launch the survey was after school started, with the survey going live on October 3, 2022 and ending on October 28, 2022. The survey was available in three languages: English, Spanish, and Korean. The survey was messaged through the City Manager's Bulletin, Social Media, the City's Website, Neighborhood Associations, direct e-mails to six bicycle and other recreation clubs, and a presentation at the Parks board meeting.

The survey consisted of nine questions plus a multiple part question about demographics of the survey participant. A total of 205 survey responses were received. The MS PowerPoint presentation attached is a graphical summary of the responses. The survey results will be used in the Non-Motorized Transportation Plan update and be included in the document as an appendix.



# City of Lakewood

## Non-Motorized Plan: Public Survey Results

Weston Ott, P.E.

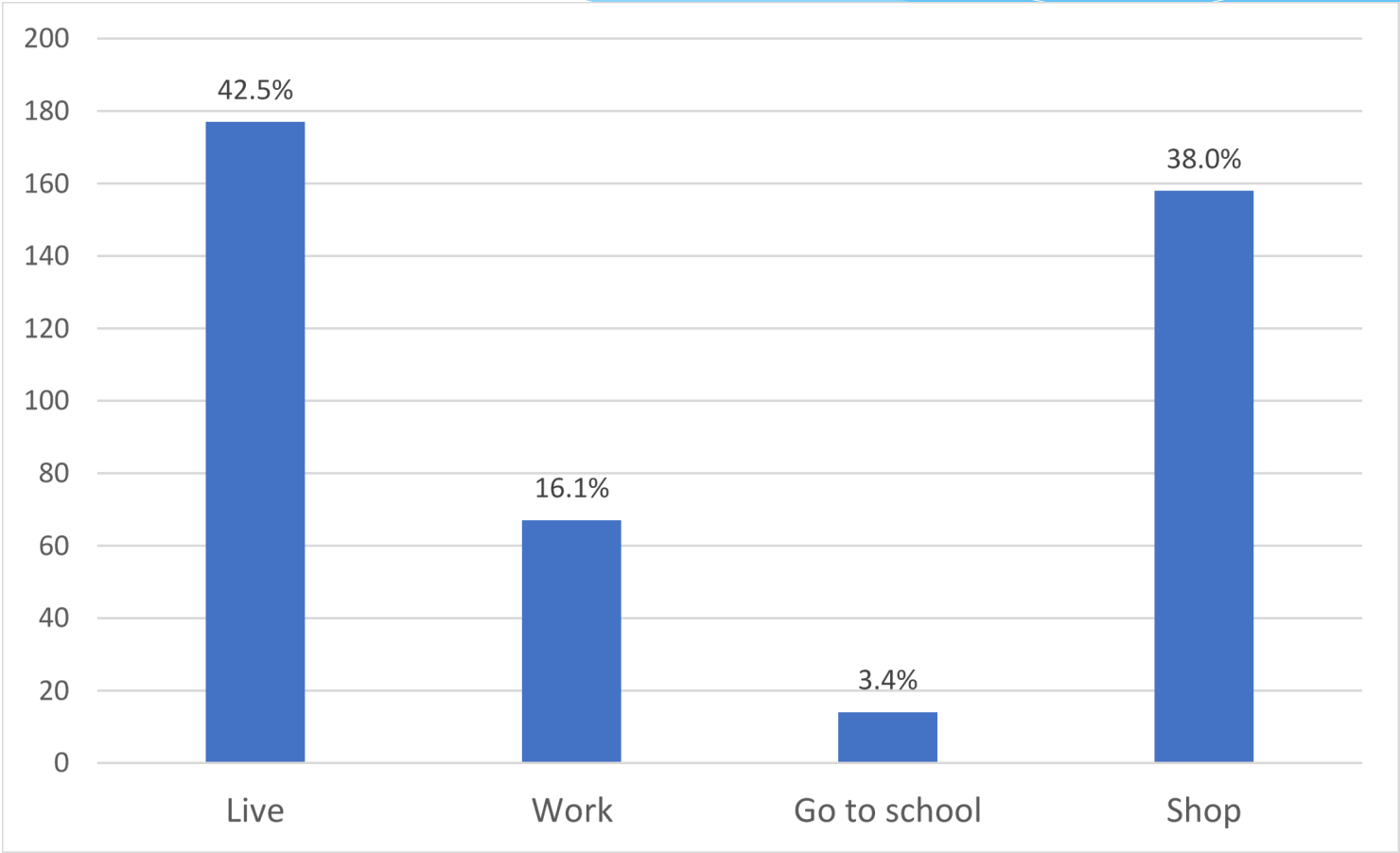
Public Works Engineering

December 12, 2022

# Outreach: Survey Notice

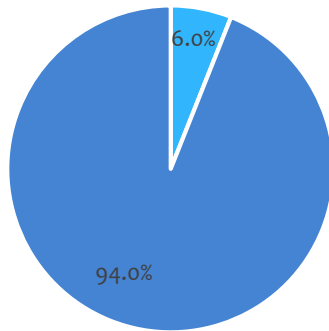
- \* Consultant prepared survey, QR Code, PDF Flyer
- \* 205 responses during the three week survey period
- \* Survey in three languages (English, Spanish, and Korean)
- \* City Manager's Bulletin
- \* Social Media
- \* City Website
- \* Neighborhood Association presidents
- \* Direct e-mail to six bicycle and other recreation clubs
- \* Parks board meeting

# Question 1 - Within the City of Lakewood, do you:



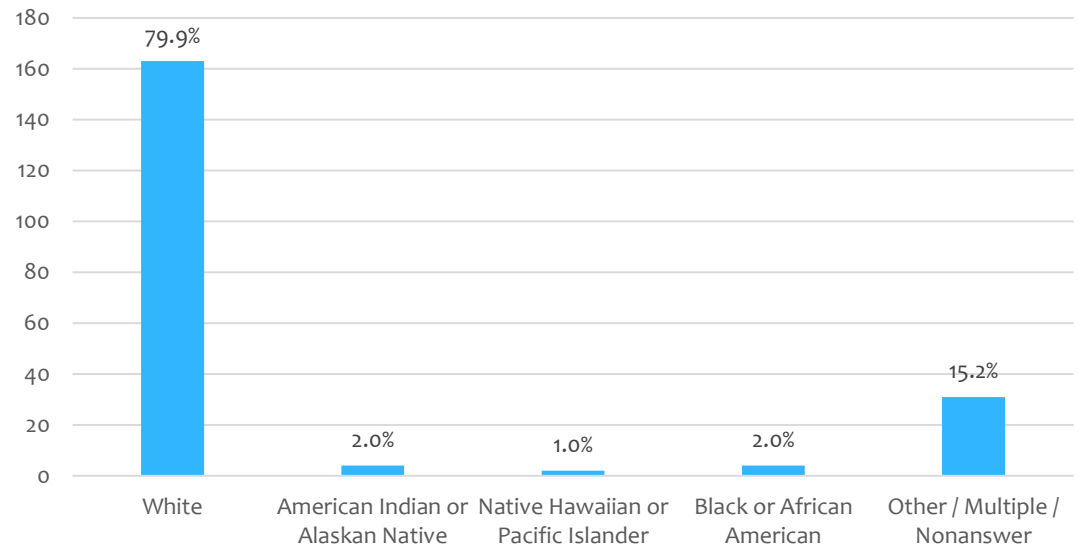
# Demographics of all Survey Respondents(Continued):

Are you Spanish, Hispanic or Latino?



