



## LAKWOOD CITY COUNCIL AGENDA

Monday, November 4, 2024

7:00 P.M.

City of Lakewood

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 participate via Zoom by either visiting <https://us02web.zoom.us/j/86872632373> or calling by telephone: Dial +1(253) 215- 8782 and enter participant ID: 868 7263 2373.

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

**By Phone:** For those participating by calling in by telephone (+1(253) 215- 8782 and enter participant ID: 868 7263 2373), to use the "Raise Hand" feature press \*9 on your phone, to be called upon by the Mayor during the Public Comments or Public Hearings portion of the agenda. Your name or the last three digits of your phone number will be called out when it is your turn to speak. When using your phone to call in you may need to press \*6 to unmute yourself. When you are unmuted please provide your name and city of residence. Each speaker will be allowed (3) three minutes to speak during the Public Comment and at each Public Hearing.

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

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

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

<http://www.cityoflakewood.us>

**CALL TO ORDER****ROLL CALL****PLEDGE OF ALLEGIANCE****PROCLAMATIONS AND PRESENTATIONS**

- (5) 1. Proclamation declaring November, 2024 as Native American Heritage Month. – *Nisqually Tribal Council*
- (7) 2. Proclamation recognizing November 11, 2024 as Veterans Day and November, 2024 as Veterans Appreciation Month. – *Colonel Gallo, Commander, 2/2 Stryker Brigade Combat Team*
3. Youth Council Report.
4. Clover Park School District Report. – *Alyssa Anderson Pearson, Board President*

**PUBLIC COMMENTS****C O N S E N T A G E N D A**

- (9) A. Approval of the minutes of the City Council study session of October 14, 2024.
- (13) B. Approval of the minutes of the City Council meeting of October 21, 2024 .
- (19) C. Approval of claims vouchers, in the amount of \$5,872,302.37, for the period of September 16, 2024 through October 15, 2024.
- (72) D. Approval of payroll checks, in the amount of \$3,378,016.81, for the period of September 16, 2024 through October 15, 2024.
- (74) E. Motion No. 2024-71

Authorizing the execution of an agreement with Gordon Thomas Honeywell Governmental Affairs for state governmental relations services.

(82) F. Motion No. 2024-72

Authorizing the execution of an agreement with Johnston Group for federal governmental relations services.

(102) G. Motion No. 2024-73

Authorizing award of a construction contract to Active Construction, Inc. in the amount of \$5,272,272.00, for the Steilacoom Blvd – 87th to Weller Project.

(109) H. Motion No. 2024-74

Authorizing the execution of an interlocal agreement between Pierce County and the City of Lakewood for the provision of specialized law enforcement services.

(136) I. Motion No. 2024-75

Confirming the appointment of Tim Lewis as Municipal Court Judge and authorizing the execution of an agreement with Tim Lewis to fill the Municipal Court Judge term ending December 31, 2025.

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

### **PUBLIC HEARINGS AND APPEALS**

(140) This is the date set for a public hearing on the Utility Tax Rate Increase.

(144) This is the date set for a public hearing on the 2025 Property Tax Levy.

(161) This is the date set for a public hearing on the 2024 Year- End Budget Adjustment.

(178) This is the date set for a public hearing on the 2025/2026 Proposed Biennial Budget.

(197) This is the date set for a public hearing on the 2025 Comprehensive Plan and Zoning Map Amendment Docket.

- (250) This is the date set for a public hearing on the 2024 Development Regulation Updates.

**ORDINANCE**

- (442) Ordinance No. 815

Vacating that section of Cline Road lying between Interstate 5 and Pacific Highway SW.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**REPORTS BY THE CITY MANAGER**

**CITY COUNCIL COMMENTS**

**ADJOURNMENT**



## CITY OF LAKEWOOD



### PROCLAMATION

**WHEREAS**, Washington state is home to 29 federally recognized Indian tribes and in Lakewood the Nisqually and Steilacoom people were the first inhabitants of the land, using what was once a prairie as a ready source of food and a gathering place; and

**WHEREAS**, Lakewood is committed to supporting and strengthening government-to-government relationships with our tribal neighbors and recognizes the contributions of Indigenous people are woven deeply into our rich tapestry; and

**WHEREAS**, the City and the Nisqually Indian Tribe are engaged in a collaborative partnership to develop interpretive installations on public lands within the city that feature the unique culture and history of the Nisqually Indian Tribe; and

**WHEREAS**, a project at Fort Steilacoom Park to add Native art and cultural interpretive markers along the 1.7-mile Nisqually Loop Trail that will include descriptions of traditional uses of the area, information about the Nisqually Tribe, Chief Leschi's legacy, and Lushootseed language; and

**WHEREAS**, the City recognizes that we are on the lands of the Nisqually and Steilacoom people, and acknowledges the history of dispossession that allowed for the growth of our community; and

**WHEREAS**, despite this history, Indigenous peoples, their governments, and their communities have persevered and flourished as teachers and scholars, scientists and doctors, writers and artists, business leaders and elected officials, heroes in uniform, and so much more, making immeasurable contributions to our country's progress; and

**WHEREAS**, the City offers its respect to the Nisqually and Steilacoom people and their Elders and reaffirms its commitment to preserve the traditions and culture of the tribes and to honor the unique heritage of our first inhabitants.

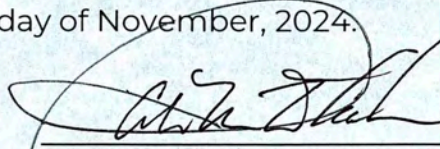


**NOW, THEREFORE, BE IT RESOLVED** that the Lakewood City Council does hereby proclaim November, 2024 as

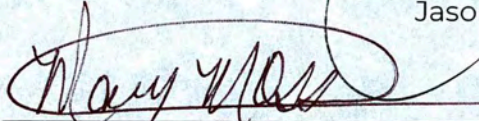
## **Native American Heritage Month**

in the City of Lakewood and calls upon all residents to commemorate this month with appropriate programs and activities.

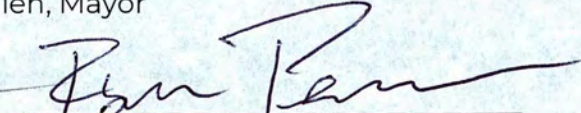
PROCLAIMED this 4<sup>th</sup> day of November, 2024.



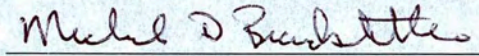
Jason Whalen, Mayor



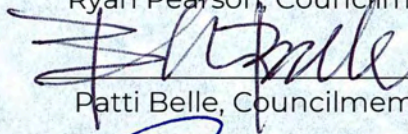
Mary Moss, Deputy Mayor



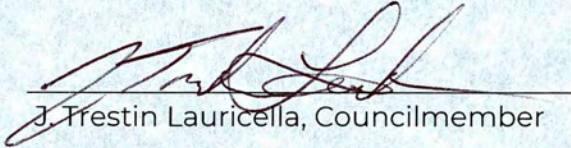
Ryan Pearson, Councilmember



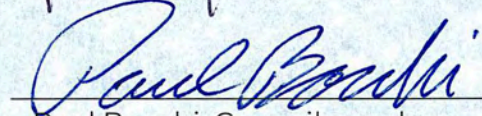
Michael Brandstetter, Councilmember



Patti Belle, Councilmember



J. Trestin Lauricella, Councilmember



Paul Bocchi, Councilmember



# CITY OF LAKEWOOD



## PROCLAMATION

**WHEREAS**, members of the Army, Air Force, Navy, Marines, Space Force, Coast Guard, and Merchant Marine have answered a high calling to serve and have helped protect and secure the United State of America at every turn; and

**WHEREAS**, U.S. veterans answered the call when asked to protect our nation from some of the most brutal and ruthless tyrants, terrorists and militaries the world has ever known; and our veterans stood tall in the face of grave danger and enabled our nation to become the greatest force for freedom; and

**WHEREAS**, our country is forever indebted to our veterans for their courage and exemplary service; and

**WHEREAS**, we honor those who laid down their lives in freedom's defense and made the ultimate sacrifice for our benefit; and

**WHEREAS**, on Veterans Day, we salute those who proudly wore the uniform of the United States of America and the families who sacrificed alongside them, and we affirm our sacred duty as citizens to express our enduring gratitude, both in words and in actions, for their service; and

**WHEREAS**, these brave men and women and their selfless sacrifices continue to inspire us today as we work to advance peace and extend freedom around the world; and

**WHEREAS**, as many veterans face overwhelming unknowns, through community collaborations we can ensure that those who have served their nation receive the resources and support they deserve; and

**WHEREAS**, their abiding patriotism and enduring devotion to the ideals on which the United States is founded provides a source of permanent inspiration to ensure our unwavering support as a community; and

**WHEREAS**, through their commitment to freedom, our veterans have positively impacted millions of lives and made our country and the world more secure, and the City of Lakewood resolves that their sacrifices will always be remembered.

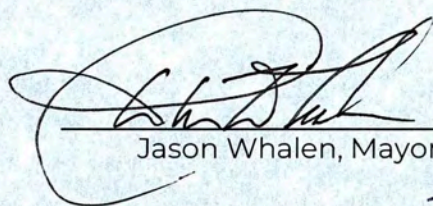


**NOW, THEREFORE**, the Lakewood City Council hereby proclaim November 11, 2024 as Veterans Day and the month of November 2024 as

## **VETERANS APPRECIATION MONTH**

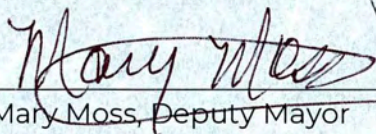
in the City of Lakewood and encourages all residents to recognize the valor and sacrifice of our veterans and to actively support our local veterans and their family members.

**PROCLAIMED** this 4<sup>th</sup> day of November, 2024.



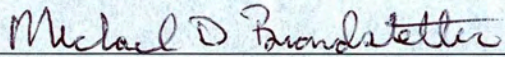
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Jason Whalen, Mayor



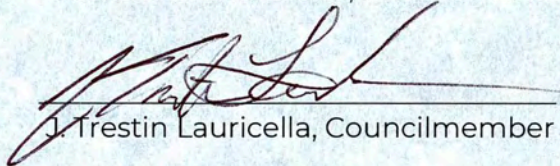
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Mary Moss, Deputy Mayor



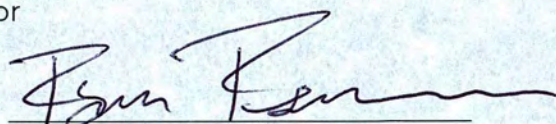
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Michael Brandstetter, Councilmember



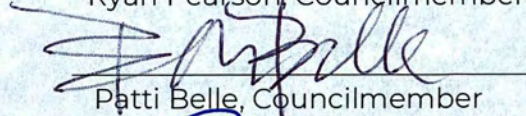
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J. Trestin Lauricella, Councilmember



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Ryan Pearson, Councilmember



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Patti Belle, Councilmember



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Paul Bocchi, Councilmember





## LAKWOOD CITY COUNCIL MINUTES

Monday, October 14, 2024

City of Lakewood

6000 Main Street SW

Lakewood, WA 98499

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

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

Participant ID: 868 7263 2373

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### CALL TO ORDER

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

### ROLL CALL

Councilmembers Present: 5 – Mayor Jason Whalen, Deputy Mayor Mary Moss, Councilmembers Ryan Pearson, Patti Belle and Paul Bocchi.

Councilmember Excused: 2 – Councilmembers Michael Brandstetter and J. Trestin Lauricella.

### ITEMS FOR DISCUSSION:

#### **Pierce Transit Destination 2045 Long Range Plan.**

Darin Stavish, Principal Planner reported that the 2045 Long Range Plan has six focus areas to implement future fixed route and high-capacity growth scenarios. He shared that outreach has been conducted at open houses, special events, town hall meetings and online surveys. He highlighted four service expansion scenarios focused on service improvements and the implementation schedule timeline noting that the final long-range plan is expected to be formally adopted by the Pierce Transit Board in April, 2025. Discussion ensued.

#### **Review of 2025-2026 Federal, State and Pierce County Legislative Agenda and Policy Manual.**

Michael Vargas, Assistant to the City Manager highlighted changes to the Federal, State and Pierce County Legislative Agenda and Policy Manual following discussion at the September 30<sup>th</sup> Council meeting. He shared that this item will come forward for approval at the November 4<sup>th</sup> City Council meeting. Discussion ensued.

**Review of Multifamily Tax Exemption (MFTE) Program and Residential Target Area.**

Becky Newton, Economic Development Manager highlighted the Multifamily Tax Exemption (MFTE) Program and options for the potential of expansion of Residential Target Areas (RTA) that allow for the exemption. Newton then reviewed Resident Target Area (RTA) maps by neighborhood location and potential recommendations by area for consideration. Discussion ensued and a City Council motion will come forward at the next regular meeting providing guidance to the Planning Commission.

**ITEMS TENTATIVELY SCHEDULED FOR OCTOBER 21, 2024 REGULAR CITY COUNCIL MEETING:**

1. Hazard Mitigation Plan Update. – (Proclamations and Presentations)
2. Authorizing the execution of an Interlocal Agreement with Lakewood Water District for the installation of a water line along 88th Avenue Court SW and Wadsworth Street SW. – (Motion – Consent Agenda)
3. Authorizing the execution of Interlocal Agreement with Lakewood Water District for the installation of a water line along Nyanza Road SW. – (Motion – Consent Agenda)
4. Authorizing the execution of a professional services agreement with Skillings, Inc. for topographic survey services related to the Lakewood Station Access Improvement project. – (Motion – Consent Agenda)
5. Authorizing the execution of a professional services agreement with David Evans and Associates Inc. for topographic survey and structural engineering services related to the Lakewood Station Access Improvement project. – (Motion – Consent Agenda)
6. Appointing members to the Lakewood Arts Commission. – (Motion – Consent Agenda)
7. This is the date set for a public hearing to consider the vacation of that section of Cline Road lying between Interstate 5 and Pacific Highway SW. – (Public Hearings and Appeals – Regular Agenda)
8. Review of 3<sup>rd</sup> Quarter (2024) Police Report. – (Reports by the City Manager)

**REPORTS BY THE CITY MANAGER**

City Manager Caulfield shared potential dates of October 24<sup>th</sup>, October 30<sup>th</sup> and November 13<sup>th</sup> for a Desserts in the Driveway event to be held in the Springbrook Neighborhood.

He shared that when the 4/2 Stryker Brigade Combat Team donated a shield to the City when they deactivated and the city is considering placing it in a roundabout location in the Lake City neighborhood.

He then reported that the City applied for a \$1 Million energy efficiency grant from the Department of Commerce, received a Simple Possession Advocacy Program Grant for public defense costs and a Department of Commerce grant for paper to digital for permit tracking.

He shared that the United States Air Force reported that they have only \$500,000 of the \$5 Million requested for North Clear Zone acquisition and the city will be reevaluating options.

He reported that Chief Smith was contacted by the International Association of Police Chiefs to film a video related to the Flock Safety camera program, provided an update on the Chambers Creek Canyon Trail Project, Camp Murray continues discussions around signing of the memorandum of understanding and a South Sound Military and Communities Partnership (SSMCP) Update will come forward at the December 9<sup>th</sup> Council meeting.

He then announced the following upcoming meetings and events:

- October 14, 6 P.M., City Council Special Meeting, City Hall Council Chambers
- October 15, 11 A.M., Western State Hospital Groundbreaking Ceremony
- October 22, 6 P.M., Mayors Coffeehouse, Fort Steilacoom Park Pavilion
- November 2, 7:00 A.M., SSMCP Elected Officials Council, Eagles Pride Golf Course
- November 12, 8:00 A.M., United Way from Poverty to Possibilities, Hotel Murano

**CITY COUNCIL COMMENTS**

Councilmember Pearson shared that he will be in attendance for the October 16<sup>th</sup> Special meeting and absent from the October 21<sup>st</sup> City Council meeting.

Councilmember Bocchi shared that he attended Truck and Tractor Day and this week will attend the Pierce County Regional Council meeting.

Deputy Mayor Moss shared that she attended Truck and Tractor Day and she was selected for the Air Mobility Command Leadership.

Mayor Whalen shared that he will attend the Pierce County Regional Council meeting.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 9: 23 p.m.

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JASON WHALEN, MAYOR

ATTEST:

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BRIANA SCHUMACHER  
CITY CLERK





## **LAKWOOD CITY COUNCIL MINUTES**

Monday, October 21, 2024

City of Lakewood

6000 Main Street SW

Lakewood, WA 98499

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

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

Participant ID: 868 7263 2373

### **CALL TO ORDER**

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

### **ROLL CALL**

Councilmembers Present: 5 – Mayor Jason Whalen, Deputy Mayor Mary Moss, Councilmembers Patti Belle, J. Trestin Lauricella and Paul Bocchi.

Councilmember Excused: 2– Councilmembers Michael Brandstetter and Ryan Pearson.

### **PLEDGE OF ALLEGIANCE**

Mayor Whalen paused for a moment of silence and led the Pledge of Allegiance.

### **PROCLAMATIONS AND PRESENTATIONS**

#### **Hazard Mitigation Plan Update.**

Serena Rotondo, Emergency Management Coordinator, West Pierce Fire & Rescue provided an update on the Hazard Mitigation Plan. The Mitigation Plan is the representation of the jurisdiction's commitment to reduce risks from natural hazards, serving as a guide for decision makers as they commit resources to reducing the effects of natural hazards. The Lakewood addendum includes seven sections: process, profile, capability identification, risk assessment, mitigation strategy, infrastructure and maintenance.

### **PUBLIC COMMENTS**

The City Council received written comments in advance of the meeting from Jennifer Imholt, Tricia Parsons, Brian Parsons, and Robert Harrison.

Carla Richards *Lakewood Resident*, shared that Boy Scout Troop 53 is in attendance this evening to earn their merit badge and will be celebrating 100 years of service.

*Hallie McCurdy, Partners for Parks*, shared that the Harvest Hoe Down for H-Barn restoration raised a total of \$54,000. McCurdy thanked the Lakewood City Council for their attendance and support.

*Erik Jorgensen, Lakewood resident*, expressed concerns for tree removal involving the Interlaaken Drive project.

*Nancy Brennan-Dubbs, Lakewood resident*, spoke about the Multifamily Tax Exemption (MFTE) Residential Target Area (RTA).

*James Dunlop, Lakewood resident*, spoke about concerns for Lakewood safety and Lakewood library.

*Ebrahim Mirjalili, Lakewood resident*, spoke about the Multifamily Tax Exemption (MFTE) Residential Target Area (RTA).

*Christina Manetti, Lakewood resident*, spoke about the Multifamily Tax Exemption (MFTE) Residential Target Area (RTA).

## C O N S E N T   A G E N D A

A. Approval of the minutes of the City Council meeting of October 7, 2024.

B. Approval of the minutes of the City Council special meeting of October 9, 2024.

C. Approval of the minutes of the City Council special meeting of October 16, 2024.

D. Motion No. 2024-65

Authorizing the execution of an Interlocal Agreement with Lakewood Water District for the construction of a water line along 88th Avenue Court SW and Wadsworth Street SW.

E. Motion No. 2024-66

Authorizing the execution of Interlocal Agreement with Lakewood Water District for the construction of a water line along Nyanza Road SW between Gravelly Lake Drive (South) and Gravelly Lake Drive (North).

F. Motion No. 2024-67

Authorizing the execution of a professional services agreement with David Evans and Associates, Inc., in the

amount of \$1,113,586, for services related to the Lakewood Station Access Improvement project.

G. Motion No. 2024-68

Appointing Nancy Camirand, Donald Doman, Jr., Adrienne Kelckner and reappointing Emily Feleen, Darryl Owens, Phillip Raschke and Adrienne Serrienne to serve on the Lakewood Arts Commission through October 15, 2027.

H. Motion No. 2024-69

Approving the 2025-2026 Federal, State and Pierce County Legislative Agenda and Policy Manual.

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

1. Lodging Tax Advisory Committee meeting minutes of September 22, 2023.
2. Planning Commission meeting minutes of April 3, 2024.
3. Public Safety Advisory Committee meeting minutes of April 3, 2024.
4. Lakewood Arts Commission meeting minutes of May 6, 2024.
5. Lakewood Arts Commission meeting minutes of June 3, 2024.
6. Planning Commission meeting minutes of June 5, 2024.
7. Planning Commission meeting minutes of June 12, 2024.
8. Public Safety Advisory Committee meeting minutes of August 7, 2024.
9. Lakewood Arts Commission meeting minutes of September 9, 2024.
10. Planning Commission meeting minutes of September 18, 2024.

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

## R E G U L A R   A G E N D A

### **PUBLIC HEARINGS AND APPEALS**

**This is the date set for a public hearing to consider the vacation of that section of Cline Road lying between Interstate 5 and Pacific Highway SW.**

The City Council received written testimony in advance from Jennifer Hines, Nisqually Indian Tribe and Amos Brinkley.

Speaking before Council were:

*Jennifer F. Hines, Nisqually Indian Tribe*, spoke in opposition.

*Lavitalester Brinkley*, - spoke in opposition.

*Ebrahim Mirjalili Lakewood resident*, spoke in opposition.

There being no further testimony, the public hearing was declared closed at 7:48 p.m.

### **UNFINISHED BUSINESS**

None.

### **NEW BUSINESS**

#### **Motion No. 2024-70 Motion providing guidance to the Planning Commission related to Multifamily Tax Exemption (MFTE) Residential Target Area (RTA).**

DEPUTY MAYOR MOSS MOVED TO ADOPT MOTION NO. 2024-70. SECONDED BY COUNCILMEMBER BOCCHI. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

#### **Review of 3<sup>rd</sup> Quarter (2024) Police Report.**

Chief Patrick Smith provided an overview of the 3<sup>rd</sup> Quarter Police Report for the Lakewood Police Department. Chief Smith shared that calls for service have decreased 10% in 2024 compared to 2023, arrests have increased 10% in 2024 compared to 2023, homicides have decreased 40%, robberies have decreased 32% and sex crimes are down by 23.4% compared to 2023. Discussion ensued and Mayor Whalen requested the Police Department provide a report on aggravated assaults that take place at Western State Hospital.

#### **Review of interlocal agreement between Pierce County and the City of Lakewood for the provision of specialized law enforcement services.**

Police Chief Smith provided an update on the proposed interlocal agreement between Pierce County and the City of Lakewood for the provision of specialized law enforcement services. He shared that the interlocal will come forward for approval at the City Council meeting of November 4<sup>th</sup>. Discussion ensued.

## REPORTS BY THE CITY MANAGER

City Manager John Caulfield recognized and thanked the three City of Lakewood employees that traveled to North Carolina to assist with Hurricane Helene. He announced that the City and Police Department are hosting a Chili Cook-off to raise donations for the United Way of Pierce County annual campaign, he recommended dates for a meeting with the City Council and State Legislative Delegation breakfast and provided an update on current transportation and parks projects.

He then announced the following upcoming meetings and events:

- October 22, 6:00 P.M., Mayor's Coffeehouse, Fort Steilacoom Park Pavilion, Planning and Public Works Department
- November 7, 8:00 A.M. to 10:00 A.M., SSMCP Elected Officials Council (EOC), Eagle's Pride Golf Course
- November 9 and 10, 8:00 A.M. to 2:00 P.M., Fall Community Clean-up, Lakewood Transfer Station, 3869 94<sup>th</sup> St SW
- November 12, 8:00 A.M. to noon, United Way Poverty to Possibilities Summit, Hotel Murano, 1320 Broadway, Tacoma, WA 98402
- November 13, 2024, 6:00 P.M., Desserts on Driveway event, Springbrook Connections, 5105 Solberg Dr SW Suite #A

## CITY COUNCIL COMMENTS

Councilmember Bocchi shared that he attended the Pierce County Regional Council meeting and will attend the Emergency Food Network Abundance Dinner and Auction.

Councilmember Lauricella spoke about supporting Boy Scout Troop 53 and in appreciation of them observing the meeting. Lauricella stated Interlaaken Drive sidewalks repairs are needed for resident safety, thanked the public for their testimony regarding Cline Street vacation and thanked Chief Smith for the police report and video. Councilmember Lauricella shared that he looks forward to attending Desserts in the Driveway on November 13th.

Councilmember Belle thanked Boy Scout Troop 53 for observing today's meeting. Councilmember Belle expressed appreciation for the MFTE presentation and technology overview used by Lakewood Police Department.

Deputy Mayor Moss shared that she attended the groundbreaking of Western State Hospital Forensics Hospital and thanked the staff for their hospitality.

Mayor Whalen recognized and thanked Lakewood Police Chief Smith for the quarterly report and thanked the Police Department for their continuous work to keep the community safe. Mayor Whalen spoke about the Interlaaken Drive sidewalk project and shared that he attended the Pierce County Regional Council meeting, the Pierce Transit Service Delivery meeting and he will attend Emergency Food Network event on October 26<sup>th</sup>.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:57 p.m.

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JASON WHALEN, MAYOR

ATTEST:

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JOSIE ATKINS  
ACTING CITY CLERK



To: Mayor and City Councilmembers  
From: Tho Kraus, Deputy City Manager  
Through: John J. Caulfield, City Manager *John J. Caulfield*  
Date: November 04, 2024  
Subject: Claims Voucher Approval

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**Check Run Period:** September 16, 2024 – October 15, 2024  
**Total Amount:** \$5,872,302.37

Checks Issued:

09/30/24	Checks 99885-99945	\$	297,793.25
10/15/24	Checks 99946-100030	\$	206,902.15

EFT Checks Issued:

09/30/24	Checks 24627-24734	\$	3,211,720.18
10/15/24	Checks 24735-24844	\$	2,427,052.51

Void Checks:


09/26/24	Check 98744	\$	5,250.00
10/03/24	Check 24685	\$	599.60
10/03/24	Check 24704	\$	265,316.12

**Grand Total** \$ **5,872,302.37**

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

  
\_\_\_\_\_  
Dana Kapla  
Assistant Finance Director

  
\_\_\_\_\_  
Tho Kraus  
Deputy City Manager

  
\_\_\_\_\_  
John J. Caulfield  
City Manager

## City of Lakewood - Accounts Payable Voucher Report

Heritage Bank

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Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>24627</b>	<b>9/30/2024</b>	<b>013815</b>		<b>ADVANCED SYSTEMS CONCEPTS, INC.</b>			<b>\$3,632.20</b>
503.0000.04.518.80.48.003			9/6/2024	0043019	IT Renew Cerberus FTP Server -		3,299.00
503.0000.04.518.80.48.003			9/6/2024	0043019	Sales Tax		333.20
<b>24628</b>	<b>9/30/2024</b>	<b>002293</b>		<b>AHBL INC.</b>			<b>\$7,875.00</b>
001.0000.07.558.50.41.001			8/31/2024	147564	CD AG 2024-017 07/26-08/25 Cur		3,678.75
001.0000.07.558.50.41.001			7/31/2024	147055	CD AG 2024-017 06/26-07/25 Cur		4,196.25
<b>24629</b>	<b>9/30/2024</b>	<b>013618</b>		<b>ALBA, CAROLINA</b>			<b>\$137.99</b>
001.0000.09.518.10.31.001			9/20/2024	09/11/24 Reimburse	HR Food For Volunteer Recognit		137.99
<b>24630</b>	<b>9/30/2024</b>	<b>012303</b>		<b>ALL TRAFFIC DATA SERVICES, LLC.</b>			<b>\$350.00</b>
101.0000.21.544.20.41.001			9/10/2024	INV-0007166	PWST AG 2024-046 Traffic Count		350.00
<b>24631</b>	<b>9/30/2024</b>	<b>013806</b>		<b>AM SIGNAL LLC.</b>			<b>\$7,721.69</b>
101.0000.11.542.64.35.014			9/11/2024	M29350	PKST Opticom 764 Multimode Pha		7,721.69
<b>24632</b>	<b>9/30/2024</b>	<b>013052</b>		<b>AMADOR FARMS.</b>			<b>\$792.00</b>
001.0000.11.571.22.41.001			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: HB, SNAP		156.00
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: HB, SNAP		230.00
001.0106.11.571.22.49.010			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: HB, SNAP		406.00
<b>24633</b>	<b>9/30/2024</b>	<b>010395</b>		<b>ARAMARK REFRESHMENT SERVICES.</b>			<b>\$715.09</b>
001.0000.99.518.40.31.001			9/18/2024	002848560	ND Water Filter Cartridge 9915		114.66
001.0000.99.518.40.31.001			9/18/2024	2847842	ND Water Filter Cartridges CH		600.43
<b>24634</b>	<b>9/30/2024</b>	<b>000037</b>		<b>ASPHALT PATCH SYSTEMS INC,</b>			<b>\$162,716.95</b>
302.0004.21.542.30.41.001			9/23/2024	AG 2024-143 PP # 1	PWCP AG 2024-143 07/15-08/15 R		171,281.00
302.0000.00.223.40.00.000			9/23/2024	AG 2024-143 PP # 1	PWCP AG 2024-143 Retainage		-8,564.05
<b>24635</b>	<b>9/30/2024</b>	<b>007445</b>		<b>ASSOCIATED PETROLEUM PRODUCTS.</b>			<b>\$16,400.10</b>
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		73.81



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501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		120.70
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		38.97
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		60.19
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24		209.40
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24		14.89
501.0000.51.548.79.32.002			9/17/2024	24-185052	PKFL 9/3-9/17/24		12.67
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24		48.79
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24		34.21
501.0000.51.548.79.32.002			9/17/2024	24-185052	PKFL 9/3-9/17/24		18.06
501.0000.51.548.79.32.002			9/17/2024	24-185052	PKFL 9/3-9/17/24		29.15
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		34.85
501.0000.51.548.79.32.002			9/17/2024	24-185052	PKFL 9/3-9/17/24		38.65
501.0000.51.548.79.32.002			9/17/2024	24-185052	PKFL 9/3-9/17/24		146.67
501.0000.51.548.79.32.002			9/17/2024	24-185052	PKFL 9/3-9/17/24		67.16
501.0000.51.548.79.32.002			9/17/2024	24-185052	PKFL 9/3-9/17/24		22.81
501.0000.51.548.79.32.002			9/17/2024	24-185052	PKFL 9/3-9/17/24		6.34
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		80.15
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		89.34
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		80.15
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		95.99
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		178.99
501.0000.51.548.79.32.001			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		31.68
501.0000.51.548.79.32.002			9/17/2024	24-185052	PKFL 9/3-9/17/24 PKFL 9/3-9/17		70.60
501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		25.32
501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		30.56
501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		50.21
501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		53.27
501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		233.60
501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		14.85
501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		45.85
501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		45.85
501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		24.89
501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		8.73

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501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		77.25
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		96.93
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		112.65
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		101.30
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		265.91
501.0000.51.548.79.32.002			9/3/2024	24-175326	PKFL 8/20-9/3/24		79.90
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		141.03
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		170.28
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		128.81
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		268.53
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		122.26
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		45.41
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		16.16
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		69.86
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		20.96
501.0000.51.548.79.32.001			9/3/2024	24-175326	PKFL 8/20-9/3/24		55.45
501.0000.51.521.10.32.001			9/16/2024	24-184041	PD 09/03-09/14 Fuel		12,490.06
<b>24636</b>	<b>9/30/2024</b>	<b>013364</b>		<b>BALLOON ROOF BAKING CO LLC.</b>			<b>\$453.00</b>
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: SNAP Rei		453.00
<b>24637</b>	<b>9/30/2024</b>	<b>013317</b>		<b>BASTINELLI'S.</b>			<b>\$65.00</b>
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKRC 09/10 FM: SNAP Reimb		65.00
<b>24638</b>	<b>9/30/2024</b>	<b>006119</b>		<b>BCRA.</b>			<b>\$54,982.27</b>
302.0076.21.595.12.41.001			9/9/2024	32762	PWCP AG 2024-079 08/01-08/31 N		54,982.27
<b>24639</b>	<b>9/30/2024</b>	<b>011039</b>		<b>BERK CONSULTING INC.</b>			<b>\$4,526.79</b>
001.0000.07.558.65.41.001			9/12/2024	10996-08-24	CD AG 2024-157 08/24 Middle Ho		2,395.00
192.0014.07.558.60.41.001			8/16/2024	10793-07-24F	SSMP AG 2023-087 07/24 Militar		2,131.79
<b>24640</b>	<b>9/30/2024</b>	<b>013759</b>		<b>BERRY SIGN.</b>			<b>\$13,217.25</b>
301.0006.11.594.76.41.001			9/19/2024	240399-1	PK AG 2024-113 Replace Monumen		13,217.25

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<b>24641</b>	<b>9/30/2024</b>	<b>012111</b>		<b>BORCHARDT. TIMOTHY</b>			<b>\$143.89</b>
001.0000.15.521.40.31.005			9/19/2024	09/19/2024 Reimb	PD CDT Training Food		143.89
<b>24642</b>	<b>9/30/2024</b>	<b>013029</b>		<b>BROTHERS FARMS.</b>			<b>\$711.00</b>
001.0000.11.571.22.41.001			9/24/2024	09/24/2024	PKRC 09/10,09/17 FM: HB, SNAP,		164.00
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKRC 09/10,09/17 FM: HB, SNAP,		119.00
001.0106.11.571.22.49.010			9/24/2024	09/24/2024	PKRC 09/10,09/17 FM: HB, SNAP,		428.00
<b>24643</b>	<b>9/30/2024</b>	<b>002327</b>		<b>CECCANTI INC.</b>			<b>\$531,348.36</b>
302.0164.21.595.30.63.001			8/31/2024	AG 2024-088 PP # 4	PWCP AG 2024-088 08/01-08/31 F		531,348.36
<b>24644</b>	<b>9/30/2024</b>	<b>000536</b>		<b>CITY TREASURER CITY OF TACOMA.</b>			<b>\$1,345.52</b>
101.0000.11.542.64.47.005			9/12/2024	100350986 09/12/24	PKST 07/13-09/11 8800 Custer R		138.38
101.0000.11.542.64.47.005			9/12/2024	100463727 09/12/24	PKST 07/13-09/11 7919 Custer R		4.14
101.0000.11.542.64.47.005			9/12/2024	100520997 09/12/24	PKST 07/13-09/11 7609 Custer R		75.84
101.0000.11.542.63.47.006			9/13/2024	100349419 09/13/24	PKST 07/13-09/11 7502 Lkwd Dr		24.52
101.0000.11.542.63.47.006			9/13/2024	100440754 09/13/24	PKST 08/13-09/11 7211 BPW W St		17.32
101.0000.11.542.63.47.006			9/13/2024	100898201 09/13/24	PKST 08/13-09/11 7729 BPW W		121.64
001.0000.11.576.81.47.005			9/16/2024	100384879 09/16/24	PKFC 08/15-09/13 8750 Steil Bl		37.31
101.0000.11.542.63.47.006			9/16/2024	101360340 09/16/24	PKST 08/14-09/12 5911 112th St		28.39
101.0000.11.542.64.47.005			9/23/2024	100665891 09/23/24	PKST 08/22-09/20 7309 Onyx Dr		23.46
101.0000.11.542.64.47.005			9/20/2024	100228710 09/20/24	PKST 07/20-09/18 8915 Meadow R		57.90
101.0000.11.542.64.47.005			9/20/2024	100228932 09/20/24	PKST 08/21-09/19 8300 Steil Bl		149.65
101.0000.11.542.64.47.005			9/20/2024	100228949 09/20/24	PKST 08/21-09/19 8200 Steil Bl		69.55
101.0000.11.542.64.47.005			9/19/2024	100433653 09/19/24	PKST 07/20-09/18 5460 Steil Bl		4.14
001.0000.11.576.81.47.005			9/18/2024	100384880 09/18/24	PKFC 08/17-09/17 8700 Steil Bl		18.66
101.0000.11.542.64.47.005			9/18/2024	100892477 09/18/24	PKST 07/13-09/11 8108 John Dow		95.80
101.0000.11.542.63.47.006			9/17/2024	100415564 09/17/24	PKST 08/15-09/13 9450 Steil Bl		52.63
101.0000.11.542.63.47.006			9/17/2024	100415566 09/17/24	PKST 08/14-09/12 9000 Steil Bl		54.25
101.0000.11.542.63.47.006			9/17/2024	100415597 09/17/24	PKST 08/14-09/12 10000 Steil B		47.86
101.0000.11.542.63.47.006			9/17/2024	100471519 09/17/24	PKST 08/15-09/12 8312 87th St		35.06
101.0000.11.542.64.47.005			9/17/2024	100658937 09/17/24	PKST 08/15-09/12 10300 Steil B		33.59
101.0000.11.542.64.47.005			9/17/2024	100687561 09/17/24	PKST 08/15-09/13 8623 87th Ave		27.83

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101.0000.11.542.64.47.005			9/17/2024	101086773 09/17/24	PKST 08/15-09/13 9550 Steil BI		24.46
101.0000.11.542.63.47.006			9/17/2024	101350293 09/17/24	PKST 08/15-09/13 9872 Steil. B		16.39
101.0000.11.542.64.47.005			9/24/2024	100228868 09/24/24	PKST 07/24-09/20 10099 GLD SW		45.70
101.0000.11.542.64.47.005			9/25/2024	100228748 09/25/24	PKST 07/25-09/23 11170 GLD SW		80.65
101.0000.11.542.64.47.005			9/25/2024	100254732 09/25/24	PKST 08/23-09/23 11023 GLD SW		21.86
101.0000.11.542.64.47.005			9/25/2024	100707975 09/25/24	PKST 08/23-09/23 7403 Lkwd Dr		38.54
<b>24645</b>	<b>9/30/2024</b>	<b>005786</b>		<b>CLASSY CHASSIS.</b>			<b>\$732.39</b>
501.0000.51.521.10.48.005			9/20/2024	6160	PDFL 09/24 Oil Change		103.08
501.0000.51.548.79.48.005			8/31/2024	6159	PKFL 08/24 Fuel		554.14
501.0000.51.548.79.48.005			8/1/2024	6158	PKFL 07/24 Fuel		75.17
<b>24646</b>	<b>9/30/2024</b>	<b>000099</b>		<b>CLOVER PARK SCHOOL DISTRICT.</b>			<b>\$1,844.31</b>
501.0000.51.548.79.32.001			9/17/2024	20575	PKFL 08/24 Fuel		1,844.31
<b>24647</b>	<b>9/30/2024</b>	<b>013716</b>		<b>COMMONSTREET CONSULTING LLC.</b>			<b>\$1,894.00</b>
196.6022.99.518.63.41.001			8/31/2024	2408079	ARPA AG 2024-052 Thru 08/31 Ed		1,894.00
<b>24648</b>	<b>9/30/2024</b>	<b>008523</b>		<b>COMPLETE OFFICE.</b>			<b>\$201.09</b>
001.0000.15.521.10.31.001			9/10/2024	2307992-0	PD Office Supplies		201.09
<b>24649</b>	<b>9/30/2024</b>	<b>013162</b>		<b>D.A. HOGAN AND ASSOCIATES INC.</b>			<b>\$7,318.10</b>
301.0031.11.594.76.41.001			8/31/2024	24-8724	PK AG 2021-331 Thru 08/24 Ft.		7,318.10
<b>24650</b>	<b>9/30/2024</b>	<b>013277</b>		<b>DASHBOARDS SKIMBOARD CO..</b>			<b>\$2,000.00</b>
104.0010.01.557.30.41.001			7/29/2024	INV-62520	HM 08/06 & 08/13 Night Mrkt Pe		2,000.00
<b>24651</b>	<b>9/30/2024</b>	<b>003867</b>		<b>DELL MARKETING LP.</b>			<b>\$2,497.73</b>
503.0000.04.518.80.35.001			9/19/2024	10772650436	IT Dell Docks		2,497.73
<b>24652</b>	<b>9/30/2024</b>	<b>011994</b>		<b>DOUG MCDONALD FARMS.</b>			<b>\$245.00</b>
001.0000.11.571.22.41.001			9/24/2024	09/24/2024	PKFC 09/10 & 09/17 FM: HB, SNA		12.00
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKFC 09/10 & 09/17 FM: HB, SNA		86.00
001.0106.11.571.22.49.010			9/24/2024	09/24/2024	PKFC 09/10 & 09/17 FM: HB, SNA		147.00

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<b>24653</b>	<b>9/30/2024</b>	<b>013764</b>		<b>FACET NW INC.</b>			<b>\$3,688.50</b>
196.6024.99.518.63.41.001			9/10/2024	0057725	ARPA AG 2024-097 Thru 08/31 SM		3,688.50
<b>24654</b>	<b>9/30/2024</b>	<b>001716</b>		<b>FENCE SPECIALISTS LLC.</b>			<b>\$2,614.88</b>
001.0000.11.576.80.41.001			9/13/2024	0060925	PKFC Fence Install: Harry Todd		2,614.88
<b>24655</b>	<b>9/30/2024</b>	<b>009253</b>		<b>FERGUSON WATERWORKS.</b>			<b>\$115.46</b>
401.0000.11.531.10.31.001			9/5/2024	0053685	PKSW 12 Cor N12 Hdpe Split End		115.46
<b>24656</b>	<b>9/30/2024</b>	<b>013406</b>		<b>FERNANDEZ, PATREA M</b>			<b>\$721.00</b>
001.0000.11.571.20.41.001			9/26/2024	09/26/2024	PKRC Session 7 Yoga Instructor		721.00
<b>24657</b>	<b>9/30/2024</b>	<b>000066</b>		<b>FIRST RESPONDER OUTFITTERS INC.</b>			<b>\$3,984.03</b>
001.0000.15.521.22.31.008			9/24/2024	9879-3	PD Jumpsuits: A. Bucat		1,170.28
001.0000.15.521.22.31.008			9/20/2024	9734-3	PD Jumpsuit: J. Kennedy		576.87
001.0000.15.521.22.31.008			9/19/2024	9693-3	PD Jumpsuit: R. Cockle		510.69
001.0000.15.521.22.31.008			9/12/2024	9409-3	PD Uniform Alterations		77.21
001.0000.15.521.22.31.008			9/12/2024	9430-3	PD Unifroms		1,104.10
001.0000.15.521.22.31.008			9/12/2024	9457-3	PD Uniform: C. White		527.23
001.0000.15.521.22.31.008			9/4/2024	9085-3	PD Uniform Embroidery		17.65
<b>24658</b>	<b>9/30/2024</b>	<b>013582</b>		<b>FLOCK GROUP INC.</b>			<b>\$118,908.00</b>
503.0000.04.518.80.48.003			8/26/2024	INV-46393	IT 08/24/24-08/23/25 Flock Saf		118,908.00
<b>24659</b>	<b>9/30/2024</b>	<b>012975</b>		<b>FOSTER GARVEY PC.</b>			<b>\$39,413.06</b>
196.6022.99.518.63.41.001			9/23/2024	2898161	ARPA Thru 08/31 Mirjalili/Lape		32,199.74
001.0000.13.558.70.41.001			9/23/2024	2898162	ED Thru 08/31 Emmert Lkwd Cent		7,213.32
<b>24660</b>	<b>9/30/2024</b>	<b>010043</b>		<b>GAMETIME.</b>			<b>\$776.50</b>
301.0016.11.594.76.63.001			8/23/2024	PJI-0247524	PK Tot Seat & Connector Repl		776.50
<b>24661</b>	<b>9/30/2024</b>	<b>013461</b>		<b>HILLIG, HANNAH K</b>			<b>\$103.72</b>
001.0000.09.518.10.43.003			9/27/2024	09/18-09/20/24 Miles	HR WAPELRA Conf: Hillig		103.72
<b>24662</b>	<b>9/30/2024</b>	<b>012308</b>		<b>HONEY BUCKET,</b>			<b>\$1,806.70</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.11.576.80.41.001			9/19/2024	0554430048	PKFC 09/19-10/16 Sani-Can: 550		443.05
104.0010.01.557.30.41.001				0554434517	HM 09/19 Sani-Can: 9115 Angle		-139.85
001.0000.11.571.20.41.082			9/6/2024	0554403711	PKFC 09/06-09/09 Sani-Can: 911		1,399.00
502.0000.17.518.35.41.001			9/6/2024	0554403712	PKRC 09/06-10/03 Sani-Can: CH		104.50
<b>24663</b>	<b>9/30/2024</b>	<b>004036</b>		<b>HORIZON AUTOMATIC RAIN CO,</b>			<b>\$377.32</b>
001.0000.11.542.70.31.001			8/5/2024	3N176856	PKST Maint Supplies		377.32
<b>24664</b>	<b>9/30/2024</b>	<b>013282</b>		<b>J.A. BRENNAN ASSOC. PLLC,</b>			<b>\$12,232.58</b>
301.0019.11.594.76.41.001			9/19/2024	202317-11	PK AG 2023-200 Edgewater Park		12,232.58
<b>24665</b>	<b>9/30/2024</b>	<b>011985</b>		<b>JAMES GUERRERO ARCHITECT INC.</b>			<b>\$1,950.00</b>
502.0040.17.518.35.41.001			9/20/2024	5741	PKFC AG 2024-089 Provide Consu		1,950.00
<b>24666</b>	<b>9/30/2024</b>	<b>012881</b>		<b>JOURNAL GRAPHICS INC.</b>			<b>\$6,913.71</b>
001.0000.03.557.20.49.005			9/23/2024	733146	CM Fall 2024 Connections		6,913.71
<b>24667</b>	<b>9/30/2024</b>	<b>011937</b>		<b>KEATING, BUCKLIN &amp; MCCORMACK.</b>			<b>\$60.80</b>
401.0000.41.531.10.41.001			9/2/2024	23392	PWSW 08/05 Lkwd adv. Conservat		60.80
<b>24668</b>	<b>9/30/2024</b>	<b>008202</b>		<b>KPG PSOMAS.</b>			<b>\$35,269.90</b>
311.0007.21.535.12.41.001			9/5/2024	212545	PWSC AG 2023-180 07/26-08/22 W		33,273.50
302.0136.21.595.12.41.001			9/6/2024	212591	PWCP AG 2024-035 07/26-08/22 1		1,996.40
<b>24669</b>	<b>9/30/2024</b>	<b>013676</b>		<b>LAKES CROSS COUNTRY BOOSTER.</b>			<b>\$1,323.90</b>
104.0032.01.557.30.41.001			9/13/2024	1	HM AG 2024-126 Lodging Tax Gra		1,323.90
<b>24670</b>	<b>9/30/2024</b>	<b>003132</b>		<b>LAKEWOLD GARDENS.</b>			<b>\$10,473.03</b>
104.0004.01.557.30.41.001			9/13/2024	LTAC 9.13.2024	HM AG 2024-125 Lodging Tax Gra		10,473.03
<b>24671</b>	<b>9/30/2024</b>	<b>008414</b>		<b>LAKWOOD FORD.</b>			<b>\$2,049.77</b>
501.0000.51.548.79.48.005			9/16/2024	LCCS526663	PKFL Tail Gate Repair		435.37
501.0000.51.548.79.48.005			9/10/2024	LCCS526169	PKFL Collant Repair		1,494.06
501.0000.51.548.79.31.006			9/4/2024	185757F	PKFL Anchor Kit		120.34

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>24672</b>	<b>9/30/2024</b>	<b>000288</b>		<b>LAKESWOOD HARDWARE &amp; PAINT.</b>			<b>\$361.41</b>
104.0033.01.557.30.31.001			8/30/2024	751925	HM Maint Supplies	98.61	
001.0000.11.576.81.31.001			9/11/2024	752751	PKFC 1Qt Pump Armor Fluid	85.81	
001.0000.11.542.70.31.001			9/16/2024	753206	PKST 3/32" Ferrules & Stops	3.46	
001.0000.11.576.81.31.001			9/19/2024	753589	PKFC Maint Supplies	98.33	
001.0000.11.576.80.31.001			9/27/2024	754299	PKFC Clamps	75.20	
<b>24673</b>	<b>9/30/2024</b>	<b>005490</b>		<b>LAKESWOOD PLAYHOUSE.</b>			<b>\$10,305.58</b>
104.0013.01.557.30.41.001			9/26/2024	07/24-09/26/2024	HM AG 2024-123 Lodging Tax Gra	10,305.58	
<b>24674</b>	<b>9/30/2024</b>	<b>000298</b>		<b>LAKESWOOD TOWING AND TRANSPORT.</b>			<b>\$1,049.69</b>
001.0000.15.521.10.41.070			9/20/2024	260180	PD 09/19 Chevy Silverado, Case	1,049.69	
<b>24675</b>	<b>9/30/2024</b>	<b>003008</b>		<b>LARSEN SIGN CO.</b>			<b>\$2,873.61</b>
301.0031.11.594.76.63.001			9/17/2024	34959	PK Polymetal Panels	2,873.61	
<b>24676</b>	<b>9/30/2024</b>	<b>013643</b>		<b>LLANOS. RONNY</b>			<b>\$237.30</b>
001.0000.11.571.20.41.001			9/26/2024	09/26/2024	PKRC 08/06-09/24 Tai Chi Instr	237.30	
<b>24677</b>	<b>9/30/2024</b>	<b>002185</b>		<b>LOWE'S COMPANIES INC.</b>			<b>\$1,807.89</b>
401.0000.11.531.10.31.030			9/17/2024	991384	PK Maint Supplies	62.73	
101.0000.11.542.30.35.001			9/18/2024	995348	PKST Pro Saddle	448.71	
502.0000.17.518.35.31.001			9/11/2024	975718	PKFC Maint Supplies	58.49	
502.0000.17.518.35.31.001			9/12/2024	978358	PKFC Maint Supplies	19.99	
502.0000.17.518.35.31.001			9/10/2024	973825	PKFC Maint Supplies	57.17	
502.0000.17.518.35.31.001			9/9/2024	971592	PKFC Maint Supplies	114.45	
101.0000.11.542.30.35.001			8/30/2024	970818	PKST Maint Supplies	284.42	
502.0000.17.518.35.31.001			8/29/2024	997393	PKFC Maint Supplies	33.38	
101.0000.11.542.64.31.001			8/29/2024	997961	PKST Concrete & Pallets	533.21	
502.0000.17.518.35.31.001			7/24/2024	981897	PKFC Maint Supplies	80.74	
001.0000.11.576.80.31.001			6/26/2024	975960	PKFC Maint Supplies	51.91	
502.0000.17.518.35.31.001			9/5/2024	989086	PKFC Maint Supplies	62.69	
<b>24678</b>	<b>9/30/2024</b>	<b>004073</b>		<b>MACDONALD-MILLER FACILITY SOL.</b>			<b>\$718,332.58</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
502.0021.17.594.18.41.001			7/21/2024	6 2022-723 A (1)	PKFC DES 2022-723 A (1) CH HVA		56,193.54
502.0021.17.594.18.41.001			7/21/2024	6 2022-723 G(1-1)	PKFC DES 2022-723 G(1-1) CH HV		233,774.76
502.0044.17.518.20.41.001			6/16/2024	5 2022-723 A (1)	PKFC DES 2022-723 A (1) CH HVA		65,559.13
502.0044.17.518.20.41.001			6/16/2024	5 2022-723 G(1-1)	PKFC DES 2022-723 G(1-1) CH HV		284,223.10
502.0021.17.594.18.41.001			8/18/2024	7 2022-723 A (1)	PKFC DES 2022-723 A (1) CH HVA		15,609.32
502.0021.17.594.18.41.001			8/18/2024	7 2022-723 G(1-1)	PKFC DES 2022-723 G(1-1) CH HV		62,972.73
<b>24679</b>	<b>9/30/2024</b>	<b>010674</b>		<b>MACKAY COMMUNICATIONS INC.</b>			<b>\$55.08</b>
503.0000.04.518.80.42.001			9/24/2024	SB_202408_100592	IT PD 08/24 Air-Time AQ01968		55.08
<b>24680</b>	<b>9/30/2024</b>	<b>000360</b>		<b>MCCLATCHY COMPANY LLC.</b>			<b>\$136.88</b>
001.0000.06.514.30.44.001			8/31/2024	266621	LG Ord. No. 809		212.74
001.0000.07.558.60.44.001			8/31/2024	266621	CD Public Hearing Notice For 0		240.34
001.0000.07.558.60.44.001			8/31/2024	266621	CD Public Hearing Notice For 0		201.14
001.0000.07.558.60.44.001			8/31/2024	266621	CD RFP Comp. Plan Policies & D		201.14
311.0006.21.535.30.44.001			8/31/2024	266621	PWSC Ad For Bids Rose/Forest/F		1,221.23
311.0005.21.594.35.63.001				22047 44321	PWSC Refund Inv. 22047 44321 F		-661.92
001.0000.07.558.60.44.001				32448 47086	CD Refund Inv. 32448 47086 Fro		-245.91
001.0000.07.558.60.44.001				32448 47627	CD Refund Inv. 32448 47627 Fro		-160.15
190.0009.52.559.31.44.001				32448 47630	CDBG Refund Inv. 32448 47630 F		-353.11
001.0000.06.514.30.44.001				32448 54864	LG Refund Inv. 32448 54864 Fro		-251.27
001.0000.07.558.60.44.001				32448 55939	CD Refund Inv. 32448 55939 Fro		-267.35
<b>24681</b>	<b>9/30/2024</b>	<b>009724</b>		<b>MILES RESOURCES LLC.</b>			<b>\$72.67</b>
101.0000.11.542.30.49.018			9/9/2024	361068	PKST Recycle Misc. Waste Produ		72.67
<b>24682</b>	<b>9/30/2024</b>	<b>013757</b>		<b>MOONTIME MUSHROOM CO..</b>			<b>\$122.00</b>
001.0000.11.571.22.41.001			9/24/2024	09/24/2024	PKFC 09/10,09/17 FM: HB, SNAP		2.00
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKFC 09/10,09/17 FM: HB, SNAP		14.00
001.0106.11.571.22.49.010			9/24/2024	09/24/2024	PKFC 09/10,09/17 FM: HB, SNAP		106.00
<b>24683</b>	<b>9/30/2024</b>	<b>000721</b>		<b>MULTICARE HEALTHWORKS.</b>			<b>\$250.00</b>
001.0000.09.518.10.41.001			9/3/2024	160166	HR 08/20 Exam-DOT		250.00



Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>24684</b>	<b>9/30/2024</b>	<b>011472</b>		<b>NATIONAL BAND AND TAGS CO.</b>			<b>\$1,264.22</b>
001.0000.15.554.30.31.016			9/6/2024	240792	PD Pet Tags		96.22
001.0000.15.554.30.31.016			9/6/2024	240793	PD Pet Tags		203.50
001.0000.15.554.30.31.016			9/6/2024	240795	PD Pet Tags		964.50
<b>24685</b>	<b>9/30/2024</b>	<b>011935</b>		<b>NEIL, LANI</b>			<b>\$599.60</b>
106.0000.11.573.20.31.005			9/18/2024	09/18/2024 Reimb	PK Arts Commission Recpt Suppl		599.60
<b>24686</b>	<b>9/30/2024</b>	<b>000378</b>		<b>OGDEN MURPHY WALLACE.</b>			<b>\$9,335.50</b>
001.9999.02.512.51.41.001			5/15/2024	892066	MC/LG Thru 04/30 Complaint Inv		3,703.60
001.0000.06.515.30.41.001			5/15/2024	892066	MC/LG Thru 04/30 Complaint Inv		3,211.40
001.9999.02.512.51.41.001			6/13/2024	893350	MC/LG Thru 05/31 Complaint Inv		1,296.40
001.0000.06.515.30.41.001			6/13/2024	893350	MC/LG Thru 05/31 Complaint Inv		1,124.10
<b>24687</b>	<b>9/30/2024</b>	<b>013535</b>		<b>OLYPOPS.</b>			<b>\$33.00</b>
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: SNAP Rei		33.00
<b>24688</b>	<b>9/30/2024</b>	<b>012500</b>		<b>O'REILLY AUTO PARTS.</b>			<b>\$62.68</b>
501.0000.51.548.79.48.005			9/16/2024	3626-493336	PKFL Battery		62.68
<b>24689</b>	<b>9/30/2024</b>	<b>007033</b>		<b>PARAMETRIX.</b>			<b>\$21,423.55</b>
302.0113.21.595.12.41.001			9/12/2024	59424	PWCP AG 2024-037 Thru 08/31 Mi		21,423.55
<b>24690</b>	<b>9/30/2024</b>	<b>000417</b>		<b>PERTEET INC.</b>			<b>\$38,137.62</b>
302.0159.21.595.12.41.001			9/13/2024	20220279.0000 - 6	PWCP AG 2024-117 08/05-09/01 1		8,215.63
302.0158.21.595.12.41.001			9/13/2024	20240025.0000 - 4	PWCP AG 2024-060 08/05-09/01		29,921.99
<b>24691</b>	<b>9/30/2024</b>	<b>000407</b>		<b>PIERCE COUNTY.</b>			<b>\$102,060.88</b>
001.0000.15.521.10.41.125			9/12/2024	CI-357325	PD 08/24 Jail Services		6,237.37
101.0000.11.542.64.41.001			9/13/2024	CI-357159	PKST 07/24 Signals Traffic Ops		21,931.70
302.0004.21.542.30.41.079			9/13/2024	CI-357159	PKST 07/24 Signs Traffic Ops M		73,164.54
631.0003.02.586.10.00.010			9/23/2024	08/24 Court Remit	MC 08/27 Court Remit		727.27
<b>24692</b>	<b>9/30/2024</b>	<b>010429</b>		<b>PMAM CORPORATION.</b>			<b>\$3,112.80</b>
001.0000.15.521.10.41.015			8/31/2024	202408093	PD 08/24 Alarm Monitoring		3,112.80

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>24693</b>	<b>9/30/2024</b>	<b>010630</b>		<b>PRINT NW.</b>			<b>\$333.98</b>
001.0000.07.558.60.49.005			7/19/2024	41170801	CD/PW Business Cards: Ott, Sil	85.97	
101.0000.21.543.30.49.005			7/19/2024	41170801	CD/PW Business Cards: Ott, Sil	85.96	
001.0000.07.558.60.49.005			9/19/2024	41747601	CD Business Cards: Bell, Hopki	162.05	
<b>24694</b>	<b>9/30/2024</b>	<b>009541</b>		<b>PRO FORCE LAW ENFORCEMENT.</b>			<b>\$1,888.65</b>
001.0000.15.521.10.31.020			9/26/2024	557293	PD CONTOURED REMOTE GLK 17/22	1,715.40	
001.0000.15.521.10.31.020			9/26/2024	557293	Sales Tax	173.25	
<b>24695</b>	<b>9/30/2024</b>	<b>013410</b>		<b>PROFAST SUPPLY INC.</b>			<b>\$215.80</b>
001.0000.11.576.81.31.001			9/16/2024	59550	PKFC Maint Supplies	215.80	
<b>24696</b>	<b>9/30/2024</b>	<b>007183</b>		<b>PRO-VAC.</b>			<b>\$29,819.92</b>
401.0000.11.531.10.48.001			9/30/2024	189914507	PKSW AG 2018-151D 08/24 Vault	10,061.29	
401.0000.11.531.10.48.001			9/24/2024	189781106	PKSW AG 2018-151D 08/24 Inspec	19,758.63	
<b>24697</b>	<b>9/30/2024</b>	<b>000445</b>		<b>PUGET SOUND ENERGY.</b>			<b>\$521.92</b>
101.0000.11.542.63.47.006			9/19/2024	220033539960 9/19/24	PKST 08/19-09/18 9210 Elwood D	161.23	
101.0000.11.542.63.47.006			9/19/2024	220035471758 9/19/24	PKST 08/19-09/18 9230 Hipkins	33.96	
502.0000.17.518.35.47.011			9/19/2024	200018357661 9/19/24	PKFC 08/19-09/18 6000 Main St	141.39	
101.0000.11.542.64.47.005			9/20/2024	300000005037 9/20/24	PKST 08/19-09/18 Flashing Ligh	138.45	
001.0000.11.576.81.47.005			9/20/2024	200001527551 9/20/24	PKFC 08/20-09/19 9115 Angle Ln	46.89	
<b>24698</b>	<b>9/30/2024</b>	<b>012650</b>		<b>QUIGG BROS INC.</b>			<b>\$342,571.75</b>
302.0178.21.542.50.41.001			9/24/2024	AG 2024-110 PP # 2	PWCP AG 2024-110 Lake 09/01-09	342,571.75	
<b>24699</b>	<b>9/30/2024</b>	<b>012953</b>		<b>R. L. ALIA COMPANY.</b>			<b>\$6,598.34</b>
302.0142.21.595.30.63.001			9/24/2024	AG 2023-222 PP # 7	PWCP AG 2023-222 06/01-09/30	6,945.62	
302.0000.00.223.40.00.000			9/24/2024	AG 2023-222 PP # 7	PWCP AG 2023-222 Retainage	-347.28	
<b>24700</b>	<b>9/30/2024</b>	<b>008825</b>		<b>SAFELITE FULFILLMENT INC.</b>			<b>\$860.74</b>
501.0000.51.521.10.48.005			9/13/2024	03750-017570	PDFL 09/24 Auto Glass	860.74	
<b>24701</b>	<b>9/30/2024</b>	<b>013433</b>		<b>SALISH CONSTRUCTION COMPANY.</b>			<b>\$63,984.84</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
302.0002.21.595.30.63.001			9/20/2024	AG 2023-006 PP # 2	PWCP AG 2023-006 07/01/23-09/2		67,352.46
302.0000.00.223.40.00.000			9/20/2024	AG 2023-006 PP # 2	PWCP AG 2023-006 Retainage		-3,367.62
<b>24702</b>	<b>9/30/2024</b>	<b>013330</b>		<b>SAURI, MARCO A</b>			<b>\$2,000.00</b>
001.9999.11.565.10.41.020			9/20/2024	54	PKHS AG 2023-170 09/16-09/30 L		2,000.00
<b>24703</b>	<b>9/30/2024</b>	<b>013053</b>		<b>SIDHU FARMS.</b>			<b>\$535.00</b>
001.0000.11.571.22.41.001			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: HB, SNAP		62.00
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: HB, SNAP		142.00
001.0106.11.571.22.49.010			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: HB, SNAP		331.00
<b>24704</b>	<b>9/30/2024</b>	<b>013074</b>		<b>SIERRA SANTA FE CORP.</b>			<b>\$265,316.12</b>
302.0005.21.542.30.63.001			9/23/2024	AG 2024-105 PP # 1	PWCP AG 2024-105 08/01-08/31 C		279,280.13
302.0000.00.223.40.00.000			9/23/2024	AG 2024-105 PP # 1	PWCP AG 2024-105 Retainage		-13,964.01
<b>24705</b>	<b>9/30/2024</b>	<b>012782</b>		<b>SOLAR ART.</b>			<b>\$3,025.55</b>
502.0000.17.521.50.48.001			9/24/2024	1045537	PKFC Graphics		3,025.55
<b>24706</b>	<b>9/30/2024</b>	<b>002912</b>		<b>SOUND ELECTRONICS.</b>			<b>\$270.67</b>
502.0000.17.518.35.41.001			9/16/2024	517057	PKFC Q4/24 Security Monitoring		65.89
502.0000.17.521.50.48.001			9/16/2024	517058	PKFC Q4/24 Fire Alarm Monitori		102.39
502.0000.17.518.35.41.001			9/16/2024	517059	PKFC Q4/24 Fire Alarm Monitori		102.39
<b>24707</b>	<b>9/30/2024</b>	<b>013496</b>		<b>SOUND PACIFIC CONSTRUCTION LLC.</b>			<b>\$333,886.35</b>
302.0083.21.595.30.63.001			8/31/2024	AG 2023-235 PP # 9	PWCP AG 2023-2350 08/01-08/31		67,847.91
302.0083.21.534.30.63.001			8/31/2024	AG 2023-235 PP # 9	PWCP AG 2023-2350 08/01-08/31		266,038.44
<b>24708</b>	<b>9/30/2024</b>	<b>012013</b>		<b>SOUTH SOUND MOTORCYCLES.</b>			<b>\$2,379.38</b>
501.0000.51.521.10.48.005			9/20/2024	6014655	PDFL 09/24 Tires		424.56
501.0000.51.521.10.48.005			9/20/2024	6014655	PDFL 09/24 Engine		227.77
501.0000.51.521.10.48.005			9/20/2024	6014675	PDFL 09/24 Oil Change		230.98
501.0000.51.521.10.48.005			9/20/2024	6014675	PDFL 09/24 Clutch		1,496.07
<b>24709</b>	<b>9/30/2024</b>	<b>002881</b>		<b>SPRAGUE PEST SOLUTIONS CO.</b>			<b>\$526.48</b>
502.0000.17.521.50.48.001			9/19/2024	5572033	PKFC 09/19 Pest Contol PD		180.33

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
502.0000.17.521.50.48.001			9/19/2024	5580858	PKFC 09/19 Replace Exterior De		42.94
502.0000.17.542.65.48.001			9/17/2024	5571814	PKFC 09/17 Pest Control Lkwd T		82.33
001.0000.11.576.81.48.001			9/12/2024	5571544	PKFC 09/12 Gent Pest Scvs: 911		128.41
502.0000.17.518.35.41.001			9/11/2024	5571415	PKFC 09/11 Pest Control CH		92.47
<b>24710</b>	<b>9/30/2024</b>	<b>009493</b>		<b>STAPLES ADVANTAGE.</b>			<b>\$348.11</b>
001.0000.99.518.40.31.001			9/12/2024	6011710747	ND Water, Coffee		106.12
001.0000.11.571.20.31.001			9/14/2024	6011846353	PKRC Office Supplies		159.72
001.0000.15.521.10.31.001			8/29/2024	6010465090	PD Dawn Dishwash Liquid		64.76
190.0009.52.559.31.31.001				6010465091	CDBG Return Notebooks		-44.00
001.0000.07.558.60.31.001			8/30/2024	6010527014	CD Pencils		9.34
401.0000.41.531.10.31.001			8/30/2024	6010527014	PKSW Folders		52.17
<b>24711</b>	<b>9/30/2024</b>	<b>000517</b>		<b>STATE AUDITOR'S OFFICE.</b>			<b>\$14,883.70</b>
001.0000.04.514.20.41.001			9/11/2024	L163297	FN 08/24 23 Accountability & F		14,883.70
<b>24712</b>	<b>9/30/2024</b>	<b>013803</b>		<b>STEILACOOM CHEERLEADING.</b>			<b>\$6,939.00</b>
001.0000.11.571.20.41.082			9/10/2024	INV202402	PKRC 09/07 Fiesta La Familia P		927.00
104.0011.01.557.30.41.001			7/23/2024	INV0001	HM SummerFest Volunteers		6,012.00
<b>24713</b>	<b>9/30/2024</b>	<b>002458</b>		<b>SUMMIT LAW GROUP.</b>			<b>\$7,624.66</b>
001.0000.15.521.10.41.001			9/19/2024	157263	PD 08/24 General Labor		3,169.30
001.0000.15.521.10.41.001			9/19/2024	157264	PD 08/24 Catlett/Dier Grievanc		4,059.00
001.0000.09.518.10.49.004			9/17/2024	157451	LG/HR 09/17/24-09/17/25 Labor		198.18
001.0000.06.515.31.49.004			9/17/2024	157451	LG/HR 09/17/24-09/17/25 Labor		198.18
<b>24714</b>	<b>9/30/2024</b>	<b>013546</b>		<b>SUR BAKERY.</b>			<b>\$22.00</b>
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKRC 09/10 FM: SNAP Reimb.		22.00
<b>24715</b>	<b>9/30/2024</b>	<b>006497</b>		<b>SYSTEMS FOR PUBLIC SAFETY.</b>			<b>\$6,307.43</b>
501.0000.51.521.10.48.005			9/25/2024	48312	PDFL 09/24 Tire Repair		59.76
501.0000.51.521.10.48.005			9/25/2024	48312	PDFL 09/24 Other		24.02
501.0000.51.521.10.48.005			9/25/2024	48314	PDFL 09/24 Tires		288.82
501.0000.51.521.10.48.005			9/25/2024	48314	PDFL 09/24 Other		29.36

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000	51.521.10.48.005		9/19/2024	48164	PDFL 09/24 Other		617.36
501.0000	51.521.10.48.005		9/23/2024	48257	PDFL 09/24 Oil Change		147.37
501.0000	51.521.10.48.005		9/23/2024	48257	PDFL 09/24 Safety Inspection		30.09
501.0000	51.521.10.48.005		9/23/2024	48257	PDFL 09/24 Battery		451.43
501.0000	51.521.10.48.005		9/9/2024	48048	PDFL 08/24 Oil Change		141.43
501.0000	51.521.10.48.005		9/9/2024	48048	PDFL 08/24 Safety Inspection		24.01
501.0000	51.521.10.48.005		9/9/2024	48048	PDFL 08/24 Wipers		78.99
501.0000	51.521.10.48.005		9/9/2024	48048	PDFL 02/24 Other		25.11
501.0000	51.521.10.48.005		9/9/2024	48048	PDFL 02/24 Tire Rotation		55.40
501.0000	51.521.10.48.005		9/16/2024	48038	PDFL 08/24 Oil Change		145.07
501.0000	51.521.10.48.005		9/16/2024	48038	PDFL 08/24 Safety Inspection		27.80
501.0000	51.521.10.48.005		9/16/2024	48038	PDFL 08/24 Brakes		607.90
501.0000	51.521.10.48.005		9/16/2024	48038	PDFL 08/24 Other		124.41
501.0000	51.521.10.48.005		9/16/2024	48083	PDFL 08/24 Oil Change		91.62
501.0000	51.521.10.48.005		9/16/2024	48083	PDFL 08/24 Safety Inspection		1,161.20
501.0000	51.521.10.48.005		9/16/2024	48083	PDFL 08/24 Brakes		911.16
501.0000	51.521.10.48.005		9/16/2024	48083	PDFL 08/24 Wipers		47.57
501.0000	51.521.10.48.005		9/16/2024	48083	PDFL 08/24 Steering		893.45
501.0000	51.521.10.48.005		9/16/2024	48083	PDFL 08/24 Tires		55.74
501.0000	51.521.10.48.005		9/16/2024	48083	PDFL 08/24 Alignment		160.33
501.0000	51.521.10.48.005		9/16/2024	48083	PDFL 08/24 Other		108.03
<b>24716</b>	<b>9/30/2024</b>	<b>011317</b>		<b>TETRA TECH INC.</b>			<b>\$1,551.25</b>
401.0018	41.531.10.41.001		9/16/2024	52303703	PWSW AG 2018-164 07/27-08/30 W		1,551.25
<b>24717</b>	<b>9/30/2024</b>	<b>013315</b>		<b>THE FANCY ACCENT CO.</b>			<b>\$13.00</b>
631.0000	11.589.00.00.000		9/24/2024	09/24/2024	PKFC 09/17 FM: SNAP Reimb		13.00
<b>24718</b>	<b>9/30/2024</b>	<b>013316</b>		<b>THE OLD RED BARN,</b>			<b>\$97.00</b>
631.0000	11.589.00.00.000		9/24/2024	09/24/2024	PKRC 09/17 FM: SNAP Reimb.		97.00
<b>24719</b>	<b>9/30/2024</b>	<b>013570</b>		<b>THE STONE SOUP KITCHEN.</b>			<b>\$34.00</b>
631.0000	11.589.00.00.000		9/24/2024	09/24/2024	PKRC 09/10 FM: SNAP Reimb.		34.00

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>24720</b>	<b>9/30/2024</b>	<b>008845</b>		<b>TITUS WILL COLLISION.</b>			<b>\$12,809.90</b>
504.0000.09.518.35.48.001			9/11/2024	90816	RM Claim #2025-0057A/24-1286 V		12,809.90
<b>24721</b>	<b>9/30/2024</b>	<b>000153</b>		<b>TYLER TECHNOLOGIES INC.</b>			<b>\$116.71</b>
503.0000.04.518.80.48.003			10/1/2024	020-155360	IT 10/15-11/14 Tyler Supervisi		116.71
<b>24722</b>	<b>9/30/2024</b>	<b>007885</b>		<b>ULINE. INC.</b>			<b>\$348.68</b>
001.0000.15.521.80.31.001			8/29/2024	182460868	PD Storage File Boxes		348.68
<b>24723</b>	<b>9/30/2024</b>	<b>002509</b>		<b>VERIZON WIRELESS.</b>			<b>\$301.06</b>
503.0000.04.518.80.42.001			9/16/2024	9974005153	IT 08/17-09/16 Phone		301.06
<b>24724</b>	<b>9/30/2024</b>	<b>011512</b>		<b>WA STATE DEPT OF CORRECTIONS.</b>			<b>\$845.55</b>
001.0000.15.521.10.41.001			9/5/2024	FCU2408.8045	PD 08/24 Work Crew		845.55
<b>24725</b>	<b>9/30/2024</b>	<b>011595</b>		<b>WALTER E NELSON CO.</b>			<b>\$887.76</b>
502.0000.17.518.35.31.001			9/13/2024	1012604	PKFC Maint Supplies		887.76
<b>24726</b>	<b>9/30/2024</b>	<b>000593</b>		<b>WASHINGTON STATE TREASURER.</b>			<b>\$64,005.50</b>
631.0002.02.586.10.00.020			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit		24,131.57
631.0002.02.586.10.00.010			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit		13,612.62
631.0002.02.586.10.00.090			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit		60.06
631.0002.02.586.10.00.060			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit		2,349.40
631.0002.02.586.10.00.150			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit		4,696.62
631.0002.02.586.10.00.160			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit		2,279.42
631.0002.02.586.89.26.000			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit		2,518.35
631.0002.02.586.10.00.030			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit		12,842.44
631.0002.02.586.10.00.050			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit		577.52
631.0002.07.586.10.00.040			9/20/2024	08/24 Bldg. Code	CD 08/24 State Bldg. Code		937.50
<b>24727</b>	<b>9/30/2024</b>	<b>012410</b>		<b>WATT BANKS. LISA</b>			<b>\$2,008.75</b>
001.9999.11.565.10.41.020			9/20/2024	128	PKHS AG 2023-170 09/16-09/30 L		2,008.75
<b>24728</b>	<b>9/30/2024</b>	<b>010239</b>		<b>WEST PIERCE FIRE &amp; RESCUE.</b>			<b>\$33,313.76</b>
001.0000.15.521.10.41.001			7/8/2024	INV24-060	PD Jan-June WPEMC		33,313.76

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>24729</b>	<b>9/30/2024</b>	<b>006166</b>		<b>WESTERN TOWING SERVICES.</b>			<b>\$733.82</b>
001.0000.15.521.10.41.070			9/18/2024	24-42241	PD 09/14 GMC Yukon, Case #24-2	296.17	
001.0000.15.521.10.41.070			9/18/2024	41628	PD 04/10 Hyundai Sonata, Case	88.08	
001.0000.15.521.10.41.070			9/18/2024	42103	PD 08/13 Toyota 4Runner, Case	349.57	
<b>24730</b>	<b>9/30/2024</b>	<b>000620</b>		<b>WINNING SEASONS.</b>			<b>\$209.19</b>
502.0000.17.518.35.31.008			8/9/2024	S2024233	PK Hoods & Shirts: Erik & Dav	209.19	
<b>24731</b>	<b>9/30/2024</b>	<b>011031</b>		<b>XIOLOGIX LLC.</b>			<b>\$15,120.36</b>
503.0000.04.518.80.48.003			9/18/2024	11229	IT 11/01/24-11/01/25 Ruckus Re	15,120.36	
<b>24732</b>	<b>9/30/2024</b>	<b>013730</b>		<b>ZAYO GROUP, LLC.,</b>			<b>\$1,550.26</b>
503.0000.04.518.80.42.001			9/8/2024	20871824	IT 09/08-10/07 Phone	1,550.26	
<b>24733</b>	<b>9/30/2024</b>	<b>008553</b>		<b>ZONES INC,</b>			<b>\$6,991.92</b>
503.0000.04.518.80.48.003			9/23/2024	K23146610101	IT Renew Enterprise Vault Emal	6,991.92	
<b>24734</b>	<b>9/30/2024</b>	<b>001272</b>		<b>ZUMAR INDUSTRIES INC.</b>			<b>\$1,637.20</b>
101.0000.11.542.64.31.001			9/12/2024	49092	PKST Signs	1,637.20	
<b>24735</b>	<b>10/15/2024</b>	<b>013618</b>		<b>ALBA. CAROLINA</b>			<b>\$73.00</b>
001.0000.09.518.10.43.004			10/7/2024	10/09-10/10/24 Meals	HR AWC Member Expo: Alba	73.00	
<b>24736</b>	<b>10/15/2024</b>	<b>011699</b>		<b>AQUATECHNEX LLC.</b>			<b>\$31,667.64</b>
401.0021.41.531.10.41.001			10/15/2024	17842	PWSW AG 2020-115D American Lak	31,667.64	
<b>24737</b>	<b>10/15/2024</b>	<b>010395</b>		<b>ARAMARK REFRESHMENT SERVICES.</b>			<b>\$513.72</b>
001.0000.99.518.40.45.004			9/25/2024	10417026	ND 09/24 Water Filtration: PD	98.82	
001.0000.99.518.40.45.004			9/25/2024	10417939	ND 09/24 Water Filtration Uni	144.50	
001.0000.99.518.40.45.004			9/25/2024	10418092	ND 09/24 Water Filtration Uni	44.91	
001.0000.99.518.40.31.001			9/26/2024	2831162	ND Water Filters, UV Lamp Assy	225.49	
<b>24738</b>	<b>10/15/2024</b>	<b>007445</b>		<b>ASSOCIATED PETROLEUM PRODUCTS.</b>			<b>\$13,912.38</b>
501.0000.51.521.10.32.001			9/30/2024	24-19656	PD 09/16-09/30 Fuel	11,411.15	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000	51.548.79.32.001		10/2/2024	24-197764	PKFL 9/18-10/2/24		79.37
501.0000	51.548.79.32.001		10/2/2024	24-197764	PKFL 9/18-10/2/24		24.60
501.0000	51.548.79.32.001		10/2/2024	24-197764	PKFL 9/18-10/2/24		64.68
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		47.62
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		128.97
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		81.75
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		197.62
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		403.98
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		180.96
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		63.10
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		83.34
501.0000	51.548.79.32.001		10/2/2024	24-197764	PKFL 9/18-10/2/24		92.86
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		36.91
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		7.94
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		170.64
501.0000	51.548.79.32.001		10/2/2024	24-197764	PKFL 9/18-10/2/24		235.32
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		143.65
501.0000	51.548.79.32.001		10/2/2024	24-197764	PKFL 9/18-10/2/24		109.92
501.0000	51.548.79.32.001		10/2/2024	24-197764	PKFL 9/18-10/2/24		128.57
501.0000	51.548.79.32.001		10/2/2024	24-197764	PKFL 9/18-10/2/24		48.81
501.0000	51.548.79.32.001		10/2/2024	24-197764	PKFL 9/18-10/2/24		111.11
501.0000	51.548.79.32.002		10/2/2024	24-197764	PKFL 9/18-10/2/24		59.51
<b>24739</b>	<b>10/15/2024</b>	<b>013480</b>		<b>AVASEK LLC,</b>			<b>\$9,688.80</b>
503.0050	04.518.80.41.001		10/10/2024	A4265	IT AG 2023-102A 09/24 MSP Mont		9,688.80
<b>24740</b>	<b>10/15/2024</b>	<b>013784</b>		<b>BARCOTT CONSTRUCTION.</b>			<b>\$253,868.58</b>
301.0027	11.594.76.63.001		10/8/2024	1	PK AG 2024-113 09/09-10/07 Ame		253,868.58
<b>24741</b>	<b>10/15/2024</b>	<b>006119</b>		<b>BCRA.</b>			<b>\$1,295.00</b>
301.0034	11.594.76.41.001		10/8/2024	32889	PK AG 2024-163 09/24 Park Name		991.25
196.6007	99.518.80.41.001		10/8/2024	32889	ARPA AG 2024-163 09/24 Readerb		303.75
<b>24742</b>	<b>10/15/2024</b>	<b>011039</b>		<b>BERK CONSULTING INC.</b>			<b>\$3,500.00</b>



Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.07.558.65.41.001			10/8/2024	10996-09-24	CD AG 2024-157 09/24 Middle Ho		3,500.00
<b>24743</b>	<b>10/15/2024</b>	<b>011316</b>		<b>BIRD. STEVE</b>			<b>\$118.84</b>
001.0000.11.542.70.31.001			10/2/2024	10/02/2024	PKST Plants		118.84
<b>24744</b>	<b>10/15/2024</b>	<b>011701</b>		<b>BUENAVISTA SERVICES INC.</b>			<b>\$9,278.02</b>
001.0000.11.576.81.41.001			10/1/2024	12012	PKFC 09/24 Pavilion Janitorial		880.80
502.0000.17.518.30.41.001			9/20/2024	11992	PD 09/24 Janitorial Svcs		4,532.44
502.0000.17.521.50.48.001			9/20/2024	11992	PD 09/24 Janitorial Svcs		2,313.93
502.0000.17.542.65.48.001			9/20/2024	11992	PD 09/24 Janitorial Svcs		1,100.96
001.0000.11.576.81.41.001			9/20/2024	11992	PD 09/24 Janitorial Svcs		449.89
<b>24745</b>	<b>10/15/2024</b>	<b>011293</b>		<b>CARRS RESTAURANT AND CATERING.</b>			<b>\$3,922.52</b>
001.0000.09.518.10.41.001			9/30/2024	0709	HR Q4/24 Employee Recognition		3,922.52
<b>24746</b>	<b>10/15/2024</b>	<b>006493</b>		<b>CH2O INC.</b>			<b>\$251.91</b>
502.0000.17.518.35.41.001			10/9/2024	353032	PKFC 10/24 Qrtly BW Labor		251.91
<b>24747</b>	<b>10/15/2024</b>	<b>000536</b>		<b>CITY TREASURER CITY OF TACOMA.</b>			<b>\$48,432.66</b>
101.0000.11.542.64.47.005			10/9/2024	100463729 10/09/24	PKST 09/10-10/08 8203 Custer R		35.25
101.0000.11.542.64.47.005			10/8/2024	100436443 10/8/24	PKST 09/04-10/03 8103 83rd Ave		19.86
101.0000.11.542.64.47.005			10/7/2024	101129625 10/07/24	PKST 09/05-10/02 7804 83rd Ave		21.12
001.0000.15.521.10.49.020			10/1/2024	91223365	PD Q2/24 Radio Sys User Fees		37,725.00
101.0000.11.542.63.47.006			10/2/2024	100218270 10/02/24	PKST 08/28-09/26 10602 Main St		9.57
101.0000.11.542.64.47.005			10/2/2024	100233510 10/2/24	PKST 08/30-09/30 2310 84th St		19.44
101.0000.11.542.63.47.006			10/2/2024	101367973 10/2/24	PKST 08/30-09/30 8200 Tacoma M		28.43
001.0000.15.521.10.48.007			10/2/2024	91223665	PD RSC Service Charge: Radio		167.91
101.0000.11.542.64.47.005			10/3/2024	100230603 10/3/24	PKST 08/30-09/30 7429 Custer R		25.61
101.0000.11.542.63.47.006			10/3/2024	100230616 10/3/24	PKST 08/30-09/30 7400 Custer R		27.74
101.0000.11.542.64.47.005			10/1/2024	100218275 10/1/24	PKST 08/28-09/26 10511 GLD SW		71.45
101.0000.11.542.63.47.006			10/1/2024	100223530 10/1/24	PKST 08/30-09/30 9315 GLD SW		2,669.35
101.0000.11.542.63.47.006			9/30/2024	100218262 09/30/24	PKST 08/27-09/25 10601 Main St		55.59
101.0000.11.542.63.47.006			9/30/2024	100262588 9/30/24	PKST 07/30-09/26 6100 Lkwd Tow		64.56
502.0000.17.518.35.47.005			9/27/2024	100113209 09/27/24	PKFC 08/28-09/26 6000 Main St		7,454.83

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
101.0000.11.542.63.47.006				100262588 9/30/24	PKST Revised 05-29-07/29 6100		-47.73
101.0000.11.542.64.47.005			10/10/2024	100575626 10/10/24	PKST 09/10-10/08 8901 BPW SW		38.54
101.0000.11.542.64.47.005			10/10/2024	100681481 10/10/24	PKST 09/09-10/07 8601 BPW SW S		46.14
<b>24748</b>	<b>10/15/2024</b>	<b>005786</b>		<b>CLASSY CHASSIS.</b>			<b>\$102.75</b>
501.0000.51.521.10.48.005			10/4/2024	6174	PDFL 10/24 Oil Change		102.75
<b>24749</b>	<b>10/15/2024</b>	<b>013716</b>		<b>COMMONSTREET CONSULTING LLC.</b>			<b>\$1,152.75</b>
196.6022.99.518.63.41.001			9/30/2024	2409062	ARPA AG 2024-052 Thru 09/30 Ed		1,152.75
<b>24750</b>	<b>10/15/2024</b>	<b>003867</b>		<b>DELL MARKETING LP,</b>			<b>\$20,680.33</b>
503.0000.04.518.80.48.002			9/30/2024	10774405913	IT 09/30/24-09/22/25 ProSuppor		449.19
503.0066.04.594.14.64.002			10/5/2024	10775373434	IT PD DELL 7230 Tablets		15,840.30
503.0066.04.594.14.64.002			10/5/2024	10775373434	IT PD DELL 7230 Tablet Keyboar		2,534.94
503.0066.04.594.14.64.002			10/5/2024	10775373434	Sales Tax		1,599.87
503.0066.04.594.14.64.002			10/5/2024	10775373434	Sales Tax		256.03
<b>24751</b>	<b>10/15/2024</b>	<b>011994</b>		<b>DOUG MCDONALD FARMS.</b>			<b>\$4,464.56</b>
001.0000.11.571.20.31.050			10/1/2024	21497	PKFC Pumpkins & Straw		1,574.43
001.0000.11.571.20.31.050			10/9/2024	21500	PKRC Pumpkins		2,890.13
<b>24752</b>	<b>10/15/2024</b>	<b>013664</b>		<b>EDX INC..</b>			<b>\$13,050.00</b>
301.0048.11.594.76.41.001			10/8/2024	2571	PK AG 2024-019 Nisqually Partn		13,050.00
<b>24753</b>	<b>10/15/2024</b>	<b>013352</b>		<b>EL FAJRI. AMINE</b>			<b>\$200.00</b>
001.0000.02.512.51.49.009			10/11/2024	September 2024	MC 09/24 Interpreter		200.00
<b>24754</b>	<b>10/15/2024</b>	<b>011568</b>		<b>ENVIRONMENTAL SCIENCE ASSOC.</b>			<b>\$2,363.75</b>
301.0048.11.594.76.41.001			10/14/2024	200814	PK AG 2024-162 10/25 thru 11/0		2,363.75
<b>24755</b>	<b>10/15/2024</b>	<b>013764</b>		<b>FACET NW INC.</b>			<b>\$28,824.33</b>
196.6024.99.518.63.41.001			10/9/2024	0058524	ARPA AG 2024-097 Thru 09/30 SM		4,178.75
196.6021.99.518.63.41.001			9/17/2024	0058056	ARPA AG 2024-103 Thru 08/31 Tr		24,645.58
<b>24756</b>	<b>10/15/2024</b>	<b>011987</b>		<b>FEDERAL EASTERN INTERNATIONAL,</b>			<b>\$401.87</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.15.521.21.31.008			10/2/2024	56820400	PD WAMK3M00250J- Maverick MOD		365.00
001.0000.15.521.21.31.008			10/2/2024	56820400	Sales Tax		36.87
<b>24757</b>	<b>10/15/2024</b>	<b>009253</b>		<b>FERGUSON WATERWORKS,</b>			<b>\$87.43</b>
401.0000.11.531.10.31.030			10/7/2024	0057264	PKSW 2 Rsr Ext F/ Type 1 C/Bas		87.43
<b>24758</b>	<b>10/15/2024</b>	<b>013406</b>		<b>FERNANDEZ, PATREA M</b>			<b>\$504.00</b>
001.0000.11.571.20.41.001			10/1/2024	10/01/2024	PKRC 09/29 Sound Healing Bath		504.00
<b>24759</b>	<b>10/15/2024</b>	<b>000066</b>		<b>FIRST RESPONDER OUTFITTERS INC.</b>			<b>\$620.99</b>
001.0000.15.554.30.31.008			10/2/2024	10226-3	PD Uniform Alterations		44.12
001.0000.15.521.22.31.008			10/4/2024	10332-3	PD Jumpsuit: J. Brewer		576.87
<b>24760</b>	<b>10/15/2024</b>	<b>009689</b>		<b>FLOHAWKS,</b>			<b>\$1,533.97</b>
502.0000.17.518.35.48.001			10/8/2024	66264725	PKFC Pump Repair: CH		1,533.97
<b>24761</b>	<b>10/15/2024</b>	<b>013237</b>		<b>FREEMAN, TRACEY</b>			<b>\$349.04</b>
001.0000.09.518.10.43.003			10/15/2024	10/09-10/10/24 Miles	HR AWC Member Expo: Freeman		276.04
001.0000.09.518.10.43.004			10/7/2024	10/09-10/10/24 Meals	HR AWC Member Expo: Freeman		73.00
<b>24762</b>	<b>10/15/2024</b>	<b>013623</b>		<b>GARCIA, RUTH</b>			<b>\$300.00</b>
001.0000.02.512.51.49.009			10/9/2024	September 2024	MC 09/24 Interpreter		300.00
<b>24763</b>	<b>10/15/2024</b>	<b>007965</b>		<b>GORDON THOMAS HONEYWELL,</b>			<b>\$8,808.14</b>
001.0000.03.513.10.41.001			9/30/2024	September 2024 1014	CM AG 2023-217 09/24 Gov'tl Af		5,260.00
192.0000.00.558.60.41.001			9/30/2024	September 2024 1185	SSMCP AG 2023-231 09/24 Gov'tl		3,548.14
<b>24764</b>	<b>10/15/2024</b>	<b>000724</b>		<b>HART HEALTH &amp; SAFETY,</b>			<b>\$717.70</b>
504.0000.09.518.11.31.010			9/24/2024	1028987	RM First Aid Supplies		387.66
504.0000.09.518.11.31.010			9/24/2024	1028989	RM First Aid Supplies		330.04
<b>24765</b>	<b>10/15/2024</b>	<b>010560</b>		<b>HD FOWLER CO.</b>			<b>\$2,799.34</b>
401.0000.11.531.10.31.030				C621639	PK Refund: Maint Supplies		-2,704.54
401.0000.11.531.10.31.030			9/13/2024	16822343	PK Maint Supplies		5,503.88