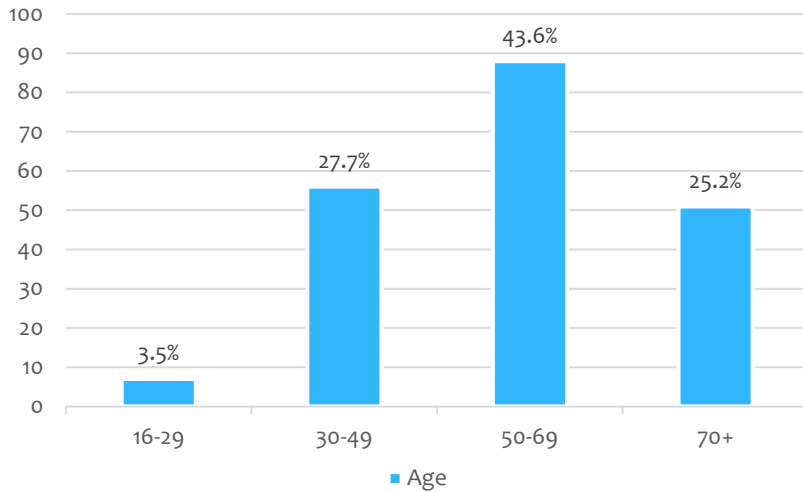
■ Yes ■ No

What is your race?

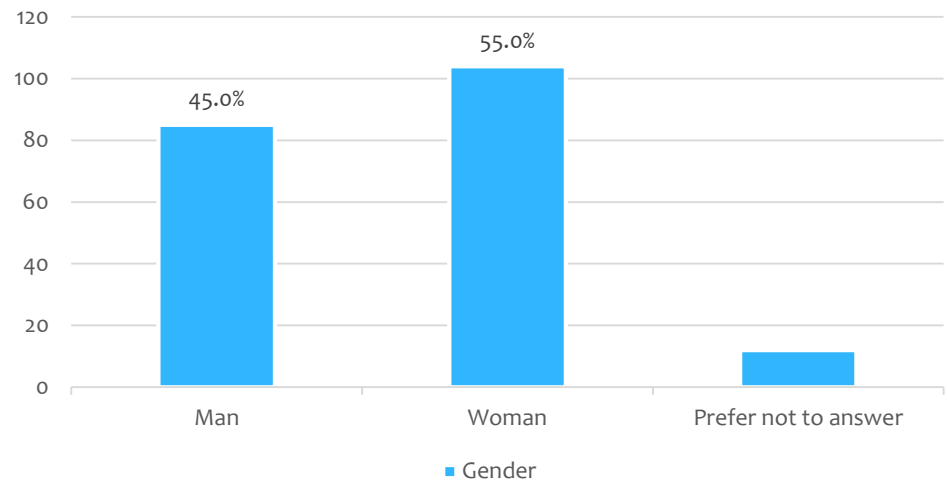


# Demographics of all Survey Respondents:

Age

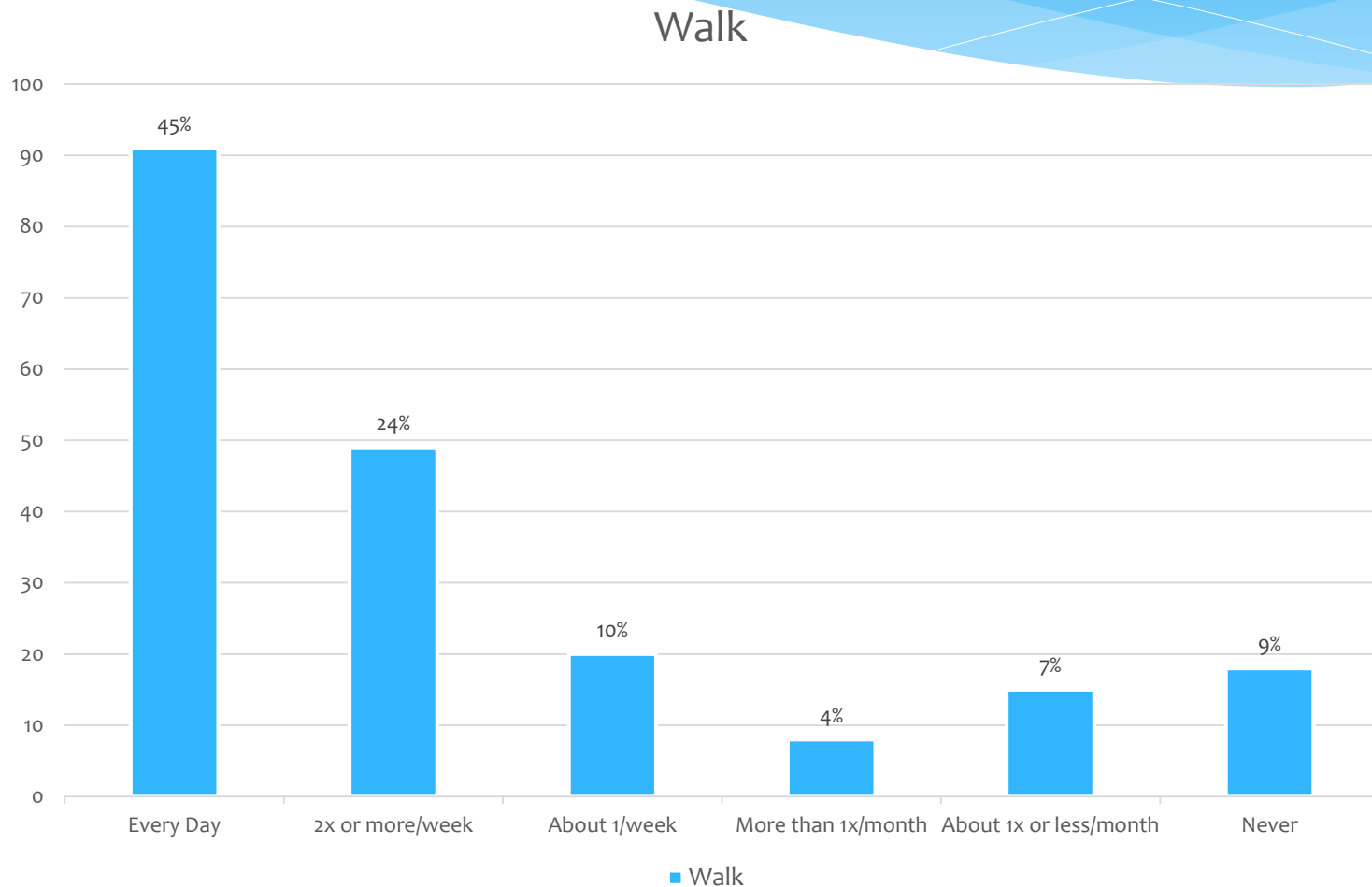


Gender



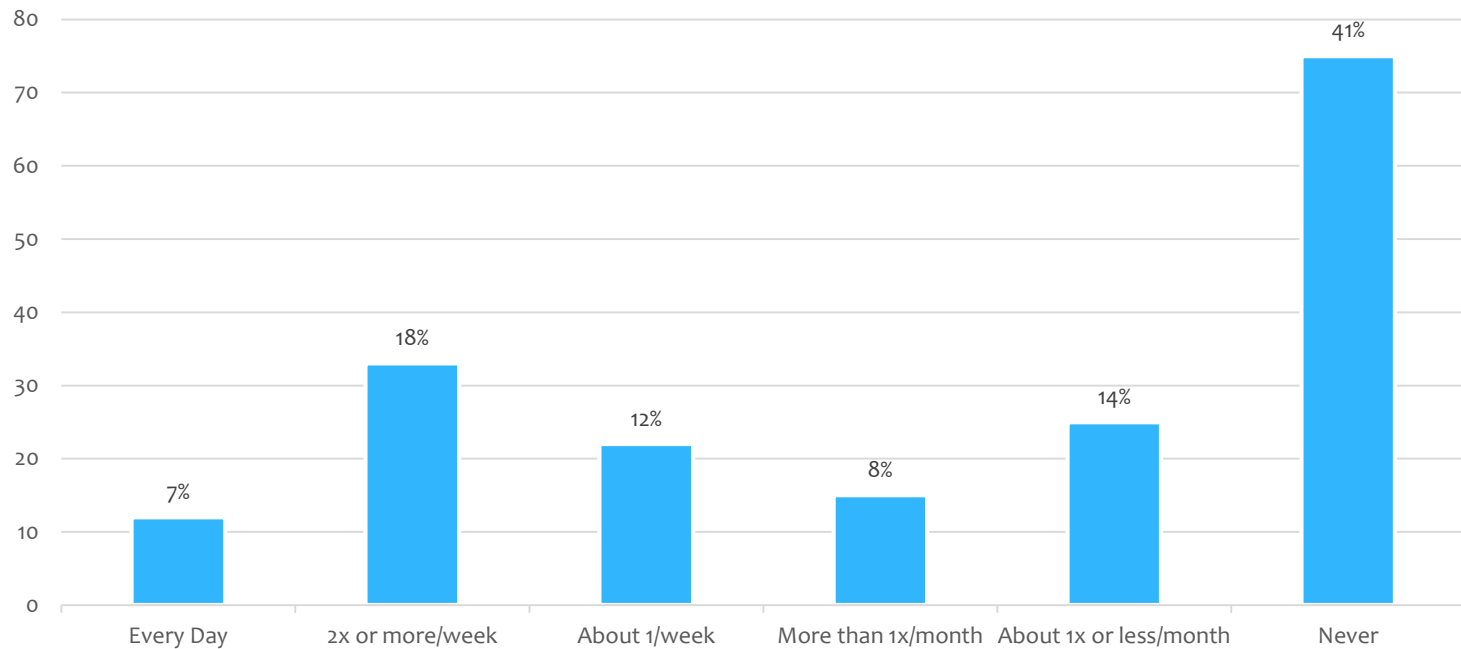


# Question 2: How often do you use each of the following non-motorized modes of transportation?



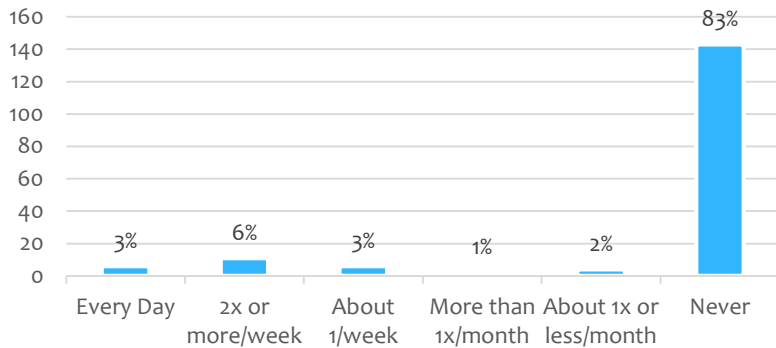
# Question 2: How often do you use each of the following non-motorized modes of transportation?

## Bicycle



# Question 2: How often do you use each of the following non-motorized modes of transportation? (Continued)

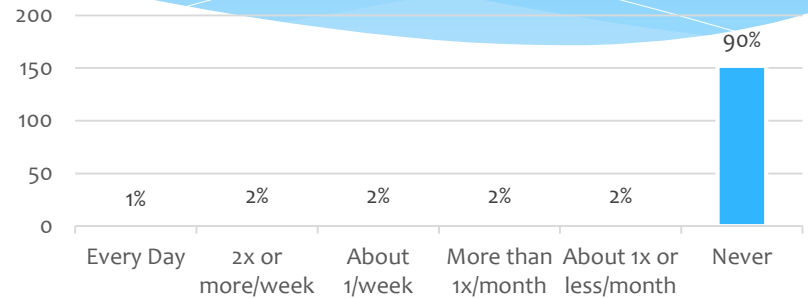
## E-bike



■ E-bike

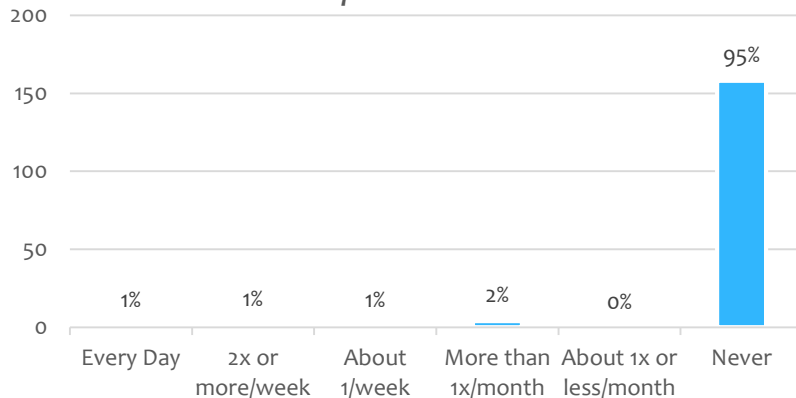
Note: Basic eBike \$1,000 to \$4,000

## Scooter (electric or self-propelled)



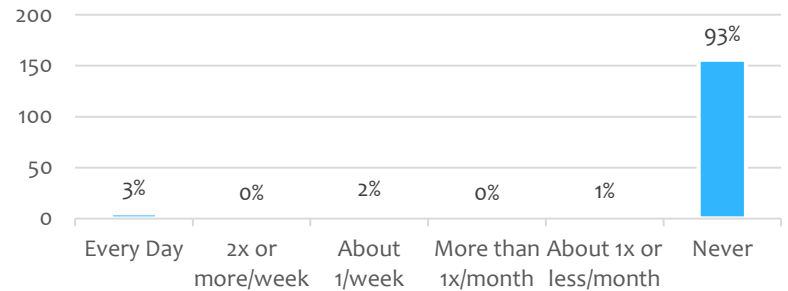
■ Scooter (electric or self-propelled)