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>24766</b>	<b>10/15/2024</b>	<b>011900</b>		<b>HEMISPHERE DESIGN INC.</b>			<b>\$11,000.00</b>
001.9999.03.513.10.41.001			10/1/2024	BYBH241001	CM AG 2024-049 10/24 Build You		5,000.00
104.0007.01.557.30.44.001			10/1/2024	LTAC241001 NC	HM AG 2024-047 10/24 NEARcatio		3,000.00
104.0007.01.557.30.44.001			10/1/2024	LTAC241001 SF	HM AG 2024-048 10/24 SummerFes		3,000.00
<b>24767</b>	<b>10/15/2024</b>	<b>012308</b>		<b>HONEY BUCKET,</b>			<b>\$1,464.50</b>
502.0000.17.518.35.41.001			10/4/2024	0554461247	PKFC 10/04-10/31 Sani-Can: CH		104.50
001.0000.11.576.80.41.001			8/6/2024	0554337773	PKFC 08/06 Sani-Can: 10506 Rus		1,360.00
<b>24768</b>	<b>10/15/2024</b>	<b>011300</b>		<b>HORWATH LAW PLLC.</b>			<b>\$72,195.00</b>
001.0000.99.512.51.41.004			10/10/2024	September 2024	ND AG 2020-203B 09/24 Public D		62,850.00
001.9999.02.512.51.41.001			10/10/2024	September 2024	MC 09/24 Social Worker Svcs		2,376.00
001.9999.02.512.51.41.001			10/10/2024	September 2024	MC Investigator Services		4,994.00
001.9999.02.523.30.41.001			10/10/2024	September 2024	MC 09/24 Community Court		1,975.00
<b>24769</b>	<b>10/15/2024</b>	<b>000234</b>		<b>HUMANE SOCIETY FOR TACOMA &amp; PC.</b>			<b>\$15,451.13</b>
001.0000.15.554.30.41.008			10/1/2024	PS-INVI03244	PD AG 2020-261 10/24 Animal Sh		15,451.13
<b>24770</b>	<b>10/15/2024</b>	<b>011936</b>		<b>IEH LABORATORIES &amp; CONSULTING.</b>			<b>\$76.00</b>
401.9999.41.531.10.41.001			9/29/2024	171661	PKSW AG 2024-018 Waughop Lk Sa		76.00
<b>24771</b>	<b>10/15/2024</b>	<b>008301</b>		<b>IN TIME RENOVATIONS LLC.</b>			<b>\$23,653.89</b>
190.4009.52.559.32.41.001			10/15/2024	1486	CDBG AG 2024-073 MHR-201 Rowla		29,567.36
190.0000.00.223.40.00.000			10/15/2024	1486	CDBG AG 2024-073 Retainage		-5,913.47
<b>24772</b>	<b>10/15/2024</b>	<b>013827</b>		<b>INDIANA UNIVERSITY.</b>			<b>\$380.00</b>
001.0000.11.576.80.49.003			10/9/2024	IUBL-24-170 Sean Hal	PK IUBL-24-170 For Sean Hall:		380.00
<b>24773</b>	<b>10/15/2024</b>	<b>013827</b>		<b>INDIANA UNIVERSITY.</b>			<b>\$380.00</b>
001.0000.11.576.80.49.003			10/9/2024	IUBL-24-170 O.Moreno	PK IUBL-24-170 For Orlando Mor		380.00
<b>24774</b>	<b>10/15/2024</b>	<b>011985</b>		<b>JAMES GUERRERO ARCHITECT INC.</b>			<b>\$1,045.00</b>
301.0055.11.594.76.41.001			9/20/2024	5742	PK Library Relocation Svcs		1,045.00
<b>24775</b>	<b>10/15/2024</b>	<b>010885</b>		<b>JOHNSTON GROUP LLC.</b>			<b>\$5,250.00</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.03.513.10.41.001			10/1/2024	1754	CM AG 2023-218 10/24 Fed. Gov.		5,250.00
<b>24776</b>	<b>10/15/2024</b>	<b>011961</b>		<b>KELLEY CREATE.</b>			<b>\$2,741.43</b>
503.0000.04.518.80.31.002			10/8/2024	IN1765443	IT 09/24 Copier Overage		2,741.43
<b>24777</b>	<b>10/15/2024</b>	<b>003132</b>		<b>LAKEWOLD GARDENS,</b>			<b>\$19,536.12</b>
104.0004.01.557.30.41.001			10/11/2024	2024.10 Erin	HM AG 2024-125 Lodging Tax Gra		19,536.12
<b>24778</b>	<b>10/15/2024</b>	<b>012346</b>		<b>LAKEWOOD BUILDING MAINT. LLC,</b>			<b>\$8,079.48</b>
001.0000.11.576.80.41.001			10/4/2024	1051	PK AG 2023-126A 09/24 Janitor		6,585.70
001.0000.11.576.81.41.001			10/4/2024	1051	PK AG 2023-126A 09/24 Janitor		1,493.78
<b>24779</b>	<b>10/15/2024</b>	<b>000280</b>		<b>LAKEWOOD CHAMBER OF COMMERCE,</b>			<b>\$9,631.21</b>
104.0005.01.557.30.41.001			10/4/2024	09/24	HM AG 2024-129 09/24 Lodging T		9,631.21
<b>24780</b>	<b>10/15/2024</b>	<b>000288</b>		<b>LAKEWOOD HARDWARE &amp; PAINT,</b>			<b>\$164.91</b>
001.0000.11.576.80.31.001			10/7/2024	755081	PKFC Brushes, Paint, Measuring		103.09
001.0000.11.571.20.31.001			9/4/2024	752166	PKRC 1/2" Grommet Kit & Refill		17.26
001.0000.11.571.20.31.001			9/9/2024	752552	PKRC Cable Ties		44.56
<b>24781</b>	<b>10/15/2024</b>	<b>000298</b>		<b>LAKEWOOD TOWING AND TRANSPORT.</b>			<b>\$598.59</b>
001.0000.15.521.10.41.070			10/7/2024	260571	PD 10/04 Kia Seltos, Case 24-2		88.08
001.0000.15.521.10.41.070			10/8/2024	260635	PD 10/06 Ford F-350, Case 24-2		88.08
001.0000.15.521.10.41.070			10/3/2024	260487	PD 09/30 Audi A3, Case 24-274-		88.08
001.0000.15.521.10.41.070			10/1/2024	260434	PD 09/28 Dodge Grand Caravan,		158.19
001.0000.15.521.10.41.070			9/26/2024	259364	PD 08/21 Ford Ranger, Case #24		88.08
001.0000.15.521.10.41.070			9/26/2024	259676	PD 09/01 Dodge Ram, Case #24-2		88.08
<b>24782</b>	<b>10/15/2024</b>	<b>003008</b>		<b>LARSEN SIGN CO.</b>			<b>\$2,455.23</b>
001.0000.15.521.10.41.001			9/19/2024	34981	PD Installation Of Graphics		1,827.66
001.0000.11.576.80.31.001			10/7/2024	35062	PKFC Signs		396.36
502.0000.17.518.35.31.001			10/4/2024	35048	PKFC Aluminum Panels		231.21
<b>24783</b>	<b>10/15/2024</b>	<b>002390</b>		<b>LASA.</b>			<b>\$31,592.69</b>
196.6015.99.518.63.41.001			9/20/2024	2 2024	ARPA AG 2024-095 08/01-09/17 G		31,592.69

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>24784</b>	<b>10/15/2024</b>	<b>010434</b>		<b>LEE. YOUNG</b>			<b>\$367.00</b>
001.0000.02.512.51.49.009			10/9/2024	September 2024	MC 09/24 Interpreter		367.00
<b>24785</b>	<b>10/15/2024</b>	<b>012939</b>		<b>LENOVO INC..</b>			<b>\$23,699.03</b>
503.0015.04.518.80.35.030			9/27/2024	6469333212	IT All City Lenovo Laptops		21,525.00
503.0015.04.518.80.35.030			9/27/2024	6469333212	Sales Tax		2,174.03
<b>24786</b>	<b>10/15/2024</b>	<b>002296</b>		<b>LEXIS NEXIS,</b>			<b>\$967.78</b>
503.0000.04.518.80.48.003			9/30/2024	3095366113	IT 09/24 LexisNexis		967.78
<b>24787</b>	<b>10/15/2024</b>	<b>009711</b>		<b>LEXIS NEXIS RISK DATA MGMT INC.</b>			<b>\$220.20</b>
001.0000.15.521.10.41.001			9/30/2024	1100032715	PD 09/24 Person Searches		220.20
<b>24788</b>	<b>10/15/2024</b>	<b>002185</b>		<b>LOWE'S COMPANIES INC.</b>			<b>\$407.83</b>
502.0000.17.521.50.31.001			10/8/2024	988851	PKFC Maint Supplies		95.23
502.0000.17.521.50.31.001			10/7/2024	985125	PKFC Maint Supplies		127.89
502.0000.17.521.50.31.001			10/7/2024	986273	PKFC Maint Supplies		9.39
502.0000.17.518.35.31.001			10/2/2024	971919	PKFC Maint Supplies		30.46
502.0000.17.518.35.31.001			10/2/2024	972324	PKFC Maint Supplies		24.70
502.0000.17.518.35.31.001			10/1/2024	999371	PKFC Maint Supplies		104.04
502.0000.17.521.50.31.001			10/4/2024	977354	PKFC Maint Supplies		1.20
502.0000.17.521.50.31.001			10/10/2024	993827	PKFC Mant Supplies		14.92
<b>24789</b>	<b>10/15/2024</b>	<b>004073</b>		<b>MACDONALD-MILLER FACILITY SOL.</b>			<b>\$35,469.98</b>
502.0000.17.518.35.48.001			10/10/2024	SVC316043	PKFC HVAC Services		1,245.67
502.0016.17.521.50.48.001			9/30/2024	JC96737	PKFC AG 2024-111 09/24 Lkwd PD		33,684.82
502.0000.17.518.35.48.001			9/27/2024	SVC314471	PKFC 09/19 Svc Call For RTU Wa		539.49
<b>24790</b>	<b>10/15/2024</b>	<b>013087</b>		<b>MANSFIELD. LISA</b>			<b>\$107.00</b>
001.9999.02.523.30.43.004			10/7/2024	10/16-10/18 Per Diem	MC WSADCP Conf: L. Mansfield		107.00
<b>24791</b>	<b>10/15/2024</b>	<b>000360</b>		<b>MCCLATCHY COMPANY LLC.</b>			<b>\$6,920.13</b>
001.0000.07.558.60.44.001			9/30/2024	270867	CD Notice of Avail. -(FSEIS)		780.74
001.0000.07.558.60.44.001			9/30/2024	270867	CD FY '23 CAPER		299.67

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
190.0009.52.559.31.44.001			9/30/2024	270867	CDBG Notice of Intent to Reque		1,516.83
001.0000.07.558.60.44.001			9/30/2024	270867	CD NOA Goloborodko Short Plat		212.73
001.0000.07.558.60.44.001			9/30/2024	270867	CD NOA Weber Single Family Res		224.32
001.0000.06.514.30.44.001			9/30/2024	270867	LG Ord. No. 811		224.32
001.0000.07.558.60.44.001			9/30/2024	270867	CD Notice of Lkwd Planning Com		386.61
001.0000.06.514.30.44.001			9/30/2024	270867	LG Ord. No. 812		235.91
001.0000.06.514.30.44.001			9/30/2024	270867	LG Ord. No. 813		247.51
001.0000.06.514.30.44.001			9/30/2024	270867	LG Ord. No. 814		206.93
302.0000.21.544.20.44.001			9/30/2024	270867	PWCP Notice of Lkwd City Counc		247.51
001.0000.07.558.60.44.001			9/30/2024	270867	CD NOA CPTC Land Use Mod. App		380.81
001.0000.07.558.60.44.001			9/30/2024	270867	CD NOA McDonalds CUP & Design		363.43
001.0000.07.558.60.44.001			9/30/2024	270867	CD NOA PPW: Lkwd Towne Center		722.78
001.0000.07.558.60.44.001			9/30/2024	270867	CD Notice of City of Lkwd Plan		444.57
001.0000.07.558.60.44.001			9/30/2024	270867	CD RFP to Replace Permitting S		177.95
001.0000.07.558.60.44.001			9/30/2024	270867	CD Planning Commission Public		247.51
<b>24792</b>	<b>10/15/2024</b>	<b>009724</b>		<b>MILES RESOURCES LLC.</b>			<b>\$450.74</b>
401.0000.11.531.10.31.030			9/16/2024	361229	PKSW Crushed Rock		278.57
101.0000.11.542.30.31.030			9/23/2424	361570	PKST Hot Mix Asphalt		172.17
<b>24793</b>	<b>10/15/2024</b>	<b>000721</b>		<b>MULTICARE HEALTHWORKS,</b>			<b>\$500.00</b>
001.0000.09.518.10.41.001			10/1/2024	160271	HR 09/11-09/17 Exams-DOT		500.00
<b>24794</b>	<b>10/15/2024</b>	<b>013743</b>		<b>NDEKERE. BERNARD</b>			<b>\$150.00</b>
001.0000.02.512.51.49.009			10/9/2024	September 2024	MC 09/24 Interpreter		150.00
<b>24795</b>	<b>10/15/2024</b>	<b>011935</b>		<b>NEIL. LANI</b>			<b>\$599.60</b>
106.0000.11.573.20.31.005			9/18/2024	09/18/2024 Reimb	PK Arts Commission Reception S		599.60
<b>24796</b>	<b>10/15/2024</b>	<b>013632</b>		<b>NWB LAKEWOOD LLC.</b>			<b>\$4,690.00</b>
502.0000.17.521.50.48.009			10/1/2024	Q4/24	PKFC Q4/24 Lkwd Industrial Pk-		4,690.00
<b>24797</b>	<b>10/15/2024</b>	<b>009317</b>		<b>OPTIC FUSION INC.</b>			<b>\$1,524.28</b>
503.0000.04.518.80.42.001			10/1/2024	95-20328	IT 10/24 Internet Connectivity		1,524.28

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>24798</b>	<b>10/15/2024</b>	<b>000407</b>		<b>PIERCE COUNTY.</b>			<b>\$192,282.27</b>
101.0000.11.542.64.41.001			10/2/2024	CI-358421	PKST 08/24 Traffic Ops. Maint.		30,318.83
105.0001.07.559.20.41.001			10/4/2024	CI-358457	AB/PWSC 09/24 Recordings		934.50
311.0000.01.535.30.41.001			10/4/2024	CI-358457	AB/PWSC 09/24 Recordings		36.00
301.0005.11.594.76.63.001			9/30/2024	CI-357771	PK 1/3 Const After RCO pymt:		157,585.06
001.0000.15.521.22.49.005			9/30/2024	CI-358351	PD 09/24 Printing Svcs: Impoun		3,407.88
<b>24799</b>	<b>10/15/2024</b>	<b>000428</b>		<b>PIERCE COUNTY SEWER.</b>			<b>\$1,436.38</b>
101.0000.11.543.50.47.004			10/1/2024	1552201 10/01/24	PKST 09/24 9420 Front St S		36.22
001.0000.11.576.80.47.004			10/1/2024	1032275 10/01/24	PKFC 09/24 8421 Pine St S		20.78
502.0000.17.521.50.47.004			10/1/2024	1360914 10/01/24	PKFC 09/24 9401 Lkwd Dr SW		414.36
001.0000.11.576.81.47.004			10/1/2024	1431285 10/01/24	PKFC 09/24 9107 Angle Ln SW Co		113.38
001.0000.11.576.81.47.004			10/1/2024	2020548 10/01/24	PKFC 09/24 8200 87th Ave SW Sh		72.88
001.0000.11.576.81.47.004			10/1/2024	2029430 10/01/24	PKFC 09/24 9101 Angle Ln SW		69.46
001.0000.11.576.81.47.001			10/1/2024	2067277 10/01/24	PKFC 09/24 9251 Angle LN SW		136.54
001.0000.11.576.80.47.004			10/1/2024	2079712 10/01/24	PKFC 09/24 8928 North Thorne L		177.06
001.0000.11.576.80.47.004			10/1/2024	936570 10/01/24	PKFC 09/24 6002 Fairlawn DR SW		26.57
502.0000.17.518.35.47.004			10/1/2024	870307 10/01/24	PKFC 09/24 6000 Main St SW		171.27
001.0000.11.576.80.47.004			9/24/2024	162489 09/24/24	PKFC Final 09/01-09/23 9222 Ve		197.86
<b>24800</b>	<b>10/15/2024</b>	<b>010429</b>		<b>PMAM CORPORATION.</b>			<b>\$3,828.21</b>
001.0000.15.521.10.41.015			9/30/2024	2024090	PD 09/24 Alarm Monitoring		3,828.21
<b>24801</b>	<b>10/15/2024</b>	<b>010630</b>		<b>PRINT NW.</b>			<b>\$2,774.08</b>
001.0000.07.558.60.49.005			10/1/2024	41862001	PPW Business Cards: Barreto		84.88
106.0000.11.573.20.41.001			9/27/2024	39932601	PA Signal Box Wraps: 100th St		1,318.45
106.0000.11.573.20.41.001			9/27/2024	39933601	PA Signal Box Wraps: 100th St		1,370.75
<b>24802</b>	<b>10/15/2024</b>	<b>009541</b>		<b>PRO FORCE LAW ENFORCEMENT.</b>			<b>\$10,911.02</b>
001.0000.15.521.10.31.020			9/30/2024	558365	PD - MAG518BLK MPI MS4 DUAL QD		516.60
001.0000.15.521.10.31.020			9/30/2024	558365	PD - MAG247BLK MPI MBUS FRNT B		249.70
001.0000.15.521.10.31.020			9/30/2024	558365	PD - MAG248BLK MPI MBUS REAR B		362.20
001.0000.15.521.10.31.020			9/30/2024	558365	PD - M640DFT-BK-PRO SUF TRBO S		8,781.60



Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.15.521.10.31.020			9/30/2024	558365	Sales Tax		1,000.92
<b>24803</b>	<b>10/15/2024</b>	<b>008199</b>		<b>PUBLIC SAFETY TESTING.</b>			<b>\$1,560.00</b>
001.0000.15.521.40.41.001			10/7/2024	2024-962	PD Q3/24 Police Officer Testin		1,560.00
<b>24804</b>	<b>10/15/2024</b>	<b>000446</b>		<b>PUGET SOUND CLEAN AIR AGENCY,</b>			<b>\$11,549.25</b>
001.0000.15.521.32.41.001			10/14/2024	24-052 Q4	PD Q4 Clean Air Assessment		11,549.25
<b>24805</b>	<b>10/15/2024</b>	<b>000445</b>		<b>PUGET SOUND ENERGY,</b>			<b>\$3,612.74</b>
001.0000.11.576.80.47.005			10/14/2024	220026435523 10/1/24	PKFC 08/29-09/30 8928 N Thorne		89.22
001.0000.11.576.80.47.005			10/1/2024	200001526637 10/1/24	PKFC 08/29-09/30 9222 Veteran'		29.84
101.0000.11.542.63.47.006			10/1/2024	200006381095 10/1/24	PKST 08/29-09/30 7819 150th St		30.95
101.0000.11.542.63.47.006			10/1/2024	220008814687 10/1/24	PKST 08/29-09/30 7000 150th St		26.40
001.0000.11.576.80.47.005			10/1/2024	220018963391 10/1/24	PKFC 08/29-09/30 10365 112th S		75.05
101.0000.11.542.63.47.005			10/1/2024	220025290614 10/1/24	PKST 08/29-09/30 12702 Vernon		270.62
101.0000.11.542.63.47.005			10/1/2024	220025290630 10/1/24	PKST 08/29-09/30 8299 Veterans		167.14
101.0000.11.542.63.47.006			10/1/2024	220028304982 10/1/24	PKST 08/29-09/30 12810 Gravell		138.69
101.0000.11.542.63.47.005			10/1/2024	220029285701 10/1/24	PKST 08/29-09/30 12319 GLD SW		172.64
101.0000.11.542.63.47.005			10/1/2024	220030615417 10/1/24	PKST 08/29-09/30 11828 Gravell		116.31
101.0000.11.542.63.47.005			10/1/2024	220031520764 10/1/24	PKST 08/29-09/30 12112 Edgewoo		103.77
101.0000.11.542.63.47.006			10/1/2024	220032386637 10/1/24	PKST 08/29-09/30 9201 WA Blvd		135.67
101.0000.11.542.63.47.006			10/1/2024	220034217525 10/1/24	PKST 08/29-09/30 8601 WA Blvd		166.05
101.0000.11.542.63.47.005			10/1/2024	220034218267 10/1/24	PKST 08/29-09/30 14630 Union A		94.44
101.0000.11.542.63.47.006			10/1/2024	220035223043 10/1/24	PKST 08/29-09/30 11521 GLD SW		107.35
302.0083.21.595.30.63.001			9/27/2024	400004149862 9/27/24	PWCP Electric Svc Line 10102 A		912.07
001.0000.11.576.81.47.005			9/24/2024	200001527346 9/24/24	PKFC 08/22-09/23 8714 87th Ave		13.22
001.0000.11.576.81.47.005			9/24/2024	220024933081 9/24/24	PKFC 08/22-09/23 8714 87th Av		76.72
001.0000.11.576.81.47.005			9/23/2024	300000010896 9/23/24	PKFC 08/20-09/19 Ft Steil Park		758.13
001.0000.11.576.81.47.005			9/23/2024	300000010938 9/23/24	PKFC 08/20-09/19 8802 Dresden		128.46
<b>24806</b>	<b>10/15/2024</b>	<b>013825</b>		<b>PYNE, JORDAN</b>			<b>\$107.00</b>
001.9999.02.523.30.43.004			10/7/2024	10/16-10/18 Per Diem	MC WSADCP Conf: J Pyne		107.00
<b>24807</b>	<b>10/15/2024</b>	<b>012953</b>		<b>R. L. ALIA COMPANY.</b>			<b>\$557,504.30</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
302.0000.00.223.40.00.000			10/15/2024	AG 2022-080 Ret Rel	PWCP AG 2022-080 Retainage Rel		557,504.30
<b>24808</b>	<b>10/15/2024</b>	<b>007505</b>		<b>REDFLEX TRAFFIC SYSTEMS INC.</b>			<b>\$32,240.00</b>
001.0000.15.521.71.41.080			9/30/2024	INV0085388	PD 09/24 Photo Enforcement		32,240.00
<b>24809</b>	<b>10/15/2024</b>	<b>013553</b>		<b>REDWOOD TOXICOLOGY LAB INC.</b>			<b>\$649.00</b>
001.0000.02.523.30.31.001			9/4/2024	832735	MC UA Supplies		198.00
001.0000.02.523.30.41.001			8/31/2024	30852920248	MC 08/24 UA's		451.00
<b>24810</b>	<b>10/15/2024</b>	<b>013735</b>		<b>REYNOLDS BURTON VINSON PLLC.</b>			<b>\$5,250.00</b>
001.0000.06.515.30.41.001			9/30/2024	2024-5	LG AG 2024-075 09/24 Court App		5,250.00
<b>24811</b>	<b>10/15/2024</b>	<b>010740</b>		<b>RFI ENTERPRISES INC.</b>			<b>\$121.48</b>
101.0000.11.544.90.41.001			10/4/2024	661467	PKFC 11/01/24-01/31/25 Intrusi		121.48
<b>24812</b>	<b>10/15/2024</b>	<b>013330</b>		<b>SAURI, MARCO A</b>			<b>\$2,000.00</b>
001.9999.11.565.10.41.020			10/8/2024	55	PKHS AG 2023-170 10/01-10/15 L		2,000.00
<b>24813</b>	<b>10/15/2024</b>	<b>012020</b>		<b>SCHELL, MICHAEL</b>			<b>\$150.00</b>
001.0000.02.512.51.49.009			10/9/2024	September 2024	MC 09/24 Interpreter		150.00
<b>24814</b>	<b>10/15/2024</b>	<b>013074</b>		<b>SIERRA SANTA FE CORP.</b>			<b>\$265,316.12</b>
302.0005.21.542.30.63.001			10/11/2024	AG 2024-105 PP # 1	PWCP AG 2024-105 08/01-08/31 C		279,280.13
302.0000.00.223.40.00.000			10/11/2024	AG 2024-105 PP # 1	PWCP AG 2024-105 Retainage		-13,964.01
<b>24815</b>	<b>10/15/2024</b>	<b>002912</b>		<b>SOUND ELECTRONICS.</b>			<b>\$3,283.36</b>
502.0000.17.518.35.48.001			10/10/2024	517175	PKFC Beam Detector Repair: CH		3,283.36
<b>24816</b>	<b>10/15/2024</b>	<b>013809</b>		<b>SOUND LANGUAGE SERVICES.</b>			<b>\$150.00</b>
001.0000.02.512.51.49.009			10/9/2024	September 2024	MC 09/24 Interpreter		150.00
<b>24817</b>	<b>10/15/2024</b>	<b>013496</b>		<b>SOUND PACIFIC CONSTRUCTION LLC.</b>			<b>\$284,337.89</b>
302.0156.21.595.30.63.001			9/30/2024	AG 2023-129 PP # 9	PWCP AG 2023-129 07/01-09/30 A		3,224.00
302.0083.21.595.30.63.001			9/30/2024	AG 2023-235 PP # 10	PWCP AG 2023-235 09/01-09/30 H		241,713.11
302.0083.21.534.30.63.001			9/30/2024	AG 2023-235 PP # 10	PWCP AG 2023-235 09/01-09/30 H		39,400.78

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<b>24818</b>	<b>10/15/2024</b>	<b>010656</b>		<b>SOUTH SOUND 911.</b>			<b>\$163,897.50</b>
001.0000.15.521.10.41.126			10/1/2024	2710	PD 10/24 Communication Svcs		106,822.50
001.0000.15.521.10.41.126			10/1/2024	2710	PD 10/24 RMS Svcs		26,123.34
001.0000.15.521.10.41.126			10/1/2024	2710	PD 10/24 Record Svcs		21,780.83
001.0000.15.521.10.41.126			10/1/2024	2710	PD 10/24 Warrant Svcs		9,170.83
<b>24819</b>	<b>10/15/2024</b>	<b>002881</b>		<b>SPRAGUE PEST SOLUTIONS CO.</b>			<b>\$355.13</b>
502.0000.17.518.35.41.001			10/9/2024	5604569	PKFC 10/09 Pest Control CH		92.47
502.0000.17.521.50.48.001			10/9/2024	5605135	PKFC 10/09 Pest Control PD		180.33
502.0000.17.542.65.48.001			10/7/2024	5604942	PKFC 10/07 Pest Control Lkwd T		82.33
<b>24820</b>	<b>10/15/2024</b>	<b>009493</b>		<b>STAPLES ADVANTAGE.</b>			<b>\$401.82</b>
001.0000.15.521.10.31.001			9/27/2024	6012925376	PD Office Supplies		65.27
001.0000.15.521.10.31.001				6011846355	PD Refund:Facial Supplies		-32.86
001.0000.15.521.10.31.001			9/11/2024	6011655187	PD Office Supplies		300.51
001.0000.04.514.20.31.001			9/18/2024	6012105997	FN Sticky Notes		7.39
001.0000.15.521.10.31.001			9/17/2024	6012052880	PD Office Supplies		28.65
001.0000.15.521.10.31.001			9/14/2024	6011846352	PD Office Supplies		32.86
<b>24821</b>	<b>10/15/2024</b>	<b>009030</b>		<b>STERICYCLE INC.</b>			<b>\$30.51</b>
001.0000.15.521.10.41.001			9/27/2024	8008521516	PD 09/24		30.51
<b>24822</b>	<b>10/15/2024</b>	<b>005033</b>		<b>SUNBELT RENTALS.</b>			<b>\$1,739.20</b>
502.0000.17.518.35.45.004			9/28/2024	141143312-0018	PKFC Portable AC/DEHU Rental		1,739.20
<b>24823</b>	<b>10/15/2024</b>	<b>006497</b>		<b>SYSTEMS FOR PUBLIC SAFETY.</b>			<b>\$7,984.85</b>
501.0000.51.521.10.48.005			10/8/2024	48220	PDFL 09/24 Starter		31.20
501.0000.51.521.10.48.005			10/8/2024	48220	PDFL 09/24 Other		3,118.93
501.0000.51.521.10.48.005			10/8/2024	48220	PDFL 09/24 Alignment		166.06
501.0000.51.521.10.48.005			10/8/2024	48250	PDFL 09/24 Other		54.92
501.0000.51.521.10.48.005			10/8/2024	48264	PDFL 09/24 Transmission		480.32
501.0000.51.521.10.48.005			10/8/2024	48265	PDFL 09/24 Tires		669.50
501.0000.51.521.10.48.005			10/8/2024	48316	PDFL 09/24 Other		54.92

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501.0000.51.521.10.48.005			10/8/2024	48391	PDFL 09/24 Safety Inspection		30.09
501.0000.51.521.10.48.005			10/8/2024	48391	PDFL 09/24 Brakes		1,516.31
501.0000.51.521.10.48.005			10/8/2024	48391	PDFL 09/24 Oil Change		146.79
501.0000.51.521.10.48.005			10/3/2024	48310	PDFL 09/24 Oil Change		146.49
501.0000.51.521.10.48.005			10/3/2024	48310	PDFL 09/24 Safety Inspection		111.16
501.0000.51.521.10.48.005			10/3/2024	48310	PDFL 09/24 Wipers		53.33
501.0000.51.521.10.48.005			10/3/2024	48310	PDFL 09/24 Brakes		546.69
501.0000.51.521.10.48.005			10/3/2024	48310	PDFL 09/24 Other		22.02
501.0000.51.521.10.48.005			10/3/2024	48332	PDFL 09/24 Oil Change		143.12
501.0000.51.521.10.48.005			10/3/2024	48332	PDFL 09/24 Safety Inspection		78.72
501.0000.51.521.10.48.005			10/3/2024	48332	PDFL 09/24 Radiator		528.95
501.0000.51.521.10.48.005			10/3/2024	48332	PDFL 09/24 Other		27.53
501.0000.51.521.10.48.005			10/3/2024	48332	PDFL 09/24 Tire Repair		57.80
<b>24824</b>	<b>10/15/2024</b>	<b>000540</b>		<b>TACOMA RUBBER STAMP.</b>			<b>\$39.07</b>
001.0000.07.558.60.31.001			9/30/2024	I-731159-1	PPW Name Plates: Barreto & Hop		39.07
<b>24825</b>	<b>10/15/2024</b>	<b>013229</b>		<b>TACOMAPROBONO COMMUNITY.</b>			<b>\$16,408.46</b>
196.2002.99.518.63.41.001			10/4/2024	TPB 241004	ARPA AG 2021-425 09/24 Housing		16,408.46
<b>24826</b>	<b>10/15/2024</b>	<b>012587</b>		<b>TOWNZEN &amp; ASSOCIATES INC.</b>			<b>\$28,177.74</b>
001.0000.07.558.50.41.001			9/11/2024	24-121	CD 08/24 On-Site Manpower Svcs		11,456.91
001.0000.07.558.50.41.001			10/11/2024	24-136	CD 09/24 On-Site Manpower Svcs		16,720.83
<b>24827</b>	<b>10/15/2024</b>	<b>013750</b>		<b>TRAFFIC AND PARKING CONTROL.</b>			<b>\$3,020.76</b>
302.0003.21.595.30.63.001			10/14/2024	CM023332 Restock Fee	Restocking Fee On Inv. I782337		1,618.65
302.0003.21.595.30.63.001			10/14/2024	CM023332 Restock Fee	Sales Tax		163.48
302.0003.21.595.30.63.001			10/7/2024	I782337	PWST Fast-18 Pole Mount Rada F		10,791.00
302.0003.21.595.30.63.001			10/7/2024	I782337	freight		1,125.00
302.0003.21.595.30.63.001			10/7/2024	I782337	Sales Tax		1,203.52
302.0003.21.595.30.63.001				CM023332	PWST Return Fast-18 Pole Mount		-10,791.00
302.0003.21.595.30.63.001				CM023332	Sales Tax		-1,089.89
<b>24828</b>	<b>10/15/2024</b>	<b>010651</b>		<b>TRAILER BOSS.</b>			<b>\$1,174.50</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.548.79.48.005			10/2/2024	260970	PKFL Trailer Repair		1,174.50
<b>24829</b>	<b>10/15/2024</b>	<b>010940</b>		<b>VELOCITY SYSTEMS.</b>			<b>\$5,497.95</b>
001.0000.15.521.26.35.010			9/26/2024	75622	PD 10 BZ Stand-alone Rifle Sid		4,950.00
001.0000.15.521.26.35.010			9/26/2024	75622	freight		48.00
001.0000.15.521.26.35.010			9/26/2024	75622	Sales Tax		499.95
<b>24830</b>	<b>10/15/2024</b>	<b>009372</b>		<b>VENTEK INTERNATIONAL.</b>			<b>\$90.00</b>
503.0000.04.518.80.42.001			10/1/2024	146085	IT 10/24 CCU Server Hosting Mo		45.00
503.0000.04.518.80.42.001			10/1/2024	146085	IT 10/24 Digital Cell Carrier		45.00
<b>24831</b>	<b>10/15/2024</b>	<b>012914</b>		<b>VERIZON COMMUNICATIONS INC.</b>			<b>\$3,504.56</b>
503.0000.04.518.80.42.001			10/8/2024	Z9933509	IT Thru 10/31 Internet		1,633.56
503.0000.04.518.80.42.001			10/1/2024	374000059715	IT 09/24 GPS		248.71
503.0000.04.518.80.42.001			9/8/2024	Z9871640	IT Thru 08/31 Internet		1,622.29
<b>24832</b>	<b>10/15/2024</b>	<b>002509</b>		<b>VERIZON WIRELESS.</b>			<b>\$1,122.55</b>
180.0000.15.521.21.42.001			9/26/2024	9974873281	IT/PD 08/27-09/26 Phone		379.03
503.0000.04.518.80.42.001			9/26/2024	9974873281	IT/PD 08/27-09/26 Phone		743.52
<b>24833</b>	<b>10/15/2024</b>	<b>010064</b>		<b>VILLIERS-FURZE. MICHELLE</b>			<b>\$1,987.68</b>
001.0000.02.512.51.49.009			10/9/2024	September 2024	MC 09/24 Interpreter		1,987.68
<b>24834</b>	<b>10/15/2024</b>	<b>011595</b>		<b>WALTER E NELSON CO.</b>			<b>\$7,500.56</b>
502.0000.17.518.35.31.001			9/27/2024	1015509	PKFC Towels, Tissue CH		565.34
001.0000.11.576.81.31.001			9/26/2024	1015259	PKFC Liners, H2 Orange, Gloves		3,926.94
502.0000.17.521.50.31.001			10/2/2024	1016419	PKFC Towels, Tissue PD		677.89
502.0000.17.518.35.31.001			10/2/2024	1016428	PKFC Towels, Liners, Cleaner,		1,671.33
001.0000.11.576.80.31.001			10/9/2024	1018017	PKFC Soap & Dispensers		659.06
<b>24835</b>	<b>10/15/2024</b>	<b>012410</b>		<b>WATT BANKS. LISA</b>			<b>\$2,149.05</b>
001.9999.11.565.10.41.020			10/8/2024	129	PKHS AG 2023-170 10/01-10/15 L		2,008.75
001.9999.11.565.10.41.020			10/11/2024	10/02/24 Costco	PKHS Reimburse For Choice CBSC		140.30
<b>24836</b>	<b>10/15/2024</b>	<b>013811</b>		<b>WEBSEDGE LTD.,</b>			<b>\$26,250.00</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.9999.15.521.10.41.001			9/13/2024	INV-20222217	PD - Produce a film of up to f		26,250.00
<b>24837</b>	<b>10/15/2024</b>	<b>006166</b>		<b>WESTERN TOWING SERVICES.</b>			<b>\$277.45</b>
001.0000.15.521.10.41.070			9/26/2024	42277	PD 09/22 GMC Envoy, Case #24-2		88.08
001.0000.15.521.10.41.070			9/26/2024	24-42272	PD 09/20 Ford Expedition, Case		189.37
<b>24838</b>	<b>10/15/2024</b>	<b>012987</b>		<b>WEX BANK.</b>			<b>\$2,624.81</b>
501.0000.51.548.79.32.001			9/30/2024	99958556	09/24 PK Fuel		40.67
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		45.31
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		77.51
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		133.30
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		67.99
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		102.12
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		349.17
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		110.88
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		60.63
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		67.37
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		89.02
501.0000.51.548.79.32.001			9/30/2024	99958556	09/24 PK Fuel		74.49
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		70.63
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		50.47
180.0000.15.521.21.32.001			9/30/2024	99958556	09/24 PD Fuel		154.76
180.0000.15.521.21.32.001			9/30/2024	99958556	09/24 PD Fuel		575.34
501.0000.51.548.79.32.001			9/30/2024	99958556	09/24 PK Fuel		79.85
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		59.06
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		24.74
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		65.09
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		120.48
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		93.52
501.0000.51.521.10.32.001			9/30/2024	99958556	09/24 PD Fuel		112.41
<b>24839</b>	<b>10/15/2024</b>	<b>000620</b>		<b>WINNING SEASONS.</b>			<b>\$664.12</b>
001.0000.11.571.21.31.050			5/9/2024	S2024150	PKRC Vests For SummerFest		664.12

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>24840</b>	<b>10/15/2024</b>	<b>000607</b>		<b>WRIGHT, DEANA</b>			<b>\$107.00</b>
001.9999.02.523.30.43.004			10/2/2024	10/16-10/18 Per diem	MC WSADCP Conf: D. Wright		107.00
<b>24841</b>	<b>10/15/2024</b>	<b>011031</b>		<b>XIOLOGIX LLC,</b>			<b>\$8,984.16</b>
503.0000.04.518.80.48.003			10/7/2024	11286	IT VMWare Vsphere Standard 8		4,800.00
503.0000.04.518.80.48.003			10/7/2024	11286	IT VMWare VSphere Essentials p		3,360.00
503.0000.04.518.80.48.003			10/7/2024	11286	Sales Tax		824.16
<b>24842</b>	<b>10/15/2024</b>	<b>008553</b>		<b>ZONES INC,</b>			<b>\$5,333.18</b>
503.0000.04.518.80.48.003			10/11/2024	K30135920101	IT 1-Yr StoneFly Extended Warr		2,225.94
503.0000.04.518.80.35.001			9/23/2024	K30079460102	IT Monitor 32"		2,822.20
503.0000.04.518.80.35.001			9/23/2024	K30079460102	Sales Tax		285.04
<b>24843</b>	<b>10/15/2024</b>	<b>012810</b>		<b>ZOOM VIDEO COMMUNICATIONS INC.</b>			<b>\$9,048.02</b>
503.0000.04.518.80.48.003			10/7/2024	INV276151115	IT 10/07/24-10/06/25 Zoom Work		9,048.02
<b>24844</b>	<b>10/15/2024</b>	<b>001272</b>		<b>ZUMAR INDUSTRIES INC.</b>			<b>\$4,366.01</b>
101.0000.11.542.64.31.001			10/10/2024	49486	PKST Signs		1,619.57
101.0000.11.542.64.31.001			9/24/2024	49243	PKST Tubing		2,746.44
<b>99885</b>	<b>9/30/2024</b>	<b>013747</b>		<b>AKERS, RICHEL</b>			<b>\$48.00</b>
001.0000.11.571.22.41.001			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: HB, SNAP		14.00
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: HB, SNAP		10.00
001.0106.11.571.22.49.010			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: HB, SNAP		24.00
<b>99886</b>	<b>9/30/2024</b>	<b>000042</b>		<b>AT&amp;T.</b>			<b>\$95.00</b>
001.0000.15.521.21.41.001			9/5/2024	526692	PD LEA Tracking, Case 24-238-0		95.00
<b>99887</b>	<b>9/30/2024</b>	<b>013807</b>		<b>BERG EQUIPMENT &amp; SCAFFOLDING.</b>			<b>\$81.84</b>
502.0040.17.518.35.41.001			9/13/2024	1289930SIC	PKFC Scaffolding Rental		81.84
<b>99888</b>	<b>9/30/2024</b>	<b>005965</b>		<b>BUILDERS EXCHANGE OF.</b>			<b>\$149.85</b>
311.0006.21.535.30.44.001			9/6/2024	1077962	PWSC 08/22-08/30 Publish Proje		149.85
<b>99889</b>	<b>9/30/2024</b>	<b>010262</b>		<b>CENTURYLINK,</b>			<b>\$1,020.30</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
503.0000.04.518.80.42.001			9/15/2024	333545327 09/15/24	IT 09/15-10/14 Phone		204.22
503.0000.04.518.80.42.001			9/17/2024	333627933 09/17/24	IT 09/17-10/16 Phone		319.07
503.0000.04.518.80.42.001			9/17/2024	333628514 09/17/24	IT 09/17-10/16 Phone		282.96
503.0000.04.518.80.42.001			9/17/2024	333796411 09/17/24	IT 09/17-10/16 Phone		65.00
503.0000.04.518.80.42.001			9/17/2024	333880118 09/17/24	IT 09/17-10/16 Phone		149.05
<b>99890</b>	<b>9/30/2024</b>	<b>009191</b>		<b>CITY OF DUPONT.</b>			<b>\$85,233.55</b>
631.0001.02.586.10.00.030			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit		85,233.55
<b>99891</b>	<b>9/30/2024</b>	<b>002408</b>		<b>CITY OF TACOMA.</b>			<b>\$611.75</b>
001.0000.15.521.32.41.001			9/6/2024	91221425	PD 08/24 Dump Charges		611.75
<b>99892</b>	<b>9/30/2024</b>	<b>006613</b>		<b>CITY OF UNIVERSITY PLACE.</b>			<b>\$276.82</b>
631.0001.02.586.10.00.010			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit		276.82
<b>99893</b>	<b>9/30/2024</b>	<b>013549</b>		<b>CONCENTRA MEDICAL CENTERS.</b>			<b>\$73.00</b>
001.0000.09.518.10.41.001			8/27/2024	84285635	HR Drug Screening		73.00
<b>99894</b>	<b>9/30/2024</b>	<b>013812</b>		<b>COUSYN. SHANNON</b>			<b>\$500.00</b>
001.0000.11.237.26.00.000			9/23/2024	2001673.002	PKRC Refund: 09.15 Bridal Show		500.00
<b>99895</b>	<b>9/30/2024</b>	<b>008105</b>		<b>DEPARTMENT OF TRANSPORTATION.</b>			<b>\$2,166.70</b>
101.0000.11.544.90.41.001			9/16/2024	RE-313-ATB40916021	PKST/PKSW 08/24 Traffic Mgmt C		1,210.10
401.0000.11.531.10.41.001			9/16/2024	RE-313-ATB40916021	PKST/PKSW 08/24 Traffic Mgmt C		605.05
101.0000.11.542.64.41.001			9/16/2024	RE-313-ATB40916063	PKST 08/24 Master Signal Maint		173.29
101.0000.11.544.90.41.001			6/17/2024	RE-313-ATB40617052	PKST/PKSW 05/24 Master Signal		118.84
401.0000.11.531.10.41.001			6/17/2024	RE-313-ATB40617052	PKST/PKSW 05/24 Master Signal		59.42
<b>99896</b>	<b>9/30/2024</b>	<b>001531</b>		<b>DEPT OF ECOLOGY.</b>			<b>\$27,724.00</b>
401.0000.41.531.10.41.001			9/4/2024	24-RS-WAR045012-1	PWSW Stormwater Action Monitor		27,724.00
<b>99897</b>	<b>9/30/2024</b>	<b>004710</b>		<b>EQUIFAX CREDIT NORTHWEST CORP.</b>			<b>\$120.23</b>
001.0000.15.521.10.41.001			9/17/2024	2062114900	PD 08/18-09/17 Person Searches		120.23
<b>99898</b>	<b>9/30/2024</b>	<b>013813</b>		<b>FELIX, ESMERALDA</b>			<b>\$20.00</b>



Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0101.11.347.30.07.001			9/16/2024	2001670.002	PKRC Refund: 09/14 BD Party Ca		20.00
<b>99899</b>	<b>9/30/2024</b>	<b>010340</b>		<b>FOREVERGREEN TRAILS.</b>			<b>\$1,000.00</b>
001.0000.11.571.10.49.001			9/9/2024	2024-Sponsor4	PKRC Sponsorship Fee		1,000.00
<b>99900</b>	<b>9/30/2024</b>	<b>000196</b>		<b>GOV'T FINANCE OFFICERS ASSOC,</b>			<b>\$50.00</b>
001.0000.04.514.20.49.003			9/23/2024	3161598	FN GFOA GAAP Principles for Gr		50.00
<b>99901</b>	<b>9/30/2024</b>	<b>012801</b>		<b>HAYTON FARMS BERRIES.</b>			<b>\$1,597.00</b>
001.0000.11.571.22.41.001			9/24/2024	09/24/2024	PKFC Jun-Sep FM: HB, SNAP, Mrk		256.00
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKFC Jun-Sep FM: HB, SNAP, Mrk		424.00
001.0106.11.571.22.49.010			9/24/2024	09/24/2024	PKFC Jun-Sep FM: HB, SNAP, Mrk		892.00
001.0000.09.518.91.31.009			9/24/2024	09/24/2024	PKFC Jun-Sep FM: HB, SNAP, Mrk		25.00
<b>99902</b>	<b>9/30/2024</b>	<b>008664</b>		<b>HOLROYD COMPANY INC.</b>			<b>\$328.10</b>
401.0000.11.531.10.31.030			9/10/2024	433174	PKSW 5/8 Washed Rock		328.10
<b>99903</b>	<b>9/30/2024</b>	<b>013483</b>		<b>JUHASZ. PATRICK</b>			<b>\$300.00</b>
104.0010.01.557.30.41.001			8/16/2024	08/16/2024	PKRC 08/20 FM Performance		300.00
<b>99904</b>	<b>9/30/2024</b>	<b>008332</b>		<b>KAR-GOR INC.</b>			<b>\$4,851.40</b>
101.0000.11.542.64.35.014			9/10/2024	K1092412	PWST Traffic Sensor		4,851.40
<b>99905</b>	<b>9/30/2024</b>	<b>011984</b>		<b>KNOWBE4 INC.</b>			<b>\$9,572.09</b>
503.0000.04.518.80.48.003			8/15/2024	INV340350	IT 09/25/24-09/24/25 KnowBe4 S		9,572.09
<b>99906</b>	<b>9/30/2024</b>	<b>000299</b>		<b>LAKEVIEW LIGHT &amp; POWER CO..</b>			<b>\$2,461.15</b>
101.0000.11.542.63.47.006			9/24/2024	67044-091 09/14/24	PKST 08/11-09/11 4713 111th St		56.99
101.0000.11.542.64.47.005			9/7/2024	67044-002 09/07/24	PKST 08/04-09/04 Pac Hwy & STW		76.90
101.0000.11.542.64.47.005			9/7/2024	67044-012 09/07/24	PKST 08/04-09/04 Hwy 512 & STW		106.89
101.0000.11.542.63.47.006			9/7/2024	67044-014 09/07/24	PKST 07/30-08/30 Hwy 512 & STW		91.54
101.0000.11.542.64.47.005			9/7/2024	67044-016 09/07/24	PKST 08/04-09/04 40th Ave SW		61.89
101.0000.11.542.64.47.005			9/7/2024	67044-031 09/07/24	PKST 08/04-09/04 84th St S & S		67.52
101.0000.11.542.64.47.005			9/7/2024	67044-032 09/07/24	PKST 08/04-09/04 100th ST SW &		81.89
101.0000.11.542.64.47.005			9/7/2024	67044-050 09/07/24	PKST 08/04-09/04 Lkwd Dr SW/St		74.75

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101.0000.11.542.64.47.005			9/7/2024	67044-053 09/07/24	PKST 08/04-09/04 4648 Steil Bl		59.85
101.0000.11.543.50.47.005			9/7/2024	67044-074 09/07/24	PKST 08/04-09/04 9424 Front St		298.08
101.0000.11.542.64.47.005			9/7/2024	67044-078 09/07/24	PKST 08/04-09/04 100th St SW &		101.45
101.0000.11.542.64.47.005			9/7/2024	67044-079 09/07/24	PKST 08/04-09/04 96th St S & S		145.72
101.0000.11.542.64.47.005			9/7/2024	67044-080 09/07/24	PKST 08/04-09/04 8802 STW		77.34
101.0000.11.542.64.47.005			9/7/2024	67044-081 09/07/24	PKST 08/04-09/04 3601 Steil Bl		74.22
101.0000.11.542.63.47.006			9/7/2024	67044-083 09/07/24	PKST 08/04-09/04 40th & 100th		92.78
101.0000.11.542.64.47.005			9/7/2024	67044-084 09/07/24	PKST 08/04-09/04 Steil & Lkww		78.86
101.0000.11.542.63.47.006			9/7/2024	67044-085 09/07/24	PKST 08/04-09/04 26th & 88th S		46.01
101.0000.11.542.63.47.006			9/7/2024	67044-087 09/07/24	PKST 08/04-09/04 123rd & BPW S		52.61
101.0000.11.542.63.47.006			9/7/2024	67044-089 09/07/24	PKST 08/04-09/04 9520 Front ST		49.14
101.0000.11.542.63.47.006			9/7/2024	67044-092 09/07/24	PKST 08/04-09/04 8909 STW		43.78
101.0000.11.542.64.47.005			9/14/2024	67044-004 09/14/24	PKST 08/11-09/11 108th St SW &		70.37
101.0000.11.542.64.47.005			9/14/2024	67044-010 09/14/24	PKST 08/11-09/11 108th St SW &		71.01
101.0000.11.542.64.47.005			9/14/2024	67044-017 09/14/24	PKST 08/11-09/11 112th St SW &		59.30
101.0000.11.542.64.47.005			9/14/2024	67044-030 09/14/24	PKST 08/11-09/11 112th ST SW &		73.24
101.0000.11.542.63.47.006			9/14/2024	67044-072 09/14/24	PKST 08/11-09/11 11302 Kendric		100.64
502.0000.17.542.65.47.005			9/14/2024	67044-073 09/14/24	PKFC 08/11-09/11 11420 Kendric		348.38
<b>99907</b>	<b>9/30/2024</b>	<b>000300</b>		<b>LAKESWOOD WATER DISTRICT.</b>			<b>\$15,263.46</b>
101.0000.11.542.70.47.001			9/10/2024	26572.03 09/10/24	PKST 07/01-08/31 10000 GL & Ny		51.84
101.0000.11.542.70.47.001			9/10/2024	26638.02 09/10/24	PKST 07/01-08/31 Island GL & V		48.15
101.0000.11.542.70.47.001			9/10/2024	26756.03 09/10/24	PKST 07/01-08/31 SE CO BP & Pa		48.15
101.0000.11.542.70.47.001			9/10/2024	26996.03 09/10/24	PKST 07/01-08/31 12200 Pac Hwy		51.84
101.0000.11.542.70.47.001			9/10/2024	27347.01 09/10/24	PKST 07/01-08/31 BP & 123rd St		48.15
101.0000.11.542.70.47.001			9/10/2024	27417.02 09/10/24	PKST 07/01-08/31 GLD/Mt Tac Dr		136.56
101.0000.11.542.70.47.001			9/10/2024	27571.01 09/10/24	PKST 07/01-08/31 123rd St SW S		48.15
101.0000.11.542.70.47.001			9/10/2024	13318.03 09/10/24	PKST 07/01-08/31 WA Blvd & GLD		51.84
101.0000.11.542.70.47.001			9/10/2024	13641.03 09/10/24	PKST 07/01-08/31 GLD & Nyana S		48.15
101.0000.11.542.70.47.001			9/10/2024	15034.02 09/10/24	PKST 07/01-08/31 SW Corner BP		88.64
001.0000.11.576.80.47.001			9/10/2024	15036.03 09/10/24	PKFC 07/01-08/31 127th & Addis		2,434.68
001.0000.11.576.80.47.001			9/10/2024	15038.05 09/10/24	PKFC 07/01-08/31 12616 47th Av		164.45
101.0000.11.542.70.47.001			9/10/2024	16302.03 09/10/24	PKST 07/01-08/31 GLD & 112th S		108.13

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
502.0000.17.518.35.47.001			9/10/2024	16699.03 09/10/24	PKFC 07/01-08/31 6000 Main St		3,021.30
502.0000.17.518.35.47.001			9/10/2024	16702.02 09/10/24	PKFC 07/01-08/31 6000 Main St		298.24
502.0000.17.518.35.47.001			9/10/2024	16706.02 09/10/24	PKFC 07/01-08/31 6000 Main St		51.84
101.0000.11.542.70.47.001			7/16/2024	52253.01 07/16/24	PKST 7911 05/09-07/08 WA Blvd		164.99
101.0000.11.542.70.47.001				52253.01 05/21/24	PKST 04/22-05/09 \$63.45 7911 W		-226.99
001.0000.11.576.81.47.001			9/24/2024	27555.01 09/24/24	PKFC 07/15-09/12 0 Steil Blvd		177.08
101.0000.11.542.70.47.001			9/26/2024	58453.01 09/17/24	PKST 07/08-09/07 Edgwood & Win		199.20
101.0000.11.542.70.47.001			9/17/2024	20229.02 09/17/24	PKST 07/08-09/07 11201 Old Mil		91.80
001.0000.11.576.80.47.001			9/17/2024	20378.02 09/17/24	PKFC 07/08-09/11 11524 Old Mil		2,822.29
001.0000.11.576.80.47.001			9/18/2024	14449.03 09/18/24	PKFC 08/05-09/12 9222 Vet Dr S		104.97
101.0000.11.542.70.47.001			9/17/2024	60653.01 09/17/24	PKST 07/08-09/07 WA & Vernon S		2,644.65
101.0000.11.542.70.47.001			9/17/2024	62853.01 09/17/24	PKST 07/08-09/07 83rd & WA Blv		2,417.21
101.0000.11.542.70.47.001			9/17/2024	52253.01 09/17/24	PKST 07/08-09/07 7911 WA Blvd		168.15
<b>99908</b>	<b>9/30/2024</b>	<b>011263</b>		<b>LAW OFFICES OF MATTHEW RUSNAK.</b>			<b>\$5,250.00</b>
001.0000.99.512.51.41.035			12/6/2023	446	ND Re-issue Ck For 11/23 Publi		2,625.00
001.0000.99.512.51.41.035			1/2/2024	447	ND Re-issue Ck For 12/23 Publi		2,625.00
<b>99909</b>	<b>9/30/2024</b>	<b>000309</b>		<b>LES SCHWAB TIRE CENTER.</b>			<b>\$992.08</b>
501.0000.51.548.79.48.005			9/9/2024	30500848173	PKFL Battery		249.70
501.0000.51.548.79.48.005			9/25/2024	30500850643	PKFL Tires		742.38
<b>99910</b>	<b>9/30/2024</b>	<b>013592</b>		<b>LIBERTY TOWING.</b>			<b>\$88.08</b>
001.0000.15.521.10.41.070			8/26/2024	24-85510	PD 08/26 Ford Ranger, Case 24-		88.08
<b>99911</b>	<b>9/30/2024</b>	<b>013823</b>		<b>MANALANG. SAMANTHA</b>			<b>\$300.00</b>
001.0105.11.347.90.05.001			9/26/2024	2001674.002	PKRC Refund: FM Vendor Withdra		300.00
<b>99912</b>	<b>9/30/2024</b>	<b>013380</b>		<b>MEDITERRANEAN FLAVORS.</b>			<b>\$26.00</b>
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKFC 09/10 FM: SNAP Reimb		26.00
<b>99913</b>	<b>9/30/2024</b>	<b>011406</b>		<b>MERCURIOS HEATING AND AIR.</b>			<b>\$505.36</b>
001.0000.11.576.81.41.001			9/16/2024	164254510	PKFC Heating/Cooling System Re		505.36

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>99914</b>	<b>9/30/2024</b>	<b>010743</b>		<b>NISQUALLY INDIAN TRIBE.</b>			<b>\$82,699.28</b>
001.0000.15.521.10.41.125			7/31/2024	41557	PD 07/24 Pharmacy Reimb		141.20
001.0000.15.521.10.41.125			8/31/2024	41523	PD 08/24 Jail Services		82,558.08
<b>99915</b>	<b>9/30/2024</b>	<b>006161</b>		<b>NORTHWEST PARKING EQUIPMENT CO.</b>			<b>\$904.23</b>
001.0000.11.576.80.35.001			9/6/2024	Star Finance	PKFC Card Reader		904.23
<b>99916</b>	<b>9/30/2024</b>	<b>013427</b>		<b>O'KEEFFE CONSULTING.</b>			<b>\$750.00</b>
104.0010.01.557.30.41.001			9/10/2024	09	HM 09/10 FM Performance		750.00
<b>99917</b>	<b>9/30/2024</b>	<b>013817</b>		<b>PENA, CLAUDIA</b>			<b>\$21.62</b>
001.0000.00.213.10.00.000			9/28/2024	09/28/2024	Refund receipt #: 016747		21.62
<b>99918</b>	<b>9/30/2024</b>	<b>013819</b>		<b>PETERS, A.J. AND LORI</b>			<b>\$339.12</b>
001.0000.00.213.10.00.000			9/28/2024	09/28/2024	Refund receipt #: 013559		339.12
<b>99919</b>	<b>9/30/2024</b>	<b>006117</b>		<b>PETTY CASH.</b>			<b>\$165.81</b>
001.0000.15.521.10.31.001			9/12/2024	08/05-09/12 LaVergne	PD J. Repp: Charger		15.58
001.0000.15.521.10.49.017			9/12/2024	08/05-09/12 LaVergne	PD R. Moody: Dump Charges		59.50
001.0000.99.518.40.42.002			9/12/2024	08/05-09/12 LaVergne	ND C. James: Postage		31.23
001.0000.15.521.10.49.017			9/12/2024	08/05-09/12 LaVergne	PD R. Moody: Dump Charges		59.50
<b>99920</b>	<b>9/30/2024</b>	<b>006117</b>		<b>PETTY CASH.</b>			<b>\$43.52</b>
001.0000.11.576.81.31.001			9/27/2024	09/24 NY	PKFC Williams: Tension Pulley		10.50
001.0101.11.347.30.06.001			9/27/2024	09/24 NY	PK Williams: Test Boat Launch		30.00
001.0000.00.229.10.00.004			9/27/2024	09/24 NY	PK Williams: Test Boat Launch		3.02
<b>99921</b>	<b>9/30/2024</b>	<b>006117</b>		<b>PETTY CASH.</b>			<b>\$23.40</b>
001.0000.11.571.21.31.050			9/27/2024	09/24 VH	PKRC Aguon: SummerFest Supplie		23.40
<b>99922</b>	<b>9/30/2024</b>	<b>013816</b>		<b>POTELCO INC..</b>			<b>\$70.00</b>
001.0000.00.213.10.00.000			9/26/2024	09/26/2024	Refund receipt #: 003814		70.00
<b>99923</b>	<b>9/30/2024</b>	<b>012352</b>		<b>PREMIER MEDIA GROUP.</b>			<b>\$3,190.00</b>
001.0000.11.571.20.44.001			9/1/2024	428-M	PKRC Sep-Oct Ads		3,190.00

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>99924</b>	<b>9/30/2024</b>	<b>000449</b>		<b>PUGET SOUND REGIONAL COUNCIL.</b>			<b>\$21,531.00</b>
001.0000.99.518.40.49.001			9/3/2024	2025044	ND PSRC 2025 Membership Dues		21,531.00
<b>99925</b>	<b>9/30/2024</b>	<b>010896</b>		<b>PUGET SOUND TITLE - TACOMA.</b>			<b>\$1,815.55</b>
105.0001.07.559.20.41.001			9/13/2024	226768	AB Litigation Guarantee: Pale		1,815.55
<b>99926</b>	<b>9/30/2024</b>	<b>013818</b>		<b>OUY REVOCABLE TRUST.</b>			<b>\$606.20</b>
001.0000.00.213.10.00.000			9/26/2024	09/26/2024	Refund receipt #: 017719		121.28
001.0000.00.213.10.00.000			9/26/2024	09/26/2024	Refund receipt #: 017566		121.28
001.0000.00.213.10.00.000			9/26/2024	09/26/2024	Refund receipt #: 017246		121.28
001.0000.00.213.10.00.000			9/26/2024	09/26/2024	Refund receipt #: 017124		121.28
001.0000.00.213.10.00.000			9/26/2024	09/26/2024	Refund receipt #: 017038		4.94
001.0000.00.213.10.00.000			9/26/2024	09/26/2024	Refund receipt #: 017017		116.14
<b>99927</b>	<b>9/30/2024</b>	<b>005342</b>		<b>RAINIER LIGHTING &amp; ELECTRICAL.</b>			<b>\$23.13</b>
502.0000.17.518.35.31.001			9/9/2024	893877-1	PKFC Cover Plate, Wallplates		23.13
<b>99928</b>	<b>9/30/2024</b>	<b>013135</b>		<b>ROBBINS HONEY FARM.</b>			<b>\$276.00</b>
001.0000.11.571.22.41.001			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: HB, SNAP		40.00
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKRC 09/10, 09/17 FM: HB, SNAP		236.00
<b>99929</b>	<b>9/30/2024</b>	<b>000481</b>		<b>ROTARY CLUB OF LAKEWOOD.</b>			<b>\$2,958.82</b>
196.6018.99.518.63.41.001			9/16/2024	07243202	ARPA AG 2023-116 07/24 Dolly P		1,409.27
196.6018.99.518.63.41.001			9/16/2024	08243202	ARPA AG 2023-116 08/24 Dolly P		1,549.55
<b>99930</b>	<b>9/30/2024</b>	<b>013821</b>		<b>SALONEN, ANNIE</b>			<b>\$133.30</b>
001.0000.00.213.10.00.000			9/26/2024	09/26/2024	Refund receipt #: 016281		133.30
<b>99931</b>	<b>9/30/2024</b>	<b>011227</b>		<b>SHOW CASE MEDIA.</b>			<b>\$350.00</b>
001.0000.11.571.20.44.001			9/6/2024	5646	PKRC Sept Eblast		350.00
<b>99932</b>	<b>9/30/2024</b>	<b>012412</b>		<b>STEAGALL, LARRY</b>			<b>\$1,598.50</b>
001.0000.03.557.20.41.001			9/7/2024	007-24	CM 09/07 Fiesta de la Familia		930.75
001.0000.03.557.20.41.001			9/23/2024	008-24	CM 09/21 Cross Country Event P		667.75

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>99933</b>	<b>9/30/2024</b>	<b>002667</b>		<b>TACOMA TOWING LLC.</b>			<b>\$360.03</b>
001.0000.15.521.10.41.070			9/12/2024	252149	PD 05/26/23 Dodge ACENG	95.79	
001.0000.15.521.10.41.070			9/12/2024	255636	PD 08/24 Toyota Avalon, Case	88.08	
001.0000.15.521.10.41.070			9/12/2024	255639	PD 08/26 Jeep Grand Cherokee,	88.08	
001.0000.15.521.10.41.070			9/12/2024	255710	PD 08/19 Chev Coloroad Pickup,	88.08	
<b>99934</b>	<b>9/30/2024</b>	<b>013301</b>		<b>TAHOMA SPICE COMPANY.</b>			<b>\$40.00</b>
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKRC 09/10 FM: SNAP Reimb.	40.00	
<b>99935</b>	<b>9/30/2024</b>	<b>013820</b>		<b>THE ESTATE OF MAUREEN MCCARTHY.</b>			<b>\$66.70</b>
001.0000.00.213.10.00.000			9/26/2024	Ref000227371	Refund receipt #: 015636	66.70	
<b>99936</b>	<b>9/30/2024</b>	<b>013753</b>		<b>THE SWEETEST THINGS LLC.</b>			<b>\$22.00</b>
631.0000.11.589.00.00.000			9/24/2024	09/24/2024	PKRC 09/10 FM: SNAP Reimb.	22.00	
<b>99937</b>	<b>9/30/2024</b>	<b>009354</b>		<b>TK ELEVATOR.</b>			<b>\$1,735.75</b>
502.0000.17.518.35.48.001			9/30/2024	3008137491	PKFC/PKST 09/24 Elevator Svcs:	645.16	
502.0000.17.521.50.48.001			9/30/2024	3008137491	PKFC/PKST 09/24 Elevator Svcs:	322.58	
502.0000.17.542.65.48.001			9/30/2024	3008137491	PKFC/PKST 09/24 Elevator Svcs:	768.01	
<b>99938</b>	<b>9/30/2024</b>	<b>009580</b>		<b>T-MOBILE USA.</b>			<b>\$10,809.15</b>
180.0000.15.521.21.42.001			9/21/2024	996033566 09/21/24	IT/PD 08/21-09/20 Phone	98.80	
503.0000.04.518.80.42.001			9/21/2024	996033566 09/21/24	IT/PD 08/21-09/20 Phone	6,647.48	
503.0000.04.518.80.42.001			9/21/2024	996226608 09/21/24	IT 08/21-09/20 Phone	534.87	
503.0000.04.518.80.42.001			9/23/2024	996146084 09/23/24	IT 08/21-09/20 Phone	3,528.00	
<b>99939</b>	<b>9/30/2024</b>	<b>009580</b>		<b>T-MOBILE USA.</b>			<b>\$365.00</b>
001.0000.15.521.21.41.001			9/18/2024	9580314589	PD 08/25-08/26 Tower & Area Du	200.00	
001.0000.15.521.21.41.001			9/13/2024	9579487235	PD 08/30-10/01 GPS Locate	115.00	
001.0000.15.521.21.41.001			9/13/2024	9579487235	PD 08/24 Timing Advance	50.00	
<b>99940</b>	<b>9/30/2024</b>	<b>005831</b>		<b>TOWN OF STEILACOOM.</b>			<b>\$4,777.78</b>
631.0001.02.586.10.00.020			9/23/2024	08/24 Court Remit	MC 08/24 Court Remit	4,777.78	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>99941</b>	<b>9/30/2024</b>	<b>011578</b>		<b>TYLER BUSINESS FORMS.</b>			<b>\$681.60</b>
001.0000.04.514.20.31.001			9/17/2024	Invoice-95807	FN W-2 Forms		175.63
001.0000.04.514.20.31.001			9/13/2024	Invoice-95742	FN Envelopes For W-2		505.97
<b>99942</b>	<b>9/30/2024</b>	<b>013804</b>		<b>VINCENT &amp; CAROL NELSON.</b>			<b>\$12.00</b>
105.0002.07.342.40.00.000			9/24/2024	Reverse 08/20/24 Fee	AB Late Fee Reversal: Not Prev		12.00
<b>99943</b>	<b>9/30/2024</b>	<b>009664</b>		<b>WAPRO.</b>			<b>\$400.00</b>
001.0000.06.515.30.49.003			9/20/2024	10203	LG WAPRO Fall Conf: Atkins & P		400.00
<b>99944</b>	<b>9/30/2024</b>	<b>006002</b>		<b>WASHINGTON STATE CRIMINAL.</b>			<b>\$300.00</b>
001.0000.15.521.40.49.003			8/28/2024	201139919	PD 08/12-08/16 1st Level Suprv		300.00
<b>99945</b>	<b>9/30/2024</b>	<b>013822</b>		<b>WILD HEART SIPPING VINEGAR.</b>			<b>\$18.00</b>
631.0000.11.589.00.00.000			9/25/2024	09/25/2024	PKRC 07/02 FM: SNAP Reimb		18.00
<b>99946</b>	<b>10/15/2024</b>	<b>010899</b>		<b>ACCESS INFORMATION MANAGEMENT.</b>			<b>\$4,814.29</b>
001.0000.06.514.30.41.001			9/30/2024	11164936	LG 09/24 Record Retention & Mg		4,814.29
<b>99947</b>	<b>10/15/2024</b>	<b>013834</b>		<b>ALMOND. HOLLY ROBIN</b>			<b>\$1,100.00</b>
106.0000.11.573.20.41.001			10/1/2024	004	PA Graphic Art Services		1,100.00
<b>99948</b>	<b>10/15/2024</b>	<b>013828</b>		<b>AOKI. DIANNE</b>			<b>\$300.00</b>
106.0000.11.573.20.41.001			10/10/2024	10/10/2024	PA 11/08 Assemblage Wkshp		300.00
<b>99949</b>	<b>10/15/2024</b>	<b>000042</b>		<b>AT&amp;T.</b>			<b>\$955.00</b>
001.0000.15.521.21.41.001			9/20/2024	529179	PD 09/13-09/19 LEA Tracking		955.00
<b>99950</b>	<b>10/15/2024</b>	<b>008307</b>		<b>AT&amp;T MOBILITY.</b>			<b>\$12.54</b>
180.0000.15.521.21.42.001			9/19/2024	287304884473 09/24	IT/PD Thru 09/19 Phone		12.54
<b>99951</b>	<b>10/15/2024</b>	<b>010065</b>		<b>AUTOMATIC WILBERT VAULT CO INC.</b>			<b>\$62,366.11</b>
301.0027.11.594.76.63.001				9458DEP	PKRC Cash Discount: Redi-Rock		-3,147.51
301.0027.11.594.76.63.001			9/26/2024	94582DEP	PKRC - Redi-Rock Retaining Wal		59,503.74
301.0027.11.594.76.63.001			9/26/2024	94582DEP	Sales Tax		6,009.88

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>99952</b>	<b>10/15/2024</b>	<b>013522</b>		<b>CALDWELL. JOHN</b>			<b>\$522.98</b>
001.0000.11.576.80.31.001			10/8/2024	10/08/2024 Reimb	PKFC Comm Garden Supplies		522.98
<b>99953</b>	<b>10/15/2024</b>	<b>010262</b>		<b>CENTURYLINK.</b>			<b>\$443.61</b>
503.0000.04.518.80.42.001			10/2/2024	333543562 10/02/24	IT 10/02-11/01 Phone		72.77
503.0000.04.518.80.42.001			10/2/2024	333880787 10/02/24	IT 10/02-11/01 Phone		99.73
503.0000.04.518.80.42.001			10/3/2024	333964560 10/03/24	IT 10/03-11/02 Phone		71.37
503.0000.04.518.80.42.001			9/24/2024	333452252 09/24/24	IT 09/24-10/23 Phone		82.88
503.0000.04.518.80.42.001			9/20/2024	333797504 09/20/24	IT 09/20-10/19 Phone		50.35
503.0000.04.518.80.42.001			9/20/2024	333878305 09/20/24	IT 09/20-10/19 Phone		66.51
<b>99954</b>	<b>10/15/2024</b>	<b>013832</b>		<b>CREATIVE CREATIONS.</b>			<b>\$550.50</b>
001.0000.11.571.20.41.001			10/7/2024	719215	PKFC Live Pumpkin Carving		550.50
<b>99955</b>	<b>10/15/2024</b>	<b>001531</b>		<b>DEPT OF ECOLOGY.</b>			<b>\$14,706.50</b>
301.0027.11.594.76.63.001			10/7/2024	25-WAR313139-1	PK 07/01/2024-06/30/2025 Water		500.00
401.0000.41.531.10.41.001			9/24/2024	25-WAR045012-1	PWSW 07/01/24-06/30/25 1st 1/2		14,206.50
<b>99956</b>	<b>10/15/2024</b>	<b>001692</b>		<b>DEPT OF LABOR &amp; INDUSTRIES.</b>			<b>\$361.20</b>
502.0000.17.518.35.41.001			10/8/2024	380138	PKFC Thru 11/19/25 Boiler Insp		361.20
<b>99957</b>	<b>10/15/2024</b>	<b>009472</b>		<b>DISH NETWORK LLC.</b>			<b>\$186.13</b>
503.0000.04.518.80.42.001			10/4/2024	8255 7070 8168 1616	IT 10/16-11/15 PD TV/HD Receiv		186.13
<b>99958</b>	<b>10/15/2024</b>	<b>006540</b>		<b>DYNAMIC LANGUAGE CENTER LTD.</b>			<b>\$136.65</b>
105.0002.07.559.20.41.001			10/2/2024	T-24-0004181	AB RHSP Inspection Findings Fo		136.65
<b>99959</b>	<b>10/15/2024</b>	<b>013289</b>		<b>FACE PAINTING BY SKYE.</b>			<b>\$450.00</b>
001.0000.11.571.20.41.001			10/11/2024	021	PKRC 10/12 Truck & Tractor Day		450.00
<b>99960</b>	<b>10/15/2024</b>	<b>013532</b>		<b>FLEXENTIAL.</b>			<b>\$2,349.95</b>
503.0000.04.518.80.48.003			10/10/2024	INV778245	IT 10/01-10/31 IP Bandwidth, T		2,349.95
<b>99961</b>	<b>10/15/2024</b>	<b>002662</b>		<b>GENE'S TOWING INC.</b>			<b>\$132.36</b>



Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.15.521.10.41.070			10/10/2024	531408	PD 10/09 Chevrolet Blazer, Cas		132.36
<b>99962</b>	<b>10/15/2024</b>	<b>013830</b>		<b>GIBBS, BILL</b>			<b>\$700.00</b>
106.0000.11.573.20.41.001			9/30/2024	2121	PA Signal Box Designer		700.00
<b>99963</b>	<b>10/15/2024</b>	<b>005398</b>		<b>GLOBAL SECURITY &amp;</b>			<b>\$174.90</b>
101.0000.11.543.50.41.001			10/1/2024	4632374	PKFC 10/01-12/30 Intrusion Mon		174.90
<b>99964</b>	<b>10/15/2024</b>	<b>013201</b>		<b>GOVOLUTION LLC,</b>			<b>\$68.40</b>
503.0000.04.518.80.48.003			9/30/2024	14112	IT 09/24 Velocity Technology		68.40
<b>99965</b>	<b>10/15/2024</b>	<b>002817</b>		<b>GRAINGER.</b>			<b>\$1,730.06</b>
502.0000.17.521.50.31.001			9/27/2024	9263806680	PKFC Air Filters		1,158.72
502.0000.17.518.35.31.001			9/27/2024	9263806698	PKFC Air Filters		571.34
<b>99966</b>	<b>10/15/2024</b>	<b>011428</b>		<b>GUNDERSON LAW FIRM,</b>			<b>\$14,475.00</b>
001.0000.06.515.30.41.001			10/3/2024	1419	LG AG 2024-029A 09/24 Prosecut		6,510.00
001.0000.06.515.30.41.001			9/4/2024	1409	LG AG 2024-029A 08/24 Prosecut		7,965.00
<b>99967</b>	<b>10/15/2024</b>	<b>008664</b>		<b>HOLROYD COMPANY INC.</b>			<b>\$322.73</b>
401.0000.11.531.10.31.030			9/13/2024	433350	PKSW 1 1/4" Base		322.73
<b>99968</b>	<b>10/15/2024</b>	<b>009728</b>		<b>HSA BANK.</b>			<b>\$119.25</b>
001.0000.09.518.10.41.001			10/4/2024	W574724	HR 09/24 HSA Svc Fee		119.25
<b>99969</b>	<b>10/15/2024</b>	<b>013836</b>		<b>KELLER, TAYLOR</b>			<b>\$1,100.00</b>
106.0000.11.573.20.41.001			10/9/2024	0001	PA Signal Boxes Designer		1,100.00
<b>99970</b>	<b>10/15/2024</b>	<b>013831</b>		<b>KINGSPEN LLC.</b>			<b>\$1,700.00</b>
106.0000.11.573.20.41.001			10/3/2024	10/03/2024	PA Art Sized To The Specs Of		1,700.00
<b>99971</b>	<b>10/15/2024</b>	<b>000299</b>		<b>LAKEVIEW LIGHT &amp; POWER CO..</b>			<b>\$10,073.55</b>
101.0000.11.542.64.47.005			9/28/2024	67044-028 09/28/24	PKST 08/25-09/25 Pac Hwy SW &		72.25
401.0000.41.531.10.47.005			9/28/2024	67044-037 09/28/24	PWSW 08/25-09/25 Pac Hwy SW		45.37
101.0000.11.542.64.47.005			9/28/2024	67044-038 09/28/24	PKST 08/25-09/25 BP Way & Pac		71.80

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.11.576.80.47.005			9/28/2024	67044-041 09/28/24	PKFC 08/25-09/25 4721 127th St		57.75
101.0000.11.542.64.47.005			9/28/2024	67044-043 09/28/24	PKST 08/25-09/25 BPW SW & San		155.38
101.0000.11.542.64.47.005			9/28/2024	67044-054 09/28/24	PKST 08/25-09/25 11417 Pac Hwy		71.01
101.0000.11.542.64.47.005			9/28/2024	67044-055 09/28/24	PKST 08/25-09/25 11424 Pac Hwy		68.67
101.0000.11.542.64.47.005			9/28/2024	67044-056 09/28/24	PKST 08/25-09/25 11517 Pac Hwy		73.95
401.0000.41.531.10.47.005			9/28/2024	67044-057 09/28/24	PWSW 08/25-09/25 5118 Seattle		53.15
502.0000.17.521.50.47.005			9/21/2024	117448-001 09/21/24	PKFC 08/18-09/18 Lkwd Police S		7,887.25
101.0000.11.542.64.47.005			9/21/2024	67044-001 09/21/24	PKST 08/18-09/18 100th St SW &		67.97
101.0000.11.542.64.47.005			9/21/2024	67044-003 09/21/24	PKST 08/18-09/18 Motor Ave & W		84.66
101.0000.11.542.64.47.005			9/21/2024	67044-005 09/21/24	PKST 08/18-09/18 BP Wy SW & Lk		76.63
101.0000.11.542.64.47.005			9/21/2024	67044-006 09/21/24	PKST 08/18-09/18 108th St SW &		71.36
101.0000.11.542.64.47.005			9/21/2024	67044-019 09/21/24	PKST 08/18-09/18 BPW SW & 100t		73.06
101.0000.11.542.64.47.005			9/21/2024	67044-020 09/21/24	PKST 08/18-09/18 59th Ave SW &		89.12
101.0000.11.542.64.47.005			9/21/2024	67044-022 09/21/24	PKST 08/18-09/18 GLD SW & BPW		95.29
101.0000.11.542.64.47.005			9/21/2024	67044-024 09/21/24	PKST 08/18-09/18 GLD SW & Stei		70.02
001.0000.11.576.80.47.005			9/21/2024	67044-034 09/21/24	PKFC 08/18-09/18 10506 Russell		41.44
101.0000.11.542.63.47.006			9/21/2024	67044-039 09/21/24	PKST 08/18-09/18 5700 100th St		52.07
101.0000.11.542.64.47.005			9/21/2024	67044-046 09/21/24	PKST 08/18-09/18 10013 GLD SW		186.26
101.0000.11.542.64.47.005			9/21/2024	67044-047 09/21/24	PKST 08/18-09/18 59th Ave SW &		73.86
001.0000.11.576.80.47.005			9/21/2024	67044-063 09/21/24	PKFC 08/18-09/18 6002 Fairlawn		49.93
101.0000.11.542.64.47.005			9/21/2024	67044-064 09/21/24	PKST 08/18-09/18 93rd & BPW		63.96
101.0000.11.542.64.47.005			9/21/2024	67044-082 09/21/24	PKST 08/18-09/18 GLD & Mt Tac		168.58
101.0000.11.542.63.47.006			9/21/2024	67044-086 09/21/24	PKST 08/18-09/18 6119 Motor Av		64.13
101.0000.11.542.63.47.005			9/21/2024	67044-088 09/21/24	PK 08/18-09/18 11950 47th St S		49.40
101.0000.11.542.63.47.006			9/21/2024	67044-090 09/21/24	PKST 08/18-09/18 5310 100th St		92.16
101.0000.11.542.63.47.006			9/21/2024	67044-093 09/21/24	PKST 08/18-09/18 9511 GLD SW		47.07
<b>99972</b>	<b>10/15/2024</b>	<b>000300</b>		<b>LAKWOOD WATER DISTRICT.</b>			<b>\$29,305.14</b>
101.0000.11.542.70.47.001			10/14/2024	26862.02 10/08/24	PKST 08/05-09/30 Pac Hwy & STW		2,455.87
001.0000.11.576.80.47.001			10/8/2024	38053.01 10/08/24	PK 08/05-09/30 8928 N Thorne L		120.23
101.0000.11.542.70.47.001			10/8/2024	39353.01 10/08/24	PKST 08/05-09/30 111th St SW /		101.27
001.0000.11.576.80.47.001			10/8/2024	14451.02 10/08/24	PKFC 08/05-09/30 9222 Vet Dr S		1,455.45
001.0000.11.576.80.47.001			10/8/2024	15996.04 10/08/24	PKFC 08/05-09/30 8928 N Thorne		3,447.57

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
101.0000.11.542.70.47.001			10/8/2024	17009.02 10/08/24	PKST 08/05-09/30 100th St SW S		51.84
101.0000.11.542.70.47.001			10/8/2024	26684.02 10/08/24	PKST 08/05-09/30 11002 Pac Hwy		335.56
101.0000.11.542.70.47.001			10/8/2024	26698.02 10/08/24	PKST 08/05-09/30 11620 Pac Hwy		477.71
101.0000.11.542.70.47.001			10/8/2024	26755.02 10/08/24	PKST 08/05-09/30 Pac Hwy & Bri		69.96
101.0000.11.542.70.47.001			10/8/2024	27146.02 10/08/24	PKST 08/05-09/30 9420 Front St		51.84
001.0000.11.576.80.47.001			10/8/2024	27156.01 10/08/24	PK 08/05-09/30 9203 Veterans D		369.77
101.0000.11.542.70.47.001			10/8/2024	27348.01 10/08/24	PKST 08/05-09/30 100th & STW S		48.15
101.0000.11.542.70.47.001			10/8/2024	30353.01 10/08/24	PK 08/05-09/30 Lake City Blvd/		233.00
001.0000.11.576.80.47.001			10/1/2024	10084.03 10/01/24	PKFC 07/26-09/23 6002 Fairlawn		999.66
001.0000.11.576.80.47.001			10/1/2024	10152.01 10/01/24	PKFC 07/26-09/23 59th Ave & Fa		48.15
001.0000.11.576.81.47.001			10/1/2024	26554.02 10/01/24	PKFC 07/26-09/23 8714 87th Ave		198.25
101.0000.11.542.70.47.001			10/1/2024	26901.03 10/01/24	PKST 07/26-09/23 0 BP & GLD SW		91.80
001.0000.11.576.81.47.001			10/1/2024	26978.03 10/01/24	PKFC 07/26-09/23 8714 87th Ave		11,903.67
101.0000.11.542.70.47.001			10/1/2024	26979.01 10/01/24	PKST 07/26-09/23 0 Steil & GLD		51.84
101.0000.11.542.70.47.001			10/1/2024	10567.02 10/01/24	PKST 07/26-09/23 8902 Meadow R		64.40
001.0000.11.576.81.47.001			10/1/2024	11535.02 10/01/24	PKFC 07/26-09/23 8714 87th Ave		6,096.56
001.0000.11.576.81.47.001			10/1/2024	27580.01 10/01/24	PKFC 07/26-09/23 9007 Angle Ln		48.15
001.0000.11.576.81.47.001			10/1/2024	27581.01 10/01/24	PKFC 07/26-09/23 9101 Angle Ln		62.07
001.0000.11.576.81.47.001			10/1/2024	27582.01 10/01/24	PKFC 07/26-09/23 9102 Angle Ln		63.00
001.0000.11.576.81.47.001			10/1/2024	27583.01 10/01/24	PKFC 07/26-09/23 9115 Angle Ln		189.72
001.0000.11.576.81.47.001			10/1/2024	27585.01 10/01/24	PKFC 07/26-09/23 9251 Angle Ln		142.34
001.0000.11.576.81.47.001			10/1/2024	27586.01 10/01/24	PKFC 07/26-09/22 9349 Angle LN		79.16
001.0000.11.576.81.47.001			10/1/2024	27587.01 10/01/24	PKFC 07/26-09/23 9699 Angle Ln		48.15
<b>99973</b>	<b>10/15/2024</b>	<b>013835</b>		<b>LAURIE DAVENPORT ART.</b>			<b>\$1,000.00</b>
106.0000.11.573.20.41.001			10/1/2024	10/01/2024	PA Art Specs & Community Banne		1,000.00
<b>99974</b>	<b>10/15/2024</b>	<b>013050</b>		<b>LAW OFFICE OF DENA ALO-COLBECK.</b>			<b>\$74.00</b>
001.0000.02.512.50.41.001			10/4/2024	11866585 Crt Call	MC 10/04 Gore vs COL		74.00
<b>99975</b>	<b>10/15/2024</b>	<b>011263</b>		<b>LAW OFFICES OF MATTHEW RUSNAK,</b>			<b>\$1,875.00</b>
001.0000.99.512.51.41.035			10/2/2024	466	ND 09/24 Public Defender Svcs		1,875.00
<b>99976</b>	<b>10/15/2024</b>	<b>005685</b>		<b>LEMAY MOBILE SHREDDING.</b>			<b>\$524.00</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.15.521.10.41.001			10/1/2024	4857055S185	PD 09/24		300.00
001.0000.99.518.40.41.001			10/1/2024	4858980S185	ND 09/24 Shredding CH 3rd Floo		224.00
<b>99977</b>	<b>10/15/2024</b>	<b>000309</b>		<b>LES SCHWAB TIRE CENTER,</b>			<b>\$653.49</b>
501.0000.51.548.79.48.005			10/3/2024	30500851861	PKFL Tires		631.47
501.0000.51.548.79.48.005			9/27/2024	30500851729	PKFL Tire Repair		22.02
<b>99978</b>	<b>10/15/2024</b>	<b>013242</b>		<b>LIAN. SAN</b>			<b>\$450.00</b>
001.0000.02.512.51.49.009			10/9/2024	September 2024	MC 09/24 Interpreter		450.00
<b>99979</b>	<b>10/15/2024</b>	<b>006029</b>		<b>LLOYD ENTERPRISES INC,</b>			<b>\$1,221.21</b>
001.0000.11.576.81.31.030			10/2/2024	3334674	PKFC 3 Way Topsoil: Ft. Steil.		1,221.21
<b>99980</b>	<b>10/15/2024</b>	<b>013205</b>		<b>MANGUNE. ULYSSES</b>			<b>\$218.34</b>
001.0000.02.512.51.49.009			10/9/2024	September 2024	MC 09/24 Interpreter		218.34
<b>99981</b>	<b>10/15/2024</b>	<b>009189</b>		<b>MCCLAIN'S SOIL SUPPLY.</b>			<b>\$50.74</b>
001.0000.11.542.70.31.030			10/2/2024	4724	PKST Top Soil - 3 Way		50.74
<b>99982</b>	<b>10/15/2024</b>	<b>008988</b>		<b>MCDONOUGH &amp; SONS INC.</b>			<b>\$8,899.43</b>
401.0000.11.531.10.48.001			9/30/2024	277017	PKFC/PKSW AG 2020-075B 09/24 S		8,413.35
502.0000.17.518.35.48.001			9/30/2024	277017	PKFC/PKSW AG 2020-075B 09/24 S		336.08
401.0000.11.531.10.48.001			9/27/2024	277013	PKSW 09/27 Emerg. Clean Up w/		150.00
<b>99983</b>	<b>10/15/2024</b>	<b>011393</b>		<b>NAVIA BENEFIT SOLUTIONS.</b>			<b>\$301.00</b>
001.0000.09.518.10.41.001			9/27/2024	10892156	HR 09/24 Participant Fee		301.00
<b>99984</b>	<b>10/15/2024</b>	<b>009755</b>		<b>NEATHERY. DAVID</b>			<b>\$383.08</b>
001.0000.02.512.51.49.009			10/9/2024	September 2024	MC 09/24 Interpreter		383.08
<b>99985</b>	<b>10/15/2024</b>	<b>010743</b>		<b>NISQUALLY INDIAN TRIBE.</b>			<b>\$1,025.00</b>
001.0000.15.521.10.41.125			9/30/2024	41610	PD 09/27 Lacey EMS Svcs for In		1,025.00
<b>99986</b>	<b>10/15/2024</b>	<b>013443</b>		<b>PEAK INDUSTRIAL INC.</b>			<b>\$2,323.01</b>
501.0000.51.548.79.48.005			10/3/2024	PSI-415887	PKFL CV Joint Repair		2,323.01

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>99987</b>	<b>10/15/2024</b>	<b>013513</b>		<b>POPE, ERIC</b>			<b>\$1,350.00</b>
001.0000.11.571.20.41.082			10/5/2024	Quote 0007	PKRC 09/07 Fiesta De Familia P		1,350.00
<b>99988</b>	<b>10/15/2024</b>	<b>010204</b>		<b>PROTECT YOUTH SPORTS.</b>			<b>\$120.45</b>
001.0000.09.518.10.41.001			9/30/2024	1209379	HR 09/24 Basic Nat'l Combo Sea		43.80
001.0000.09.518.10.41.001			8/31/2024	1199821	HR 08/24 Basic Nat'l Combo Sea		54.75
001.0000.09.518.10.41.001			7/31/2024	1190279	HR 07/24 Basic Nat'l Combo Sea		21.90
<b>99989</b>	<b>10/15/2024</b>	<b>013805</b>		<b>PSALM 96 RECORDS.</b>			<b>\$300.00</b>
106.0000.11.573.20.41.001			10/9/2024	826	PA Piano Music		300.00
<b>99990</b>	<b>10/15/2024</b>	<b>010896</b>		<b>PUGET SOUND TITLE - TACOMA,</b>			<b>\$1,104.12</b>
105.0001.07.559.20.41.001			9/25/2024	226840	AB Karwan Village LLC Litigati		693.63
190.4009.52.559.32.41.001			9/26/2024	225679	CDBG MHR-201 Rowland-Bayo Deed		410.49
<b>99991</b>	<b>10/15/2024</b>	<b>005342</b>		<b>RAINIER LIGHTING &amp; ELECTRICAL.</b>			<b>\$768.83</b>
502.0000.17.518.35.31.001			10/10/2024	595132-1	PKFC Ballasts		374.34
502.0000.17.518.35.31.001			10/10/2024	595176-1	PKFC Ballasts		288.79
502.0000.17.542.65.31.001			9/27/2024	594633-1	PKFC Batteries		105.70
<b>99992</b>	<b>10/15/2024</b>	<b>012825</b>		<b>READY SET TOW LLC.</b>			<b>\$88.08</b>
001.0000.15.521.10.41.070			9/27/2024	826	PD 09/26 Cadillac Escalade, Ca		88.08
<b>99993</b>	<b>10/15/2024</b>	<b>013504</b>		<b>RUX, CHERYL</b>			<b>\$700.00</b>
001.0000.11.571.20.41.001			9/30/2024	101224	PKRC 10/12 Truck and Tractor D		700.00
<b>99994</b>	<b>10/15/2024</b>	<b>013395</b>		<b>TANGERINE TALES LLC.</b>			<b>\$2,350.00</b>
001.0000.11.571.20.41.001			10/10/2024	COLTruck101224FPHP	PKRC 10/12 Truck & Tractor Day		2,350.00
<b>99995</b>	<b>10/15/2024</b>	<b>009580</b>		<b>T-MOBILE USA.</b>			<b>\$165.00</b>
001.0000.15.521.21.41.001			9/26/2024	9581145406	PD 08/30-09/06 Timing Advance		50.00
001.0000.15.521.21.41.001			10/7/2024	9582315141	PD 09/24-09/26 GPS Locate, Cas		115.00
<b>99996</b>	<b>10/15/2024</b>	<b>010640</b>		<b>TRANSUNION RISK AND.</b>			<b>\$297.71</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.15.521.21.41.001			10/1/2024	212084-202409-1	PD 09/24 People Searches		297.71
<b>99997</b>	<b>10/15/2024</b>	<b>013838</b>		<b>TRUJILLO. PRISCILLA</b>			<b>\$24.00</b>
105.0002.07.342.40.00.000			10/11/2024	fst-2358353	AB RHSP Refund: Property Is No		24.00
<b>99998</b>	<b>10/15/2024</b>	<b>001255</b>		<b>US POSTMASTER,</b>			<b>\$6,050.91</b>
001.0000.03.557.20.42.002			10/11/2024	333524	CM Permit 2160: Winter 2024 Co		6,050.91
<b>99999</b>	<b>10/15/2024</b>	<b>009856</b>		<b>UTILITIES UNDERGROUND LOCATION,</b>			<b>\$273.24</b>
101.0000.11.544.90.41.001			9/30/2024	4090174	PKST/PKSW 09/24 Excavation Not		182.16
401.0000.11.531.10.41.001			9/30/2024	4090174	PKST/PKSW 09/24 Excavation Not		91.08
<b>100000</b>	<b>10/15/2024</b>	<b>013425</b>		<b>VISA - 0143,</b>			<b>\$1,602.32</b>
001.0000.15.521.40.49.003			9/26/2024	0143/LaVerg 09/26/24	PD Fitness Instructor Course:		495.00
501.0000.51.521.10.48.005			9/26/2024	0143/LaVerg 09/26/24	PD Key Cabinet Tags		41.48
001.0000.15.521.21.41.001			9/26/2024	0143/LaVerg 09/26/24	PD Cell Phone Tracking Case# 2		300.00
001.0000.15.521.10.31.001			9/26/2024	0143/LaVerg 09/26/24	PD USB Flash Drives		165.00
001.0000.15.521.10.31.001			9/26/2024	0143/LaVerg 09/26/24	PD Nameplates		33.03
001.0000.15.521.40.49.003			9/26/2024	0143/LaVerg 09/26/24	PD AR-15 Carbine Armorer Class		600.00
001.0000.15.521.10.31.001				0143/LaVerg 09/26/24	PD Refund: Picture Frames		-32.19
<b>100001</b>	<b>10/15/2024</b>	<b>011958</b>		<b>VISA - 0975.</b>			<b>\$75.22</b>
105.0001.07.559.20.42.002			9/26/2024	0975/Gumm 09/26/24	AB Dang. Bldg. Abatement Maili		4.62
105.0001.07.559.20.42.002			9/26/2024	0975/Gumm 09/26/24	AB Dang. Bldg. Abatement Maili		2.31
105.0002.07.559.20.41.001			9/26/2024	0975/Gumm 09/26/24	CDBG RHSP Monthly CC Processin		33.70
105.0001.07.559.20.42.002			9/26/2024	0975/Gumm 09/26/24	AB Dang. Bldg. Abatement Maili		34.59
<b>100002</b>	<b>10/15/2024</b>	<b>013460</b>		<b>VISA - 1166,</b>			<b>\$93.05</b>
503.0000.04.518.80.49.004			9/26/2024	1166/Sadri 09/26/24	IT Pandora Music For CH Lobbyl		32.98
503.0000.04.518.80.49.004			9/26/2024	1166/Sadri 09/26/24	IT Monthly MailChimp		145.33
503.0000.04.518.80.49.004			9/26/2024	1166/Sadri 09/26/24	IT 09/11-10/11 Fix & Protect		29.99
503.0000.04.518.80.49.004			9/26/2024	1166/Sadri 09/26/24	IT Int'l Trx Fee On Fix & Prot		0.30
503.0000.04.518.80.31.001			9/26/2024	1166/Sadri 09/26/24	IT SanDisk Memory Sticks		163.14
503.0000.04.518.80.31.001			9/26/2024	1166/Sadri 09/26/24	IT Zip Tie Mounts		13.20

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
503.0000.04.518.80.35.030			9/26/2024	1166/Sadri 09/26/24	IT Pelco Web Cams		199.57
503.0000.04.518.80.49.004			9/26/2024	1166/Sadri 09/26/24	IT 09/11-10/11 ChatGPT Plus Su		22.02
503.0000.04.518.80.49.004				1166/Sadri 09/26/24	IT Refund 08/26/24-08/26/25 Dr		-317.66
503.0000.04.518.80.35.030				1166/Sadri 09/26/24	IT Return Web Cam		-195.82
<b>100003</b>	<b>10/15/2024</b>	<b>013268</b>		<b>VISA - 2868,</b>			<b>\$210.66</b>
001.0000.99.518.40.42.002			9/26/2024	2868/RHSP 09/26/24	ND 1st Class & Certified Maili		25.37
001.0000.99.518.40.42.002			9/26/2024	2868/RHSP 09/26/24	ND 1st Class & Certified Maili		10.97
001.0000.99.518.40.42.002			9/26/2024	2868/RHSP 09/26/24	ND 1st Class & Certified Maili		12.88
001.0000.99.518.40.42.002			9/26/2024	2868/RHSP 09/26/24	ND 1st Class & Certified Maili		23.98
001.0000.99.518.40.42.002			9/26/2024	2868/RHSP 09/26/24	ND 1st Class & Certified Maili		20.82
001.0000.99.518.40.42.002			9/26/2024	2868/RHSP 09/26/24	ND 1st Class & Certified Maili		39.85
001.0000.99.518.40.42.002			9/26/2024	2868/RHSP 09/26/24	ND 1st Class & Certified Maili		23.06
001.0000.99.518.40.42.002			9/26/2024	2868/RHSP 09/26/24	ND 1st Class & Certified Maili		42.20
001.0000.99.518.40.42.002			9/26/2024	2868/RHSP 09/26/24	ND 1st Class & Certified Maili		11.53
<b>100004</b>	<b>10/15/2024</b>	<b>012401</b>		<b>VISA - 3408,</b>			<b>\$3,707.50</b>
195.0024.15.521.30.31.001			9/26/2024	3408/Carrol 09/26/24	PD Fan		17.09
195.0024.15.521.30.31.001			9/26/2024	3408/Carrol 09/26/24	PD 07/21-08/20 T-Mobile Cell P		403.20
195.0024.15.521.30.31.001			9/26/2024	3408/Carrol 09/26/24	PD Cameras		221.85
195.0024.15.521.30.31.001			9/26/2024	3408/Carrol 09/26/24	PD Printer/Copier		330.28
195.0024.15.521.30.31.001			9/26/2024	3408/Carrol 09/26/24	PD 08/14-09/13 Rekor Subscript		65.00
195.0024.15.521.30.31.001			9/26/2024	3408/Carrol 09/26/24	PD 09/07 & 09/08 Towing Servic		1,134.66
195.0024.15.521.30.31.001			9/26/2024	3408/Carrol 09/26/24	PD Ink Cartridges		160.83
195.0024.15.521.30.31.001			9/26/2024	3408/Carrol 09/26/24	PD Cable & Internet Svcs		885.78
195.0024.15.521.30.31.001			9/26/2024	3408/Carrol 09/26/24	PD 07/19-08/18 T-Mobile Cell P		436.80
195.0024.15.521.30.31.001			9/26/2024	3408/Carrol 09/26/24	PD Ink Cartridge		52.01
<b>100005</b>	<b>10/15/2024</b>	<b>012415</b>		<b>VISA - 3853,</b>			<b>\$191.39</b>
001.0000.06.514.30.49.003			9/26/2024	3853/Fin 2 09/26/24	LG PRA Deep Dive: Law Enforcem		40.00
001.0000.09.518.10.43.002			9/26/2024	3853/Fin 2 09/26/24	HR WAPELRA Fall Conf: Hillig B		151.39
<b>100006</b>	<b>10/15/2024</b>	<b>012656</b>		<b>VISA - 4197,</b>			<b>\$500.39</b>
001.0000.09.518.10.49.003			9/26/2024	4197/Fin 6 09/26/24	HR WAPELRA Fall Conf: Hillig		349.00

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.09.518.10.43.002			9/26/2024	4197/Fin 6 09/26/24	HR WAPELRA Fall Conf: Hillig D		151.39
<b>100007</b>	<b>10/15/2024</b>	<b>013734</b>		<b>VISA - 5000.</b>			<b>\$897.89</b>
001.0000.15.521.80.31.001			9/26/2024	0349/Meeks 09/26/24	PD Hand Sanitizer		10.99
001.0000.15.521.70.31.008			9/26/2024	0349/Meeks 09/26/24	PD Traffic Hats		281.68
001.0000.15.521.80.31.001			9/26/2024	0349/Meeks 09/26/24	PD Office Supplies		605.22
<b>100008</b>	<b>10/15/2024</b>	<b>013357</b>		<b>VISA - 5580.</b>			<b>\$1,295.06</b>
001.0000.15.521.40.43.002			9/26/2024	5580 Prater 09/26/24	PD NIAIA Conf: J. Prater		1,211.70
001.0000.15.521.40.43.005			9/26/2024	5580 Prater 09/26/24	PD NIAIA Conf: J. Prater		8.36
001.0000.15.521.40.43.006			9/26/2024	5580 Prater 09/26/24	PD NIAIA Conf: J. Prater		75.00
<b>100009</b>	<b>10/15/2024</b>	<b>013358</b>		<b>VISA - 5739.</b>			<b>\$403.90</b>
001.0000.03.557.20.44.001			9/26/2024	5739/Graham 09/26/24	CM Farmers Mkt Advertising		255.28
104.0031.01.557.30.41.001			9/26/2024	5739/Graham 09/26/24	HM Sister Cities LTAC Button M		148.62
<b>100010</b>	<b>10/15/2024</b>	<b>013544</b>		<b>VISA - 6041.</b>			<b>\$2,986.54</b>
001.0000.15.521.21.41.001			9/26/2024	PD1/6041 09/26/24	PD Timing Advance Tracking		300.00
001.0000.15.521.21.41.001			9/26/2024	PD1/6041 09/26/24	PD Cell Phone Tracking, Case 8		300.00
001.0000.15.521.10.31.001			9/26/2024	PD1/6041 09/26/24	PD Dog Food		357.67
001.0000.15.521.30.31.001			9/26/2024	PD1/6041 09/26/24	PD Sector Paper Rolls		250.00
001.0000.15.521.10.41.001			9/26/2024	PD1/6041 09/26/24	PD K9 Vet Visit		76.15
001.0000.15.521.30.31.001			9/26/2024	PD1/6041 09/26/24	PD Maint Supplies		113.51
501.0000.51.521.21.41.124			9/26/2024	PD1/6041 09/26/24	PD Rpt Of Sale: Vehicle 40261		13.65
501.0000.51.521.21.41.124			9/26/2024	PD1/6041 09/26/24	PD Rpt Of Sale: Vehicle 40341		13.65
501.0000.51.521.21.41.124			9/26/2024	PD1/6041 09/26/24	PD Rpt Of Sale: Vehicle 40970		13.65
501.0000.51.521.21.41.124			9/26/2024	PD1/6041 09/26/24	PD Rpt Of Sale: Vehicle 41070		13.65
501.0000.51.521.21.41.124			9/26/2024	PD1/6041 09/26/24	PD Rpt Of Sale: Vehicle 40970		13.65
001.0000.15.521.10.31.001			9/26/2024	PD1/6041 09/26/24	PD Maint Supplies: Evidence Lo		67.32
001.0000.15.521.21.41.001			9/26/2024	PD1/6041 09/26/24	PD 09/11/2024-09/10/2025 ESCha		895.72
001.0000.15.521.21.41.001			9/26/2024	PD1/6041 09/26/24	PD Cell Phone Tracking, ID 525		300.00
001.0000.15.521.26.35.010			9/26/2024	PD1/6041 09/26/24	PD Optic Scope Caps		270.00
001.0000.15.521.10.31.001				PD1/6041 09/26/24	PD Refund: Maint Supplies		-12.08



Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>100011</b>	<b>10/15/2024</b>	<b>013567</b>		<b>VISA - 6058.</b>			<b>\$822.60</b>
001.0000.15.521.40.43.002			9/26/2024	6058/PD3 09/26/24	PD JITS K9 2024 Conf: A. Bucat		822.60
<b>100012</b>	<b>10/15/2024</b>	<b>013367</b>		<b>VISA - 6364.</b>			<b>\$698.95</b>
001.0000.02.512.50.49.003			9/26/2024	6364/Wright 09/26/24	MC DV MRT Online Trng Course:		698.95
<b>100013</b>	<b>10/15/2024</b>	<b>013394</b>		<b>VISA - 6687.</b>			<b>\$921.50</b>
001.0000.02.512.50.49.003			9/26/2024	6687/Fin 1 09/26/24	MC DV/MRT Training: Pyne		698.95
001.0000.09.518.91.31.009			9/26/2024	6687/Fin 1 09/26/24	HR Wellness Poker Walk Fruit &		35.34
001.0000.00.231.90.00.005			9/26/2024	6687/Fin 1 09/26/24	Hr 09/24 Employee Bday Celebra		187.21
<b>100014</b>	<b>10/15/2024</b>	<b>011136</b>		<b>VISA - 7750.</b>			<b>\$69.49</b>
001.0000.99.518.40.42.002			9/26/2024	7750/Allen 09/26/24	ND PD Mailings To WSP Tox Lab		69.49
<b>100015</b>	<b>10/15/2024</b>	<b>011138</b>		<b>VISA - 7776.</b>			<b>\$820.50</b>
001.0000.11.576.81.31.001			9/26/2024	7776/Anders 09/26/24	PKFC Blade Drive Belt		63.96
501.0000.51.548.79.31.006			9/26/2024	7776/Anders 09/26/24	PKFL Roof Panel, Hex Drive, St		137.76
001.0000.11.576.81.31.001			9/26/2024	7776/Anders 09/26/24	PKFC Shelf Brackets		453.33
001.0000.11.576.81.48.001			9/26/2024	7776/Anders 09/26/24	PK Manifold Repair		165.45
<b>100016</b>	<b>10/15/2024</b>	<b>011140</b>		<b>VISA - 7800.</b>			<b>\$456.92</b>
101.0000.11.542.30.35.001			9/26/2024	7800/Cummin 09/26/24	PKST Battery Charger For Shop		456.92
<b>100017</b>	<b>10/15/2024</b>	<b>013609</b>		<b>VISA - 7924.</b>			<b>\$509.97</b>
001.0000.11.571.20.31.050			9/26/2024	7924/Martin 09/26/24	PKRC Truck & Tractor Day Suppl		442.27
104.0010.01.557.30.31.001			9/26/2024	7924/Martin 09/26/24	HM Donuts: Farmer's Mrkt		56.70
001.0000.11.571.20.31.050			9/26/2024	7924/Martin 09/26/24	PKRC Calendar		11.00
<b>100018</b>	<b>10/15/2024</b>	<b>011158</b>		<b>VISA - 7966.</b>			<b>\$785.00</b>
001.0000.15.521.10.31.001			9/26/2024	7966/Pitts 09/26/24	PD Computer Charging Cord		36.33
001.0000.15.521.40.49.001			9/26/2024	7966/Pitts 09/26/24	PD 08/31/2024-08/31/2025 Packt		140.00
001.0000.15.521.40.43.002			9/26/2024	7966/Pitts 09/26/24	PD WASPC 2024 Fall Conf: M. Wi		567.75
001.0000.15.521.10.31.001			9/26/2024	7966/Pitts 09/26/24	PD 2025 Calendar		31.92
195.0010.15.521.30.43.002			9/26/2024	7966/Pitts 09/26/24	PD Lodging Tourism Fee: Marine		9.00

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>100019</b>	<b>10/15/2024</b>	<b>012291</b>		<b>VISA - 7970.</b>			<b>\$4.00</b>
001.0000.03.513.10.43.005			9/26/2024	7970/Caulfi 09/26/24	CM State Capitol Mtg w/SSMCP E		4.00
<b>100020</b>	<b>10/15/2024</b>	<b>011159</b>		<b>VISA - 7974.</b>			<b>\$15.98</b>
001.0000.11.569.50.31.001			9/26/2024	7974/Scheid 09/26/24	PKSR Sr Ctr Supplies		15.98
<b>100021</b>	<b>10/15/2024</b>	<b>011167</b>		<b>VISA - 8055.</b>			<b>\$338.55</b>
001.0000.04.514.20.31.005			9/26/2024	8055/Fin 3 09/26/24	FN LTAC Mtg. Lunch		163.55
001.0000.04.514.20.49.003			9/26/2024	8055/Fin 3 09/26/24	FN WFOA BARS - GAAP Class: Con		175.00
<b>100022</b>	<b>10/15/2024</b>	<b>011177</b>		<b>VISA - 8550.</b>			<b>\$48.22</b>
001.0000.13.558.70.49.004			9/26/2024	8550/Newton 09/26/24	ED 08/29-09/29 Dropbox		13.22
001.0000.13.558.70.49.003			9/26/2024	8550/Newton 09/26/24	ED Lkwd Chamber Annual Mtg: Ne		35.00
<b>100023</b>	<b>10/15/2024</b>	<b>012925</b>		<b>VISA - 9311.</b>			<b>\$2,538.40</b>
001.0000.09.518.10.31.001			9/26/2024	9311/Fin 4 09/26/24	HR Volunteer Recognition Event		24.89
001.0000.09.518.10.41.001			9/26/2024	9311/Fin 4 09/26/24	HR Volunteer Recognition Event		1,470.72
101.0000.21.544.20.31.008			9/26/2024	9311/Fin 4 09/26/24	PWST/PWSW Safety Vests		605.00
401.0000.41.531.10.31.008			9/26/2024	9311/Fin 4 09/26/24	PWST/PWSW Safety Vests		363.00
101.0000.21.544.20.31.001			9/26/2024	9311/Fin 4 09/26/24	PWST Stylus Pens For iPads, No		74.79
<b>100024</b>	<b>10/15/2024</b>	<b>011707</b>		<b>VISA - 9465.</b>			<b>\$253.91</b>
001.0000.11.571.20.31.001			9/26/2024	9465/Fairfi 09/26/24	PKRC Tape & Snips For Signage		40.92
001.9999.11.565.10.41.020			9/26/2024	9465/Fairfi 09/26/24	PKHS Choice Prev Summit: C. Fa		200.00
001.9999.11.565.10.41.020			9/26/2024	9465/Fairfi 09/26/24	PKRC CANVA Subscription		12.99
<b>100025</b>	<b>10/15/2024</b>	<b>000577</b>		<b>WABO.</b>			<b>\$57.00</b>
001.0000.07.558.60.44.001			10/1/2024	47165	PPW Permit Tech Job Posting: W		57.00
<b>100026</b>	<b>10/15/2024</b>	<b>000595</b>		<b>WASHINGTON ASSOC OF SHERIFFS.</b>			<b>\$2,438.25</b>
001.0000.02.523.30.41.001			9/11/2024	EM 2024-00399	MC 08/24 Home Monitoring		2,438.25
<b>100027</b>	<b>10/15/2024</b>	<b>010544</b>		<b>WASHINGTON ROCK QUARRIES INC.</b>			<b>\$101.50</b>
401.0000.11.531.10.31.030			9/14/2024	102461	PKSW 22" Crushed Clean Rock		101.50

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>100028</b>	<b>10/15/2024</b>	<b>013829</b>		<b>WELCH. ADAM</b>			<b>\$1,100.00</b>
106.0000.11.573.20.41.001			10/2/2024	LTAC241001	PA Signal Boxes Designer		1,100.00
<b>100029</b>	<b>10/15/2024</b>	<b>010239</b>		<b>WEST PIERCE FIRE &amp; RESCUE,</b>			<b>\$110.00</b>
101.0000.11.544.90.41.001			9/27/2024	09/27/2024 O&M	PKFC Fire Code Permit: Garage		110.00
<b>100030</b>	<b>10/15/2024</b>	<b>013833</b>		<b>WONDER WALLS.</b>			<b>\$1,100.00</b>
106.0000.11.573.20.41.001			10/7/2024	10/07/2024	PA Signal Box Designer		1,100.00

**# of Checks Issued 364**

**Total \$ 6,143,468.09**

Void Ck 98744 \$5,250.00

Void Ck 24685 \$599.60

Void Ck 24704 \$265,316.12


Total \$5,872,302.37



# City of Lakewood

To: Mayor and City Councilmembers

From: Tho Kraus, Deputy City Manager

Through: John J. Caulfield, City Manager 

Date: November 04, 2024

Subject: Payroll Check Approval

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**Payroll Period(s):** September 16-30, 2024, and October 1-15, 2024

**Total Amount:** \$3,378,016.81

Checks Issued:

Check Numbers: 114643-114649

Total Amount of Checks Issued: \$30,115.17

Electronic Funds Transfer:

Total Amount of EFT Payments: \$1,014,808.62

Direct Deposit:

Total Amount of Direct Deposit Payments: \$2,036,759.81

Federal Tax Deposit:

Total Amount of Deposit: \$296,333.21

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



Dana Kapla  
Assistant Finance Director



Tho Kraus  
Deputy City Manager



John J. Caulfield  
City Manager

**Payroll Distribution**

**City of Lakewood**

**Pay Period ending 09-16-2024 thru 10-15-2024**

Direct Deposit and ACH in the amount of:	\$	3,347,901.64
Payroll Ck#'s 114643 - 114649 in the amount of:	\$	30,115.17
<b>Total Payroll Distribution:</b>	<b>\$</b>	<b>3,378,016.81</b>

**Employee Pay Total by Fund:**

<u>Fund 001 - General</u>	<u>Amount</u>
City Council	\$ 11,720.00
Municipal Court	\$ 68,792.25
City Manager	\$ 58,397.39
Administrative Services	\$ 74,399.00
Legal and Human Resources	\$ 107,009.51
Community and Economic Development	\$ 138,107.12
Parks, Recreation and Community Services	\$ 122,441.76
Police	\$ 1,377,940.55
Non-Departmental	\$ -
<b>General Fund Total</b>	<b>\$ 1,958,807.58</b>

Fund 101 - Street	\$ 63,898.32
Fund 104 - Hotel / Motel Lodging Tax	\$ 5,599.84
Fund 105 - Property Abatement/Rental Housing Safety Program	\$ 19,406.63
Fund 180 - Narcotics Seizure	\$ 617.76
Fund 190 - CDBG Grants	\$ 13,025.40
Fund 192 - SSMCP	\$ 17,983.00
Fund 195 - Public Safety Grants	\$ 20,340.29
Fund 196 - ARPA Grant	\$ 8,387.90
Fund 301 - Parks CIP	\$ 18,925.25
Fund 302 - Transportation CIP	\$ 81,743.19
Fund 311 - Sewer Capital Project	\$ 7,033.63
Fund 401 - Surface Water Management	\$ 49,981.47
Fund 502 - Property Management	\$ 16,358.52
Fund 503 - Information Technology	\$ 48,563.88
<b>Other Funds Total</b>	<b>\$ 371,865.08</b>

Employee Gross Pay Total:	\$	2,330,672.66
Benefits and Deductions:	\$	1,047,344.15
<b>Grand Total:</b>	<b>\$</b>	<b>3,378,016.81</b>

# REQUEST FOR COUNCIL ACTION

<p><b>DATE ACTION IS REQUESTED:</b> November 4, 2024</p> <p><b>REVIEW:</b></p>	<p><b>TITLE:</b> Authorizing the execution of an agreement for State government relations services</p> <p><b>ATTACHMENTS:</b> Contract</p>	<p><b>TYPE OF ACTION:</b></p> <p><input type="checkbox"/> ORDINANCE NO.</p> <p><input type="checkbox"/> RESOLUTION NO.</p> <p><input checked="" type="checkbox"/> MOTION NO. 2024-71</p> <p><input type="checkbox"/> OTHER</p>
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**SUBMITTED BY:** Michael Vargas, Assistant to the City Manager/Policy Analyst

**RECOMMENDATION:** It is recommended the City Council approve the Federal government relations services with the Johnston Group.

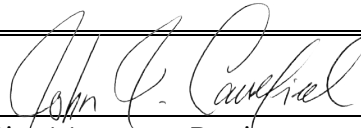
**DISCUSSION:** The City has contracted with Gordon Thomas Honeywell Governmental Affairs (GTH) since 2008 for State Governmental Relations services. During this time, GTH has helped the City increase its overall visibility with the state legislature and deepen its relationships with its state representatives. GTH has also been instrumental in helping the City be more competitive for state funding. GTH provides government relation services well beyond traditional advocacy. Many of the services GTH provides are time-intensive, e.g., coalition building, strategic planning, and outreach.

The term of the contract is two years, 2025 and 2026, to align with the budget biennium.

The cost for retaining GTH’s services for 2025 is \$65,040, a 3% inflationary increase from 2024. The cost for 2026 is \$66,991, a 3% inflationary increase from 2025. Both compensation amounts are within the budget for each year.

**ALTERNATIVE(S):** The City Council could decline to authorize the contract. The City could then find an alternative entity to provide these services or proceed without. The former would require a full Request for Proposal/Qualification process. Given the nature of this work which requires continuous attention and very specialized expertise, in-house representation would be an impractical option for the City.

**FISCAL IMPACT:** The cost for retaining GTH’s services for 2025 is \$65,040, a 3% inflationary increase from 2024. The cost for 2026 is \$66,991, a 3% inflationary increase from 2025. Both compensation amounts are within the budget for each year.

<p>Michael Vargas Prepared by</p>	 <hr style="width: 80%; margin: 0 auto;"/> <p>City Manager Review</p>
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# **CITY OF LAKEWOOD AGREEMENT FOR SERVICES**

This Agreement for Services (Agreement) is between the City of Lakewood, Washington (City) and Gordon Thomas Honeywell Governmental Affairs (Contractor).

## **AGREEMENT:**

### **1. SCOPE OF SERVICES**

- A. The Contractor shall provide to the City the following services in both 2025 and 2026:
- 1) Contractor shall advise and assist in planning state legislative information and lobbying efforts for the City during the terms of this contract.
  - 2) Contractor shall monitor specific state legislation designated by the City, relevant legislative committees, state agencies, rule making, and the activities of appropriate interest groups which pertain to the stated interests, goals and objectives of the City. Contractor shall identify opportunities in a timely manner for City staff and elected officials to testify before legislative committees and subcommittees with respect to proposed legislation; shall communicate such opportunities to the City; shall assist in preparation of testimony to be given; shall prepare witnesses as requested and testify on behalf of the City when requested.
  - 3) Contractor shall represent the City's legislative objectives with members of the Washington State Legislature; the Governor's office, appropriate legislative committees, state agencies and legislative staff. In addition, Contractor shall maintain effective liaison with major public interest groups and coalitions, including, but not limited to, the Association of Washington Cities.
  - 4) During session, Contractor shall provide the City with oral activity reports weekly or more frequently as needed. At least semi-monthly during session, the Contractor shall provide a written update of the status of proposed legislation of particular interest to the City. At other times, written reports will be provided as requested by the City.
  - 5) Contractor shall attend meetings of the City Council and City staff as may be requested by the City in order to brief City Officials on the status of legislative activities. The initial meeting will occur at the direction of the City.

- 6) Contractor will assist in the drafting, revising and obtaining sponsors for bills requested by the City. Additionally, the Contractor will work to obtain necessary support on bills by scheduling meetings with legislators, legislative staff, and others on legislation of interest to the City.
- 7) Contractor will meet, communicate and work with City staff, as necessary, to insure that specific technical issues are clearly and appropriately delineated and articulated.

## 2. **COMPENSATION**

The City of Lakewood shall pay Consultant an annual fee of \$65,040 in 2025 and \$66,991 2026 to complete the services listed in the Scope of Services, which shall be divided into twelve equal payments. In addition to fees, Consultant may bill communication expenses, such as travel, and long distance charges. Expenses shall not exceed \$1,000 for the term of the contract.

## 3. **BILLING AND PAYMENT PROCEDURE**

On or before the 15<sup>th</sup> day of each month, Contractor shall submit to the City a request for monthly payment for work performed during the previous month, which shall be processed by the City in the normal course.

## 4. **EFFECTIVE AND TERMINATION DATES**

- A. This Agreement shall be effective as of January 1, 2025, through December 31, 2026.
- B. This Agreement may be extended by mutual written agreement of the Contractor and the City.

## 5. **EARLY TERMINATION OF AGREEMENT**

- A. The City and Contractor, by mutual written agreement, may terminate this Agreement at any time.
- B. The City, on thirty (30) days written notice to the Contractor, may terminate this Agreement for any reason deemed appropriate in the sole discretion of the City.
- C. Either the City or the Contractor may terminate this Agreement in the event of a breach of the Agreement by the other. Prior to such termination, however, the party seeking the termination shall give to the other party written notice of the breach and of the party's intent to terminate. If the party has not entirely cured the breach within fifteen (15) days of the notice, then the party giving the notice may terminate the Agreement at any time thereafter by giving a written notice of termination.



**6. PAYMENT ON EARLY TERMINATION**

In the event of termination under section 5 hereof, the City shall pay the Contractor for work performed in accordance with the Agreement prior to the termination date.

**7. CITY PROJECT MANAGER**

- A. The City Project Manager shall be designated by the City Manager.
- B. The Project Manager is authorized to approve work and billings hereunder, to give notices referred to herein, to terminate this Agreement as provided herein, and to carry out any other actions referred to herein.

**8. COMPLIANCE WITH LAWS**

In connection with its activities under this Agreement, Contractor shall comply with all applicable federal, state, and local laws and regulations.

**9. MAINTENANCE OF RECORDS**

The Contractor shall maintain records on a current basis to supports its billings to the City. The City or its authorized representative shall have the authority to inspect, audit, and copy on reasonable notice and from time to time any records of the Contractor regarding its billings or its work hereunder. The Contractor shall retain these records for inspection, audit and copying for three years from the date of completion or termination of this Agreement.

**10. AUDIT OF PAYMENTS**

- A. The City, either directly or through a designated representative, may audit the records of the Contractor at any time during the three (3) year period established by Section 9.
- B. If an audit discloses that payments to the Contractor were in excess of the amount to which the Contractor was entitled, then the Contractor shall repay the amount of the excess to the City.

**11. INSURANCE**

The Consultant shall be responsible for maintaining, during the term of this Agreement and at its sole cost and expense, the types of insurance coverages and in the amounts described below. The Consultant shall furnish evidence, satisfactory to the City, of all such policies. During the term hereof, the Consultant shall take out and maintain in full force and effect the following insurance policies:

- a. Comprehensive public liability insurance, including automobile and property damage, insuring the City and the Consultant against loss or liability for damages for personal injury, death or property damage arising out of or in connection with the performance by the Consultant of its obligations hereunder, with minimum liability limits of \$1,000,000.00 combined single limit for personal injury, death or property damage in any one occurrence.
- b. Such workmen's compensation and other similar insurance as may be required by law.
- c. Professional liability insurance with minimum liability limits of \$1,000,000.

**12. INDEMNIFICATION**

The Contractor shall indemnify and hold harmless the City and its officers, agents and employees, or any of them from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by any reason of or arising out of the negligent act or omission of the Contractor, its officers, agents, employees, or any of them relating to or arising out of the performance of this Agreement. If a final judgment is rendered against the City, its officers, agents, employees and/or any of them, or jointly against the City and the Contractor and their respective officers, agents and employees, or any of them, the Contractor shall satisfy the same to the extent that such judgment was due to the Contractor's negligent acts or omissions.

**13. SUBCONTRACTING**

The Contractor shall not subcontract its work under this Agreement, in whole or in part, without the written approval of the City. The Contractor shall require any approved subcontractor to agree, as to the portion subcontracted, to fulfill all obligations of the Contractor specified in this Agreement. Notwithstanding City approval of a subcontractor, the Contractor shall remain obligated for full performance hereunder, and the City shall incur no obligation other than its obligations to the Contractor hereunder.

**14. ASSIGNMENT**

The Contractor shall not assign this Agreement, in whole or in part, or any right or obligation hereunder, without the prior written approval of the City.

**15. CONTRACTOR'S PERSONNEL**

The Contractor shall designate Briahna Murray as the primary consultant to represent the City of Lakewood to perform the work set forth in this Agreement. The services detailed in the Scope of Services shall be performed solely by Briahna Murray. Support work required to carry out the services may be delegated when necessary at the discretion of the Contractor. Provided, however, that any change in primary consultants representing the City must be approved in writing by the City.

**16. INDEPENDENT CONTRACTOR STATUS**

- A. The Contractor is engaged as an independent contractor and shall be responsible for any federal, state, or local taxes and fees applicable to payments hereunder.
- B. The Contractor, its subcontractors, and their employees, are not employees of the City and are not eligible for any benefits through the City, including, without limitation, health benefits, workers’ compensation, unemployment compensation, and retirement benefits.

**17. REGISTRATION AND REPORTING AS LOBBYIST**

Contractor shall be responsible for compliance with all requirements of chapter 42.17A.600 with regard to the activities Contractor engages in pursuant to this Agreement. Except as otherwise required by law, the City will not register the Contractor as a lobbyist or otherwise report the activities of the Contractor.

**18. NOTICE**

- A. Any notice provided for under this Agreement shall be sufficient if in writing and delivered personally to the following addressee or deposited in the United States Mail, postage prepaid, certified mail, return receipt requested, addressed as follows, or to such other address as the receiving party hereafter shall specify in writing:

If to the City:                John Caulfield  
     City Manager  
     6000 Main Street S.W.  
     Lakewood, Washington 98499

If to Contractor:            Briahna Murray  
     Gordon Thomas Honeywell Governmental Affairs  
     1201 Pacific Avenue Suite 2100  
     Tacoma, Washington 98401

**19. AMENDMENTS**

The City and the Contractor may amend this Agreement at any time only by written amendment executed by the City and the Contractor. Any amendment that increases the

amount of compensation payable to the Contractor must be approved by the City Manager. The Project Manager may agree to and execute any other amendment on behalf of the City.

**20. AVOIDANCE OF POTENTIAL CONFLICT**

- A. It is agreed that the nature of the work may result in direct conflicts of interest between the City and other clients that the Contractor may represent currently, or in the future. In these instances, the Contractor will immediately inform the City. The parties will attempt to identify the possibility of such instances before they occur. The Contractor shall not advocate or promote any legislative objectives on behalf of existing or potential clients that are determined by the City to be in conflict with the City's legislative objectives.
- B. Contractor shall provide written notice to the City of all current and any new clients obtained after the start of the contract. Contractor will not accept new clients if doing so would create conflicts of interest for the Contractor or would otherwise impair the Contractor's ability to fully perform the obligations of this contract.

**22. COSTS TO PREVAILING PARTY**

In the event of litigation or other legal action to enforce any rights, responsibilities or obligations under this Agreement, the prevailing party shall be entitled to receive its reasonable costs and attorney's fees.

**23. APPLICABLE LAW**

This Agreement and the rights of the parties hereunder shall be governed by and interpreted in accordance with the laws of the State of Washington and venue for any action hereunder shall be Pierce County, State of Washington; provided, however, that it is agreed and understood that any applicable statute of limitation shall commence no later than the substantial completion by the Consultant of the services.

**24. CAPTIONS, HEADINGS AND TITLES**

All captions, headings or titles in the paragraphs or sections of this Agreement are inserted for convenience of reference only and shall not constitute a part of this Agreement or act as a limitation of the scope of the particular paragraph or sections to which they apply. As used herein, where appropriate, the singular shall include the plural and vice versa and masculine, feminine and neuter expressions shall be interchangeable. Interpretation or construction of this Agreement shall not be affected by any determination as to who is the drafter of this Agreement, this Agreement having been drafted by mutual agreement of the parties.

**25. SEVERABLE PROVISIONS**

Each provision of this Agreement is intended to be severable. If any provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.

**26. ENTIRE AGREEMENT**

This Agreement contains the entire understanding of the parties hereto in respect to the transactions contemplated hereby and supersedes all prior agreements and understandings between the parties with respect to such subject matter.

**27. COUNTERPARTS**

This Agreement may be executed in multiple counterparts, each of which shall be one and the same Agreement and shall become effective when one or more counterparts have been signed by each of the parties and delivered to the other party.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed effective this \_\_\_\_ day of November, 2024.

**CITY OF LAKEWOOD**

**CONTRACTOR**

\_\_\_\_\_  
John Caulfield, City Manager  
City of Lakewood  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Briahna Murray  
Gordon Thomas Honeywell  
Dated: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Brianna Schumacher  
City Clerk

Approved as to form:

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

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> November 4, 2024	<b>TITLE:</b> Authorizing the execution of an agreement for Federal government relations services.	<b>TYPE OF ACTION:</b> <input type="checkbox"/> ORDINANCE NO. <input type="checkbox"/> RESOLUTION NO. <input checked="" type="checkbox"/> MOTION NO. 2024-72 <input type="checkbox"/> OTHER
<b>REVIEW:</b>	<b>ATTACHMENTS:</b> Contract	

**SUBMITTED BY:** Michael Vargas, Assistant to the City Manager/Policy Analyst

**RECOMMENDATION:** It is recommended the City Council approve the Federal government relations services with the Johnston Group.

**DISCUSSION:** The City began contracting with Johnston Group in 2014 to provide the counsel and functions necessary for the City to increase its visibility and relationships with its congressional delegation, as well as compete for increased funding at the federal level. The Johnson Group provides activities beyond traditional advocacy that are time-intensive, such as coalition building and planning, support network outreach, and strategic messaging.

The term of the contract is two years, 2025 and 2026, to align with the budget biennium.

The cost for retaining the Johnston Group's services for 2025 is \$63,000 and for 2026 is \$63,000. Both compensation amounts are within the budget for each year.

**ALTERNATIVE(S):** The City Council could decline to authorize the contract. The City could then find an alternative entity to provide these services or proceed without. The former would require a full Request for Proposal/Qualification process. In-house representation is an impractical option given the nature of the work which requires continuous attention and specialized expertise.

**FISCAL IMPACT:** The cost for retaining the Johnston Group's services for 2025 is \$63,000 and for 2026 is \$63,000. Both compensation amounts are within the budget for each year.

Michael Vargas Prepared by	 City Manager Review
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# **CITY OF LAKEWOOD AGREEMENT FOR SERVICES**

This Agreement for Services (Agreement) is between the City of Lakewood, Washington (City) and Johnston Group (Contractor).

## **AGREEMENT:**

### **1. SCOPE OF SERVICES**

A. The Scope of Services for both 2025 and 2026 are as detailed in the attached Proposal, Exhibit A.

### **2. COMPENSATION**

The City of Lakewood shall pay Consultant a monthly fee of \$5,250 for twelve (12) months in 2025 and in 2026 to provide services detailed in the attached, Exhibit A.

### **3. BILLING AND PAYMENT PROCEDURE**

On or before the 15<sup>th</sup> day of each month, Contractor shall submit to the City a request for monthly payment for work performed during the previous month, which shall be processed by the City in the normal course.

### **4. EFFECTIVE AND TERMINATION DATES**

A. This Agreement shall be effective as of January 1, 2025 through December 31, 2026.

B. This Agreement may be extended by mutual written agreement of the Contractor and the City.

### **5. EARLY TERMINATION OF AGREEMENT**

A. The City and Contractor, by mutual written agreement, may terminate this Agreement at any time.

B. The City, on thirty (30) days written notice to the Contractor, may terminate this Agreement for any reason deemed appropriate in the sole discretion of the City.

C. Either the City or the Contractor may terminate this Agreement in the event of a breach of the Agreement by the other. Prior to such termination, however, the party seeking the termination shall give to the other party written notice of the breach and of the party's intent to terminate. If the party has not entirely cured the breach

within fifteen (15) days of the notice, then the party giving the notice may terminate the Agreement at any time thereafter by giving a written notice of termination.

**6. PAYMENT ON EARLY TERMINATION**

In the event of termination under section 5 hereof, the City shall pay the Contractor for work performed in accordance with the Agreement prior to the termination date.

**7. CITY PROJECT MANAGER**

- A. The City Project Manager shall be the City Manager or designee.
- B. The Project Manager is authorized to approve work and billings hereunder, to give notices referred to herein, to terminate this Agreement as provided herein, and to carry out any other actions referred to herein.

**8. COMPLIANCE WITH LAWS**

In connection with its activities under this Agreement, Contractor shall comply with all applicable federal, state, and local laws and regulations.

**9. MAINTENANCE OF RECORDS**

The Contractor shall maintain records on a current basis to supports its billings to the City. The City or its authorized representative shall have the authority to inspect, audit, and copy on reasonable notice and from time to time any records of the Contractor regarding its billings or its work hereunder. The Contractor shall retain these records for inspection, audit and copying for three years from the date of completion or termination of this Agreement.

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- A. The City, either directly or through a designated representative, may audit the records of the Contractor at any time during the three (3) year period established by Section 9.
- B. If an audit discloses that payments to the Contractor were in excess of the amount to which the Contractor was entitled, then the Contractor shall repay the amount of the excess to the City.

**11. INSURANCE**

The Consultant shall be responsible for maintaining, during the term of this Agreement and at its sole cost and expense, the types of insurance coverages and in the amounts described below. The Consultant shall furnish evidence, satisfactory to the City, of all



such policies. During the term hereof, the Consultant shall take out and maintain in full force and effect the following insurance policies:

- a. Comprehensive public liability insurance, including automobile and property damage, insuring the City and the Consultant against loss or liability for damages for personal injury, death or property damage arising out of or in connection with the performance by the Consultant of its obligations hereunder, with minimum liability limits of \$1,000,000.00 combined single limit for personal injury, death or property damage in any one occurrence.
- b. Such workmen's compensation and other similar insurance as may be required by law.
- c. Professional liability insurance with minimum liability limits of \$1,000,000.

**12. INDEMNIFICATION**

The Contractor shall indemnify and hold harmless the City and its officers, agents and employees, or any of them from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by any reason of or arising out of the negligent act or omission of the Contractor, its officers, agents, employees, or any of them relating to or arising out of the performance of this Agreement. If a final judgment is rendered against the City, its officers, agents, employees and/or any of them, or jointly against the City and the Contractor and their respective officers, agents and employees, or any of them, the Contractor shall satisfy the same to the extent that such judgment was due to the Contractor's negligent acts or omissions.

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The Contractor shall not subcontract its work under this Agreement, in whole or in part, without the written approval of the City. The Contractor shall require any approved subcontractor to agree, as to the portion subcontracted, to fulfill all obligations of the Contractor specified in this Agreement. Notwithstanding City approval of a subcontractor, the Contractor shall remain obligated for full performance hereunder, and the City shall incur no obligation other than its obligations to the Contractor hereunder.

**14. ASSIGNMENT**

The Contractor shall not assign this Agreement, in whole or in part, or any right or obligation hereunder, without the prior written approval of the City.

15. **INDEPENDENT CONTRACTOR STATUS**

- A. The Contractor is engaged as an independent contractor and shall be responsible for any federal, state, or local taxes and fees applicable to payments hereunder.
- B. The Contractor, its subcontractors, and their employees, are not employees of the City and are not eligible for any benefits through the City, including, without limitation, health benefits, workers' compensation, unemployment compensation, and retirement benefits.

16. **REGISTRATION AND REPORTING AS LOBBYIST**

Contractor shall be responsible for compliance with all relevant requirements with regard to the activities Contractor engages in pursuant to this Agreement. Except as otherwise required by law, the City will not register the Contractor as a lobbyist or otherwise report the activities of the Contractor.

17. **NOTICE**

- A. Any notice provided for under this Agreement shall be sufficient if in writing and delivered personally to the following addressee or deposited in the United States Mail, postage prepaid, certified mail, return receipt requested, addressed as follows, or to such other address as the receiving party hereafter shall specify in writing:

If to the City:                     John J. Caulfield  
   City Manager  
   6000 Main Street S.W.  
   Lakewood, Washington 98499

If to Contractor:                     Jake Johnston  
   Johnston Group  
   2400 NW 80<sup>th</sup> SW #191  
   Seattle, Washington 98117

18. **AMENDMENTS**

The City and the Contractor may amend this Agreement at any time only by written amendment executed by the City and the Contractor. Any amendment that increases the amount of compensation payable to the Contractor must be approved by the City Manager. The Project Manager may agree to and execute any other amendment on behalf of the City.

19. **AVOIDANCE OF POTENTIAL CONFLICT**

- A. It is agreed that the nature of the work may result in direct conflicts of interest between the City and other clients that the Contractor may represent currently, or in the future. In these instances, the Contractor will immediately inform the City. The parties will attempt to identify the possibility of such instances before they occur. The Contractor shall not advocate or promote any legislative objectives on behalf of existing or potential clients that are determined by the City to be in conflict with the City's legislative objectives.
- B. Contractor shall provide written notice to the City of all current and any new clients obtained after the start of the contract. Contractor will not accept new clients if doing so would create conflicts of interest for the Contractor or would otherwise impair the Contractor's ability to fully perform the obligations of this contract.

**20. COSTS TO PREVAILING PARTY**

In the event of litigation or other legal action to enforce any rights, responsibilities or obligations under this Agreement, the prevailing party shall be entitled to receive its reasonable costs and attorney's fees.

**21. APPLICABLE LAW**

This Agreement and the rights of the parties hereunder shall be governed by and interpreted in accordance with the laws of the State of Washington and venue for any action hereunder shall be Pierce County, State of Washington; provided, however, that it is agreed and understood that any applicable statute of limitation shall commence no later than the substantial completion by the Consultant of the services.

**22. CAPTIONS, HEADINGS AND TITLES**

All captions, headings or titles in the paragraphs or sections of this Agreement are inserted for convenience of reference only and shall not constitute a part of this Agreement or act as a limitation of the scope of the particular paragraph or sections to which they apply. As used herein, where appropriate, the singular shall include the plural and vice versa and masculine, feminine and neuter expressions shall be interchangeable. Interpretation or construction of this Agreement shall not be affected by any determination as to who is the drafter of this Agreement, this Agreement having been drafted by mutual agreement of the parties.

**23. SEVERABLE PROVISIONS**

Each provision of this Agreement is intended to be severable. If any provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.

**24. ENTIRE AGREEMENT**

This Agreement contains the entire understanding of the parties hereto in respect to the transactions contemplated hereby and supersedes all prior agreements and understandings between the parties with respect to such subject matter.

**25. COUNTERPARTS**

This Agreement may be executed in multiple counterparts, each of which shall be one and the same Agreement and shall become effective when one or more counterparts have been signed by each of the parties and delivered to the other party.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed effective this \_\_\_\_\_ day of November, 2024.

**CITY OF LAKEWOOD**

**CONTRACTOR**

\_\_\_\_\_  
John J. Caulfield, City Manager  
City of Lakewood  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Jake Johnston  
Johnston Group  
Dated: \_\_\_\_\_

Attest:

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

Approved as to form:

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





# **2025 Federal Policy Agenda**

**Adopted Oct. 21, 2024**



*Lakewood City Council Vision Statement:*

*“Lakewood is a thriving, urban, South Puget Sound City, possessing the core values of family, community, education, economic prosperity, and the equitable delivery of municipal services. We will advance these values by recognizing our past, taking action in the present, and pursuing a dynamic future.”*



**Lakewood City Council**

- Jason Whalen, *Mayor*
- Mary Moss, *Deputy Mayor*
- Ryan Pearson, *Councilmember*
- Paul Bocchi, *Councilmember*
- Patti Belle, *Councilmember*
- Michael Brandstetter, *Councilmember*
- Trestin Lauricella, *Councilmember*

**Contact Information**

**JOHN CAULFIELD, CITY MANAGER**  
JCAULFIELD@CITYOFLAKEWOOD.US  
(253) 983-7703

**JAKE JOHNSTON, JOHNSTON GROUP**  
JAKE@JOHNSTONGR.COM  
(206) 240-3133

**MICHAEL VARGAS, ASST. TO THE CITY  
MANAGER/POLICY ANALYST**  
MVARGAS@CITYOFLAKEWOOD.US  
(253) 983-7717

## Introduction

The City of Lakewood has established a productive and trusted relationship with its congressional delegation over the past many years. The result is a delegation that actively partners with the City in support of shared goals, whether they be funding for critical infrastructure and economic development, or offering legislative language to modify Department of Defense policies. The City thanks the congressional delegation for securing improvements for the Lakewood community over the years.

### 2024 Accomplishments

The City continued its track record of partnering with its congressional delegation in 2024.

Following the City's successful support for a \$1 million award to the LASA Campus Project in 2023, the City was awarded a 2024 \$1.1 million RAISE Planning Grant for the "Green Street Loop" project in the Downtown Subarea. This funding completes 30% project design for an updated motorized and non-motorized transportation network in the downtown area, a critical first step in implementing the City's vision of a modern downtown core. This transformative planning project was championed by Congresswoman Marilyn Strickland, Senator Patty Murray, and Senator Maria Cantwell.

The City also built support within the delegation and specifically with House Armed Services Committee Ranking Member Adam Smith for the appropriate and needed changes at the Department of Defense that streamlines the purchasing of private land for compliance with military safety buffer zones. In the 2024 National Defense Authorization Act, the City successfully included language that furthers this goal. The delegation will help the City's continued efforts in resolving the issue of North Clear Zone encroachment.

### 2025 Policy Opportunities

The City has identified a number of infrastructure and housing needs to prioritize in 2025 that would benefit the community. Congress and the Biden Administration are providing numerous funding opportunities for the City to pursue these important projects. Congress and the Biden Administration have provided numerous funding opportunities for the City to pursue via historic infrastructure and climate mitigation programs. The City is not submitting a federal earmark request for 2025, as several key City Council Goals for 2025-2026, to include development of a Downtown Community Center, are not ready for a competitive request for one-time construction funding.

The City is instead supporting a 2025 OLDCC Planning grant for a competitive SSMCP project: a Defense Community Corridor Study, to include all state and local transportation networks that lead to JBLM in Pierce and Thurston county.

In 2025, Congress is expected to begin hearings on the reauthorization of the Transportation bill, which is expected to be before congress in 2026. Lakewood's biggest priority in this bill is the expansion of the medium sized city set aside to all federal infrastructure grant programs and will be working with Rep. Rick Larsen (ranking member, House Transportation Committee), Senator Maria Cantwell (Chair, Senate Commerce committee with jurisdiction over transportation) and the state congressional delegation to move this agenda forward.

Additionally, the City will partner with local, regional and state entities in support of a multi-year plan to secure significant federal support for the Nisqually Interstate 5 replacement project. The City also supports the continuation and funding of the Bureau of Justice Assistance grant for therapeutic courts, which the City has leveraged for its own community court. Last, the City will continue efforts to change the Defense Community Infrastructure Program (DCIP) project eligibility to prioritize transportation projects, as several transportation projects around the City that improve military preparedness would benefit from DCIP funding access.

### **Congressional Delegation Opportunities**

Lakewood's Congressional Delegation is extraordinarily well positioned to help the City in terms of committee assignments and seniority.

Congresswoman Strickland serves on the Transportation Committee and the Armed Services Committee with jurisdiction over JBLM and who's Ranking Member, Congressman Adam Smith, is also from Washington State. Senator Murray is the Chairwoman of the Senate Appropriations Committee and the Senate President Pro Tem, placing her fourth in the line of presidential ascension.

Senator Cantwell is the Chair of the Senate Commerce Committee with jurisdiction over a majority of transportation policy. From a statewide perspective, Washington State has three members on the Appropriations Committee and two on the Armed Services Committee. In 2025, the Washington State Congressional delegation will have a minimum of two new members and their committee assignments are not yet known.

### **Strategy**

Lakewood's congressional delegation knows the Lakewood community's needs, as well as the City's funding and policy priorities. The City's legislative effort in 2025 will be to continue to drive major policy changes within the Department of Defense and the Department of Transportation and bring federal funding to City needs. The City's objective will be a sustained partnership with the federal government to bring federal funding into the City



to support economic, infrastructure, housing, and environmental priorities.

The 2025 scope of work builds on the City's latest legislative efforts and continues to build support in 2025 and for longer-term initiatives in the years ahead. Additionally, the City will follow the work being done by partner agencies and organizations and will levy support when and where appropriate. Some of these organizations include the Association of Washington Cities, the Association of Defense Communities, the Puget Sound Regional Council and Pierce County, among others

## Policy Priorities

### *1) Bringing federal funding to the City's top infrastructure and housing priorities*

**Background:** As Members of Congress restored earmarking authority in 2021, the City has ample opportunity to position its priority projects for federal support. In 2022, the City secured \$2.5 million to complete the South Tacoma Way project and has led the federal lobbying for funding for the LASA project in Lakewood – a project that has secured \$1 million in 2023.

**Action:** The City's work in 2025 will be to use the new earmark rules and regulations to revisit the City's capital projects and position them for federal support. The City will make a decision about which projects to put forward from the transportation, economic development, watershed infrastructure and community development areas. With four years of earmarks to review and the successful positioning of the South Tacoma Way Project and the LASA project for funding, the City of Lakewood can continue to put needed projects forward for federal funding with a keen understanding of which projects compete well for congressional consideration.

Additionally, the City will partner with local, regional and state entities in support of a multi-year plan to secure significant federal support for the Nisqually Interstate 5 replacement project.

### *2) Supporting the ongoing efforts in the North Clear Zone*

**Background:** The South Sound Military and Community Partnership (SSMCP) has been the driving leader in supporting the Air Force and Army funding the acquisition of property in the JBLM North Clear Zone. The City has successfully secured legislative language with its congressional delegation to clarify the appropriate use of federal dollars. Despite multiple round of increasingly clarifying language, the property acquisition process at the Army

remains burdensome, unable to meet the specific property relocation needs of the business in the McChord Field Clear Zone and too slow to meet market conditions. The delegation is aligned with the city's support of changes to this process and continues to champion improvements in partnership with the City and SSMCP.

**Action:** The City will continue to lobby for funding and policy support for this effort. The House and Senate Armed Services Committees are both watching the work being done at the North Clear Zone at JBLM and the City has a strategy ready to enact should the contemporary work being done on the ground prove stuck. The City will also monitor the implementation of the language that was successfully added to the 2022 NDAA to ensure it meets local needs. The City will also push for DOD Land Acquisition funding to be placed in an escrow account to be able to be activated as properties become available to reduce the delay currently in place.

### ***3) Defense Community Infrastructure Program (DCIP)***

**Background:** In 2018, Congress included the creation of the Defense Community Infrastructure Program (DCIP) in the Defense Authorization bill with an initial authorization of \$100 million for the program. This program was the result of a multiple-year effort led by the City of Lakewood and pushed by former Congressman Denny Heck with the support of Congressman Derek Kilmer and Congressman Adam Smith. This new federal initiative created a new funding program for the Department of Defense to help cities construct infrastructure that serves military installation.

Congress failed to fund the program in 2018 but we were able to get \$50 million appropriated in 2019 to establish the program and support the first round of grants. As 2020 unfolded, the Office of Local Defense Community Cooperation (OLDCC, formerly known as the Office of Economic Assessment) established the DCIP with an emphasis on projects that enhanced military quality of life and de-emphasized infrastructure.

In 2021, Lakewood successfully lobbied for an increase in the amount of funding available to \$60 million and successfully re-prioritized infrastructure in the grant award criteria. This is key to the City's strategy of using the DCIP to fund the infrastructure improvements needed to connect JBLM North with the main base.

Thanks to the City's steadfast efforts, in 2023 the DCIP funding has grown to

its fully authorized amount of \$100 million and has a dedicated title for infrastructure-specific projects. The City successfully supported Lakewood Water District's DCIP funding request for addressing PFAS contamination from JBLM migrating into the City's aquifers.

**Action:** In 2025, the City will continue to support the fully authorized amount of funding for DCIP, and re-prioritization of infrastructure/transportation projects and look for specific projects within the City that might be strong fits for this program.

#### ***4) Transportation, Climate, and Infrastructure Program and Funding***

**Background:** Congress and President Biden enacted the Bipartisan Infrastructure Bill in December 2021 and the Inflation Reduction Act of 2022 in August 2022. These two bills provide dozens of grant and program funding opportunities for the City of Lakewood. The City will evaluate these programs to determine if they are viable funding sources for the City's needs and priorities. The City has substantial concern that national grant programs disadvantage medium sized cities without a specific set aside so that cities of similar size compete on equal ground.

**Action:** Several proposals in both House and Senate bills have new programs identified for competitive grant funding (see below for a selected list). Influencing how these programs are developed by the agencies and ensuring they are set up in ways that make Lakewood's projects accessible and competitive will be a top priority. Each of these new programs provide an opportunity for the City to position projects and compete for funding. The City will work to modify the Infrastructure grant programs to create a medium sized city set aside and to ensure that program criteria meet the needs of the community. Each of these new programs has gone through at least one full funding cycle so far so the City will have experience with the specific criteria to evaluate good fits for Lakewood as well as to make recommendations for program modifications to congress, to include a medium city set aside. Some of the recent grant programs include:

- Clean Heavy Duty Vehicles
- Climate Pollution Reduction Grants

- Environmental and Climate Justice Block Grants
- Neighborhood Access and Equity Grant Program
- Latest and Zero Building Energy Code Adoption
- Safe Streets and Roads for All Program
- Reconnecting Communities Pilot Grant Program
- Culvert Removal, Replacement and Restoration Program
- Broadband Development and Deployment
- Charging and Fueling Infrastructure
- Bridge Investment Program
- Carbon Reduction Program
- Local and Regional Project Assistance Grant

Influencing how these programs are developed by the agencies and ensuring they are set up in ways that make Lakewood's projects accessible and competitive will be a top priority. Each of these new programs provide an opportunity for the City to position projects and compete for funding. The City will work to modify the Infrastructure grant programs to create a medium sized city set aside and to ensure that program criteria meet the needs of the City of Lakewood.

### *5) Medium Sized City Set Aside*

**Background:** Most federal infrastructure spending has a rural set aside which is critical for smaller communities to be able to access federal dollars. There is no comparable medium sized city set aside. Instead, medium sized cities compete against large cities like Seattle, Portland and Los Angeles for limited resources. Medium sized cities need a defined pool to compete within so as to make federal funds available in a way that simply aren't in their current status.

The RAISE program is the key federal funding program for local infrastructure investments. Yet, all cities compete within the same funding pool, putting smaller and medium sized cities at a competitive disadvantage for funding even as the transit and commuter challenges are similar to those of larger communities. There are efforts in Congress to create funding tiers so that cities of similar size can compete for federal funds. The City has supported efforts to designate a portion of federal transportation spending for cities between 10,000 and 75,000 in population size. In 2020, the RAISE grant

criteria was changed so that half of all funding in the program went to cities below 200,000 in population size. While the City appreciates and supports this action, it puts all but three cities in Washington State in the same competitive pool and is not a true medium sized city set aside.

The issue applies beyond the RAISE program. With dozens of new and augmented federal grant programs for cities funded in the Infrastructure and Climate bills, ensuring these funds are accessible to medium sized cities is a top priority.

As for proof as to why this set aside is needed, since the RAISE program, formerly known as the BUILD or TIGER, was created in 2009 through 2021, not a single award was made to a city in Washington State between 10,000 and 75,000 in population size.

In 2022, there were signs that this legislative effort is seeing results. Of the six RAISE grant awards made in Washington State, two awards went to medium sized cities (Lynnwood and Bothell). This progress is a result of the work done by many Washington State cities and sets a good precedent for us to continue to refine population tiers for grant funding. In 2023, the City of Shoreline was awarded \$20 million through the RAISE program.

In 2023, the City submitted an unsuccessful RAISE Planning Grant but had excellent and insightful feedback from USDOT about our application. As a result, the City resubmitted the grant in 2024 and was awarded \$1.1 million.

**Action:** The City will continue to lobby for a portion of federal infrastructure dollars be set aside for medium sized cities. This policy position is consistent with the work the City has been doing for years and is supported broadly by similar sized cities throughout the state.

## *6) Continuation of Earmark Authority*

**Action:** Congress reinstated its earmarking authority in 2021 and the City should continue to support the use of congressionally-directed spending in 2025 and beyond with full transparency and conflict of interest checks.

# Defense Policies

## *7) Base Realignment and Closure (BRAC)*

**Background:** A BRAC round is the best way to direct military construction and infrastructure funding to the bases and locations that need the most investments. While the prospects of a BRAC round over the next few years are unlikely, the DOD and the City’s congressional delegation are supportive, including most importantly, Congressman Adam Smith who is the Chair of the House Armed Services Committee with jurisdiction over this issue.

**Action:** The City will continue to support a BRAC round to focus limited federal funding on critical military infrastructure needs. The City urges Congress to invest in the Office of Local Community Cooperation with any BRAC round. Moreover, for bases that see an increase in missions or personnel following a BRAC, Congress should consider creating a new funding support to address deficiencies on those installations.

## *8) Office of Local Defense Community Cooperation*

**Background:** As Congress moves forward with annual Defense Authorization bills, preserving funding for the Office of Local Defense Community Cooperation (OLDCC) – formerly known as the Office of Economic Adjustment (OEA) – at the Pentagon is a key priority for the City. OLDCC funds economic studies and planning for cities that experience reductions or growth in their military installations.

**Action:** OLDCC is expected to continue to be a critical partner to the City for many shared initiatives in support of JBLM. The City supports stable funding for OLDCC in recognition of its strong role in the economic growth in the region.

## *9) Association of Defense Communities Engagement*

**Background:** The Association of Defense Communities (ADC) has become a key ally for the City. The ADC’s support for the Defense Community Infrastructure Program was key to enactment in 2018. Additionally, its

steadfast support for the Office of Local Defense Community Cooperation (OLDCC) has been critically important for the viability of that agency.

**Action:** The City should continue to look for ways to deepen its relationship with ADC, to include participating in ADC conferences and seeking committee and board positions with ADC.

### ***10) Support for Military Projects at JBLM***

**Background:** Congress restored limited earmarking authority to its appropriations bills. In 2021, Military Construction projects were not eligible for earmarking but there were 28 projects selected for earmarked funding in 2022 and dozens more in line to be funded in 2023.

**Action:** The City will support JBLM by supporting military construction projects that the base has identified as priorities for the Military Construction accounts within the congressional spending bills.

## **Community Economic Development Policies**

### ***11) Community Development Block Grants (CDBG) and the Home Investment Partnership Program (HOME)***

**Background:** The City of Lakewood uses Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funding to support local initiatives that benefit the City's vulnerable population. Funding in the CDBG program increased by 30% in 2018 after falling to a decade low in 2016 and has been holding steady at that rate since then.

The CDBG program was used by Congress extensively as a distribution mechanism for federal relief funding for the COVID pandemic. However, those program increases in the CDBG budget are temporary and responsive to the pandemic – not permanent increases in the program.

**Action:** The City will continue to support the CDBG and HOME program at the federal level and lobby for increased funding that could be put to use in Lakewood immediately.

## 12) *Support for Municipal Tax Policy*

**Background:** Congress has adjusted various tax policies that have a direct impact on the City of Lakewood, including the New Markets Tax Credit, the Affordable Housing Tax Credit and the State and Local Sales Tax Deduction. These policies, in addition to policies that would negatively value municipal bonding authority, remain under debate in Congress and the City should advocate for strong municipal authority and tax credits that facilitate economic development and meet our region's critical housing needs

**Action:** The City will advocate for strong municipal authority and tax credits that facilitate economic development and meet the region's critical housing needs.



Placeholder for Federal Agenda 2026, which is the 2026 Scope of Work.

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b>	<b>TITLE:</b> Motion authorizing award of a construction contract to Active Construction, Inc. in the amount of \$5,272,272.00 plus a five percent contingency for the Steilacoom Blvd – 87 <sup>th</sup> to Weller Project.	<b>TYPE OF ACTION:</b>
November 4, 2024		<input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> MOTION NO. 2024-73 <input type="checkbox"/> OTHER
<b>REVIEW:</b>		
	<b>ATTACHMENTS:</b> Bid Tabulations Vicinity Map	

**SUBMITTED BY:** Jeff Rimack, P.E., Planning and Public Works Director

**RECOMMENDATION:** It is recommended that the City Council authorize award of a construction contract to Active Construction, Inc. in the amount of \$5,272,272.00 plus a five percent contingency (\$263,613.60) for the construction of the Steilacoom Boulevard – 87<sup>th</sup> to Weller Project, City Project 302.0133.


**DISCUSSION:** This project will add curbs, sidewalk, aluminum street lighting and bike lanes along Steilacoom Blvd. between 87<sup>th</sup> and Weller. The pavement will be overlaid, storm drainage and the traffic signals at 87<sup>th</sup>, Hipkins, Briggs, and Weller will be replaced, and the road will be restriped with durable marking.

The City received competitive bids from 11 contractors; bid tabulations for the project are attached. The project is slightly over the engineer’s estimate, but no portions of the bid are unbalanced.

**ALTERNATIVE(S):** There is no practical alternative except to reject all bids and re-bid the project. It is unlikely that a re-bid would decrease bids due to the competitive nature of the first bid.

**FISCAL IMPACT:** Project 302.0133, Steilacoom Blvd – 87<sup>th</sup> to Weller does not have sufficient funding to complete the work within the approved budget. Analysis of revenues and expenditures, have identified a funding shortfall of approximately \$535,886. This shortfall is attributed to higher than anticipated inflationary pricing and from additional requirements from federal granting agencies raising the prices of the work. To address this shortfall, it is recommended that the City Council fully fund the project with an available surface water management amount of \$535,886 as part of the 2024 Year-End Budget Adjustment.

**(continued on page 2)**

Troy Pokswinski, P.E. Prepared by	 City Manager Review
Jeff Rimack Department Director	

<b>Steilacoom Blvd – 87<sup>th</sup> to Weller</b>	<b>Projected Postbid Budget</b>
<b>Funding Sources</b>	
Transportation Improvement Board Grant	\$ 442,680
FHWA HSIP (Safety Grant)	\$ 2,301,800
CMAQ (PSRC Air Quality Grant)	\$ 1,500,000
CRP(UL) (PSRC Carbon Reduction Program Grant)	\$ 763,705
Surface Water Management Fund (401)	\$ 535,886
REET	\$ 186,815
<b>Total Funding Sources</b>	<b>\$ 5,730,886</b>
<b>Expenditures</b>	
Construction Contract (including 5% contingency)	\$ 5,535,886
Construction Management	\$ 195,000
<b>Total Expenditures</b>	<b>\$ 5,730,886</b>





# BID TABULATIONS

Wednesday, October 23, 2024

Steilacoom Blvd - 87th to Weller  
302.0133  
October 23, 2024

Note: We hereby certify that these tabulated bids represent all bids received and that the additions of all prices shown have been checked and corrected.

SCHEDULE A - 87th to 83rd				STRICKLAND & SONS		SCI INFRASTRUCTURE		MIDWAY		PIVETTA BROTHERS		AVERAGE	
ITEM NO.	DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
A-1	Mobilization	1	LS	\$378,400.00	\$378,400.00	\$290,000.00	\$290,000.00	\$249,000.00	\$249,000.00	\$347,750.00	\$347,750.00	\$252,023.55	\$252,023.55
A-2	Minor Change	15,000	FA	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00
A-3	Roadway Surveying	1	LS	\$40,450.00	\$40,450.00	\$27,500.00	\$27,500.00	\$18,400.00	\$18,400.00	\$32,400.00	\$32,400.00	\$25,582.27	\$25,582.27
A-4	Training	200	HR	\$84.80	\$16,960.00	\$24.00	\$4,800.00	\$22.00	\$4,400.00	\$27.00	\$5,400.00	\$25.60	\$5,119.09
A-5	SPCC Plan	1	LS	\$860.00	\$860.00	\$1,500.00	\$1,500.00	\$250.00	\$250.00	\$500.00	\$500.00	\$593.64	\$593.64
A-6	Traffic Control Supervisor	1	LS	\$51,500.00	\$51,500.00	\$72,500.00	\$72,500.00	\$48,000.00	\$48,000.00	\$62,725.00	\$62,725.00	\$48,247.73	\$48,247.73
A-7	Flaggers and Spotters	1,400	HR	\$75.00	\$105,000.00	\$89.00	\$124,600.00	\$78.00	\$109,200.00	\$68.00	\$95,200.00	\$75.08	\$105,108.18
A-8	Pedestrian Traffic Control	1	LS	\$7,500.00	\$7,500.00	\$5,000.00	\$5,000.00	\$38,000.00	\$38,000.00	\$5,400.00	\$5,400.00	\$9,747.27	\$9,747.27
A-9	Construction Signs Class A	245	SF	\$13.40	\$3,283.00	\$19.50	\$4,777.50	\$32.00	\$7,840.00	\$36.00	\$8,820.00	\$24.42	\$5,982.45
A-10	Sequential Arrow Sign	3,680	HR	\$2.35	\$8,648.00	\$4.70	\$17,296.00	\$2.70	\$9,936.00	\$16.25	\$59,800.00	\$3.79	\$13,933.82
A-11	Other Temporary Traffic Control Devices	1	LS	\$21,150.00	\$21,150.00	\$90,900.00	\$90,900.00	\$12,800.00	\$12,800.00	\$11,625.00	\$11,625.00	\$17,526.91	\$17,526.91
A-12	Clearing and Grubbing	1	LS	\$30,800.00	\$30,800.00	\$10,300.00	\$10,300.00	\$10,500.00	\$10,500.00	\$5,400.00	\$5,400.00	\$16,681.82	\$16,681.82
A-13	Removal of Structure and Obstruction	1	LS	\$52,700.00	\$52,700.00	\$20,000.00	\$20,000.00	\$32,000.00	\$32,000.00	\$54,550.00	\$54,550.00	\$34,872.73	\$34,872.73
A-14	Sawcutting	3,975	LF	\$3.50	\$13,912.50	\$7.50	\$29,812.50	\$4.00	\$15,900.00	\$9.75	\$38,756.25	\$5.24	\$20,832.61
A-15	Roadway Excavation Incl. Haul	1,100	CY	\$38.70	\$42,570.00	\$38.00	\$41,800.00	\$31.00	\$34,100.00	\$46.55	\$51,205.00	\$56.30	\$61,925.00
A-16	Embankment Compaction	100	CY	\$34.90	\$3,490.00	\$60.00	\$6,000.00	\$23.00	\$2,300.00	\$11.00	\$1,100.00	\$24.72	\$2,471.82
A-17	Shoring or Extra Excavation Class B	1	LS	\$860.00	\$860.00	\$8,800.00	\$8,800.00	\$1,500.00	\$1,500.00	\$2,200.00	\$2,200.00	\$2,394.09	\$2,394.09
A-18	Crushed Surfacing Base Course	600	TN	\$45.40	\$27,240.00	\$69.00	\$41,400.00	\$44.00	\$26,400.00	\$222.75	\$133,650.00	\$70.56	\$42,335.45
A-19	HMA for Pavement Repair Cl. 1/2", PG 58 -22	350	TN	\$225.00	\$78,750.00	\$138.00	\$48,300.00	\$178.00	\$62,300.00	\$172.80	\$60,480.00	\$164.98	\$57,743.64
A-20	HMA for Preleveling Cl. 1/2", PG 58 -22	550	TN	\$127.35	\$70,042.50	\$116.00	\$63,800.00	\$152.00	\$83,600.00	\$128.50	\$70,675.00	\$126.08	\$69,342.50
A-21	HMA Cl. 1/2", PG 58 -22	1,300	TN	\$126.55	\$164,515.00	\$105.00	\$136,500.00	\$139.00	\$180,700.00	\$121.00	\$157,300.00	\$116.96	\$152,046.82
A-22	Asphalt Cost Price Adjustment	15,000	CALC	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00
A-23	Commercial HMA	50	TN	\$216.00	\$10,800.00	\$288.00	\$14,400.00	\$460.00	\$23,000.00	\$216.00	\$10,800.00	\$296.73	\$14,836.36
A-24	Planing Bituminous Pavement	550	SY	\$14.75	\$8,112.50	\$12.00	\$6,600.00	\$28.00	\$15,400.00	\$13.95	\$7,672.50	\$15.20	\$8,360.00
A-25	Infiltration Gallery	252	LF	\$150.70	\$37,976.40	\$108.00	\$27,216.00	\$91.00	\$22,932.00	\$107.50	\$27,090.00	\$104.56	\$26,350.04
A-26	Schedule A Storm Sewer Pipe, 8-Inch Diam.	257	LF	\$75.35	\$19,364.95	\$122.00	\$31,354.00	\$156.00	\$40,092.00	\$181.00	\$46,517.00	\$116.80	\$30,018.77
A-27	Schedule A Storm Sewer Pipe, 12-Inch Diam.	334	LF	\$97.00	\$32,398.00	\$80.00	\$26,720.00	\$160.00	\$53,440.00	\$149.00	\$49,766.00	\$99.39	\$33,195.05
A-28	Catch Basin Type 1	11	EA	\$2,250.00	\$24,750.00	\$1,790.00	\$19,690.00	\$1,430.00	\$15,730.00	\$2,457.00	\$27,027.00	\$2,071.09	\$22,782.00
A-29	Catch Basin Type 1P w/Down Turned Elbow	1	EA	\$2,525.00	\$2,525.00	\$2,000.00	\$2,000.00	\$2,720.00	\$2,720.00	\$3,235.00	\$3,235.00	\$2,535.91	\$2,535.91
A-30	Connection to Existing Catch Basin/Pipe	11	EA	\$2,800.00	\$30,800.00	\$2,200.00	\$24,200.00	\$1,570.00	\$17,270.00	\$1,540.00	\$16,940.00	\$1,620.36	\$17,824.00
A-31	Install Thru Curb Inlet Casting	1	EA	\$1,060.00	\$1,060.00	\$2,500.00	\$2,500.00	\$1,320.00	\$1,320.00	\$962.00	\$962.00	\$1,168.18	\$1,168.18
A-32	Adjust Catch Basin	14	EA	\$775.00	\$10,850.00	\$630.00	\$8,820.00	\$1,400.00	\$19,600.00	\$1,377.00	\$19,278.00	\$869.00	\$12,166.00
A-33	Adjust Manhole	9	EA	\$840.00	\$7,560.00	\$1,500.00	\$13,500.00	\$2,000.00	\$18,000.00	\$1,420.00	\$12,780.00	\$1,220.64	\$10,985.73
A-34	Resolution of Utility Conflicts	10,000	FA	\$1.00	\$10,000.00	\$1.00	\$10,000.00	\$1.00	\$10,000.00	\$1.00	\$10,000.00	\$1.00	\$10,000.00
A-35	Adjust Valve Box	20	EA	\$440.00	\$8,800.00	\$480.00	\$9,600.00	\$700.00	\$14,000.00	\$1,110.00	\$22,200.00	\$602.73	\$12,054.55
A-36	Erosion/Water Pollution Control	1,000	FA	\$1.00	\$1,000.00	\$1.00	\$1,000.00	\$1.00	\$1,000.00	\$1.00	\$1,000.00	\$1.00	\$1,000.00
A-37	Topsoil Type A	110	CY	\$88.00	\$9,680.00	\$70.00	\$7,700.00	\$81.00	\$8,910.00	\$72.35	\$7,958.50	\$74.97	\$8,246.50
A-38	Seeded Lawn Installation	225	SY	\$3.75	\$843.75	\$14.70	\$3,307.50	\$9.60	\$2,160.00	\$15.15	\$3,408.75	\$12.81	\$2,882.05
A-39	Bark Mulch	110	CY	\$91.00	\$10,010.00	\$76.00	\$8,360.00	\$93.00	\$10,230.00	\$78.85	\$8,673.50	\$81.50	\$8,964.50
A-40	Cement Concrete Traffic Curb and Gutter	2,974	LF	\$22.40	\$66,617.60	\$30.00	\$89,220.00	\$19.00	\$56,506.00	\$30.60	\$91,004.40	\$25.32	\$75,296.27
A-41	Cement Concrete Pedestrian Curb	275	LF	\$23.60	\$6,490.00	\$30.00	\$8,250.00	\$22.00	\$6,050.00	\$36.00	\$9,900.00	\$25.92	\$7,127.50
A-42	Cement Concrete Driveway Entrance	480	SY	\$69.70	\$33,456.00	\$97.00	\$46,560.00	\$96.00	\$46,080.00	\$84.80	\$40,704.00	\$93.59	\$44,923.64
A-43	Raised Pavement Marker Type 2	0.45	HUND	\$2,700.00	\$1,215.00	\$2,600.00	\$1,170.00	\$2,890.00	\$1,300.50	\$2,700.00	\$1,215.00	\$2,668.64	\$1,200.89
A-44	Monument Case and Cover	1	EA	\$2,700.00	\$2,700.00	\$1,200.00	\$1,200.00	\$500.00	\$500.00	\$1,026.00	\$1,026.00	\$1,605.55	\$1,605.55
A-45	Cement Concrete Sidewalk	1,454	SY	\$56.70	\$82,441.80	\$52.00	\$75,608.00	\$55.00	\$79,970.00	\$70.10	\$101,925.40	\$60.85	\$88,469.29
A-46	Cement Concrete Curb Ramp Type Single Direction	4	EA	\$1,420.00	\$5,680.00	\$1,865.00	\$7,460.00	\$3,100.00	\$12,400.00	\$1,930.00	\$7,720.00	\$2,197.73	\$8,790.91
A-47	Cement Concrete Curb Ramp Type Parallel	11	EA	\$1,420.00	\$15,620.00	\$1,400.00	\$15,400.00	\$3,100.00	\$34,100.00	\$1,930.00	\$21,230.00	\$2,162.27	\$23,785.00
A-48	Detectable Warning Surface	216	SF	\$71.00	\$15,336.00	\$73.00	\$15,768.00	\$54.00	\$11,664.00	\$68.25	\$14,742.00	\$60.75	\$13,122.00
A-49	Directional Tactile Surface Indicator	14	SF	\$47.00	\$658.00	\$52.00	\$728.00	\$83.00	\$1,162.00	\$46.65	\$653.10	\$54.24	\$759.37
A-50	Illumination System Complete	1	LS	\$194,250.00	\$194,250.00	\$233,730.00	\$233,730.00	\$233,000.00	\$233,000.00	\$162,000.00	\$162,000.00	\$204,539.09	\$204,539.09
A-51	Traffic Signal System Complete - 87th	1	LS	\$522,900.00	\$522,900.00	\$512,500.00	\$512,500.00	\$628,000.00	\$628,000.00	\$518,400.00	\$518,400.00	\$533,731.82	\$533,731.82
A-52	Traffic Signal System Complete - Hipkins	1	LS	\$445,200.00	\$445,200.00	\$540,800.00	\$540,800.00	\$535,000.00	\$535,000.00	\$491,400.00	\$491,400.00	\$467,204.73	\$467,204.73
A-53	Traffic Signal Interconnect System Modifications	1	LS	\$16,200.00	\$16,200.00	\$21,900.00	\$21,900.00	\$18,000.00	\$18,000.00	\$27,000.00	\$27,000.00	\$17,808.18	\$17,808.18
A-54	Permanent Signing	1	LS	\$16,200.00	\$16,200.00	\$5,200.00	\$5,200.00	\$12,600.00	\$12,600.00	\$500.00	\$500.00	\$4,097.73	\$4,097.73
A-55	Profiled Plastic Line	8,033	LF	\$3.35	\$26,910.55	\$3.25	\$26,107.25	\$3.60	\$28,918.80	\$3.35	\$26,910.55	\$3.29	\$26,399.36
A-56	Plastic Wide Line	3,578	LF	\$4.95	\$17,711.10	\$4.70	\$16,816.60	\$5.20	\$18,605.60	\$4.85	\$17,353.30	\$4.78	\$17,093.08
A-57	Plastic Stop Line	270	LF	\$18.50	\$4,995.00	\$17.85	\$4,819.50	\$20.00	\$5,400.00	\$18.35	\$4,954.50	\$18.41	\$4,971.68
A-58	Plastic Bike Lane Symbol	8	EA	\$375.00	\$3,000.00	\$367.00	\$2,936.00	\$410.00	\$3,280.00	\$378.00	\$3,024.00	\$372.05	\$2,976.36
A-59	Plastic Traffic Arrow	15	EA	\$325.00	\$4,875.00	\$315.00	\$4,725.00	\$350.00	\$5,250.00	\$324.00	\$4,860.00	\$322.64	\$4,839.55
A-60	Plastic Crosswalk Line	1,310	SF	\$13.25	\$17,357.50	\$13.00	\$17,030.00	\$14.50	\$18,995.00	\$13.50	\$17,685.00	\$13.18	\$17,268.18
<b>SCHEDULE A TOTAL</b>				<b>\$2,874,975.15</b>		<b>\$2,940,481.85</b>		<b>\$3,009,711.90</b>		<b>\$3,074,451.75</b>		<b>\$2,763,891.18</b>	

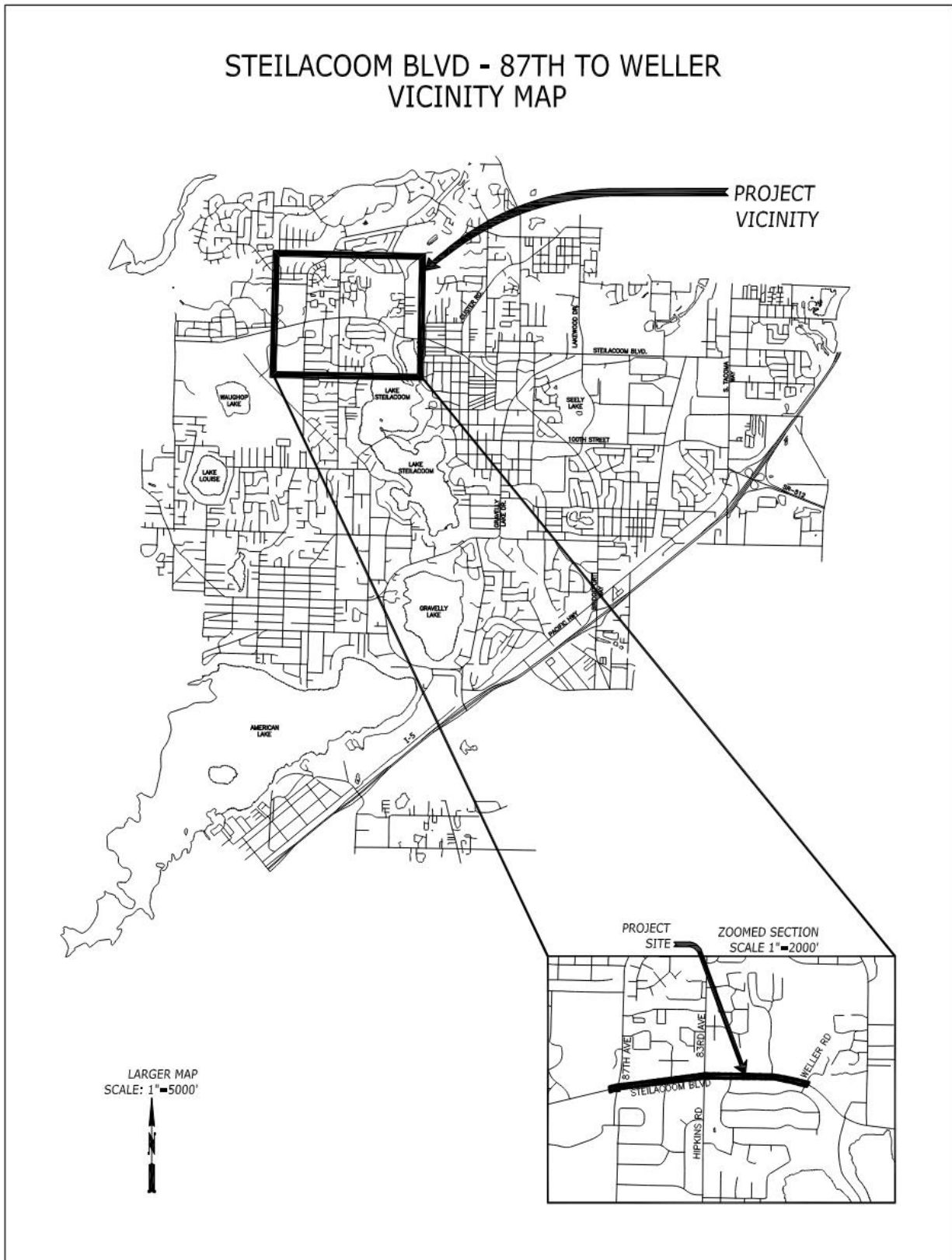
SCHEDULE B - 83rd to Weller				STRICKLAND & SONS		SCI INFRASTRUCTURE		MIDWAY		PIVETTA BROTHERS		AVERAGE	
ITEM NO.	DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
B-1	Mobilization	1	LS	\$389,560.00	\$389,560.00	\$285,000.00	\$285,000.00	\$150,000.00	\$150,000.00	\$359,850.00	\$359,850.00	\$239,810.00	\$239,810.00
B-2	Minor Change	15,000	FA	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00
B-3	Roadway Surveying	1	LS	\$28,875.00	\$28,875.00	\$19,800.00	\$19,800.00	\$18,400.00	\$18,400.00	\$30,240.00	\$30,240.00	\$21,574.55	\$21,574.55
B-4	Training	200	HR	\$84.80	\$16,960.00	\$19.00	\$3,800.00	\$22.00	\$4,400.00	\$27.00	\$5,400.00	\$25.14	\$5,028.18
B-5	SPCC Plan	1	LS	\$860.00	\$860.00	\$1,500.00	\$1,500.00	\$250.00	\$250.00	\$500.00	\$500.00	\$593.64	\$593.64
B-6	Traffic Control Supervisor	1	LS	\$51,000.00	\$51,000.00	\$72,500.00	\$72,500.00	\$48,000.00	\$48,000.00	\$80,650.00	\$80,650.00	\$47,799.09	\$47,799.09
B-7	Flaggers and Spotters	1,800	HR	\$75.00	\$135,000.00	\$89.00	\$160,200.00	\$78.00	\$140,400.00	\$68.00	\$122,400.00	\$75.08	\$135,139.09
B-8	Pedestrian Traffic Control	1	LS	\$7,500.00	\$7,500.00	\$1,500.00	\$1,500.00	\$32,000.00	\$32,000.00	\$5,400.00	\$5,400.00	\$8,874.55	\$8,874.55
B-9	Construction Signs Class A	105	SF	\$13.40	\$1,407.00	\$13.50	\$1,417.50	\$12.25	\$1,286.25	\$36.00	\$3,780.00	\$22.26	\$2,337.20
B-10	Sequential Arrow Sign	4,000	HR	\$2.35	\$9,400.00	\$4.70	\$18,800.00	\$2.70	\$10,800.00	\$16.25	\$65,000.00	\$3.72	\$14,890.91
B-11	Other Temporary Traffic Control Devices	1	LS	\$23,400.00	\$23,400.00	\$15,900.00	\$15,900.00	\$4,800.00	\$4,800.00	\$11,625.00	\$11,625.00	\$9,913.27	\$9,913.27
B-12	Clearing and Grubbing	1	LS	\$35,250.00	\$35,250.00	\$10,300.00	\$10,300.00	\$8,400.00	\$8,400.00	\$5,400.00	\$5,400.00	\$20,801.27	\$20,801.27
B-13	Removal of Structure and Obstruction	1	LS	\$56,900.00	\$56,900.00	\$19,000.00	\$19,000.00	\$28,000.00	\$28,000.00	\$65,800.00	\$65,800.00	\$39,788.36	\$39,788.36
B-14	Sawcutting	4,825	LF	\$3.50	\$16,887.50	\$7.30	\$35,222.50	\$4.00	\$19,300.00	\$9.75	\$47,043.75	\$5.22	\$25,186.50
B-15	Roadway Excavation Incl. Haul	1,300	CY	\$38.70	\$50,310.00	\$37.00	\$48,100.00	\$32.00	\$41,600.00	\$46.55	\$60,515.00	\$55.16	\$71,706.82
B-16	Embankment Compaction	150	CY	\$34.90	\$5,235.00	\$30.00	\$4,500.00	\$18.00	\$2,700.00	\$11.00	\$1,650.00	\$21.55	\$3,231.82
B-17	Shoring or Extra Excavation Class B	1	LS	\$860.00	\$860.00	\$8,800.00	\$8,800.00	\$1,500.00	\$1,500.00	\$5,185.00	\$5,185.00	\$2,720.00	\$2,720.00
B-18	Crushed Surfacing Base Course	650	TN	\$45.40	\$29,510.00	\$69.00	\$44,850.00	\$41.00	\$26,650.00	\$221.00	\$143,650.00	\$68.67	\$44,637.27
B-19	HMA for Pavement Repair Cl. 1/2", PG 58 -22	425	TN	\$225.00	\$95,625.00	\$178.00	\$75,650.00	\$224.00	\$95,200.00	\$172.80	\$73,440.00	\$184.25	\$78,308.18
B-20	HMA for Preleveling Cl. 1/2", PG 58 -22	650	TN	\$127.65	\$82,972.50	\$116.00	\$75,400.00	\$152.00	\$98,800.00	\$128.50	\$83,525.00	\$124.83	\$81,140.68
B-21	HMA Cl. 1/2", PG 58 -22	1,450	TN	\$126.55	\$183,497.50	\$105.00	\$152,250.00	\$139.00	\$201,550.00	\$121.00	\$175,450.00	\$116.91	\$169,524.77
B-22	Asphalt Cost Price Adjustment	15,000	CALC	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00	\$1.00	\$15,000.00
B-23	Commercial HMA	75	TN	\$216.00	\$16,200.00	\$78.00	\$5,850.00	\$320.00	\$24,000.00	\$216.00	\$16,200.00	\$245.58	\$18,418.30
B-24	Planing Bituminous Pavement	600	SY	\$14.75	\$8,850.00	\$12.00	\$7,200.00	\$27.00	\$16,200.00	\$13.55	\$8,130.00	\$14.85	\$8,907.27
B-25	Temporary Concrete Barrier	540	LF	\$59.25	\$31,995.00	\$34.00	\$18,360.00	\$63.00	\$34,020.00	\$22.00	\$11,880.00	\$56.26	\$30,382.36
B-26	Schedule A Storm Sewer Pipe, 8-Inch Diam.	148	LF	\$75.35	\$11,151.80	\$180.00	\$26,640.00	\$156.00	\$23,088.00	\$180.00	\$26,640.00	\$123.76	\$18,316.35
B-27	Schedule A Storm Sewer Pipe, 12-Inch Diam.	471	LF	\$97.00	\$45,687.00	\$85.00	\$40,035.00	\$136.00	\$64,056.00	\$148.50	\$69,943.50	\$102.86	\$48,448.77
B-28	Schedule A Storm Sewer Pipe, 18-Inch Diam.	1,658	LF	\$104.25	\$172,846.50	\$95.00	\$157,510.00	\$152.00	\$252,016.00	\$133.50	\$221,343.00	\$93.18	\$154,495.45
B-29	Catch Basin Type 2, 48-Inch Diam.	9	EA	\$5,690.00	\$51,210.00	\$4,500.00	\$40,500.00	\$2,990.00	\$26,910.00	\$4,710.00	\$42,390.00	\$4,808.36	\$43,275.27
B-30	Catch Basin Type 1	7	EA	\$2,250.00	\$15,750.00	\$1,800.00	\$12,600.00	\$1,480.00	\$10,360.00	\$2,500.00	\$17,500.00	\$2,080.91	\$14,566.36
B-31	Connection to Existing Catch Basin/Pipe	8	EA	\$2,800.00	\$22,400.00	\$1,500.00	\$12,000.00	\$1,600.00	\$12,800.00	\$1,575.00	\$12,600.00	\$1,568.64	\$12,549.09
B-32	Adjust Catch Basin	4	EA	\$775.00	\$3,100.00	\$2,000.00	\$8,000.00	\$1,400.00	\$5,600.00	\$1,375.00	\$5,500.00	\$994.45	\$3,977.82
B-33	Adjust Manhole	4	EA	\$840.00	\$3,360.00	\$2,500.00	\$10,000.00	\$2,000.00	\$8,000.00	\$1,425.00	\$5,700.00	\$1,245.18	\$4,980.73
B-34	Resolution of Utility Conflicts	10,000	FA	\$1.00	\$10,000.00	\$1.00	\$10,000.00	\$1.00	\$10,000.00	\$1.00	\$10,000.00	\$1.00	\$10,000.00
B-35	Adjust Valve Box	4	EA	\$440.00	\$1,760.00	\$960.00	\$3,840.00	\$700.00	\$2,800.00	\$1,110.00	\$4,440.00	\$641.82	\$2,567.27
B-36	Erosion/Water Pollution Control	1,000	FA	\$1.00	\$1,000.00	\$1.00	\$1,000.00	\$1.00	\$1,000.00	\$1.00	\$1,000.00	\$1.00	\$1,000.00
B-37	Topsoil Type A	140	CY	\$88.00	\$12,320.00	\$70.00	\$9,800.00	\$81.00	\$11,340.00	\$72.35	\$10,129.00	\$74.88	\$10,482.82
B-38	Seeded Lawn Installation	275	SY	\$3.75	\$1,031.25	\$14.70	\$4,042.50	\$9.60	\$2,640.00	\$15.15	\$4,166.25	\$12.81	\$3,522.50
B-39	Bark Mulch	140	CY	\$91.00	\$12,740.00	\$76.00	\$10,640.00	\$93.00	\$13,020.00	\$78.85	\$11,039.00	\$81.50	\$11,410.00
B-40	Cement Concrete Traffic Curb and Gutter	3,635	LF	\$23.60	\$85,786.00	\$30.00	\$109,050.00	\$16.00	\$58,160.00	\$30.55	\$111,049.25	\$24.29	\$88,280.93
B-41	Cement Concrete Pedestrian Curb	225	LF	\$23.60	\$5,310.00	\$30.00	\$6,750.00	\$28.00	\$6,300.00	\$36.00	\$8,100.00	\$27.15	\$6,107.73
B-42	Cement Concrete Driveway Entrance	586	SY	\$69.70	\$40,844.20	\$97.00	\$56,842.00	\$96.00	\$56,256.00	\$84.80	\$49,692.80	\$90.64	\$53,112.91
B-43	Raised Pavement Marker Type 2	0.55	HUND	\$2,700.00	\$1,485.00	\$2,600.00	\$1,430.00	\$2,890.00	\$1,589.50	\$2,700.00	\$1,485.00	\$2,677.73	\$1,472.75
B-44	Monument Case and Cover	3	EA	\$2,700.00	\$8,100.00	\$1,200.00	\$3,600.00	\$1,500.00	\$4,500.00	\$1,026.00	\$3,078.00	\$1,714.18	\$5,142.55
B-45	Cement Concrete Sidewalk	1,776	SY	\$56.70	\$100,699.20	\$52.00	\$92,352.00	\$59.00	\$104,784.00	\$70.10	\$124,497.60	\$64.05	\$113,760.87
B-46	Cement Concrete Curb Ramp Type Single Direction	1	EA	\$1,420.00	\$1,420.00	\$1,865.00	\$1,865.00	\$3,100.00	\$3,100.00	\$1,930.00	\$1,930.00	\$2,272.73	\$2,272.73
B-47	Cement Concrete Curb Ramp Type Parallel	7	EA	\$1,420.00	\$9,940.00	\$1,400.00	\$9,800.00	\$3,100.00	\$21,700.00	\$1,930.00	\$13,510.00	\$2,240.91	\$15,686.36
B-48	Cement Concrete Cast in Place Wall 2' Max. Height	100	LF	\$47.50	\$4,750.00	\$157.00	\$15,700.00	\$48.00	\$4,800.00	\$162.00	\$16,200.00	\$130.64	\$13,063.64
B-49	Detectable Warning Surface	96	SF	\$47.00	\$4,512.00	\$52.00	\$4,992.00	\$83.00	\$7,968.00	\$46.65	\$4,478.40	\$54.20	\$5,202.76
B-50	Cluster Mailbox Type V	2	EA	\$4,100.00	\$8,200.00	\$2,500.00	\$5,000.00	\$6,130.00	\$12,260.00	\$1,350.00	\$2,700.00	\$3,260.18	\$6,520.36
B-51	Illumination System Complete	1	LS	\$168,000.00	\$168,000.00	\$212,000.00	\$212,000.00	\$201,000.00	\$201,000.00	\$162,000.00	\$162,000.00	\$182,634.27	\$182,634.27
B-52	Traffic Signal System Complete - Briggs	1	LS	\$492,450.00	\$492,450.00	\$523,000.00	\$523,000.00	\$590,000.00	\$590,000.00	\$489,240.00	\$489,240.00	\$501,308.18	\$501,308.18
B-53	Traffic Signal System Complete - Weller	1	LS	\$497,700.00	\$497,700.00	\$532,000.00	\$532,000.00	\$597,000.00	\$597,000.00	\$518,400.00	\$518,400.00	\$510,758.64	\$510,758.64
B-54	Traffic Signal Interconnect System Modifications	1	LS	\$31,320.00	\$31,320.00	\$24,150.00	\$24,150.00	\$36,000.00	\$36,000.00	\$20,520.00	\$20,520.00	\$29,771.82	\$29,771.82
B-55	Relocated Existing School Zone Light	1	LS	\$4,320.00	\$4,320.00	\$3,800.00	\$3,800.00	\$5,100.00	\$5,100.00	\$5,400.00	\$5,400.00	\$5,001.82	\$5,001.82
B-56	Permanent Signing	1	LS	\$19,400.00	\$19,400.00	\$5,200.00	\$5,200.00	\$12,800.00	\$12,800.00	\$2,415.00	\$2,415.00	\$5,090.00	\$5,090.00
B-57	Profiled Plastic Line	6,572	LF	\$3.35	\$22,016.20	\$3.25	\$21,359.00	\$3.60	\$23,659.20	\$3.35	\$22,016.20	\$3.29	\$21,597.98
B-58	Plastic Wide Line	2,927	LF	\$4.95	\$14,488.65	\$4.70	\$13,756.90	\$5.20	\$15,220.40	\$4.85	\$14,195.95	\$4.78	\$13,983.08
B-59	Plastic Stop Line	270	LF	\$18.50	\$4,995.00	\$17.80	\$4,806.00	\$19.75	\$5,332.50	\$18.35	\$4,954.50	\$18.39	\$4,964.32
B-60	Plastic Bike Lane Symbol	8	EA	\$375.00	\$3,000.00	\$367.00	\$2,936.00	\$410.00	\$3,280.00	\$378.00	\$3,024.00	\$370.68	\$2,965.45
B-61	Plastic Traffic Arrow	11	EA	\$325.00	\$3,575.00	\$315.00	\$3,465.00	\$350.00	\$3,850.00	\$324.00	\$3,564.00	\$320.82	\$3,529.00
B-62	Plastic Crosswalk Line	1,146	SF	\$13.25	\$15,184.50	\$13.00	\$14,898.00	\$14.50	\$16,617.00	\$13.50	\$15,471.00	\$13.18	\$15,106.36
<b>SCHEDULE B SUBTOTAL</b>				\$3,219,906.80	\$3,131,259.40	\$3,273,162.85	\$3,453,026.20	\$3,057,641.04					

		STRICKLAND & SONS		SCI INFRASTRUCTURE		MIDWAY		PIVETTA BROTHERS		AVERAGE	
<b>TOTAL BID</b>		<b>\$6,094,881.95</b>	<b>\$6,071,741.25</b>	<b>\$6,282,874.75</b>	<b>\$6,527,477.95</b>	<b>\$5,821,532.22</b>					



# VICINITY MAP

## STEILACOOM BLVD - 87TH TO WELLER VICINITY MAP





# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> November 4, 2024	<b>TITLE:</b> Authorizing the execution of an interlocal agreement between Pierce County and the City of Lakewood for the provision of specialized law enforcement services.	<b>TYPE OF ACTION:</b>  — ORDINANCE — RESOLUTION <u>X</u> MOTION NO. 2024-74 — OTHER
<b>REVIEW:</b> October 21, 2024	<b>ATTACHMENTS:</b> Interlocal	

**SUBMITTED BY:** Patrick Smith, Police Chief

**RECOMMENDATION:** It is recommended that the City Council authorize the execution of an interlocal agreement between Pierce County and the City of Lakewood for the provision of specialized law enforcement services.