## Skate/skateboard



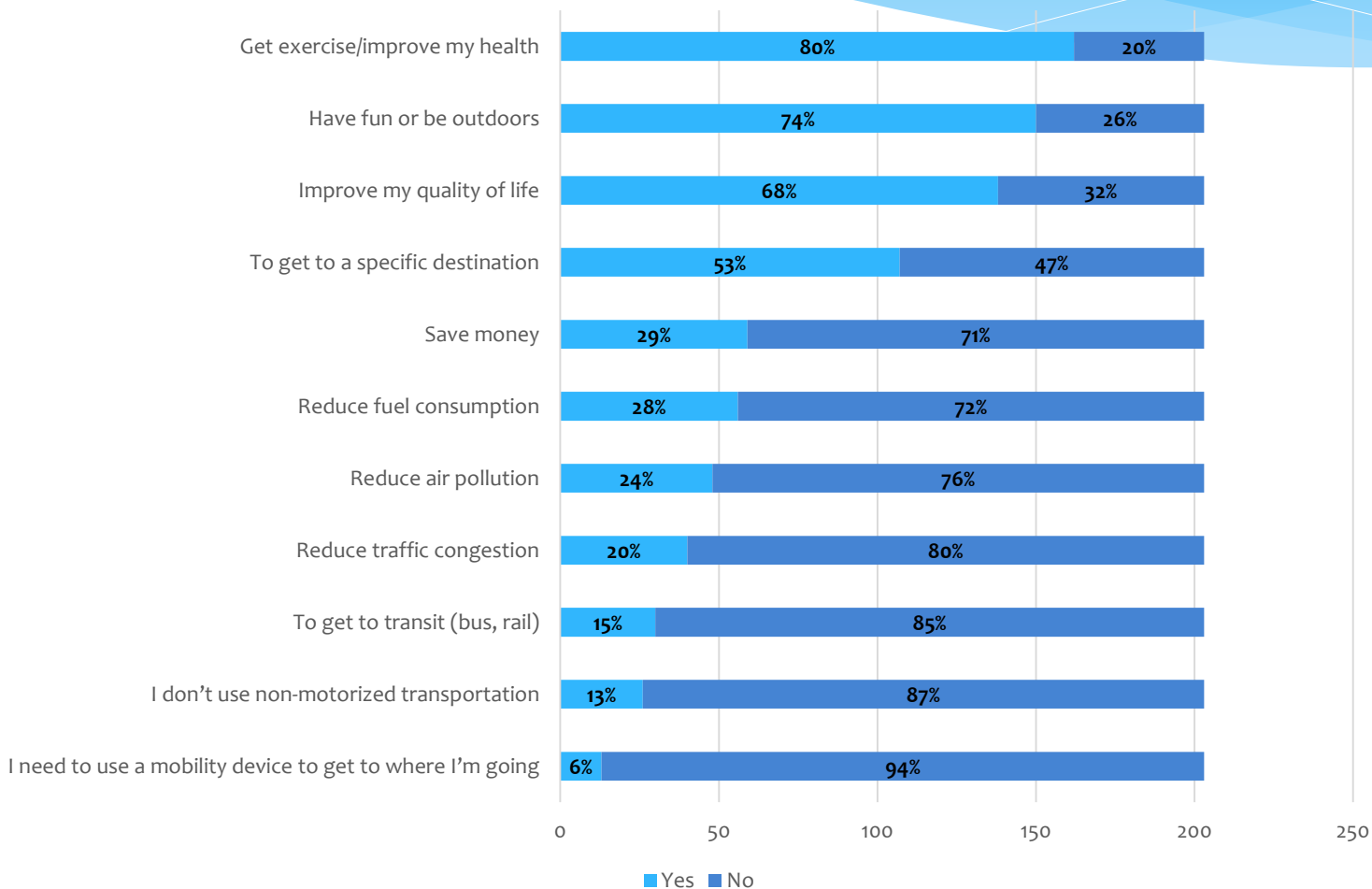
■ Skate/skateboard

## Wheelchair, mobility scooter, or other mobility aid

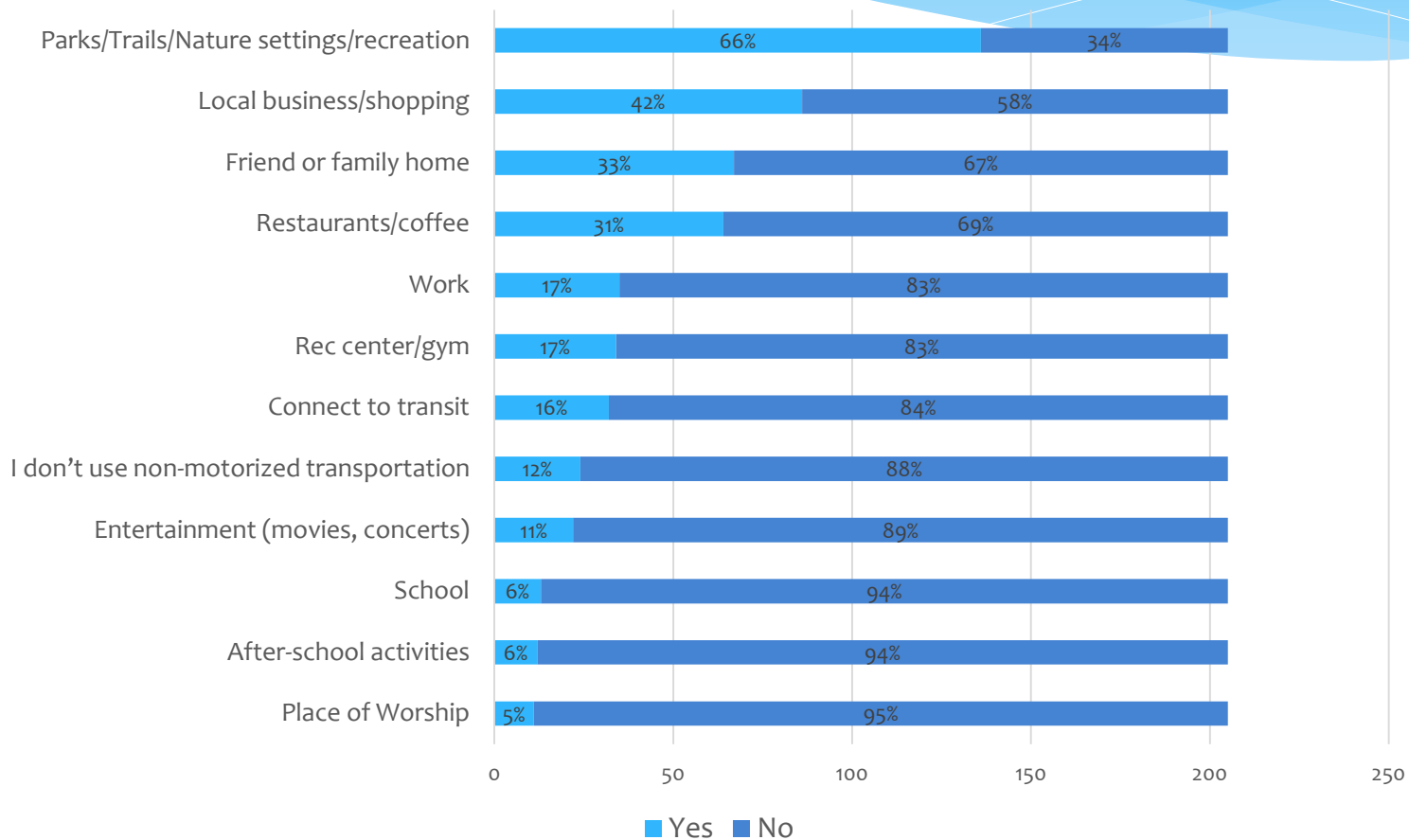


■ Wheelchair, mobility scooter, or other mobility aid

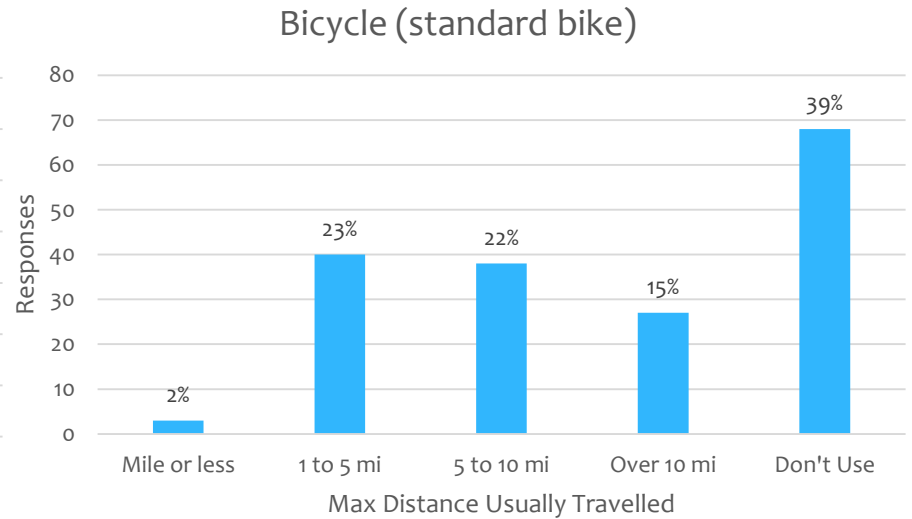
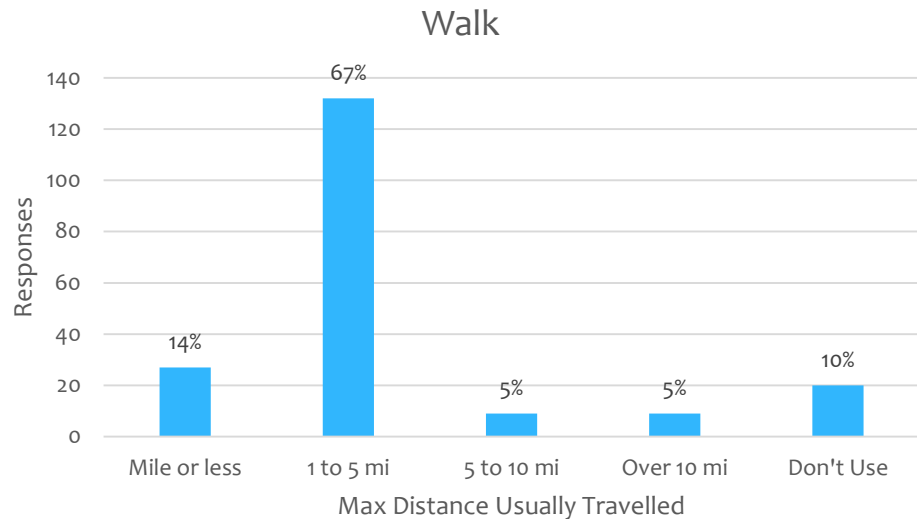
# Question 3 - Why do you use active transportation?