**DISCUSSION:** The size of the City of Lakewood is not conducive to the degree of specialization necessary to provide coverage for every contingency; contracting with Pierce County to address low frequency incidents that are expensive is prudent use of City resources.

In order to provide complete law enforcement services, the City contracts with Pierce County for specific support. The services detailed in the proposed contract should not be needed often and, if needed, would be due to a critical situation. The City has specifically identified the following services from those offered by Pierce County:

- Special Weapons and Tactics (SWAT) – City to reimburse on a by-incident basis;
- Hazardous Devices (Bomb Squad) – at no cost to the City;
- Marine Services/Dive – at no cost to the City;
- Air Operations – at no cost to the City.

The City currently uses its own Special Response Team (SRT) so the Pierce County SWAT would only be called upon in a situation where the SRT capacity is surpassed. Calling upon Pierce County SWAT is in the sole discretion of the City; the City can choose to never call upon this service. Those services without an associated cost are offered without charge as a regional resource.

**ALTERNATIVE(S):** The City Council could decline approval of the interlocal agreement.

**FISCAL IMPACT:** The fiscal impact \$16,880 per Special Weapons & Tactics (SWAT) response and no charge for Regional Asset services.

Patrick Smith, Chief of Police  
Prepared by

  
City Manager Review

**INTERLOCAL AGREEMENT  
BETWEEN  
PIERCE COUNTY AND THE CITY OF LAKEWOOD  
FOR THE PROVISION OF SPECIALIZED LAW ENFORCEMENT SERVICES**

**THIS INTERLOCAL AGREEMENT (“Agreement”)** is entered into by and between **PIERCE COUNTY**, a political subdivision of the State of Washington (“County”) and **THE CITY OF LAKEWOOD**, a municipal corporation of the State of Washington (“City”) (together, “Parties”) as follows:

**WHEREAS**, the City of Lakewood on behalf of the Lakewood Police Department has requested the County provide certain law enforcement services to the City; and

**WHEREAS**, the County has the resources necessary through the Pierce County Sheriff’s Department (PCSD) to provide specialized law enforcement services to the City; and

**WHEREAS**, the County is willing to provide these services to the City; and

**WHEREAS**, the parties previously entered into an agreement for specialized law enforcement services on March 4, 2020; and

**WHEREAS**, the parties are authorized to enter into such agreements by virtue of RCW Chapter 39.34, the Interlocal Cooperation Act.

**NOW, THEREFORE**, in consideration of the terms and conditions contained herein, it is mutually agreed by and between the County and the City as follows:

**SECTION 1. PURPOSE.**

The purpose of this agreement is for the County to provide the City with specialized law enforcement services by and through the Pierce County Sheriff’s Department. Both parties to this agreement have responsibility to provide police protection within their respective boundaries. The Pierce County Sheriff’s Department has developed an expertise in certain areas of specialized response. The City recognizes that the expertise of the County, and the Pierce County Sheriff’s Department, would be of benefit in such matters. In order to allow towns and cities to take advantage of the expertise of the County, the Pierce County Sheriff’s Department is willing to provide certain services on a reimbursable basis. This agreement sets forth the respective rights and duties of each of the parties in the provision of these services.

**SECTION 2. DUTIES/RESPONSIBILITIES OF THE COUNTY.**

- A. To provide access to the agreed upon services between the Sheriff's Department and the City.
- B. To provide a timely response for services requested.
- C. To provide all necessary personnel and command.
- D. To provide all reasonably needed and necessary equipment for the response.
- E. To handle the call to completion, to include all necessary reports, testimony, or other follow-up.
- F. To provide a full and complete invoice on all services, personnel and equipment utilized hereunder, only if the per response billing basis option is pre-selected by the City.

**SECTION 3. DUTIES/RESPONSIBILITIES OF THE CITY.**

- A. To determine when to request specialized services from the County.
- B. To provide a contact person of command level to act as liaison between the contracting agencies.
- C. To provide traffic control or other perimeter security as may be required.
- D. To provide schematics, floor plans, or other items of information which may be required as part of a response.
- E. To allow training at sites within the City as may be desired by the County to assure knowledgeable response.
- F. To provide reimbursement hereunder for the services rendered.

**SECTION 4. JOINT DUTIES/RESPONSIBILITIES.**

- A. To provide joint law enforcement response as necessary to keep and restore the peace.
- B. To complete and submit all necessary reports, documents, and other needed information in a timely manner for any law enforcement or prosecution need.
- C. To mutually cooperate to assure the success of any and all law enforcement missions.

**SECTION 5. SERVICE DESCRIPTIONS.**

The County will provide the specialized law enforcement services as described in the categories below within the City's service area. The type of service selected by the City and cost for service provided by the County is detailed in "Exhibit A", which is also attached hereto and incorporated herein by this reference.

- A. **Major Crimes Investigations:** This service shall consist of criminal investigation carried out by detectives often in conjunction with forensic trained individuals when necessary. Investigations will be supported by crime scene analysis, crime laboratory, polygraph, identifications, evidence control, Automatic Fingerprint Identification System (AFIS) and any other technology then in the possession of the Sheriff and determined by the lead investigator as appropriate for the investigation. Unless otherwise agreed by the County, the crimes to be investigated shall typically be homicides, abductions, and aggravated assaults which involve substantial bodily harm as set forth by RCW 9A.04.110 or the possibility of death.

This service will only be available on a pre-determined hourly basis or on a pre-determined per capita basis.

For other felony crimes that are not homicides, abductions, or aggravated assaults, members of the Sheriff's Criminal Investigations Bureau can be requested through the Sheriff's CDO on a per hourly basis.

- B. **Major Crimes Forensics:** This service shall be for major crimes outlined in Section A and shall include a fully trained Forensics Investigator who shall have the ability and training to take photographs and measurements, document other important physical evidence, obtain and process fingerprints, utilize all technology available to the Forensics Investigator, and perform all other services and procedures to assist in the processing of a crime scene or subject. Forensics will respond to incidents after-hours if a Sheriff's detective will be acting as the lead investigator.

This service will be available for major crimes on a pre-determined hourly basis or on a pre-determined per capita basis.

Forensics services for crimes other than the major crimes outlined in Section A can be requested through the Sheriff's CDO on a pre-determined hourly basis.

If only forensics services – and no detective services – are provided by members of the Sheriff's Department in response to an incident, then all property/evidence collected by forensics will be retained by the lead agency in the investigation and not the Sheriff's Department.

- C. **Internal Affairs Investigations:** This service shall involve a member of the Sheriff's Department who shall perform any matter involving an Internal Affairs complaint or investigation. The investigator will be trained in investigating such matters and will provide Garrity warnings and other aspects of due process, etc. which are required by law, contract, etc. If needed, polygraph services may be included for such services. Unless otherwise agreed by the County, the matters to be investigated shall typically be: complaints of criminal acts; excessive force; complaints of racial, sexual or other types of protected status harassment; cases of high public interest.

This service will be included at no additional cost only if the City has a current agreement with the County for Major Crimes Investigations on pre-determined per capita billing basis. This service is not available on an hourly basis or a per incident basis.

- D. **Special Weapons And Tactics (SWAT):** This service shall be in the nature of a team response, which may call for a variety of disciplines (negotiators, sharpshooters, snipers, entry, and others). Each SWAT call response is made as a team and each call is staffed as a team. The team, and each member, is responsible to the success of every SWAT Team mission.

This service will be available on a pre-determined per capita billing basis or on a pre-determined per incident billing basis.

- E. **Hazardous Devices (Bomb Squad):** This service shall include the Hazardous Devices Unit (HDU) and will typically be a multi-officer response for safety reasons. The team will include an explosive specialist, and will provide the necessary and required equipment to address the threat.

The Sheriff's Department Hazardous Devices Unit is considered as a Regional Asset when responding to an emergency call for service. There are no applicable charges or billings associated with regional deployment under mutual aid.

- F. **Marine Services/Dive:** This service shall involve deputies and other personnel who are trained in areas of marine rescue or dive techniques, including rescue and recovery. This may include a response with vessels or other watercraft, and will typically include a response with multiple personnel for safety and deployment reasons.

The Sheriff's Department Marine Services Unit and Dive Team are as considered as a Regional Asset when responding to an emergency call for service. There are no applicable charges or billings associated with regional deployment under mutual aid.

- G. **Air Operations:** This service shall involve deputies and other personnel who are trained in flight operations, to include pilots and tactical flight observers. This may include a response with an aircraft capable of deployment in search & rescue, natural disaster, and major incidents/crime scenes.

The Sheriff's Department airplane is considered as a Regional Asset when it is in operation. There are no applicable charges or billings associated with regional deployment under mutual aid.

## **SECTION 6. SELECTION OF BILLING BASIS AND SERVICES.**

The City shall select to be billed on either a per capita or a per incident basis, and select the services to be provided by the County. These mutually agreed up selections are set forth in "Exhibit A", which is attached hereto and made a part hereof. If a service is not listed, it will not be provided absent a separate request and it will be charged in accordance with the Default Costing described in Section 6-D.

- A. **Per Capita:** The City shall pay a sum, as outlined in Exhibit A, which is attached hereto and made a part hereof, which shall be that cost which is multiplied by the population of the City, as determined by the most recent estimate by the Office of Financial Management. This cost shall be the cost irrespective of the quantity or duration of the calls for service responded.
- B. **Per Incident:** The City shall pay a sum based upon the hourly rate or incident rate, as outlined in Exhibit A, which is attached hereto and made a part hereof, which shall be that cost multiplied by the hours expended. Those items which are indicated as a per incident response will be paid irrespective of the time needed to resolve the matter. If the matter is being charged on an hourly basis, then the time shall commence on the time such services are requested by the City

and shall end at such time as when the scene is secured or the need for services is terminated. The need for services shall include whatever reasonable time is necessary for the completion of paperwork, reports, interviews, analysis or other necessary follow-up work. All accountings of time by the County shall be in increments of 30 minutes (half-hours). If the response is cancelled while personnel are responding, the City will be billed for those specific personnel at a three-hour overtime minimum.

- C. **Mixed Costing:** The City shall have the right to elect to reimburse the County on a per capita cost for some specialized services and a per incident cost for other specialized services. Such election must be pre-determined and mutually agreed upon by both parties, and incorporated within Exhibit A.
- D. **Default Costing:** In the event that the City has not selected a payment method for any service provided hereunder and the City shall make a request for service from the County, the City shall reimburse to the County a sum based upon the Per Incident basis as set forth in Section 6.B.

**SECTION 7. BILLING.**

If per capita billing is selected, the County will provide the City with an annual invoice for the provision of services. For all other billing methods that include a per incident response, the County will provide the City with an invoice for the provision of services to include description of the specialized services, dates of service, hours of service, and hourly rate for the service.

Billings shall be mailed to:

City of Lakewood  
6000 Main Street  
Lakewood, WA 98499

The City shall reimburse the County within 30 days of receipt of invoice by mailing payment to:

Pierce County Sheriff's Department  
ATTN: Business Unit  
930 Tacoma Ave. S.  
Tacoma, WA 98402

Rates may be adjusted annually by the County, and the new rate schedule will be provided to the City no less than thirty (30) days prior to the beginning of each calendar year. The parties are authorized to negotiate annual rate and service adjustments, and execute written agreements that reflect agreed-upon adjustments.

**SECTION 8. INDEMNIFICATION AND DEFENSE.**

To the extent permitted by law, each Party agrees to protect, defend, indemnify, and save harmless the other Party, its elected and appointed officials, officers, employees, agents, and volunteers, from and

against any and all claims, damages, losses, judgements, and expenses, including but not limited to court costs, attorney's fees, and alternative dispute resolution costs, for any injury or damage of any kind which are alleged or proven to be caused by an act or omission related to the actions under this Agreement, negligent or otherwise, of the Party, its elected and appointed officials, officers, employees, agents, and volunteers.

A Party shall not be required to indemnify, defend, or hold the other Party harmless if the claim, damage, loss, judgement, or expense for any injury or damage of any kind is caused by the sole act or omission of the other Party or its elected and appointed officials, officers, employees, agents, or volunteers.

In executing this Agreement, neither Party shall assume liability or responsibility for or in any way release the other Party from any liability or responsibility which arises in whole or in part from the existence or effect of the other Party's ordinances, rules, regulations, resolutions, customs, policies or practices. If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such ordinance, rule, regulation, resolution, custom, policy or practice is at issue, the appropriate Party shall defend the same at its sole expense, and if judgment specifically attributable to such Party's provisions is entered and damages are awarded against the City, the County, or both, the appropriate Party shall satisfy the same, including all reasonable attorney's fees and costs.

The Parties agree that where such claims, suits, or actions result from the concurrent negligence of the Parties, the indemnity provisions herein shall be valid and enforceable only to the extent of a Party's own negligence.

It is further understood that no liability shall attach to either Party by reason of entering into this Agreement except as expressly provided herein.

Obligations under this section shall survive the expiration or termination of this Agreement.

**SECTION 9. NO THIRD-PARTY BENEFICIARY.**

Pierce County does not intend by this Agreement to assume any contractual obligations to anyone other than the City of Lakewood, and the City does not intend by this Agreement to assume any contractual obligations to anyone other than the County. The County and the City do not intend that there be any third-party beneficiary to this Agreement.

**SECTION 10. INSURANCE.**

The County maintains a comprehensive self-insurance program that is funded to pay claims, judgements, and settlements for which the County is found to be wholly or partially responsible.

The City is a member of a self-insured risk management pool formed pursuant to Chapter 48.62 RCW which provides its members with insurance coverage and is funded to pay claims, judgements, and settlements for which the City is found to be wholly or partially responsible.

Evidence of coverage shall be delivered to each of the Parties prior to the execution of this Agreement. It is the responsibility of each Party to ensure a valid certificate of coverage is in effect at all times

throughout the course of this Agreement. If the insurance programs for either party is modified, the party needs to continue to provide proof of coverage in whatever form the coverage takes.

**SECTION 11. MODIFICATION.**

Any amendments to this agreement must be in writing and signed by all parties.

**SECTION 12. ENTIRE AGREEMENT.**

This written agreement constitutes the entire agreement between the parties and supersedes any prior oral statements, discussions, or understandings between the parties.

**SECTION 13. TERM OF AGREEMENT.**

This agreement shall become effective November 1, 2024, and remain in effect through December 31, 2024. It shall automatically renew on January 1 of each calendar year thereafter, to extend no later than December 31, 2029, unless either party chooses to terminate the agreement by providing ninety (90) days written notice of termination.

**SECTION 14. OPERATIONAL ISSUES.**

Both parties recognize that any response may have many serious operational matters, which attend each individual call. These issues are separately covered in the Pierce County Sheriff's Department Specialized Services Protocols which are set forth in "Exhibit B", which is attached hereto and made a part hereof. The protocols involve issues such as criteria for mobilization of the SWAT Team, authority to determine size of response, handling of media, SWAT command, miscellaneous costs due to damage, cost of meals, etc.

**SECTION 15. INDEPENDENT CONTRACTOR.**

Pierce County, when providing the special services contemplated by the terms of this agreement, is acting as an independent contractor of the City. Pierce County will control the method, means and timing of providing the specialized services, and all County employees shall remain under the supervisory control of the County. The City may, in a given circumstance, exercise direction and control pursuant to RCW 10.93.040.

**SECTION 16. AGREEMENT ADMINISTRATION, COMMUNICATIONS, AND RECORDS.**

- A. The County and the City shall each designate a Contract Manager to administer this Agreement. Contract Managers shall monitor service levels and budget provisions of this Agreement. During the term of this Agreement, the respective Contract Managers will communicate as needed via telephone, e-mail or in person to relay information, answer questions, or to raise concerns related to the goals and objectives of this Agreement.
- B. The Parties to this Agreement shall each maintain records which sufficiently and properly reflect all direct and indirect costs expended by either Party in the performance of the services



described herein. These records shall be subject to inspection, review or audit by personnel of either/both Parties, other personnel duly authorized by either Party, the Office of the State Auditor, and federal officials so authorized by law. All records relevant to this Agreement will be retained for six (6) years after expiration and the State Auditor, federal auditors, and any persons duly authorized by the Parties shall have full access and the right to examine these materials during this period.

**END OF AGREEMENT; SIGNATURE PAGE IMMEDIATELY FOLLOWING.**

**PIERCE COUNTY  
CONTRACT SIGNATURE PAGE**

**Contract #** \_\_\_\_\_

IN WITNESS WHEREOF, the parties have executed this Agreement this \_\_\_\_ day of \_\_\_\_\_, 2024.

**CONTRACTOR:**

\_\_\_\_\_  
Contractor Signature Date

City Manager

\_\_\_\_\_  
Title of Signatory Authorized by Firm Bylaws

Name: John J. Caulfield

Address: 6000 Main Street SW  
Lakewood, WA 98499

Mailing  
Address: 6000 Main Street SW  
Lakewood, WA 98499

Contact Name: John J. Caulfield

Phone: 253-983-7703

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

Attest:  
\_\_\_\_\_  
Briana Schumacher, City Clerk

**PIERCE COUNTY:**

Approved As to Legal Form Only:

\_\_\_\_\_  
Prosecuting Attorney Date

Recommended:  
\_\_\_\_\_  
Finance Date

**Approved:**  
\_\_\_\_\_  
Department Director Date  
*(less than \$250,000)*

\_\_\_\_\_  
County Executive (over \$250,000) Date

**EXHIBIT A**

**Specialized Law Enforcement Services Costs FY2024**

SERVICE	HOURLY RATE	PER CAPITA RATE	PER INCIDENT RATE
<input type="checkbox"/> Major Crimes Investigations	<input type="checkbox"/> \$170/hour per officer (3 hr. minimum)	<input type="checkbox"/> \$1.39 per resident	N/A
<input type="checkbox"/> Major Crimes Forensics	<input type="checkbox"/> \$150/hour per officer (3 hr. minimum)	<input type="checkbox"/> \$0.30 per resident	N/A
<input type="checkbox"/> Non-Major Crimes Forensics	<input type="checkbox"/> \$150/hour per officer (3 hr. minimum)	N/A	N/A
<input type="checkbox"/> Internal Affairs Investigations	<i>Included at no additional cost if the City has a current agreement with the County for Major Crimes Investigations on pre-determined per capita billing basis; service is not available on an hourly or per incident basis.</i>		
<input checked="" type="checkbox"/> Special Weapons & Tactics (SWAT)	N/A	<input type="checkbox"/> \$0.57 per resident	<input checked="" type="checkbox"/> \$16,880 per response
<input checked="" type="checkbox"/> Hazardous Devices (Bomb Squad)	<i>No charge for Regional Asset</i>		
<input checked="" type="checkbox"/> Marine Services/Dive	<i>No charge for Regional Asset</i>		
<input checked="" type="checkbox"/> Air Operations	<i>No charge for Regional Asset</i>		

*The City will indicate in the table above which services are to be provided by the County to the City by and through this agreement; this selection will be indicated by the City placing a mark in the box next to the service title. In the same manner, the City will indicate for each service selected whether the City will be billed by the County for this service on a pre-determined hourly rate, per capita billing basis, or on a per incident billing basis.*

**CITY OF LAKEWOOD:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

## EXHIBIT B

### Specialized Law Enforcement Services Protocols

#### Air Operations

1. *Criteria for Mobilization*

The Chief of Police/Agency Contact or his/her designee shall have the authority to request an Air Operations response through the South Sound 911 Dispatch Center. The Air Unit Supervisor, Command Duty Officer (CDO) or his/her designee will receive and approve all Air Operation Request. The Air Operations Supervisor and Pilot in Command (PIC) based on information received and other Conditions (e.g. weather), will determine if a mission can be safely accomplished. (See the Air Support Unit Manual for additional details)

2. *Mobilization*

The Sheriff or his/her designee in conjunction with the Air Operations Supervisor and Pilot in Command (PIC) shall have the sole authority to determine the nature, size, duration and configuration of any mobilization. (See the Air Support Unit Manual for additional details.)

3. *Authority for Stand-down/De-mobilization*

The Sheriff, Air Operations Supervisor/PIC shall be the sole authority in determining if a deployment is no longer productive or if the deployment has become too dangerous for pilot, crew or aircraft. When possible, this decision will be done in consultation with the Chief of Police/Agency Contact or his/her designee, who may likewise make a decision to terminate the deployment for any reason.

4. *Command*

The Air Operations Unit will be commanded by a member of the Pierce County Sheriff's Department. Operational direction for the unit will come from the Air Operations Supervisor. Tactical direction will be from the Incident Commander at the scene of the incident in conjunction with the Air Operations Supervisor/PIC. However, the Chief of Police/Agency Contact, Sheriff or his/her designee retain the authority to discontinue the deployment at their discretion.

5. *Information Available to Chief of Police/Agency Contact*

The supervisor of the Air Operations Unit/PIC or another person in command shall periodically inform the Chief of Police/Agency Contact or his/her designee of progress in the operation to the extent practical in light of communications availability and tactical considerations.

6. *Community Liaison*

The Pierce County Sheriff's Department and the utilizing agency shall jointly share the responsibility to liaison with the community both during and after mobilization. Both parties agree to provide necessary personnel for this purpose.

7. *Miscellaneous Costs*

The Pierce County Sheriff's Department shall assume responsibility for damage to their equipment, which may occur coincident to the mobilization and response provided, however, that damage caused by the negligence of any other party shall be the responsibility of that party. Damage which shall occur to property as a consequence of the Air Operations Unit shall be the responsibility of Pierce County.

8. *Media*

The Public Information Officer of the Pierce County Sheriff's Department shall be the contact person for handling news media inquiries during the course of the mobilization and while the unit is deployed. This contact will be made, whenever possible, after consultation with the Chief of Police/Agency Contact or his/her designee. When the unit is no longer deployed, responsibility for news media contact will remain with the Chief of Police/Agency Contact unless the Chief/Agency Contact requests and the Sheriff approves that the Sheriff's Department Public Information Officer will continue as liaison.

## **Hazardous Devices Unit**

### *1. Criteria for Mobilization*

The Chief of Police/Agency Contact or his/her designee shall have the authority to request a Hazardous Devices Unit response. The County shall provide a person or persons to whom the request will be made. Response will be made unless the Command Duty Officer/designee or Hazardous Devices Unit supervisor determines, based on information received and other conditions (e.g. exceptional character of the device), that mobilization would create undo danger or not serve as a bona fide law enforcement purpose related to standard use of the Hazardous Devices Unit.

### *2. Mobilization*

The Hazardous Devices Unit supervisor shall have the sole authority to determine the nature, size, duration and configuration of any mobilization.

### *3. Authority for Stand-down/De-mobilization*

The Hazardous Devices Supervisor shall have the sole authority to determine the nature, size, and duration of any Hazardous Devices Unit mobilization. This will be done in consultation with the Chief of Police or his/her designee.

### *4. Command*

The Hazardous Devices Unit will be commanded by a member of the Pierce County Sheriff's Department. Operational direction for the unit will come from the person in command at the scene of the incident. However, the Chief of Police/Agency Contact or his designee will have authority to discontinue the deployment.

### *5. Information Available to Chief/Agency Contact*

The supervisor of the Hazardous Devices Unit or another person in command shall be expected to periodically inform the Chief of Police/Agency Contract or his/her designee of progress in the operation to the extent practical in light of communications availability and tactical considerations.

### *6. Community Liaison*

The Pierce County Sheriff's Department and the City Police Department/Agency shall jointly share the response of liaison with the community both during and after mobilization. Both parties agree to provide necessary personnel to be available for contacts with the community.

### *7. Miscellaneous Costs*

The Pierce County Sheriff's Department shall assume responsibility for damage to their equipment, which may occur coincident to the mobilization and response provided, however, that damage caused by the negligence of any other party shall be the responsibility of that party. Damage which shall occur to property as a consequence of the Hazardous Devices Unit

(e.g. damage to suspicious packages, damage due to primary or secondary devices) shall not be the responsibility of Pierce County.

#### *8. Media*

The Public Information Officer of the Pierce County Sheriff's Department shall be the contact person for handling news media inquiries during the course of the mobilization while the Unit is deployed. This contact will be made, whenever possible, after consultation with the Chief of Police/Agency Contact or his/her designee. When the unit is no longer deployed, responsibility for news media contact will rest with the Chief of Police/Agency Contact unless the Chief requests and the Sheriff approves that the Sheriff Department Public Information Officer will continue as liaison.

## SWAT

### *1. Command*

The SWAT Team will be commanded by a member of the Pierce County Sheriff's Department. No other person shall provide command regardless of their rank or position. Provided, however, that the Chief of Police/Agency Contact or his/her or designee shall have the authority to require the discontinuance of the deployment of the SWAT Team.

### *2. Command Post*

The configuration of the Command Post will be determined by the SWAT Commander. Consideration will be made to include the Chief of Police/Agency Contact or his/her designee.

### *3. Criteria for Mobilization*

The Chief of Police or his/her designee shall have the authority to request a SWAT response. The County shall provide a person or persons to whom the request may be made. Response shall be made unless the SWAT Commander determines, based upon the information received, that mobilization of the SWAT Team would create undo danger and would not serve any bona fide law enforcement purpose related to standard use of SWAT.

### *4. Mobilization*

The SWAT commander shall have the sole authority to determine the nature, size, duration and configuration of any mobilization.

### *5. Authority for Stand down/De-mobilization*

The SWAT Commander shall have the sole authority to determine issues of Stand down or de-mobilization; provided however that the Chief of Police/Agency Contact or his/her designee shall have the authority to require the discontinuance of the SWAT response.

### *6. Community Liaison*

The Pierce County Sheriff's Department and the City/Agency police department shall jointly share the response of liaison with the community both during and after a SWAT mobilization. Both parties agree to provide all necessary personnel to be available for community meetings or other necessary contacts with the community.

### *7. Miscellaneous Costs*

The Pierce County Sheriff's Department shall assume responsibility for damage to their equipment firearms and gear which shall occur coincident to the SWAT call, mobilization and response; provided, however, that damage caused by the negligence of any other party shall be the responsibility of that party. Damage which shall occur to property as a consequence of the SWAT call (e.g. damage to doors in entry, damage due to discharge of weapons, flash devices, or other explosives, etc.) Shall be the responsibility of the Pierce County Sheriff's Department. The



City/Agency shall be responsible for any cost involved in providing meals, lodging or the mobilization of the SWAT Team.

#### *8. Media*

The Public Information Officer of the Pierce County Sheriff's Department shall be the contact person for handling all media inquiries during the course of mobilization and shall coordinate all response to the media relative to the SWAT call. This contact will be made, whenever possible, after consultation with the Chief of Police/Agency Contact or his/her designee.

When the unit is no longer deployed, responsibility for news media contact will rest with the Chief of Police/Agency Contact unless the Chief requests that the Sheriff Department Public Information Officer will continue as liaison.

## **CANINE (K-9)**

### *1. Criteria for Mobilization*

The Chief of Police/Agency Contact or his/her designee shall have the authority to request a K-9 Unit response. The County shall provide a person or persons to whom the request will be made. Response will be made unless the Command Duty Officer/designee or K-9 Unit deputy determines, based on information received and other conditions (e.g. inordinate danger to the dog), that mobilization would create undo danger or not serve as a bona fide law enforcement purpose related to standard use of the K-9 Unit.

### *2. Mobilization*

The K-9 Unit deputy shall have the sole authority to determine the nature, size, duration and configuration of any mobilization.

### *3. Authority for Stand-down/De-mobilization*

The K-9 Unit deputy shall have the sole authority to determine the nature, size, duration of any K-9 Unit de-mobilization. This will be done in consultation with the Chief of Police/Agency Contact or his/her designee.

### *4. Command*

The K-9 Unit deployment will be commanded by a member of the Pierce County Sheriff's Department. Operational direction for the unit will come from the person in command at the scene of the incident. However, the Chief of Police/Agency Contact or his designee will have authority to discontinue the deployment.

### *5. Information Available to Chief*

The K-9 Unit will be deployed in conjunction with units of the requesting agency. The report generated by the K-9 Unit deployed will be available to the requesting agency.

### *6. Community Liaison*

The Pierce County Sheriff's Department and the City Police Department/Agency shall jointly share the response of liaison with the community both during and after mobilization. Both parties agree to provide necessary personnel to be available for contacts with the community.

### *7. Miscellaneous Costs*

The Pierce County Sheriff's Department shall assume responsibility for damage to equipment and any injury to dog which occurs co-incident to the mobilization and deployment; provided, however, that damage caused by the negligence of any other party shall be the responsibility of that party.

Damage which shall occur to property as a consequence of the K-9 deployment (e.g. broken fences) shall be the responsibility of the Pierce County Sheriff's Department.

Liability arising from deployment of the K-9 unit including dog bites will be shared by Pierce County and the requesting agency.

8. *Media*

The Public Information Officer of the Pierce County Sheriff's Department shall be the contact person for handling news media inquiries during the course of the mobilization while the Unit is deployed. This contact will be made, whenever possible, after consultation with the Chief of Police /Agency Contact or his/her designee. When the unit is no longer deployed, responsibility for news media contact will rest with the Chief of Police/Agency Contact unless the Chief requests and the Sheriff approves that the Sheriff Department Public Information Officer will continue as liaison.

## **Marine Services Unit**

### *1. Criteria for Mobilization*

The Chief of Police/Agency Contact or his/her designee shall have the authority to request a Marine Services Unit response. The County shall provide a person or persons to whom the request will be made. Response will be made unless the Command Duty Officer or his/her designee determines, based on information received and other conditions (e.g. weather), that mobilization would create undue danger or would not serve a bona fide law enforcement purpose related to standard use of the Marine Services Unit.

### *2. Mobilization*

The Marine Services Unit supervisor or his/her designee shall have the sole authority to determine the nature, size, duration and configuration of any mobilization.

### *3. Authority for Stand Down/Demobilization*

The Marine Services Unit supervisor shall have the sole authority to determine the nature, size and duration of any Marine Services Unit de-mobilization. This will be done in consultation with the Chief of Police/Agency Contact or his/her designee.

### *4. Command*

The Marine Services Unit will be commanded by a member of the Pierce County Sheriff's Department. Operational direction for the unit will come from the person in command at the scene of the incident. However, the Chief of Police/Agency Contact or his/her designee will have authority to discontinue the deployment.

### *5. Information Available to Chief or Agency Contact*

The supervisor of the Marine Services Unit shall be expected to periodically inform the Chief of Police/Agency Contact or his/her designee of progress in the operation to the extent practical in light of communications availability and tactical considerations.

### *6. Community Liaison*

The Pierce County Sheriff's Department and the City Police Department/Agency shall jointly share the response of liaison with the community both during and after mobilization. Both parties agree to provide necessary personnel to be available for contacts with the community.

### *7. Miscellaneous Costs*

The Pierce County Sheriff's Department shall assume responsibility for damage to its equipment, which may occur coincident to the mobilization and response provided. However, that damage caused by the negligence of any other party shall be the responsibility of that party. Damage which shall occur to property as a consequence of the Marine Services Unit shall be the responsibility of Pierce County.

### *8. Media*

The Public Information Officer of the Pierce County Sheriff's Department shall be the contact person for handling news media inquiries during the course of the mobilization while the Marine Services Unit is deployed. This contact will be made, whenever possible, after consultation with the Chief of Police/Agency Contact or his/her designee. When the unit is no longer deployed, responsibility for news media contact will rest with the Chief of Police/Agency Contact unless the Chief/Contact requests and the Sheriff approves that the Sheriff Department Public Information Officer will continue as liaison.

## Dive Team

### 1. *Criteria for Mobilization*

The Chief of Police/Agency Contact or his/her designee shall have the authority to request a Dive Team Response. The County shall provide a person or persons to whom the request will be made. Response will be made unless the Command Duty Officer/designee or determines, based on information received and other conditions, that mobilization would create undo danger or not serve as a bona fide law enforcement purpose related to standard use of the Dive Team.

### 2. *Mobilization*

The Dive Team Commander or his/her designee, shall have the sole authority to determine the nature, size, duration and configuration of any mobilization.

### 3. *Authority for Stand-down/De-mobilization*

The Dive Team Commander, or his/her designee shall have the sole authority to determine if a deployment is no longer productive or if the deployments' risks outweigh the benefit of the operation. When possible, this decision will be done in consultation with the Chief of Police/Agency Contact or his/her designee. The Chief of Police/Agency Contact or his/her designee may likewise make the decision to terminate the deployment of the Dive Team and may do so irrespective of reason.

### 4. *Command*

The Dive Team will be commanded by a member of the Pierce County Sheriff's Department. Operational direction for the unit will come from the person in command at the scene of the incident. However, the Chief of Police/Agency Contact or his designee will have authority to discontinue the deployment.

### 5. *Information Available to Chief or Agency Contact*

The Dive Team Commander, or his/her designee, shall be expected to periodically inform the Chief of Police/Agency Contact or his/her designee of the progress of the operation to the extent it is practical in light of communications available and tactical considerations.

### 6. *Community Liaison*

The Pierce County Sheriff's Department and the City Police Department/Agency shall jointly share the response of liaison with the community both during and after mobilization. Both parties agree to provide necessary personnel to be available for contacts with the community.

### 7. *Miscellaneous Costs*

The Pierce County Sheriff's Department shall assume responsibility for damage to their Equipment which may occur coincident to the mobilization and response provided, however, that damage caused by the negligence of any other party shall be the responsibility of that

party. Damage which shall occur to property as a consequence of the Dive Team shall be the responsibility of Pierce County.

The jurisdiction requesting Dive Team response shall be responsible for any cost involved in providing meals, lodging, or the mobilization of the Dive Team.

8. *Media*

The Public Information Officer of the Pierce County Sheriff's Department shall be the contact person for handling news media inquiries during the course of the mobilization while the Dive Team is deployed. This contact will be made, whenever possible, after consultation with the Dive Team Commander and/or the Chief of Police/Agency Contact or his/her designee.

When the unit is no longer deployed, responsibility for news media contact will rest with the Chief of Police/Agency Contact unless the Chief/Agency Contact requests and the Sheriff approves that the Sheriff Department Public Information Officer will continue as liaison.

## **Major Crime Investigations**

Jurisdictions which choose the "hourly" costing model will be able to request major crimes investigations at the hourly rate noted on the basis of resources available.

Jurisdictions which choose the "per capita" costing model in this area will be accessing response to homicides or aggravated assaults likely to become homicides.

### *1. Criteria for Mobilization*

The Chief of Police/Agency contact or his/her designee shall have the authority to request a major crime investigation. The County shall provide a person or persons to whom the request will be made.

### *2. Mobilization*

The commander of Criminal Investigations or his/her designee shall have the sole authority to determine the nature, size, duration and configuration of any mobilization.

### *3. Authority for Stand-down/De-mobilization*

The Commander of Criminal Investigations or his/her designee shall have the sole authority to determine the nature, size, duration of any major crime investigation. This will be done in consultation with the Chief of Police/Agency Contact or his/her designee.

### *4. Command*

The major crime investigation will be commanded by a member of the Pierce County Sheriff's Department. Operational direction for the unit will come from the person in command at the scene of the incident. However, the Chief of Police/Agency Contact or his designee will have authority to discontinue the deployment.

### *5. Information Available to Chief*

The commander of Criminal Investigations or lead detective shall be expected to periodically inform the Chief of Police/Agency Contact or his/her designee of progress in the operation to the extent practical in light of communications availability and tactical considerations.

### *6. Community Liaison*

The Pierce County Sheriff's Department and the City Police Department/Agency shall jointly share the response of liaison with the community both during and after the investigation. Both parties agree to provide necessary personnel to be available for contacts with the community.

### *7. Miscellaneous Costs*

The Pierce County Sheriff's Department shall assume responsibility for damage to their equipment, which may occur coincident to the mobilization and response provided, however, that damage caused by the negligence of any other party shall be the responsibility of that party. Damage which shall occur to property as a consequence of the unit shall be the



responsibility of Pierce County. Costs associated with extra-ordinary forensic analysis will be negotiated with the Chief of Police/Agency Contact.

8. *Media*

Media relations on major criminal investigations will be jointly handled by the Chief/Agency Contact and the Sheriff's Department Public Information Officer with agreement between parties as to primary contact. Contact with the media by the Sheriff's Department Public Information Officer, when such contact is made will be made, whenever possible, after consultation with the Chief of Police/Agency Contact or his/her designee.

## Internal Affairs

### 1. *Criteria for Requesting an Internal Affairs Investigation or Assistance in conducting an Internal Investigation*

The Chief of Police/Agency Contact or his/her designee shall have the authority to request an Internal Affairs investigation by contacting the IA Supervising Lieutenant, or designated Detective Sergeant in the absence of the Lieutenant, to make a formal written request documenting the justification and reason for the request.

### 2. *Mobilization*

The Sheriff or his/her designee in conjunction with the IA Investigations Supervisor shall have the sole authority to determine the nature, size, duration and configuration of any investigation. (See the Sheriff's Department Lexipol Policy regarding Internal Investigations Procedures.)

### 3. *Authority for Completion of an Investigation*

The Sheriff or his/her designee shall be the sole authority in determining if an investigation is no longer productive or is completed to meet the standards accepted by the Sheriff's Department. When possible, this decision will be done in consultation with the Chief of Police/Agency Contact or his/her designee, who may likewise make a decision to accept the investigatory files as presented by the Internal Affairs Unit.

### 4. *Conclusion of Investigation*

The Internal Investigations Unit will provide documentation of their investigation in a timely manner to the Chief of Police/Agency Contact or his/her designee to include all data and investigative summaries. Internal Affairs does not provide a recommendation based on the data. That responsibility is the sole responsibility of the agency requesting the investigation.

### 5. *Information Available to Chief of Police/Agency Contact*

The supervisor of the Internal Affairs Unit shall periodically inform the Chief of Police/Agency Contact or his/her designee of progress in the investigation and timeline for conclusion.

### 6. *Miscellaneous Costs*

The Pierce County Sheriff's Department shall assume responsibility for costs arising from the investigation for normally incurring actions such as transcriptions, recordings and investigative field work.

### 7. *Media*

The Public Information Officer of the Pierce County Sheriff's Department shall be the contact person for handling news media inquiries during the course of the investigation. This contact will be made, whenever possible, after consultation with the Chief of Police/Agency Contact or his/her designee. When the IA unit is no longer involved, responsibility for news media contact will remain with the Chief of Police/Agency Contact unless the Chief/Agency Contact requests

and the Sheriff approves that the Sheriff's Department Public Information Officer will continue as liaison.

# REQUEST FOR COUNCIL ACTION

<p><b>DATE ACTION IS REQUESTED:</b> November 4, 2024</p> <p><b>REVIEW:</b></p>	<p><b>TITLE:</b> Confirming the appointment of Tim Lewis as Municipal Court Judge and authorizing the City Manager to execute an agreement for Municipal Court Judge services.</p> <p><b>ATTACHMENTS:</b> Agreement</p>	<p><b>TYPE OF ACTION:</b></p> <p><input type="checkbox"/> ORDINANCE NO.</p> <p><input type="checkbox"/> RESOLUTION NO.</p> <p><input checked="" type="checkbox"/> MOTION NO. 2024-75</p> <p><input type="checkbox"/> OTHER</p>
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**SUBMITTED BY:** Mary McDougal, Human Resources Director

**RECOMMENDATION:** It is recommended that the City Council confirm the appointment of Mr. Tim Lewis as Municipal Court Judge and authorize the City Manager to execute an agreement with Mr. Lewis to fill the unexpired Municipal Court Judge term ending December 31, 2025.

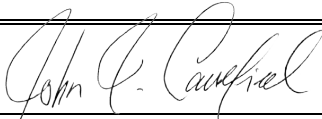
**DISCUSSION:** Mr. Lewis has been appointed Municipal Court Judge by the City Manager effective November 18, 2024, pending confirmation by the Lakewood City Council.

Mr. Lewis has been a Litigation Attorney practicing statewide in the areas of criminal defense, civil protection orders, and personal injury claims since 2021. From 2019 to 2021 he was Team Chief of the Special Assault Unit in the King County Prosecuting Attorney’s Office, and prior to that held several positions in the Pierce County Prosecuting Attorney’s Office starting in 2003.

Since 2010, Mr. Lewis has served as Judge Pro Tempore in the Lakewood, Bremerton, Gig Harbor, and Buckley municipal courts.

**ALTERNATIVE(S):** The City Council could decide not to confirm the appointment, and the City could evaluate other candidates.

**FISCAL IMPACT:** Compensation of \$12,612.50 monthly, plus benefits.

<p><u>Mary McDougal</u> Prepared by</p> <p><u>Heidi Wachter, City Attorney</u> Department Director</p>	 <hr style="width: 80%; margin: 0 auto;"/> <p>City Manager Review</p>
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**PROFESSIONAL SERVICES CONTRACT  
MUNICIPAL COURT JUDGE**

**THIS CONTRACT**, made and entered into this \_\_\_\_\_ day of November, 2024, by and between the City of Lakewood, Washington, a municipal corporation of the State of Washington, hereinafter referred to as the "City" and Timothy Lewis, hereinafter referred to as the "Municipal Court Judge."

**WITNESSETH:**

**WHEREAS**, the City Council of the City of Lakewood, Washington adopted Ordinances establishing a Municipal Court for the City of Lakewood, and since incorporation, has been operating a Municipal Court pursuant to the provisions of Chapter 3.50 of the Revised Code of Washington; and

**WHEREAS**, pursuant to the provisions of said Ordinances, and in accordance with the provisions of Chapter 3.50 of the Revised Code of Washington, the City needs to provide for the appointment of the Municipal Court Judge to preside over the hearings and proceedings of the Municipal Court; and

**WHEREAS**, it is necessary to provide for the appointment of a person to serve in the position of Municipal Court Judge for the City of Lakewood Municipal Court for the remainder of the current term which expires December 31, 2025, and to provide an agreement addressing compensation for the Municipal Court Judge; and

**WHEREAS**, the City, pursuant to contract, provides Municipal Court and related services for the City of DuPont, and the Town of Steilacoom and

**WHEREAS**, those contracts operate most efficiently when the City of Lakewood employs a judge who is also appointed to serve contracting cities.

**NOW, THEREFORE, in** consideration of the mutual covenants, conditions and benefits provided herein, **IT IS HEREBY AGREED** by and between the parties as follows:

1. **EMPLOYMENT.** The City hereby agrees to retain and employ the Municipal Court Judge to presiding over the Municipal Court in accordance with the ordinances of the City and statutes of the State of Washington including Chapter 3.50 of the Revised Code of Washington, the provisions of which are incorporated herein by this reference.

2. **SCOPE OF MUNICIPAL COURT JUDGE SERVICES.** The Municipal Court Judge shall be available as needed to provide the Municipal Court services in accordance with Ordinances of the City of Lakewood and state statutes. It is understood that the Judge will be available to carry out judicial services part-time for the City of Lakewood, and as appointed, by the City of DuPont, and the Town of Steilacoom, each of which are also part-time obligations, and which together provide for a .80 FTE position.

3. **PRESIDING DUTIES.** The Presiding Municipal Judge shall be responsible for coordinating with the City Manager or his/her designee. The Presiding Municipal Judge is the appointing authority and supervisor of the Court Administrator and directs the Court Administrator to schedule court calendars and handle judicial-administrative duties. The Presiding Municipal Judge shall be responsible for executing any Local Court Rules, and will also carry out all responsibilities required by General Rule 29. For administrative purposes, the Presiding Municipal Judge is considered the equivalent of a department director.

4. **COMPENSATION.** The total compensation to be paid to the Municipal Court Judge for the services rendered pursuant to this contract and any other similar contract, during the term hereof, shall be as follows:

\* Monthly salary of Twelve Thousand Six Hundred Twelve Dollars and Fifty Cents (\$12,612.50), subject to lawful deductions, effective November 18, 2024, through the standard City semi-monthly payroll system. The salary will be increased effective January 1, 2025 by 4%.

\* Health Insurance benefits, consistent with full-time employment.

\* 401A contributions in lieu of social security and PERS retirement system contributions.

\* Annual accrual of twenty-seven (27) days of Combination Leave and eight (8) days of Medical Leave.

\* City match of up to three percent (3%) of voluntary contributions into a qualified 457 deferred compensation program.

\* All other aspects of compensation shall match those of City department directors.

5. **TERM.** The term of this agreement shall be for a period from November 18, 2024 until December 31, 2025, unless otherwise provided pursuant to the terms of the Ordinances of the City of Lakewood and/or Chapter 3.50 of the Revised Code of Washington.

6. **CONTRACT ADMINISTRATION.** This contract shall be administered by the City Manager or designee on behalf of the City and by Timothy Lewis, on behalf of the Municipal Court Judge. Any written notices to be served on either party shall be served or mailed to the following addresses:

IF TO THE CITY:  
City Manager, City of Lakewood  
Lakewood City Hall  
6000 Main Street SW  
Lakewood, Washington 98499

IF TO THE MUNICIPAL COURT JUDGE:  
Presiding Judge, City of Lakewood  
Lakewood City Hall  
6000 Main Street SW  
Lakewood, Washington 98499

7. **TERMINATION OF CONTRACT.** The City may terminate the Judge's employment and this Contract as provided in Section 3.50.095 of the Revised Code of Washington and Section 2.16.100 of the Lakewood Municipal Code. The Judge may terminate this Contract upon sixty (60) days written notice to the City of intent to terminate the Contract. If this Contract and the employment of the Judge is terminated, the Judge shall receive a pro-rata amount of the salary for that portion of the month before the effective date of the termination.

8. **MERGER AND AMENDMENT.** This Contract contains the entire understanding of the parties with respect to the matters set forth herein, and any prior or contemporaneous understandings are merged herein. This Contract shall not be modified except by written instrument executed by the parties hereto, other than as provided in the Ordinances of the City of Lakewood and/or Chapter 3.50 of the Revised Code of Washington.

**IN WITNESS WHEREOF** the parties hereto have executed this contract on the date and year first above written.

CITY OF LAKEWOOD

MUNICIPAL COURT JUDGE

\_\_\_\_\_  
John J. Caulfield  
City Manager

\_\_\_\_\_  
Timothy Lewis

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attested to:

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

Approved as to form:

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



To: Mayor and City Councilmembers  
 From: Tho Kraus, Deputy City Manager  
 Through: John J. Caulfield, City Manager *John J. Caulfield*  
 Date: November 4, 2024  
 Subject: Public Hearing on Utility Tax Rate Increase

**BACKGROUND**

The 2025/2026 proposed budget includes a utility tax rate increase on electricity and natural gas.

Four police officer positions, which were authorized though not funded as part of the 2023-2024 Adopted Budget are proposed to be funded as part of the 2025-2026 biennial budget. It is recommended that these four positions be funded with a 1% increase (\$500,000 per year) from 5% to 6% on the Lakeview Light and Power and Puget Sound Energy utilities.

With the new increased utility tax rate, electricity and natural gas will be consistent with majority of surrounding cities, and, also consistent with the City’s utility tax rate on phone/cell, cable tv, solid waste and stormwater.

The monthly impact of increasing the utility tax to 6% for the average Lakewood residential bill is as follows:

- Natural Gas: \$1.00 per month
- Electricity
  - Puget Sound Energy: \$1.63 per month
  - Lakeview Light & Power: \$1.08 per month

City	Electricity	Natural Gas
Auburn	6%	6%
Bonney Lake	6%	6%
Buckley	6%	6%
Carbonado	6%	6%
DuPont	6%	6%
Eatonville	6%	0%
Edgewood	6%	6%
Fife	6%	6%
Fircrest	6%	6%
Gig Harbor	5%	5%
Lakewood (Proposed)	6%	6%
Milton	6%	6%
Orting	6%	6%
Puyallup	4.2%	4.2%
Roy	6%	6%
Ruston	6%	0%
South Prairie	6%	6%
Steilacoom	6%	6%
Sumner	6%	6%
Tacoma	7.5%	7.5%
University Place	6%	6%

**NEXT STEP**

November 18, 2024 - Adoption of Utility Tax Rate Increase



ORDINANCE NO. XXX

AN ORDINANCE of the City Council of the City of Lakewood, Washington amending Chapter 3.52 of the Lakewood Municipal Code related to Utility Tax Rates.

WHEREAS, in order to create an equitable tax rate amongst utilities and maintain appropriate service levels to the community an increased utility tax rate may be levied pursuant to the City's authority; and

WHEREAS, the City Council has determined that the public interest is best served by the City of Lakewood increasing its electric and natural gas tax.

NOW, THEREFORE, the City Council of the City of Lakewood do ordain as follows:

Section 1. Amending Lakewood Municipal Code Chapter 3.52.050 entitled Utility businesses subject to tax – Amount to read as follows:

There are levied upon, and shall be collected from everyone, including the City, on account of certain business activities engaged in or carried on in the City, utility business occupation taxes in the amounts to be determined by the application of rates given against gross income as follows:

A. Upon everyone engaged in and carrying on a telegraph business, a tax equal to 6.0 percent of the total gross income, not including the amount of the tax, from such business in the City during the period for which the tax is due;

B. Upon everyone engaged in or carrying on a competitive telecommunication service or network telecommunication service, a tax equal to six percent of the total gross income, not including the amount of the tax, from such business in the City during the period for which the tax is due. In determining gross income from such business, including intrastate toll service, the taxpayer shall include 100 percent of the gross income received from such business in the City;

C. Upon everyone engaged in or carrying on the business of cellular telephone service, a tax equal to six percent of the total gross income, not

including the amount of the tax, from such business in the City during the period for which the tax is due;

D. Upon everyone engaged in or carrying on the business of selling, brokering or furnishing artificial, natural or mixed gas for domestic, business or industrial consumption, a tax equal to ~~five~~ six percent of the total gross income, not including the amount of the tax, from such business in the City during the period for which the tax is due;

E. Upon everyone engaged in or carrying on the business of selling or furnishing electric energy, a tax equal to ~~five~~ six percent of the total gross income, not including the amount of the tax, from such business in the City during the period for which the tax is due; provided, this tax shall not apply to any entity engaged in or carrying on the business of selling or furnishing electric energy on which there is already imposed a tax on the business of selling or furnishing electric energy levied by and paid to any other municipality of the state of Washington organized under the provisions of RCW Title 35 or 35A;

F. Upon everyone engaged in or carrying on the business of cable communications, a fee or tax equal to six percent of the total gross income, not including the amount of the tax, from gross subscriber revenues in the City during the period for which the fee or tax is due. For purposes of this chapter, "gross subscriber revenues" means and includes those revenues derived from the supplying of subscription services, that is, installation fees, disconnect and reconnect fees, fees for regular cable benefits including the transmission of broadcast signals and access and origination channels and per-program or per-channel charges; it does not include leased channel revenue, advertising revenue, or any other income derived from the system;

G. Upon the City with respect to its conducting, maintaining and/or operating any municipal storm water management program or utility that it operates, or may operate in the future, as a public utility a tax of six percent of the total gross income, not including the amount of the tax, from such business in the City during the period for which the tax is due;

H. Upon the City with respect to its conducting, maintaining and/or operating any municipal garbage collection service or utility that it operates, or may operate in the future as a public utility, a tax of six percent of the total gross income, not including the amount of the tax, from such business in the City during the period for which the tax is due. [Ord. 290 § 1, 2002; Ord. 253 § 1, 2000; Ord. 215 § 1, 1999.]

Section 2. Corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary clerical corrections to this Ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section or subsection numbers and any references thereto.

Section 3. Severability. If any portion of this Ordinance or its application to any person or circumstances is held invalid, the remainder of the Ordinance or the application of the provision to other persons or circumstances shall not be affected.

Section 4. Initiative and Referendum Procedure. The provisions of the Ordinance are subject to the initiative and referendum procedures as set forth in Chapter 1.29 of the Lakewood Municipal Code.

Section 5. Effective Date. Effective Date. That this Ordinance shall be in full force and effect sixty (60) days after publication of the Ordinance Summary.

ADOPTED by the City Council this 18<sup>th</sup> day of November, 2024.

CITY OF LAKEWOOD

Attest:

\_\_\_\_\_  
Jason Whalen, Mayor

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

Approved as to Form:

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



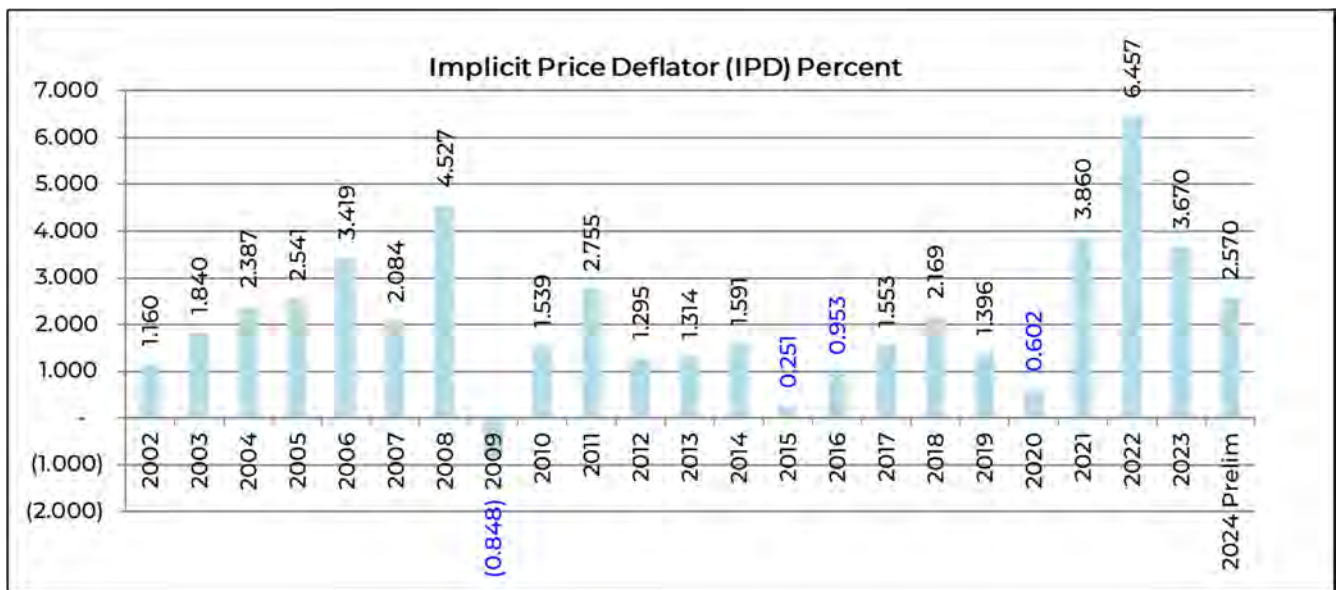
To: Mayor and City Councilmembers  
From: Tho Kraus, Deputy City Manager  
Through: John J. Caulfield, City Manager *John J. Caulfield*  
Date: November 4, 2024  
Subject: Public Hearing on 2025 Property Tax Levy

## BACKGROUND

Washington state law requires cities to hold a public hearing on possible increases in the property tax revenues to be held prior to the time the city levies the taxes. The hearing must be held in November in order to provide the County with the preliminary certification by November 30. The City will have the opportunity to modify its levy certification in December once final information is provided by Pierce County. A public hearing has been scheduled for November 4 for this purpose. Adoption of the property tax levy ordinance is also scheduled for November 18.

Per state law, the City is authorized to increase its property tax annually up to the lesser of Implicit Price Deflator (IPD) or one percent (1%). The rate of inflation is the percent change in the implicit price deflator for personal consumption as published by the Bureau of Economic Analysis on or before the September 25 statutory deadline in RCW 84.55.005.

The most recent publication available on September 25 is the August publication. To calculate the preliminary percent change in implicit price deflator for personal consumption for taxes due in 2025, Quarter 2, 2024 value of 123.13 as compared to Quarter 2, 2023 value of 120.04 equates to an increase of 2.57%. This means the City can take the full 1% levy increase in 2025 without the City Council adopting a declaration of substantial need.



**ANALYSIS**

According to the Pierce County Assessor-Treasurer’s office, the City’s total assessed value for 2025 property tax collection is estimated to be \$11.86, which represents a \$709.9M or 6.4% increase from the City’s total assessed value for 2024 property tax collection of \$11.2B.

	2024	2025 Estimate 1% Increase	Change	
			\$	%
Assessed Value	\$11,150,721,653	\$11,860,646,779	\$709,925,126	6.4%
City Levy Rate	\$0.7113	\$0.6819	-\$0.0294	-4.1%
City Property Tax Levy *	\$7,931,957	\$8,088,180	\$156,223	2.0%

\* The City Property Tax Levy increase of 2.0% includes the 1% increase plus new construction, administrative refunds, increase in state-assessed property, and Lakewood Downtown tax increment financing area (new beginning with 2025 levy).

The 2024 average home value of \$507K increased by \$37K or 7.4% to \$545K. The estimated 2025 city portion of property tax impact to the average homeowner compared to 2024 under the two scenarios are:

- Scenario 1 – No Increase: Annual property tax is \$368.05, an increase of \$6.93 or 1.9%.
- Scenario 2 – 1% Increase: Annual property tax is \$371.68, an increase of \$10.56 or 2.9%.

The additional annual property tax paid by the average homeowner with the 1% increase compared to no increase is \$3.63.

	2024	2025 Est	Change from 2024		2025 Est	Change from 2024	
	1% Increase	No Increase	\$	%	1% Increase	\$	%
AV Average Home	\$507,659	\$545,037	\$37,378	7.4%	\$545,037	\$37,378	7.4%
City Levy Rate	\$0.7113	\$0.6753	-\$0.0361	-5.1%	\$0.6819	-\$0.0294	-4.1%
City Property Tax Paid	\$361.12	\$368.05	\$6.93	1.9%	\$371.68	\$10.56	2.9%
Additional property tax paid by average homeowner with 1% increase compared to No increase =						\$3.63	

			<b>RECOMMENDED</b>
<b>Factors</b>	<b>2024 Max Per Statute 1%</b>	<b>2025 - Option 1 No Increase 0%</b>	<b>2025 - Option 2 Max Per Statute 1%</b>
Base Levy Amount (Highest Lawful Regular Tax)	\$7,769,624	\$7,904,326	\$7,904,326
Increase	\$77,696	\$0	\$79,043
New Construction Estimate	\$56,922	\$60,572	\$60,572
Administrative Refunds Estimate	\$27,716	\$19,864	\$19,864
Additional Revenue from Increase in State-Assessed Property Estimate	\$0	\$0	\$0
Tax Increment Financing Area Estimate	\$0	\$24,374	\$24,374
<b>Total Property Tax Levy</b>	<b>\$7,931,957</b>	<b>\$8,009,137</b>	<b>\$8,088,180</b>
Total Property Tax Levy % Increase from Base Levy Amount	1.73%	0.77%	1.77%
Assessed Value	\$11,150,721,653	\$11,860,646,779	\$11,860,646,779
Levy Rate Per \$1,000 AV	\$0.7113	\$0.6753	\$0.6819
City Tax Paid by Average Home Owner Average Home Value for 2024 Property Tax = \$507,659 Average Home Value for 2025 Property Tax = \$545,037	\$361.12	\$368.05	\$371.68
City Tax Paid by Average Home Owner, Change from 2024 - \$	n/a	\$6.93	\$10.56
City Tax Paid by Average Home Owner, Change from 2024 - %	n/a	1.9%	2.9%

## OPTIONS & CONSIDERATIONS

The options the City Council may take regarding the 2025 property tax levy are:

- Option 1: Levy the property taxes without any increase.
- Option 2: Increase the property tax levy by 1%. - **RECOMMENDED**

Since 2006, the City has enacted the 1% increase. The cumulative impact of not taking the 1% increase in 2024 over the 6-year period (2024-2029) is approximately \$486K.

## NEXT STEPS

- Adoption on November 18, 2024

## ATTACHMENTS

- Additional Information – Administrative Refunds
- Additional Information – State Assessed Property
- Taxable Values – Commercial & Residential Taxable Values and Levy Rates
- New Construction & Added Improvements
- Pierce County Assessor-Treasurer Preliminary 2024 Assessed Values
- Pierce County Assessor-Treasurer Preliminary Highest Lawful Levy Limit 2024 for 2025

## **ADDITIONAL INFORMATION – ADMINISTRATIVE REFUNDS**

Administrative refunds are taxes that had been levied in previous years on properties that have had their taxes abated or cancelled. The following is an outline defining administrative refunds and what they consist of – there are 16 of them:

1. Paid more than once.
2. Paid as a result of manifest error in description.
3. Paid as a result of a clerical error in extending the tax rolls.
4. Paid as a result of other clerical errors in listing property.
5. Paid with respect to improvements which did not exist on assessment date.
6. Paid under levies or statutes adjudicated to be illegal or unconstitutional.
7. Paid as a result of mistake, inadvertence, or lack of knowledge by any person exempted or partially exempted from paying real property taxes.
8. Paid or overpaid as a result of mistake, inadvertence, or lack of knowledge by either a public official or employee or by any person paying the same with respect to real property in which the person paying the same has no legal interest.
9. Paid on the basis of an assessed valuation which was appealed to the county board of equalization and ordered reduced by the board.
10. Paid on the basis of an assessed valuation which was appealed to the state board of tax appeals and ordered reduced by the board. PROVIDED, That the amount refunded under subsections (9) and (10) shall only be for the difference between the tax paid on the basis of the appealed valuation and the tax payable on the valuation adjusted in accordance with the board's order.
11. Paid as a state property tax levied upon property, the assessed value of which has been established by the state board of tax appeals for the year of such levy: PROVIDED, HOWEVER, That the amount refunded shall only be for the difference between the state property tax paid and the amount of state property tax that would, when added to all other property taxes within the 1 percent limitation of the state constitution equal 1 percent of the assessed value established by the board.
12. Paid on the basis of an assessed valuation which was adjudicated to be unlawful or excessive: PROVIDED, that the amount refunded shall be for the difference between the amount of tax payable on the basis of the assessed valuation determined as a result of the preceding.
13. Paid on property acquired under a tax lien. (RCW 84.69.020)
14. Paid on the basis of an assessed valuation that was reduced under RCW 84.48.065.
15. Paid on the basis of an assessed valuation that was reduced under RCW 84.40.039.
16. Abated under RCW 84.70.010

## **ADDITIONAL INFORMATION – STATE ASSESSED PROPERTY**

Utility and transportation companies that are defined in RCW 84.12 whose operations are in more than one county or state are assessed by the Department of Revenues' (DOR) Property Tax Division. These companies include airlines, railroads, electric companies who produce or distribute electricity on the retail or wholesale market, gas pipeline companies who distribute or sell gas on the retail or wholesale market, and telecommunications companies including landline, local and long distance phone and wireless companies. Telecommunications also includes cable companies who have assets in Washington that are used for providing telephone service in more than one county or state. In addition to these companies, DOR also assessed private railcars. These private railcars are most often owned by companies who are not a railroad that pay the railroad companies to transport their cars from place to place, including chemical companies, grain import and export companies, and several companies who are in the business to lease railcars to railroads and others.

The appraised value of state assessed property is, by law, valued at 100% of market value. State, and in part, federal law require state assessed utilities be valued at the same level of assessment as other property in the same taxing jurisdiction. As a result, it is an equalized value of state assessed utilities that is allocated (apportioned) to all the taxing districts in the state; this includes real and personal property. The real and personal property ratio of each county is applied to the respective real and personal property appraised value of each company that is state assessed, and those values are apportioned to each county by tax code area (TCA).

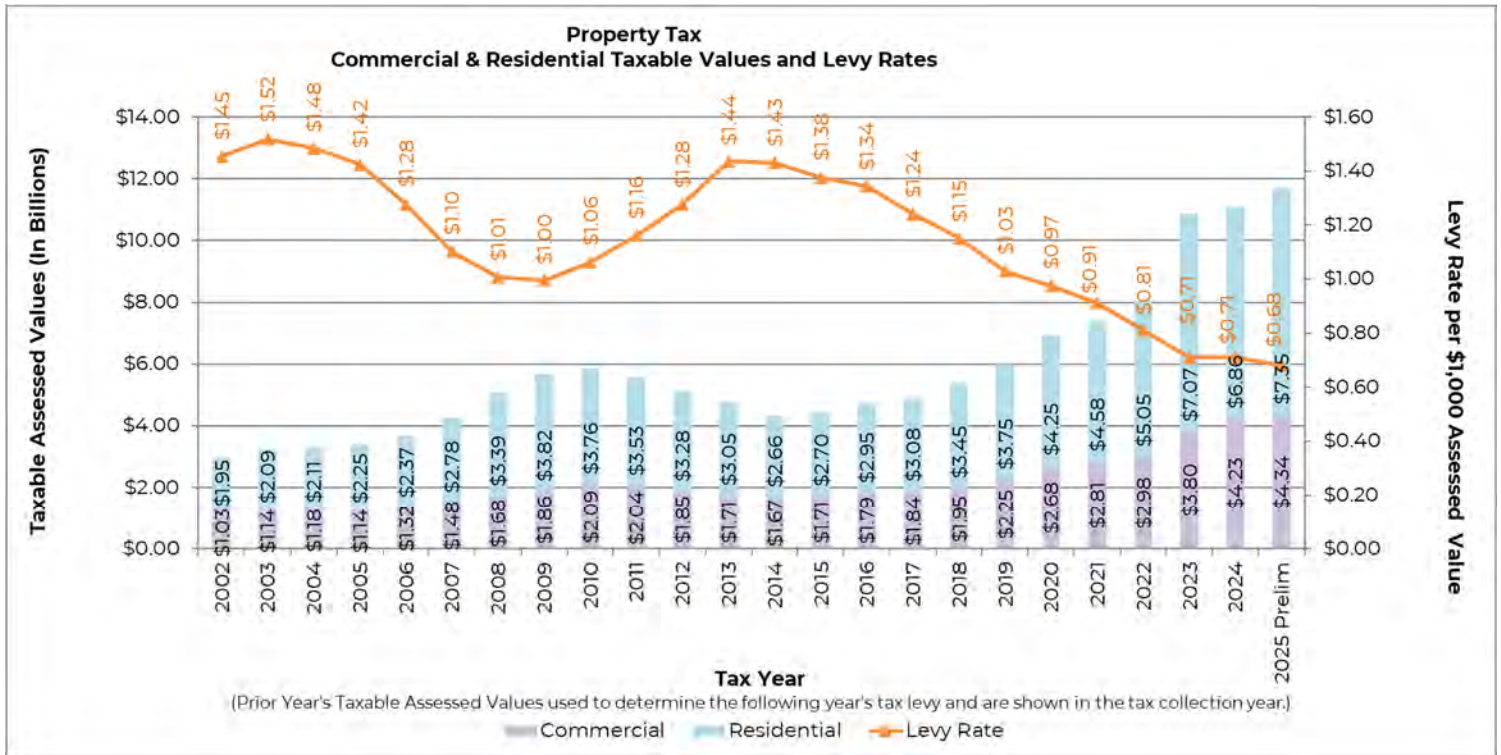
Utility property appraisal is based on the unit method, property is valued as one thing. As a result, there is no specific value determined for any specific asset that makes up the operating unit. Hence, apportioned value does not directly relate to the value of assets in the TCA to which the assets value has been set. Apportionment is a process of assigning value based on certain metrics which generally consist of historical or original cost, length and size of pipes, miles of rail, etc., tied to the actual location of company assets. If one percent of a company's historical cost, length of pipe, or miles of main railroad track, then 1% is apportioned to all the TCAs in which the company has assets.



## TAXABLE VALUES – COMMERCIAL & RESIDENTIAL TAXABLE VALUES & LEVY RATES

Year	Taxable Values (In Billions)										
						Change From Prior Year					
	Commercial		Residential		Total	Commercial		Residential		Total	
	\$	%	\$	%		\$	%	\$	%	\$	%
2002	\$1.03	35%	\$1.95	65%	\$2.98	\$0.06	5.6%	\$0.14	7.5%	\$0.19	6.8%
2003	\$1.14	35%	\$2.09	65%	\$3.23	\$0.10	10.1%	\$0.14	7.1%	\$0.24	8.2%
2004	\$1.18	36%	\$2.11	64%	\$3.28	\$0.04	3.3%	\$0.02	0.9%	\$0.06	1.7%
2005	\$1.14	34%	\$2.25	66%	\$3.38	(\$0.04)	-3.1%	\$0.14	6.5%	\$0.10	3.1%
2006	\$1.32	36%	\$2.37	64%	\$3.69	\$0.18	15.6%	\$0.13	5.6%	\$0.30	9.0%
2007	\$1.48	35%	\$2.78	65%	\$4.27	\$0.17	12.8%	\$0.41	17.3%	\$0.58	15.7%
2008	\$1.68	33%	\$3.39	67%	\$5.07	\$0.19	12.9%	\$0.61	21.9%	\$0.80	18.8%
2009	\$1.86	33%	\$3.82	67%	\$5.67	\$0.18	10.7%	\$0.42	12.5%	\$0.60	11.9%
2010	\$2.09	36%	\$3.76	64%	\$5.85	\$0.23	12.5%	(\$0.06)	-1.5%	\$0.18	3.1%
2011	\$2.04	37%	\$3.53	63%	\$5.57	(\$0.05)	-2.2%	(\$0.23)	-6.2%	(\$0.28)	-4.8%
2012	\$1.85	36%	\$3.28	64%	\$5.13	(\$0.19)	-9.3%	(\$0.25)	-7.1%	(\$0.44)	-7.9%
2013	\$1.71	36%	\$3.05	64%	\$4.77	(\$0.14)	-7.5%	(\$0.22)	-6.8%	(\$0.36)	-7.1%
2014	\$1.67	39%	\$2.66	61%	\$4.33	(\$0.05)	-2.7%	(\$0.39)	-12.8%	(\$0.44)	-9.2%
2015	\$1.71	39%	\$2.70	61%	\$4.41	\$0.04	2.7%	\$0.03	1.2%	\$0.08	1.8%
2016	\$1.79	38%	\$2.95	62%	\$4.74	\$0.08	4.8%	\$0.25	9.4%	\$0.33	7.6%
2017	\$1.84	37%	\$3.08	63%	\$4.93	\$0.05	2.7%	\$0.14	4.6%	\$0.18	3.9%
2018	\$1.95	36%	\$3.45	64%	\$5.40	\$0.11	5.8%	\$0.36	11.8%	\$0.47	9.5%
2019	\$2.25	37%	\$3.75	63%	\$6.00	\$0.30	15.4%	\$0.31	8.9%	\$0.61	11.2%
2020	\$2.68	39%	\$4.25	61%	\$6.93	\$0.43	19.1%	\$0.50	13.3%	\$0.93	15.4%
2021	\$2.81	38%	\$4.58	62%	\$7.39	\$0.13	4.9%	\$0.33	7.7%	\$0.46	6.6%
2022	\$2.98	37%	\$5.05	63%	\$8.03	\$0.17	6.1%	\$0.47	10.3%	\$0.64	8.7%
2023	\$3.80	35%	\$7.07	65%	\$10.87	\$0.81	27.3%	\$2.02	40.1%	\$2.84	35.3%
2024 Prelim	\$4.21	38%	\$6.88	62%	\$11.10	\$0.41	10.9%	(\$0.19)	-2.7%	\$0.23	2.1%

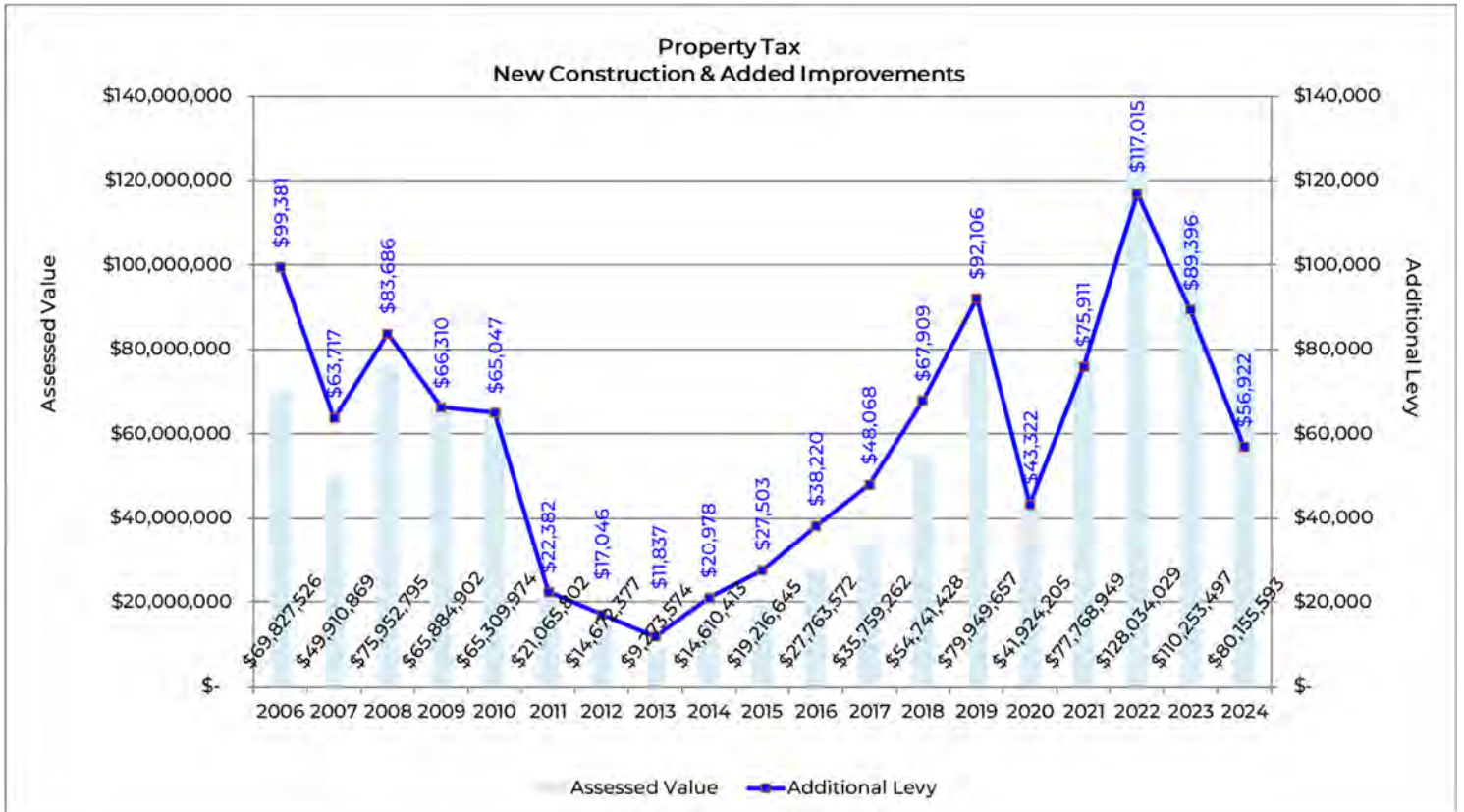
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## NEW CONSTRUCTION & ADDED IMPROVEMENTS

New Construction & Added Improvement						
Tax Year	Taxable Value*	Additional Levy	Change From Prior Year			
			Assessed Value		Additional Levy	
			\$	%	\$	%
2006	\$ 69,827,526	\$ 99,381	n/a	n/a	n/a	n/a
2007	\$ 49,910,869	\$ 63,717	\$ (19,916,657)	-28.5%	\$ (35,664)	-35.9%
2008	\$ 75,952,795	\$ 83,686	\$ 26,041,926	52.2%	\$ 19,969	31.3%
2009	\$ 65,884,902	\$ 66,310	\$ (10,067,893)	-13.3%	\$ (17,377)	-20.8%
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2013	\$ 9,273,574	\$ 11,837	\$ (5,398,803)	-36.8%	\$ (5,209)	-30.6%
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2018	\$ 54,741,428	\$ 67,909	\$ 18,982,166	53.1%	\$ 19,841	41.3%
2019	\$ 79,949,657	\$ 92,106	\$ 25,208,229	46.0%	\$ 24,197	35.6%
2020	\$ 41,924,205	\$ 43,322	\$ (38,025,452)	-47.6%	\$ (48,784)	-53.0%
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2024	\$ 80,155,593	\$ 56,922	\$ (30,097,904)	-27.3%	\$ (32,475)	-36.3%

\* County assessors are authorized to place any property that increased in value due to new construction on the assessment rolls up to August 31<sup>st</sup> of each year at the true and fair value as of July 31<sup>st</sup> of that year.





**Pierce County**

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September 13, 2024

OFFICIAL NOTIFICATION TO: LAKESWOOD

RE: 2024 PRELIMINARY ASSESSED VALUES

**FOR REGULAR LEVY**

Total Taxable Regular Value	11,860,646,779
Highest lawful regular levy amount since 1985	7,983,369.59
Additional revenue from current year's NC&I	60,572.22
Additional revenue from annexations (RCW 84.55)	0.00
Additional revenue from administrative refunds (RCW 84.69)	19,864.27
<i>Additional revenue from administrative refunds not allowed if limited by statutory rate limit</i>	
Court Order Refunds	0.00
Prior Year's Additional revenue from increase in state-assessed property	0.00
Total Allowable Levy (as controlled by the limit calculation)	8,063,806.08
This year's certified levy amount (including refunds)	0.00

**FOR EXCESS LEVY**

Taxable Value	11,765,842,951
Timber Assessed Value	-
Total Taxable Excess Value	11,765,842,951
New Construction and Improvement Value	85,152,241

*If you need assistance or have any questions regarding this information, please contact Kim Alflen  
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**PRELIM LAWFUL LEVY LIMIT 2024 FOR 2025**

**LAKESWOOD**  
**> 10,000**

**REGULAR TAX LEVY LIMIT:**

	<b>2023</b>
A. <b>Highest regular tax which could have been lawfully levied beginning with the 1985 levy</b> [refund levy not included] times limit factor (as defined in RCW 84.55.005).	7,904,326.33
	1.01
	7,983,369.59
B. Current year's assessed value of new construction, improvements and wind turbines in original districts before annexation occurred times last year's levy rate (if an error occurred or an error correction was made in the previous year, use the rate that would have been levied had no error occurred).	85,152,241
	0.711340238492
	60,572.22
C. Tax increment finance area increment AV increase (RCW 84.55.010(1)(e)) Current Year's A.V. less base year's A.V. , the result to be multiplied by last year's regular levy rate (or the rate that should have been levied)	214,926,166.00
	180,661,540.00
	34,264,626.00
	0.711340238492
	24,373.81
D State assessed property value in original district if annexed less last year's state assessed property value. The remainder to be multiplied by last year's regular levy rate (or the rate that should have been levied).	71,563,958
	71,563,958
	0.00
	0.711340238492
<b>PRIOR YEAR'S REVENUE AS PLACE HOLDER</b>	<b>0.00</b>
E <b>REGULAR PROPERTY TAX LIMIT (A + B + C)</b>	<b>8,068,315.62</b>

**ADDITIONAL LEVY LIMIT DUE TO ANNEXATIONS:**

F To find rate to be used in F, take the levy limit as shown in Line D above and divide it by the current assessed value of the district, excluding the annexed area.	8,068,315.62
	11,860,646,779
	0.680259328710
G Annexed area's current assessed value including new construction and improvements times rate found in F above.	0.00
	0.680259328710
	0.00
H <b>NEW LEVY LIMIT FOR ANNEXATION (E + G)</b>	<b>8,068,315.62</b>

**LEVY FOR REFUNDS:**

I RCW 84.55.070 provides that the levy limit will not apply to the levy for taxes refunded or to be refunded pursuant to Chapters 84.68 or 84.69 RCW. (D or G + refund if any)	8,068,315.62
	19,864.27
	8,088,179.89
J <b>TOTAL ALLOWABLE LEVY AS CONTROLLED BY THE LEVY LIMIT</b>	<b>8,088,179.89</b>
K Amount of levy under statutory rate limitation.	11,860,646,779
	1.600000000000
	18,977,034.85
L <b>HIGHEST LAWFUL LEVY FOR THIS YEAR</b>	<b>8,088,179.89</b>
M <b>New Highest Lawful Levy since 1985 (Lesser of H &amp; K minus C, unless A (before limit factor increase) is greater than H or K minus C, then A before the limit factor increase)</b>	<b>8,043,941.81</b>



## **ADDITIONAL INFORMATION – ADMINISTRATIVE REFUNDS**

Administrative refunds are taxes that had been levied in previous years on properties that have had their taxes abated or cancelled. The following is an outline defining administrative refunds and what they consist of – there are 16 of them:

1. Paid more than once.
2. Paid as a result of manifest error in description.
3. Paid as a result of a clerical error in extending the tax rolls.
4. Paid as a result of other clerical errors in listing property.
5. Paid with respect to improvements which did not exist on assessment date.
6. Paid under levies or statutes adjudicated to be illegal or unconstitutional.
7. Paid as a result of mistake, inadvertence, or lack of knowledge by any person exempted or partially exempted from paying real property taxes.
8. Paid or overpaid as a result of mistake, inadvertence, or lack of knowledge by either a public official or employee or by any person paying the same with respect to real property in which the person paying the same has no legal interest.
9. Paid on the basis of an assessed valuation which was appealed to the county board of equalization and ordered reduced by the board.
10. Paid on the basis of an assessed valuation which was appealed to the state board of tax appeals and ordered reduced by the board. PROVIDED, That the amount refunded under subsections (9) and (10) shall only be for the difference between the tax paid on the basis of the appealed valuation and the tax payable on the valuation adjusted in accordance with the board's order.
11. Paid as a state property tax levied upon property, the assessed value of which has been established by the state board of tax appeals for the year of such levy: PROVIDED, HOWEVER, That the amount refunded shall only be for the difference between the state property tax paid and the amount of state property tax that would, when added to all other property taxes within the 1 percent limitation of the state constitution equal 1 percent of the assessed value established by the board.
12. Paid on the basis of an assessed valuation which was adjudicated to be unlawful or excessive: PROVIDED, that the amount refunded shall be for the difference between the amount of tax payable on the basis of the assessed valuation determined as a result of the preceding.
13. Paid on property acquired under a tax lien. (RCW 84.69.020)
14. Paid on the basis of an assessed valuation that was reduced under RCW 84.48.065.
15. Paid on the basis of an assessed valuation that was reduced under RCW 84.40.039.
16. Abated under RCW 84.70.010

## **ADDITIONAL INFORMATION – STATE ASSESSED PROPERTY**

Utility and transportation companies that are defined in RCW 84.12 whose operations are in more than one county or state are assessed by the Department of Revenues' (DOR) Property Tax Division. These companies include airlines, railroads, electric companies who produce or distribute electricity on the retail or wholesale market, gas pipeline companies who distribute or sell gas on the retail or wholesale market, and telecommunications companies including landline, local and long distance phone and wireless companies. Telecommunications also includes cable companies who have assets in Washington that are used for providing telephone service in more than one county or state. In addition to these companies, DOR also assessed private railcars. These private railcars are most often owned by companies who are not a railroad that pay the railroad companies to transport their cars from place to place, including chemical companies, grain import and export companies, and several companies who are in the business to lease railcars to railroads and others.

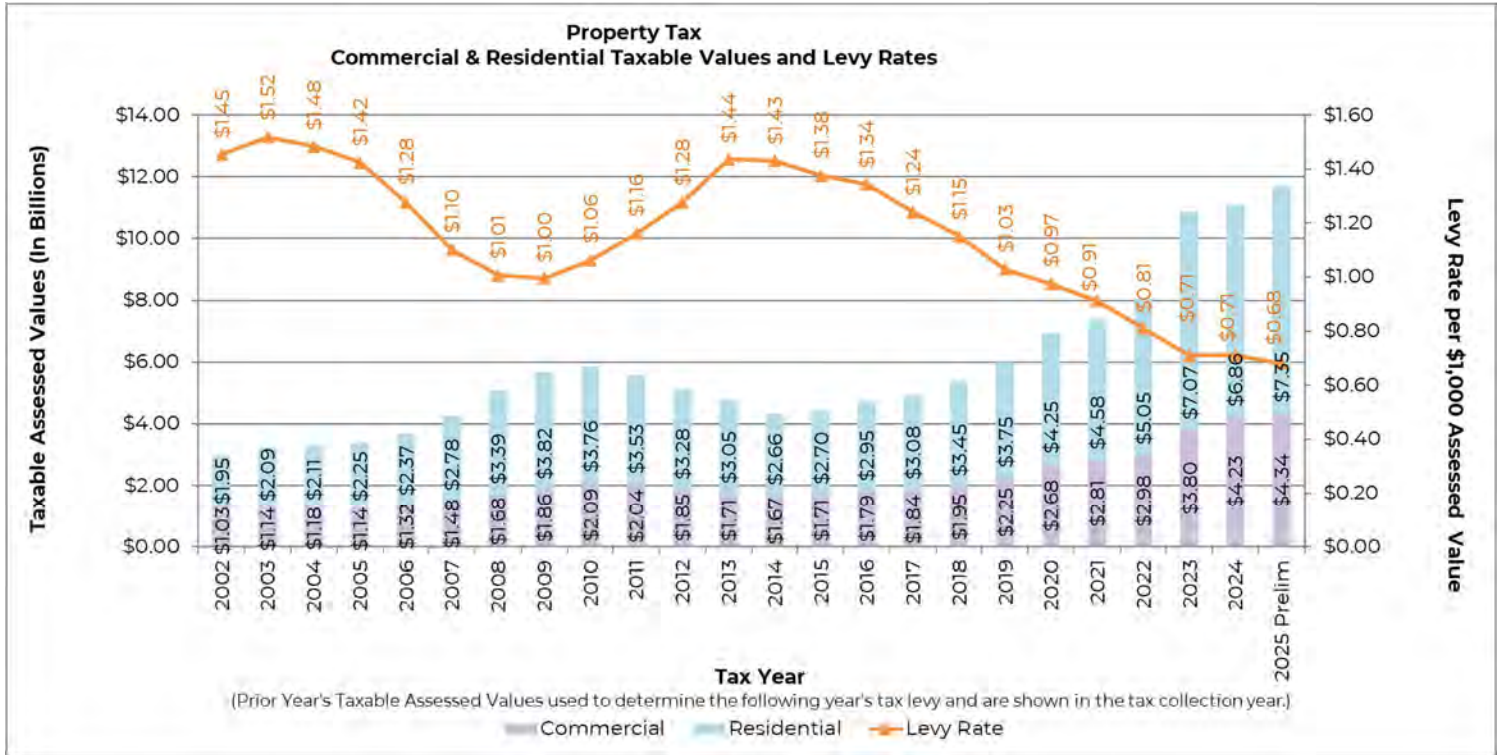
The appraised value of state assessed property is, by law, valued at 100% of market value. State, and in part, federal law require state assessed utilities be valued at the same level of assessment as other property in the same taxing jurisdiction. As a result, it is an equalized value of state assessed utilities that is allocated (apportioned) to all the taxing districts in the state; this includes real and personal property. The real and personal property ratio of each county is applied to the respective real and personal property appraised value of each company that is state assessed, and those values are apportioned to each county by tax code area (TCA).

Utility property appraisal is based on the unit method, property is valued as one thing. As a result, there is no specific value determined for any specific asset that makes up the operating unit. Hence, apportioned value does not directly relate to the value of assets in the TCA to which the assets value has been set. Apportionment is a process of assigning value based on certain metrics which generally consist of historical or original cost, length and size of pipes, miles of rail, etc., tied to the actual location of company assets. If one percent of a company's historical cost, length of pipe, or miles of main railroad track, then 1% is apportioned to all the TCAs in which the company has assets.

## TAXABLE VALUES – COMMERCIAL & RESIDENTIAL TAXABLE VALUES & LEVY RATES

Year	Taxable Values (In Billions)										
						Change From Prior Year					
	Commercial		Residential		Total	Commercial		Residential		Total	
	\$	%	\$	%		\$	%	\$	%	\$	%
2002	\$1.03	35%	\$1.95	65%	\$2.98	\$0.06	5.6%	\$0.14	7.5%	\$0.19	6.8%
2003	\$1.14	35%	\$2.09	65%	\$3.23	\$0.10	10.1%	\$0.14	7.1%	\$0.24	8.2%
2004	\$1.18	36%	\$2.11	64%	\$3.28	\$0.04	3.3%	\$0.02	0.9%	\$0.06	1.7%
2005	\$1.14	34%	\$2.25	66%	\$3.38	(\$0.04)	-3.1%	\$0.14	6.5%	\$0.10	3.1%
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2009	\$1.86	33%	\$3.82	67%	\$5.67	\$0.18	10.7%	\$0.42	12.5%	\$0.60	11.9%
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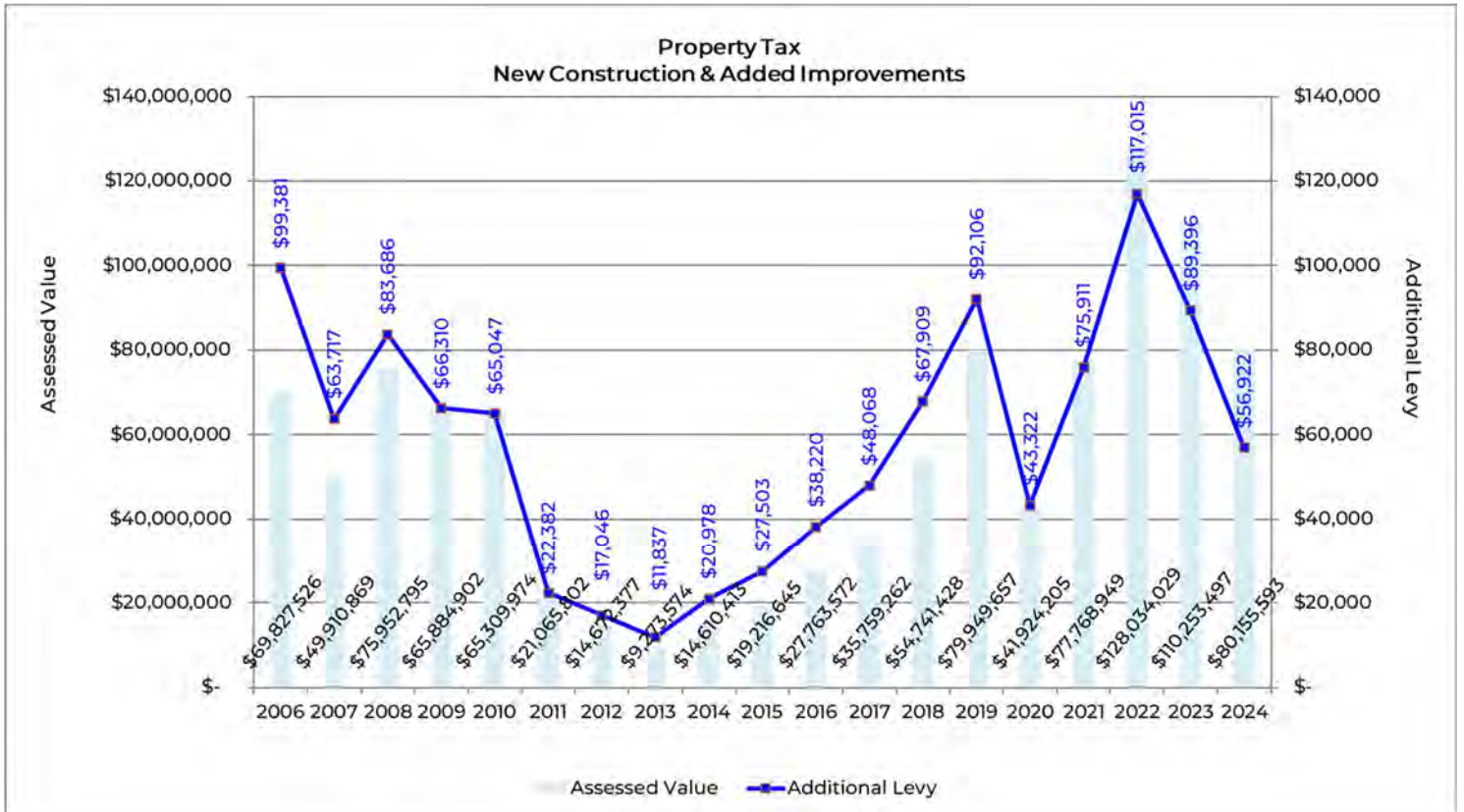
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**PRELIM LAWFUL LEVY LIMIT 2024 FOR 2025**

**LAKESWOOD**  
**> 10,000**

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B. Current year's assessed value of new construction, improvements and wind turbines in original districts before annexation occurred times last year's levy rate (if an error occurred or an error correction was made in the previous year, use the rate that would have been levied had no error occurred).	85,152,241 0.711340238492 60,572.22
C. Tax increment finance area increment AV increase (RCW 84.55.010(1)(e)) Current Year's A.V. less base year's A.V., the result to be multiplied by last year's regular levy rate (or the rate that should have been levied)	214,926,166.00 180,661,540.00 34,264,626.00 0.711340238492 24,373.81
D. State assessed property value in original district if annexed less last year's state assessed property value. The remainder to be multiplied by last year's regular levy rate (or the rate that should have been levied). <b>PRIOR YEAR'S REVENUE AS PLACE HOLDER</b>	71,563,958 71,563,958 0.00 0.711340238492 0.00
E. <b>REGULAR PROPERTY TAX LIMIT (A + B + C)</b>	<b>8,068,315.62</b>

**ADDITIONAL LEVY LIMIT DUE TO ANNEXATIONS:**

F. To find rate to be used in F, take the levy limit as shown in Line D above and divide it by the current assessed value of the district, excluding the annexed area.	8,068,315.62 11,860,646,779 0.680259328710
G. Annexed area's current assessed value including new construction and improvements times rate found in F above.	0.00 0.680259328710 0.00
H. <b>NEW LEVY LIMIT FOR ANNEXATION (E + G)</b>	<b>8,068,315.62</b>

**LEVY FOR REFUNDS:**

I. RCW 84.55.070 provides that the levy limit will not apply to the levy for taxes refunded or to be refunded pursuant to Chapters 84.68 or 84.69 RCW. (D or G + refund if any)	8,068,315.62 19,864.27 8,088,179.89
J. <b>TOTAL ALLOWABLE LEVY AS CONTROLLED BY THE LEVY LIMIT</b>	<b>8,088,179.89</b>
K. Amount of levy under statutory rate limitation.	11,860,646,779 1.600000000000 18,977,034.85
L. <b>HIGHEST LAWFUL LEVY FOR THIS YEAR</b>	<b>8,088,179.89</b>
M. New Highest Lawful Levy since 1985 (Lesser of H & K minus C, unless A (before limit factor increase) is greater than H or K minus C, then A before the limit factor increase)	<b>8,043,941.81</b>

ORDINANCE NO.

AN ORDINANCE of the City Council of the City of Lakewood, Washington, relating to ad valorem property taxes; establishing the amount to be raised in 2025 by taxation on the assessed valuation of the property of the City; and setting the property tax levy rate for 2025.

WHEREAS, the City Council of the City of Lakewood has met and considered its budget for the budget years 2025/2026; and

WHEREAS, the City Council conducted the public hearing on the 2025 property tax levy on November 4, 2024; and

WHEREAS, the City Council, after hearing and duly considering all relevant evidence and testimony, determined that it is necessary to meet the expenses and obligations of the City, to increase the regular property tax levy by the 1.0% limit factor as prescribed in RCW 84.55.0101; and

WHEREAS, the district's actual levy amount from the previous year was \$7,931,957; and

WHEREAS, the population of this district is more than 10,000.

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

SECTION 1. Be it resolved by the Lakewood City Council that an increase in the regular property tax is hereby authorized for the levy to be collected in the 2025 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be \$51,412.59 which is a percentage increase of 0.65% from the previous year. The increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

SECTION 2. Effective Date. That this Ordinance shall be in full force and effect five (5) days after publication of the Ordinance as required by law.

ADOPTED by the City Council this 18<sup>th</sup> day of November, 2024.

CITY OF LAKEWOOD

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Jason Whalen, Mayor

Attest:

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Briana Schumacher, City Clerk

Approved as to Form:

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Heidi Ann Wachter, City Attorney

DRAFT



To: Mayor and City Councilmembers  
 From: Tho Kraus, Deputy City Manager  
 Through: John J. Caulfield, City Manager *John J. Caulfield*  
 Date: November 4, 2024  
 Subject: Public Hearing on 2024 Year-End Budget Adjustment

**BACKGROUND**

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

- Adjustments to incorporate items previously approved by the City Council;
- Appropriate projects funded by grants and contributions;
- Continuation of capital projects; and
- New allocations as necessary.

**PROPOSED BUDGET ADJUSTMENT SUMMARY**

Year 2024:

- No change in beginning fund balance.
- Increases revenues by \$11.52M, resulting in a revised estimate of \$138.97M.
- Increases expenditures by \$12.64M, resulting in a revised estimate of \$170.37M.
- Decreases ending fund balance by \$1.12M, resulting in a revised estimate of \$25.76M.

The following table below provides a breakdown of the proposed budget adjustment (\$ in millions):

Fund Group	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance		
	Current Budget	Prop Adj	Proposed Revised Budget	Current Budget	Prop Adj	Proposed Revised Budget	Current Budget	Prop Adj	Proposed Revised Budget	Current Budget	Prop Adj	Proposed Revised Budget
<b>Total</b>	\$ 57.16	\$ -	\$ 57.16	\$ 127.45	\$ 11.52	\$ 138.97	\$ 157.73	\$ 12.64	\$ 170.37	\$ 26.88	\$ (1.12)	\$ 25.76
General	\$ 13.50	\$ -	\$ 13.50	\$ 49.03	\$ 3.89	\$ 52.92	\$ 54.68	\$ 3.16	\$ 57.84	\$ 7.85	\$ 0.73	\$ 8.58
Special Revenue	\$ 7.09	\$ -	\$ 7.09	\$ 18.27	\$ 3.25	\$ 21.53	\$ 21.74	\$ 3.29	\$ 25.03	\$ 3.63	\$ (0.03)	\$ 3.59
Debt Service	\$ 2.04	\$ -	\$ 2.04	\$ 3.61	\$ (0.83)	\$ 2.78	\$ 3.68	\$ 0.49	\$ 4.16	\$ 1.97	\$ (1.32)	\$ 0.65
Capital Projects	\$ 16.81	\$ -	\$ 16.81	\$ 40.11	\$ 3.82	\$ 43.93	\$ 56.61	\$ 3.82	\$ 60.43	\$ 0.31	\$ -	\$ 0.31
Enterprise	\$ 11.22	\$ -	\$ 11.22	\$ 5.13	\$ -	\$ 5.13	\$ 8.29	\$ 0.06	\$ 8.35	\$ 8.06	\$ (0.06)	\$ 8.00
Internal Service	\$ 6.50	\$ -	\$ 6.50	\$ 11.30	\$ 1.39	\$ 12.68	\$ 12.73	\$ 1.83	\$ 14.56	\$ 5.07	\$ (0.44)	\$ 4.62

## GENERAL FUND ENDING FUND BALANCE

In support of the City's financial integrity, the City Council originally adopted on September 15, 2014, a set of financial policies including fund balance reserves totaling 12% of General/Street O&M Funds operating revenues as follows:

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

Additionally, on November 15, 2021, the City Council via Ordinance 764 established an Economic Development Opportunity Fund within the General Fund ending fund balance for the purpose of accumulating excess funds from the General Fund and other funds that are eligible to provide funding for economic development opportunity related expenditures. The set aside amount as approved in the 2021/2022 mid-biennium budget adjustment is \$1,000,000 in each year of 2021 and 2022 for a total of \$2,000,000. The City shall appropriately use the funds as approved by the City Council.

The proposed budget adjustment maintains General Fund ending fund balance reserves, Economic Development Opportunity Fund, and a balanced budget as follows:

<b>General Fund Ending Fund Balance</b>	<b>2024 Budget</b>	
	<b>Current</b>	<b>Proposed</b>
2% Contingency Reserves	\$ 974,582	\$ 1,007,117
5% Ending Fund Balance Reserves	2,436,455	2,517,791
5% Strategic Reserves	2,436,455	2,517,791
<b>Total 12% Ending Fund Balance Reserves</b>	<b>5,847,492</b>	<b>6,042,699</b>
+ Economic Development Opportunity Fund	2,000,000	2,000,000
+ Unreserves/Designated for 2025/2026 Budget	3,203	537,989
<b>Total Ending Fund Balance</b>	<b>\$ 7,850,694</b>	<b>\$ 8,580,691</b>

<b>General Fund Financial Summary</b>	<b>2024 Budget</b>	
	<b>Current</b>	<b>Proposed</b>
Operating Revenue	\$ 47,749,160	\$ 49,375,899
Operating Expenditures	46,090,558	47,749,798
<b>Operating Income / (Loss)</b>	<b>1,658,602</b>	<b>1,626,101</b>
<b>As a % of Operating Expenditures</b>	<b>3.6%</b>	<b>3.4%</b>
Other Financing Sources	1,281,588	3,548,429
Other Financing Uses	8,587,360	10,091,701
<b>Beginning Fund Balance</b>	<b>\$ 13,497,864</b>	<b>\$ 13,497,864</b>
<b>Ending Fund Balance</b>	<b>\$ 7,850,694</b>	<b>\$ 8,580,691</b>

## **PROPOSED BUDGET ADJUSTMENT DETAILS**

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

### **Fund 001 General**

#### **Revenue Adjustments, New/Ongoing**

- Increase development services permits and fees revenue estimates by \$2,100,422 resulting in a revised budget estimate of \$4,547,357.
- Increase property tax revenue estimate by \$85,857 for a total revised budget estimate of \$7,931,957.
- Increase sales tax revenue estimate by \$372,00 for a total revised budget estimate of \$14,645,000.
- Increase utility tax revenue estimate by \$427,900 for a total revised budget estimate of \$5,970,000.
- Decrease gambling tax revenue estimate by \$1,276,500 for a total revised budget estimate of \$2,633,700.
- Decrease municipal court fines & forfeitures revenue estimate by \$82,940 for a total revised budget estimate of \$263,560.

#### **CC – Independent Salary Commission Decision, New/Ongoing**

Add \$17,540 in salary and benefits for 2024 to update the Independent Salary Commission (ISC) decision. The Lakewood City Council established by Ordinance #605 the ISC to provide an independent authority to set compensation for elected officials and separate officials from the compensation the decision. The ordinance requires the ISC to convene and determine salaries paid to the Mayor and City Council within 45 days of confirmation by the City Council (with extensions available, if necessary).

#### **CM – Personnel Costs, New/Ongoing**

Add \$21,700 in personnel costs to align position budget with actual placement of positions on the pay scale and related payroll benefits.

#### **LG - Opioid Abatement Funds, New/Revenue Neutral**

Add \$388,320 for the Opioid distribution of which \$289,326 is from the Janssen of WA and \$53,983 is from Distributor #4, and early distributions for Teva \$14,666, Allergan \$16,116, and CVS \$14,229. According to the most recent estimates provided in Opioid portal, the City is scheduled to receive a total of \$1,638,293 over the course of 18 years (2021-2038). The specific use of the fund is currently under review. The first three years of distributions have been received (\$84,168, \$43,130, & \$634,589 respectively). Note from portal: The calculations are the amounts that the indicated State(s) and/or Subdivision(s) would receive pursuant to the Settlement Agreements if all the relevant facts and circumstances were to remain unchanged. Be advised, however, that the relevant facts and circumstances, including but not limited to current levels of Stat and Subdivision participation, are subject to change and thus, there are no guarantees regarding the amounts or timing of any future payment(s). The amounts and timing of any future payments will be governed by the terms of the Settlers Agreements. Payment timing and amounts are subject to change and may be affected by, among other things, increased participation in a State, or State's eligibility for Incentive Payment D, and suspensions or offsets related to Later Litigating Subdivisions. Payment timing and amounts may also be affected by the Pre-Payment Option and/or Significant Financial Constraint provisions of the Distributor Settlement Agreement. Also, note, these calculations do not take into account any Settlement Fund Administrator costs and fees that exceed the available interest accrued in the Settlement Fund.

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

Add \$42,000 for OPD (Office of Public Defense) SPAR (Simple Possession Advocacy and Representation) Funding for use in FY25 (FY25 (July 1, 2024 – June 30, 2025). This award shall be used to reimburse Lakewood's eligible expenses related to public defense services for indigent adults facing charges under RCW 69.50.4011(1)(b) or (c), 69.50.4013, 69.50.4014, or 69.41.030(1), or under local ordinances involving allegations of possession or public use of a controlled substance, counterfeit substance, or legend drug. These funds shall be disbursed by OPD on a reimbursement basis only.

### **PD – Tahoma Narcotics Enforcement Team Puyallup (TNET), Grant/1-Time**

Add \$4,274 in revenue available for drawdown. The current contract runs from 7/1/2024 – 6/30/2025. This is indirect federal funding from the Department of Justice through the Department of Commerce and the City of Puyallup. These funds pay a portion of the regular time and benefits of a dedicated Lakewood Officer to TNET.

### **PD – Websedge Film Production for 2024 IACP, New/1-Time**

Add \$28,900 to produce a film, 5 to 6 minutes in length which will include interviews with client spokespeople and case study material; Produce a series of news programs for the Event and include the client's film in one or more of these programs; Screen the client's film at the event via a dedicated television channel in selected HQ delegate's hotels in the area; Broadcast this film to attendees of the event on television screens; Stream and host the client's film online for 12 months after the event; Include the film in any social media activities carried out by IACP TV for the conference; Provide the client with a link to their full 5 minute film and 1 minute version for their own social media and marketing; And guarantees: Pre-production consultation on the client's topic and schedule; One (1) day of filming; Final approval of film before broadcast; Use of any rushes / B-Roll (including unused footage) for client's own purposes via a royalty-free, indefinite license; Delivery of all assets including footage from the shoot, a high quality master digital file, plus a file in a format suitable to your marketing needs. (Note: Quote does not include tax.)

### **PD – North Carolina Hurricane 2024, Revenue Neutral/1-Time**

Add \$69,172 in revenue reimbursements and expenditures for costs of a 10-member team to assist with North Carolina's hurricane relief efforts during the period 10/4/2014 – 10/19/20204. Washington also has the right to request resources back should conditions dictate need in our state.

### **PD – Personnel Cost, New/Ongoing**

Add \$1,620,000 in personnel costs to align position budget with actual placement of positions on the pay scale and related payroll benefits due to implementation of collective bargaining agreement, filling all authorized and overhire positions. The department is currently fully staffed.

### **PK – CHOICE Grant, Grant/1-Time**

Add \$130,000 for expenditures covering July 2024 through July 2025, funded by grant revenue from the Washington State Health Care Authority (HCA) CHOICE. The City has been the fiscal agent for the Lakewood's CHOICE program since July 1, 2019. It is a behavioral health initiative that serves parents and youth directly with various programs and curricula in partnership with the school district and local nonprofit organizations. This initiative does high impact work and is a great partner in Lakewood. The contract ends 06/30/2025. Most of this funding pays for the two CHOICE contractors who perform the work, with 10% set aside to cover a portion of the administrative costs as it relates to the Human Services Coordinator position but does not cover other administrative costs such as finance and accounting.

### **PPW – New Permit System, Grant/1-Time**

Add \$240,000 for new permitting system, funded by grant

### **Internal Service Charges**

See internal services funds for additional information.



## **Fund 101 Streets O&M**

### **Internal Service Charges**

See internal services funds for additional information.

## **Fund 103 Transportation Benefit District**

On December 20, 2021 the City Council approved to use the Transportation Benefit District \$20 Vehicle License Fee to leverage the issuance of bonds in support of seven transportation projects totaling \$11,600,000. The estimated bond repayment period is 20 years with annual debt service of \$835,000. Ordinance 767 added these seven projects to the list of eligible projects and extended the original sunset date from 12:01 AM on July 16, 2032 unless dissolved sooner to 12:01 AM on December 2, 2044 to coincide with the debt service schedule. With the delay in issuing the bonds, Bond Ordinance 766, along with Ordinance 767 will need to be extended with City Council review and approval tentatively scheduled to be issued in 2025. The delay in bond issuance frees up \$835,000 for the Interlaaken Bridge repair by reallocating Transportation Benefit District \$20 Vehicle Licensing Fees to eligible projects.

## **Fund 104 Hotel/Motel Lodging Tax**

### **GASB 87 Lease Accounting, Revenue Neutral/Ongoing**

Add \$220,000 in revenues and expenditures to account for GASB 87 Leases.

### **Transfer to General Fund, New/1-Time**

## **Fund 105 Property Abatement/Rental Housing Safety Program /1406 Affordable Housing**

### **Transfer to General Fund, New/1-Time**

Return General Fund contributions of \$640,000 received for abatement expenditures in advance of abatement lien revenues. The General Fund provided a total of \$640,000 during 2021-2024, including \$500,000 for Karwan Village abatement. The City has since received payment from Karwan Village totaling \$1,076,982.

## **Fund 180 Narcotics Seizure Fund**

The purpose of this fund is to track assets seized as a result of involvement with the illegal sale, possession, or distribution of drugs or controlled substances, and for the purchase of controlled substances or drugs by law enforcement officers or agents, as well as other expenses to enhance and improve law enforcement activities having a close and demonstrable relationship to enforce enforcement of controlled substances. Funds may not be used to supplant existing funding sources.

### **Organized Crime Drug Enforcement Task Forces (OCDETF), Grant/1-Time**

Reduce \$1,944 in revenues and expenditures funded by the US. Department of Justice organized Crime Drug Enforcement Task Force for the Pacific Region with a period of performance of 10/01/2023-09/30/24. The funding amount of the High Mileage Initiative has been reduced by \$1,944. This initiative focuses on dismantling drug trafficking organizations that distribute large quantities of drugs across the United States. The program targets drug traffickers who use vehicles to transport drugs across the country, hence the name "High Mileage".

### **Replace Freezer & Refrigerator Units, Revenue Neutral/1-Time**

Add \$20,000 in seizure revenues and expenditures to replace freezer and refrigerator units. The police are required to store evidence, and sometimes that means freezing or chilling evidence for later use. The units in the evidence storage warehouse are 15 years old and are considered at the end of useful life. This equipment is something the police consider to be a "No Fail" situation, meaning that they cannot lose evidence due to failed equipment and thus request replacement prior to any failures.

## **Fund 182 Federal Seizure**

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

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

Impermissible Uses: Salaries and benefits of permanent law enforcement personnel, except in limited circumstances (i.e. express statutory authorization, overtime of officers and investigators, new positions and temporary or not-to-exceed one year appointments and salary of an officer hired to replace an officer assigned to a task force, specialized programs that generally do not involve traditional law enforcement functions); use of forfeited property by non-law enforcement personnel; payment of education-related costs; uses contrary to the laws of the state or local jurisdiction; non-official government use of shared assets; purchase of food and beverage (except for conference and meals during local operations); extravagant expenditures or wasteful expenditures and entertainment; cash on hand, secondary accounts, and stored value cards (such as prepaid credit cards); transfers to other law enforcement agencies; purchase of items for other law enforcement agencies; costs related to lawsuits; loans; and money laundering operations.

### **Federal Seizure, Revenue Neutral/1-Time**

Add \$9,000 in revenues and expenditures funded by seizure revenues received for eligible expenditures.

## **Fund 190 Community Development Block Grant (CDBG) Fund**

Fund 190 CDBG is predominantly comprised of U.S. Department of Housing and Urban Development funds for Community Development Block Grant Entitlements (CDBG), HOME program funding through the Lakewood and Tacoma HOME Consortium and Section 108 Loan Guarantees. There is also a grant from the Nisqually Tribe for minor home repairs and West Pierce Fire & Rescue for emergency assistance for displaced residents.

Through the planning and citizen participation process CDBG and HOME spending priorities are set on an annual basis, to be broken out into funding projects for physical improvements, public service (not to exceed 15%), housing, economic development, and administration (not to exceed 20%).

### **HOME Investment Partnerships American Rescue Plan Program (HOME ARP), Grant/1-Time**

Add \$1,175,489 to assist individuals or households who are homeless, at risk of homelessness, and other vulnerable populations, by providing housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability across the country. The grant period is 3/1/2024-12/31/2026

### **HUD - Community Development Block Grant, Grant/1-Time**

Add \$1,131,118 to provide annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.

## **Fund 192 South Sound Military Communities Partnership**

### **Tactical Tailor Insurance Recovery - New/1-Time**

Add \$32,436 to be transferred to Risk Management Internal Service Fund to reimburse insurance costs incurred by Tactical Tailor from the start of their lease in 2022 through 2024. Tactical Tailor has been responsible for covering insurance premiums associated with the leased building during this period. This transfer will ensure that the Risk Management Internal Service Fund is appropriately reimbursed for providing insurance coverage to Tactical Tailor.

## **Fund 195 Public Safety Grants**

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

Carry forward \$201,854 remaining grant balance from prior years. This is an enhancement grant for the Veterans Treatment Court and serves Type A non-violent offenders. The total grant amount is \$500,000 and runs through December 31, 2024. In addition to personnel costs, the grant includes travel and training, supplies, and subaward for prosecution, consultant evaluator/information manager, and public defense.

### **Washington Auto Theft Prevention Authority, Grant/1-Time**

Add \$157,355 to provide Lakewood police officers to the task force in support of the Washington Auto Theft Prevention Grant Program. The funding covers public outreach, training, and innovative programs. The grant period is 6/1/2024 – 6/30/2025.

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

Add \$12,884 for grant period 10/1/2023 – 9/30/2024. This grant provides funding for officer overtime for emphasis patrol, vessel safety inspections, and educational boater safety-related activities. This grant has in-kind (such as personnel, maintenance of boats, fuel, trailers, and boat house) matching requirements of \$3,208. The match is the annual vessel registration fee.

### **Washington Association of Sheriffs & Police Chiefs - Traffic Safety Equipment, Grant/1-Time**

Add \$6,000 for the grant period 1/1/2024 – 9/30/2024. The grant provides funding for 2 lidar equipment purchases.

### **Washington Traffic Safety Commission - School Zones, Grant/1-Time**

Add \$10,000 for the grant period 1/1/2024 – 6/30/2024. The grant provides funding for heavy weather gear for motorcycle enforcement..

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

The grant pays the partial salary and benefits of an emergency management coordinator in cooperation with West Pierce Fire and Rescue and the City of University Place. This grant requires a match that is already budgeted in the General Fund Emergency Management budget in addition to in-kind Assistant Police Chief personnel cost and balance of the coordinator's salary.

- Add \$50,022 to assist with enhancing, sustaining, and improving state, local, and tribal emergency management programs. The grant period is 07/1/2024-06/30/2025
- Add \$16,066 to provide Community Emergency Response Team (CERT) training and basic supplies. The grant period is 1/1/2024-9/30/2024.

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

Add \$7,600 in revenues and expenditures for the WTSC Impaired Driving Emphasis grant (10/1/2023-09/30/2024). The grant provides funding for overtime wages and related benefits for law enforcement personnel to participate in scheduled local and multi-jurisdictional DUI, distracted, speeding, and safety patrols.

### **WTSC – Pierce County Regional Phlebotomy, Grant/1-Time Revenue Neutral**

Add \$1,228 in grant revenue and expenditures. This grant provides funding for the Pierce County Regional Law Enforcement Phlebotomy Program. This project would provide fully equipped and supplied phlebotomy sites at the established sites strategically located in Pierce County. These sites are in the City of Fife, the City of Edgewood, two cities in unincorporated Pierce County, in the City of Tacoma, in the City of Lakewood, and in the City of Puyallup. The grant period is from February 23, 2024, through June 30, 2024.

### **Washington Auto Theft Prevention Authority – Public Safety Equipment, Grant/1-Time**

Add \$131,250 in revenues and expenditures. This grant supports the cost of equipment specifically designed to deter, reduce, or investigate auto theft cases. The Police Department will use this funding to purchase 17 flock cameras to increase the city's flock cameras network. The grant period is 7/1/2024-06/30/2025.

### **Fund 201 Debt Service Funds**

Eliminate TBD \$20 VLF Funded Debt Service (Issue Debt in 2025). See Fund 103 Transportation Benefit District for additional details.

### **Fund 204 Sewer Debt Service Fund**

Transfer \$943,480 to Sewer Capital Projects. See Fund 311 Sewer Capital Projects.

### **Fund 301 Parks Capital**

#### **301.0020 Wards Lake Improvements, Revenue Neutral/1-Time**

Add \$355,000 in project expenditures funded by grants \$250,000 and Park CIP Fund interest earnings \$105,000.

This budget adjustments results in a life-to-date through 2024 cost estimate of \$6,297,518 funded by:

- \$7,315 Grant - Pierce County Conservation Futures
- \$500,000 Grant - WWRP (WA Wildlife & Recreation Program) Phase 1
- \$500,000 Grant – WWRP (WA Wildlife & Recreation Program) Phase 2
- \$960,430 Grant- LWCF (Land & Water Conservation Fund) Phase 1
- \$1,250,000 Grant – LWCF (Land & Water Conservation Fund) Phase 2
- \$350,000 Grant - YAF (Youth Athletic Fields) Phase 1
- \$350,000 Grant - YAF (Youth Athletic Fields) Phase 2
- \$252,840 Grant – DOC (Department of Commerce)
- \$637,500 General Fund
- \$1,260,837 REET
- \$105,000 Parks CIP Interest Earnings
- \$100,000 SWM
- \$23,596 MVET for Paths & Trails
- \$6,297,518 Total Sources**

#### **301.0054 Harry Todd Deferred Maintenance Program, Grant/1-Time**

Add \$100,000 for deferred maintenance items at Harry Todd Park, funded by RCO for \$100,000. This work will include applying a protective seal coat and striping to asphalt-based pavements, painting and striping the basketball courts, filling potholes and adding material to grade and level gravel surfaces, and adding wood chips to the playground. Lakewood will also hire additional seasonal staff to complete the maintenance activities.

This budget adjustments results in a life-to-date through 2024 cost estimate of \$100,000 funded by:

- \$100,000 Grant – RCO (Recreation Conservation Office)

**\$100,000 Total Sources**

## Fund 302 Transportation Capital

### **302.0083 Hipkins Road SW from Steilacoom Blvd to 104th St SW, Revenue Neutral/1-Time**

Add \$1,595,000 for expenditures directly related to work for Lakewood Water District, funded by Lakewood Water.

This budget adjustment results in a life-to-date through 2024 cost estimate of \$5,543,488 funded by:

- \$1,595,000 Lakewood Water District
- \$1,422,000 GO Bonds Funded by TBD \$20 VLF
- \$1,153,000 REET
- \$364,000 TBD \$20 VLF
- \$517,000 SWM
- \$337,500 Unallocated CIP (from various project savings, interest earnings, other revenue)

**\$5,543,488 Total Sources**

### **302.0135 JBLM North Access, Grant/1-Time**

Add \$8,825 for expenditures, funded by addition to TIB Grant of \$8,825.

The budget adjustment results in a life-to-date through 2024 budget of \$22,759,571 as follows:

- \$5,484,970 GO Bonds
- \$6,706,827 Grants - TIB
- \$252,860 General Fund
- \$2,389,108 REET
- \$195,000 TBD \$20 VLF
- \$123,530 Developer Fees
- \$4,311,914 SWM
- \$3,295,362 Lakewood Water District

**\$22,759,571 Total Sources**

### **302.0178 Interlaaken Bridge Repair, New/1-Time**

Add \$835,000 for bridge repair funded by reallocation of Transportation Benefit District \$20 Vehicle Licensing Fees to eligible projects by delaying issuance of bonds for TBD eligible projects.

The budget adjustment results in a life-to-date through 2024 budget of \$835,000 as follows:

- \$329,446 MVET (Motor Vehicle Excise Tax)
- \$184,602 General Fund
- \$320,952 REET

**\$835,000 Total Sources**

## Fund 311 Sewer Capital Projects

### **311.0004 North Thorne Lane Sewer Extension, Continuation/1-Time**

Eliminate project budget of \$7,615 due to project completion.

### **311.0005 Maple Street Sewer Extension, Continuation/1-Time**

Eliminate project budget of \$327,905 due to project completion.

### **311.0006 Rose Road & Forest Road Sewer Extension, Continuation/1-Time**

Additional \$711,000 in project expenditures funded by sewer surcharge \$711,000 due bid results coming in higher than the City's estimates.

The budget adjustment results in a life-to-date through 2024 cost estimate of \$1,920,000 funded by:

- \$711,000 Sewer Surcharge
- \$611,005 Sewer Availability
- \$597,995 Pierce County ARPA Grant

**\$1,920,000 Total Sources**

### **311.0007 Wadsworth, Silcox & Boat Street Sewer Extension, Continuation/1-Time**

Additional \$200,000 in project expenditures funded by sewer availability \$200,000. The increase is due to bid results coming in higher than the City's estimates.

The budget adjustment results in a life-to-date through 2024 cost estimate of \$2,487,000 funded by:

\$887,000 Sewer Availability  
\$1,182,822 Pierce County ARPA Grant  
\$417,178 Sewer Surcharge  
**\$2,487,000 Total Sources**

### **311.0008 Grant Avenue & Orchard Street Sewer Extension, Continuation/1-Time**

Additional \$500,000 in project expenditures funded by sewer surcharge \$212,480 and sewer availability \$287,520. The increase is due to bid results coming in higher than the City's estimates.

The budget adjustment results in a life-to-date through 2024 cost estimate of \$735,600 funded by:

\$212,480 Sewer Surcharge  
\$287,520 Sewer Availability  
\$735,600 Pierce County ARPA Grant  
**\$1,235,600 Total Sources**

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

Eliminate project budget of \$152,000 due to project completion.

## **Fund 401 Surface Water Management**

### **Internal Service Charges**

See internal services funds for additional information.

## **Fund 501 Fleet & Equipment**

### **Replace Totaled Police Vehicle 40641, Revenue Neutral/1-Time**

Add \$85,000 for the replacement of totaled police vehicle involved in a two-car collision (no injuries). WCIA declared the vehicle a total loss. The new patrol car is fully funded by WCIA insurance proceeds.

## **Fund 502 Property Management**

### **City Hall Beam Repair, New/1-Time**

Additional \$700,000 in expenses to replace, seal and protect the exposed exterior beams on City Hall building.

### **City Hall Beam Painting, New/1-Time**

Add \$60,000 to paint the exterior beams on the City Hall building once replaced.

### **City Hall Server Room Air Conditioner, New/1-Time**

Add \$25,000 to add air conditioning system to the City Hall server room.

## **Fund 503 Information Technology**

### **Transfer to General Fund, New/1-Time**

Close out unspent fund balance of \$355,786 to General Fund.

### **GASB 96 SBITA Accounting, Revenue Neutral/Ongoing**

Add \$520,000 in revenues and expenditures to account for GASB 96 SBITA (Subscription Based Information Technology Arrangements). This new standard enhances financial reporting by defining SBITAs and providing consistent guidance for accounting and financial reporting related to these arrangements

## **504 Risk Management**

### **Insurance Reimbursement Tactical Tailor, New/1-Time**

Add \$32,436 insurance reimbursement for Tactical Tailor as part of their lease agreement. The reimbursement offsets internal service charges allocated to operating funds.

### **Insurance Reimbursement for Police Totaled Vehicle 40641, Revenue Neutral/1-Time**

Add \$85,000 insurance reimbursement for police vehicle involved in a two-car collision (no injuries). WCIA declared the vehicle a total loss. The patrol car is covered at replacement cost estimated at \$85,000. The insurance proceeds will be transferred to the fleet & equipment fund to cover the cost of replacement.



**2024 Year-End Budget Adjustment  
Summary of Proposed Requests**

	Adjustment Type	Ongoing/ 1-Time	Year 2024	
			Revenue	Expenditure
<b>Grand Total - All Funds</b>			<b>\$ 11,523,528</b>	<b>\$ 12,644,478</b>
<b>Total - Fund 001 General</b>			<b>\$ 3,893,577</b>	<b>\$ 3,163,581</b>
RV Development Services Permits & Fees	Revenue	Ongoing	2,100,422	-
RV Property Tax	Revenue	Ongoing	85,857	-
RV Sales Tax	Revenue	Ongoing	372,000	-
RV Utility Tax	Revenue	Ongoing	427,900	-
RV Gambling Tax	Revenue	Ongoing	(1,276,500)	-
RV Fines & Forfeitures	Revenue	Ongoing	(82,940)	-
CC Implement Independent Salary Commission Decision	New	Ongoing	-	17,540
CM Personnel Cost Adj (Actual Position Placement vs. Budget)	New	Ongoing	-	21,700
ND Office of Public Defense SPAR Grant FY 2025	Revenue Neutral	1-Time	42,000	42,000
LG Opioid Abatement Funds Distributions	Revenue Neutral	1-Time	388,320	388,320
PD DOC Grant - Tahoma Narcotics Enforcement Team (TNET)	Revenue Neutral	1-Time	4,274	-
PD IAP Film Production	New	1-Time	-	28,900
PD Assist with North Carolina Hurricane 2024	New	1-Time	69,172	69,172
PD Personnel Cost Adj (Collective Bargaining, Unfunded FTEs, Overhires, Placement)	New	Ongoing	-	1,620,000
PK Washington State HCA (Health Care Authority) CHOICE Grant	New	1-Time	130,000	130,000
PPW New Permit System, Grant Funded	New	1-Time	240,000	240,000
GF Transfer from Property Abatement	New	1-Time	640,000	-
GF Transfer from LID Guaranty	New	1-Time	53,000	-
GF Transfer from LID Debt Svcs	New	1-Time	344,286	-
GF Transfer from Information Technology Fund	New	1-Time	355,786	-
CW City Hall Server Room Air Conditioner - Internal Service Charge	New	1-Time	-	18,890
CW City Hall Beam Painting (Separate from Beam Repair) - Internal Service Charge	New	1-Time	-	45,336
CW City Hall Beam Repair - Internal Service Charge	New	1 - time	-	463,662
CW WCIA Assessment Reduction from Tactical Tailor Reimb - Internal Service Charge	New	1-Time	-	(28,345)
TR General/Street Fund Subsidy	New	1-Time	-	106,406
<b>Total - Special Revenue Funds</b>			<b>\$ 3,254,328</b>	<b>\$ 3,286,764</b>
<b>Total - Fund 101 Street O&amp;M</b>			<b>106,406</b>	<b>106,406</b>
CW City Hall Server Room Air Conditioner - Internal Service Charge	New	1-Time	3,910	3,910
CW City Hall Beam Painting (Separate from Beam Repair) - Internal Service Charge	New	1-Time	9,384	9,384
CW City Hall Beam Repair - Internal Service Charge	New	1 - time	95,998	95,998
CW WCIA Assessment Reduction from Tactical Tailor Reimb - Internal Service Charge	New	1-Time	(2,886)	(2,886)
<b>Total - Fund 103 Transportation Benefit District</b>			<b>\$ -</b>	<b>\$ -</b>
Delay Issuance of TBD Bonds	Revenue Neutral	1-Time	-	(835,000)
Redirect Funds to Eligible Projects for Interlaaken Bridge Repair	Revenue Neutral	1-Time	-	835,000
<b>Total - Fund 104 Lodging Tax</b>			<b>\$ 220,000</b>	<b>\$ 220,000</b>
GASB 87 Leases	Revenue	Ongoing	220,000	220,000
<b>Total - Fund 105 Property Abatement</b>			<b>\$ -</b>	<b>\$ -</b>
CD Abatement - Return General Fund Contributions \$640K offset by Exp Reduction	New	1-Time	-	-
<b>Total - Fund 180 Narcotics Seizure</b>			<b>\$ 18,056</b>	<b>\$ 18,056</b>
PD OCDETF - High Mileage 2024 Funding Change	Revenue Neutral	1-Time	(1,944)	(1,944)
PD Replace Freezer & Refridgerator Units	Revenue Neutral	1-Time	20,000	20,000
<b>Total - Fund 182 Federal Seizure</b>			<b>\$ 9,000</b>	<b>\$ 9,000</b>
PD Federal Seizure Revenue & Eligible Expenditures	Revenue Neutral	1-Time	9,000	9,000
<b>Total - Fund 190 CDBG</b>			<b>\$ 2,306,607</b>	<b>\$ 2,306,607</b>
CD HOME Investment Partnerships American Rescue Plan Program (HOME ARP)	Revenue Neutral	1-Time	1,175,489	1,175,489
CD HUD - Community Development Block Grant	Revenue Neutral	1-Time	1,131,118	1,131,118
<b>Total - Fund 192 South Sound Military Communities Partnership (SSMCP)</b>			<b>\$ -</b>	<b>\$ 32,436</b>
CD Tactical Tailor - Reimburse Insurance Costs 2022-2024	New	1-Time	-	32,436
<b>Total - Fund 195 Public Safety Grants</b>			<b>\$ 594,259</b>	<b>\$ 594,259</b>
MC Office of Justice Programs Veterans Court Grant	Revenue Neutral	1-Time	201,854	201,854
PD Washington Auto Theft Prevention Authority Mini Grant	Revenue Neutral	1-Time	157,355	157,355
PD WA State Parks & Recreation Boaters Safety	Revenue Neutral	1-Time	12,884	12,884
PD Washington Association of Sheriffs & Police Chiefs - Traffic Safety Equipment	Revenue Neutral	1-Time	6,000	6,000
PD Washington Traffic Safety Commission - School Zones	Revenue Neutral	1-Time	10,000	10,000
PD Emergency Management Planning EMPG- Main Program Activities	Revenue Neutral	1-Time	50,022	50,022
PD Emergency Management Planning EMPG. CERT Trainings	Revenue Neutral	1-Time	16,066	16,066
PD WTSC - Impaired and Distracted Driving	Revenue Neutral	1-Time	7,600	7,600
PD Pierce County Regional Law Enforcement Phlebotomy Program	Revenue Neutral	1-Time	1,228	1,228
PD WATPA -Public Safety Equipment	Revenue Neutral	1-Time	131,250	131,250



**2024 Year-End Budget Adjustment  
Summary of Proposed Requests**

	Adjustment Type	Ongoing/1-Time	Year 2024	
			Revenue	Expenditure
<b>Grand Total - Debt Service Funds</b>			<b>\$ (830,341)</b>	<b>\$ 485,769</b>
<b>Total - Fund 201 General Obligation Debt Service</b>			<b>\$ (835,000)</b>	<b>\$ (835,000)</b>
Eliminate TBD \$20 VLF Funded Debt Service (Issue Debt in 2025)	Continuation	1-Time	(835,000)	(835,000)
<b>Total - Fund 202 LID Debt Service</b>			<b>\$ -</b>	<b>\$ 344,289</b>
Earmark for Early Redemption	Continuation	1-Time	-	-
Transfer to General Fund	New	1-Time	-	344,289
<b>Total -Fund 204 Sewer Project Debt</b>			<b>\$ -</b>	<b>\$ 923,480</b>
Transfer to Sewer CIP	New	1-Time	-	923,480
<b>Total - Fund 251 LID Guarantee</b>			<b>\$ 4,659</b>	<b>\$ 53,000</b>
Transfer to General Fund	New	1-Time	4,659	53,000
<b>Total - Capital Improvement Project Funds</b>			<b>\$ 3,817,305</b>	<b>\$ 3,817,305</b>
<b>Total - Fund 301 Parks CIP</b>			<b>\$ 455,000</b>	<b>\$ 455,000</b>
301.0020 Wards Lake, Funded by Grants \$2,150,000 & Interest Earnings \$105,000	New	1-Time	355,000	355,000
301.0054 Harry Todd Deferred Maintenance Program, Funded by RCO Grant	New	1-Time	100,000	100,000
<b>Total - Fund 302 Transportation CIP</b>			<b>\$ 2,438,825</b>	<b>\$ 2,438,825</b>
302.0178 Interlaaken Bridge Repair	New	1-Time	835,000	835,000
302.0135 Streets: WA Blvd & Edgewood Dr (North Fort to Gravelly Lk. Dr.) - TIB	New	1-Time	8,825	8,825
302.0083 Hipkins Road SW from Steilacoom Blvd to 104th St SW Reimbursed by Lakewood Water District	New	1-Time	1,595,000	1,595,000
<b>Total - Fund 311 Sewer Project CIP</b>			<b>\$ 923,480</b>	<b>\$ 923,480</b>
311.0006 Rose Road - Source is Sewer Surcharge	New	1-Time	711,000	711,000
311.0004 Thorne Lane - Project Complete	Revenue Neutral	1-Time	-	(7,615)
311.0005 Maple Street - Project Complete	Revenue Neutral	1-Time	-	(327,905)
311.0013 Fort Steilacoom Park - Project Complete	Revenue Neutral	1-Time	-	(152,000)
311.0007 Wadsorth/Silcox - Source is Sewer Availability Charge	Revenue Neutral	1-Time	-	200,000
311.0008 Grant Ave - Source is Sewer Surcharge	New	1-Time	212,480	212,480
311.0008 Grant Ave - Source is Sewer Availability Charge	Revenue Neutral	1-Time	-	287,520
<b>Total - Enterprise Funds</b>			<b>\$ -</b>	<b>\$ 60,274</b>
<b>Total - Fund 401 Surface Water Management</b>			<b>\$ -</b>	<b>\$ 60,274</b>
CW City Hall Server Room Air Conditioner - Internal Service Charge	New	1-Time	-	2,200
CW City Hall Beam Painting (Separate from Beam Repair) - Internal Service Charge	New	1-Time	-	5,280
CW City Hall Beam Repair - Internal Service Charge	New	1-time	-	53,999
CW WCIA Assessment Reduction from Tactical Tailor Reimb - Internal Service Charge	New	1-Time	-	(1,205)
<b>Total - Internal Service Funds</b>			<b>\$ 1,388,659</b>	<b>\$ 1,830,786</b>
<b>Total - Fund 501 Fleet &amp; Equipment</b>			<b>\$ 85,000</b>	<b>\$ 85,000</b>
PD Replace Totaled Police Vehicle 40641, Funded by Insurance Proceeds	Revenue Neutral	1-Time	85,000	85,000
<b>Total - Fund 502 Property Management</b>			<b>\$ 698,659</b>	<b>\$ 785,000</b>
CW City Hall Beam Repair	New	1-time	613,659	700,000
CW City Hall Beam Painting (Separate from Beam Repair)	New	1-time	60,000	60,000
CW City Hall Server Room Air Conditioner	New	1-Time	25,000	25,000
<b>Total - Fund 503 Information Technology</b>			<b>520,000</b>	<b>875,786</b>
GF Transfer to General Fund	New	1-Time	-	355,786
GF GASB 96 SBITA (Subscription Based Information Technology Arrangements)	Revenue Neutral	Ongoing	520,000	520,000
<b>Total - Fund 504 Risk Management</b>			<b>\$ 85,000</b>	<b>\$ 85,000</b>
PD Transfer Insurance Proceeds to Fleet Fund to Replace Totaled Police Vehicle	Revenue Neutral	1-Time	85,000	85,000
CW Tactical Tailor Insurance Reimbursement \$32,436 / Reduce Assessments, Net \$0	New	1-Time	-	-

ORDINANCE NO.

AN ORDINANCE of the City Council of the City of Lakewood, Washington, amending the 2023/2024 Biennial Budget.

WHEREAS, the tax estimates and budget for the City of Lakewood, Washington, for the 2023/2024 fiscal biennium have been prepared and filed on October 3, 2022 as provided by Titles 35A.34 and 84.55 of the Revised Code of Washington; and

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

WHEREAS, the City Council of the City of Lakewood having held a public hearing on November 7, 2022, and having considered the public testimony presented; and

WHEREAS, the City Council of the City of Lakewood adopted Ordinance 779 on November 21, 2022 implementing the 2023/2024 Biennial Budget; and

WHEREAS, the City Council of the City of Lakewood adopted Ordinance 785 on May 15, 2023 implementing the 2023 Carry Forward Budget Adjustment; and

WHEREAS, the City Council of the City of Lakewood adopted Ordinance 795 on December 4, 2023 implementing the 2023 Year-End Budget Adjustment; and

WHEREAS, the City Council of the City of Lakewood adopted Ordinance 804 on May 20, 2024 implementing the 2024 Carry Forward Budget Adjustment; and

WHEREAS, the City Council of the City of Lakewood finds it necessary to revise the 2024 Budget to: incorporate items previously approved by the City Council, appropriate projects funded by grants and contributions; continue capital projects; and include new allocations as necessary; and

WHEREAS, the City Council of the City of Lakewood held a public hearing on the 2024 Year-End Budget Adjustment on November 4, 2024.

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

Section 1. Budget Amendment. The budget for year 2024 as set forth in Ordinance 804, and as shown in Exhibit A (Current Revised Budget by Fund – Year 2024) is amended to adopt the revised budget for year 2024 in the amounts and for the purposes as shown in Exhibit B (Proposed Revised Budget by Fund – Year 2024).

Section 2. Severability. If any portion of this Ordinance or its application to any person or circumstances is held invalid, the remainder of the Ordinance or the application of the provision to other persons or circumstances shall not be affected.

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

Section 4. Effective Date. That this Ordinance shall be in full force and effect for year 2024 five (5) days after publication of the Ordinance Summary.

ADOPTED by the City Council this 18<sup>th</sup> day of November, 2024.

CITY OF LAKEWOOD

Attest:

\_\_\_\_\_  
Jason Whalen, Mayor

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

Approved as to Form:

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

**EXHIBIT A**  
**CURRENT REVISED BUDGET BY FUND - YEAR 2024**

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Fund Balance
<b>General Government Funds:</b>	<b>\$ 16,311,163</b>	<b>\$ 6,315,952</b>	<b>\$ 22,627,115</b>	<b>\$ 56,691,050</b>	<b>\$ 14,221,554</b>	<b>\$ 70,912,604</b>	<b>\$ 60,657,732</b>	<b>\$ 19,438,956</b>	<b>\$ 80,096,688</b>	<b>\$ 13,443,032</b>
001 General	11,462,172	2,035,692	13,497,864	46,328,920	2,701,828	49,030,748	50,147,904	4,530,014	54,677,918	7,850,694
101 Street	-	-	-	3,018,862	910,661	3,929,523	3,018,862	910,661	3,929,523	-
103 Transportation Benefit District	226,608	(14,320)	212,288	835,000	-	835,000	999,924	-	999,924	47,364
104 Hotel/Motel Lodging Tax Fund	3,230,825	362,186	3,593,011	1,338,567	-	1,338,567	1,340,367	-	1,340,367	3,591,211
105 Property Abatement/RHSP/1406	-	102,893	102,893	488,000	1,079,291	1,567,291	488,000	1,182,184	1,670,184	-
106 Public Art	-	26,902	26,902	37,000	-	37,000	37,000	26,902	63,902	-
180 Narcotics Seizure	-	76,230	76,230	-	28,595	28,595	-	104,825	104,825	-
181 Felony Seizure	-	22,370	22,370	-	-	-	-	22,370	22,370	-
182 Federal Seizure	-	4,671	4,671	-	-	-	-	4,671	4,671	-
190 CDBG	-	1,852,040	1,852,040	550,000	699,404	1,249,404	550,000	2,551,444	3,101,444	-
191 Neighborhood Stabilization Prog	-	14,148	14,148	45,500	303,000	348,500	45,500	317,148	362,648	-
192 SSMCP	(190,066)	76,359	(113,707)	441,925	1,166,885	1,608,810	352,796	1,155,770	1,508,566	(13,462)
195 Public Safety Grants	-	-	-	-	675,714	675,714	-	675,714	675,714	-
196 ARPA (American Rescue Plan Act)	-	1,301,077	1,301,077	-	6,656,176	6,656,176	-	7,957,253	7,957,253	-
201 GO Bond Debt Service	-	-	-	2,517,754	-	2,517,754	2,517,754	-	2,517,754	-
202 LID Debt Service	-	344,289	344,289	219,765	-	219,765	219,765	-	219,765	344,289
204 Sewer Project Debt	1,446,436	105,262	1,551,698	869,757	-	869,757	939,860	-	939,860	1,481,595
251 LID Guaranty	135,188	6,153	141,341	-	-	-	-	-	-	141,341
<b>Capital Project Funds:</b>	<b>\$ 786,193</b>	<b>\$ 16,024,363</b>	<b>\$ 16,810,556</b>	<b>\$ 16,662,261</b>	<b>\$ 23,445,555</b>	<b>\$ 40,107,816</b>	<b>\$ 17,082,343</b>	<b>\$ 39,529,437</b>	<b>\$ 56,611,780</b>	<b>\$ 306,592</b>
301 Parks CIP	22,488	5,638,436	5,660,924	3,785,788	4,743,938	8,529,726	3,785,788	10,404,863	14,190,651	-
302 Transportation CIP	166,449	8,527,457	8,693,906	9,261,855	16,940,054	26,201,909	9,387,720	25,508,094	34,895,814	-
303 Real Estate Excise Tax	44,232	235,196	279,428	2,917,500	(543,976)	2,373,524	2,916,657	(263,705)	2,652,952	-
311 Sewer Project CIP	553,024	1,623,274	2,176,298	697,118	2,305,539	3,002,657	992,178	3,880,185	4,872,363	306,592
<b>Enterprise Fund:</b>	<b>\$ 6,183,940</b>	<b>\$ 5,035,680</b>	<b>\$ 11,219,620</b>	<b>\$ 4,847,382</b>	<b>\$ 287,342</b>	<b>\$ 5,134,724</b>	<b>\$ 5,002,200</b>	<b>\$ 3,287,572</b>	<b>\$ 8,289,772</b>	<b>\$ 8,064,572</b>
401 Surface Water Management	6,183,940	5,035,680	11,219,620	4,847,382	287,342	5,134,724	5,002,200	3,287,572	8,289,772	8,064,572
<b>Internal Service Funds:</b>	<b>\$ 5,635,740</b>	<b>\$ 863,594</b>	<b>\$ 6,499,334</b>	<b>\$ 10,010,582</b>	<b>\$ 1,285,349</b>	<b>\$ 11,295,931</b>	<b>\$ 10,573,938</b>	<b>\$ 2,155,892</b>	<b>\$ 12,729,830</b>	<b>\$ 5,065,435</b>
501 Fleet & Equipment	5,215,297	205,424	5,420,721	1,627,120	97,100	1,724,220	2,172,320	349,312	2,521,632	4,623,309
502 Property Management	85,000	654,671	739,671	916,396	682,473	1,598,869	1,001,396	1,250,804	2,252,200	86,340
503 Information Technology	335,443	3,499	338,942	4,187,674	392,031	4,579,705	4,120,830	442,031	4,562,861	355,786
504 Risk Management	-	-	-	3,279,392	113,745	3,393,137	3,279,392	113,745	3,393,137	-
<b>Total All Funds</b>	<b>28,917,036</b>	<b>\$ 28,239,589</b>	<b>\$57,156,625</b>	<b>\$ 88,211,275</b>	<b>\$ 39,239,800</b>	<b>\$127,451,075</b>	<b>\$ 93,316,213</b>	<b>\$ 64,411,856</b>	<b>\$157,728,069</b>	<b>\$ 26,879,632</b>

**EXHIBIT B  
PROPOSED REVISED BUDGET BY FUND - YEAR 2024**

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	
<b>General Government Funds:</b>	<b>\$ 22,627,115</b>	<b>\$ -</b>	<b>\$ 22,627,115</b>	<b>\$ 70,912,604</b>	<b>\$ 6,317,567</b>	<b>\$ 77,230,171</b>	<b>\$ 80,096,688</b>	<b>\$ 6,936,113</b>	<b>\$ 87,032,801</b>	<b>\$ 12,824,485</b>
001 General	13,497,864	-	13,497,864	49,030,748	3,893,580	52,924,328	54,677,918	3,163,580	57,841,498	8,580,694
101 Street	-	-	-	3,929,523	106,406	4,035,929	3,929,523	106,406	4,035,929	-
103 Transportation Benefit District	212,288	-	212,288	835,000	-	835,000	999,924	-	999,924	47,364
104 Hotel/Motel Lodging Tax Fund	3,593,011	-	3,593,011	1,338,567	220,000	1,558,567	1,340,367	220,000	1,560,367	3,591,211
105 Property Abatement/RHSP/1406	102,893	-	102,893	1,567,291	-	1,567,291	1,670,184	-	1,670,184	-
106 Public Art	26,902	-	26,902	37,000	-	37,000	63,902	-	63,902	-
180 Narcotics Seizure	76,230	-	76,230	28,595	18,056	46,651	104,825	18,056	122,881	-
181 Felony Seizure	22,370	-	22,370	-	-	-	22,370	-	22,370	-
182 Federal Seizure	4,671	-	4,671	-	9,000	9,000	4,671	9,000	13,671	-
190 CDBG	1,852,040	-	1,852,040	1,249,404	2,306,607	3,556,011	3,101,444	2,306,607	5,408,051	-
191 Neighborhood Stabilization Prog	14,148	-	14,148	348,500	-	348,500	362,648	-	362,648	-
192 SSMCP	(113,707)	-	(113,707)	1,608,810	-	1,608,810	1,508,566	32,436	1,541,002	(45,899)
195 Public Safety Grants	-	-	-	675,714	594,259	1,269,973	675,714	594,259	1,269,973	-
196 ARPA (American Rescue Plan Act)	1,301,077	-	1,301,077	6,656,176	-	6,656,176	7,957,253	-	7,957,253	-
201 GO Bond Debt Service	-	-	-	2,517,754	(835,000)	1,682,754	2,517,754	(835,000)	1,682,754	-
202 LID Debt Service	344,289	-	344,289	219,765	-	219,765	219,765	344,289	564,054	-
204 Sewer Project Debt	1,551,698	-	1,551,698	869,757	-	869,757	939,860	923,480	1,863,340	558,115
251 LID Guaranty	141,341	-	141,341	-	4,659	4,659	-	53,000	53,000	93,000
<b>Capital Project Funds:</b>	<b>\$ 16,810,556</b>	<b>\$ -</b>	<b>\$ 16,810,556</b>	<b>\$ 40,107,816</b>	<b>\$ 3,817,305</b>	<b>\$ 43,925,121</b>	<b>\$ 56,611,780</b>	<b>\$ 3,817,305</b>	<b>\$ 60,429,085</b>	<b>\$ 306,592</b>
301 Parks CIP	5,660,924	-	5,660,924	8,529,726	455,000	8,984,726	14,190,651	455,000	14,645,651	-
302 Transportation CIP	8,693,906	-	8,693,906	26,201,909	2,438,825	28,640,734	34,895,814	2,438,825	37,334,639	-
303 Real Estate Excise Tax	279,428	-	279,428	2,373,524	-	2,373,524	2,652,952	-	2,652,952	-
311 Sewer Project CIP	2,176,298	-	2,176,298	3,002,657	923,480	3,926,137	4,872,363	923,480	5,795,843	306,592
<b>Enterprise Fund:</b>	<b>\$ 11,219,620</b>	<b>\$ -</b>	<b>\$ 11,219,620</b>	<b>\$ 5,134,724</b>	<b>\$ -</b>	<b>\$ 5,134,724</b>	<b>\$ 8,289,772</b>	<b>\$ 60,274</b>	<b>\$ 8,350,046</b>	<b>\$ 8,004,298</b>
401 Surface Water Management	11,219,620	-	11,219,620	5,134,724	-	5,134,724	8,289,772	60,274	8,350,046	8,004,298
<b>Internal Service Funds:</b>	<b>\$ 6,499,334</b>	<b>\$ -</b>	<b>\$ 6,499,334</b>	<b>\$ 11,295,931</b>	<b>\$ 1,388,660</b>	<b>\$ 12,684,591</b>	<b>\$ 12,729,830</b>	<b>\$ 1,830,786</b>	<b>\$ 14,560,616</b>	<b>\$ 4,623,309</b>
501 Fleet & Equipment	5,420,721	-	5,420,721	1,724,220	85,000	1,809,220	2,521,632	85,000	2,606,632	4,623,309
502 Property Management	739,671	-	739,671	1,598,869	698,660	2,297,529	2,252,200	785,000	3,037,200	-
503 Information Technology	338,942	-	338,942	4,579,705	520,000	5,099,705	4,562,861	875,786	5,438,647	-
504 Risk Management	-	-	-	3,393,137	85,000	3,478,137	3,393,137	85,000	3,478,137	-
<b>Total All Funds</b>	<b>57,156,625</b>	<b>\$ -</b>	<b>\$57,156,625</b>	<b>\$ 127,451,075</b>	<b>\$ 11,523,532</b>	<b>\$138,974,607</b>	<b>\$ 157,728,069</b>	<b>\$ 12,644,478</b>	<b>\$170,372,547</b>	<b>\$ 25,758,685</b>



To: Mayor and City Councilmembers  
From: Tho Kraus, Deputy City Manager  
Through: John J. Caulfield, City Manager *John J. Caulfield*  
Date: November 4, 2024  
Subject: Public Hearing on 2025/2026 Proposed Biennial Budget

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## **BACKGROUND**

Per Washington state law, the City Council must adopt the 2025/2026 Biennial Budget no later than December 31, 2024. Additionally, a public hearing on the proposed biennial budget is required in connection with the budget process. The schedule of open public meetings held and upcoming to review the proposed 2025/2026 biennial budget is as follows:

### October 7, 2024

City Manager presentation of the Proposed 2023/2024 Biennial Budget

### October 9, 2024

Department Budget Presentations:

City Council, City Manager, Parks, Recreation & Community Services, Police, Legal

### October 16, 2024

Department Budget Presentations:

Municipal Court, Planning & Public Works, Administrative Services

Review of Proposed Utility Tax Rate Increase

### October 28, 2024

Review of 2025 Property Tax Levy

Review of 2024 Year-End Budget Adjustment

### November 4, 2024

Public Hearing on 2025/2026 Proposed Biennial Budget

Public Hearing on 2025 Property Tax Levy

Public Hearing on Utility Tax Rate Increase

Public Hearing on 2024 Year-End Budget Adjustment

### November 12, 2024

Review 2025/2026 Proposed Biennial Budget

Review of 2025 Human Services Funding Recommendations

Review of 2025 Lodging Tax Funding Recommendations

Review of 2025 Fee Schedule Amendments

November 21, 2024

- Adoption of 2025/2026 Biennial Budget
- Adoption of 2025 Property Tax Levy Ordinance
- Adoption of Utility Tax Rate Increase
- Adoption of 2024 Year-End Budget Adjustment
- Adoption of 2025 Human Services Funding
- Adopting of 2025 Lodging Tax Funding
- Adoption of 2025 Fee Schedule Amendments

The 2025/2026 Proposed Biennial Budget may be viewed at:  
<https://cityoflakewood.us/finance/biennial-budget/>

### Changes to the original 2025/2026 Proposed Biennial Budget

The current proposed budget includes:

- 1) Increased business license fee revenue estimate by \$140,000 per year.
- 2) Increased General Fund reserves by \$16,800 in 2025 due to increase in operating revenue estimate.
- 3) Added economic development business retention and expansion efforts by \$103,520 in 2025 and \$118,840 in 2026.
- 4) Increase City Manager personnel costs by \$19,680 in 2025 and \$21,160, in accordance with employment agreement approved by the City Council on October 7, 2025.

### Utility Tax Rate Increase

Included in the original proposed budget is a utility tax rate increase.

Four police officer positions, which were authorized though not funded as part of the 2023-2024 Adopted Budget are proposed to be funded as part of the 2025-2026 biennial budget. It is recommended that these four positions be funded with a 1% increase (\$500,000 per year) from 5% to 6% on the Lakeview Light and Power and Puget Sound Energy utilities.

With the new increased utility tax rate, electricity and natural gas will be consistent with majority of surrounding cities, and also consistent with the City's utility tax rate on phone/cell, cable tv, solid waste and stormwater.

The monthly impact of increasing the utility tax to 6% for the average Lakewood residential bill is as follows:

- Natural Gas: \$1.00 per month
- Electricity
  - Puget Sound Energy: \$1.63 per month
  - Lakeview Light & Power: \$1.08 per month

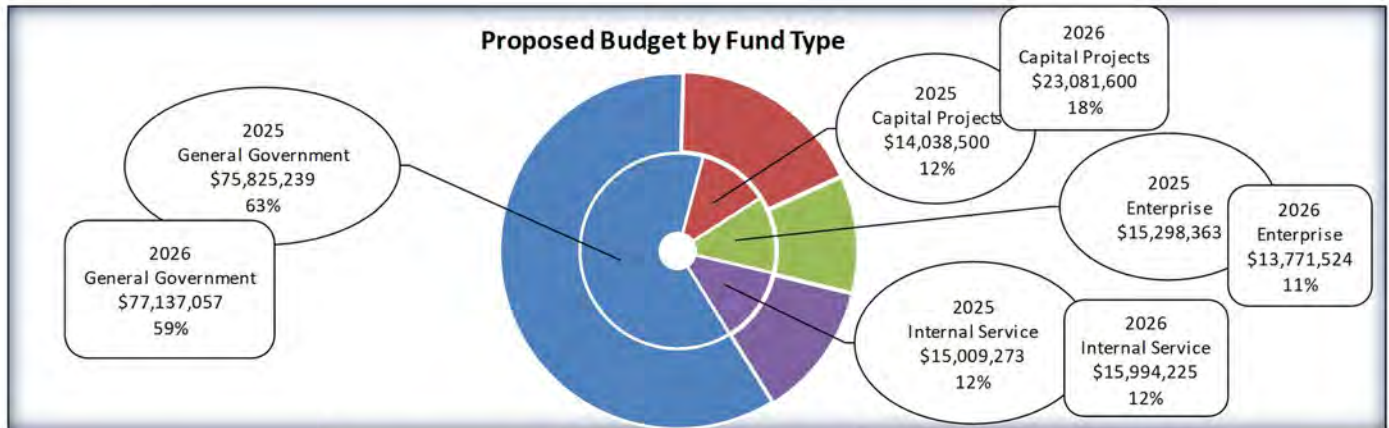
City	Electricity	Natural Gas
Auburn	6%	6%
Bonney Lake	6%	6%
Buckley	6%	6%
Carbonado	6%	6%
DuPont	6%	6%
Eatonville	6%	0%
Edgewood	6%	6%
Fife	6%	6%
Fircrest	6%	6%
Gig Harbor	5%	5%
Lakewood (Proposed)	6%	6%
Milton	6%	6%
Orting	6%	6%
Puyallup	4.2%	4.2%
Roy	6%	6%
Ruston	6%	0%
South Prairie	6%	6%
Steilacoom	6%	6%
Sumner	6%	6%
Tacoma	7.5%	7.5%
University Place	6%	6%

A public hearing on the utility tax rate increase is scheduled for November 4, 2024, followed by City Council consideration for adoption on November 1, 2024.



## Proposed 2025/2026 Biennial Budget

The proposed budget for all funds totals \$120,171,375 in 2025 and \$129,984,406 in 2026.



Fund	2025 Proposed				2026 Proposed			
	Beginning Fund Balance	Revenue	Expenditure	Ending Fund Balance	Beginning Fund Balance	Revenue	Expenditure	Ending Fund Balance
<b>General Government Funds:</b>	<b>\$ 13,336,926</b>	<b>\$ 62,488,313</b>	<b>\$ 62,269,627</b>	<b>\$ 13,555,612</b>	<b>\$ 13,555,612</b>	<b>\$ 63,581,445</b>	<b>\$ 62,803,607</b>	<b>\$ 14,333,450</b>
001 General Fund	8,640,485	51,687,631	52,014,895	8,313,221	8,313,221	53,253,007	53,059,442	8,506,786
101 Street	-	3,021,668	3,021,668	-	-	3,135,225	3,135,225	-
103 Transportation Benefit District	-	835,000	835,000	-	-	835,000	835,000	-
104 Hotel/Motel Lodging Tax	3,857,464	1,351,250	1,271,250	3,937,464	3,937,464	1,351,250	1,271,250	4,017,464
105 Property Abatement/RHSP	-	777,800	777,800	-	-	486,625	486,625	-
106 Public Art	26,448	15,000	37,000	4,448	4,448	32,552	37,000	-
180 Narcotics Seizure	-	-	-	-	-	-	-	-
181 Felony Seizure	-	-	-	-	-	-	-	-
182 Federal Seizure	-	-	-	-	-	-	-	-
190 CDBG	-	553,819	553,819	-	-	550,000	550,000	-
191 Neighborhood Stabilization Prog	-	319,047	319,047	-	-	45,500	45,500	-
192 SSMCP	55,626	352,550	352,550	55,626	55,626	352,550	352,550	55,626
195 Public Safety Grants	-	-	-	-	-	-	-	-
196 ARPA	-	-	-	-	-	-	-	-
201 GO Bond Debt Service	-	2,450,772	2,450,772	-	-	2,441,294	2,441,294	-
202 LID Debt Service	-	145,328	145,328	-	-	91,294	91,294	-
204 Sewer Project Debt	663,903	978,448	490,498	1,151,853	1,151,853	1,007,148	498,427	1,660,574
251 LID Guaranty	93,000	-	-	93,000	93,000	-	-	93,000
<b>Capital Project Funds:</b>	<b>\$ 392,000</b>	<b>\$ 13,646,500</b>	<b>\$ 13,423,600</b>	<b>\$ 614,900</b>	<b>\$ 614,900</b>	<b>\$ 22,466,700</b>	<b>\$ 23,081,600</b>	<b>\$ -</b>
301 Parks	-	1,810,000	1,810,000	-	-	6,060,000	6,060,000	-
302 Transportation	-	9,126,000	9,126,000	-	-	13,681,000	13,681,000	-
303 Real Estate Excise Tax	-	2,402,600	2,402,600	-	-	2,400,000	2,400,000	-
311 Sewer Project	392,000	307,900	85,000	614,900	614,900	325,700	940,600	-
<b>Enterprise Fund:</b>	<b>\$ 9,558,628</b>	<b>\$ 5,739,735</b>	<b>\$ 7,241,574</b>	<b>\$ 8,056,789</b>	<b>\$ 8,056,789</b>	<b>\$ 5,714,735</b>	<b>\$ 5,239,032</b>	<b>\$ 8,532,492</b>
401 Surface Water Management	9,558,628	5,739,735	7,241,574	8,056,789	8,056,789	5,714,735	5,239,032	8,532,492
<b>Internal Service Funds:</b>	<b>\$ 4,623,309</b>	<b>\$ 10,385,964</b>	<b>\$ 10,102,942</b>	<b>\$ 4,906,331</b>	<b>\$ 4,906,331</b>	<b>\$ 11,087,894</b>	<b>\$ 10,087,246</b>	<b>\$ 5,906,979</b>
501 Fleet & Equipment	4,623,309	1,873,032	1,590,010	4,906,331	4,906,331	1,796,368	795,720	5,906,979
502 Property Management	-	942,680	942,680	-	-	956,628	956,628	-
503 Information Technology	-	3,829,155	3,829,155	-	-	4,105,045	4,105,045	-
504 Risk Management	-	3,741,097	3,741,097	-	-	4,229,853	4,229,853	-
<b>Grand Total - All Funds</b>	<b>\$ 27,910,863</b>	<b>\$ 92,260,512</b>	<b>\$ 93,037,744</b>	<b>\$ 27,133,630</b>	<b>\$ 27,133,630</b>	<b>\$ 102,850,774</b>	<b>\$ 101,211,485</b>	<b>\$ 28,772,921</b>
			<b>Total Budget</b>	<b>\$ 120,171,375</b>			<b>Total Budget</b>	<b>\$ 129,984,406</b>



## Budget Summary

The budget includes the following key projects:

### Personnel Changes to Increase Service Levels and Ensure a Balanced Budget

- The Proposed 2025-2026 Biennial Budget proposes an increase of 0.50 FTE from 222.05 FTEs adopted in 2024 to 222.55 FTEs in 2025.

Position Changes			
2024 Adopted vs 2025 Proposed	FTE	Department	Group
<b>Positions Added</b>			
PRA/Legal Specialist	1.00	Legal	AFSCME
GIS Analyst	1.00	P&PW	AFSCME
Capital Development Projects Manager	1.00	PRCS	AFSCME
Police Officer	4.00	Police	LPIG
<b>Positions Eliminated</b>			
GIS Analyst	(1.00)	Admin	AFSCME
Court Clerk	(1.00)	Court	AFSCME
Office Assistant-DV	(0.50)	Legal	AFSCME
Associate City Attorney-ARPA	(1.00)	Legal	Non-Rep
PRA/Legal Specialist-ARPA	(1.00)	Legal	AFSCME
PW Engineering Director	(1.00)	P&PW	Non-Rep
Office Assistant	(1.00)	Police	AFSCME
<b>Total Change</b>	<b>0.50</b>		

- A PRA/Legal Specialist, which was previously funded with ARPA funds is included to support body camera operations.
- The existing GIS Analyst position is reassigned from the Administrative Services Department to the newly formed Planning and Public Works Department. The Planning and Public Works Department is the main user of GIS services and aligns better the role of this program with this department's core functions and needs that will enhance the overall efficiency and effectiveness of both GIS services and department projects.
- A second Capital Project Manager is proposed given the size and scope of the City's Parks CIP program. The City has been remarkably successful procuring grants and funds to implement park improvement projects. In the next few years, the City will be managing over \$10 million in park capital improvements. Additional support is needed to ensure all the various components as well as the grant requirements are done properly, and projects are completed on time and within established budgets. Funding is within the existing Parks CIP budget.
- Four police officer positions, which were authorized though not funded as part of the 2023-2024 Adopted Budget are proposed to be funded as part of the 2025-2026 biennial budget. It is recommended that these four positions be funded with a 1% increase (\$500,000 per year) from 5% to 6% on the Lakeview Light and Power and Puget Sound Energy utilities.
- A vacant Associate City Attorney, which had been funded with ARPA funds to support body camera operations is no longer needed.

- A vacant Court Clerk position is eliminated to address decreased filings in municipal court.
  - An Office Assistant in support of victims of Domestic Violence is reduced to halftime status, which is funded through the STOP grant and is currently a half-time position. This position has gone back and forth as a full-time and half-time position and based on current caseloads; the need is a halftime position.
  - The vacant Public Works Engineering Services Director position is eliminated given the consolidation of the former Public Works Engineering and Community and Economic Development Departments into the Planning and Public Works Department.
  - An Office Assistant position, which is expected to be vacant by the end of the year is eliminated in the Police Department.
- The Proposed 2025-2026 Biennial Budget proposes a decrease of 4.00 FTEs from 222.55 FTEs proposed in 2025 to 218.55 FTEs in 2026.

<b>Position Changes</b>			
<b>2025 Proposed vs 2026 Proposed</b>	<b>FTE</b>	<b>Department</b>	<b>Group</b>
<b>Positions Eliminated</b>			
Program Coordinator-Neighborhood	(1.00)	P&PW	AFSCME
Program Coordinator-Econ Development	(0.50)	P&PW	AFSCME
Associate Planner	(1.00)	P&PW	AFSCME
Office Assistant	(1.00)	P&PW	AFSCME
Code Compliance/Safety Inspector	(0.50)	P&PW	AFSCME
<b>Total Change</b>	<b>(4.00)</b>		

It is recommended the four limited-term positions that are not funded in 2026 as part of this budget development process be reviewed for funding consideration as part of the mid-biennial budget review in third quarter 2025 should revenue funds become available for appropriation in 2026.

- As with previous biennial budgets, positions equating to 10.75 FTEs in 2025 and 6.75 FTEs in 2026 are identified as limited term positions for the upcoming biennium. The reason for this is financial. The City's available operating revenue does not allow for these positions to be recognized as ongoing, thus, to preserve the integrity of the City's finances, they are proposed only for this biennium and will be reevaluated in future biennium's just as has occurred from past biennia.

FTE				
Limited Term Positions	2025	2026	Department	Funding Source
Program Coordinator-Neighborhood	1.00	-	P&PW	One-time General Fund
Program Coordinator-Econ Development	0.50	-	P&PW	One-time General Fund
Program Coordinator-Econ Development	0.50	0.50	P&PW	One-time ARPA Funds
Associate Planner	1.00	-	P&PW	One-time General Fund
Office Assistant	1.00	-	P&PW	One-time General Fund
Code Compliance/Safety Inspector	0.50	-	P&PW	One-time General Fund
Code Compliance/Safety Inspector (RHSP)	0.50	0.50	P&PW	RHSP Fees/Abatement Funds
Program Assistant (Property Abatement)	0.80	0.80	P&PW	Abatement Funds
Program Assistant (RHSP)	0.20	0.20	P&PW	RHSP Fees
Program Coordinator (CDBG)	0.25	0.25	P&PW	CDBG
Parks Development Project Manager	2.00	2.00	PRCS	Parks CIP
Maintenance Worker	1.00	1.00	PRCS	One-time General Fund
Office Assistant-Domestic Violence	0.50	0.50	Legal	STOP Grant
PRA & Legal Specialist	1.00	1.00	Legal	One-time General Fund
<b>Total Change</b>	<b>10.75</b>	<b>6.75</b>		

- The result, as in previous years, is that our residents and businesses, those who we serve, will not see or experience any reductions in City services. The changes outlined above will allow the City to maintain fiscal integrity and stewardship while increasing services in Lakewood City Council priority areas, specifically in the areas of community engagement, public safety, economic development, environmental protection and preservation, human services, housing and homelessness, diversity, equity, inclusion and belonging, transportation, parks and sewer infrastructure improvements, and a wide range of community events.

### Advancements in Economic Development

- Focus on Downtown and Lakewood Station District development, as well as citywide development (e.g., the I-5 retail frontage along Pacific Highway South, Woodbrook Industrial Business Park, International District, Springbrook and Tillicum) to meet various growth targets;
- Implementation of the Western Hospital Master Facility Plan in partnership with DSHS;
- Acquire suitable real estate within the downtown area for the development of an urban park(s) and multi-generational community center and initiate the process to develop a downtown master park plan that incorporates multi-generational recreational activities and gathering spaces, that may include a splash pad, play areas, walking and connector pathways and seating areas;
- Initiate a planning and feasibility study funded with a \$1.1 million federal RAISE grant to evaluate the Downtown Subarea transportation corridors and identify improvements to include a “green loop”. This study will examine the construction constraints of multimodal transportation improvements in the Lakewood Downtown Subarea Plan. The outcome of the study will be a strategic and prioritized implementation plan for construction of transportation improvements based on constraints, financial feasibility, available grant funding, and safety improvements;

- Initiate launch of Urban Forestry Program;
- Develop the Five Year 2025-2029 Consolidated Plan (CDBG and HOME); and
- Proactively represent the City and participate at SSHAP, PSRC and PCRC to include sub-group meetings of GMCC and TCC.

### **Advancements in Infrastructure Improvements**

- Implement eight new park improvements projects plus project support totaling \$7.9 million; and
- Implement seventeen new transportation improvement projects plus project support totaling \$22.8 million.

### **Advancements in Public Safety**

- Commitment to setting aside 1% of General Fund for human and social services to include food security, homelessness and mental illness;
- Expand and enhance Veteran’s Treatment Court and Community Court;
- Focus on Community Engagement to increase Community-Based Policing;
- Reduce Crime and Fear of Victimization;
- Reduce Traffic Collisions to Create Safer Communities;
- Increase Use of Technological Advancements in Public Safety;
- Enhance Police Officer Training, Wellness and Support;
- Develop a plan for a real time crime center using grant funding;
- Develop an abbreviated Citizen’s Academy for the Youth Council and high school students;
- Implementation of the Rental Housing Safety Program (RSHP) to include a change in fees to eliminate the City’s General Fund subsidy;
- Proactive Abatement Program; and
- Evaluate, and if feasible transition municipal court operations from in-house to a contracted service.

### **Advancements in Fiscal Responsibility**

- Provide strong and transparent financial reporting with a focus on full disclosure to include the preparation of the biennial budget, Popular Annual Financial Report (PAFR), Comprehensive Annual Financial Report (CAFR), six-year financial forecast, performance measures, and manage and monitor the City’s ARPA program;

- Implement new Enterprise Resource Planning (ERP) system to replace current financial system;
- Evaluate implementation of new permitting system to include an update to permit review processes and timelines to comply with SB 5290; and
- Continued focus on cybersecurity measures.

### **Advancements in Transparency**

- 30<sup>th</sup> Anniversary of Cityhood Celebration;
- Strengthen the City's relationships and opportunities for collaboration with neighborhood groups, associations, JBLM, local schools and institutions and advisory boards and committees and expand to include a more robust volunteer program;
- Grow the City's social media reach to expand access to information about City operations and events;
- Provide for an annual Youth Summit to engage teens regarding community issues, enhance communication and gather information for program expansion;
- Act and serve in a leadership capacity in national, state, regional and local affairs;
- Develop and implement a proactive County, State and Federal legislative agenda that promotes and protects the interests and needs of the Lakewood community;
- Finalize and implement a Diversity, Equity, Inclusion, and Belonging (DEIB) Strategic Plan;
- Continue City's leadership and contribution to the South Sound Military and Communities Partnership (SSMCP) with a focus on transportation, housing, childcare services, JBLM regional economic analyses report, State Defense Community Capability Account (DCCA), climate change study, occupational licensing to reduce barriers for military spouses, and the North Clear Zone (NCZ);
- Continue to expand and grow with the number of events and participation sponsored by the City each year;
- Update the Lakewood Legacy Plan;
- Partner with Historic Fort Steilacoom Association and DSHS to secure ownership of Historic Fort Steilacoom property;
- Initiate the creation of a City public art collection;
- Expand programs and services for older adults at various locations around the City; and
- Implement outdoor adventure programming to include narrated hikes, education, conservation and stewardship opportunities, summer camps and other activities using our Lakewood parks, lakes and outdoor spaces.

## Capital Improvement Funds

It is critical that adequate funding be dedicated to maintaining aging infrastructure. The 2025 and 2026 capital budget, which includes parks, transportation, and sewers, amounts to \$14,038,500 and \$23,081,600, respectively. It reflects an allocation of resources that have been identified as a high priority goal by the Lakewood City Council.

Funding in support of parks and transportation is a combination of city, county, state and federal grants coupled with dedicated City capital revenue such as fuel taxes, transportation benefit district funds, real estate excise taxes (REET), storm water fees (SWM) and a Tax-Increment Financing (TIF) in support of downtown revitalization with a specific focus on a downtown park(s). These monies provide the critical leverage needed to effectively compete and be awarded millions in grant funds for much needed infrastructure improvements.

### Parks Capital Fund

Between 2015 and 2024, the City will have completed or initiated 57 park improvement projects totaling \$47.7 million at a number of City parks to include Fort Steilacoom Park, Springbrook Park, Harry Todd Park and Wards Lake Park. Park CIP projects are heavily supported by grants and other partnerships.

Park improvement investments are proposed to continue in the 2025-2026 biennium with a key focus on new downtown park(s) and water access at Lake Steilacoom to include major improvements at Edgewater Park and a street end pilot project and the development of a plan in partnership with camp Murray for boat launch improvements on American Lake.

Funding totaling \$7,870,000 (includes grants and state capital budget awards) is allocated in support of nine park improvements projects plus project support for 2025 and 2026 as outlined in the following table.

Proposed Park Projects		2025	2026
1	Park Equipment Replacement	\$ 20,000	\$ 20,000
2	Park Playground Resurfacing	15,000	15,000
3	Project Support	100,000	100,000
4	Edgewater Park **	500,000	500,000
5	FSP H-Barn Complex Restoration & Renovation **	1,000,000	3,000,000
6	Street End Pilot Project	75,000	425,000
7	Downtown Park(s) and Multi-Generational Community Center	-	2,000,000
8	Lakewood Water District Property Development (in-kind services)	-	-
9	Camp Murray Boat Launch Improvements	100,000	-
<b>Total</b>		<b>\$ 1,810,000</b>	<b>\$ 6,060,000</b>
** Funding contingent upon anticipated grants & state capital budget.			

Park improvement projects for 2025 and 2026 include:

- Parks Equipment Replacement and Playground Resurfacing:** This budget provides funds to support the replacement of park and playground equipment to include picnic tables, drinking fountains, benches, damaged playground pieces and required playground fall material and resurfacing. The City can offset and/or expand program costs by allowing private individuals and groups to purchase memorial benches at the parks for \$1,000 to \$1,500 each, which includes installation by the City and a plaque. Funds are also used for Eagle Scout and other community projects that occur throughout the year.

- Edgewater Park: This 2.8-acre linear park is relatively undeveloped. In 2006 the City replaced the boat launch at the park, but no additional improvements have been made for the past 18 years. A park master plan was completed in 2024 that also provides the opportunity for the City to apply for grant funds to implement the plan. Project enhancements would include park pathways and ADA access, swimming area, environmental restoration, fishing pier, parking and a new boat launch. Design, engineering and permitting would occur between 2025 and 2027 followed by construction in 2027 and 2028.

The following is a list of grants and state capital budget requests totaling \$4,050,000 million that have been applied for and requested to support the development of this park site.

Park Project	Grant Type	Grant Amount	Application Date	Notification Date
Edgewater Park	ALEA	\$ 500,000	Summer 2024	Spring 2025
Edgewater Park	WWRP	2,200,000	Summer 2024	Spring 2025
Edgewater Park	Boating Facilities Program	1,000,000	Summer 2024	Spring 2025
Edgewater Park	State Capital Budget	350,000	Summer 2024	Spring 2025
<b>TOTAL</b>		<b>\$ 4,050,000</b>		
WWRP: Washington Wildlife and Recreation Program (state)				
ALEA: Aquatic Lands Enhancement Account				

- Fort Steilacoom Park H-Barn Complex Restoration & Renovation: The City and Partners for Parks have agreed to a partnership to restore and renovate the H-Barn at Fort Steilacoom Park. A previous analysis developed by Partners for Parks estimated that the cost to make these improvements totals \$7.5 million. Partners for Parks is committed to undertake a capital fund raising campaign to raise \$3.5 million coupled with the City contributing \$4.0 million. The City's contribution would include \$2.0 million in bonds financed with City LTAC funds, \$1.75 million in grants and other financial resources to include potentially Pierce County LTAC funds, and a \$250,000 state capital budget request. Since this is City owned property, the City will begin planning and design in 2025 to include the development of more finite cost estimates financed with Partner for Parks funds. Construction would occur beginning in 2026 and 2027 and will be dependent upon both Partners for Parks and the City securing the funds necessary to construct the improvements.

Fort Steilacoom Park H-Barn Complex Restoration & Renovation Project	Funding	
	Type	Amount
Partners for Parks	Private Campaign	\$ 3,500,000
City of Lakewood		
City LTAC Funds	City LTAC	2,000,000
Grants and other financial resources	Grants	1,750,000
State Capital Budget	State	250,000
Subtotal City of Lakewood		4,000,000
<b>TOTAL</b>		<b>\$ 7,500,000</b>

- Street End Pilot Project: In 2022, the Parks and Recreation Advisory Board (PRAB) street ends report that was developed in 2009 was updated to include a more comprehensive update on each street end in terms of site feasibility and financial costs. The result was the City Council providing direction for PRAB to identify one site to be developed as a pilot

project as part of the 2025-2026 biennium. PRAB has recommended the Westlake Avenue street end as the pilot project based on established criteria, project goals, scoring, site factors and feasibility of completing the project within the biennium. This project is funded with ARPA funds with design, planning, and community outreach occurring in 2025 followed by construction in 2026.

- Downtown Park(s) and Multi-Generational Community Center: A key City Council goal and priority is to identify and acquire suitable real estate within the downtown area for the development of an urban park(s) and multi-generational community center. This work was initiated in 2024 and is expected to continue into 2025. Once completed, the development of a downtown master park plan that incorporates multi-generational recreational activities and gathering spaces, which may include a splash pad, play areas, walking and connector pathways and seating areas with get underway in 2026. This process will include the engagement of architects, landscape designers, community stakeholders, and residents.
- Lakewood Water District Property Development: The City and Lakewood Water District have had conversations about a partnership to develop a property (6502 127<sup>th</sup> Street SW and 6434 127<sup>th</sup> Street SW) owned by the District totaling 0.52 acres into a neighborhood park in the Nyanza neighborhood. Neighborhood parks are typically less than 5 acres and provide access to essential park amenities of open space and playground facilities and can help provide an open space within one-half mile of every resident. Neighborhood parks are designed to encourage easy access on foot and to support unstructured, spontaneous activities, including active and passive recreation. An evaluation of this opportunity to include community outreach and engagement would occur in 2026. Any future development would be dependent upon the outcome of this community process.
- Camp Murray Boat Launch Improvements: The City and Camp Murray are in the process of entering into a Memorandum of Understanding (MOU) to develop a Camp Murray Boat Launch Joint Master Plan for improvements at the boat launch on American Lake. The purpose of the Master Plan is to increase equitable access to American Lake via the Camp Murray Boat Launch, particularly for the residents of the Tillicum and Woodbrook neighborhoods, who have limited public access to lakes in the City due to geographic and economic conditions. The Master Plan will also address the needs of the community and may include the following: ADA-accessible walkways and site amenities, security lighting, parking lot improvements, boat launch improvements, fencing and placemaking signage. And it will ensure boat launch improvements address City, Lakewood Police Department, West Pierce Fire and Rescue, and Camp Murray operational needs, security, and mission readiness. The development of the Master Plan will occur in 2025 and is funded with City ARPA funds. Once completed, the City will pursue state grants to implement the Master Plan to include Washington Recreation and Wildlife Program (WWRP), Aquatic Lands Enhancement Account (ALEA) and Land and Water Conservation Fund (LWCF), which would occur in 2027 followed by design and permitting in 2028 and construction in 2029/2030.



## Transportation Capital Fund

Between 2015 and 2024, the City will have completed or initiated 103 transportation improvement projects totaling over \$152.5 million including pavement preservation, pavement overlays, street and sidewalk improvements, traffic signals, neighborhood safety, and LED streetlights.

In 2024, the City and Sound Transit entered into a funding agreement whereby Sound Transit is providing funding totaling \$31.6 million to design and construct transportation projects to further the goals of increasing access to and ridership at the Lakewood Sounder Station. This agreement will provide for the design and reconstruction of 4.5 miles of roadway via 13 separate projects in the Springbrook, Ponders, Lakeview, and Lakewood Station neighborhoods. The projects will reconstruct existing roadways with new street lighting, curbs and sidewalks. Design is anticipated to commence in fall 2024 and construction will be complete for all the 13 projects by the end of 2029. The partnership and ability of the City to secure these funds is a significant milestone and the improvements will be transformational for these neighborhoods. For the upcoming biennium, the City is expected to invest another \$22,807,000. The following table illustrates this commitment. This budget includes funding in support of eighteen transportation improvement projects plus project support totaling \$9,126,000 for 2025 and \$13,681,000 in 2026.

<b>Proposed Transportation Projects</b>		<b>2025</b>	<b>2026</b>
1	Streetlights: New LED Lights	\$ 185,000	\$ -
2	Safety: Neighborhood Traffic Safety/Traffic Calming	27,000	30,000
3	Minor Capital & Major Maintenance	270,000	270,000
4	Chip Seal Program: Local Access Roads	400,000	400,000
5	Streets: Mt Tacoma Drive - Interlaaken to Whitman	150,000	3,800,000
6	Streets: Nyanza Road SW	4,300,000	-
7	Sound Transit: 115th Street CT SW - Bridgeport Way to Sound Transit ROW	-	260,000
8	Sound Transit: Kendrick from 111th St SW to 108th ST SW Roadway	210,000	1,820,000
9	Sound Transit: Clover Park HS-112th Sidewalks: Gravelly Lake Dr to Bridgeport	185,000	3,575,000
10	Sound Transit: Sidewalks - 47th Ave SW - 121st St SW to Pacific Highway S	-	235,000
11	Streets: 100th Street; 59th to South Tacoma Way	-	318,000
12	Streets & Sidewalks: Interlaaken; 112th to Washington Blvd (Design)	1,915,000	-
13	Sound Transit: Sidewalks-McChord Dr/New York Ave-PHS to Bridgeport	600,000	500,000
14	Sound Transit: Sidewalks-Lincoln Ave -McChord Dr to San Francisco Ave	-	100,000
15	Sound Transit-Sidewalks: Clover Creek Dr	-	150,000
16	Roadway Restoration: 112th-South Tacoma Way to Steele St	71,000	1,174,000
17	RAISE Grant-Planning: Lakewood Downtown Feasibility Study	300,000	500,000
18	Personnel, Engineering & Professional Services	513,000	549,000
<b>Total</b>		<b>\$ 9,126,000</b>	<b>\$ 13,681,000</b>

Transportation improvement projects for 2025 and 2026 include:

- Streetlights -- New LED Lights: The City will continue to invest in streetlights each year. It is anticipated the new LED streetlights program will be completed in 2025 except for areas of the City with underground utilities, specifically the Oakbrook neighborhood. Those areas are anticipated to be evaluated for consideration in future biennia. The 2025 appropriation will install 40 more LED streetlights along the neighborhood to the northwest of Onyx Drive SW.