# Question 4 – Where do you go when you use non-motorized transportation?

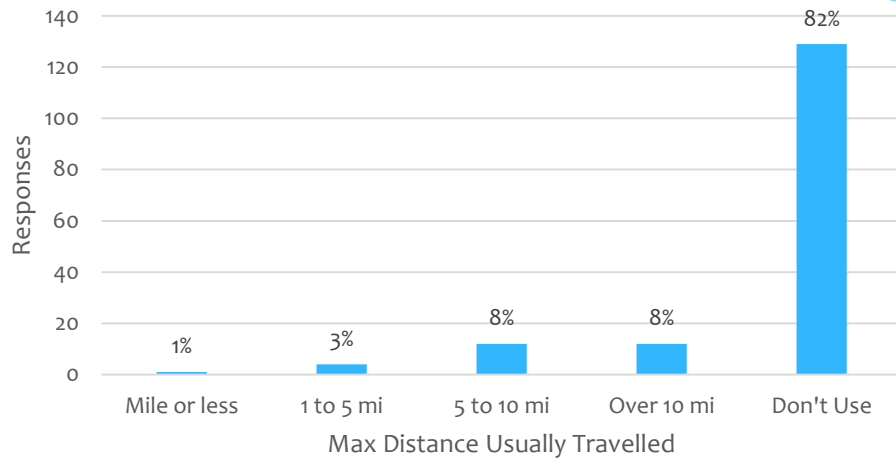


# Question 5 - What is the maximum distance that you typically travel in an average non-motorized trip?

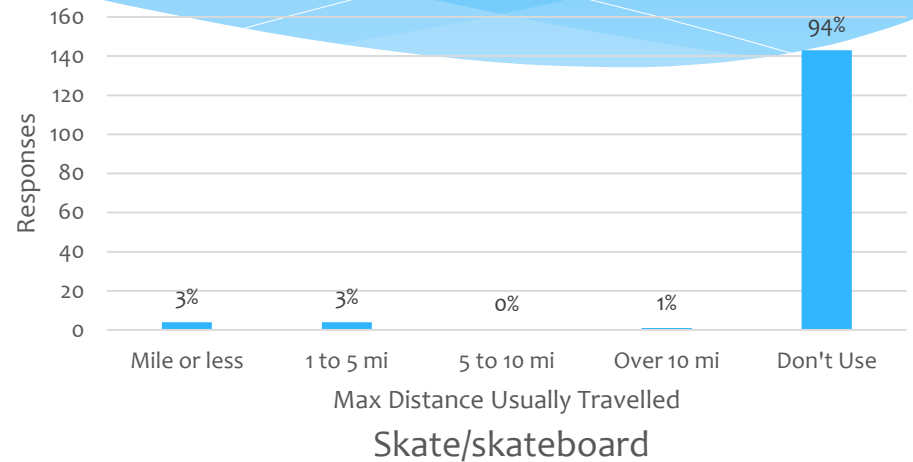


# Question 5 - What is the maximum distance that you typically travel in an average non-motorized trip? (Continued)

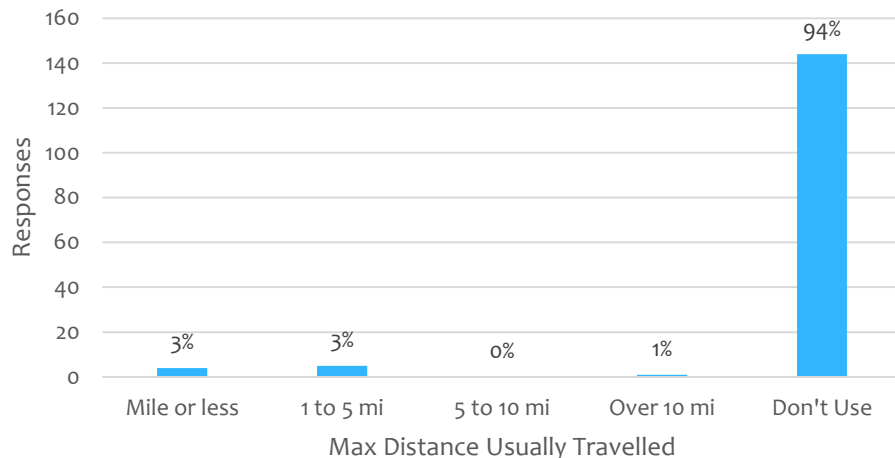
E-bike



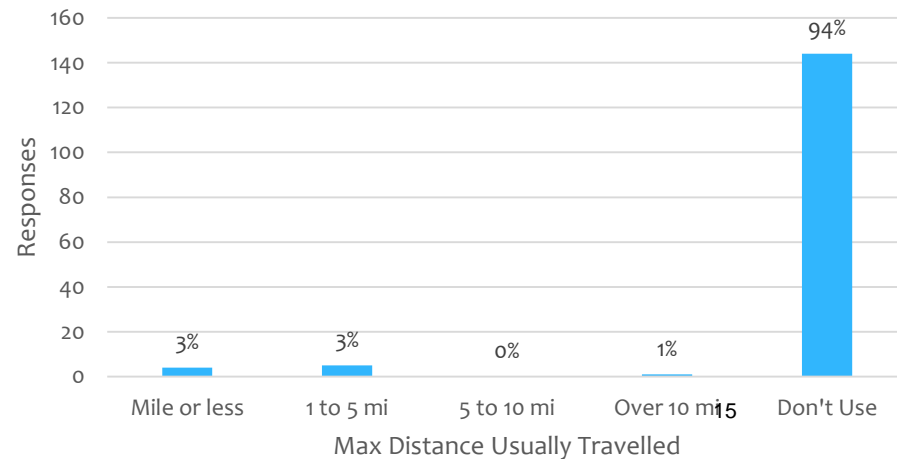
Wheelchair, mobility scooter, or other mobility aid



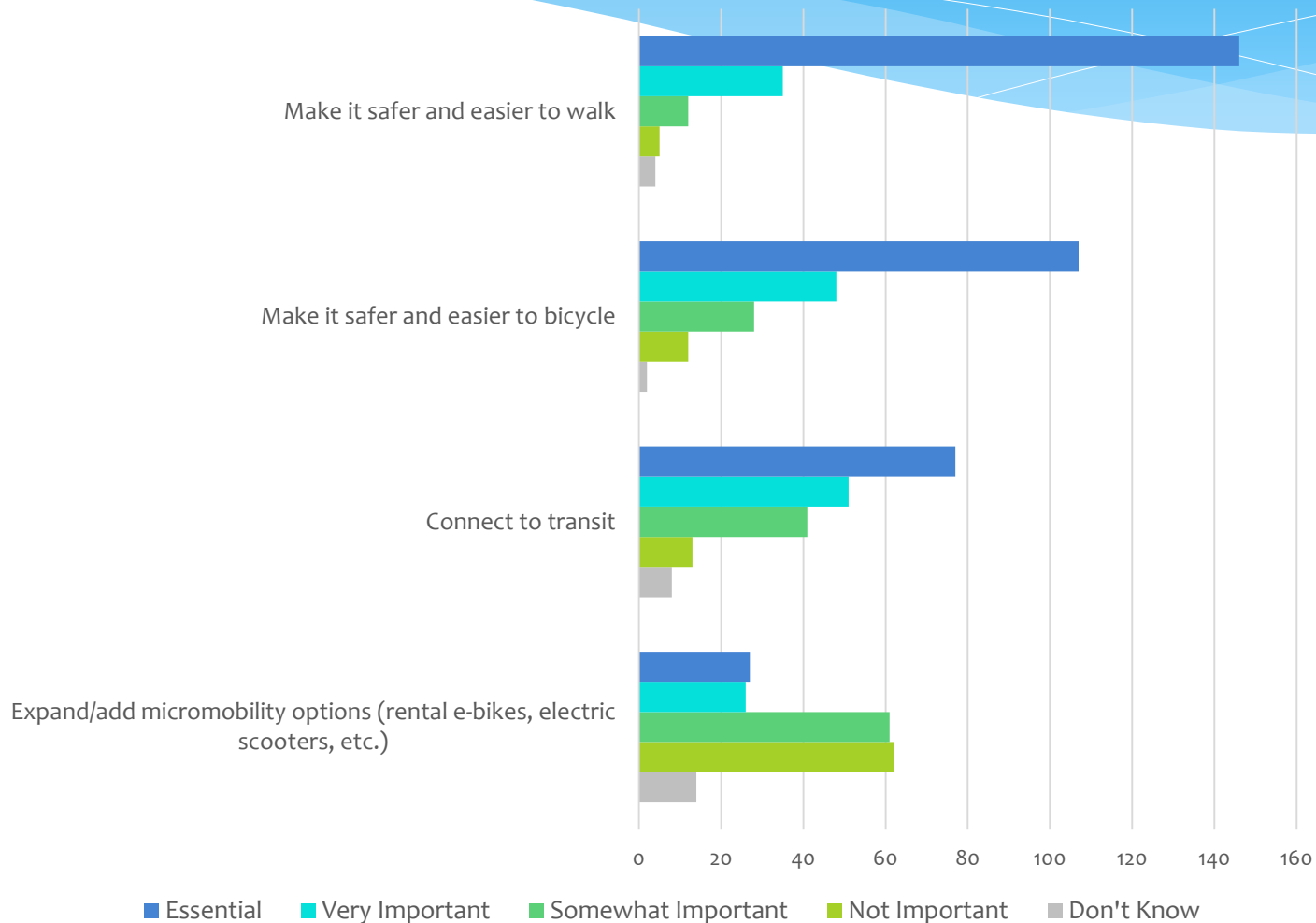
Skate/skateboard



Skate/skateboard

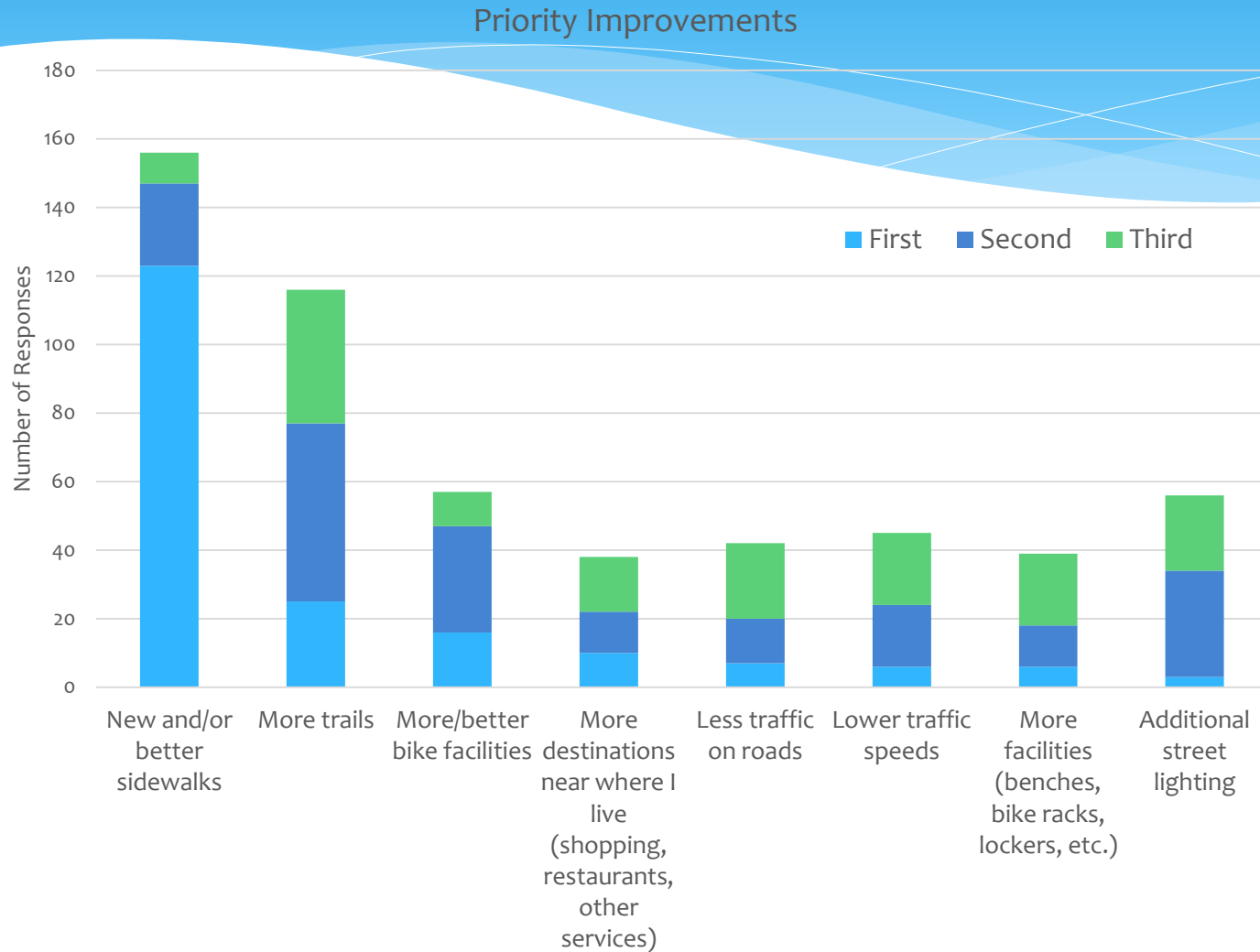


# Question 6 - As the City makes non-motorized transportation improvements, how important do you think it is to achieve each of the following goals?