- Safety -- Neighborhood Traffic Safety/Traffic Calming: This annual program provides funding to make minor capital improvements to include traffic studies, community outreach, signage, pavement markings, radar feedback signs, speed humps, and engineering to improve safety in neighborhoods.
- Minor Capital and Major Maintenance: This annual program allows the City to take a proactive approach in support of pavement patching, street paint striping, roadway markings, and driveway and sidewalk panel replacement. This program also includes \$10,000 in 2025 to conduct a feasibility study to evaluate future options on Interlaaken Bridge that includes community input, traffic flow alternatives and impacts, open public spaces, pedestrian access, safety, environmental impact, community needs, and long-term sustainability.
- Chip Seal Program – Local Access Roads: The City’s chip seal program is an annual program that restores residential roads showing their age from time and weather. Chip seal is a common, proactive and cost-effective pavement maintenance practice that extends the service life of a road by seven to ten years.
  - Chip Seal Program (2025): The chip seal program will be spread out north-south along areas between 100<sup>th</sup> Street SW and 112<sup>th</sup> Street SW and east-west between Lake Steilacoom and Lakeview Avenue SW. Some patching and crack sealing will be done ahead of the chip seal application.
  - Chip Seal Program (2026): The chip seal program will be spread out north-south along areas between Mt Tacoma Drive SW and 108<sup>th</sup> St SW and east-west between Gravelly Lake Drive and South Tacoma Way. Some patching and crack sealing will be done ahead of the chip seal application.
- Streets: Mt. Tacoma Drive – Interlaaken to Whitman Avenue: Mt. Tacoma Drive is a minor arterial connecting the Interlaaken Bridge to the west side of the City with the Town Center. This project will install new curb, gutter and sidewalk (one side), street lighting, associated storm drainage and pavement reconstruction between Interlaaken Drive along Mt. Tacoma Drive to Whitman Avenue. A roundabout at Meadow and Mt. Tacoma Drive will be evaluated as part of the design process.
- Streets: Nyanza Road SW: This project will complete the Gravelly Lake loop and close the loop from I-5 to the Lakewood Towne Center with approximately 5,400 lineal feet of new road surface, curb, gutter, sidewalks, shared use path, streetlights, storm water systems, and associated traffic signal improvements at the north end of Nyanza. The project will include an evaluation of a roundabout at the north end of Nyanza and if not possible, a mast arm signal will be installed to replace the existing signal poles and wires.
- Sound Transit: 115<sup>th</sup> Street CT SW - Bridgeport Way to Sound Transit ROW: 115<sup>th</sup> Street CT SW is a local access dead end street that connects Bridgeport Way to the Lakewood Sounder Station. The street lacks sidewalk and street lighting. This project will build new curb, gutter, sidewalk, and street lighting improvements along the north side of 115<sup>th</sup> Street Ct SW from Bridgeport Way to the Lakewood Sounder Station. It will include a new Rectangular Rapid Flashing Beacon Crossing along Bridgeport Way at the north side of 115<sup>th</sup> Street CT SW for pedestrian crossing. Additionally, the NW corner of Bridgeport Way and Pacific Highway South will be reconfigured to allow bus traffic to use NB Bridgeport from Pacific Highway.

- Sound Transit: Kendrick from 111<sup>th</sup> Street SW to 108<sup>th</sup> Street SW Roadway: Kendrick Street is a local access street within the Lakewood Station Subarea that has a direct tie to the Lakewood Sounder Station. Sidewalk along this segment do not exist and street lighting is limited due to power pole availability. This project will construct new curb and gutter, sidewalk, street lighting, bike facilities, storm drainage, striping, and pavement on Kendrick Street SW between 111<sup>th</sup> Street SW and 108<sup>th</sup> Street SW. Additional improvements include a sidewalk connection along 111<sup>th</sup> from Occident to 112<sup>th</sup> and a sidewalk extension from Sharondale to 108<sup>th</sup> along the east side of Halcyon.
- Sound Transit: Clover Park HS/112<sup>th</sup> Street SW Sidewalks: Gravelly Lake Drive SW to Bridgeport Way SW: This project will install curb, gutter, and sidewalks on 112<sup>th</sup> Street between Gravelly Lake Drive and Bridgeport Way SW. Phase 1 was conducted in 2023 and included sidewalks on the north side of 112<sup>th</sup> Street SW between Gravelly Lake Drive SW to Highland Ave SW, which was funded with a Safe Routes to Schools grant. This phase will build new curb, gutter, sidewalks, ADA compliant ramps, bike lanes, drainage, and streetlights as appropriate on the remainder of the 112<sup>th</sup> Street SW between Gravelly Lake Drive and Bridgeport Way SW. Both sides of the road will be completed as necessary to finish the roadway improvements.
- Sound Transit: Sidewalks - 47<sup>th</sup> Avenue SW to 121<sup>st</sup> Street SW to Pacific Highway SW: 47<sup>th</sup> Avenue SW is a local access street connecting the Springbrook neighborhood to Pacific Highway and the Lakewood Sound Transit Station. This project will complete new curb, gutter, sidewalks, bike lanes, street lighting, drainage, roadway surface on 47<sup>th</sup> Avenue SW.
- Streets: 100<sup>th</sup> Street, 59<sup>th</sup> to South Tacoma Way: This long corridor has been set up in a multi-phase approach. The first phase of the project is 100<sup>th</sup> Street SW between Lakeview Drive and South Tacoma Way. The City has been awarded a grant by PSRC to design this first phase as well as identify the required right-of-way necessary for construction. The project will provide roadway surface improvements, curb, gutter, sidewalks, street lighting, drainage, and a new signal at 40<sup>th</sup> Avenue SW. Completion of this segment of 100<sup>th</sup> Street SW will significantly improve the non-motorized connection between South Tacoma Way to the downtown core by ensuring sidewalk connectivity.
- Streets & Sidewalks: Interlaaken; 112<sup>th</sup> to Washington Blvd: This project will construct sidewalks on Interlaaken from 112<sup>th</sup> Street SW to the new roundabout at Washington Blvd to include curb, gutter, storm drainage, streetlights and an asphalt overlay.
- Sound Transit: Sidewalks-McChord Drive/New York Avenue - Pacific Highway SW to Bridgeport Way SW: This project will construct new curb, gutter, sidewalk, street lighting, drainage and road surface improvements along McCord Drive/New York Avenue SW between Pacific Highway SW and Bridgeport Way SW. The crossing of the freeway portion will be completed by Sound Transit. The sidewalk will be on the north side of the roadway though the south side will have an asphalt wedge curb and gravel walking path.
- Sound Transit: Sidewalks-Lincoln Avenue SW-McChord Drive SW to San Francisco Avenue SW: This project will complete the curb, gutter, sidewalks, drainage and street lighting along Lincoln Avenue SW between McCord Drive SW and San Francisco Avenue SW. A portion of Lincoln Ave SW is fully developed with sidewalks and street lighting, so this project will tie into those improvements.

- Sound Transit: Sidewalks-Clover Creek Drive: This project will construct curb, gutter, sidewalks, drainage, roadway surfacing, streetlights from Pacific Highway SW to the intersection of Hillcrest Drive SW and Clover Creek Drive. All work within the railroad right-of-way will be completed by Sound Transit.
- Roadway Restoration: 112<sup>th</sup>-South Tacoma Way to Steele Street: 112<sup>th</sup> Street between South Tacoma Way and Steele Street is a principal arterial, carrying over 15,000 vehicles per day. This project will reconstruct the roadway along 112<sup>th</sup> Street between South Tacoma Way and Steele Street. Improvements also include pavement repair, grinding, two-inch overlay, channelization, upgrading sidewalk ramps to conform with ADA, and signage.
- RAISE Grant-Planning: Lakewood Downtown Transportation Feasibility Study: The City was awarded a \$1.1 million federal RAISE grant to evaluate the Downtown Subarea transportation corridors and identify improvements to include a “green loop”. This grant will fund a planning and feasibility study to examine the construction constraints of multimodal transportation improvements in the Lakewood Downtown Subarea Plan. The outcome of the study will be a strategic and prioritized implementation plan for construction of transportation improvements based on constraints, financial feasibility, available grant funding, and safety improvements. Once the plan is completed, the City will be a strong position to pursue RAISE construction funds totaling \$20 to \$30 million in support of the downtown infrastructure improvements.

### Sewer Capital Fund

The 2025 and 2026 sewer utility capital budget totals \$85,000 and \$940,600, respectively.

<b>Proposed Sewer Utility Projects</b>		<b>2025</b>	<b>2026</b>
1	Side Sewer Capital	\$ 50,000	\$ 50,000
2	Grant Avenue & Orchard Street Sewer Extensions	-	735,600
3	Washington Avenue & West Thorne Lane Sewer Extension	-	120,000
4	Program Administration	35,000	35,000
<b>Total</b>		<b>\$ 85,000</b>	<b>\$ 940,600</b>

Sewer capital projects for 2025 and 2026 include:

- Side Sewer Capital: These financial resources are set aside to design and construct side sewers to the sewer system in the Tillicum and Woodbrook neighborhoods. This program is set up as a loan program with costs paid back by property owners.
- Grant Avenue & Orchard Street Sewer Extension: This project will extend existing sanitary sewer mains from: the Grant Avenue/Orchard Street intersection approximately 850 feet northeast to the 14800 block of Grant Avenue; Grant Avenue/Berkeley Street intersection approximately 380 feet southwest to the 15500 block of Grant Avenue; Grant Avenue/Orchard Street intersection approximately 340 feet to the 8400 block of Orchard Street; Orchard Street/Union Avenue intersection approximately 310 feet northwest to the 8300 block of Orchard Street. New sewer line footage is 1,880 feet. Once operational, the new sewer lines will make sewer service available to twenty-eight properties of which eighteen are single family and nine are multiple dwelling units ranging from 2 to 6 units per property. One property contains the childcare center located on the grounds of Tillicum Elementary School. Total number of dwelling units for the twenty-eight properties is thirty-nine. Design and construction will occur in 2026. Once the sanitary sewer lines are

constructed the system will be turned over to Pierce County Sewer Utility for operation and maintenance.

- Washington Avenue & West Thorne Lane Sewer Extension: This project will extend existing sanitary sewer mains from the Washington Avenue/ Berkeley Street intersection approximately 2,150 feet northeast to the 14800 block of Washington Avenue; from the Grant Avenue/West Thorne Lane intersection approximately 390 feet southwest to the 14800 block of West Thorne Lane; and from West Thorne Lane/Union Avenue intersection approximately 500 feet north to the 14900 block of West Thorne Lane. Total new sewer line footage is 3,040 feet. Road improvements will include new pavement, curb, gutter and sidewalk, and a new storm drainage system. Once operational, the new sewer lines will make sewer service available to sixty properties of which thirty-four are single family, eighteen have multiple dwelling units ranging from 2 to 14 units per property, one property contains the Tillicum Community Center, and seven properties are commercial. Total number of dwelling units for the sixty properties is 120. The current timing of the project is to design in 2026 and construct in 2027. Once the sanitary sewer lines are constructed the system will be turned over to Pierce County Sewer Utility for operation and maintenance.

**Storm Water Utility Fund**

The 2025 and 2026 Surface Water Management (SWM) Utility Fund amounts to \$15,298,363 and \$13,771,524, respectively, and includes both a maintenance operating and construction component. This budget continues to implement a storm water management program that meets the requirements of the NPDES Phase II permit.

Proposed Storm Water Utility Projects		2025	2026
1	Clover Creek Flood Risk Reduction Study	\$ 110,000	\$ -
2	2025 Drainage Pipe Repair Project (Construction)	390,000	-
3	2026 Drainage Pipe Repair Project (Construction)	-	395,000
4	2026 Water Quality Improvements	-	75,000
5	Annual Catch Basin and Storm Drainage Repair	150,000	150,000
Subtotal Storm Water Utility Projects		650,000	620,000
6	American Lake Management District	20,866	20,939
7	Transfer Out -- Transportation CIP	631,400	357,700
<b>Total</b>		<b>\$ 1,302,266</b>	<b>\$ 998,639</b>

Storm Water Utility capital projects for 2025 and 2026 include:

- Clover Creek Flood Reduction Study: This project has evaluated alternatives to reduce flood risks along Clover Creek in Lakewood from McChord Field on JBLM to Steilacoom Lake. Previous phases of the project built on hydraulic modeling work that was done in 2019 to determine flood risk for this section of Clover Creek and to evaluate potential options to mitigate or prevent flooding. After review with City Council, additional work was authorized on this long-term project. In the next phase of work for 2025 additional field and consulting work will be conducted for siting of a proposed levee, downstream streamside improvements, public outreach, agency coordination, and potential grant applications.
- 2025 and 2026 Drainage Pipe Repair Project (Construction): This annual project will design and construct the repair work needed on storm drainpipe and culverts city-wide. Repair locations will be based on pipe ratings as determined during video inspections.

- 2026 Water Quality Improvements: This project will evaluate the feasibility of installing water quality facilities to existing systems discharging into Flett Creek at the Custer Road Crossing. Depending on the evaluation outcome, a future phase will be for design and construction.
- Annual Catch Basin and Storm Drainage Repair: This project will raise sunken catch basin frame and grates in the roadway. In addition, minor ponding, curb and gutter repairs, and culvert maintenance will be repaired city-wide. Repair locations will be based on reported locations and as the result of claims locations where catch basins have sunk below grade and vehicle damage has occurred. Ponding is often reported in the winter months. This work can be combined with the City's annual pavement patching contract by separate bid schedule to minimize overhead costs and realize economies of scale.

In addition, the City will continue with its support of the American Lake Lake Management District No. 1 that was formed in 2019. And as illustrated in the table above, the SWM Utility Fund also provides funding in support of transportation construction projects with a storm water element. This capital funding totals \$631,400 in 2025 and \$357,700 in 2025, which is consistent with SWM investments in recent years.

### Internal Service Funds

The 2025 and 2026 Internal Service Funds amounts to \$15,009,273 and \$15,994,225, respectively. This budget includes four internal service funds: Fleet & Equipment, Property Management, Information Technology and Risk Management. The purpose of these funds is to account for all costs associated with operating and maintaining the City's vehicles, equipment, City owned facilities, information systems, and risk management functions. The benefits of internal service funds include measuring the full cost of the goods or services to attain greater economy, efficiency, and effectiveness during the acquisition and distribution of common goods and services used by the operating departments as well as facilitating the equitable sharing of costs among departments served. To achieve these benefits, costs are charged back to the departments that use services on a cost reimbursement basis.

### Fleet and Equipment

The following is a summary of the vehicle and equipment replacements in the 2025-2026 biennial budget.

<b>Proposed Fleet &amp; Equipment Acquisitions</b>		<b>2025</b>	<b>2026</b>
1	Replace police vehicles (8)	\$ 600,000	\$ -
2	Replace O&M vehicle	55,000	-
5	Replace Planning & Public Works vehicle (2)	79,290	-
6	Replace Equipment (Bobcat ToolCat 5600)	70,000	-
<b>Total</b>		<b>\$ 804,290</b>	<b>\$ -</b>

### Property Management

This table outlines the projects that are included in the 2025-2026 property management biennial budget. These improvements are consistent with the six-year property management plan developed in mid-2016 and ensure the preservation and maintenance of City-owned facilities.

Proposed Property Management Projects		2025	2026
1	City Hall: Fire Alarm Panel	\$ 40,000	\$ -
2	Police Station: Fire Alarm Panel	40,000	-
4	Police Station: Generator Control Modernization	-	50,000
5	Police Station: Replace East Gate Motor	-	40,000
6	O&M Facility: Replace shop HVAC	20,000	
7	City Buildings & Facilities: City Parking Lot Improvement Program	-	10,000
<b>Total</b>		<b>\$ 100,000</b>	<b>\$ 100,000</b>

### Clean Buildings Standard Compliance

This budget does not include funding to address clean building laws passed by the state legislature in 2019 (HB 1257) and 2022 (SB 5722) given the costs are millions of dollars, which is way beyond the financial capacity of the City to fulfill.

The state legislature has determined that residential and commercial buildings are Washington's second-largest source of greenhouse gas emissions, accounting for 27% of statewide emissions. With the life of a building spanning at least 50-100 years, the state legislature has determined that retrofitting existing buildings to use less energy is the most cost-efficient way to significantly reduce greenhouse gas emissions.

The City has two buildings that must comply with the state mandated standards, City Hall (Tier 1; over 50,000 SF) and the police station (Tier 2: 20,000-50,000 SF). The state Department of Commerce has published target Energy Use Intensity (EUI) targets based on building type and climate zone. The City has completed an Investment Grade Audit (IGA) for City Hall which identifies existing energy use and makes recommendations for energy conservation measures. To comply with the state's Clean Building Standard, the City has evaluated several energy efficiency efforts and has identified key improvements that will reduce EUI to comply with the mandated standards.

The City has identified three phases to complete the upgrades to City Hall and is proceeding forward with Phase 1 which totals over \$1.8 million and will provide the largest EUI reduction.

Clean Buildings Standard Compliance	Amount
City Hall	
Phase 1 (funded)	\$ 1,811,887
Phase 2 (unfunded)	1,696,361
Phase 3 (unfunded)	2,452,968
Subtotal City Hall	5,961,216
Police Station (unfunded)	TBD
<b>TOTAL</b>	<b>\$ 5,961,216</b>

Phase 1, which is scheduled to be completed by the end of 2024 consists of: updating the control systems for heating and cooling to reduce energy waste; replacing non-condensing natural gas boilers with new condensing natural gas boilers; upgrade to LED lighting and lighting controls; and electric vehicle charging stations.

The City currently lacks the \$4.2 million needed to proceed with phases 2 and 3 of the City Hall IGA implementation plans, which involve significant HVAC and infrastructure upgrades to include replacing air handling and chiller units, and the control equipment needed to meet

required clean air standards. Additionally, an IGA for the police station is in development so the costs for improvements are still being determined and unknown currently.

Lakewood has and continues to apply for state grant programs to comply with the new laws. Unfortunately, the funding available to these programs is woefully inadequate to support the level of financial need. For example, the City took advantage of the state's Early Adopter Program and received \$53,159 towards the improvements to City Hall, which totals almost \$6.0 million. Even if the City receives the maximum award from all available state grants, this coupled with utility rebate incentives are only a fraction of the cost to meet the state's mandated clean energy targets by 2028.

As part of the 2025 state legislative process, the City is requesting additional ongoing state funding, either through a grant program or a direct appropriation, to support compliance with the Clean Buildings Standards. Funding is needed for Phase 2 and 3 of City Hall as well as all upgrades to the police station. Additionally, the City requests the state legislature consider amending the clean building standards to allow for discretion on whether the improvements will add value to the building or result in greater cost savings over time. Another option is to extend the timeline for compliance to improve access to capital resources.

### Information Technology

As outlined in the following table, new information technology programs and system upgrades are also included in the biennial budget. These items are consistent with the *Information Technology Plan* and build upon deferred information technology projects that were funded beginning in 2014.

<b>Proposed Information Technology Investments</b>		<b>2025</b>	<b>2026</b>
1	Add & Replace Wireless Access Points (WiFi)	\$ 72,000	\$ 72,000
2	Replace & Expand Video Surveillance	72,000	84,000
3	Server/Hosts Replacement	30,000	15,000
4	Computer Replacement	145,000	145,000
5	Storage Area Network (SAN)	-	180,000
6	Cyber Security	300,000	300,000
7	Coper Replacements	15,000	-
<b>Total</b>		<b>\$ 634,000</b>	<b>\$ 796,000</b>

This budget includes funding in support of continued replacement and updating of the City's information technology hardware and software systems. The budget also includes resources to replace and expand wireless access points throughout the City providing additional Wi-Fi services for public access. And the budget includes funds to expand and replace video surveillance cameras to provide law enforcement visibility at locations such as parking lots, high crime areas and City parks. The budget also provides funds to ensure cyber-security systems are in place to include awareness training for city personnel.





City of  
Lakewood

TO: City Council  
FROM: Tiffany Speir, Planning Division Manager  
THROUGH: John J. Caulfield, City Manager *John J. Caulfield*  
DATE: November 4, 2024  
SUBJECT: 2025 Lakewood Comprehensive Plan and Zoning Map Amendment Docket List

ATTACHMENTS: Planning Commission Resolution 2024-07 (**Attachment A**); PSRC Regional Centers Monitoring Scope of Work (**Attachment B**); Final Bill Report for E2SSB 6175 ("Concerning housing affordability tax incentives for existing structures") (**Attachment C**)

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### BACKGROUND

Lakewood has begun its 2025 Comprehensive Plan, Zoning Map, and development regulation amendment (25CPA) cycle process. The City uses the GMA option to consider an annual package of changes to both the Comprehensive Plan and development regulations, in between the mandatory 10-year periodic update deadlines, "concurrently so the cumulative effect of the various proposals can be ascertained." ([RCW 36.70A.130\(2\)](#))<sup>1</sup>.

There are several legally-required steps in order to complete this process once a docket of potential amendments has been approved by the City Council:

- City level SEPA review;
- WA Department of Commerce review;
- Planning Commission public hearing, review, and recommendation; and
- City Council public hearing, review and action.

The period for the public to submit applications for the 25CPA cycle was during July 2024. No private applications for a Comprehensive Plan amendment were received during the open period; however, one private application was submitted via the public hearing process at the Planning Commission in September.

The Planning Commission held two public hearings for the draft 25CPA docket list on September 18 and October 2, 2024. Also on October 2, the Commission approved Resolution 2024-07 (**see Attachment A**.)

Per LMC 18A.30.040, the PPW Department has hereby:

compiled a list giving the status of all proposed amendments, including rezones, and is forwarding the list to the City Council. The City Council shall review all such proposals, determine which are appropriate and worthy of further review and consideration, and move those to the Planning Commission for review and public hearing.

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<sup>1</sup> Lakewood also conducts a separate annual development regulation amendment process when needed; while updates, proposed amendments, or revisions of the Comprehensive Plan can be considered no more frequently than once every year, development regulations may be amended more frequently than once a year.

### October 28 City Council Study Session Discussion

The City Council held a study session on October 28. During the meeting, the Council asked whether potential docket items the Council was not supportive of after its initial review at the study session could be removed from the list for public hearing. LMC Section 18A.30.040 (A) describes the required process for setting the annual amendment docket:

#### **18A.30.040 Council approval of final docket – Comprehensive Plan.**

A. The Department shall compile a list giving the status of all proposed amendments, including rezones, and forward the list to the City Council. **The City Council shall review all such proposals, determine which are appropriate and worthy of further review and consideration, and move those to the Planning Commission for review and public hearing.**

Because this code language is not specific regarding the question raised, the City is including all potential docket items in the public hearing materials in an abundance of caution.

#### **25CPA Legislative Process Schedule**

The schedule for the 25CPA legislative process (subject to change) is slightly accelerated to meet state-required deadlines for certain amendments and follows:

- November 18: City Council takes action on 25CPA docket resolution;
- Winter 2024/Spring 2025: City substantive review of the proposed 25CPAs and preparation of recommendations for each amendment;
- Spring 2025: Planning Commission substantive review and public hearing on proposed 25CPA amendments;
- June 30, 2025: Deadline for City Council action on the 25CPAs.

#### **DISCUSSION**

Included below is the list of 11 docket items **(2025-01 through 2025-11)** recommended by the Planning Commission for the 25CPA cycle docket list via its Resolution 2024-07. The substantive content of each amendment will be drafted and analyzed under SEPA once the City Council takes action to finalize the 25CPA docket list. There is also an additional City-recommended amendment **(2025-12)** being recommended by the City that was not reviewed by the Planning Commission.

*Note:* The City does not recommend including proposed amendments 2025-09 and 2025-10 on the 25CPA docket list. Please see each amendment below for further explanation.

## **2025-01 Co-Living Housing Amendments for consistency with ESHB 1998<sup>2</sup>**

This amendment would edit to the Comprehensive Plan and development regulations per [2024 ESHB 1998](#), “Concerning co-living housing”, which requires Lakewood to allow co-living housing on any lot located within an urban growth area that allows at least six (6) multifamily residential units. The bill prohibits imposing certain regulations on co-living housing. In summary:

By December 31, 2025, Lakewood must adopt development regulations allowing co-living housing on any lot that allows at least six (6) multifamily residential units, including on a lot zoned for mixed use development. In addition, a city may not require co-living housing to:

- contain room dimensional standards larger than that required by the State Building Code, including dwelling unit size, sleeping unit size, room area, and habitable space;
- provide a mix of unit sizes or number of bedrooms; or
- include other uses.

Lakewood may not require co-living housing to provide off-street parking within 0.5 miles walking distance of a major transit stop or provide more than 0.25 off-street parking spaces per sleeping unit, unless:

- the city submits to the Department of Commerce (Commerce) an empirical study prepared by a credentialed transportation or land use planning expert that clearly demonstrates, and Commerce finds and certifies, that the application of the off-street parking limitations for co-living housing will be significantly less safe for vehicle drivers or passengers, pedestrians, or bicyclists than if the jurisdiction's parking requirements were applied to the same location.

Lakewood may not:

- require any standards for co-living housing that are more restrictive than those required for other types of multifamily residential uses in the same zone;
- exclude co-living housing from participating in affordable housing incentive programs;
- treat a sleeping unit in co-living housing as more than 0.25 of a dwelling unit for purposes of calculating dwelling unit density; and
- treat a sleeping unit in co-living housing as more than 0.5 of a dwelling unit for purposes of calculating fees for sewer connections, unless the city or county makes a finding, based on facts, that the sewer connection fees should exceed the one-half threshold.

Lakewood may only require a review, notice, or public meeting for co-living housing that is required for other types of residential uses in the same location, unless otherwise required by state law.

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<sup>2</sup> ESHB 1198 adds a new section to RCW 36.70A

Any action taken by Lakewood to implement co-living housing requirements is not subject to a legal challenge under the GMA or the State Environmental Policy Act (SEPA).

Preliminary Review of Potential Amendment 2025-01 per LMC 18A.30.030

1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process? **Yes.**
4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**
5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes.**
6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again? **N/A.**

**2025-02 Updates to Comprehensive Plan Capital Facilities Element, Parks Element, and Utilities Element for consistency with 2024 E2SHB 1181<sup>3</sup> (Climate Change & Resiliency)**

This amendment would include edits to the Comprehensive Plan as required under [2024 E2SHB 1181](#), “Improving the state's response to climate change by updating the state's planning framework.” E2SHB 1181 lays out significant updates required to local Comprehensive Plans and development regulations between 2025 and 2029; this amendment includes those edits to the Comprehensive Plan that must be adopted by June 30, 2025, including:

- Update the Capital Facilities Element inventory of existing capital facilities owned by public entities to include green infrastructure;
- Update the Parks & Recreation Element to include a tree canopy evaluation; and
- Update the Utilities Element to include the general location, proposed location, and capacity of all existing and proposed utilities, including electrical, telecommunications, and natural gas systems.

Preliminary Review of Potential Amendment 2025-02 per LMC 18A.30.030

1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process? **Yes.**
4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**
5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes.**
6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again? **N/A.**

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<sup>3</sup> E2SHB 1181 amends RCW 36.70a.020, .030, .070, .130, .190, .280, .320, and .480; RCW 43.20; RCW 43.21C; RCW 47.80; RCW 70A.45; RCW 70A.125.180; RCW 86.12.200; and RCW 90.58

## **2025-03 Updates to Lakewood Development Regulations for Middle Housing for consistency with 2023 E2SHB 1110<sup>4</sup>**

As part of the 2024 Periodic Review, Lakewood adopted significant changes to its zoning and development regulations to allow for middle housing and accessory dwelling units in its historically single-family areas.

Amendment 2025-03 would include any additional edits to development regulations to ensure full compliance with [2023 E2SHB 1110](#), “Increasing middle housing in areas traditionally dedicated to single-family detached housing.” Relevant E2SHB 1110 excerpts follow:

Lakewood must include specific provisions related to middle housing in their development regulations. The City:

- may only apply administrative design review for middle housing;
  - may not require standards for middle housing that are more restrictive than those required for detached single-family residences;
  - must apply to middle housing the same development permit and environmental review processes that apply to detached single-family residences, unless otherwise required by state law;
- is not required to achieve the per-unit density on lots after subdivision below 1,000 square feet unless Lakewood chooses to enact smaller allowable lot sizes;
- must also allow zero lot line short subdivisions where the number of lots created is equal to the unit density required;
  - may not require off-street parking as a condition of permitting development of middle housing within 0.5 miles walking distance of a major transit stop;
  - may not require more than one off-street parking space per unit as a condition of permitting development of middle housing on lots smaller than 6,000 square feet before any zero lot line subdivisions or lot splits; and
  - may not require more than two off-street parking spaces per unit as a condition of permitting development of middle housing on lots greater than 6,000 square feet before any zero lot line subdivisions or lot splits.

A SEPA categorical exemption is established for development regulations that remove parking requirements for infill development.

Lakewood may not approve a building permit if other federal, state, and local requirements for a building permit are not met, including adequate water supply requirements. If an area zoned for residential use is currently served only by private wells, group B water systems, or group A water systems with less than 50 connections, or if a city or water providers within the city do not have an adequate water supply or available connections to serve the zoning

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<sup>4</sup> E2SHB 1110 amends RCW 36.70A.030, .280; RCW 43.21C.450, .495; RCW 64.32; RCW 64.34; RCW 64.38; and RCW 64.90

increase, the city may limit the areas subject to the density requirements to match current water availability.

Development may be limited to two units per lot in an area served only by on-site sewage systems until either the landowner or local government provides sewer service or demonstrates a sewer system will serve the development at the time of construction.

*Note:* Lakewood is not required to update its Capital Facilities Plan Element to accommodate the increased housing until its first Comprehensive Plan update required on or after June 30, 2034, unless Commerce grants a timeline extension.

This amendment would also ensure consistency with [2024 EHSB 2321](#)<sup>5</sup> that updated requirements in [2023 E2SHB 1110](#). [EHSB 2321](#) is summarized below:

- the minimum density requirements for residential lots within 0.25 miles walking distance of a major transit stop must be applied to any bus rapid transit stop under construction;
- the exemption from minimum density requirements for lots with critical areas or their buffers is limited to that portion of a lot, parcel, or tract with a critical area or buffer except for critical aquifer recharge areas where a single-family detached house is an allowed use, provided that any requirements to maintain aquifer recharge are met. Until June 30, 2026, any additional residential capacity required by lots, parcels, or tracts with critical areas or critical area buffers may not be considered an inconsistency with countywide planning policies, multicounty planning policies, or growth targets;
- lots created through the splitting of a single residential lot and areas designated as sole source aquifers by the United States Environmental Protection Agency on islands in the Puget Sound are exempt from the middle housing and minimum density requirements;
- Lakewood allow at least six of the nine types of middle housing. The four-unit limit in the definition of courtyard apartments is removed;
- Lakewood may not require more than one off-street parking space per unit for middle housing constructed on lots that are exactly 6,000 square feet before any zero lot line subdivisions or lot splits; and
- in applying objective development regulations to middle housing, Lakewood may apply regulations related to set-back, lot coverage, stormwater, clearing, and tree canopy and retention requirements, and language related to compliance with existing ordinances intended to protect critical areas and public health and safety is removed.

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<sup>5</sup> EHSB 2321 amends RCW 36.70A.030 and .635

Preliminary Review of Potential Amendment 2025-03 per LMC 18A.30.030

1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process? **Yes.**
4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**
5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes.**
6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again? **N/A.**



## 2025-04 Regulatory amendments for consistency with 2024 SB 5792<sup>6</sup>

2025-04 would amend development regulations as needed for consistency with [2024 SB 5792](#), “Concerning the definition of multiunit residential buildings”:

- Buildings with 12 or fewer units that are no more than three stories are excluded from the definition of multiunit residential building if one story is utilized for above or below ground parking, or retail space.

### Preliminary Review of Potential Amendment 2025-04 per LMC 18A.30.030

1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process? **Yes.**
4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**
5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes.**
6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again? **N/A.**

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<sup>6</sup> SB 5792 amends RCW 64.55.010

**2025-05 Regulatory amendments regarding residential parking for consistency with SSB 6015<sup>7</sup>**

This amendment would ensure consistency with [2024 SSB 6015](#), “Concerning residential parking configurations.” In summary:

- garages and carports may not be required as a way to meet minimum parking requirements for residential development;
- parking spaces that count towards minimum parking requirements may be enclosed or unenclosed;
- parking spaces in tandem count towards meeting minimum parking requirements at a rate of one space for every 20 linear feet, with any necessary provisions for turning radius;
- the existence of non-conforming gravel surfacing in existing designated parking areas may not be a reason for prohibiting the use of existing space in the parking area to meet local parking standards;
- parking spaces may not be required to exceed 8 feet by 20 feet, except for required parking for people with disabilities; and
- parking spaces that consist of grass block pavers may count towards minimum parking regulations.

Existing parking spaces that do not conform to these requirements are not required to be modified or resized, except for compliance with the Americans with Disabilities Act. Existing paved parking lots are not required to change the size of existing parking paces during resurfacing if doing so will be more costly or require significant reconfiguration of the parking space locations.

Lakewood also may not require off-street parking as a condition of permitting a residential project if compliance with tree retention would otherwise make a proposed residential development or redevelopment infeasible.

Preliminary Review of Potential Amendment 2025-05 per LMC 18A.30.030

1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process? **Yes.**
4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**

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<sup>7</sup> SSB 6015 adds a section to RCW 36.70A

5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes.**

6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again?

**N/A.**

**2025-06      Technical Updates to the Municipal Code regarding Civic Uses**

This amendment would correct unintentional various text omissions in portions of the municipal code that occurred during the 2019 rewrite of Lakewood Municipal Code (LMC) Title 18A regarding where Civic Uses are allowed.

Precise language consistent with current state law will be developed if the City Council approves the inclusion of this amendment in the 25CPA docket.

Preliminary Review of Potential Amendment 2025-06 per LMC 18A.30.030

1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process? **Yes.**
4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**
5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes.**
6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again? **N/A.**

## 2025-07 Adoption of 2025-2029 Commute Trip Reduction (CTR) Plan

Lakewood must approve its 2025-2029 Commute Trip Reduction (CTR) Plan no later than June 30, 2025. The CTR state law mandates four major actions to accomplish the program's purposes:

- Lakewood must develop and implement a CTR ordinance and a CTR plan and engage major employers to provide CTR programs.
- WSDOT must create and implement a statewide CTR plan.
- Regional planning organizations must create and implement a CTR plan.
- The state must provide support and leadership.

The CTR Program is codified in the Washington Clean Air Act, RCW Chapter 70A.15. Rules for the program are codified in WAC Chapter 468-63.

### Preliminary Review of Potential Amendment 2025-07 per LMC 18A.30.030

1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process? **Yes.**
4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**
5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes.**
6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again? **N/A.**

## 2025-08 Affordable Housing in commercial buildings zoning/regulations

[E2SSB 6175<sup>8</sup>](#) allows Lakewood to establish, by resolution, a retail sales and use tax deferral program for the conversion of commercial buildings to provide affordable housing, under certain conditions. The full final bill report for E2SSB 6175 is included as **Attachment C**.

**Note:** This Comprehensive Plan and Development Regulation amendment would move forward if and only if the City Council:

- approved establishing a retail sales and use tax deferral program per E2SSB 6175 via a resolution; and
- adopted a finding that there are significant areas of underutilized commercial property and a lack of affordable housing in areas proximate to the land.

In summary, per E2SSB 6175, Lakewood may establish, by resolution, a sales and use tax deferral for a conversion of a commercial building to provide affordable housing within the City if the legislative authority finds that there are significant areas of underutilized commercial property and a lack of affordable housing in areas proximate to the land.

The resolution must include the application process, including the approval and appeals process, and additional requirements, conditions, and obligations that must be followed post approval of an application. Lakewood must hold a hearing on the resolution and provide notice of the time, date, and location of the hearing in a paper of general circulation in the City once a week for two consecutive weeks, 7 to 30 days before the hearing.

An authorized administrative official or committee of the City may approve an application and grant a conditional certificate of program approval if:

- the investment project is set aside primarily for multifamily housing units and the applicant commits to renting or selling at least 10 percent of the units as affordable housing to low-income households;
- the applicant commits to any additional affordability and income eligibility conditions adopted by Lakewood;
- the project will occur on underutilized commercial property and is, or will be at the time of completion, in conformance with all local plans and regulations;
- the area is located within an area zoned for residential or mixed uses and was not acquired through a condemnation proceeding; and
- all other requirements of the city are met.

If a conditional recipient maintains the property for qualifying purposes for at least ten (10) years, deferred sales and use taxes need not be repaid.

Beginning in 2025, any city issuing a certificate of program approval must report annually by December 31st to the Department of Commerce on the:

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<sup>8</sup> E2SSB 6175 adds a new chapter to RCW Title 82 and amends RCW 84.14.010

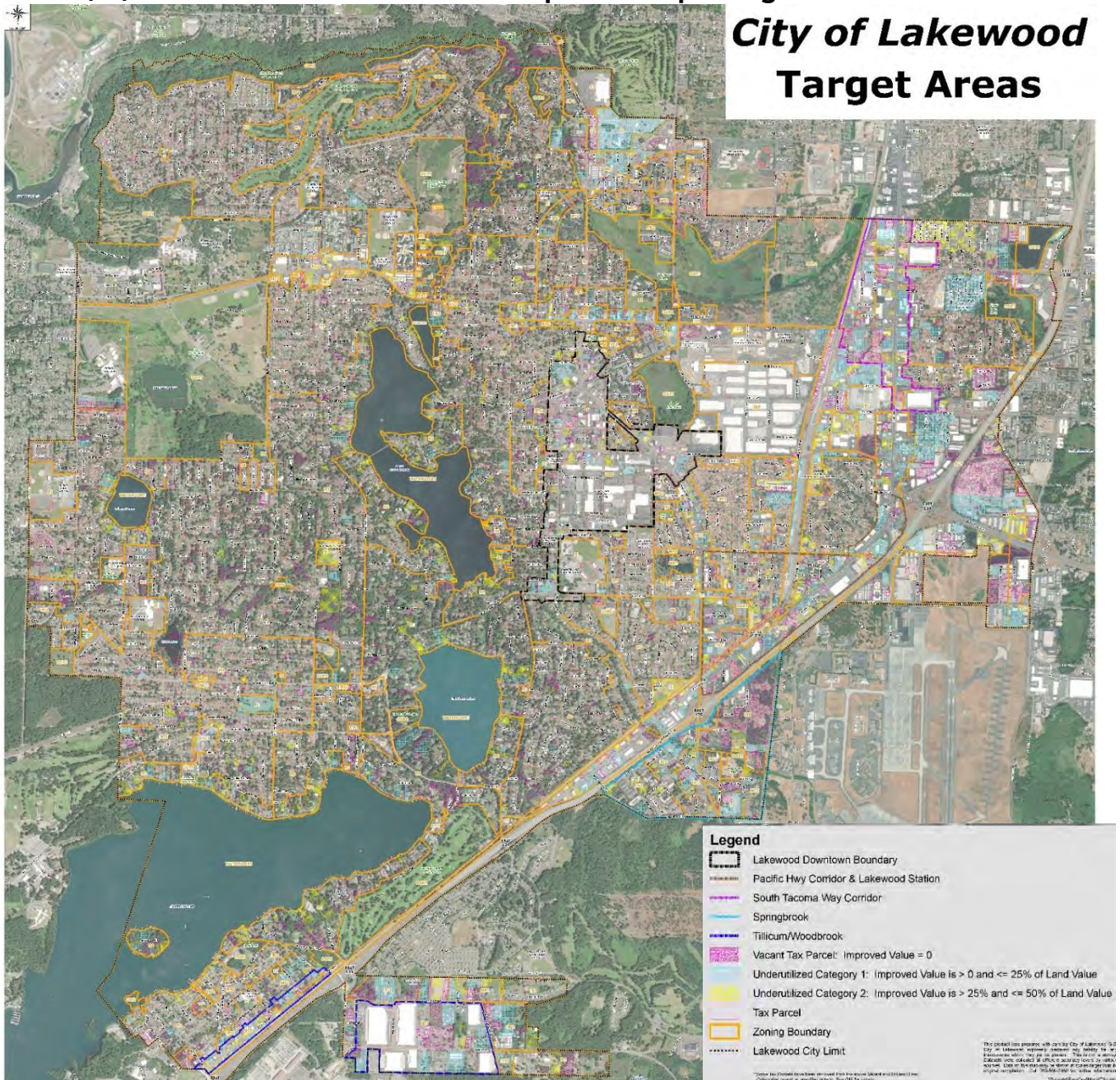


- number of program approval certificates granted;
- number and type of buildings converted and affordable housing units resulting from the conversion; and
- the estimated value of the sales and use tax deferral for each investment project and total estimated value of sales and use tax deferrals granted.

For reference, the following maps depict vacant and underutilized properties in Lakewood focus areas as of May 31, 2024. If 2025-13 is included in the 25CPA docket list, the City would continue review of properties' use to prepare recommendations of where a retail sales and use tax could be applied.

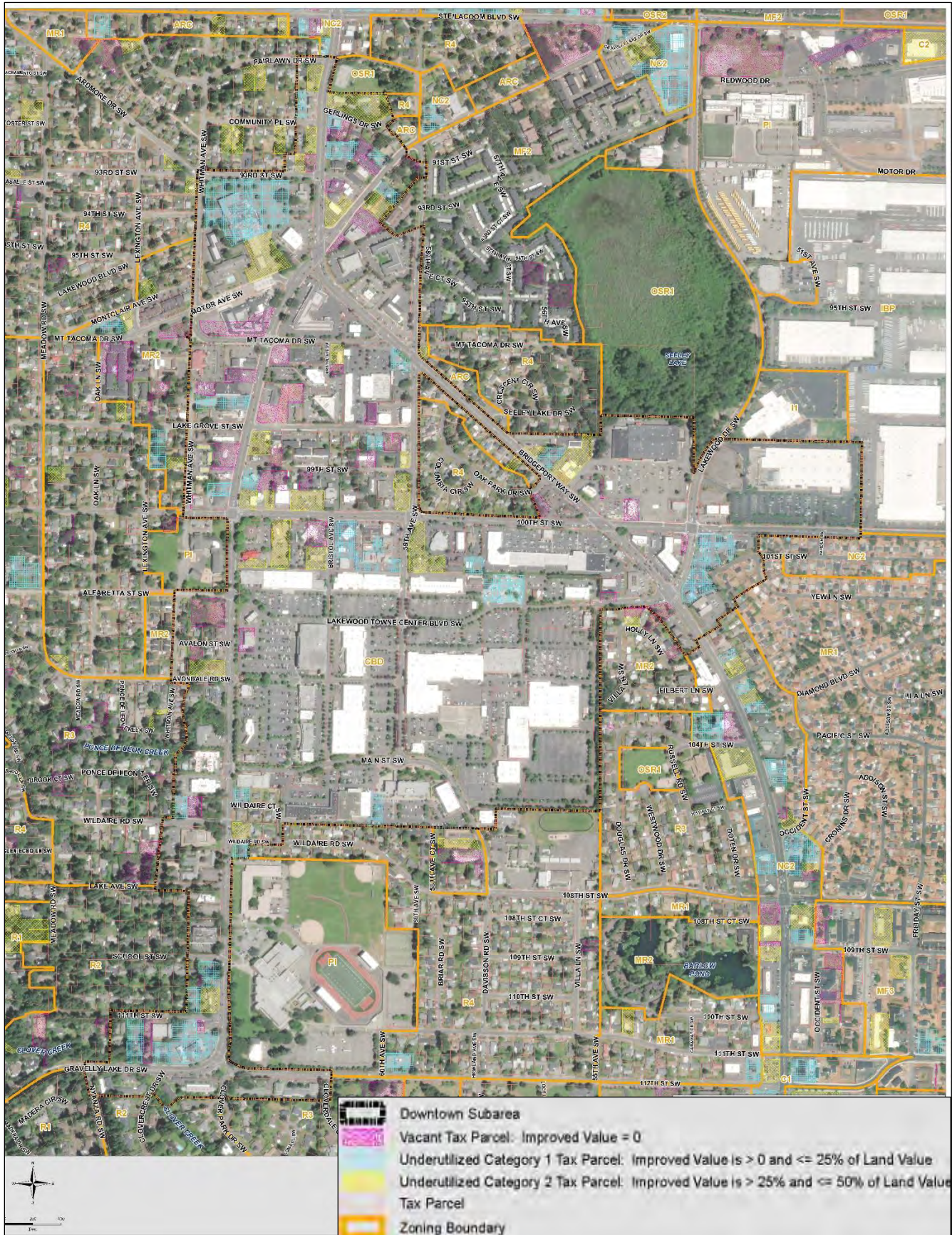
**5/31/24 Vacant and Underutilized Properties Maps: Target Areas**

**City of Lakewood  
Target Areas**





# 5/31/24 Vacant and Underutilized Properties Maps: Downtown Subarea





# 5/31/24 Vacant and Underutilized Properties Maps: Station District Subarea





# 5/31/24 Vacant and Underutilized Properties Maps: Springbrook



- Vacant Tax Parcel: Improved Value = 0
- Underutilized Category 1 Tax Parcel: Improved Value is > 0 and <= 25% of Land Value
- Underutilized Category 2 Tax Parcel: Improved Value is > 25% and <= 50% of Land Value
- Tax Parcel
- Zoning Boundary
- Lakewood City Limit



# 5/31/24 Vacant and Underutilized Properties Maps: Census Tract 071805



**Vacant Tax Parcel: Improved Value = 0**

**Underutilized Category 1 Tax Parcel: Improved Value is > 0 and <= 25% of Land Value**

**Underutilized Category 2 Tax Parcel: Improved Value is > 25% and <= 50% of Land Value**

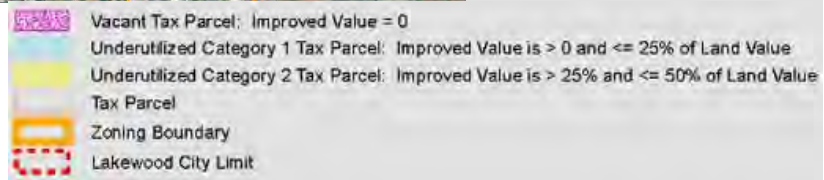
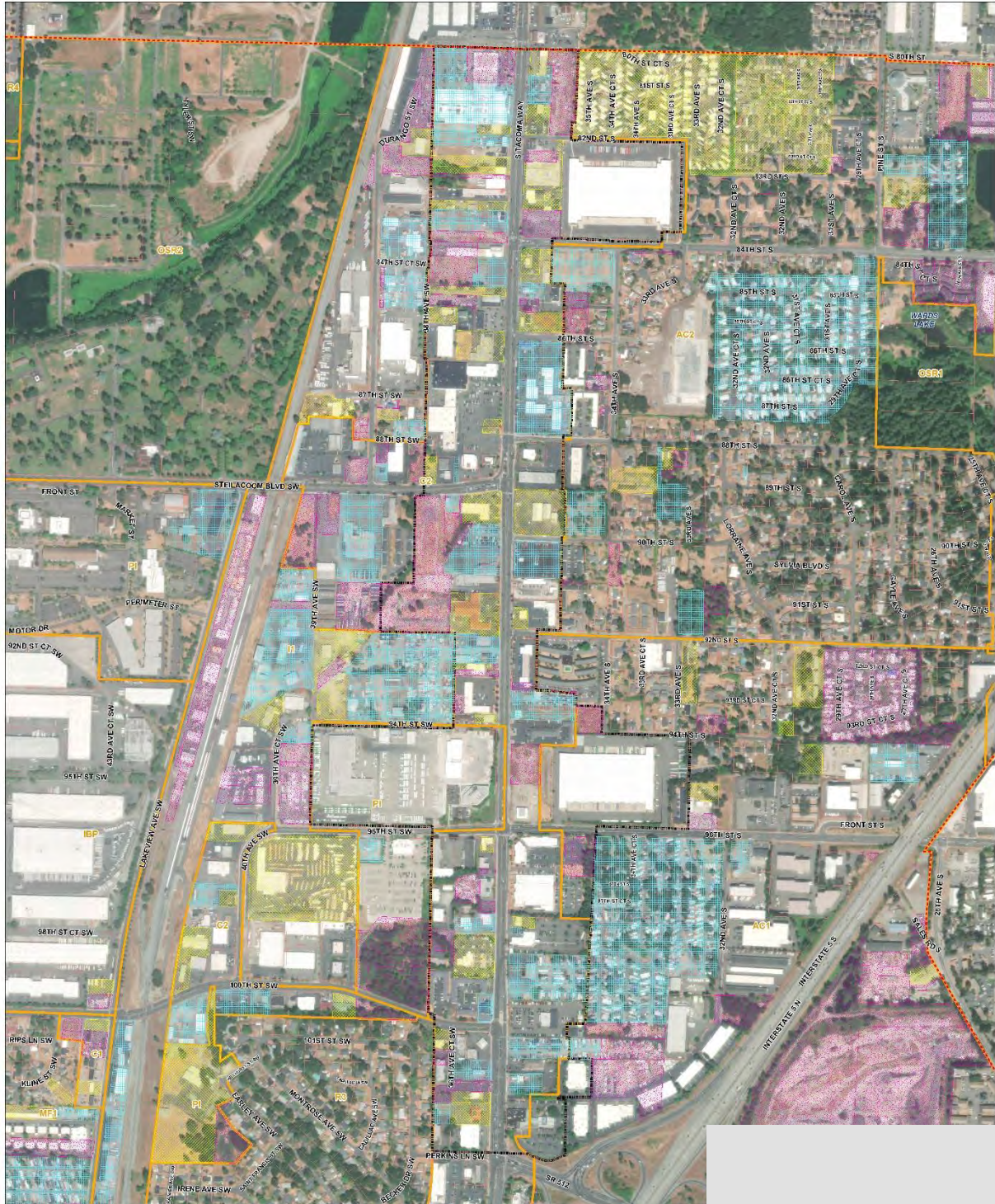
**Tax Parcel**

**Zoning Boundary**

**Lakewood City Limit**

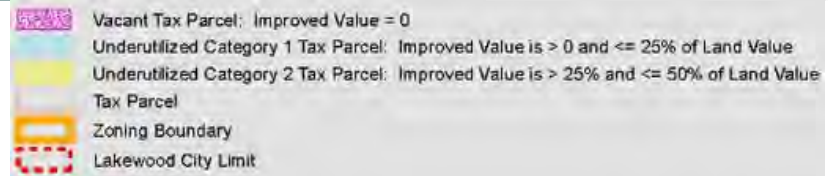
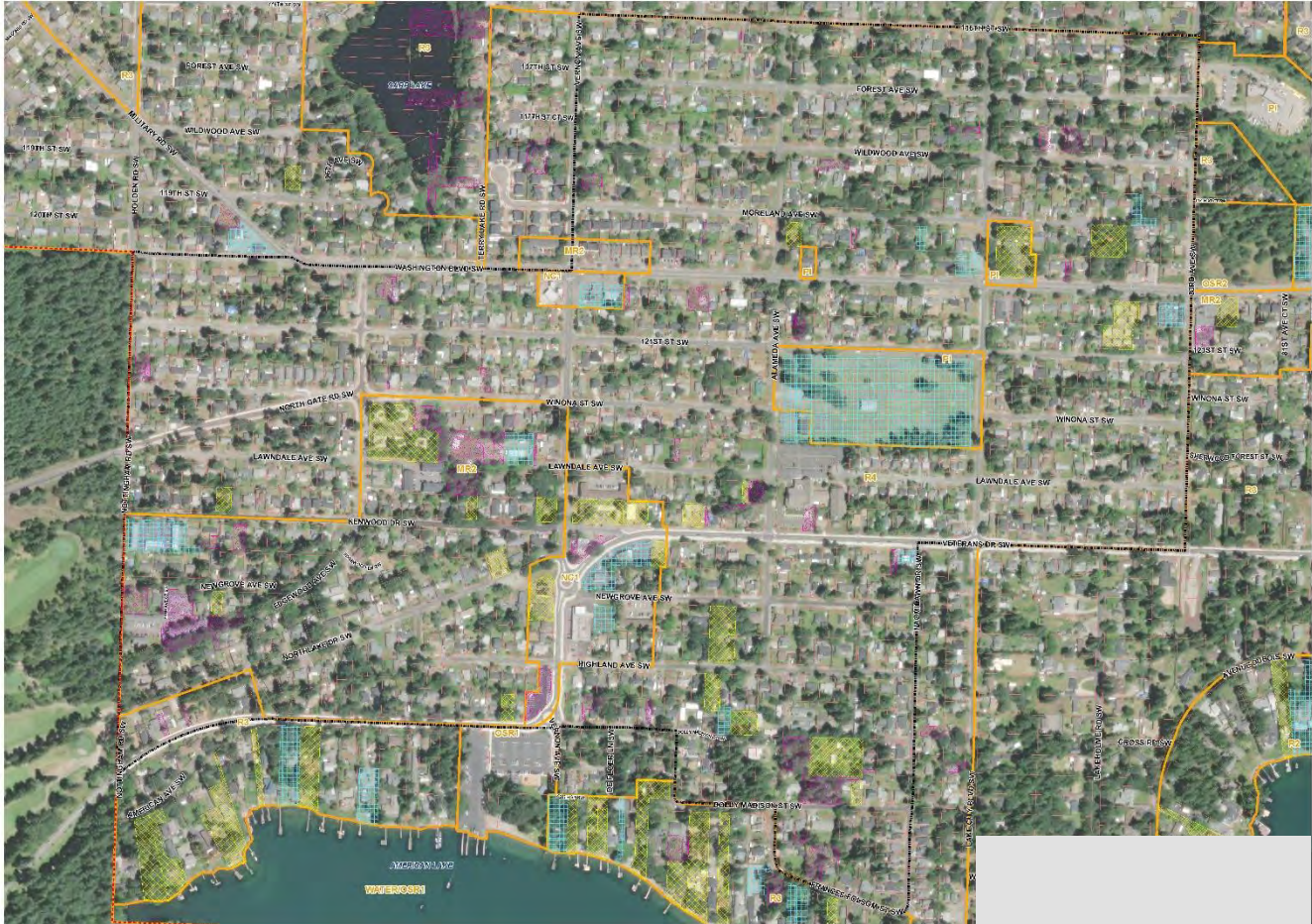


# 5/31/24 Vacant and Underutilized Properties Maps: International District











## 5/31/24 Vacant and Underutilized Properties Maps: Lake City



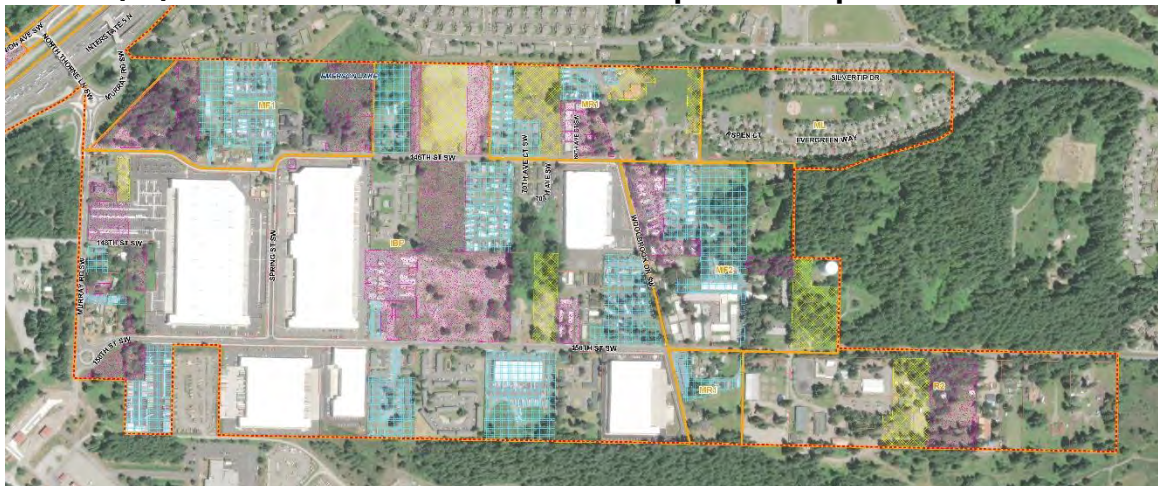








### 5/31/24 Vacant and Underutilized Properties Maps: Tillicum



-  Vacant Tax Parcel: Improved Value = 0
-  Underutilized Category 1 Tax Parcel: Improved Value is > 0 and <= 25% of Land Value
-  Underutilized Category 2 Tax Parcel: Improved Value is > 25% and <= 50% of Land Value
-  Tax Parcel
-  Zoning Boundary
-  Lakewood City Limit

### 5/31/24 Vacant and Underutilized Properties Maps: Woodbrook



-  Vacant Tax Parcel: Improved Value = 0
-  Underutilized Category 1 Tax Parcel: Improved Value is > 0 and <= 25% of Land Value
-  Underutilized Category 2 Tax Parcel: Improved Value is > 25% and <= 50% of Land Value
-  Tax Parcel
-  Zoning Boundary
-  Lakewood City Limit



# 5/31/24 Vacant and Underutilized Properties Maps: Air Corridor 1



	Vacant Tax Parcel: Improved Value = 0
	Underutilized Category 1 Tax Parcel: Improved Value is > 0 and <= 25% of Land Value
	Underutilized Category 2 Tax Parcel: Improved Value is > 25% and <= 50% of Land Value
	Tax Parcel
	Zoning Boundary
	Lakewood City Limit



## 5/31/24 Vacant and Underutilized Properties Maps: Air Corridor 2



- Vacant Tax Parcel: Improved Value = 0
- Underutilized Category 1 Tax Parcel: Improved Value is > 0 and <= 25% of Land Value
- Underutilized Category 2 Tax Parcel: Improved Value is > 25% and <= 50% of Land Value
- Tax Parcel
- Zoning Boundary
- Lakewood City Limit



Preliminary Review of Potential Amendment 2025-08 per LMC 18A.30.030

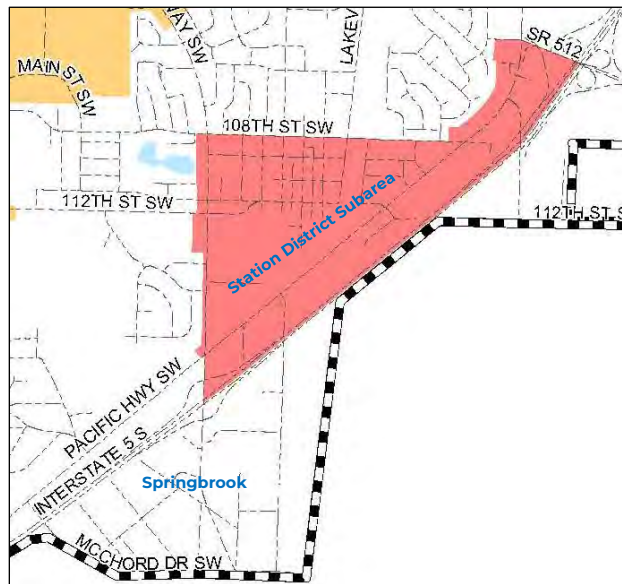
1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process? **Yes.**
4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**
5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes.**
6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again? **N/A.**

**2025-09 Consideration of expansion of Station District Subarea Boundaries to include Springbrook**

The Lakewood Comprehensive Plan includes a policy supporting the creation of new subarea plans:

Subareas (SA) 1.2: Develop and implement redevelopment and subarea plans for other areas such as Springbrook, the Downtown, the Pacific Highway SW corridor, and selected residential arterials.

In 2023, the Planning Commission held preliminary discussions regarding expanding the Station District Subarea boundaries to include Springbrook. If included in the 25CPA docket list by the City Council, this amendment would direct the Planning & Public Works (PPW) Department to begin work on updating the Station District Subarea Plan and boundaries.



Note: The City Council would also need to identify funding for the subarea plan update process and include this work in the PPW's work plan. **The City recommends not including this amendment in the 25CPA docket list.**

Preliminary Review of Potential Amendment 2025-09 per LMC 18A.30.030

1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes; however, the amendment is inconsistent with the recent actions taken by City Council to rezone properties in Springbrook as Industrial Business Park, and the separation of Springbrook from the Station District Subarea does not lend itself to blending the two planning areas into one subarea plan.**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**

3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process?

**Yes.**

4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**

5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes; however, the amendment's anticipated effect would include required updates to the Station District Plan, SEPA Planned Action, and potentially development regulations at LMC 18C. The City does not have funding identified for such updates.**

6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again?

**N/A.**

**2025-10 Consideration of drafting a new subarea plan for the “District/Area North of Steilacoom Blvd and West of South Tacoma Way”**

The Lakewood Comprehensive Plan includes a policy supporting a focus on the International District on South Tacoma Way:

Urban Design Strategy UD-B: Develop an individual identity for the International District through branding, visitor engagement, and city-sponsored events.

In 2023, the Planning Commission held preliminary discussions regarding the creation of a new subarea plan for part of the International District as described below:

“Develop a unified land use identity and function for the District/Area North of Steilacoom Blvd and West of South Tacoma Way” as a subarea plan.



*Note:* The City Council would also need to identify funding for the subarea plan update process and include this work in the PPW’s work plan. **The City recommends not including this amendment in the 25CPA docket list.**

Preliminary Review of Potential Amendment 2025-10 per LMC 18A.30.030

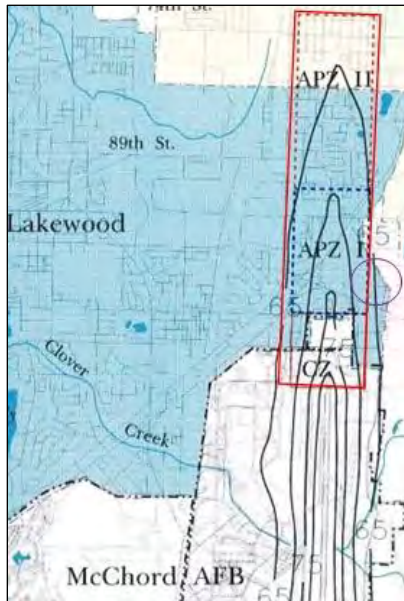
1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes; however, the City has historically considered developing a subarea plan for the International District, which has a larger geographic boundary than what this amendment includes.**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process? **Yes.**
4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**
5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes.**
6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again? **N/A.**



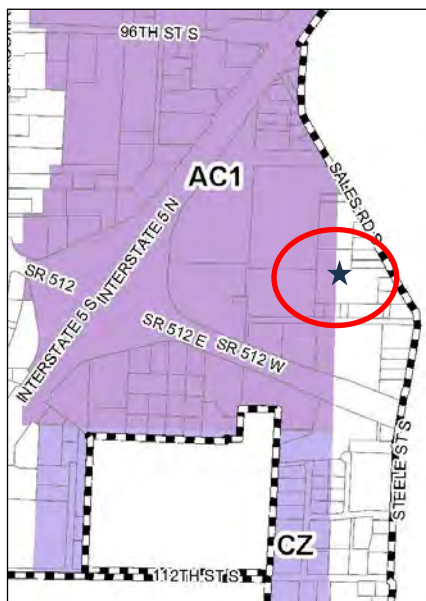
**2025-11 Private request for parcel 0319061001 to be redesignated/rezoned from exclusively Air Corridor (AC) / Air Corridor 1 (AC1) to “split zoning” of AC / AC1 and Industrial (I) / Industrial 1 (I1).**

This potential amendment is a privately-initiated request submitted during the September 18 and October 2 Planning Commission public hearings by Josh Friedmann, attorney for Waste Connections/LRI. The request is to reinstate the pre-2019 “split zoning” of parcel 0319061001 of Air Corridor 1 (AC1) and Industrial 1 (I1).

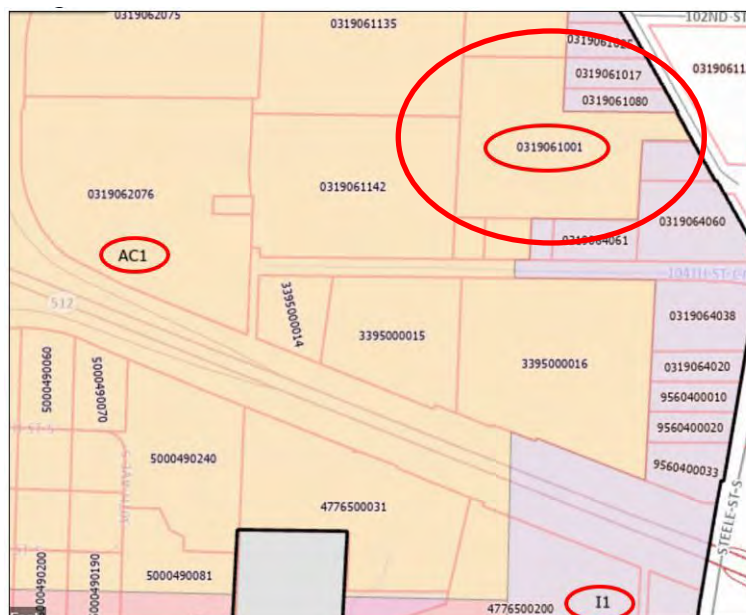
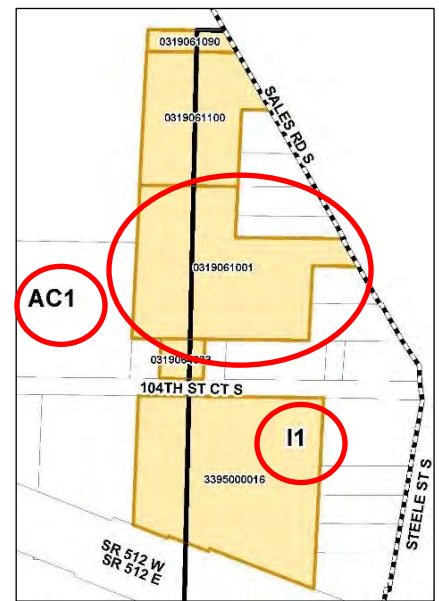
In 2019, to be consistent with the December 2015 Air Installations Compatible Use Zones (AICUZ) Program Air Force Instruction (AFI) 32-7063, Lakewood redesignated/rezoned parcel 0319061001 to Air Corridor (AC)/Air Corridor 1 (AC1) to eliminate its split AC1/I1 zoning. Maps demonstrating the 2019 change follow:



**JBALM AICUZ Map**



**Location & pre-2019 zoning of parcel 319061001**



**Current Zoning of Parcel 0319061001 Background**

The Lakewood Clear Zone and Air Corridor 1 and 2 land use zones' boundaries strive to follow property lines and avoid split zoning consistent with growth management best practices, while the McChord Field Air Installation Compatible Use Zone (AICUZ) Study AICUZ Clear Zone (CZ) and Accident Potential Zones I and II (APZ I and APZ II) are based on imaginary surface areas that do not consider parcel lines:

- the CZ is 3,000 feet by 3,000 feet, measured along the extended runway centerline beginning at the end of the runway;
- the APZ I is 3,000 feet wide by 5,000 feet long; and
- the APZ II is 3,000 feet wide by 7,000 feet long.

As discussed in the 2015 JBLM AICUZ,

Any existing or future development in the CZ is of concern. US Air Force analysis indicates that 28% of all air accidents occur within the CZs. The APZ I designation has somewhat lower accident potential than the CZ, but it is high enough that most types of development in this zone are discouraged, including residential uses.

As requested by the proponent, this amendment would reestablish the split zoning on parcel 0319061001 that had been in place until 2019. Any use of the portion of the parcel within AC1 would be consistent with the AICUZ Study guidance.

#### Preliminary Review of Potential Amendment 2025-11 per 18A.30.030

1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process? **Yes.**
4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**
5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes.**
6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again? **N/A.**



### **City-Recommended Amendment 2025-12**

To prepare for the PSRC 2025 review of the Lakewood Regional Growth Center (RGC) that has the same geographic boundaries, growth targets, and regulatory controls as the Downtown Subarea, the City recommends adding the following amendment to the 25CPA docket list:

#### **2025-12      Review, and if needed, amend, the Lakewood Regional Growth Center (RGC) and Downtown Subarea Plan, Regulations, and Planned Action for consistency with PSRC's Regional Centers Framework Requirements**

The following items would be part of recommended 25CPA amendment 2025-12; additional items may be added based on PSRC requirements.

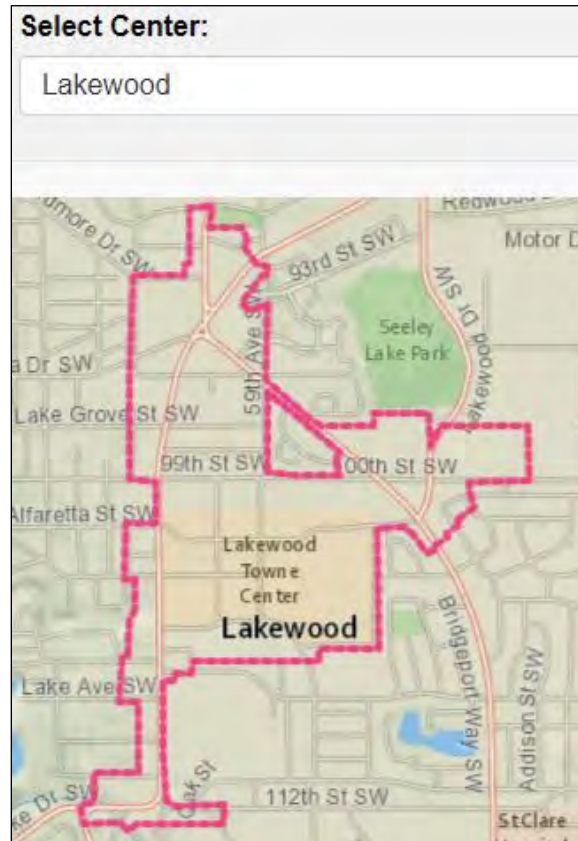
1. Update boundary of Lakewood RGC to match the Downtown Subarea boundary as approved in Ordinance 812;
2. Review growth targets (i.e., housing and job activity units in the RGC) for consistency with the Regional Centers Framework and the July 2024 PSRC communication to Lakewood regarding the 2024 Comprehensive Plan Periodic Review;
3. Review allowed land uses and development regulations for consistency with PSRC Regional Centers Criteria;
4. Conduct market study to evaluate the potential for and opportunities to best support center growth.

#### Preliminary Review of Potential Amendment 2025-12 per 18A.30.030

1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code? **Yes**
2. Would the proposed amendment cause little or no adverse environmental impacts and is the time required to analyze impacts available within the time frame of the standard annual review process? **Yes**
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process? **Yes.**
4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline? **Yes.**
5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process? **Yes.**
6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again? **N/A.**

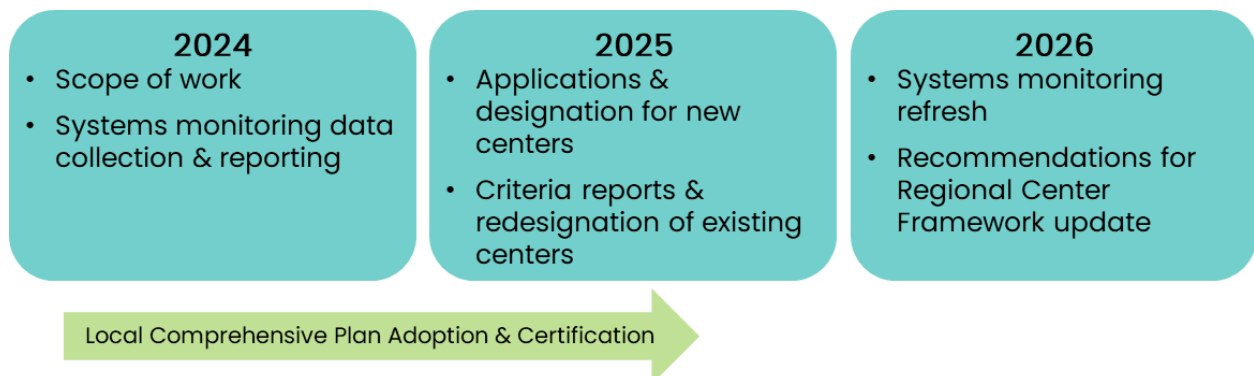
## BACKGROUND FOR 2025-12

The Puget Sound Regional Council (PSRC) certified the Lakewood Regional Growth Center (RGC) in 2012. When Lakewood adopted the Downtown Subarea Plan, regulations, and planned action in 2018, the City worked with PSRC to amend the RGC's boundaries to match the Downtown Subarea.



Source: PSRC Lakewood Regional Growth Center Profile

Beginning in 2025, the Puget Sound Regional Council (PSRC) will review and certify regional centers per the PSRC Regional Centers Framework (RCF) every 5 years to “assess each center’s performance in accommodating growth consistent with the Regional Growth Strategy” (i.e., describe physical characteristics, assess potential for accommodating future growth, review for consistency with Centers Framework criteria., and update center characteristics.)



After monitoring occurs, all regional centers that meet each of the criterion outlined in the RCF will be automatically redesignated. Center policies and plans may be re-certified concurrent with redesignation.

Centers monitoring reports will be presented to PSRC boards for consideration. If a center is not fully meeting the Framework criteria at the time of centers monitoring, PSRC boards may consider removing the regional center designation or consider probationary status until planning requirements are met. See **Attachment B**.

At the first Centers monitoring review in 2025, existing regional growth centers will be expected to fully meet the following eligibility and designation criteria:

- Local commitment. Evidence center is a local priority and sponsor city/county has sustained commitment over time to local investments in creating a walkable, livable center;
- Planning. An updated center plan (subarea plan, plan element or functional equivalent that provides detailed planning or analysis) that addresses regional guidance, and plans for a mix of housing and employment, bicycle and pedestrian infrastructure, amenities, and a street pattern that supports walkability;  
Assessment of housing need includes displacement risk, as well as review of the documentation of tools, programs, or commitment to provide housing choices affordable to a full range of incomes and strategies to further fair housing;
- Capital investments. Capital investments by the local government in the center in the current or prior 6-year capital planning cycle, and commitment to infrastructure and utilities in the jurisdiction's capital improvement program sufficient to support center growth, pedestrian infrastructure, and public amenities;
- Center criteria. Consistent with designation criteria for size, planning, transit, market potential, and role for new regional growth centers in Section 3 of the RCF. Existing centers will remain designated if they do not meet the new center density criteria, provided that the center is consistent with other criteria identified in this section;
- Market study. Regional growth centers that have existing density levels below the level required for new regional centers at the time of the review must complete a market study to evaluate the potential for and opportunities to best support center growth. The market study:
  - o must consider a planning horizon reasonably beyond 2025;
  - o should show how the center can meet targeted levels of growth within the planning period; and
  - o should demonstrate Lakewood's work to address opportunities identified in the market study and the center is consistent with other criteria identified in the Framework.

## ATTACHMENT A

### RESOLUTION 2024-07

#### A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LAKEWOOD, WASHINGTON, RECOMMENDING TO THE CITY COUNCIL THE 2025 DOCKET OF COMPREHENSIVE PLAN LAND USE/ ZONING MAP AND POLICY AMENDMENTS

**WHEREAS**, under RCW 36.70A.130(2), Comprehensive Plan policy or map amendments may be initiated by the City or by other entities, organizations, or individuals through petitions filed with the City each year; and

**WHEREAS**, the City of Lakewood developed the applications to amend the Comprehensive Plan and Land Use & Development Regulations in 2025:

**2025-01 Co-Living Housing Amendments for consistency with ESHB 1998**

**2025-02 Updates to Comprehensive Plan Capital Facilities Element, Parks Element, and Utilities Element for consistency with E2SHB 1181 (Climate Change & Resiliency)**

**2025-03 Updates to Lakewood Development Regulations for Middle Housing for consistency with E2SHB 1110**

**2025-04 Regulatory amendments for consistency with SB 5792**

**2025-05 Regulatory amendments regarding residential parking for consistency with SSB 6015**

**2025-06 Technical Updates to the Municipal Code regarding Civic Uses**

**2025-07 Adoption of 2025-2029 Commute Trip Reduction (CTR) Plan**

**2025-08 Affordable Housing in commercial buildings zoning/regulations**

**WHEREAS**, on July 5, 2024, the Community and Economic Development Department published a Notice of Application Availability on the City's website and in the City Manager's Bulletin; and

**WHEREAS**, On September 18, and October 2, 2024, the Lakewood Planning Commission held two public hearings on the proposed 2025 Comprehensive Plan Zoning Map and Text Amendment docket; and

**WHEREAS**, amendment proposals placed on the docket will undergo further public, agency, and environmental review, consideration by the Planning Commission, and final consideration by the Lakewood City Council; in addition, placing a proposal on the docket does not guarantee or imply its ultimate approval.

**NOW, THEREFORE BE IT RESOLVED** by the Lakewood Planning Commission:

The Planning Commission finds that each of the following applications summarized below and more fully described in **EXHIBIT A** sufficiently meet the docketing criteria per LMC 18A.30.030 and are hereby recommended to the City Council for inclusion in

the 2023 Lakewood Comprehensive Plan and Land Use & Development Code docket.

- 2025-01 Co-Living Housing Amendments for consistency with ESHB 1998**
- 2025-02 Updates to Comprehensive Plan Capital Facilities Element, Parks Element, and Utilities Element for consistency with 2024 E2SHB 1181 (Climate Change & Resiliency)**
- 2025-03 Updates to Lakewood Development Regulations for Middle Housing for consistency with 2023 E2SHB 1110**
- 2025-04 Regulatory amendments for consistency with 2024 SB 5792**
- 2025-05 Regulatory amendments regarding residential parking for consistency with SSB 6015**
- 2025-06 Technical Updates to the Municipal Code regarding Civic Uses**
- 2025-07 Adoption of 2025-2029 Commute Trip Reduction (CTR) Plan**
- 2025-08 Affordable Housing in commercial buildings zoning/regulations**
- 2025-09 Consideration of expansion of Station District Subarea Boundaries**
- 2025-10 Consideration of drafting a new subarea plan for the “District/Area North of Steilacoom Blvd and West of South Tacoma Way”**
- 2025-11 Redesignating/rezoning Parcel 0319061001 from Air Corridor (AC) / Air Corridor 1 (AC1) to Industrial (I) / Industrial 1 (I1)**

**PASSED AND ADOPTED** at a regular meeting of the City of Lakewood Planning Commission this 2<sup>nd</sup> day of October, 2024, by the following vote:

AYES:   6  

BOARDMEMBERS: Robert Estrada, Phillip Combs, Linn Larsen, Ellen Talbo, and Philip Lindholm

ABSTENTIONS:   0  

BOARDMEMBERS:

NOES:   0  

BOARDMEMBERS:

ABSENT:   1  

BOARDMEMBERS: Sharon Wallace

*Robert Estrada*

Robert Estrada (Oct 8, 2024 10:37 PDT)

ROBERT ESTRADA, CHAIR

ATTEST:

*Karen Devereaux*

Karen Devereaux (Oct 8, 2024 10:18 PDT)

KAREN DEVEREAUX, SECRETARY

## EXHIBIT A

### 2025-01 Co-Living Housing Amendments for consistency with ESHB 1998

This amendment would include edits to the Comprehensive Plan and development regulations per [2024 ESHB 1998](#), “Concerning co-living housing”, which requires Lakewood to allow co-living housing on any lot located within an urban growth area that allows at least six multifamily residential units. The bill prohibits imposing certain regulations on co-living housing. In summary:

By December 31, 2025, Lakewood must adopt development regulations allowing co-living housing on any lot that allows at least six (6) multifamily residential units, including on a lot zoned for mixed use development. In addition, a city may not require co-living housing to:

- contain room dimensional standards larger than that required by the State Building Code, including dwelling unit size, sleeping unit size, room area, and habitable space;
- provide a mix of unit sizes or number of bedrooms; or
- include other uses.

Lakewood may not require co-living housing to provide off-street parking within 0.5 miles walking distance of a major transit stop or provide more than 0.25 off-street parking spaces per sleeping unit, unless:

- the city submits to the Department of Commerce (Commerce) an empirical study prepared by a credentialed transportation or land use planning expert that clearly demonstrates, and Commerce finds and certifies, that the application of the off-street parking limitations for co-living housing will be significantly less safe for vehicle drivers or passengers, pedestrians, or bicyclists than if the jurisdiction's parking requirements were applied to the same location.

Lakewood may not:

- require any standards for co-living housing that are more restrictive than those required for other types of multifamily residential uses in the same zone;
- exclude co-living housing from participating in affordable housing incentive programs;
- treat a sleeping unit in co-living housing as more than 0.25 of a dwelling unit for purposes of calculating dwelling unit density; and
- treat a sleeping unit in co-living housing as more than 0.5 of a dwelling unit for purposes of calculating fees for sewer connections, unless the city or county makes a finding, based on facts, that the sewer connection fees should exceed the one-half threshold.



Lakewood may only require a review, notice, or public meeting for co-living housing that is required for other types of residential uses in the same location, unless otherwise required by state law.

Any action taken by Lakewood to implement co-living housing requirements is not subject to a legal challenge under the GMA or the State Environmental Policy Act (SEPA).

**2025-02      Updates to Comprehensive Plan Capital Facilities Element, Parks Element, and Utilities Element for consistency with 2024 E2SHB 1181 (Climate Change & Resiliency)**

This amendment would include edits to the Comprehensive Plan as required under [2024 E2SHB 1181](#), “Improving the state's response to climate change by updating the state's planning framework.” E2SHB 1181 lays out significant updates required to local Comprehensive Plans and development regulations between 2025 and 2029; this amendment includes those edits that must be adopted by June 30, 2025, including:

- Update the Capital Facilities Element inventory of existing capital facilities owned by public entities to include green infrastructure;
- Update the Parks & Recreation Element to include a tree canopy evaluation; and
- Update the Utilities Element to include the general location, proposed location, and capacity of all existing and proposed utilities, including electrical, telecommunications, and natural gas systems.

**2025-03      Updates to Lakewood Development Regulations for Middle Housing for consistency with 2023 E2SHB 1110**

As part of the 2024 Periodic Review, Lakewood adopted significant changes to its zoning and development regulations to allow for middle housing and accessory dwelling units in its historically single-family areas.

This amendment would include any edits to development regulations to ensure full compliance with [2023 E2SHB 1110](#), “Increasing middle housing in areas traditionally dedicated to single-family detached housing.” Relevant E2SHB 1110 excerpts follow:

Lakewood must include specific provisions related to middle housing in their development regulations. The City:

- may only apply administrative design review for middle housing;
- may not require standards for middle housing that are more restrictive than those required for detached single-family residences;
- must apply to middle housing the same development permit and environmental review processes that apply to detached single-family residences, unless otherwise required by state law;

is not required to achieve the per-unit density on lots after subdivision below 1,000 square feet unless the city chooses to enact smaller allowable lot sizes;

- must also allow zero lot line short subdivisions where the number of lots created is equal to the unit density required;
- may not require off-street parking as a condition of permitting development of middle housing within 0.5 miles walking distance of a major transit stop;
- may not require more than one off-street parking space per unit as a condition of permitting development of middle housing on lots smaller than 6,000 square feet before any zero lot line subdivisions or lot splits; and
- may not require more than two off-street parking spaces per unit as a condition of permitting development of middle housing on lots greater than 6,000 square feet before any zero lot line subdivisions or lot splits.

A SEPA categorical exemption is established for development regulations that remove parking requirements for infill development.

Lakewood may not approve a building permit if other federal, state, and local requirements for a building permit are not met, including adequate water supply requirements. If an area zoned for residential use is currently served only by private wells, group B water systems, or group A water systems with less than 50 connections, or if a city or water providers within the city do not have an adequate water supply or available connections to serve the zoning increase, the city may limit the areas subject to the density requirements to match current water availability.

Development may be limited to two units per lot in an area served only by on-site sewage systems until either the landowner or local government provides sewer service or demonstrates a sewer system will serve the development at the time of construction.

Lakewood is not required to update its capital facilities plan element to accommodate the increased housing until its first comprehensive plan update required on or after June 30, 2034, unless Commerce grants a timeline extension.

This amendment would also ensure consistency with [2024 EHSB 2321](#) that updated requirements in [2023 E2SHB 1110](#). [EHSB 2321](#) is summarized below:

The minimum density requirements for residential lots within 0.25 miles walking distance of a major transit stop must be applied to any bus rapid transit stop under construction.

The exemption from minimum density requirements for lots with critical areas or their buffers is limited to that portion of a lot, parcel, or tract with a critical area or buffer except for critical aquifer recharge areas where a single-

family detached house is an allowed use provided that any requirements to maintain aquifer recharge are met. Until June 30, 2026, any additional residential capacity required by lots, parcels, or tracts with critical areas or critical area buffers may not be considered an inconsistency with countywide planning policies, multicounty planning policies, or growth targets.

Lots created through the splitting of a single residential lot and areas designated as sole source aquifers by the United States Environmental Protection Agency on islands in the Puget Sound are exempt from the middle housing and minimum density requirements.

A city with at least 25,000 population that is subject to minimum residential density requirements must allow at least six of the nine types of middle housing. The four-unit limit in the definition of courtyard apartments is removed.

A city may not require more than one off-street parking space per unit for middle housing constructed on lots that are exactly 6,000 square feet before any zero lot line subdivisions or lot splits.

In applying objective development regulations to middle housing, fully planning cities may apply regulations related to set-back, lot coverage, stormwater, clearing, and tree canopy and retention requirements, and language related to compliance with existing ordinances intended to protect critical areas and public health and safety is removed.

#### **2025-04 Regulatory amendments for consistency with 2024 SB 5792**

This amendment would result in consistency with [2024 SB 5792](#), “Concerning the definition of multiunit residential buildings.” Buildings with 12 or fewer units that are no more than three stories are excluded from the definition of multiunit residential building if one story is utilized for above or below ground parking, or retail space.

#### **2025-05 Regulatory amendments regarding residential parking for consistency with SSB 6015**

This amendment would ensure consistency with [2024 SSB 6015](#), “Concerning residential parking configurations.” In summary:

- Garages and carports may not be required as a way to meet minimum parking requirements for residential development;
- parking spaces that count towards minimum parking requirements may be enclosed or unenclosed;
- parking spaces in tandem count towards meeting minimum parking requirements at a rate of one space for every 20 linear feet, with any necessary provisions for turning radius;

- the existence of non-conforming gravel surfacing in existing designated parking areas may not be a reason for prohibiting the use of existing space in the parking area to meet local parking standards;
- parking spaces may not be required to exceed 8 feet by 20 feet, except for required parking for people with disabilities; and
- parking spaces that consist of grass block pavers may count towards minimum parking regulations.

Existing parking spaces that do not conform to these requirements are not required to be modified or resized, except for compliance with the Americans with Disabilities Act. Existing paved parking lots are not required to change the size of existing parking paces during resurfacing if doing so will be more costly or require significant reconfiguration of the parking space locations.

Lakewood may not require off-street parking as a condition of permitting a residential project if compliance with tree retention would otherwise make a proposed residential development or redevelopment infeasible.

#### **2025-06      Technical Updates to the Municipal Code regarding Civic Uses**

This amendment would correct unintentional text omissions in portions of the municipal code that occurred during the 2019 rewrite of Lakewood Municipal Code (LMC) Title 18A regarding where Civic Uses are allowed.

#### **2025-07      Adoption of 2025-2029 Commute Trip Reduction (CTR) Plan**

Lakewood must submit its draft Commute Trip Reduction (CTR) plan to the WA State Transportation Demand Management (TDM) Technical Committee for review and approval no later than December 2024 and adopt its plan no later than June 2025. The CTR Law mandates four major actions to accomplish the program’s purposes:

- Jurisdictions in affected areas must develop and implement a CTR ordinance and a CTR plan and engage major employers to provide CTR programs.
- WSDOT must create and implement a statewide CTR plan.
- Regional planning organizations must create and implement a CTR plan.
- The state must provide support and leadership.

The CTR Program is codified in the Washington Clean Air Act, RCW Chapter 70A.15. Rules for the program are codified in WAC 468-63.

#### **2025-08      Affordable Housing in commercial buildings zoning/regulations**

[E2SSB 6175](#) allows cities to establish by resolution a retail sales and use tax deferral program for the conversion of commercial buildings to provide affordable housing, under certain conditions. To receive a deferral under the new law:

- The project must be set aside primarily for multifamily housing units with at least 10% affordable to low-income households;

- The legislative authority must find that there are significant areas of underutilized commercial property and a lack of affordable housing in areas proximate to the land; and
- The applicant must commit to any additional affordability and income eligibility conditions adopted by the local government.

If a project maintains those qualifications for at least 10 years, the sales and use taxes don't need to be repaid.

This amendment would update the City's Comprehensive Plan and development regulations if the City Council approved a resolution per E2SSB 6175.

### **2025-09      Consideration of expansion of Station District Subarea Boundaries**

The Lakewood Comprehensive Plan includes a policy supporting the creation of new subarea plans:

Subareas (SA) 1.2: Develop and implement redevelopment and subarea plans for other areas such as Springbrook, the Downtown, the Pacific Highway SW corridor, and selected residential arterials.

In 2023, the Planning Commission held preliminary discussions regarding expanding the Station District Subarea boundaries to include Springbrook. If included in the 25CPA docket list by the City Council, this amendment would direct the Planning & Public Works (PPW) Department to begin work on updating the Station District Subarea Plan and boundaries. The City Council would also need to identify funding for the subarea plan update process.

### **2025-10      Consideration of drafting a new subarea plan for the “District/Area North of Steilacoom Blvd and West of South Tacoma Way”**

The Lakewood Comprehensive Plan includes a policy supporting a focus on the International District on South Tacoma Way:

Urban Design Strategy UD-B: Develop an individual identity for the International District through branding, visitor engagement, and city-sponsored events.

In 2023, the Planning Commission held preliminary discussions regarding the creation of a new subarea plan for part of the International District as described below. If included in the 25CPA docket list by the City Council, implementing this amendment would mean the City Council must identify funding and direct the Planning & Public Works (PPW) Department to begin work on a new subarea plan to:

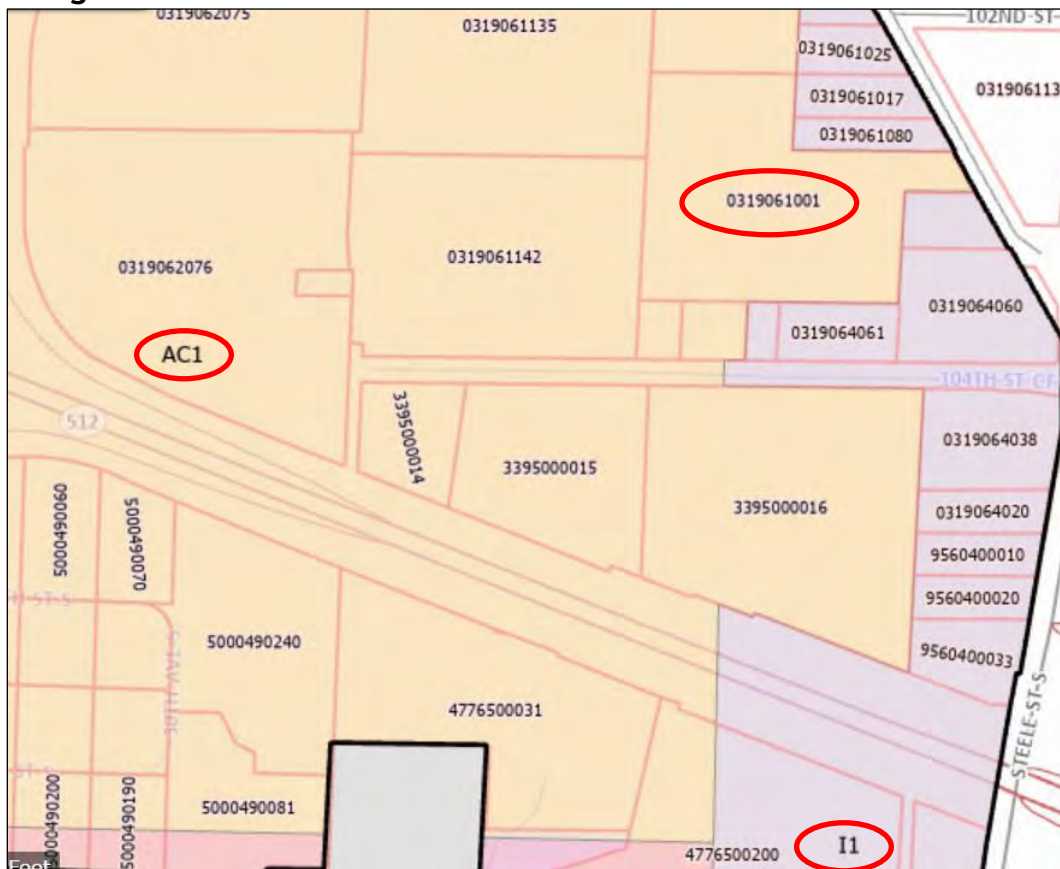
“Develop a unified land use identity and function for the District/Area North of Steilacoom Blvd and West of South Tacoma Way” as a subarea plan.

**2025-11 Redesignating/rezoning Parcel 0319061001 from Air Corridor (AC) / Air Corridor 1 (AC1) to Industrial (I) / Industrial 1 (I1)**

In 2019, to be consistent with the December 2015 Air Installations Compatible Use Zones (AICUZ) Program Air Force Instruction (AFI) 32-7063, Lakewood redesignated/rezoned parcel 0319061001 to Air Corridor (AC)/Air Corridor 1 (AC1) to eliminate its split AC1/I1 zoning. Maps demonstrating the change are included below.

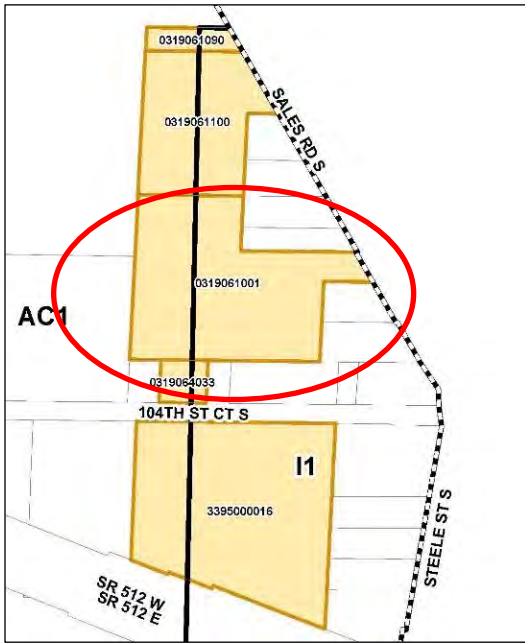
During the September 18, 2024 Planning Commission public hearing, Pierce County Recycling, Composting and Disposal, LLC, d/b/a LRI ("LRI") requested that the Planning Commission add a proposed Zoning Map amendment that would redesignate/rezone the entirety of parcel 0319061001 to Industrial (I)/Industrial 1 (I1).

**2024 Zoning of Parcel 0319061001:**

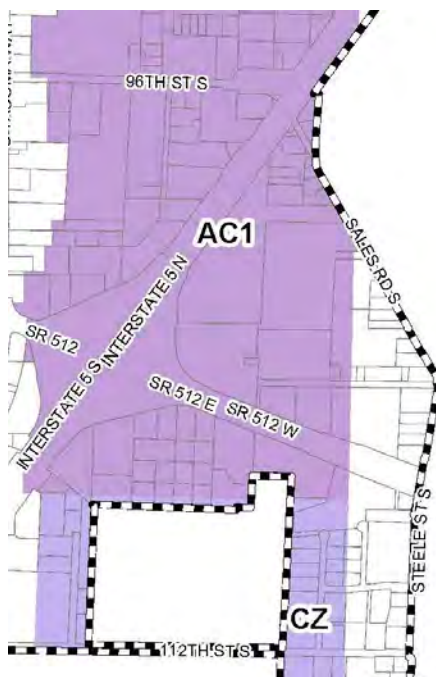


Special Note on Air Corridor 1 and 2 zone boundaries: The Lakewood Air Corridor 1 and 2 boundaries follow property lines, while the AICUZ CZ, APZ I and APZ II are based on imaginary surface areas. The CZ is 3,000 feet by 3,000 feet, measured along the extended runway centerline beginning at the end of the runway; APZ I is 3,000 feet wide by 5,000 feet long; APZ II is 3,000 feet wide by 7,000 feet long.

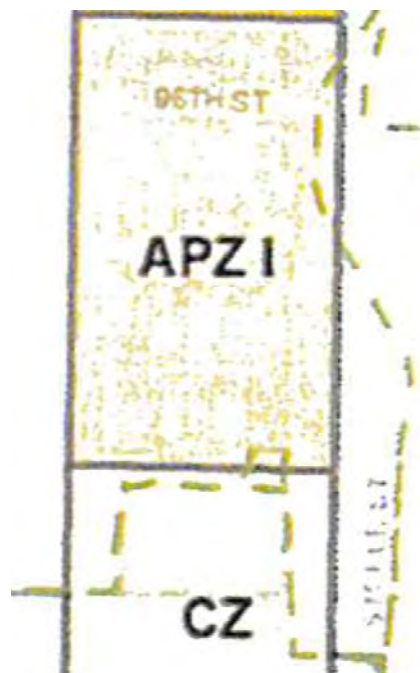




Lakewood's Air Corridor 1 (AC1) zone comprises the Clear Zone (CZ) and the Accident Potential Zone Designation I (APZ I) as identified through the 2015 McChord Air Field Air Installation Compatible Use Zone (AICUZ) Study. The CZ is a 3,000 by 3,000 foot zone at the end of the runway where there is the highest statistical possibility of aircraft accidents. Any existing or future development in the CZ is of concern. US Air Force analysis indicates that 28% of all air accidents occur within the CZs. The APZ I designation has somewhat lower accident potential than the CZ, but it is high enough that most types of development in this zone are discouraged, including residential uses.



2019 Zoning Map



2015 McChord Field AICUZ Map



## ATTACHMENT B



# Regional Centers Monitoring and Redesignation | Scope of Work

January 2024

## Purpose

The [Regional Centers Framework](#) (2018) established criteria and planning expectations to ensure regional centers are developing as thriving and connected communities with sufficient market potential to accommodate new jobs and residents. At the time, several existing centers did not meet all adopted requirements.

The redesignation process will evaluate individual regional centers to determine how they meet criteria, planning the jurisdiction has completed, and redesignate as appropriate.

The monitoring process will evaluate how the region's system of centers is meeting regional objectives and determine whether updates to the framework may be needed.

## Outcomes

Evaluate the success of the system of centers:

- Is the region achieving desired outcomes from the system?
- Does the region have the right number of centers?
- Are any changes needed to the Regional Centers Framework or in future updates to VISION 2050 to better achieve the desired outcomes for centers?

Consider designation applications for new regional centers:

- Should any new regional centers be designated?

Confirm designation of existing centers with a clear redesignation process:

- Are individual centers meeting the criteria?
- How should the board address centers that don't meet criteria or have limited market potential?

## Process and Timeline

### Scoping

#### Products & Process:

- GMPB and PSRC committees provide initial direction on project scoping (Q3-Q4 2023)
- GMPB and Executive Board review final scope of work (Q1 2024)

### System Monitoring

#### Products & Process:

- PSRC staff collect and analyze data based on existing data sources and local centers planning (Q1-Q3 2024)
- PSRC staff develops an initial system report evaluating how the regional system of centers is achieving desired outcomes (Q4 2024)
- PSRC staff updates system report to reflect comprehensive plan updates, growth targets, and revised capacity (Q1-Q3 2026)
- GMPB provides recommendations to the Executive Board on future updates to the Regional Centers Framework (e.g. density criteria, types of centers) (Q4 2026)

#### Key Questions:

- Is the region achieving desired outcomes from the system of centers?
  - Data categories include growth, mobility, housing, environment, social equity and opportunity, economic development, public health, and urban form
- Does the region have the right number of centers?
- Are any changes needed to the Regional Centers Framework or in future updates to VISION 2050 to better achieve the desired outcomes for centers?

### New Center Application & Designation

#### Products & Process:

- PSRC staff issue call for applications and conduct outreach for new candidate centers (Q2-Q3 2025)
- Interested jurisdictions submit completed center applications (Q2-Q3 2025)

- PSRC staff review applications and provide recommendations to GMPB and Executive Board for designation (Q3-Q4 2025)
- GMPB makes recommendations and Executive Board takes action on any center designations (Q4 2025)

### Key Questions

- Should any new regional centers be designated?

### Criteria Reports for Individual Centers & Center Redesignation

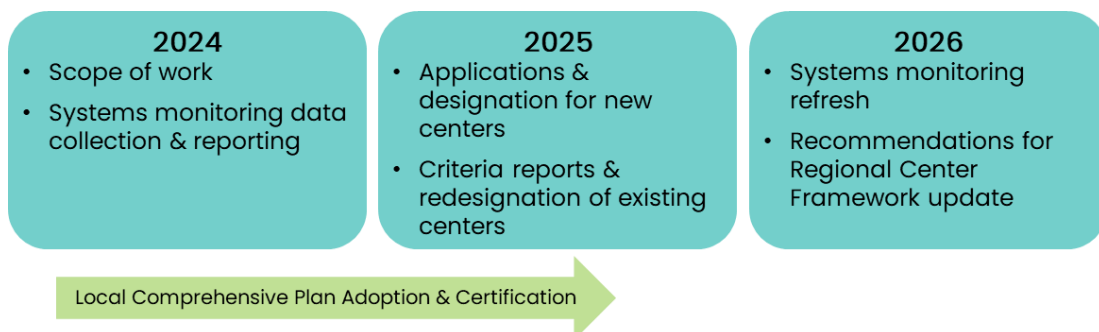
#### Products & Process:

- PSRC staff develop draft criteria reports for individual centers on alignment with Regional Centers Framework requirements (Q1-Q3 2025)
- Jurisdictional staff review draft criteria reports and provide any additional context to support board review
- GMPB evaluates existing centers for redesignation and makes recommendations to Executive Board (Q4 2025)
- Executive Board takes action on centers redesignation (Q4 2025)
  - General Assembly action to update VISION 2050 may be required if changes impact regional geographies

### Key Questions:

- Are individual centers meeting the criteria?
- How should the board address centers that don't meet criteria or have limited market potential?

### Timeline



For more information, please contact Maggie Moore, Senior Planner, at [MMoore@psrc.org](mailto:MMoore@psrc.org)

**ATTACHMENT C**  
**FINAL BILL REPORT**  
**E2SSB 6175**

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**C 332 L 24**  
Synopsis as Enacted

**Brief Description:** Concerning housing affordability tax incentives for existing structures.

**Sponsors:** Senate Committee on Ways & Means (originally sponsored by Senators Trudeau, Billig, Frame, Kuderer, Mullet, Nguyen, Nobles, Randall, Saldaña, Valdez and Wilson, C.).

**Senate Committee on Housing**  
**Senate Committee on Ways & Means**  
**House Committee on Housing**  
**House Committee on Finance**

**Background:** Retail Sales and Use Tax. Retail sales taxes are imposed on retail sales of most articles of tangible personal property, digital products, and some services. A retail sale is a sale to the final consumer or end user of the property, digital product, or service. If retail sales taxes were not collected when the user acquired the property, digital products, or services, then use tax applies to the value of property, digital product, or service when used in this state. The state, all counties, and cities levy retail sales and use taxes. The state sales and use tax rate is 6.5 percent.

The Multi-Family Property Tax Exemption. The multi-family property tax exemption (MFTE) exempts real property associated with the construction, conversion, or rehabilitation of qualified, multiple-unit residential structures. Property owners must submit an application for the tax exemption to the designated city or county. The city or county may include additional eligibility requirements for the tax exemptions. Tax exemptions available under the statute include:

- eight-year exemption;
- 12-year exemption if the applicant commits to renting or selling at least 20 percent of multiple-family housing units as affordable housing to low- and moderate-income households; and
- 20-year exemption if applicant commits to renting at least 20 percent of dwelling units to low-income households for a term of 99 years.

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*This analysis was prepared by non-partisan legislative staff for the use of legislative members in their deliberations. This analysis is not part of the legislation nor does it constitute a statement of legislative intent.*

Tax Preference Performance Statement. State law provides a range of tax preferences that confer reduced tax liability upon a designated class of taxpayer. Tax preferences include tax exclusions, deductions, exemptions, preferential tax rates, deferrals, and credits. Legislation that establishes or expands a tax preference must include a tax preference performance statement that identifies the public policy objective of the preference, as well as specific metrics that the Joint Legislative Audit and Review Committee (JLARC) can use to evaluate the effectiveness of the preference. All new tax preferences automatically expire after ten years unless an alternative expiration date is provided or the tax preference is exempted from expiration.

**Summary:** Sales and Use Tax Exemption. A city governing authority may establish by resolution a sales and use tax deferral for a conversion of a commercial building to provide affordable housing within the city if the legislative authority finds that there are significant areas of underutilized commercial property and a lack of affordable housing in areas proximate to the land. The resolution must include the application process, including the approval and appeals process, and additional requirements, conditions, and obligations that must be followed post approval of an application. A governing authority must hold a hearing and provide notice of the time, date, and location of the hearing in a paper of general circulation in the city once a week for two consecutive weeks, 7 to 30 days before the hearing.

An authorized administrative official or committee of the city may approve an application and grant a conditional certificate of program approval if:

- the investment project is set aside primarily for multifamily housing units and the applicant commits to renting or selling at least 10 percent of the units as affordable housing to low-income households;
- the applicant commits to any additional affordability and income eligibility conditions adopted by the local government;
- the project will occur on underutilized commercial property and is, or will be at the time of completion, in conformance with all local plans and regulations;
- the area is located within an area zoned for residential or mixed uses and was not acquired through a condemnation proceeding; and
- all other requirements of the city are met.

If a conditional recipient maintains the property for qualifying purposes for at least ten years, deferred sales and use taxes need not be repaid.

*Application.* To receive an exemption an owner of property must apply to the city on forms adopted by the city and verify the information provided in the application by oath or affirmation.

The application must contain:

- information supporting the requested deferral;
- a description of the investment project and site plan, and other information requested;

- a statement of the expected number of affordable housing units to be created;
- a statement that the applicant is aware of potential tax liability involved if the investment project ceases to be used for eligible uses;
- a statement that the applicant is aware that the investment project must be completed within three years and the governing authority may extend the deadline for completion of construction or rehabilitation for a period not to exceed 24 months; and
- a statement that the applicant would not have built in this location but for the availability of the tax deferral.

The governing authority may establish an application fee to cover the cost in administering the program which must be paid at the time the owner applies for program approval. Applications should be processed by the governing authority within 90 days.

*Conditional Certificate of Tax Exemption.* If the application is approved a conditional certificate of tax exemption will be issued containing a statement that the applicant complies with the application requirements. If the application is denied the city must state in writing the reasons for denial and send the notice within ten days to the applicant's last known address. The applicant may appeal the decision within 30 days after receipt. The appeal must be based upon the record made before the city with the burden of proof on the applicant to show that there was no substantial evidence to support the city's decision. The decision of the city on the appeal is final.

*Sales and Use Tax Deferral Certificate.* A conditional recipient must submit an application to the Department of Revenue (DOR) before initiation of construction of the investment project. The application must be made in a form and manner prescribed by DOR and include:

- a copy of the conditional certificate of program approval issued by the city;
- estimated construction costs;
- time schedules for completion and operation; and
- any other information required by DOR.

DOR must rule on the application within 60 days and provide information regarding documentation that must be retained in order to substantiate the amount of sales and use tax actually deferred. DOR may not accept applications for the deferral after June 30, 2034.

After receiving the conditional certificate of program approval and approval of an application by DOR, DOR must issue a sales and use tax deferral certificate for state and local sales and use taxes on eligible investment projects and keep a running total of all estimated sales and use tax deferrals provided each fiscal biennium. The deferral certificate is valid during active construction of a qualified investment project and expires on the day the city issues a certificate of occupancy for the investment project.

*Certificate of Occupancy.* Within 30 days of the issuance of a certificate of occupancy for an investment project the conditional recipient must file with the city:

- a description of the work completed and a statement that the eligible investment project qualifies the property for a sales and use tax deferral;
- a statement of the new affordable housing to be offered; and
- a statement that the work has been completed within three years of the conditional certificate of program approval.

Within 30 days of receipt the city must determine and notify the conditional recipient whether the investment project continues to qualify for the tax deferral.

If the city determines the investment project continues to qualify for the tax deferral, the conditional recipient must notify DOR within 30 days of receiving the city's determination report the project is operationally complete so DOR can certify the project and determine the qualifying deferred taxes. If DOR determines that purchases were not eligible for deferral it must assess interest, but not penalties, on the nonqualifying amounts.

The governing authority may extend the deadline for completion of the work for a period not to exceed 24 consecutive months if the city finds that the work was not completed within the required time period due to circumstances beyond the control of the conditional recipient and that the conditional recipient has been acting in good faith and with due diligence.

If a city denies a conditional recipient of a sales and use tax deferral they must notify DOR and taxes deferred are immediately due and payable, subject to any appeal by the conditional recipient. DOR must assess interest at the rate provided for delinquent taxes, but not penalties, retroactively to the date of deferral. The conditional recipient may file an appeal in superior court within 30 days of notification by the city to deny a deferral of sales and use taxes.

*Cancellation or Transfer of an Exemption.* The conditional recipient must notify the city and DOR within 60 days of a change in use or intended discontinuance with the requirements. If the city discovers that a portion of the property no longer meets the requirements, the city must notify DOR and all deferred sales and use taxes are immediately due and payable. DOR must assess interest at the rate provided for delinquent taxes and penalties retroactively to the date of deferral.

Transfer of investment project ownership does not terminate the deferral if the successor meets the eligibility requirements. The transferor must notify the city and DOR of the transfer and the city must certify to DOR that the successor meets the requirements of the deferral. If the transferor fails to make the notification, all deferred sales and use taxes are immediately due and payable. DOR must assess interest at the rate provided for delinquent taxes and penalties retroactively to the date of deferral.

*Reporting.* Thirty days after the issuance of the certificate of occupancy and each year thereafter for ten years, the conditional recipient must file:



- an annual report with the designated authorities representative of the city that includes a statement of the affordable housing units constructed; a certification that the property has not changed use; a description of changes or improvements constructed after issuance of the certificate of occupancy; and any additional information requested by the city; and
- a complete annual tax performance report with DOR the year after the certificate of occupancy is issued and each year thereafter for ten years.

Beginning in 2025, any city issuing a certificate of program approval must report annually by December 31st to the Department of Commerce on the:

- number of program approval certificates granted;
- number and type of buildings converted and affordable housing units resulting from the conversion; and
- the estimated value of the sales and use tax deferral for each investment project and total estimated value of sales and use tax deferrals granted.

Multi-Family Property Tax Exemption. The sales and use tax deferral may be granted if the owner receives an MFTE for a conversion. For applicants receiving the MFTE, the required amount of affordable housing units under the sales and use tax deferral program is in addition to the amount of affordable housing units required under the property tax exemption.

Conversion means the conversion of a nonresidential building, in whole or in part, to multiple-unit housing.

Tax Preference Performance Statement. A tax preference performance statement specifies that the objective is to expand affordable housing options for very low to moderate-income households, specifically in urban areas where there is underutilized commercial property. JLARC must evaluate the number of increased housing units on underutilized commercial property and provide a report to the fiscal committees of the Legislature by December 31, 2032. If the review finds the number of affordable housing units has not increased, then the Legislature intends to repeal this tax preference.

**Votes on Final Passage:**

Senate	48	1	
House	94	2	(House amended)
Senate	46	1	(Senate concurred)

**Effective:** June 6, 2024



TO: City Council  
FROM: Tiffany Speir, Planning Division Manager  
THROUGH: John Caulfield, City Manager *John E. Caulfield*  
Jeff Rimack, PPW Director  
DATE: November 6, 2024  
SUBJECT: 2024 Annual Development Regulation (24ADR) Amendments  
revising 1) Timing of Annual Notifications to the Pierce County  
Assessor-Treasurer; 2) Camping & Recreation Vehicle Parks; and 3)  
Manufactured/Mobile Home Parks  
ATTACHMENT: Planning Commission Resolution 2024-08 (**Attachment A**)

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### **DISCUSSION**

On October 2, 2024, the Planning Commission approved Resolution 2024-08 (**Attachment A**) that include the 2024 Annual Development Regulation Amendments (24ADRs.) The City added an additional regulation amendment described below for City Council consideration.

The City Council held a study session on October 28 and is holding a public hearing on the amendments on November 4.

There are three issues addressed in the proposed amendments:

- 1) revising Lakewood Municipal Code 18A.30.100 updating the deadline for providing annual information to the County Assessor-Treasurer;
- 2) revising LMC 18A.40.090 to reinsert regulations governing camping and recreational vehicle parks; and
- 3) revising LMC 18A.40.110 to reinsert regulations concerning development standards and operation and maintenance of manufactured home parks (including "Use of Recreational Vehicles as a Primary Residence".)

### **Item 1: Revising Lakewood Municipal Code 18A.30.100 updating the deadline for providing annual information to the County Assessor-Treasurer**

#### **18A.30.100 Notice to County Assessor of changes in comprehensive plan and development regulations.**

~~The Director shall provide to the Assessor of Pierce County by July 31st of each year a copy of the City's comprehensive plan and development regulations in effect on July 1st of that year.~~

No later than October 31<sup>st</sup> of each year, the Director shall notify the Pierce County Assessor-Treasurer of the City's Comprehensive Plan and development regulations in effect following adoption of that year's annual review and updates.

**Item 2: Revising LMC 18A.40.090 to reinsert regulations governing camping and recreational vehicle parks.**

**DRAFT LANGUAGE REGARDING ITEM 2 FOLLOWS. COLORIZING CERTAIN TEXT RED IS ONLY TO HIGHLIGHT THE TEXT FOR READABILITY.**

**18A.40.090 Lodging.**

A. *Lodging Land Use Table.* See LMC [18A.10.120\(D\)](#) for the purpose and applicability of zoning districts.

Lodging	Zoning Classifications																							
	R1	R2	R3	R4	MR1	MR2	MF1	MF2	MF3	ARC	NC1	NC2	TOC	CBD	C1	C2	C3	IBP	I1	I2	PI	OSR1	OSR2	
Bed and breakfast guest houses (B)(1)*	C	C	C	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Camping and recreational vehicle parks (B)(3)	:	:	:	:	:	:	:	:	:	:	:	:	:	:	C	C	C	:	:	:	:	:	:	:
Hostels	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	-	-	-	-	-	-	-	-
Hotels and motels	-	-	-	-	-	-	-	-	-	-	-	-	P	P	C	P	P	-	-	-	-	-	-	-
Short term vacation rentals (B)(2)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	-	-	-	-	-	-	-	-	-	-

P: Permitted Use C: Conditional Use “-”: Not permitted

\* Numbers in parentheses reference use-specific development and operating conditions under subsection (B) of this section.

B. *Development and Operating Conditions.*

1. **Bed and Breakfast Guest Houses**

- a. Bed and breakfast guest houses may be converted from existing residences or newly constructed residences, but shall not contain more than four (4) bedrooms for guests.
- b. Parking for bed and breakfast guest houses shall be limited to that which can be accommodated in the guest house’s garage and driveway. No such garage or driveway shall be wider than that necessary to park three (3) vehicles abreast. No on-street parking shall be allowed.
- c. The establishment shall be operated in such a manner as to give no outward appearance nor manifest any characteristics of a business that would be incompatible with the ability of the neighboring residents to enjoy peaceful occupancy of their properties.
- d. The owner shall operate the establishment and reside on the premises.
- e. Meal service shall be limited to serving overnight guests of the establishment. Kitchens shall not be allowed in individual guest rooms.

f. Signs for bed and breakfast uses in the R zones are limited to one (1) identification sign use, not exceeding four (4) square feet and not exceeding forty-two (42) inches in height.

2. Short Term Vacation Rentals

- a. The property owner is required to obtain a City business license.
- b. As a condition of the business license, the property owner shall provide a notification letter describing the short term rental operations, in addition to the means by which to contact the property owner.
- c. The short term rental shall be inspected by the City and Fire District to ensure the facility meets all applicable building and fire code requirements. Any deficiencies shall be corrected prior to the structure being made available for rental.

3. Camping and Recreational Vehicle Parks

The purpose of this section is to provide the regulations for the development and operation of camping and recreational vehicle (RV) parks, which may also be referred to as RV parks, and to assure that each park provides safe and sanitary accommodations for its users and their RVs while located temporarily in the park. This section also assures that the utility conveniences and facilities provided for tourists are adequate for the period of their stay in the park, and that the park does not permit the use of any of its accommodations for manufactured homes or RVs that are used for permanent occupancy.

a. Duration of Occupancy – Camping and Recreational Parks

No recreational vehicle or tent shall remain in a RV park for more than thirty (30) days in any ninety (90) day period. No habitable vehicle which is not a recreational vehicle shall be allowed in the park for any period with the exception of one (1) manufactured home for the exclusive use of the park manager and/or caretaker.

b. Development Standards - Camping and Recreational Vehicle Parks

The following criteria shall govern the design, development, and operation of a camping and RV park facility.

A. Park Dimensions.

- 1. Size. Minimum total acreage shall not be less than three (3) acres.
- 2. Density. The maximum number of RV spaces per gross acre shall not exceed sixteen (16) spaces per gross acre. The maximum number of tent camping spaces shall not exceed four (4) spaces per gross acre. The total number of spaces, including both RV and tent camping spaces, shall not exceed twenty (20) spaces per gross acre.
- 3. RV Spaces.
  - a. The minimum area for any RV space shall not be less than two thousand four hundred (2,400) square feet.

- b. The minimum dimensions for any RV space shall be forty (40) feet wide and fifty (50) feet in length.
- c. The RV parking pads shall be a minimum twenty (20) feet wide and forty (40) feet in length, paved with asphalt, concrete or similar material, and sloped to allow run-off of stormwater. The remainder of the space, which is not occupied by the RV parking pad, shall be landscaped.
- 4. Each tent camping space shall be a minimum twenty-five (25) feet in width and forty (40) feet in length. The minimum dimensions within a tent camping spaces shall include:
  - i. A parking area of twelve (12) feet in width and twenty (20) feet in length, paved with asphalt, concrete or similar material, and sloped to allow run-off of stormwater;
  - ii. A ten (10) by ten (10) foot cooking/eating area with a picnic table and campfire pit;
  - iii. A ten (10) by fifteen (15) foot tent set up area, which shall accommodate no more than two (2) tents per tent camping space.
- c. Internal Setbacks. Within the RV park, the minimum setbacks shall be:
  - 1. Fifty (50) feet between recreation vehicles and a public street, arterial or highway right-of-way;
  - 2. Ten (10) feet between recreation vehicles and all property lines;
  - 3. Twenty (20) feet between recreation vehicles and other like units;
  - 4. Twenty-five (25) feet between recreation vehicles and public services buildings; and,
  - 5. Thirty (30) feet between all recreation vehicle sites and/or structures and perennial streams or lakes (high water mark) or other bodies of water.
- d. Recreation Areas. Recreation areas and facilities such as playgrounds, swimming pools and community buildings should be provided to the extent necessary to meet the anticipated needs of the clientele the RV park is designed to serve.
  - 1. A developed recreation area shall be provided which contains a minimum of two hundred (200) square feet per site space.
  - 2. A separate recreation area for young children shall be provided.
  - 3. Playground areas shall be protected from public streets, private streets and parking areas by fencing.
  - 4. Recreation areas shall be centrally located to the spaces they are to serve. At least one (1) recreation area shall have a minimum size of four thousand (4,000)

square feet and be of a shape that will make it usable for its intended purpose.

e. Landscaping.

1. No more than sixty (60) percent of a RV space may be impervious surface.

2. No more than thirty (30) percent of a tent camping space may be impervious surface.

3. No more than fifty (50) percent of the total RV park may be impervious surface.

4. The remaining forty (40) percent of the RV space and the not less than sixty (60) percent of the camping space shall be landscaped predominately in grass. other landscaping may be included.

5. Ten (10) percent of the gross area of the RV park shall be reserved for open space. This open space is in addition to areas used for lots, roads, walkways, play areas and service areas. The open space shall be landscaped pursuant to LMC 18A.70 Part II, Landscaping.

6. A site-obscuring landscaping buffer strip shall be required around all sides of the RV park, pursuant to LMC 18A.70 Part II, Landscaping.

7. Additional landscaping, in conformance with the standards of LMC 18A.70 Part II, Landscaping, shall be provided around:

A. service buildings;

B. commercial service buildings, such as a convenience market;

C. recreation areas; and

D. the perimeter of parking areas for sporting vehicles.

f. Utilities and facilities.

1. Each RV space shall include complete utility hookups, including sewer connections constructed to the requirements of the City Engineer.

2. A potable water source shall be provided in a convenient location to serve every four (4) tent camping spaces.

3. Tent camping spaces shall be located no further than three hundred fifty (350) feet from restroom facilities.

4. Restroom, shower, and utensil cleaning facilities shall be provided for all parks.

5. All facilities and service structures including each RV space shall be provided with underground water and utilities.

6. Approved public drinking fountains shall be located in playground and service building areas.

g. Lighting.

1. Lighting shall be provided for all common walkways, restrooms, recreation areas, service buildings and service areas, and roadways.
- h. Access and Circulation.
1. Roadways with the RV park shall be paved to a minimum width of twenty (20) feet for one-way circulation and thirty-two (32) feet for two-way circulation, with no parking allowed on either side of the roadway.
  2. Access for the RV park shall not be located where it will result in hazardous entrance or exit onto a road or onto a road that has a hazardous intersection with a major arterial.
  3. Ingress and egress shall be provided in such a manner as to allow access through the park tollbooth without causing traffic stoppage or unsafe traffic movement on public roads.
  4. Street grades shall not be in excess of eight (8) percent at any given point.
  5. A pedestrian walkway system shall be provided and maintained which gives safe, convenient access from individual sites to common areas, bathroom facilities, service buildings and natural amenities.
  6. Common walkways shall be located through interior areas and be kept separated from vehicular traffic.
- i. Parking.
1. The total number of parking spaces in the RV park shall be one (1) space per camping space plus two (2) for the use of the manager(s), plus one (1) per employee. All camping spaces shall provided for one (1) paved parking space within each site.
  2. Additional parking areas for boats, boat trailers, and other recreational vehicles shall be conveniently located for supervision, but these specialized parking areas shall be separated from other parking facilities in the park. One (1) additional sporting vehicle parking space shall be provided for every ten (10) camping spaces.



**Item 3: Revising LMC 18A.40.110 to reinsert regulations concerning development standards and operation and maintenance of manufactured home parks (including “Use of Recreational Vehicles as a Primary Residence”).**

**Background concerning Regulation of Manufactured/Mobile Homes and Parks**

When Lakewood reorganized, updated, and then readopted its Development Regulations in 2019 at LMC Title 18A, certain regulations governing manufactured home parks as well as camping and recreational vehicle parks were inadvertently removed from the City code. The 24ADR package proposes to reinsert the regulations after being updated per state law. For reference, Lakewood’s code defines a “manufactured home park” as:

an area of land, in single ownership, on which ground space is made available for the location of manufactured homes. Said manufactured homes would generally be owned by the occupants who pay a fee for the use of the ground space. The manufactured home units remain essentially portable and may be moved.

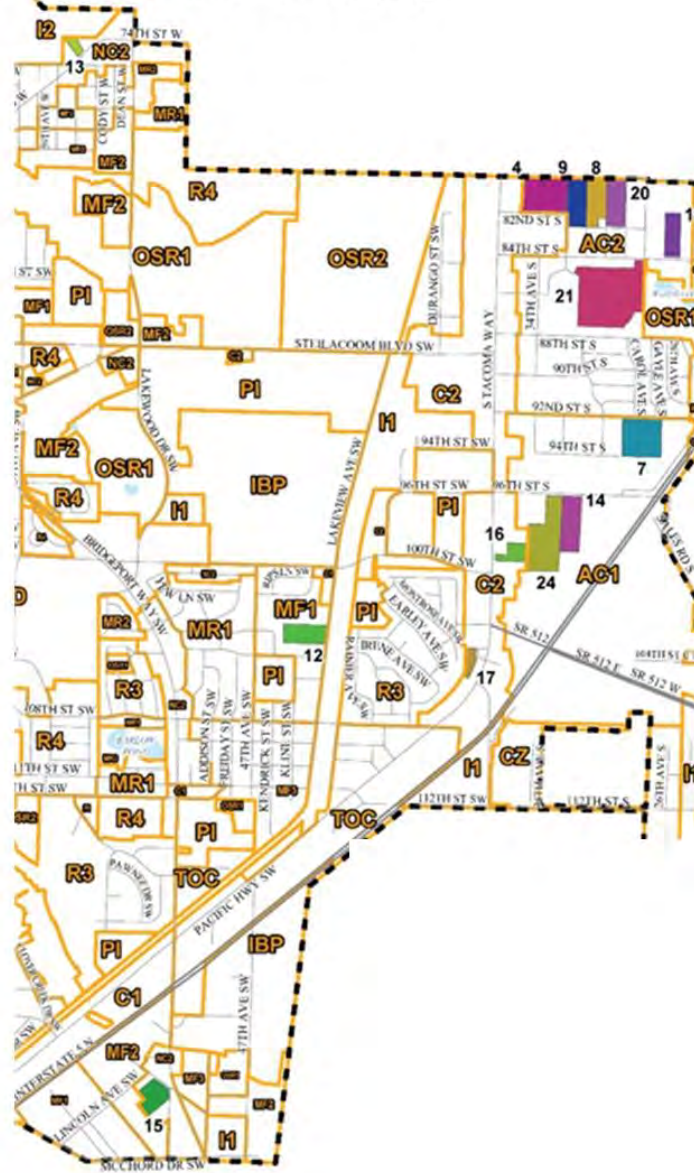
Lakewood currently has 25 mobile/manufactured home parks with a total of 1,158 spaces and 1,032 units (meaning 126 spaces are vacant across the parks.) See the following map.

# City of Lakewood Mobile Home Parks & Zoning

**25 Parks**  
**- 1158 Spaces**  
**- 1032 Units**

Color	Park Name	Spaces	Units
Blue	1, ALPINE ESTATES MHP	46	46
Purple	2, ALPINE PLACE MHP	11	11
Red	3, BOB'S MHP	21	20
Green	4, CANTERBURY ESTATES MHP	96	94
Light Green	5, CEDRONA PARK MHP	53	52
Dark Green	6, F & T TRAILER COURT	12	0
Light Blue	7, FAIRFIELD ESTATES MHP	60	60
Yellow	8, FRANCIS COURT MHP	49	49
Orange	9, GLEN MAR MHP	48	46
Light Purple	10, JAMESTOWN ESTATES MHP	44	33
Dark Purple	11, KARWAN VILLAGE MHP	44	28
Light Green	12, LAKEVIEW ESTATES MHP	55	52
Light Blue	13, MEADOW PARK TRAILER COURT	24	2
Light Purple	14, MOUNT TACOMA MHP	65	49
Light Green	15, NORTHWEST MHP	54	52
Light Blue	16, NORTHWEST TRAILER PARK MHP	23	22
Light Purple	17, OAKNOLL TRAILER PARK	38	10
Light Green	18, TERRACE TRAILERS MHP	15	15
Light Blue	19, TILlicUM MANOR MHP	27	22
Light Purple	20, TWIN OAKS MHP	50	50
Light Green	21, VILLAGE GREEN MHP	167	167
Light Blue	22, WAGONS WEST MHP	10	9
Light Purple	23, WASHINGTON PARK MHP	13	6
Light Green	24, WINDSOR COURT MHP	112	110
Light Blue	25, WOODBROOK MHP	41	27
Dashed Line	Lakewood City Limit		

Spaces Units



RCW 35A.21.312<sup>1</sup> provides authority for Lakewood to regulate manufactured home parks and some issues for manufactured home units. Lakewood may require that:

- a manufactured home be a new manufactured home;
- the manufactured home be set upon a permanent foundation, as specified by the manufacturer, and that the space from the bottom of the home to the ground be enclosed by concrete or an approved concrete product which can be either load bearing or decorative;
- the manufactured home comply with all local design standards applicable to all other homes within the neighborhood in which the manufactured home is to be located;
- the home is thermally equivalent to the state energy code; and
- the manufactured home otherwise meets all other requirements for a designated manufactured home as defined in RCW 35.63.160; and
- utility hookups in manufactured/mobile home communities meet state and federal building code standards for these communities and that a recreational vehicle, or a tiny house with wheels, contain both an internal toilet and an internal shower (unless the manufactured/mobile home community provides toilets and showers).

Per RCW 35.21.684, RCW 35A.21.312, and RCW 36.01.225, Lakewood may not:

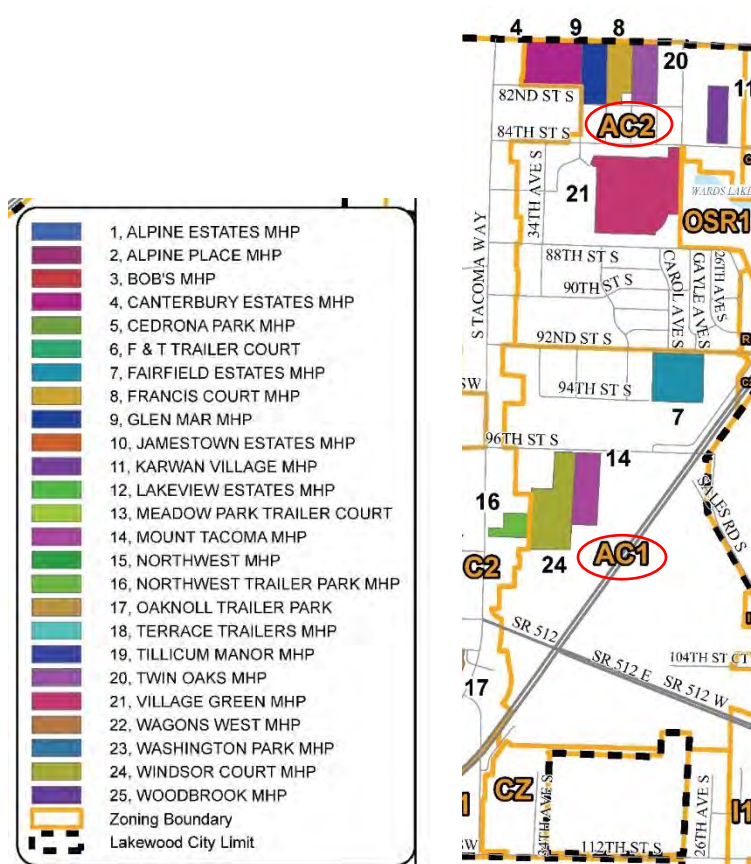
- adopt an ordinance that has the effect, directly or indirectly, of discriminating against consumers' choices in the placement or use of a home in such a manner that is not equally applicable to all homes. Homes built to 42 U.S.C. Sec. 5401-5403 standards (as amended in 2000) must be regulated for the purposes of siting in the same manner as site built homes, factory built homes, or homes built to any other state construction or local design standard;
- adopt an ordinance that has the effect, directly or indirectly, of restricting the location of manufactured/mobile homes in manufactured/mobile home communities that were legally in existence before June 12, 2008, based exclusively on the age or dimensions of the manufactured/mobile home; and
- prohibit the siting of a manufactured/mobile home on an existing lot based solely on lack of compliance with existing separation and setback requirements that regulate the distance between homes.

*Note re nonconforming manufactured home parks:*

Lakewood's Air Corridor 1 and 2 land use zones include nine (9) non-conforming manufactured/ mobile home parks with approximately 670 spaces that do not meet the safety guidelines outlined in the the Department of Defense's 2015 JBLM Air Installation Compatibility Use Study (AICUZ) for North McChord Airfield at Joint Base Lewis McChord.

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<sup>1</sup> "Authority to regulate placement or use of homes - Regulation of manufactured homes - Issuance of permits - Restrictions on location of manufactured/mobile homes and entry or removal of recreational vehicles used as primary residences."



**Nonconforming mobile/manufactured home parks in AC1 and AC2 zones**

The AICUZ Report highlights that the residential densities in the AC1, AC2, and CZ zones greatly exceed those advised for compatibility with JBLM operations. The report finds that generally, residential uses in these areas conflict with the defined accident potential. (Detached single-family homes with densities of one to two units per acre may be acceptable under specific conditions in APZ II, but this is a density lower than generally considered “urban” under GMA land use planning.)

In response, Lakewood plans to transition these areas over time from non-conforming residential uses to low density, non-residential uses to align with Department of Defense and FAA air safety regulations, state law, and PSRC policies.

City Council discussion at October 28 Study Session about Nonconforming Uses

At its October 28 study session, City Councilmembers asked how nonconforming mobile/manufactured home parks and sites within those parks are regulated. **LMC 18A.20.208 (A)(5)** includes the following language for nonconforming mobile/manufactured home sites and parks:

- A. This article shall apply to legally existing nonconformities, except the following items, which shall be governed by the standards set forth in the chapters identified below:

(5). Nonconforming mobile home parks as defined in LMC 18A.40.110 (C), Manufactured Home Parks. Manufactured and mobile home parks which were legally approved prior to the effective date of this title may continue to exist; provided, that the density of the park does not increase over the number of dwelling units legally existing on the effective date of this title.

Manufactured home sites within legally nonconforming manufactured home parks may continue to be used; provided, that the placement of newer manufactured homes does not result in encroachment of the dwelling beyond the lot space boundaries or into the right-of-way and fire code requirements for structure spacing are met.

Under **LMC 18A.40.110 (C)(2)**, Mobile and manufactured homes are permitted as a primary use in existing nonconforming mobile or manufactured home parks.

**DRAFT LANGUAGE REGARDING ITEM 3 FOLLOWS.** COLORIZING CERTAIN TEXT RED IS ONLY TO HIGHLIGHT THE TEXT FOR READABILITY.

**18A.40.110 Residential uses.**

A. *Residential Land Use Table.* See LMC [18A.40.110\(B\)](#) for development and operating conditions. See LMC [18A.10.120\(D\)](#) for the purpose and applicability of zoning districts.

Residential Land Uses	Zoning Classifications																				
	R1	R2	R3	R4	MR1	MR2	MF1	MF2	MF3	ARC	NC1	NC2	TOC	CBD	C1	C2	C3	IBP	I1	I2	PI
Accessory caretaker's unit	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	-	P	P	-
Accessory dwelling unit (ADU) <a href="#">(B)(1)*</a>	P	P	P	P	P	P	P	P	-	-	-	-	P	-	-	-	-	-	-	-	-
Babysitting care	P	P	P	P	P	P	P	P	P	P	P	P	P	P	-	-	-	-	-	-	-
Boarding house <a href="#">(B)(2)</a>	C	C	C	C	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Cottage housing <a href="#">(B)(3)</a>	P	P	P	P	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Foster care facility	P	P	P	P	P	P	P	P	P	P	P	P	P	P	-	-	-	-	-	-	-
Co-housing (dormitories, fraternities and sororities) <a href="#">(B)(4)</a>	-	-	-	-	P	P	P	P	P	-	P	P	-	-	-	-	-	-	-	-	-
Detached single-family, <a href="#">including</a>	P	P	P	P	P	P	-	-	-	P	-	-	-	-	-	-	-	-	-	-	-

Residential Land Uses	Zoning Classifications																				
	R1	R2	R3	R4	MR1	MR2	MF1	MF2	MF3	ARC	NC1	NC2	TOC	CBD	C1	C2	C3	IBP	I1	I2	PI
<a href="#">manufactured homes (B)(5), (C)</a>																					
Two-family residential, attached or detached dwelling units	-	-	-	C	P	P	P	-	-	P	P	P	-	-	-	-	-	-	-	-	-
Three-family residential, attached or detached dwelling units	-	-	-	-	C	C	P	-	-	P	P	P	-	-	-	-	-	-	-	-	-
Multifamily, four or more residential units	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	-	-	-	-	-	-
Mixed use	-	-	-	-	-	-	-	-	-	-	P	P	P	P	-	-	-	-	-	-	-
Family daycare <a href="#">(B)(6)</a>	P	P	P	P	P	P	P	P	P	P	P	P	-	-	-	-	-	-	-	-	-
Home agriculture	P	P	P	P	P	P	P	P	P	P	-	-	-	-	-	-	-	-	-	-	-
Home occupation <a href="#">(B)(7)</a>	P	P	P	P	P	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Mobile home parks <a href="#">(B)(8), (C)</a>	<u>C</u>	<u>C</u>	C	C	C	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	-	-	-	-	-	-	-	-	-	-	-	-
Residential accessory building <a href="#">(B)(9)</a>	P	P	P	P	P	P	P	P	P	P	P	P	P	P	-	-	-	-	-	-	-
Rooms for the use of domestic employees of the owner, lessee, or occupant of the primary dwelling	P	P	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Small craft distillery <a href="#">(B)(6), (B)(12)</a>	-	P	P	P	P	-	-	-	-	-	-	P	P	P	P	P	P	-	P	-	-
Specialized senior housing <a href="#">(B)(10)</a>	-	-	-	-	C	C	C	C	C	-	-	P	C	C	-	-	-	-	-	-	-

	Zoning Classifications																				
Residential Land Uses	R1	R2	R3	R4	MR1	MR2	MF1	MF2	MF3	ARC	NC1	NC2	TOC	CBD	C1	C2	C3	IBP	I1	I2	PI
Accessory residential uses <a href="#">(B)(II)</a>	P	P	P	P	P	P	P	P	P	P	P	P	P	P	-	-	-	-	-	-	-

P: Permitted Use C: Conditional Use “-”: Not allowed

\* Numbers in parentheses reference use-specific development and operating conditions under subsection [B](#) of this section.

Applications for all uses must comply with all of subsection [B](#) of this section’s relevant general requirements.

**B. Operating and Development Conditions.**

\*\*\*

5. Detached primary dwelling units, or single-family dwelling units, include site-built homes, manufactured homes and modular homes.

a. All detached single-family dwellings (including manufactured homes) located in residential zones shall meet all of the following criteria:

- i. May not have previously had a title granted to a retail purchaser and may not be a used mobile home as defined by RCW [82.45.032\(2\)](#), now or hereafter amended.
- ii. Be built to meet or exceed the standards established by [42](#) U.S.C. Chapter [70](#) – Manufactured Home Construction and Safety Standards, now or hereafter amended.
- iii. Be thermally equivalent or better to that required by the state energy code for new residential structures, now or hereafter amended.
- iv. Be set on and securely attached to a permanent foundation as specified by the manufacturer.
- v. Proof of title elimination per the Pierce County Auditor identified process is required prior to manufactured housing building occupancy.
- vi. Be connected to required utilities that include plumbing, heating and electrical systems.

b. All single-family dwellings (including manufactured homes) shall comply with the following siting and design standards unless sited within manufactured/mobile home parks:

- i. The design and construction of the foundation must meet the requirements of the International Building Code, now or hereafter amended.
- ii. The gap from the bottom of the structure to the ground, around the entire perimeter of the structure, shall be enclosed by concrete or other concrete product as approved by the building official, which may or may not be load-bearing.
- iii. Modular homes on individual lots shall incorporate design features of typical site-built homes including but not limited to modulation,



articulation, sloped roofs, and wood siding or siding of a material which imitates wood.

\* \* \*

8. Mobile and/or manufactured homes are allowed to locate in residential zones per LMC 18A.40.110 (A) and (B)(5) and only in mobile/manufactured home parks developed in accordance with subsection (C) of this section.

\* \* \*

C. *Manufactured/Mobile Home Parks.*

1. *Intent.* It is the intent of this section to:

- a. Permit the location of manufactured homes in specially designed parks as an additional affordable housing option where manufactured homes lots can be leased as a permanent form of dwelling unit and as indicated in LMC 18A.40.110 A. in all residential districts;
- b. Provide standards for the development and use of manufactured home parks appropriate to their location and use as permanent facilities;
- c. Designate appropriate locations for manufactured home parks;
- d. Ensure a high quality of development for such parks and dwelling units to the end that the occupants of manufactured home and the community as a whole are protected from potentially adverse impact of such development or use;
- e. Provide for City review of proposed manufactured home parks;
- f. Make a distinction between manufactured home parks and other subdivisions, and their development and occupancy characteristics; and
- g. Regulate how recreational vehicles can be used as a primary residence in manufactured home parks.

2. *Permitted Home Locations.* Mobile and manufactured homes, and recreational vehicles being used as a primary residence, are permitted as follows:

- a. As allowed per LMC 18A.40.110 (A) and (B)(5);
- b. As a primary use in a mobile or manufactured home park of not less than three (3) acres nor more than twenty (20) acres. Mobile or manufactured home parks may be permitted in all residential districts after receiving a conditional use permit.
- c. As a primary use in existing nonconforming mobile or manufactured home parks.
- d. As an accessory use for security or maintenance personnel in all zone classifications, subject to site plan review:
- e. As temporary or emergency use in:
  - i. Any district as part of a construction project for office use of construction personnel or temporary living quarters for security

personnel for a period extending not more than ninety (90) days beyond completion of construction. A thirty (30) day extension may be granted by the City Manager upon written request of the developer and upon the Manager's finding that such request for extension is reasonable and in the public interest;

ii. Any district as an emergency facility when operated by or for a public agency;

iii. In the public/institutional zone classification where a community need is demonstrated by a public agency such as temporary classrooms or for security personnel on school grounds.

g. Use of Recreational Vehicles as a Primary Residence. Pursuant to RCW 35A.21.312, recreational vehicles may be used as a primary residence within the context of a manufactured home park, subject to the following:

1. The recreational vehicle unit shall be connected to full utility hook-ups, including a lawful method of sewage disposal. A recreational vehicle used as a residence should contain at least one functioning internal toilet and at least one functioning internal shower; however, if the toilet and/or shower requirements set forth above are not met, then the manufactured housing park must provide permanent toilet and shower facilities.

3. Permitted Park Locations. Mobile or manufactured home parks may be permitted as indicated in LMC 18A.40.110 (A) after receiving a conditional use permit.

~~4.3-~~ *Development Standards – Manufactured Home Park Plot Plan Requirements.* A complete and detailed plot plan shall be submitted to the ~~Community and Economic Development~~ Department of Planning and Public Works (PPW). The plot plan shall include the following information and such other information as the Department may reasonably require to determine the acceptability of the proposed development:

- a. Location and dimensions of all lots;
- b. Roads, internal street system, and driveways;
- c. Common open space, community facilities;
- d. Utility lines, including water, sewer, electrical and any others contemplated;
- e. Landscaping and screening plan for exterior boundaries.

~~5.4-~~ *Manufactured Home Park Design Standards – Area and Density.* The minimum site for a manufactured home park shall be three (3) acres. The maximum site for a manufactured home park shall be twenty (20) acres. The maximum number of manufactured homes per acre shall be consistent with the underlying density or the zone in which it is located.

6.5— *Manufactured Home Park Design Standards – Site Requirements.* The size and shape of individual manufactured home sites shall be in accordance with the following:

- a. Minimum space area, four thousand (4,000) square feet;
- b. Minimum width, forty (40) feet;
- c. Minimum depth, eighty (80) feet;
- d. Minimum setback from street or access road, ten (10) feet with a ten (10) foot planter and rear load access; fifteen (15) feet with standard planter and no alleys;
- e. Maximum development coverage of space, fifty (50) percent;
- f. Side yard setback five (5) feet.
- g. Rear yard setback fifteen (15) feet.

76. *Manufactured Home Park Design Standards – Off-Street Parking.* Off-street parking shall be provided in accordance with Chapter [18A.80](#) LMC.

87. *Manufactured Home Park Design Standards – Open Space.* Ten (10) percent of the gross site area shall be set aside for usable open space.

98. *Manufactured Home Park Design Standards – Accessory Buildings and Structures.*

- a. Buildings or structures accessory to individual manufactured homes are permitted, including enclosed carports; provided, that the total development coverage of the space shall not exceed the development coverage permitted in LMC [18A.60.030](#).
- b. Buildings or structures accessory to the manufactured home park as a whole, and intended for the use of all manufactured home occupants are permitted, provided the building area not exceed one-fourth of the common open space area.

109. *Manufactured Home Park Design Standards – Landscaping and Screening.*

- a. Visual screening and/or landscaping may be required in those developments where such screening is deemed necessary and reasonable by the enforcing officer and/or the hearings examiner.
- b. When required, such screening may consist of densely planted vegetation not less than four (4) feet in height at the time of planting, or a solid fence, six (6) feet in height, or a combination of fencing and vegetation which achieves the same screening effect.
- c. Landscaping is also required in all setback areas and open space. All applicable requirements of Chapters [18A.60](#) and [18A.70](#) LMC shall be satisfied.

- d. Visual interruption with appropriate vegetation between manufactured home units may also be required to relieve visual monotony.
- e. The perimeters of common parking areas shall be landscaped in such a way as to create a diversion between streets and parking areas, at the same time not obstructing the view of any walkways, driveways, or streets around entrances or exits to the mobile home park.
- f. All trees, flowers, lawns and other landscaping features shall be maintained in a healthy growing condition at all times.

~~1110~~. *Manufactured Home Park Design Standards – Ingress and Egress.*

- a. Each manufactured home site shall have access from an interior drive or roadway only.
- b. Access to the manufactured home park shall be limited to not more than one (1) driveway from a public street or road for each two hundred (200) feet of frontage.

~~1211~~. *Manufactured Home Park Design Standards – Surfacing Requirements.*

All streets, roads and driveways shall be hard-surfaced, including permeable paving surfaces in conformance with the current City of Lakewood Storm Water Design Manual, to a standard of construction acceptable to the City Engineer. Interior pedestrian walkways, carports and parking areas shall also be paved.

~~1312~~. *Manufactured Home Park Design Standards – Storm Water Runoff.*

Storm water management is required and shall comply with the current City of Lakewood Storm Water Design Manual and shall be subject to the City's review and approval, and shall, moreover, comply with Chapter [12.11](#) LMC pertaining to community facilities.

14. Operation and Maintenance – Mobile/Manufactured Home Parks

- a. Manufactured home parks shall be maintained free of any brush, leaves, and weeds in which might communicate fires between manufactured homes and other improvements. No combustible materials shall be stored in, around, or under any manufactured home. Manufactured home parks shall be maintained in a safe, attractive and well maintained fashion. Landscaping which is required as a part of buffers or otherwise required shall be maintained in a healthy and attractive condition.
- b. Streets, sidewalks and public ways within manufactured home parks shall be maintained in a safe manner. The responsibility for maintenance of the streets, sidewalks and public ways rests solely with the park owner and resident manager.

It shall be the responsibility of the manufactured home park resident manager and the CCRs to ensure that the provisions of this section are observed and maintained within the manufactured home park. Violations of this chapter shall subject the owner of the facility to any penalties provided within this title for such violation.

**ATTACHMENT A**  
**PLANNING COMMISSION RESOLUTION NO. 2024-08**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LAKEWOOD, WASHINGTON, FORMALIZING ITS RECOMMENDATIONS REGARDING DEVELOPMENT REGULATION AMENDMENTS CONCERNING MANUFACTURED HOME PARKS AND CAMPING AND RECREATIONAL VEHICLE PARKS AND FORWARDING ITS RECOMMENDATIONS TO THE LAKEWOOD CITY COUNCIL FOR CONSIDERATION AND ACTION.**

WHEREAS, the City of Lakewood is a code city planning under the Growth Management Act, codified in RCW 36.70A, and

WHEREAS, the City Council adopted its Comprehensive Plan via Ordinance No. 237 on July 10, 2000; and

WHEREAS, the Lakewood City Council adopted Title 18A, Land Use and Development Code, of the Lakewood Municipal Code (LMC) via Ordinance No. 264 on August 20, 2001; and

Whereas, the Growth Management Act (GMA) requires the City of Lakewood to adopt development regulations that are consistent with and implement the adopted Comprehensive Plan pursuant to Revised Code of Washington (RCW) 36.70A.040; and

Whereas, over time the Lakewood Planning Commission has reviewed the Lakewood Development Regulations and made certain modifications to Lakewood Municipal Code Title 18A to provide needed revisions, clarifications and updates; and

Whereas, the Lakewood Planning Commission held an open public hearing on October 2, 2024, regarding the proposed amendments to the Lakewood Development Regulations; and

WHEREAS, environmental review as required under the Washington State Environmental Policy Act (SEPA) has resulted in the issuance of a determination of environmental non-significance that was published on September 23, 2024 under SEPA #202404168; and

WHEREAS, notice was provided to state agencies through the Department of Commerce on September 21, 2024 per City of Lakewood – 2024-S-7485--Request for Expedited Review / Notice of Intent to Adopt Amendment, prior to the adoption of this Resolution, and state agencies have been afforded the opportunity to comment per RCW 36.70A.106(1); and

WHEREAS, the Lakewood Planning Commission determined that the 2024 Annual Development Regulation Amendments are consistent with the Growth Management Act and the provisions of the City's Comprehensive Plan; and

WHEREAS, the Lakewood Planning Commission finds that the proposed amendments further the goals and policies of the Comprehensive Plan and promote the community's overall health, safety, and welfare; and

Whereas, on October 2, 2024, the Planning Commission completed review;

**NOW, THEREFORE, THE LAKEWOOD PLANNING COMMISSION OF THE CITY OF LAKEWOOD, WASHINGTON, DOES RECOMMEND AS FOLLOWS:**

**Section 1.** Amendments to the City's land use and development regulations in LMC Title 18A as summarized below and included in full in Exhibit A, attached hereto:

**Amendment 1. Manufactured Home Parks**

Reinserting language erroneously removed in 2019 during the recodification of LMC Title 18A regarding development standards and operation and maintenance of manufactured home parks (including "Use of Recreational Vehicles as a Primary Residence".)

**Amendment 2. Camping and Recreational Vehicle Parks**

Reinserting language erroneously removed in 2019 during the recodification of LMC Title 18A regulating camping and recreational vehicle parks.

**Section 2:** The Lakewood Planning Commission hereby directs staff to transmit its recommendations as contained herein to the Lakewood City Council in a timely manner, including current code section reference numbering.

**Section 3:** If any provisions of this Resolution or the amendments to the development regulations are found to be illegal, invalid or unenforceable, the remaining provisions of this Resolution shall remain in full force and effect.

**PASSED AND ADOPTED** at a regular meeting of the City of Lakewood Planning Commission this 2<sup>nd</sup> day of October, 2024, by the following vote:

AYES: 6 Robert Estrada, Phillip Combs, Linn Larsen, Mark Herr, Ellen Talbo, and Philip Lindholm

NOES: 0

ABSENT: 1 Sharon Wallace

Robert Estrada  
Robert Estrada (Oct 8, 2024 10:36 PDT)

Robert Estrada, CHAIR, PLANNING COMMISSION

ATTEST:

Karen Devereaux  
Karen Devereaux (Oct 8, 2024 14:34 PDT)

KAREN DEVEREAUX, SECRETARY





TO: Mayor and City Council

FROM: John Caulfield, City Manager

PREPARED BY: Angie Silva, Assistant Director, Planning and Public Works

THROUGH: Jeff Rimack, Director, Planning and Public Works

DATE: November 4, 2024

SUBJECT: 2SSB 5290 Code Amendments Public Hearing

ATTACHMENTS:

Attachment A: Chapter 18A.10 (Page 16)

Attachment B: Chapter 18A.20 (Page 35)

Attachment C: Chapter 18A.30 (Page 122)

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## Executive Summary

The City is required to comply with [2SSB 5290](#) which amended Chapter 36.70B RCW. This state law requires certain procedures and requirements for local land use and environmental project permit review. 2SSB 5290 went into effect July 2023 with exception to revised permit timelines and reporting described in this memorandum. Code amendments have been proposed to Lakewood Municipal Code (LMC) Title 18A to address this state law change, along with revisions to promote permit streamlining and internal consistency.

The Lakewood Planning Commission held a study session on September 2, 2024 and a public hearing on September 18, 2024 on the proposed amendments. The Commission rendered their recommendation<sup>1</sup> on October 2, 2024 and recommended the proposal as presented.

At the November 4, 2024 meeting, City Council is scheduled to hold a public hearing on proposed code amendments. City Council held a study session on October 28, 2024 to review the draft proposal and the Planning Commission recommendation. This study session also reviewed upcoming implementation changes to the City's permitting system and ongoing process improvements.

Following the public hearing, City Council is scheduled to tentatively take action on November 18, 2024. The enacting ordinance is recommended to go into effect January 1, 2025.

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<sup>1</sup> Resolution 2024-06



Below is a tentative legislative schedule to meet 2SSB 5290. All dates are subject to change.



*Note: Tentative schedule looking at 11/18/24 would be final action by Council with a 1/1/25 ordinance effective date.*

## BACKGROUND

In the 1990s, the Washington State enacted Chapter 36.70B RCW. This state law sets forth requirements for local project review regarding land use and environmental permits. The intent is to recognize that several permits may be required for a proposed development project. Further, it is envisioned to remove duplication of local processes, enhance predictability while ensuring consistency with the local Comprehensive Plan. Local governments planning under the Washington State Growth Management Act,<sup>2</sup> such as the City of Lakewood, must be consistent with Chapter 36.70B RCW.

In 2023, the Washington State Legislature amended Chapter 36.70B RCW through [2SSB 5290](#). 2SSB 5290 went into effect **July 23, 2023**, with exception to new permit timelines and annual reporting requirements summarized further below. Major changes to 2SSB 5290 include:

- ❖ **Determination of Completeness:** Requires a written determination of application completeness within 28 calendar days. On the 29th day, if no determination is provided, an application shall be technically or procedurally complete to continue processing. This provision does not exclude the City from requesting payment of fees, additional information or studies prior to issuing a final decision.<sup>3</sup>
- ❖ **Notice of Application (NOA):** Updates minimum requirements. For certain application types, once an application is deemed complete, the city must provide a NOA within 14 calendar days.<sup>4</sup>
- ❖ **Permit Processing Timelines:** 2SSB 5290 establishes new decision timelines for certain project permits. A decision means to deny, approve, or approve with conditions a project application. New timelines go into effect **January 1, 2025** and further illustrated below:

<sup>2</sup> Chapter 36.70A RCW

<sup>3</sup> RCW 36.70B.070(1)

<sup>4</sup> RCW 36.70B.110

Permit Type	Description	Decision Timeline	Examples
<b>Type 1</b>	Does not require a public notice or public hearing.	65 calander days	<ul style="list-style-type: none"> <li>• Design Review</li> <li>• Tree Removal</li> <li>• Shoreline Exemption</li> <li>• Temporary Use</li> </ul>
<b>Type 2</b>	Requires a public notice but no public hearing	100 calander days	<ul style="list-style-type: none"> <li>• SEPA Threshold Determination</li> <li>• Binding Site Plan</li> <li>• Shoreline Substantial Development</li> <li>• Short Plat</li> </ul>
<b>Type 3</b>	Requires both a public notice and public hearing ( <i>Hearings Examiner</i> ).	170 calander days	<ul style="list-style-type: none"> <li>• Preliminary Plat</li> <li>• Conditional Use Permit</li> <li>• Shoreline Variance</li> </ul>

These “shot clocks” start at the time of complete application and when under review by a local government. Timeframes do not include time when the City requests more information consistent with local development regulations or an administrative appeal period.<sup>5</sup> Timelines also do not include when an applicant:

- Requests suspension of review.
- Proposes a change in use or adds/removes commercial or residential elements from the original complete application.
- Nonresponsive or not making demonstratable progress.<sup>6</sup>

If timelines are not met, 2SSB 5290 requires local governments to provide a pro-rated permit fee refund.<sup>7</sup> These refunds can be avoided if the city incorporates at least three of the measures outlined in state law. These include but not limited to:

- Impose reasonable fees to cover costs of processing, reviewing and inspections.
- Budget new positions contingent on increased permit revenue.
- Adopt code amendments which make preapplication meetings optional rather than a requirement.

<sup>5</sup> RCW 36.70B.080(g)(i-iii)

<sup>6</sup> RCW 36.70B.080(h)(i)

<sup>7</sup> RCW 36.70B.080(l)(i)

- Adopt regulations allowing housing types to be an outright permitted use in allowed zones.
- Adopt regulations only requiring public hearings for applications that are required to have a public hearing by statute.
- Budget for on-call, 3<sup>rd</sup> party permit review assistance.<sup>8</sup>

Following initial monitoring results discussed further below and if not meeting timeframes, after January 1, 2026, the city must adopt measures in its next comprehensive plan update.<sup>9</sup>

Last, to meet required timelines, local governments are encouraged to adopt additional project review provisions to provide prompt, coordinated and objective review. This is to ensure accountability and predictability to the public and applicants, while promoting consistency with development regulations and affordable housing objectives.<sup>10</sup>

- ❖ **Notice of Decision & Exemptions:** The City must provide notice to the applicant and parties of record of the decision, and if applicable, the environmental threshold determination under the State Environmental Policy Act (SEPA). This notice must also identify the appropriate administrative appeal process.<sup>11</sup>

Additionally, state law allows, through a local ordinance or resolution, to exclude certain project permits from required timelines.<sup>12</sup>

- ❖ **Reporting:** Beginning **March 1, 2025**, jurisdictions who are subject to the Buildable Lands Program<sup>13</sup> and cities with a population of 20,000 people or more must produce annual performance reports. This requirement applies to the City of Lakewood. Annual reports must be publicly available and submitted to the Washington State Department of Commerce.<sup>14</sup> Annual metric reporting includes but not limited to:

- Number complete applications.
- Number of applications which notice of final decision was issued before and after required timelines.
- Number of applications which a time extension was requested/mutually agreed upon by the applicant and City.
- Average application processing times.

## SEPA DETERMINATION

The proposed amendments are procedural actions to the rules and procedures for various development applications contained in the City's municipal code. They do not substantively change land use or environmental protections or development

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<sup>8</sup> RCW 36.70B.160

<sup>9</sup> RCW 36.70B.160(2)(a)

<sup>10</sup> RCW 36.70B.160(1)

<sup>11</sup> RCW 36.70B.060(7) and 36.70B.130

<sup>12</sup> RCW 36.70B.140

<sup>13</sup> RCW 36.70A.215

<sup>14</sup> RCW 36.70B.080

requirements. These procedural actions are categorically exempt.<sup>15</sup>As such, no threshold determination is necessary.<sup>16</sup>

**NOTICE OF INTENT TO ADOPT & JBLM NOTICE**

As required by state laws and City code<sup>17</sup>, a notice of intent to adopt was submitted on September 12, 2024 to the Washington State Department of Commerce and JBLM-Camp Murray Base Commander. The 60-day comment period concludes on November 11, 2024.

**PROPOSED AMENDMENT SUMMARY**

Below is a high-level summary of the proposed changes and intent.

Code Citation	Proposed Change	Rationale
<b>Attachment A: Chapter 18A.10 LMC Basic Provisions</b>		
<b>18A.10.040</b>	Revises Community & Economic Development to new, reorganized Planning & Public Works.	Housekeeping. Clarifies who is the appropriate City Department or designee.
<b>18A.10.070</b>	Removes outdated reference to Community Development department.	Housekeeping.
<b>18A.10.100</b>	Removes outdated references to Community Development and Community and Economic Development department.	Housekeeping.
<b>18A.10.135.4</b>	Removes outdated reference to Community and Economic Development department.	Housekeeping.
<b>18A.10.135.9</b>	Removes outdated reference to Community and Economic Development department.	Housekeeping.
<b>18A.10.160</b>	Redirects appropriate permit decision procedures to Chapter 18A.20 LMC.	Streamlining. Intent is to have one location in LMC for all application and permit procedures. This reduces duplication and conflicts where multiple chapters and titles address

<sup>15</sup> WAC 197-11-800(19)

<sup>16</sup> WAC 197-11-310

<sup>17</sup> RCW 36.70A.106; RCW 36.70A.530; LMC 18A.10.135.7

Code Citation	Proposed Change	Rationale
		similar topics.
<b>18A.10.170</b>	Redirects appropriate permit decision procedures to Chapter 18A.20 LMC.	Streamlining.
<b>18A.10.175</b>	Removes outdated reference to Community and Economic Development department.  Redirects appropriate permit decision procedures to Chapter 18A.20 LMC.	Housekeeping and streamlining.
<b>18A.10.180</b>	Removes outdated reference to Community and Economic Development department.  Adds definition of interior alteration.	Housekeeping and provides clarification on what are considered an interior alteration of a structure.
<b>Attachment B Chapter 18A.20 LMC Administration</b>		
<b>18A.20.010</b>	Recognizes existing process of online application submittal. Includes language for accommodation consistent with federal and state laws.	Housekeeping, accessibility and transparency.
<b>18A.20.015</b>	Revises language for preapplication conferences to be option rather than required.  Allows additional staff consultations regarding procedures or technical requirements as needed.	Consistency with 2SSB. Also provides optional process to assist applicants throughout the application process.
<b>18A.20.020</b>	Clarifies payment of application fees are part of determining a complete application. Notes City's adopted fee	Consistency with 2SSB. Also provides clarification and transparency of requirements.

Code Citation	Proposed Change	Rationale
	schedule will be made publicly available.	
<b>18A.20.030</b>	Revises language on what is considered a complete application.  Does not require site plans for interior alterations under certain circumstances.	Consistency with 2SSB.
<b>18A.20.040</b>	Revises language on consolidated review requests.	Clarification.
<b>18A.20.050</b>	Revises language on process and timeframe for determination of completeness.  Sets timeframes regarding incomplete application/resubmittals.  Defines permit review types and time periods.  Sets timeframes when an application is deemed complete for review, when requests for information are required to be resubmitted. Allows flexibility for outside agency comments applicable to the project proposal and pertinent to the City's decision.  Identifies exemptions to time periods and required annual reporting consistent with state law.	Consistency with 2SSB. Also provides clarification, transparency and streamlining on timeframes to ensure a complete application and when complete applications are requested to provide more information to ensure compliance with city codes.
<b>18A.20.060</b>	Clarifies language regarding time periods when a complete application substantially is revised by the applicant.	Consistency with 2SSB. Also provides clarification, transparency and streamlining on timeframes.
<b>18A.20.070</b>	Deletes section as covered in 18A.20.080.	Duplicative section.

Code Citation	Proposed Change	Rationale
<b>18A.20.080</b>	Updates and replaces tables on appropriate review and appeal authorities based on permit type.	Consistency with 2SSB. Also provides clarification, transparency and streamlining of code requirements.
<b>18A.20.085</b>	Defines what is considered a major or minor modification to approved permits.	Provides clarification, transparency and streamlining. Existing code provisions were not consistent in approach on all permit types, nor clear on what is the appropriate process for decision.
<b>18A.20.090</b>	Removes outdated reference to Community and Economic Development department.	Housekeeping and streamlining.
<b>18A.20.105</b>	Removes outdated reference to Community and Economic Development department.	Housekeeping and streamlining.
<b>18A.20.300</b>	Revisions on defined permit types.	Housekeeping and consistency.
<b>18A.20.310</b>	Updates and replaces table on appropriate noticing requirements based on permit type.	Consistency with 2SSB. Also provides clarification, transparency and streamlining of code requirements.
<b>18A.20.330</b>	Revises language on Notice of Application timeframes, contents and where a SEPA threshold determination is included as an optional DNS process. Clarifies language on department practices for distribution and publication.	Consistency with 2SSB. Also provides clarification, transparency and streamlining of code requirements.
<b>18A.20.340</b>	Clarifies timeframes for noticing public hearings before Hearings Examiner. Address HB 1105	Consistency with HB 1105. Provides clarification, transparency and streamlining of code requirements.



Code Citation	Proposed Change	Rationale
	regarding how to provide public comment.	
<b>18A.20.350</b>	Clarification revision and removes outdated references to Community Development department.	Housekeeping.
<b>18A.20.360</b>	Sets requirements of Notice of Decision, its contents, distribution and exemptions.  Clarifies permit types within the Shoreline jurisdiction and filing with the Department of Ecology.	Consistency with 2SSB. Also provides clarification, transparency and streamlining of code requirements.
<b>18A.20.370</b>	Clarifies permit type.	Housekeeping.
<b>18A.20.400</b>	Clarifies administrative appeals based on permit type and timeframe for filing.	Housekeeping.
<b>Attachment C Chapter 18A.30 LMC Discretionary Permits</b>		
<b>18A.23.110-140</b>	Amends conditional use permit (CUP) process by allowing future consideration of an administrative conditional use permit (ACUP) process that was allowed previously in codes. Does not change any proposed use permissibility to ACUP, however.	Encouraged by 2SSB 5290. Allows for future consideration of uses that instead of requiring a Hearings Examiner CUP and public hearing process, but an administratively approved decision CUP with public notice. This proposed amendment only sets forth the criteria for approval, similar to CUPs.  Future review and code amendments on allowed uses and their associated permissibility will be needed to deploy ACUPs. This effort is expected as part of the separate 2025 Comp Plan amendment cycle process.
<b>18A.30.150</b>	Revises language to redirect minor and major modifications to approved CUPs to another LMC chapter.	Housekeeping and consistency with 18A.20.085
<b>18A.30.160</b>	Clarification of timeframes consistent	Housekeeping and consistency.

Code Citation	Proposed Change	Rationale
	with 18A.20 revisions.	
<b>18A.30.170</b>	Deletes redundant provisions regulated in LMC Title 14 and SEPA requirements.	Housekeeping and consistency.
<b>18A.30.180</b>	References ACUPs	Housekeeping and consistency.
<b>18A.30.190</b>	References ACUPs	Housekeeping and consistency.
<b>18A.30.240</b>	Removes outdated Community Development reference to Planning & Public Works Department.	Housekeeping. Clarifies who is the appropriate City Department or designee.
<b>18A.30.270</b>	Removes outdated Community Development reference to Planning & Public Works Department.	Housekeeping.
<b>18A.30.270</b>	Redirects appropriate permit decision procedures to Chapter 18A.20 LMC.	Streamlining. Intent is to have one location in LMC for all application and permit procedures. This reduces duplication and conflicts where multiple chapters and titles address similar topics.
<b>18A.30.350</b>	Redirects appropriate permit decision procedures to Chapter 18A.20 LMC.	Streamlining.
<b>18A.30.370</b>	Redirects appropriate noticing procedures to Chapter 18A.20 LMC.	Streamlining.
<b>18A.30.380</b>	Clarifies staff reports can be prepared by the Department Director or their designee.	Housekeeping. Consistent with current practice.
<b>18A.30.410</b>	Removes outdated language.	Housekeeping.
<b>18A.30.420</b>	Revisions for consistency with 18A.20 amendments.	Housekeeping and consistency revisions.
<b>18A.30.440</b>	Recognizes new Department organizational structure.	Housekeeping.
<b>18A.30.460-</b>	Revises application	Streamlining. Intent is to have one

Code Citation	Proposed Change	Rationale
<b>480</b>	content language to refer to 18A.20.	location in LMC for all application and permit procedures. This reduces duplication and conflicts where multiple chapters and titles address similar topics.
<b>18A.30.470</b>	Deletes redundant provisions regulated in LMC Title 14 and SEPA requirements.	Housekeeping and consistency. Ensure internal consistency with existing provisions.
<b>18A.30.480</b>	Redirects appropriate revisions to approved permits and associated procedures to Chapter 18A.20 LMC.	Streamlining.
<b>18A.30.540</b>	Revisions for consistency with 18A.20 amendments. Reflects current practice of electronic submittals.	Housekeeping and consistency revisions.
<b>18A.30.550</b>	Deletes redundant provisions already covered in 18A.20.	Housekeeping and streamlining revisions.
<b>18A.30.560-570</b>	Reorganization of language/non-substantive.	Housekeeping and clarification.
<b>18A.30.690, 18A.30.730, 18A.30.750-760, 18A.30.840-906</b>	Redirects appropriate revisions to approved permits and associated procedures to Chapter 18A.20 LMC.  Removes outdated Department reference.	Housekeeping and streamlining.

## CONSISTENCY ANALYSIS

### Local Project Review

Summarized in this memo noted key updates and requirements of 2SSB 5290. The intent of the proposed amendments is to ensure consistency with Chapter 36.70B RCW and new requirements in 2SSB 5290.

*Department Response: The proposed amendments are intended to comply with Chapter 36.70B RCW. The draft proposal is consistent with the Washington State Local Project Review Act. Further, the draft proposal strives to clarify, organize and streamline permit review procedures through several Title 18A chapters.*

*Additional implementation and operational changes outside of regulatory amendments will be necessary to achieve the requirements set forth in 2SSB 5290. These include but not limited to creation of standard operating procedures, making improvements to our permitting system by incorporating lean principles to workflows to improve efficiencies, etc.*

### Growth Management Act

The GMA planning goals adopted in RCW 36.70A.020 guide the development and adoption of comprehensive plans and development regulations. The goals are not a prioritized list. In particular, the GMA goals guiding this proposal include:

(4) Housing. Plan for and accommodate housing affordable to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.

(5) Economic development. Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.

(7) Permits. Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.

*Department Response: The proposed amendments are consistent with applicable planning goals. Providing a consistent, predictable process for permitting review and decision could facilitate more housing and job production. This is consistent with the Lakewood Comprehensive Plan and new growth expected by 2044.*

*Further, the proposed code amendments improve the clarity and organization of the City's permit procedures in accordance to Chapter 36.70B RCW and GMA. It is anticipated these amendments will aid in the collection and analysis of data and metrics for required performance reporting.<sup>18</sup>*

### Vision 2050

The Puget Sound Regional Council's multi-county planning policies, known as Vision 2050, does not contain any specific goals or policies regarding local project review, permit review, etc. While Vision 2050 does encourage consistency with the Regional Growth Strategy<sup>19</sup>, as well encourages annexation and joint planning agreements to include topics such as permitting<sup>20</sup>, it does not contain specific guidance on permit review.

*Department Response: There are no related goals or policies to the proposed amendments. As such, the proposal is not in conflict with Vision 2050.*

### Countywide Planning Policies

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<sup>18</sup> RCW 36.70B.080 (2)(b)

<sup>19</sup> MPP-DP-36

<sup>20</sup> MPP-DP-28

The City must be consistent with the Pierce Countywide Planning Policies (CPPs). Below are related policies to local permit review:

C-17 Jurisdictions should consider incentives for development within Centers, such as:

17.1 Streamlined permitting;

EC-4 Work to strengthen existing businesses and industries and to add to the diversity of economic opportunity and employment by:

EC-4.5 Streamlining permit processing;

EPF-6 Local policies may include standards and criteria related to:

EPF-6.4 Expediting and streamlining necessary government approvals and permits if all other elements of the County or municipal policies have been met;

*Department Response: The proposed amendments are consistent with the CPPs.*

#### Lakewood Comprehensive Plan

Upon review of the current Comprehensive Plan, below are related policies to the proposed amendments:

Policy LU-1.3: Ensure predictable and efficient permit processing.

Policy ED-2.5: Provide targeted assistance to businesses that may be unsophisticated in permitting and licensing requirements.

*Department Response: The proposed amendments are consistent as they provide clear expectations, processes and procedures. This in return also assists economic development and businesses through the permitting processes.*

#### Downtown Subarea Plan

No related policies were identified in the subarea plan.

#### Station District Subarea Plan

No related policies were identified in the subarea plan.

#### Tillicum Neighborhood Plan

Upon review of the current neighborhood plan, the following related policy was identified:

Policy 6.5: Revisit the City's adopted housing incentives program (LMC 18A.50.710) and update it as appropriate to utilize such tools as density bonuses, fee waivers, reduced zoning requirements, and expedited permitting. Consider marketing efforts to stimulate use of the program.

*Department Response: The proposed amendments are consistent as they provide clear expectations, processes and procedures to assist in the creation of an expedited permitting process.*

**PLANNING COMMISSION RESOLUTION 2024-06**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LAKEWOOD,  
WASHINGTON, FORMALIZING ITS RECOMMENDATIONS REGARDING 2SSB 5290  
CODE AMENDMENTS TO CHAPTERS 18A.10, 18A.20 AND 18A.30 LMC AND  
FORWARDING ITS RECOMMENDATIONS TO THE LAKEWOOD CITY COUNCIL FOR  
CONSIDERATION AND ACTION**

WHEREAS, the City of Lakewood is a code city planning under the Washington State Growth Management Act (GMA), codified in RCW 36.70A, and

WHEREAS, the City Council adopted its Comprehensive Plan via Ordinance No. 237 on July 10, 2000; and

WHEREAS, the City Council adopted Title 18A, Land Use and Development Code, of the Lakewood Municipal Code (LMC) originally adopted by Ordinance No. 264 on August 20, 2001; and

WHEREAS, the Washington State Legislature enacted Chapter 36.70B RCW Local Project Review and established standards for jurisdictions planning under GMA for land use and environmental project permits; and

WHEREAS, in 2023 the state legislature amended Chapter 36.70B RCW through 2SSB 5290. This state law change is intended to modernize and streamline local project review and permitting procedures; and

WHEREAS, 2SSB 5290 went into effect July 23, 2023 with exception to new performance reporting commencing on March 1, 2025 and permit review timelines beginning in January 1, 2025; and

WHEREAS, notice of intent to adopt the proposed code amendments to Chapter 18A.10, 18A.20 and 18A.30 were submitted to the Washington State Department of Commerce, state agencies, neighboring jurisdictions and Joint Base Lewis McCord on September 12, 2024 consistent with RCW 36.70A.106 and RCW 36.70A.530; and

WHEREAS, the proposal consists of regulatory amendments to procedures related to state law compliance and updates to application review and permit approval processes. The City's SEPA Official has determined the proposal is categorically exempt under Washington Administrative Code (WAC) 197-11-800(19); and

WHEREAS, the Lakewood Planning Commission held a study session on September 4, 2024; and

WHEREAS, the Lakewood Planning Commission held an open record public hearing on September 18, 2024; and

WHEREAS, the Lakewood Planning Commission has determined the proposed code amendments are consistent with Vision 2050, the Washington State Growth

Management Act, Pierce Countywide Planning Policies and the Washington State Local Project Review Act; and

WHEREAS, the Lakewood Planning Commission finds that the proposed amendments further the goals and policies of the Comprehensive Plan by promoting permit streamlining, transparency and efficiency;

**NOW, THEREFORE, THE LAKEWOOD PLANNING COMMISSION OF THE CITY OF LAKEWOOD, WASHINGTON, DOES RECOMMEND AS FOLLOWS:**

**Section 1.** Amendments to Chapter 18A.10 LMC attached hereto in Attachment A.

**Section 2.** Amendments to Chapter 18A.20 LMC attached hereto in Attachment B.

**Section 3.** Amendments to Chapter 18A.30 LMC attached hereto in Attachment C.

**Section 4.** The Lakewood Planning Commission hereby directs Planning and Public Works staff to transmit its recommendations as contained herein to the Lakewood City Council in a timely manner.

PASSED AND ADOPTED at a regular meeting of the City of Lakewood Planning Commission this 2<sup>nd</sup> day of October 2024, by the following vote:

AYES: 6    BOARDMEMBERS:    Robert Estrada, Phillip Combs, Linn Larsen,  
Mark Herr, Philip Lindholm, and Ellen Talbo

NOES: 0    BOARDMEMBERS:

ABSENT: 1    BOARDMEMBERS:    Sharon Wallace

ATTEST:

Robert Estrada  
Robert Estrada (Oct 8, 2024 20:37 PDT)  
ROBERT ESTRADA, CHAIR,  
PLANNING COMMISSION

Karen Devereaux  
Karen Devereaux (Oct 9, 2024 14:15 PDT)  
KAREN DEVEREAUX, SECRETARY



## **Chapter 18A.10 BASIC PROVISIONS**

Sections:

<b>18A.10.010</b>	<b>Title.</b>
<b>18A.10.020</b>	<b>Purpose.</b>
<b>18A.10.030</b>	<b>Scope.</b>
<b>18A.10.040</b>	<b>Rules of code interpretation.</b>
<b>18A.10.050</b>	<b>Computation of time.</b>
<b>18A.10.060</b>	<b>Measurements.</b>
<b>18A.10.070</b>	<b>Interpretations.</b>
<b>18A.10.080</b>	<b>Authority and comprehensive plan consistency.</b>
<b>18A.10.090</b>	<b>Comprehensive plan amendments.</b>
<b>18A.10.100</b>	<b>General requirements.</b>
<b>18A.10.110</b>	<b>Severability.</b>
<b>18A.10.120</b>	<b>Establishment of zoning districts.</b>
<b>18A.10.125</b>	<b>JBLM Air Installation Compatible Use Zone (AICUZ) in relation to land use zones.</b>
<b>18A.10.130</b>	<b>Establishment of overlay districts.</b>
<b>18A.10.135</b>	<b>Establishment of military influence area.</b>
<b>18A.10.135.1</b>	<b>Purpose.</b>
<b>18A.10.135.2</b>	<b>Applicability.</b>
<b>18A.10.135.3</b>	<b>Definitions.</b>
<b>18A.10.135.4</b>	<b>Administration.</b>
<b>18A.10.135.5</b>	<b>Coordinating officials.</b>
<b>18A.10.135.6</b>	<b>Lakewood Military Coordination and Notice Area (MCNA).</b>
<b>18A.10.135.7</b>	<b>Coordination between the City of Lakewood and JBLM.</b>
<b>18A.10.135.8</b>	<b>Light emissions.</b>
<b>18A.10.135.9</b>	<b>Notice to property owners.</b>
<b>18A.10.135.10</b>	<b>Compatible use standards.</b>
<b>18A.10.135.11</b>	<b>Property records and GIS.</b>
<b>18A.10.135.12</b>	<b>No delegation of local authority.</b>
<b>18A.10.140</b>	<b>Establishment of subareas.</b>
<b>18A.10.150</b>	<b>Adoption of City-wide and subarea zoning maps.</b>
<b>18A.10.160</b>	<b>Boundaries – Administrative determination.</b>
<b>18A.10.170</b>	<b>Boundaries – Planning Commission recommendation – City Council determination.</b>
<b>18A.10.175</b>	<b>Reasonable accommodation.</b>
<b>18A.10.180</b>	<b>Definitions.</b>

**18A.10.010 Title.**

*No changes proposed.*

**18A.10.020 Purpose.**

*No changes proposed.*

**18A.10.030 Scope.**

*No changes proposed.*

**18A.10.040 Rules of code interpretation.**

See LMC [18A.10.180](#) for definitions applicable to this title. In addition:

- A. Words used in the present tense include the future tense, and a singular number includes the plural, and a plural number includes the singular, unless the context clearly indicates the contrary.
- B. The word “shall” is always mandatory and is not discretionary; the words “should” and “may” are permissive.
- C. Where terms are not specifically defined, they shall have their ordinary accepted meanings within the context with which they are used. Webster’s Third New International Dictionary of the English Language, Unabridged, Copyright 1986, shall be considered in determining ordinarily accepted meanings.
- D. When any provision of this title refers to or cites a section of federal law, the Revised Code of Washington (RCW), Washington Administrative Code (WAC), or Lakewood Municipal Code (LMC), and that section is later amended or superseded, this title shall be deemed amended to

refer to the amended section or the section that most closely corresponds to the superseded section.

E. When any provision of this title refers to or cites a section heading within this title, that reference or cite refers to all applicable subsections of the entire section text under that heading.

F. Where the responsibility or authority is indicated in this title to lie with the [Department of Planning and Public Works](#) ~~Community and Economic Development~~ Director (hereinafter referred to as Director), City Engineer, Building Official or other authorized agent of the City, responsibility or authority shall lie equally with that individual's duly authorized designee.

G. When any provision of this title refers to "the City", the phrase refers to the government entity of the City of Lakewood or the City Lakewood as a geographic location or place, as appropriate in the context.

H. Illustrations found herein are not intended to supersede or replace written definitions, restrictions or standards. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.10.050 Computation of time.**

*No changes proposed.*

### **18A.10.060 Measurements.**

*No changes proposed.*

### **18A.10.070 Interpretations.**

A. The Director shall review and resolve any questions involving the proper interpretation or application of the provisions of this title and other City plans, codes, regulations and standards

related to project permits that may be requested by any property owner, tenant, government officer, department, board, council or commission affected. The Director's decision shall be in keeping with the spirit and intent of this title and of the comprehensive plan.

B. *Classification of Use.* Recognizing that there may be uses not specifically mentioned in this title, either because of advancing technology or any other reason, the Director may permit or condition such use if it is clearly evident that the use is in conformity with the designated principal uses of the district in which it is to be located.

C. *Interpretation of Land Use Tables.* See LMC [18A.40.020](#), Interpretation of land use tables.

D. *Interpretation of Map Boundary.* Where uncertainty exists as to any of the zone boundaries as shown on the zoning map, the following rules shall apply:

1. A boundary shown on the zoning map as approximately following a lot line or parcel boundary shall be construed as following the lot line or parcel boundary as it actually existed at the time the zoning boundary was established. If, subsequent to the establishment of the zoning boundary, a lot line should be moved as a result of a legally performed boundary line adjustment (including right-of-way dedications and vacations), the zoning boundary shall be construed as moving with the lot line if the Director, in his sole discretion, determines that the boundary line adjustment is minor in nature and that the corresponding change in the zoning is consistent with goals, objectives and intent of the comprehensive plan and is consistent with the general zoning pattern in the area. In this case, the [Community Development](#) Director shall direct that the official zoning map be amended.

If the Director determines that moving the zoning line as a result of a boundary line adjustment is not clearly minor, would have a material impact on the zoning pattern of the area, or would be contrary to the goals, objectives or intent of the comprehensive plan, then the zoning boundary shall only be moved after approval through the formal zoning amendment process pursuant to Chapter [18A.20](#) LMC.

2. A boundary shown on the zoning map as approximately following a creek, lake, or other water course shall be construed as following the actual centerline of the water course. If, subsequent to establishment of the boundary, the centerline of the water course should move as a result of natural processes, the boundary shall be construed as moving with the centerline of the water course, as determined by the ordinary high water line.

3. A boundary shown on the zoning map as approximately following a ridge line or topographic contour line shall be construed as following the actual ridge or contour line. If, subsequent to the establishment of the boundary, the ridge or contour line should move as a result of natural processes, the boundary shall be construed as moving with the ridge or contour line.

4. A boundary shown on the zoning map as approximately following a street or railroad line shall be construed as following the centerline of the street or railroad right-of-way. If, subsequent to the establishment of the boundary, the centerline of the street or railroad right-of-way should be moved as a result of its widening or minor realignment, such as at an intersection, the boundary shall be construed as moving with the centerline.

5. Whenever any street or other public right-of-way is vacated in the manner prescribed by law, the zoning district adjoining each side of said street or other public right-of-way shall be automatically extended to the centerline of the former street or other public right-of-way, unless determined otherwise pursuant to this section, and all of the area included in the vacation shall then and henceforth be subject to all regulations of the extended districts.

6. An Open Space and Recreation (OSR) zoning district boundary shown on the zoning map as approximately following a wetland boundary line shall be construed as following the actual edge of the wetland. If, subsequent to the establishment of the zoning district boundary, a wetland delineation report is conducted by a qualified wetland biologist and said report is reviewed and accepted by the City, the boundary shall be construed as following the delineated wetland line. The appropriate wetland buffer shall not be included within the OSR zone boundary, rather the buffer area shall be included in adjacent upland zoning district, pursuant to LMC [18A.60.110](#).

7. If the specific location of a zoning boundary line cannot be determined from application of the above rules to the zoning map, it shall be determined by the use of the scale designated on the zoning map.

8. Where questions still arise concerning the exact location of a district boundary, the Director shall interpret the zone boundaries.