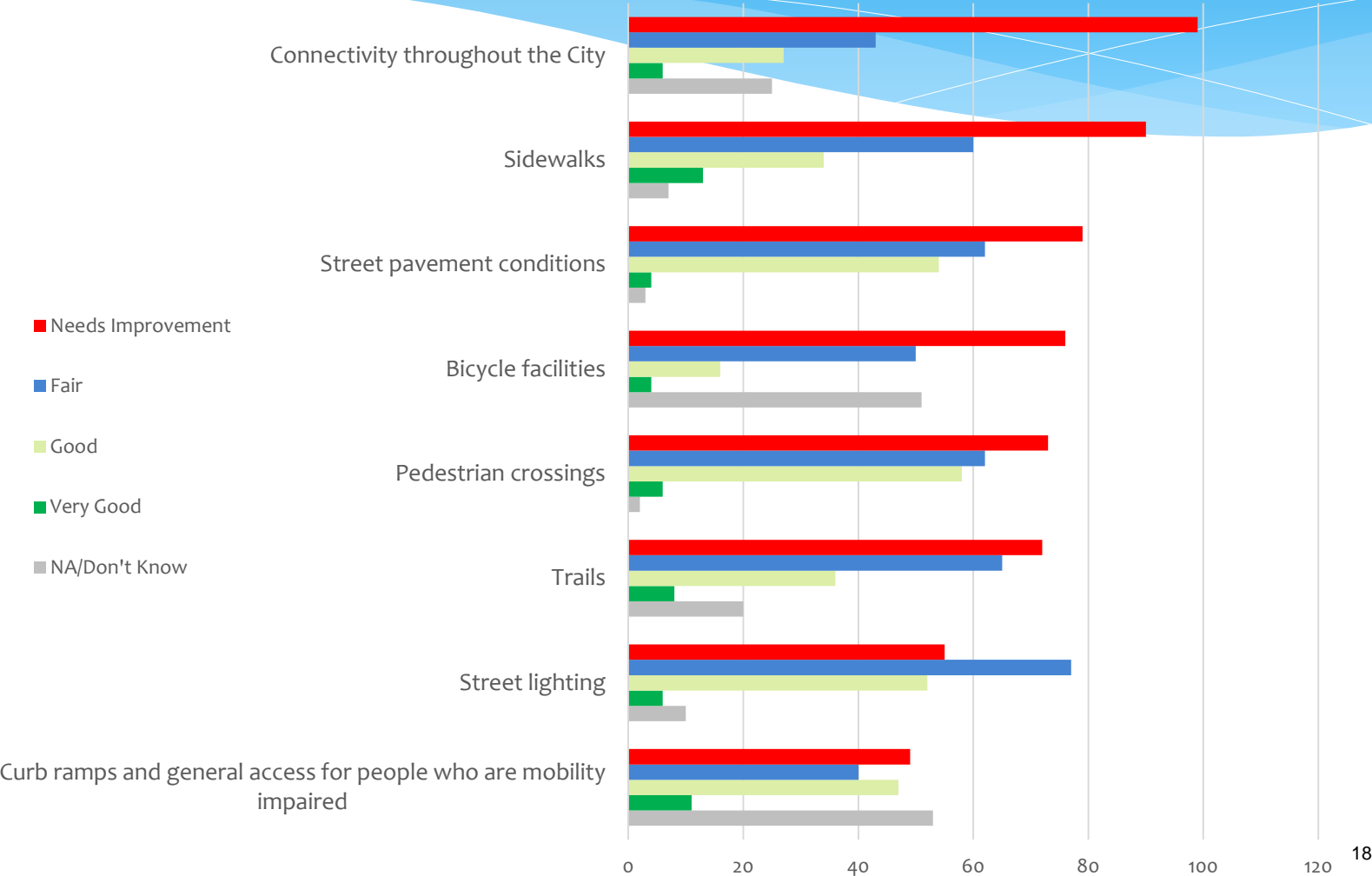




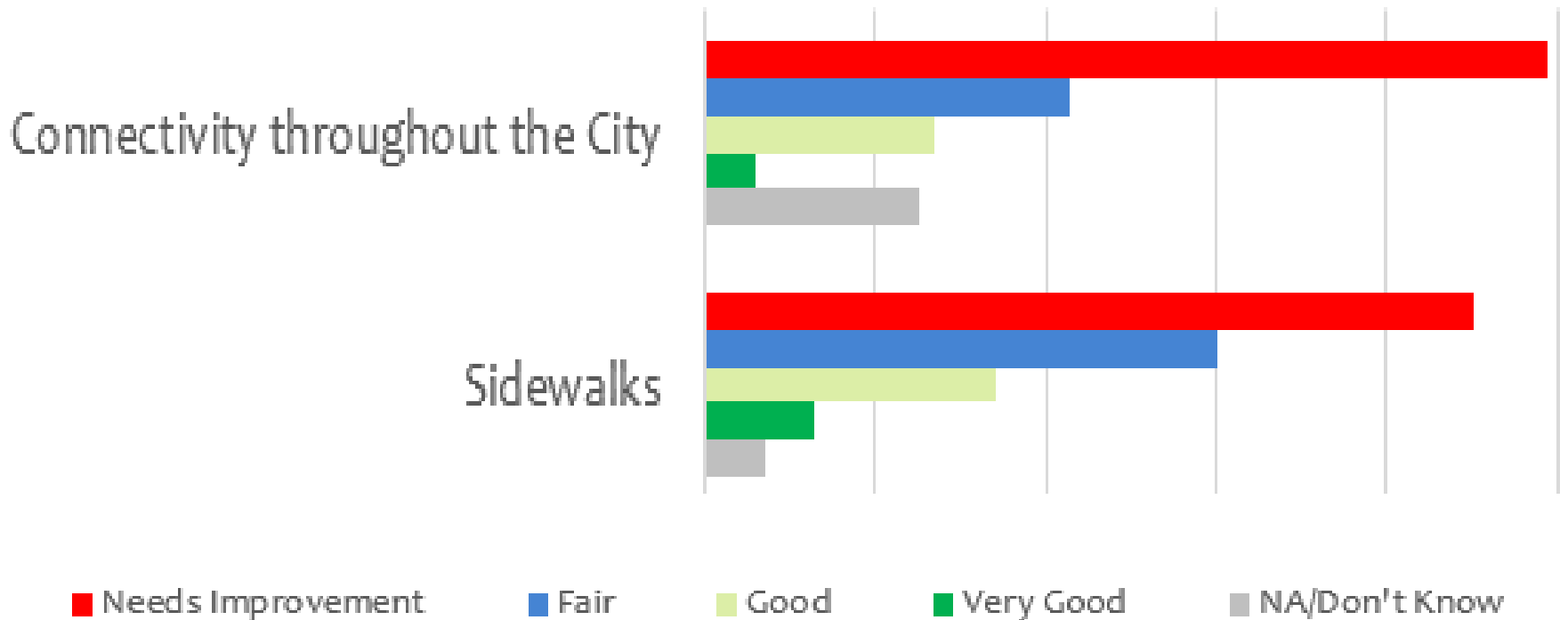
# Question 7 - Select the top 3 things that would help you use non-motorized transportation more often:



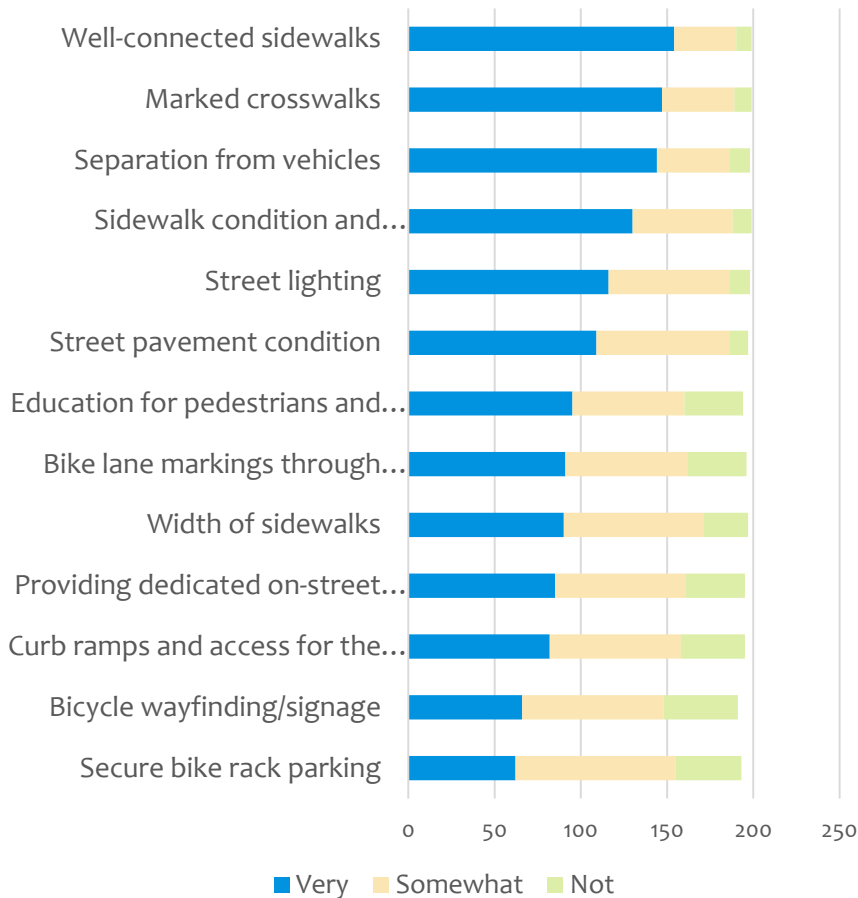
# Question 8 - How would you rate the existing non-motorized transportation systems in the City?



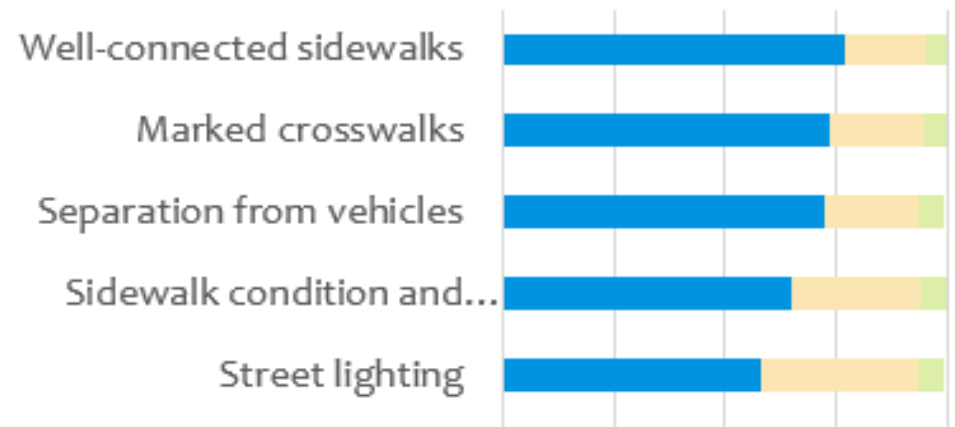
# Question 8 - Overall, how would you rate the existing non-motorized transportation systems in the City? Top Two:



# Question 9 - When using non-motorized facilities in the City, how important to you are the following factors?



## Top Five



# Summary:

- \* More sidewalks
- \* Connectivity of non-motorized improvements
- \* Respondents primarily walk
- \* Non-motorized use is primarily for recreation, but shopping(42%), going to work(17%) and, connection to transit(16%) were listed.  
(Question: percent where do you go?)

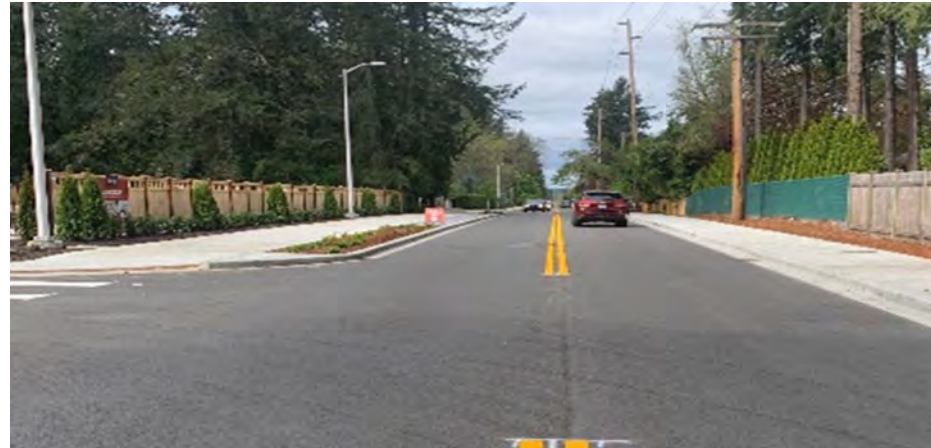
# Report Update Schedule

- \* January 20, 2023 – Transpo Group submit draft non-motorized plan to City staff for review
- \* Jan 20 to Feb 3, 2023 – City staff review of non-motorized plan
- \* Feb 6 to Feb 17, 2023 – Transpo Group final updates to non-motorized plan based on City feedback
- \* Feb 17, 2023 – Final NM Plan submittal to City
- \* Updated report posted to City website Feb 20, 2023

# Questions

Onyx Dr. SW

Veterans Dr. SW





TO: Mayor and City Councilmembers

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

FROM: Paul A. Bucich, Public Works Engineering Director

DATE: December 12, 2022

SUBJECT: Review of 30% design for Angle/Elwood/87<sup>th</sup> project and Hipkins project

**PURPOSE:** The purpose of this discussion is to present to City Council the preliminary layout plans for two construction projects slated for construction in 2023 and gain input from the City Council on the inclusion of certain design features.

**BACKGROUND:** In 2022 the City received grant funding in the amount of \$746,000 to construct sidewalks and a shared use path between Steilacoom Blvd SW and Hipkins Road SW starting at 87<sup>th</sup> Ave SW and Steilacoom Blvd and continuing south through the Elwood Road SW right of way to Angle Lane SW with a final connection to Hipkins Road SW. During the course of design we have identified an opportunity to complete the west side of 87<sup>th</sup> with sidewalks and construction of a new park entrance. The intention of this discussion is to go over these potential improvements along with the proposed route of the shared use path through the right of way shared with the park.

Also, in 2021, the City Council authorized the funding of improvements to Hipkins Road SW to complete sidewalks which have been missing for over 20 years. There are a number of design options to discuss with Council for the corridor.





TO: Mayor and City Councilmembers  
THROUGH: John J. Caulfield, City Manager *John J. Caulfield*  
FROM: Heidi Wachter, City Attorney  
DATE: December 12, 2022  
SUBJECT: Review process on filling a vacancy on the Lakewood City Council

**PURPOSE:** The purpose of this memorandum is to provide guidance on filling the forthcoming vacancy on the Lakewood City Council.

**BACKGROUND:** Municipal Research Services Center provides complete guidance on this question: [Filling a Vacancy in City or Town Councils](#). Of note within the article are the following:

1. There is no legally required process; the process is determined by the City Council.
2. Should the City Council fail to fill the vacancy within ninety (90) days, the City Council loses the authority to appoint, and that authority goes to the Pierce County Council.
3. Candidates must, on the day of appointment, meet the same qualifications as would be required in order to be eligible to be elected to the position.
4. While the City Council may consider and discuss qualifications in Executive Session, any interviews must be held in public, pursuant to the Open Public Meetings Act (OPMA).

[RCW 42.12.070](#) details how nonpartisan vacancies shall be filled. Pursuant to RCW 42.12.070(D) persons appointed to fill a vacancy would do so until a person is elected for that position at the next election which a member of the governing body normally would be elected. The elected person immediately assumes office to serve the remainder of the unexpired term.

**Previous Lakewood City Councilmember Vacancy Process:** In late 2020, after then Councilmember John Simpson's resignation from the Lakewood City Council, the city of Lakewood ("City") solicited candidates to fill the vacancy.

The City solicited interested Lakewood residents to submit a one-page letter of interest confirming their Lakewood residency, identifying why they are interested in serving the community in this capacity, and summarizing their qualifications. Candidates could also attach a resume to this letter.

Applicants were asked to submit their documents to the City Clerk's Office by January 13, 2021. The Lakewood City Council were presented with the applications for appointment to the position during the January 19, 2021 Regular Meeting and during the February 1, 2021 they refined the selection process and discussed candidate attributes and interview questions. The Lakewood City Council invited all candidates to make a presentation before the City Council on February 9, 2021 and February 10, 2021. The Lakewood City Council selected a candidate to fill the vacancy during the February 22, 2021 Special Meeting.

The Lakewood City Council may employ this process, use this process with modification or develop an entirely new process. As stated above, there is no legally required process; the process is determined by the Council.

**Timeline in terms of legal requirements:**

1. **December 28, 2022:** Councilmember Linda Farmer's resignation becomes effective, resulting in a vacancy on the Lakewood City Council (position #6).
2. **December 28, 2022 – March 28, 2023:** The ninety (90) days period during which the City retains the authority to appoint a candidate to fill the vacancy.
3. **November 2023:** Is the date scheduled for the next General Election at which time Lakewood City Council position #6 is up for election. Election results are certified no later than 30 days after the General Election.
4. **Upon Certification of the General Election 2023:** The person elected to Lakewood City Council position #6 immediately assumes office to serve the remainder of the unexpired term.

**Proposal for Council to appoint a candidate to fill the vacancy within the legal timeline:**

**December 2022:** Solicit candidates to fill the vacancy, which may include posting in accordance with public notice, social media and contact with community groups.

**January 23, 2023:** Refine its selection process during this study session or at another study session in early 2023.

**February 7, 2023:** Candidates make presentations to the City Council during a special meeting in early 2023.

This leaves three regular meetings, one in February and two in March, to appoint the successful candidate. Should the City Council wish, the above schedule could shift to solicit interest in January, with consideration at subsequent study sessions in February followed by appointment in March, however this extends the time during which the City Council works with six rather than seven members. It should be noted that City Council work extends beyond legislative duties and coverage for any extra duties performed by Position #6 should be considered.