E. *Interpretation of Unlisted Words and Phrases.* The definition of any word or phrase, not listed in this title, which is in question when administering this title, shall be defined from one of the

following sources which are incorporated herein and adopted by reference. Said sources shall be utilized to find the desired definition in the order listed as follows:

1. City of Lakewood Land Use and Development Code.
2. City of Lakewood Comprehensive Plan.
3. Any other portion of the Lakewood Municipal Code or other City resolution, ordinance, or regulations.
4. Any statute or regulation of the State of Washington, beginning with the most applicable first.
5. Legal determinations and definitions from applicable case law.
6. Legal definitions from the most recent edition of Black's Law Dictionary.
7. Definitions from Webster's Dictionary or other common dictionary.

F. *Minimum Requirements.* When interpreting and applying the regulations of this Development Code, its provisions shall be the minimum requirements, unless otherwise stated.

G. *Easements and Private Agreements.* This title is not intended to override any easement, covenant, or any other private agreement; provided, that where the provisions of this title are more restrictive or impose higher standards or regulations than such easements, covenants, or other private agreements, the requirements of this title shall govern.

H. *Conflicts of Regulations.* Except as otherwise specifically stated, where conflicts occur within this Development Code or between the provisions of this Development Code and the Building and Fire Codes or other regulations of the City, the more restrictive shall apply.

I. *Conflicts with State Law.* The provisions of this title shall not have the effect of authorizing any activities prohibited by state law or other ordinances of the City of Lakewood.

J. *Official Zoning Map – Conflicts with LMC 18A Text.* If any conflict occurs between the City of Lakewood Zoning Map and the text of this title, then the text of this title shall prevail.

K. Requests for interpretations shall be made in writing and include cites to specific code section(s) needing interpretation as well as an explanation of the need for interpretation.

L. *Record.* A record shall be kept of all interpretations and rulings made by the Director; such decisions shall be used for future administration. The Director shall report decisions to the Planning Commission when it appears desirable and necessary to amend this title.

M. *Time Limitation.* An interpretation of the provisions of this title remains in effect until rescinded in writing by the Director, or until the subject text of this title has been amended.

N. Interpretations of the Director shall be appealable to the Hearing Examiner as set forth in Chapter [18A.20](#) LMC, Part IV. [Ord. 758 § 2 (Exh. A), 2021; Ord. 726 § 2 (Exh. B), 2019.]

### **18A.10.080 Authority and comprehensive plan consistency.**

*No changes proposed.*

### **18A.10.090 Comprehensive plan amendments.**

*No changes proposed.*

### **18A.10.100 General requirements.**

A. *Application.* All land or structures shall be used and constructed in accordance with the regulations and requirements of this Development Code including obtaining applicable permits prior to initiation of use.

B. *Conflicting Permits and Licenses to Be Voided.* All permits or licenses shall be issued in conformance with the provisions of this Development Code. Any permit or license subsequently issued and in conflict with this Development Code shall be null and void.

The ~~Community Development~~ Director is authorized and empowered to revoke any permit issued by the ~~Community and Economic Development~~ Department issued in error or based on



false or misleading information or upon failure of the permit holder thereof to comply with any provision or condition of this title.

C. *Burden of Proof.* Except as otherwise provided herein or by prevailing law, each and every applicant shall bear the burden of demonstrating compliance with the provisions of this code. [Ord. 726 § 2 (Exh. B), 2019.]

**18A.10.110 Severability.**

*No changes proposed.*

**18A.10.120 Establishment of zoning districts.**

*No changes proposed.*

**18A.10.125 JBLM Air Installation Compatible Use Zone (AICUZ) in relation to land use zones.**

*No changes proposed.*

**18A.10.130 Establishment of overlay districts.**

*No changes proposed.*

**18A.10.135 Establishment of military influence area.**

**18A.10.135.1 Purpose.**

*No changes proposed.*

### **18A.10.135.2      Applicability.**

*No changes proposed.*

### **18A.10.135.3      Definitions.**

*No changes proposed.*

### **18A.10.135.4      Administration.**

The City of Lakewood ~~Community and Economic Development~~ [Planning and Public Works](#) Department (~~CEEDD~~) is responsible for implementing the provisions of this chapter. [Ord. 726 § 2 (Exh. B), 2019.]

**18A.10.135.5 Coordinating officials.**

*No changes proposed.*

**18A.10.135.6 Lakewood Military Coordination and Notice Area (MCNA).**

*No changes proposed.*

**18A.10.135.7 Coordination between the City of Lakewood and JBLM.**

*No changes proposed.*

**18A.10.135.8 Light emissions.**

*No changes proposed.*

**18A.10.135.9 Notice to property owners.**

A. *Permit Notices.*

1. The approval documentation associated with the types of applications identified below, within the Lakewood MCNA shown in Figure 2A, shall include a notification statement in accordance with subsection [\(A\)\(2\)](#) of this section.
  - a. Building permits,
  - b. Zoning permits,

- c. Subdivision plats, and
  - d. Site plans.
2. The approval documentation associated with the types of applications identified in subsection [\(A\)](#) of this section shall include a notification statement that:
- a. The property and its subsequent occupants could experience military training impacts, including impacts related to noise, vibration, odors, flight safety hazards, and other impacts related to operations associated with JBLM;
  - b. The property may be subject to additional development regulations or limitations due to the property's proximity to the installation; and
  - c. Information related to such regulations or limitations is available in the City of Lakewood Community and Economic Development Department.

*B. Real Estate Disclosures.*

1. At or prior to all real estate closings involving a property located in the Military Coordination and Notice Area, the buyer and seller shall sign a Real Estate Disclosure Form, which shall be filed with the deed and/or plat at the Pierce County Auditor's Recording Office.
2. The City of Lakewood ~~Community and Economic Development~~ [Planning and Public Works](#) Department shall develop and maintain a Real Estate Disclosure Form, which advises prospective lessees or tenants that:
  - a. The property and its subsequent occupants could experience military training impacts, including impacts related to noise, vibration, odors, flight safety hazards, and other impacts related to operations associated with JBLM;
  - b. The property may be subject to additional development regulations or limitations due to the property's proximity to the installation; and
  - c. Information related to such regulations or limitations is available in the City of Lakewood ~~Community and Economic Development~~ [Planning and Public Works](#) Department.

3. All prospective lessees or tenants signing a commercial or residential lease or rental agreement for a property located within the Military Coordination and Notice Area, shall be notified by the property owner through a written provision contained in the lease or rental agreement that:

- a. The property and its subsequent occupants could experience military training impacts, including impacts related to noise, vibration, odors, flight safety hazards, and other impacts related to operations associated with JBLM;
- b. The property may be subject to additional development regulations or limitations due to the property's proximity to the installation; and
- c. Information related to such regulations or limitations is available in the City of Lakewood [Community and Economic Development Planning and Public Works](#) Department. [Ord. 726 § 2 (Exh. B), 2019.]

**18A.10.135.10 Compatible use standards.**

*No changes proposed.*

**18A.10.135.11 Property records and GIS.**

*No changes proposed.*

**18A.10.135.12 No delegation of local authority.**

*No changes proposed.*

**18A.10.140 Establishment of subareas.**

*No changes proposed.*

**18A.10.150 Adoption of City-wide and subarea zoning maps.**

*No changes proposed.*

**18A.10.160 Boundaries – Administrative determination.**

When uncertainty exists as to boundaries of any land use zoning classification on the zoning map, the Director following the administrative procedures [of a Process Type I](#) application as contained in [LMC Chapter 18A.20 LMC 18A.20.310](#) shall make a determination as to the location of the boundary in question based on the following rules of construction:



- A. Where zone boundaries are indicated as approximately following the centerline of street, alley or highway right-of-way, the actual centerline shall be the boundary.
- B. Where zone boundaries are indicated as running approximately parallel to the centerline of the street right-of-way, the boundary line shall be construed to be parallel to the centerline of the street right-of-way.
- C. Where zone boundaries are indicated as approximately following the lot or tract lines, the actual lot or tract lines shall be construed to be the boundaries of such zone.
- D. Where a zone boundary divides a tract in unsubdivided property, the location of such zone boundary, unless the same is indicated by dimensions thereon, shall be determined by use of the scale appearing on the zoning map.
- E. Zone boundaries indicated as following shorelines shall be interpreted to follow such shorelines, and in the event of change in the shoreline, shall be interpreted as moving with the actual shoreline.
- F. Where a public street or alley right-of-way is officially vacated or abandoned, the regulations applicable to the abutting property to which the vacated portion shall revert shall apply to such vacated or abandoned street or alley right-of-way.
- G. Where the zone boundaries shown on the zoning map are inconsistent with the written legal descriptions of the zoning boundary as described in the implementing ordinance, the written legal description of the zoning boundary shall prevail. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.10.170 Boundaries – Planning Commission recommendation – City Council determination.**

In case uncertainty exists in zoning designation lines that cannot be resolved by application of the administrative rules contained in LMC [18A.10.160](#), the Planning Commission shall recommend, and the City Council shall determine, the location of such zone boundaries. This action shall be considered a [legislative process and Process Type V application type](#) as outlined under [Chapter 18A.20 LMC 18A.20.310](#). The Planning Commission and City Council shall base the determination of zone classification lines on the land use designation maps and policies of the comprehensive plan. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.10.175 Reasonable accommodation.**

A. *Purpose and Intent.* The Federal Fair Housing Act (FFHA) requires that reasonable accommodations be made in rules, policies, practices, or services, when such accommodations may be necessary to afford persons with disabilities equal opportunity to use and enjoy a dwelling in conformance with the Federal Fair Housing Act and the Washington Housing Policy Act.

B. *Applicability.*

1. A request for reasonable accommodation may be made by any person with a disability, the person's representative, or any entity, when the application of a zoning law or other land use regulation, policy or practice acts as a barrier to fair housing opportunities.
2. A request for reasonable accommodation may include a modification or exception to the rules, standards and practices for siting, development and use of housing or housing-related facilities that would eliminate regulatory barriers and provide a person with a disability equal opportunity to housing of his or her choice.

C. *Application Requirement.*

1. A request for reasonable accommodation shall be submitted on an application form provided by the [Community and Economic Development Planning and Public Works](#) Department and shall contain the following information:

- a. The applicant's name, address, telephone number, and email address;
- b. Address of the property for which the request is being made;
- c. The current use of the property;
- d. The basis for the claim that the individual is considered under the Acts;
- e. The code provision, regulation, or policy from which reasonable accommodation is being requested;
- f. What specific accommodation is requested and why the accommodation is necessary to make the specific property accessible to the individual.

D. *Review Authority.*

1. If no approval is sought other than the request for reasonable accommodation, the request shall be reviewed by the ~~Community Development~~ Director or designee as outlined in Chapter [18A.20](#), ~~Article I, LMC 18A.20.070 and LMC 18A.20.080~~.
2. If a request for reasonable accommodation is submitted for review with a land use application requiring a higher level of review, the review authority making the final land use decision shall concurrently review and make a decision on the request.

E. *Review Findings.*

1. The written decision to grant, grant with modifications or deny a request for reasonable accommodation shall be based on the following findings:
  - a. The housing, which is the subject of the request, will be used by a disabled individual;
  - b. The accommodation requested is necessary to make specific housing available to a disabled individual;
  - c. Potential impact on surrounding uses;
  - d. Physical attributes of the property and structures;
  - e. Alternative accommodations which may provide an equivalent level of benefit;
  - f. The requested accommodation would not require a fundamental alteration in the nature of a City policy or law, including but not limited to the Lakewood Comprehensive Plan and zoning;
  - g. The requested accommodation would not impose an undue financial or administrative burden on the City.
2. In granting a request for reasonable accommodation, the ~~Community Development~~ Director may impose conditions of approval deemed reasonable and necessary to ensure that the accommodation complies with the findings.

F. *Appeal of Determination.* A determination by the reviewing authority to grant, grant with modifications or deny a request for reasonable accommodation may be appealed pursuant to LMC [18A.20.400](#). [Ord. 726 § 2 (Exh. B), 2019.]

## 18A.10.180 Definitions.

*Only proposed changes noted below.*

"A."

"Amendment" means a change in the wording, context, or substance of this code or the comprehensive plan; a change in the zoning map or comprehensive plan map; a change to the official controls of City code; or any change to a condition of approval or modification of a permit or plans reviewed or approved by the ~~Community and Economic Development~~ Planning and Public Works Director or Hearing Examiner.

"C."

"City of Lakewood Coordinating Official" means the Planning and Public Works ~~Community and Economic Development~~ Department Director or their designee.

~~"Community and Economic Development~~ Planning and Public Works Director" (see also "Director") means the individual who performs responsible professional, administrative and supervisory work in directing and leading the activities of the Planning and Public Works ~~Community and Economic Development~~ Department.

"D."

"Director" means the ~~Community and Economic Development~~ Planning and Public Works Director or their designee.

"I."

"Interior Alterations" means any construction activities that does not modify the existing site layout, its current use and involves no exterior work expanding the existing building footprint.

"P."

"Project permit" means any land use or environmental application or permit ~~or~~ approval required from the City for a project action, including but not limited to: subdivisions, binding site plans, planned unit developments, conditional uses, shoreline substantial development permits, ~~and~~ site plan review, permit of approvals required by the critical

area ordinance, and site specific rezones not requiring a Comprehensive Plan or Shoreline Master Program amendment.

~~“Public Works Director” means the Director of the Lakewood Public Works Department and/or~~

[Ord. 794 § 2 (Exh. A), 2023; Ord. 789 § 2 (Exh. A), 2023; Ord. 775 § 1 (Exh. A), 2022; Ord. 758 § 2 (Exh. A), 2021; Ord. 756 § 2, 2021; Ord. 751 § 4 (Exh. C), 2021; Ord. 738 § 2 (Exh. A), 2020; Ord. 726 § 2 (Exh. B), 2019.]

## Chapter 18A.20 ADMINISTRATION

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## 18A.20.005 Definitions.

*No changes proposed.*

## Article I. Administration

### 18A.20.010 Applications.

The Director shall provide ~~describe the official form in which~~ applications ~~forms are made~~ for amendments to the comprehensive plan and the ~~d~~Development ~~c~~Code and ~~the form of~~ all project permit applications to be used for all matters which may come before the Department, Hearing Examiner, ~~the~~ Planning Commission and ~~the~~ City Council. The Department will prepare ~~and provide copies for such purposes~~ and prescribe the type of information to be provided in the application or petition by the applicant ~~or petitioner~~. No application shall be deemed complete unless it complies with such requirements and payment of applicable fees.

Applications shall be submitted through the City's online permitting system. An applicant may request to be exempt from electronic submission by providing the Director with a written request for accommodations pursuant to the provisions of the Americans with Disabilities Act



of 1990 (42 U.S.C. §§ 12101-12231), chapter 49.60 RCW, and other similar local, state, and federal laws.

~~At minimum, each form shall require the authorized signature of the landowner or their agent applicant, designation of a single person or entity to receive determinations and notices, and payment of the appropriate application fee, if any. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.20.015 Preapplication conferences and application assistance.**

The Department may assist the public in interpreting and applying the LMC to proposals. Assistance may be subject to applicable fees in the adopted fee schedule available on the Department's website. Requests for preapplication conferences and/or staff consultation must be submitted on a completed form provided by the Department with all information required and payment of fees. Failure to provide all pertinent information may prevent the Department from identifying applicable requirements or otherwise providing the most effective assistance to applicants.

- A. Preapplication meeting. The purpose of the preapplication conference is to acquaint the applicant with the technical and procedural requirements of the Code, including applicable elements of the comprehensive plan. It is not possible for the Department to provide an exhaustive review of all potential issues with a proposal at a preapplication conference. Nor shall the City be bound by the Department's discussion at the preapplication conference. The Department may suspend or revoke a permit under the provisions of the Code, whenever the permit is issued in error or based on or in reliance on information that is incorrect, inaccurate, or incomplete, or when the permit violates or permits a violation of any law.

Preapplication conferences are optional but encouraged for all permit types described in LMC 18A.20.080. The Department shall provide a written summary of the project proposal and the code requirements applicable to the proposal.

B. Staff Consultations. Applicants may request an informal meeting to discuss project feasibility, technical and procedural requirements and/or applications under review. Fees associated with a staff consultation shall be in accordance with the adopted fee schedule.

~~The purpose of the preapplication conference is to acquaint the applicant with the substantive and procedural requirements of the Lakewood Municipal Code in relation to the proposed project and the applicable elements of the comprehensive plan, to arrange such technical and design assistance as will aid the applicant, and to otherwise identify policies and regulations associated with the proposed development.~~

~~A. A preapplication conference shall be required for all Process III and IV permits as described in LMC 18A.20.080 and for all Process I and II permits as described in LMC 18A.20.080 that require environmental review. A preapplication conference may also be required for any project at the discretion of the Director. A preapplication conference may also be initiated by an applicant for a project where technical review is desired. Only one preapplication conference shall be required for all project permit applications related to the same project; however, an applicant may request multiple preapplication conferences in relationship to a given project.~~

~~A preapplication conference shall precede the submittal of any project permit application, including an environmental checklist. The Director may waive, in writing, the requirement for a preapplication conference for proposals that are determined not to be of a size and complexity to require the detailed analysis of a preapplication conference, or as otherwise determined not appropriate for such review.~~

~~B. Submission of Application. To initiate a preapplication conference, an applicant shall submit a completed form provided by the City and all information pertaining to the proposal as prescribed by administrative procedures of the Community and Economic Development~~

~~Department. Failure to provide all pertinent information may prevent the City from identifying all applicable issues or providing the most effective preapplication conference.~~

~~C. *Limitations.* It is impossible for the conference to be an exhaustive review of all potential issues. The discussion at the conference or the information form given to the applicant shall not bind or prohibit the City's future application or enforcement of the applicable law; rather, it is intended to offer the applicant guidance in preparing a development proposal for submittal. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.20.020 Application fees.**

A. *Payment.* Application fees as established by the City and shall be paid to the Department upon the filing of any application or petition. An application shall not be deemed complete nor go under review without payment of applicable fees.

B. *Official Fee Schedule.* Fees for the review and processing of applications or permits pursuant to this title shall be identified on the official fee schedule for the City, adopted by the City Council. The permit fee schedule shall be made available on the Department's website. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.20.030 Complete application ~~form and content.~~**

~~*Permit Application Contents.* The City of Lakewood permit applications shall specify on each type of permit application the requirements necessary for complete compliance with required time periods and procedures for approval. One copy of each permit application shall be kept on file in the Lakewood Community and Economic Development Department and shall be available in electronic format where possible. Such applications specify the content necessary for timely and orderly processing of each project permit application and for reaching a determination that such application is complete as provided by LMC 18A.20.050. The Director shall be responsible for updating the permit applications as necessary. [Ord. 726 § 2 (Exh. B), 2019.]~~

A. Application submittals shall specify the content required in LMC 18A.20.010. The Department Director or their designee shall review applications for completeness prior

to acceptance and commencing review. An application shall be considered complete, unless otherwise determined by the Department, when it contains the following:

1. Signatures for legally authorized agent and landowner.
2. Engineer of record and contractor, if required.
3. Parcel identification.  
Required documents, plans, site plans and application forms signed by the applicant.
4. Detailed description of the proposed project and existing easements.
5. Related studies and reports associated with the project application.
6. For all land division actions, alterations or adjustments to existing land divisions, a completed land survey of the perimeter of the site per the application requirements of LMC Title 17 Subdivisions.
7. A completed State Environmental Policy Act checklist, if required.
8. Payment of all applicable fees in accordance with LMC 18A.20.020. In the event of insufficient funds, the application submittal shall expire.

B. Applications for interior alterations shall not require a site plan in accordance with RCW 36.70B provided that the interior alterations do not result in the following:

1. Alteration of existing egress points from the facility/structure.
2. Additional dwelling unit, sleeping quarters or bedrooms.
3. Nonconformity with federal emergency management agency substantial improvement thresholds.
4. Increase the total square footage or valuation of the structure thereby requiring upgraded fire access or fire suppression systems.
5. Any change of use that requires changes to the existing site layout or building footprint.
6. Frontage or site development improvements.

Pursuant to LMC Title 15 Buildings and Construction, nothing in this section exempts interior alterations from applicable building, plumbing, mechanical, fire or electrical codes.

### **18A.20.040 Consolidated review of applications.**

Pursuant to RCW [36.70B.060](#) and [36.70B.120](#), an applicant may request in writing to the Department Director ~~elect~~ to consolidate all project related permit applications related to the same proposal as part of an integrated process. ~~submit a consolidated project permit application.~~ Following Director approval, ~~such a request shall be upon and simultaneously~~

~~with submission of all [complete applications and payment of fees pursuant to LMC 18A.20.050. to be consolidated.](#)~~ Upon ~~determination of application completeness, payment of the appropriate fee(s),~~ all consolidated applications shall be processed as one application with the final decision ~~on such application by the appropriate decision authority noted in LMC 18A.20.080. to be made by the Director if no public hearing is required, or the Hearing Examiner if a public hearing is required by law or by exercise of the Director's discretion.~~ ~~The time period for a final decision shall be the longest of the application permit time periods as established in LMC 18A.20.050(D).~~

~~To the extent possible, SEPA review, if applicable, shall be combined and integrated in the project application review. Simultaneous applications for permit approval within one category of approvals, such as solely land use, building, or engineering approval, shall not be deemed consolidated reviews, but nonetheless shall be entitled to consolidated review if so elected by the applicant.~~ [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.20.050 ~~Determination of completeness, Complete permit applications, notice and time periods.~~**

A. *Determination of Complete Application.* An application shall be deemed complete by the ~~Department~~City when it meets the ~~minimum~~City's ~~technical procedural~~ submission requirements ~~in LMC 18A.20.030. and is sufficient for continued processing.~~ ~~Once deemed complete, the Department reserves the right to request even though~~ additional information ~~and condition a project as part of the application review process to ensure compliance with applicable development regulations. may be required.~~ An application shall not be deemed complete unless it is accompanied by the appropriate application fee and includes all information specifically required as listed at LMC 18A.20.030, including the signature of the property owner(s) or an authorized representative thereof.

B. *Notice of Completeness.* The Department shall provide a written notice within twenty-eight (28) ~~calendar~~ days of the date of receipt of any application ~~submittal~~ stating whether the application is complete ~~or incomplete in conformance to the LMC. To the extent known, the Department shall, and identifying~~ any other governmental agencies known to have jurisdiction over the proposal ~~; or if not complete, setting forth any deficiency of the application, and~~

~~specifying a date upon which the application will be null and void if any deficiencies have not been corrected.~~

~~If an application is incomplete, the Department shall provide written notice to the applicant of any deficiencies pursuant to section C. Upon receipt of any required additional information, the Department shall notify the applicant within fourteen (14) days whether the application is now complete or what additional information is necessary.~~

~~In accordance to RCW 36.70B.070, if the ~~Should the~~ Department fails to provide a timely notice that an application is ~~complete or~~ incomplete, the application shall be deemed ~~technically complete~~ ~~vested as if complete~~ on the 29th day after submittal ~~and upon payment of applicable fees, the Department must review the application~~ ~~go under review following payment of fees~~. The Department may ~~reserves the right to request additional information and/or condition a project permit to ensure compliance with applicable development regulations pursuant to RCW 36.70B.070.~~~~

~~C. *Provision of Additional Information* *Incomplete Application*. When an application is determined to be incomplete, the Department ~~review authority~~ shall identify, in writing, the specific information necessary to constitute a complete application.~~

- ~~1. Any information necessary to complete or to supplement an application must be submitted within ~~six (6) months~~ ~~ninety (90) days~~ ~~calendar days~~ of the date of the notice describing such deficiency. ~~If the applicant does not submit the required information within a ninety (90) day period, the project permit application shall automatically expire.~~~~
- ~~2. Prior to the expiration date, the applicant may request, in writing, to the Department, an extension to provide the required information. The Department may grant one additional ninety (90) calendar day extension if it is determined that the required studies or information warrants more time.~~
- ~~3. The Department shall specify the date upon which the application will be null and void in any requests for supplemental information or studies. Should such information not be timely received, the application shall be null and void on the said date. ~~Within fourteen (14) calendar days after an applicant has submitted to the Department all additional information identified as being necessary for a complete application, the Department shall notify the applicant whether the application is complete or what additional information is necessary. If additional information is necessary, the applicant shall submit the required~~~~

information within a ninety (90) calendar day period. No additional extensions will be granted.

~~D. *Weekends and Holidays.* Regardless of whether any period is a minimum or maximum, when any permit review, notice or decision time limit of this title terminates upon a weekend or City holiday, such time limit shall automatically be extended to the first following nonholiday weekday.~~

~~DE. *Review Types and Time Period.* The review and processing of project permit applications shall result in a decision being rendered within time limits set forth below.~~

~~FE. *Notice of Delayed Decision.* If the City is unable to issue its final decision within the time limits listed below, the City will provide written notice of this fact to the applicant. The notice shall include a statement of reasons why the time limits have not been met and an estimated date for issuance of a final decision.~~

~~FG. *Request for Timeline.* Where no time limit is specified, upon written request the City will provide an estimated time of review.~~

~~GH. *Application Time Limits.*~~

1. ~~\_\_\_\_\_Type I: Type I permit decisions are projects reviewed administratively which do not require public notice or a public hearing. The time period for issuing a final decision is sixty-five (65) calendar days. The appropriate decision authority may approve, approve with conditions, deny or modify.~~
2. ~~\_\_\_\_\_Type II: Type II permit decisions are projects reviewed administratively which do require a public notice but does not require a public hearing. The time period for issuing a final decision is one hundred (100) calendar days. The appropriate decision authority may approve, approve with conditions, deny or modify.~~
3. ~~\_\_\_\_\_Type III: Type III permits are projects which requires both a public notice and hearing. The time period for issuing a final decision is one hundred and seventy (170) calendar days. The appropriate decision authority may approve, approve with conditions, deny or modify.~~



4. ————Type IV: Type IV are not project permits. Type IV decisions are administrative clarifications not subject to a public notice, public hearing nor permit review timelines established in Chapter 36.70B RCW.
  
5. ————Type V: Type V permits are legislative actions relating to the Lakewood Comprehensive Plan, subarea plans, development regulations and the Shoreline Master Program. Public notice and public hearings before the Lakewood Planning Commission and City Council may be required in state laws and agency rulemaking. The responsibilities for review, processing and associated time periods are established in RCW 36.70A, RCW 90.58, RCW 43.21 and LMC Chapter 18A.30 Article I. Type V decisions are not subject to permit review timelines established in Chapter 36.70B RCW.

E. Notice of Delayed Decision. If the Department is unable to issue its final decision within the time periods listed for Type I, II and III permits, the Department shall provide written notice to the applicant. The notice shall include a statement of reasons why the time has not been met and an estimated date for issuance of a final decision.

<b>Application</b>	<b>Planning Permit</b>	<b>Engineering Permit</b>	<b>Building Permit</b>	<b>Review Time Limits (Days)</b>
Accessory Building	Y	N	N	90
Accessory Dwelling Unit	Y	N	N	90
Administrative Nonconforming Determination	Y	N	N	90
Annexation	Y	N	N	180
Appeal to Hearing Examiner	Y	Y	Y	90
Binding Site Plan	Y	N	N	120
Binding Site Plan Amendment	Y	N	N	120

<b>Application</b>	<b>Planning Permit</b>	<b>Engineering Permit</b>	<b>Building Permit</b>	<b>Review Time Limits (Days)</b>
Business License	Y	N	N	120
Certificate of Occupancy	N	N	Y	60
Commercial Addition/Remodel	N	N	Y	120
Comprehensive Map amendment, Area Wide	Y	N	N	120
Comprehensive Map amendment, site specific	Y	N	N	120
Comprehensive text only amendment	Y	N	N	120
Conditional Use Permit	Y	N	N	120
Conditional Use Permit – Major Modification	Y	N	N	120
Conditional Use Permit – Minor Modification	Y	N	N	120
Cottage Housing Development	Y	N	N	120
Demolition Permit	N	N	Y	120
Design Review Permit	Y	N	N	90
Development Agreement	Y	N	N	120
Emergency Housing Permit*	N	N	Y	120

<b>Application</b>	<b>Planning Permit</b>	<b>Engineering Permit</b>	<b>Building Permit</b>	<b>Review Time Limits (Days)</b>
Emergency Shelter Permit*	N	N	Y	120
Environmental Review (SEPA Checklist and Threshold Determination)	Y	N	N	120
Environmental Impact Statement (Draft)	Y	N	N	365
Final Subdivision Plat (10 or more lots)	Y	N	N	120
Foster Care Facility Permit	N	N	Y	60
Home Occupation Permit	Y	N	N	90
Housing Incentives Permit	Y	N	N	90
Landscape Plan Review	Y	N	N	90
Land Use Approval	Y	N	N	120
Lot Line Adjustment	Y	N	N	90
Major Modification to a Type III Permit	Y	N	N	120
Manufactured/Mobile Home Setup Permit	N	N	Y	90
New Commercial Permit	N	N	Y	120
New Single-Family Permit	N	N	Y	60
New Multifamily Permit	N	N	Y	120

<b>Application</b>	<b>Planning Permit</b>	<b>Engineering Permit</b>	<b>Building Permit</b>	<b>Review Time Limits (Days)</b>
Permanent Supportive Housing Permit*	N	N	Y	120
Pre-Application	Y	Y	Y	60
Preliminary and Final Short Plats (creating 2 – 9 lots)	Y	Y	N	120
Preliminary Plat (10 or more lots)	Y	Y	N	120
Planned Development District	Y	N	N	120
Rapid Rehousing Permit*	N	N	Y	120
Reasonable Accommodation Request	Y	N	N	90
Residential Addition/Remodel	N	N	Y	60
Scrivener Corrections to Comprehensive Plan Map, and/or Comprehensive Plan text, Zoning Map, and/or Zoning Development Regulations	Y	N	N	N/A
Senior Housing Overlay Permit	Y	N	N	90
Shoreline Conditional Use Permit	Y	N	N	120
Shoreline Conditional Use Permit when Referred by the Shoreline Administrator	Y	N	N	120

<b>Application</b>	<b>Planning Permit</b>	<b>Engineering Permit</b>	<b>Building Permit</b>	<b>Review Time Limits (Days)</b>
Shoreline Exemption Permit	Y	N	N	120
Shoreline Master Program amendment	Y	N	N	120
Shoreline Substantial Development Permit	Y	N	N	120
Shoreline Substantial Development Permit when Referred by the Shoreline Administrator	Y	N	N	120
Shoreline Variance Permit	Y	N	N	120
Shoreline Variance Permit when Referred by the Shoreline Administrator	Y	N	N	120
Short Plat Amendment	Y	Y	N	120
Sign Permit	Y	N	N	60
Site Development Permit	N	Y	N	90
Small Cell Wireless Permit	Y	N	N	See Chapter 18A.95 LMC
Subdivision Plat Alteration	Y	Y	N	120

<b>Application</b>	<b>Planning Permit</b>	<b>Engineering Permit</b>	<b>Building Permit</b>	<b>Review Time Limits (Days)</b>
Temporary Use Permit	Y	N	N	90
Transfer of Development Rights	Y	N	N	120
Transitional Housing Permit*	N	N	Y	120
Transitory Accommodation Permit	Y	N	N	120
Tree Removal Permit	Y	N	N	90
Tree Retention Plan	Y	N	N	90
Time Extension or Minor Modification to a Type I Permit	Y	N	N	120
Time Extension or Minor Modification to a Type II Permit	Y	N	N	120
Time Extension or Minor Modification to a Type III Permit	Y	N	N	120
Variance	Y	N	N	120
Unusual Use(s) Permit	Y	N	N	120
Zoning Certification	Y	N	N	60
Zoning Interpretations (map and/or text)	Y	N	N	90
Zoning Map amendment, Area Wide	Y	N	N	120

<b>Application</b>	<b>Planning Permit</b>	<b>Engineering Permit</b>	<b>Building Permit</b>	<b>Review Time Limits (Days)</b>
Zoning Map, site specific	Y	N	N	120
Zoning amendment text only	N	N	N	120

**Notes:**

"Y" means Yes.

"N" means No.

\* A building permit is only necessary if there is: (1) new construction per LMC Title 15; (2) change of use per LMC Title 15; or (3) construction activity where a building permit is required per LMC Title 15.

Exemptions: Type I and Type II administrative approvals, categorically exempt from SEPA or for which environmental review has been completed in connection with other project permits are exempt from the provisions of RCW 36.70B.060 and 36.70B.110 through 36.70B.130

4F. Complete Applications Requiring Responses to Corrections or Additional Information. When a complete application requires corrections or additional information, the Department shall identify, in writing, the specific correction or information necessary to continue review.

1. When corrections or additional information is required, the applicant shall have ninety (90) calendar days from the date of the written notification to submit all required corrections or information to the Department. If the applicant does not submit all required corrections or information within the ninety (90)-day period, the project permit application shall automatically expire.
2. Prior to the expiration date, the applicant may request, in writing, an extension to provide the required information. The Director may grant up to two (2) ninety (90)-day extensions if it is determined that the required information warrants additional time.



3. The Director may provide extensions beyond the two ninety-day extensions when such extension is necessary to accommodate review or comment by another local, state or federal agency or private or public utility district/provider (collectively "agency").
4. If the agency is reviewing the project, the extension must be supported by the agency, must be the minimum needed by the agency for review, the agency must indicate that all necessary materials have been provided for their respective review, and the agency must provide a date by which they will complete their review.
5. If the agency is nonresponsive to an applicant's need for additional information or corrections, the Department shall, in consultation with the applicant, temporarily waive the expiration deadline and associated review time period, or in the event of minor information or corrections needed, defer the information or correction to a subsequent and related project permit application.
6. Applications that expire shall be held for sixty (60) calendar days; after that time, they shall be voided. The Department Director shall have the discretion to refund fees paid on expired applications in accordance with the Department's adopted permit fees.
7. If a project for which an application has been submitted becomes the subject of formal mediation or arbitration, an additional extension to the time frame may be requested and granted. The time frame for decision shall consider the date of conclusion of mediation or arbitration.
8. Expired applications will not be further processed and reviewed.

I. Time ~~Period~~ ~~Limit~~ ~~Exemptions~~ ~~ceptions~~. The time periods for issuing a decision on complete applications ~~limits set forth above~~ do not include:

1. Up to the first twenty-eight (28) days after receipt of an application during ~~The time in~~ which the Department ~~City~~ determines whether the application is deemed complete.
2. Type I and Type II approvals, categorically exempt from SEPA or for which environmental review has been completed in connection with another project.
3. Time periods to process a permit shall start over if an applicant proposes a change in use that adds or removes commercial or residential elements from the original application

that would make the application fail to meet the determination of application completeness in LMC 18A.20.050.—

~~43.~~ Any period during which the applicant has been requested by the DepartmentCity to correct plans, perform studies or provide additional information requested by the DepartmentCity.

~~53.~~ If the DepartmentCity determines that ~~the~~ additional information submitted ~~to the City~~ by the applicant under ~~subsection (1)(2) of this section~~ this Title is insufficient, the DepartmentCity shall notify the applicant of the deficiencies and the procedures ~~of~~ ~~subsection (1)(2)~~ shall apply as if a new request for information has been made.

~~64.~~ ~~Any appeal period.~~ Any period after an administrative appeal is filed until the administrative appeal is resolved and any additional time period provided by the administrative appeal has expired. Decisions regarding appeals shall be issued by the Examiner within ninety (90) days of receipt of an appeal.

~~75.~~ Any extension of time mutually agreed upon by the applicant and the DepartmentCity. Requests to suspend review will be afforded six (6) months to restart review before —an application is deemed abandoned and expired. An application expired due to suspension can be reactivated if still within the same code cycle.

~~86.~~ The time required to prepare and issue a ~~n final~~ Environmental Impact Statement (EIS) in accordance with the State Environmental Policy Act.

9. Public agency capital projects.

10. The application is to rectify a code violation.

11. In the event of an emergency which is declared by federal, state or local authorities.

12. Requires a Comprehensive Plan, Subarea Plan, Shoreline Master Program or development regulation amendment.

13. Building permit applications.

14. Construction/site development and rights-of-way applications.

15. Shoreline permits requiring final decision by the Washington State Department of Ecology or other federal or state agency.

16. A variance, deviation, exception or adjustment to minimum standards as required under the LMC.

17. Certificate of appropriateness as outlined in Chapter 2.48 LMC.

J. The City shall submit an annual application timeline performance report(s) in accordance with RCW 36.70B.080.

[Ord. 794 § 2 (Exh. A), 2023; Ord. 789 § 2 (Exh. A), 2023; Ord. 726 § 2 (Exh. B), 2019.]

### **18A.20.060 ~~Effects of P~~project permit application revisions.**

A. If, ~~in the judgment of~~ the Director ~~determines or their designee~~, the content of a ~~complete~~ application is so substantially revised by an applicant, either voluntarily or to conform with applicable standards and requirements, that such revised proposal constitutes a substantially different proposal than that originally ~~deemed complete~~ ~~submitted~~, the Director shall deem the revised proposal to be a new application and associated time periods set forth in LMC 18A.20.050 shall restart. The revised project application shall be subject to all laws, regulations, and standards in effect on the date of receipt of such complete substantial revision.

B. In reaching a decision whether a revision is substantial, the Director shall consider the relative and absolute magnitude of the revision, the environmental sensitivity of the site, any changes in location of significant elements of the project and their relation to public facilities, surrounding lands and land uses and the stage of review of the proposal. Lesser revisions that would not constitute substantial revisions during early stages of review may be substantial during later stages due to the reduced time and opportunity remaining for interested parties to review and comment upon such changes. Written notice of such determination of substantial revision shall be provided to the applicant and all parties of record.

~~C. A determination that any revision is substantial shall result in the time periods mandated by the Regulatory Reform Act, Chapter 36.70B RCW, set forth in this title starting from the date at which the revised project application is determined to be complete. The revised project~~

~~application shall be subject to all laws, regulations, and standards in effect on the date of receipt of such complete substantial revision. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **~~18A.20.070 Approval and appeal authorities.~~**

~~The project review process for an application or a permit may include review and approval by one or more of the following processes:~~

~~A. *Department Staff.* Individual staff shall have the authority to review and approve, deny, modify, or conditionally approve, Type I permits, among others, the following actions and/or permits:~~

- ~~1. Accessory building;~~
- ~~2. Accessory dwelling unit;~~
- ~~3. Administrative nonconforming determination;~~
- ~~4. Appeal to Hearing Examiner;~~
- ~~5. Binding site plan;~~
- ~~6. Binding site plan amendment;~~
- ~~7. Business license;~~
- ~~8. Certificate of occupancy;~~
- ~~9. Commercial addition/remodel;~~
- ~~10. Conditional use permit;~~
- ~~11. Conditional use permit – minor modification;~~
- ~~12. Cottage housing development;~~
- ~~13. Demolition permit;~~
- ~~14. Design review permit;~~

- ~~15. Emergency housing permit;~~
- ~~16. Emergency shelter permit;~~
- ~~17. Environmental review (SEPA checklist and threshold determination);~~
- ~~18. Final subdivision plat (10 or more lots);~~
- ~~19. Foster care facility permit;~~
- ~~20. Home occupation permit;~~
- ~~21. Housing incentives permit;~~
- ~~22. Landscape plan review;~~
- ~~23. Land use approval;~~
- ~~24. Lot line adjustment;~~
- ~~25. Manufactured/mobile home setup permit;~~
- ~~26. New commercial permit;~~
- ~~27. New multifamily permit;~~
- ~~28. New single-family permit;~~
- ~~29. Permanent supportive housing permit;~~
- ~~30. Pre-application;~~
- ~~31. Preliminary and final short plats (creating 2 to 9 lots);~~
- ~~32. Rapid rehousing permit;~~
- ~~33. Reasonable accommodation request;~~
- ~~34. Residential addition/remodel;~~
- ~~35. Senior housing overlay permit;~~
- ~~36. Shoreline conditional use permit;~~

- ~~37. Shoreline substantial development permit;~~
  - ~~38. Shoreline exemption;~~
  - ~~39. Shoreline variance permit;~~
  - ~~40. Short plat amendment;~~
  - ~~41. Sign permit;~~
  - ~~42. Site development permit;~~
  - ~~43. Senior housing permit;~~
  - ~~44. Small cell wireless permit;~~
  - ~~45. Subdivision plat alteration;~~
  - ~~46. Temporary use permit;~~
  - ~~47. Transfer of development rights;~~
  - ~~48. Transitional housing permit;~~
  - ~~49. Transitory accommodation permit;~~
  - ~~50. Tree retention plan;~~
  - ~~51. Time extension or minor modification to a Type I permit;~~
  - ~~52. Time extension or minor modification to a Type II permit;~~
  - ~~53. Transitory accommodation permit;~~
  - ~~54. Tree removal permit;~~
  - ~~55. Unusual use(s) permit;~~
  - ~~56. Zoning certification;~~
  - ~~57. Zoning interpretations (map and/or text).~~
- ~~B. Director. Pursuant to Chapter 18A.30 LMC, Article V, Land Use Review and Approval, the Director shall have the authority to conduct pre-submission conferences and to grant,~~

~~conditionally grant, deny, or modify, land use approvals regarding projects for which a public hearing is not required, and to extend the period of approval for land use approval granted by the Director or by the Hearing Examiner. These are Type II permits.~~

~~C. Lakewood Hearing Examiner. Lakewood Hearing Examiner shall have the authority vested pursuant to Chapter 1.36 LMC. These include Type III permits.~~

~~D. The City Environmental Review Officer shall administer the State Environmental Policy Act (SEPA), Chapter 14.02 LMC, Environmental Rules and Procedures, and Chapter 14.142 LMC, Critical Areas. This can include Type II and III.~~

~~E. Shoreline Permit Review Process. See City of Lakewood Shoreline Master Program, Ordinance No. 711 or as amended hereafter. This can include Type II and Type III.~~

~~F. Subdivision Review Process. See LMC Title 17. This is a Type III. [Ord. 794 § 2 (Exh. A), 2023; Ord. 789 § 2 (Exh. A), 2023; Ord. 726 § 2 (Exh. B), 2019.]~~

**18A.20.080 Review and approval authorities.**

The following table and generalized flowchart describes development permit types, the process the public notice requirements, and the final decision and appeal authorities. See LMC 18A.20.400 et seq. for appeals. When separate applications are consolidated at the applicant’s request and approved by the Department Director, the final decision shall be rendered by the highest authority designated for any part of the consolidated application.

<u>Application Type</u>	<u>Review &amp; Approval Authority</u>	<u>Type I</u>	<u>Type II</u>	<u>Type III</u>	<u>Type IV</u>	<u>Type V</u>
<b><u>Planning (Titles 17, 18A, 18B and 18C)</u></b>						
<u>Administrative Conditional Use</u>	<u>PPW</u>		<u>X</u>			
<u>Administrative Nonconforming Determination</u>	<u>D</u>	<u>X</u>				
<u>Binding Site Plan</u>	<u>PPW</u>		<u>X</u>			
<u>Binding Site Plan Major Modification</u>	<u>PPW</u>		<u>X</u>			
<u>Binding Site Plan Minor Modification</u>	<u>PPW</u>	<u>X</u>				
<u>Boundary Line Adjustment</u>	<u>PPW</u>	<u>X</u>				

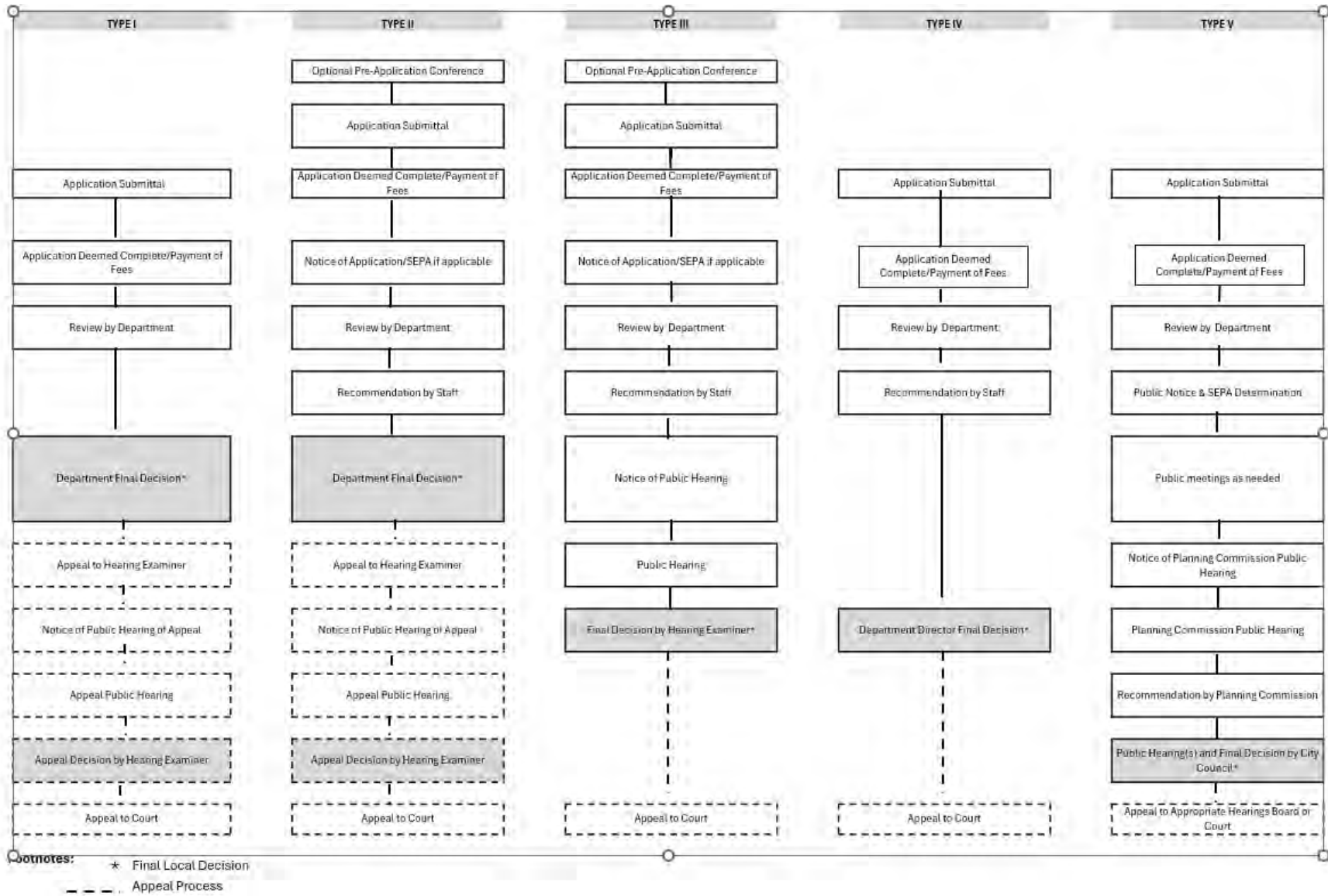


<u>Application Type</u>	<u>Review &amp; Approval Authority</u>	<u>Type I</u>	<u>Type II</u>	<u>Type III</u>	<u>Type IV</u>	<u>Type V</u>
<u>Comprehensive Map Amendment, area-wide</u>	PC/CC					X
<u>Comprehensive Map Amendment, site specific</u>	PC/CC					X
<u>Conditional Use</u>	HE			X		
<u>Consultation Meeting</u>	PPW	X				
<u>Cottage Housing</u>	PPW		X			
<u>Design Review</u>	PPW	X				
<u>Development Agreement</u>	CC					X
<u>Directors Interpretation</u>	D	X				
<u>Emergency Housing</u>	PPW	X				
<u>Emergency Shelter</u>	PPW	X				
<u>Essential Public Facilities</u>	HE			X		
<u>Home Occupation</u>	PPW	X				
<u>Final Plat Alteration</u>	PPW			X		
<u>Final Plat (10 lots or more)</u>	PPW	X				
<u>Final Short Plat (9 lots or less)</u>	PPW	X				
<u>Foster care facility</u>	PPW	X				
<u>Land Use Variance (less than 15% deviation to standards)</u>	PPW	X				
<u>Land Use Variance (greater than 15%, less than 25% deviation to standards)</u>	PPW		X			
<u>Land Use Variance (greater than 25% deviation to standards)</u>	PPW			X		
<u>Permanent Supportive Housing</u>	PPW	X				
<u>Planned Development District</u>	HE			X		
<u>Plat Alteration</u>	HE			X		
<u>Preapplication conference</u>	PPW	X				
<u>Preliminary plat (10 lots or more)</u>	HE			X		
<u>Preliminary plat major modification</u>	HE			X		
<u>Preliminary plat minor modification</u>	PPW		X			
<u>Preliminary short plat (9 lots or less)</u>	PPW		X			
<u>Preliminary short plat major modification</u>	PPW		X			
<u>Preliminary short plat minor modification</u>	PPW	X				

<b>Application Type</b>	<b>Review &amp; Approval Authority</b>	<b>Type I</b>	<b>Type II</b>	<b>Type III</b>	<b>Type IV</b>	<b>Type V</b>
<a href="#">Public facilities master plan</a>	HE			X		
<a href="#">Similar use determination</a>	D	X				
<a href="#">Rezone, area-wide</a>	PC/CC					X
<a href="#">Rezone, site specific</a>	PC/CC					X
<a href="#">Small Cell Wireless</a>	PPW	X				
<a href="#">Special Needs Housing</a>	PPW			X		
<a href="#">Temporary Use</a>	PPW	X				
<a href="#">Time Extension</a>	PPW	X				
<a href="#">Transfer of Development Rights</a>	PPW	X				
<a href="#">Transitional Housing</a>	PPW	X				
<a href="#">Tree Removal/Emergency Tree Removal</a>	PPW	X				
<a href="#">Zoning Amendment (text only)</a>	CC					X
<a href="#">Zoning Certification</a>	PPW	X				
<a href="#">Zoning Interpretations</a>	D	X				
<b>Environmental (Titles 14 &amp; Lakewood Shoreline Master Program)</b>						
<a href="#">Critical Area Reasonable Use Exception</a>	PPW	X				
<a href="#">Critical Area Variance (less than 15% deviation to standards)</a>	PPW	X				
<a href="#">Critical Area Variance (greater than 15%, less than 25% deviation to standards)</a>	PPW		X			
<a href="#">Critical Area Variance (greater than 25% deviation to standards)</a>	HE			X		
<a href="#">Shoreline Exemption</a>	PPW	X				
<a href="#">Shoreline Conditional Use*</a>	PPW			X		
<a href="#">Shoreline Master Program Amendment*</a>	PC/CC					X
<a href="#">Shoreline Substantial Development Permit</a>	PPW		X			
<a href="#">Shoreline Permit (after approval) Major/Minor Modification*</a>	PPW		X			
<a href="#">Shoreline Variance*</a>	HE			X		
<a href="#">SEPA Threshold Determination</a>	PPW		X			
<a href="#">SEPA Planned Action Conformance</a>	PPW	X				
<b>Building (Title 15)</b>						
<a href="#">Accessory Building</a>	PPW	X				

<b>Application Type</b>	<b>Review &amp; Approval Authority</b>	<b>Type I</b>	<b>Type II</b>	<b>Type III</b>	<b>Type IV</b>	<b>Type V</b>
<a href="#">Accessory Dwelling Unit</a>	PPW	X				
<a href="#">Adult Family Home</a>	PPW	X				
<a href="#">Building Code Interpretation</a>	CBO	X				
<a href="#">Certificate of Occupancy</a>	CBO	X				
<a href="#">Commercial Addition/Remodel</a>	PPW	X				
<a href="#">Demolition</a>	PPW	X				
<a href="#">Manufactured/mobile home</a>	PPW	X				
<a href="#">Mechanical</a>	PPW	X				
<a href="#">Multi-family</a>	PPW	X				
<a href="#">New Commercial Building</a>	PPW	X				
<a href="#">New Residential Building</a>	PPW	X				
<a href="#">Plumbing</a>	PPW	X				
<a href="#">Residential Addition/Remodel</a>	PPW	X				
<a href="#">Minor/Major modification to Approved Building Permit</a>	PPW	X				
<a href="#">Signs</a>	PPW	X				
<a href="#">Single family home</a>	PPW	X				
<b>Development Engineering (Titles 12 &amp; 13)</b>						
<a href="#">Right-of-Way</a>	PPW	X				
<a href="#">Road Vacation</a>	CC					X
<a href="#">Site Development Permit</a>	PPW	X				
<a href="#">Minor/Major modification to approved Site Development Permit</a>	PPW	X				
<a href="#">Transportation Mitigation Fee</a>	PPW	X				
<b>Miscellaneous</b>						
<a href="#">Business license</a>	PPW	X				
<a href="#">Multi-family tax exemption**</a>	PPW	X				
<a href="#">Scrivener's corrections</a>	D				X	
<b>Legend:</b> <a href="#">D=Planning &amp; Public Works Director</a> <a href="#">PPW=Planning &amp; Public Works Department</a> <a href="#">CBO=Chief Building Official</a> <a href="#">CE=City Engineer</a> <a href="#">CC=Lakewood City Council</a> <a href="#">HE=Hearings Examiner</a> <a href="#">PC=Lakewood Planning Commission</a>						

<b><u>Application Type</u></b>	<b><u>Review &amp; Approval Authority</u></b>	<b><u>Type I</u></b>	<b><u>Type II</u></b>	<b><u>Type III</u></b>	<b><u>Type IV</u></b>	<b><u>Type V</u></b>
<p><i>*Pursuant to RCW 90.58, following local action, final decisions are made by the Washington State Department of Ecology. Ecology’s final approval is required for amendments to the Lakewood Shoreline Master Plan (SMP), Shoreline Conditional Use permit and Shoreline Variance permit. **Subject to final approval by Resolution of the City Council per Chapter 3.64 LMC.____</i></p>						



<b>KEY:</b>		
Appeal	=	Body to whom appeal may be filed
Director	=	Community and Economic Development Director
PC	=	Planning Commission
HE	=	Hearing Examiner
CC	=	City Council
R	=	Recommendation to Higher Review Authority
D	=	Decision
O	=	Appeal Hearing (Open Record)
C	=	Appeal Hearing (Closed Record)
N	=	No
Y	=	Yes

<b>Applications</b>	<b>Public– Notice of– Application</b>	<b>Director</b>	<b>HE</b>	<b>PC</b>	<b>CC</b>
<b>TYPE I ADMINISTRATIVE</b>					
Accessory building	N	D	O/Appeal	N	N
Accessory dwelling unit	N	D	O/Appeal	N	N
Administrative nonconforming– determination	N	D	O/Appeal	N	N
Boundary line adjustment	N	D	O/Appeal	N	N
Business license	N	D	O/Appeal	N	N
Certificate of occupancy	N	D	O/Appeal	N	N
Commercial addition/remodel	N	D	O/Appeal	N	N
Demolition permit	N	D	O/Appeal	N	N
Design review	N	D	O/Appeal	N	N
Emergency housing permit	N	D	O/Appeal	N	N



Emergency shelter permit	N	D	O/Appeal	N	N
Final subdivision plat (10 or more lots)	Y	D	O/Appeal	N	N
Form-based code review and decision	N	D	O/Appeal	N	N
Foster care facility permit	N	D	O/Appeal	N	N
Home occupation permit			O/Appeal		
Hosting the homeless by religious organizations	See RCW – <a href="#">35A.21.360</a>	D	O/Appeal	N	N
Land use permit – minor modification	N	D	O/Appeal	N	N
Manufactured/mobile home permit	N	D	O/Appeal	N	N
New commercial building permit	N	D	O/Appeal	N	N
New single-family building permit	N	D	O/Appeal	N	N
Permanent supportive housing permit	N	D	O/Appeal	N	N
Pre-application conference permit	N	N	N	N	N
Reasonable accommodation request	N	D	O/Appeal	N	N

Residential addition/remodel	N	D	O/Appeal	N	N
Shoreline exemption	N	D	O/Appeal	N	N
Sign permit	N	D	O/Appeal	N	N
Site development permit	N	D	O/Appeal	N	N
Small wireless facility permit	See Chapter <u>18A.95</u> LMC				
Temporary use permit	N	D	O/Appeal	N	N
Transfer of development rights	N/A (Program administered by Pierce County)				
Time extension or minor modification to a Type I permit	N	D	O/Appeal	N	N
Transitional housing permit	N	D	O/Appeal	N	N
Tree removal permit	N	D	O/Appeal	N	N
Zoning certification	N	D	O/Appeal	N	N
Zoning (map and/or text) interpretation or determination	N	D	O/Appeal	N	N
<b>TYPE II ADMINISTRATIVE</b>					

Binding site plan	Y	D	O/Appeal	N	N
Binding site plan amendment	Y	D	O/Appeal	N	N
Cottage housing	Y	D	O/Appeal	N	N
Environmental review (SEPA) – (SEPA Checklist and Threshold Determination)	Y	D	O/Appeal	N	N
Preliminary and final short plats (2 – 9 lots)	Y	D	O/Appeal	N	N
Shoreline conditional use permit	Y	D	O/Appeal	N	N
Shoreline substantial development permit	Y	D	O/Appeal	N	N
Shoreline variance permit	Y	D	O/Appeal	N	N
Short plat amendment	Y	D	O/Appeal	N	N
Time extension or minor modification to a Type II permit	Y	D	O/Appeal	N	N
<b>TYPE III DISCRETIONARY</b>					
Conditional use permit	Y	R	D	N	N

Land use permit – major modification	Y	R	D	N	N
Major modification to a Type III permit	Y	R	D	N	N
Planned development district	Y	R	D	N	N
Preliminary plat, long	Y	R	D	N	N
Public facilities master plan	Y	R	D	N	N
Shoreline conditional use permit when referred by the Shoreline Administrator	Y	R	D	N	N
Shoreline substantial development permit when referred by the Shoreline Administrator	Y	R	D	N	N
Shoreline variance when referred by the Shoreline Administrator	Y	R	D	N	N
Subdivision plat alteration	Y	R	D	N	N
Time extension to a Type III permit	Y	R	D	N	N
Unusual use(s) permit	Y	R	D	N	N
Variance	Y	R	D	N	N

Zoning Map amendment, site specific	Y	R	D	N	CC/ Appeal
<b>TYPE IV OTHER</b>					
Scrivener corrections to CPA map and/or CPA text	Y	R	N	N	D
<b>TYPE V LEGISLATIVE</b>					
Annexation	Y	R	N	R	D
Comprehensive Plan Map only amendment, Area Wide	Y	R	N	R	D
Comprehensive Plan Map only amendment, site specific	Y	R	N	R	D
Comprehensive Plan text only amendment	Y	R	N	R	D
Development agreement	Y	R	N	R	D
Shoreline Master Program amendment	Y	R	N	R	D
Zoning amendment – Text only	Y	R	N	R	D

[Ord. 794 § 2 (Exh. A), 2023; Ord. 789 § 2 (Exh. A), 2023; Ord. 758 § 2 (Exh. A), 2021; Ord. 756 § 2, 2021; Ord. 738 § 2 (Exh. A), 2020; Ord. 726 § 2 (Exh. B), 2019.]

### **18A.20.085 Modifications to approved permits or decisions.**

A. This section applies to proposed amendments to approved permits or decisions governed by LMC Chapter 18A.20, unless more specific amendment provisions are provided elsewhere in the Code or state laws.

#### B. Major Amendments.

1. If an applicant submits an application for a major modification to an approved permit or decision, the application shall be reviewed under the vested rules of the associated development regulations and original project permit application. Any amendment is subject to all procedural review requirements and may require additional fees or supporting information as necessary for consistent and informed review. Any changes required by conditions of approval of an application shall not be considered major modifications.

2. For the purpose of this subsection, modifications shall be considered major if one or more of the following applies:

a. The modification would (i) add more than ten percent (10%) gross square footage to a proposed or existing structure(s) on the site and (ii) result in at least one of the following (subsections (B)(2)(b) through (h) of this section); or

b. The perimeter boundary of the original site would be expanded by more than ten percent (10%) of the original lot area; or

c. The modification would increase the overall impervious surface on the site by more than twenty-five percent (25%); or

d. The modification would substantially relocate points of access or increase traffic, unless supported by a revised traffic impact analysis that demonstrates no significant increase in traffic impact; or

e. The modification would reduce designated open space by more than ten percent (10%); or

f. The modification would change the intended use of the original proposal to a new use that is of higher intensity, and would create more significantly adverse impacts than originally proposed; or

g. The modification would result in significant adverse impacts that have not been previously disclosed by the applicant or considered by the department; or

h. There is significant new information that would change a prior SEPA threshold determination.

C. *Minor Modifications.* Minor modifications are changes that do not qualify as major under the criteria above. If an applicant submits an application for a minor amendment to an approved permit or decision, the application shall be reviewed under the vested rules of the original project permit application. Any modification is subject to all procedural review requirements at the time of application for modifications and may require additional fees or supporting information as necessary for consistent and informed review.

D. *Site Development Permits.* Proposed modifications to approved site development permits shall be subject to requirements set forth in LMC Title 12 and this Title.

[E. Land Divisions. Proposed amendments to approved preliminary land divisions, or proposed alterations to approved final land divisions shall be governed by LMC Title 17, Subdivisions and this Title.](#)

### **18A.20.090 Expiration of approvals.**

The City shall provide expiration dates in notifications of permit approvals. Knowledge of the expiration date of any approval is the responsibility of the applicant. The City shall not be held accountable for notification of pending expirations.

A. *Variance*. Except for variances related to LMC [18A.60.050](#) and [18A.60.060\(F\)](#), unless exercised, a variance shall expire one (1) year from the date a final decision is issued. If timely exercised, a variance shall be valid indefinitely.

B. *Conditional Use Permit*. Unless exercised or otherwise specified, a conditional use permit shall be void one (1) year from the date a notice of final decision was issued. If exercised, a conditional use permit shall be valid for the amount of time specified by the Hearing Examiner. If the use allowed by the permit is inactive, discontinued or abandoned for twelve (12) consecutive months, the permit is void and a new permit shall be obtained in accordance with the provisions of this title prior to resuming operations.

C. *Home Occupation Permit*. A home occupation permit shall be valid indefinitely unless a time limitation is specified by staff or the Hearing Examiner or it is revoked for lack of compliance to conditions. A home occupation permit shall be void unless exercised within one (1) year from the date such permit was issued. If the use allowed by the permit is inactive, discontinued or abandoned for twelve (12) consecutive months, the permit is void and a new permit shall be applied for and obtained in accordance with the provisions of this title prior to resuming operations. A home occupation permit shall not be transferable to a new site or entity.

D. *Land Use Approval*. Unless exercised by complete application for necessary construction permits, any land use approval shall expire and be null and void two (2) years from the date the final approval was issued. Land use approval shall be extended two (2) additional years if a complete building or other construction permit application for the project is submitted prior to expiration of the land use approval. Even absent such application, upon finding that there has been no substantial change in relevant circumstances and standards, land use approval may be



extended up to two (2) additional years by the Director pursuant to a written request submitted prior to expiration of land use approval. Upon receiving such request, notice shall be provided pursuant to the comparable notice of application procedures of LMC [18A.20.310](#). Following a comment period of at least fourteen (14) days, the Director may grant, limit or deny the extension and may impose such conditions of extension to ensure compliance with any subsequently revised standards. If such written request for extension is not received by the Department prior to expiration, such extension shall be denied.

E. *Land Division Approval*. Approved land divisions regulated under LMC Title 17 shall adhere to the expiration timelines set forth in RCW 58.17.

F. *Site Development & Right of Way Approval*. Approved and issued engineering permits shall expire pursuant to LMC Title 12.

G. *Building Permit Approval*. Approved and issued building permits shall expire pursuant to LMC Title 15.

~~H~~E. Detailed design review approval shall expire simultaneously with expiration of any associated building or other construction permit.

~~I~~F. *Sign Permit*. If a sign is not installed and a use permit issued within six (6) months following the issuance of a sign permit (or within thirty (30) days for temporary signs), the permit shall be void. The City of Lakewood may revoke a sign permit under any of the following circumstances:

1. The City of Lakewood determines that information in the application was materially false;
2. The sign as installed does not conform to the sign permit application;
3. The sign violates this code, building code, or other applicable law, regulations or ordinance; or
4. The ~~Community and Economic Development Department~~ [Planning and Public Works](#) Director determines that the sign is not being properly maintained. [Ord. 794 § 2 (Exh. A), 2023; Ord. 726 § 2 (Exh. B), 2019.]

### **18A.20.100 Licenses and building permits.**

*No proposed changes.*

### **18A.20.105 Violations and enforcement.**

A. *Violations.* It shall be a violation of this title for any person to:

1. Use, construct, locate or demolish any structure, land, sign or property within the City without first obtaining the permits or authorizations required for the use by this title.
2. Use, construct, locate or demolish any structure, land, sign or property within the City in any manner that is not permitted by the terms of any permit or authorization issued pursuant to this title; provided, that the terms or conditions are explicitly stated on the permit or the approved plans.
3. Remove or deface any sign, notice, complaint or order required by or posted in accordance with this title, Chapter [14.02](#) LMC, Environmental Rules and Procedures, or other City ordinances.
4. Misrepresent any material fact in any application, plans or other information submitted to obtain any land use authorization.
5. Fail to comply with the requirements of this title.

B. *Enforcement Measures.* The City Manager is authorized and empowered to ensure compliance with and enforce the provisions of this title to the fullest extent of the law. Except as specified elsewhere, violation of any provision of this title, including failure to comply with any lawful order issued under the authority of this title, constitutes a Class 2 civil infraction, as defined in Chapter [1.48](#) LMC. Any violation of this title which is deemed to be a public nuisance or a danger to the public health and/or safety shall be addressed as specified in Chapter [1.44](#) LMC.

C. *Revocation of Permits.*

1. The ~~Community Development~~ Planning and Public Works Director is authorized and empowered to revoke any permit issued by the ~~Community and Economic Development~~ Department issued in error or based on false or misleading information or upon failure of the permit holder thereof to comply with any provision or condition of this title.
2. Any conditions or requirements placed upon a project permit by the ~~Community Development~~ Director or decision-making body as a result of the provisions of this title shall be strictly followed. In the event that the permit holder, or his assignee, fails to comply with any such conditions the project permit may be revoked or modified as set forth below or under the provisions of the International Building Code.
3. If, after an investigation, the ~~Community Development~~ Director determines that one (1) or more conditions of a permit are not being met, notice shall be mailed to the permit holder or agent by regular mail advising him of the deficiency and requiring that the deficiency be remedied within ten (10) days from the date the notice is mailed or such longer period as the ~~Community Development~~ Director may deem appropriate.
4. If the permit holder or agent fails to remedy the deficiency within this time period set, the ~~Community Development~~ Director shall mail notice to the permit holder or agent advising the intent to revoke the development permit. Such notice shall state that to avoid such action the permittee must request, in writing, a hearing before the Hearing Examiner and then appear and show cause why the permit should not be revoked. Such a hearing request must be filed within ten (10) days of the date of the notice of intent to revoke. The Hearing Examiner may uphold the permit should it be determined that all conditions have been met or no longer need to be met; may modify or add conditions to the permit; or may revoke the permit. If the permittee fails to file a timely request for hearing, then the ~~Community Development~~ Director shall send him a notice advising him the project permit has been revoked and that any further action thereon would be in violation of City of Lakewood Land Use and Development Code.
5. The provisions of this section shall apply to all project permits issued prior to the date of adoption of this code, as well as all project permits issued thereafter. [Ord. 726 § 2 (Exh. B), 2019.]

**18A.20.110 Certificate of occupancy.**

*No proposed changes.*

**18A.20.120 Annexed land.**

*No proposed changes.*

**18A.20.130 Approval of transfer of development rights.**

*No proposed changes.*

**Article II. Nonconforming Uses and Structures**

*No proposed changes.*

**Article III. Public Notice Requirements**

**18A.20.300 Public notice procedures.**

A. The Director shall determine the proper public notification procedure for all applications. If there is a question as to the appropriate process, the Director shall resolve it in favor of the higher process type number procedure. ~~Process~~ Type I ~~permits are~~ is the lowest number procedure and ~~Process~~-Type V ~~permits is~~ are the highest.

B. An application that involves two (2) or more procedures may be processed, at the City's sole discretion, collectively under the highest numbered procedure required for any part of the application or processed individually under each of the procedures identified by this chapter. If the application is processed under the individual procedure option, the highest numbered process procedure must be processed prior to the subsequent lower numbered procedure. Joint public hearings with other agencies shall be held in accordance with LMC [18A.20.360](#).

~~C. Abbreviated findings shall be restricted to Process Types I and II, where less discretion is required to make a decision, and may serve as a permit if requirements are met.~~ [Ord. 726 § 2 (Exh. B), 2019.]

### 18A.20.310 Public notice framework.

To inform the public of proposed project actions, the Department and applicants shall provide notice as identified in the table below. A vicinity map and basic site plan shall be included with any mailed notices. If a project is SEPA-exempt and no public hearing is required, notice ~~of application as required by RCW 36.70B.110~~ will be limited to the type of notice described below.

<b>KEY:</b>		
NOA	=	<del>Notice of Application</del>
CED	=	<del>Community and Economic Development Department</del>
NOD	=	<del>Notice of Decision</del>
PO-300	=	<del>Property owners within 300 feet of project site</del>
PR	=	<del>Parties of record on file</del>
SEPA	=	<del>State Environmental Policy Act</del>
WAC	=	<del>Washington Administrative Code</del>

<u>Type of Notice</u>	<u>Type I</u>	<u>Type II</u>	<u>Type III</u>	<u>Type IV</u>	<u>Type V</u>
<u>Notice of Application (NOA)</u>	No	Yes	Yes	No	<u>Yes; only for area-wide and site specific amendments and rezones.</u>
<u>Adjacent property owner mailing</u>	No	Yes	Yes	No	<u>Yes; only for area-wide and site specific amendments, rezones and annexation proposals.</u>
<u>Project Site Posting</u>	No	Yes	Yes	No	<u>Yes; only for area-wide and site specific amendments and rezones.</u>
<u>City Website</u>	No	Yes	Yes	Yes	Yes
<u>Newspaper of Record</u>	No	Yes	Yes	No	Yes
<u>SEPA Determination*</u>	<u>If applicable</u>	<u>If applicable</u>	<u>If applicable</u>	<u>If applicable</u>	<u>If applicable</u>
<u>Notice to parties of record</u>	Yes	Yes	Yes	No	Yes
<u>Notice of Decision (NOD)</u>	Yes	Yes	Yes	No	No
<u>*SEPA threshold determination is required unless categorically exempt by SEPA Washington Administrative Codes and/or LMC Title 14.</u>					

**Process: Type I Administrative**

Application Type	Notice Types	When	Who gets Notices
1. Accessory building;	NOD.	Within 90 calendar days after the City notifies the applicant that the application is complete.	1. Applicant; and
2. Accessory dwelling unit;			2. PR.
3. Administrative nonconforming determination;			
4. Business license;			
5. Certificate of occupancy;			
6. Commercial addition/remodel;			
7. Conditional use permit – minor modification;			
8. Demolition permit;			



Application Type	Notice Types	When	Who gets Notices
9. Design review;			
10. Final subdivision plat (10 or more lots);			
11. Home occupation permit;			
12. Hosting the homeless by religious organizations;	See RCW <a href="#">35A.21.360</a>	See RCW <a href="#">35A.21.360</a>	See RCW <a href="#">35A.21.360</a>
13. Housing incentives permit;	NOD.		1. Applicant; and  2. PR.
14. Landscape plan approval;			
15. Land use approval;			
16. Lot line adjustment;			

Application Type	Notice Types	When	Who gets Notices
17. Manufactured/mobile home permit;		Within 90 calendar	
18. New commercial permit;			day
19. New multifamily permit;			s-
20. New single-family permit;			after
21. Pre-application permit;			r-
22. Preliminary and final short-plats (creating 2-9 lots);			the
23. Reasonable accommodation request;			City
24. Residential addition remodel;			notifies

Application Type	Notice Types	When	Who gets Notices
25. Senior housing overlay permit;			
26. Shoreline exemption;			
27. Sign permit;			
28. Site development permit;			
29. Small cell wireless permit;			
30. Temporary use permit;			
31. Transfer of development rights;			
32. Tree retention plan;			
33. Time extension or minor modification to a Type I permit;			

Application Type	Notice Types	When	Who gets Notices
34. Tree removal permit;			
35. Zoning certification;			
36. Zoning interpretations— (map and/or text).			

**Type II Administrative**

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<b>Application Type</b>	<b>Notice Types</b>	<b>When</b>	<b>Who gets Notices</b>
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<p>1. Binding site plan;</p> <p>2. Cottage housing;</p> <p>3. Preliminary and final short-plats (2-9 lots);</p> <p>4. Shoreline conditional use permit;</p> <p>5. Shoreline substantial development permit;</p> <p>6. Shoreline variance permit;</p> <p>7. Time extension or minor modification to a Type II permit;</p>	<p>1. NOA;</p> <p>2. PO-100;</p> <p>3. Post site;</p> <p>4. Notify in new spa permit of record; and</p> <p>5. Post on the City's web site; and</p> <p>NOD.</p>	<p>1. 14 calendar days after City has made determination that application is complete; and</p> <p>2. Within 120 calendar days after the City notifies the applicant that the application is complete.</p>	<p>1. Applicant;</p> <p>2. PR;</p> <p>3. PO-100; and</p> <p>4. Agencies with jurisdiction.</p>
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Application Type	Notice Types	When	Who gets Notices
<p>8. Transitory                      accommodation                      permit.</p>			
<p><b>SEPA</b></p>			

Application Type	Notice Types	When	Who gets Notices
<p>1. Environmental checklist</p>	<p>1. NOA;                      2. PO-300;                      3. Post site;                      4. Notify in new spa per of record; and                      5. Post on the City's web site; and                      NOD.</p>	<p>1. 14 calendar days after City has made determination that application is complete; and                      2. SEPA Threshold Determination.</p>	<p>1. Applicant;                      2. PR;                      3. PO-300 depending on Proc ess; and                      4. Agencies with juris dicti on.</p>

**Type III Discretionary (Hearing Examiner)**



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<b>Application Type</b>	<b>Notice Types</b>	<b>When</b>	<b>Who gets Notices</b>
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<p><del>1. Conditional use permit;</del></p> <p><del>2. Conditional use permit—major modification;</del></p> <p><del>3. Major modification to a Type III permit;</del></p> <p><del>4. Planned development district;</del></p> <p><del>5. Preliminary plat—long;</del></p> <p><del>6. Time extension to a Type III permit;</del></p> <p><del>7. Unusual use(s) permit;</del></p> <p><del>8. Variance; and</del></p>	<p><del>1. NOA;</del></p> <p><del>2. PO-300;</del></p> <p><del>3. Post site;</del></p> <p><del>4. Notify in—</del> <del>news</del> <del>paper</del> <del>of</del> <del>record;</del> <del>and</del></p> <p><del>5. Post on the City's—</del> <del>website;</del> <del>and</del></p> <p><del>6. For public hearing, PO-300;</del></p> <p><del>7. Post site;</del></p> <p><del>8. Notify in—</del> <del>news</del> <del>paper</del> <del>of</del></p>	<p><del>1. For NOA, 14 calendar days after City has made determination that application is complete; and</del></p> <p><del>2. For public hearing, not less than 15 nor more than 30 days prior to the public hearing requiring the notice; and</del></p> <p><del>3. Within 120 calendar days</del></p>	<p><del>1. Applicant;</del></p> <p><del>2. PR;</del></p> <p><del>3. PO-300; and</del></p> <p><del>4. Agencies with—</del> <del>jurisdiction</del></p>
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Application Type	Notice Types	When	Who gets Notices
<del>9. Zoning Map amendment, site-specific</del>	<del>9. Post on the City's website;</del> NOD.	<del>after the City notifies the applicant that the application is complete.</del>	

~~1. Shoreline conditional  
use  
permit  
when  
referred by  
the  
Shoreline  
Administrator;~~

~~2. Substantial  
development  
permit  
when  
referred by  
the  
Shoreline  
Administrator;~~

~~3. Shoreline variance  
when  
referred by  
the  
Shoreline  
Administrator;~~

~~Notification procedures are those that are contained in WAC 173-27-110.~~

Application Type	Notice Types	When	Who gets Notices
Administrator.			

**Type IV Other**

Application Type	Notice Types	When	Who gets Notices
<del>1. Scrivener corrections to Comprehensive Plan Map and/or Comprehensive Plan Text.</del>	<del>Post on the City's web site.</del>	<del>Within 120 days after the City initiates action.</del>	<del>1. Applicant; and 2. PR.</del>

**Type V**

Application Type	Notice Types	When	Who gets Notices
<p>Annexation – 10 –                      percent                      to                      notice                      of                      intent</p>	<p>1. Post site;                      2. Notify in                      news                      paper                      of                      recor                      d;                      and                      3. Post on the City's                      webs                      ite;                      4. Mail to affected                      prop                      erty                      owne                      rs;                      and                      5. PO-300.</p>	<p>Not less than 15 nor                      more                      than 30                      days                      prior to                      the                      public                      meetin                      g                      requirin                      g the                      notice.</p>	<p>1. Applicant;                      2. PR;                      3. Property owners;                      and                      4. PO-300.</p>

Application Type	Notice Types	When	Who gets Notices
<p>Annexation – 50/60 –                      percent                      t                      petition                      n</p>	<p>1. Post site;                      2. Notify in                      news                      paper                      of                      recor                      d;                      and                      3. Post on the City's                      webs                      ite;                      4. Mail to affected                      prop                      erty                      owne                      rs;                      and                      5. PO-300.</p>	<p>Not less than 15 nor                      more                      than 30                      days                      prior to                      the                      public                      hearing                      requirin                      g the                      notice.</p>	<p>1. Applicant;                      2. PR;                      3. Property owners;                      and                      4. PO-300.</p>

<p><del>Comprehensive Plan Map only amen dment , area wide</del></p>	<p><del>For NOA;</del></p> <p><del>1. Post site;</del></p> <p><del>2. Notify in news pape r of recor d; and</del></p> <p><del>3. Post on the City's webs ite; and</del></p> <p><del>4. NOD.</del></p>	<p><del>1. For NOA, 14 calendar days after City has made determi nation that applicat ion is comple te; and</del></p> <p><del>2. For public hearing, not less than 15 nor more than 30 days prior to the public hearing requirin g the notice; and</del></p> <p><del>3. For NOD, 180 calenda r days</del></p>	<p><del>1. Applicant;</del></p> <p><del>2. PR; and</del></p> <p><del>3. Agencies with jurisd iction</del></p>
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Application Type	Notice Types	When	Who gets Notices
		<p>after                      City has                      made                      determi                      nation                      that                      applicat                      ion is                      comple                      te.</p>	

<p>Comprehensive Plan Map only amen dment , site specifi €</p>	<p>1. NOA;  2. Post site;  3. Notify in  news pape r of recor d;  4. Post on the City's  webs ite; and  5. PO-300; and  6. NOD.</p>	<p>1. For NOA, 14 calendar days after City has made determi nation that applicat ion is comple te; and  2. For public hearing,  not less than 15 nor more than 30 days prior to the public hearing requirin g the notice; and  3. For NOD, 180  calenda r days</p>	<p>1. Applicant;  2. PR;  3. PO-300; and  4. Agencies with  jurisd iction  r</p>
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Application Type	Notice Types	When	Who gets Notices
		<p>after                      City has                      made                      determi                      nation                      that                      applicat                      ion is                      comple                      te.</p>	

<p>Comprehensive Plan, text only amendment</p>	<p>For NOA;</p> <p>1. Post site;</p> <p>2. Notify in news paper of record; and</p> <p>3. Post on the City's website; and</p> <p>4. NOD.</p>	<p>1. For NOA, 14 calendar days after City has made determination that application is complete; and</p> <p>2. For public hearing, not less than 15 nor more than 30 days prior to the public hearing requiring the notice; and</p> <p>3. For NOD, 180 calendar days</p>	<p>1. Applicant;</p> <p>2. PR; and</p> <p>3. Agencies with jurisdiction</p>
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Application Type	Notice Types	When	Who gets Notices
		<p>after                      City has                      made                      determi                      nation                      that                      applicat                      ion is                      comple                      te.</p>	

<p>Development agreement</p>	<p>1. NOA; 2. Post site; 3. Notify in news paper of recor d; 4. Post on the City's webs ite; and 5. PO-300; and 6. NOD.</p>	<p>1. For NOA, 14 calendar days after City has made determi nation that applicat ion is comple te; and 2. For public hearing, not less than 15 nor more than 30 days prior to the public hearing requirin g the notice; and 3. For NOD, 180 calenda r days</p>	<p>1. Applicant; 2. PR; 3. PO-300; and 4. Agencies with jurisd iction</p>
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Application Type	Notice Types	When	Who gets Notices
		<p>after                      City has                      made                      determi                      nation                      that                      applicat                      ion is                      comple                      te.</p>	

<p><del>Shoreline Master Program Amendment</del></p>	<p><del>For NOA;</del></p> <p><del>1. Post site;</del></p> <p><del>2. Notify in news paper of record; and</del></p> <p><del>3. Post on the City's website; and</del></p> <p><del>4. NOD.</del></p>	<p><del>1. For NOA, 14 calendar days after City has made determination that application is complete; and</del></p> <p><del>2. For public hearing, not less than 15 nor more than 30 days prior to the public hearing requiring the notice; and</del></p> <p><del>3. For NOD, 180 calendar days</del></p>	<p><del>1. Applicant;</del></p> <p><del>2. PR;</del></p> <p><del>3. Dept. of Ecology; and</del></p> <p><del>4. Other agencies with jurisdiction</del></p>
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Application Type	Notice Types	When	Who gets Notices
		<p>after—                      City has                      made—                      determi                      nation—                      that—                      applicat                      ion is—                      comple                      te.</p> <p>Amendments or—                      revision                      s to the                      SMP, as                      provide                      d by—                      law, do                      not—                      become                      effectiv                      e until—                      approv                      ed by—                      the—                      Dept. of                      Ecology                      .</p>	

<p>Zoning amendment— area— wide</p>	<p>For NOA;</p> <p>1. Post site;</p> <p>2. Notify in—  news pape r of— recor d;— and</p> <p>3. Post on the City's—  webs ite;— and</p> <p>4. NOD.</p>	<p>1. For NOA, 14 calendar— days— after— City has made— determi nation— that— applicat ion is— comple te; and</p> <p>2. For public hearing,—  not less than 15— nor— more— than 30— days— prior to the— public— hearing— requirin g the— notice;— and</p> <p>3. For NOD, 180—  calenda r days—</p>	<p>1. Applicant;</p> <p>2. PR; and</p> <p>3. Agencies with—  jurisd iction</p>
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Application Type	Notice Types	When	Who gets Notices
		after City has made determi nation that applicat ion is comple te.	

<p>Zoning amendment text only</p>	<p>For NOA;</p> <p>1. Post site;</p> <p>2. Notify in news paper of record; and</p> <p>3. Post on the City's website; and</p> <p>4. NOD.</p>	<p>1. For NOA, 14 calendar days after City has made determination that application is complete; and</p> <p>2. For public hearing, not less than 15 nor more than 30 days prior to the public hearing requiring the notice; and</p> <p>3. For NOD, 180 calendar days</p>	<p>1. Applicant;</p> <p>2. PR; and</p> <p>3. Agencies with jurisdiction</p>
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Application Type	Notice Types	When	Who gets Notices
		after City has made determi nation that applicat ion is comple te.	

[Ord. 756 § 2, 2021; Ord. 726 § 2 (Exh. B), 2019.]

**18A.20.320 Use of Pierce County Assessor’s Office taxpayer data.**

Repealed by Ord [738](#).

**18A.20.330 Notice of application –Permits.**

A. Timing. A notice of application shall be issued within fourteen (14) calendar days after the ~~Department~~City has made a determination of completeness pursuant to LMC [18A.20.050](#). ~~for: all Process Type I and II permits that require SEPA review; all short plats and shoreline substantial development permits; and all Process Type III and IV applications.~~ The notice of application shall be provided at least fifteen (145) calendar days prior to any required open-record hearing. One (1) notice of application shall be completed for all permit applications related to the same project at the time of the earliest complete permit application.

B. SEPA Threshold Determination Exempt Projects. ~~notice of application shall not be required for project permits that are categorically exempt under SEPA, unless a public comment period or an open record hearing is required prior to the decision on the project.~~

A SEPA threshold determination may be issued with a notice of application; provided, that a final threshold determination of nonsignificance or mitigated determination of nonsignificance may not be issued until after the expiration of the public comment period on the notice of application when the optional DNS process is utilized in accordance to WAC 197-11-355.

C. *Contents.* The notice of application shall include:

1. ~~The Application case file~~ number(s),

~~2. the Date of application submittal,~~

~~3. the Date of the determination of application completeness for the application,~~

~~and the 4. Date of the notice of application.~~

~~52.~~ A description of the proposed project action and a list of ~~the related~~ project ~~applications permits included in the application~~ and, if applicable, a list of any studies requested by the review authority pursuant to RCW [36.70B.070](#).

~~63.~~ To the extent known, ~~The~~ identification of other required permits that are not included in the application, ~~to the extent known by the City.~~

~~74.~~ The identification of existing environmental documents that evaluate the proposed project, and, if not otherwise stated on the document providing notice of application, the location where the application and any studies can be reviewed.

~~65.~~ A statement of the limits of the public comment period, which shall be not less than fourteen (14) nor more than thirty (30) calendar days following the date of notice of application, and statements of the right of any person to comment on the application, receive notice of and participate in any hearings, request a copy of the decision once made, and any appeal rights.

~~76.~~ ~~The tentative date, time, place and type of hearing, if applicable or available any. The tentative hearing date is to be set at the time of the date of notice of the application.~~

~~87.~~ ~~The i~~dentification of the development regulations that will govern mitigation of any project impacts.

~~98.~~ ~~The a~~Name of the applicant or applicant's representative and the name, address and telephone number of a contact person for the applicant.

~~109.~~ A description of the site, including current zoning and nearest road intersections, reasonably sufficient to inform the reader of its location.

~~110.~~ Any other information determined appropriate by the City, such as a determination of significance, ~~if complete at the time of issuance of the notice of application, or the City's statement of intent to issue a determination of nonsignificance (DNS) pursuant to the optional determination of nonsignificance (DNS) process set forth in WAC 197-11-355.~~

D. ~~Distribution and publication~~*Mailing of Notice.* The ~~Department~~City shall mail a copy of the notice of application to the following:

1. ~~The a~~Applicant.
2. ~~Service providers, A~~agencies ~~and federally recognized tribes~~ with jurisdiction.
3. Any person who requests ~~such notice~~ in writing ~~to be a party of record.~~

~~4. Using Assessor-Treasurer tax records, affected property owners within a 300 feet radius of the exterior boundaries of project site.~~

~~5. Posted on the City's website.~~

E. ~~Public Comment on the Notice.~~ All public comments on the notice of application must be received by the ~~Community and Economic Development~~ Department or postmarked by 5:00 p.m. on the last day of the comment period. Comments may be mailed, personally delivered or sent by ~~facsimile or~~ email. Comments should be as specific as possible.

F. ~~Project Site~~*Posted Notice.* ~~In addition to the mailed notice of application, the City will provide notice of application on the City's website.~~ The applicant shall be responsible for posting a notice board on the property on which ~~Department~~City notices can be placed. Public notice shall be accomplished through the use of ~~Department~~City poster boards mounted on a four (4) foot by four (4) foot plywood face generic notice board to be supplied by the applicant, to the following specifications:

1. ~~Posting.~~ Posting of the property for site-specific proposals shall consist of one (1) or more notice boards as follows:
  - a. A single notice board shall be placed by the applicant in a conspicuous location on a street frontage bordering the subject property.

- b. When the notice board is ~~installed~~~~posted~~ the applicant shall complete and return a written ~~affidavit statement~~ of posting to the Department by regular or electronic mail. An affidavit of posting shall be submitted to the Director-Department at least seven (7) calendar days prior to the hearing. If the affidavits are not filed as required, any scheduled hearing or date by which the public may comment on the application may be postponed in order to allow compliance with this notice requirement.
- c. Each notice board shall be visible and accessible for inspection by members of the public.
- d. Additional notice boards may be required when:
- i. The site does not abut a public road; or
  - ii. Additional public notice boards are required under other provisions of the Lakewood Municipal Code; or
  - iii. The Director determines that additional notice boards are necessary to provide adequate public notice.
- e. Notice boards should be:
- i. Constructed and installed in accordance with specifications determined by the Department, including mounted and bolted onto at least two (2) four (4) inch by four (4) inch wood posts, and placed securely in the ground;
  - ii. Maintained in good condition by the applicant during the notice period;
  - iii. In place at least fifteen (15) calendar days prior to the end of any required comment period; and
  - iv. Removed by the applicant within ten (10) calendar days after the end of the notice period or final public hearing date.
- f. Notice boards that are removed, stolen, or destroyed prior to the end of the notice period may be cause for discontinuance of the departmental review until the notice board is replaced and remains in place for the specified time period. The Department~~City~~ shall notify the applicant when it comes to the City's attention that notice boards have been removed prematurely, stolen, or destroyed.



~~g. An affidavit of posting shall be submitted to the Director at least seven (7) calendar days prior to the hearing. If the affidavits are not filed as required, any scheduled hearing or date by which the public may comment on the application may be postponed in order to allow compliance with this notice requirement.~~

~~h. SEPA information shall be added by the DepartmentCity to the posted sign within applicable deadlines.~~

~~G. Website. The Department shall publish notices on the City's website. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.20.340 Notice of public hearing.**

A. Timing. Notice of public hearing ~~are~~is required for Type III and Type V ~~all types of~~ applications for which a public hearing is held. Notices of public hearing shall be posted on the City's website and published in the newspaper of record at least fourteen (14) calendar days in advance of the hearing.

B. Notice contents. ~~The Notice of public hearing shall be reasonably calculated to give actual notice and, other than for a legislative action under Chapter 18A.30 LMC, Articles I and VII, shall~~ contain the following information:

1. The name of the applicant or the applicant's representative.
2. Description of the affected property, which may be in the form of either a vicinity location sketch or written description, other than a legal description.
3. The date, time, and place of the hearing.
4. The nature of the proposed use or development.
5. A statement that all interested persons may appear and provide testimony.
6. When and where information may be examined, and ~~when and how~~ deadline of when and how to submit written comments for inclusion into the record. ~~addressing findings required for a decision by the hearing body may be admitted.~~

7. The name [and contact information](#) of a City representative ~~to contact and the telephone number~~ where additional information may be obtained.

8. That a copy of the application, all documents and evidence relied upon by the applicant and applicable criteria are available for inspection at no cost [online](#) and will be provided at the cost of reproduction.

9. That a copy of the staff report will be available for inspection at no cost at least [seven five \(75\)](#) calendar days prior to the hearing and copies will be provided at the cost of reproduction.

**CB. Mailed/Posted Notice.**—

~~1. Mail.~~ The Department shall mail notice at least ~~fourteen~~[fifteen](#) (145) [calendar](#) days prior to the [public](#) hearing through the United States Postal Service to all property owners of record within a radius of three hundred (300) feet of the exterior boundaries of the subject property, any person who submitted written comments on an application, the applicant, and parties of record, if any. [For Type V permits, mailed notices are only required for certain proposed projects pursuant to LMC 18A.20.310 Public Notice Matrix.](#)

[D. Continuations. If for any reason a commenced hearing on a pending project application cannot be completed on the date set in the public notice, the hearing may be continued to a date certain and no further notice under this section is required.](#)

~~2. Website.~~ The Department shall publish notice on the City's website. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.20.350 Optional public notice.**

In addition to the required methods set forth in this chapter for providing public notice, the Director may require additional optional notification by the City, if determined necessary to ensure adequate notice to the public. ~~The City's failure to provide This~~ the optional notice as described in this subsection [is not required and](#) shall not be grounds for invalidation of any permit decision. Optional public notice includes, but is not limited to, any one or more of the following:

- A. Notify public or private individuals or groups with known interest in a certain proposal or type of proposal, or in proposals within a certain area or areas of the City;
- B. Notify the [newspaper of record](#)~~news media~~;
- C. Mail to neighboring property owners and occupants;
- D. Post notices in public places;
- E. Record notices on a telephone message line;
- F. Post notices electronically via the internet;
- G. For legislative actions, except annexations, mail via the United States Postal Service to persons who have indicated an interest in such actions and who have paid an annual subscription fee based on the cost of such mailings. The list of such persons shall be maintained by the [Planning and Public Works](#) Department ~~of Community Development~~;
- H. For legislative actions, except annexations, email to persons who have indicated an interest in such actions and a preference to be notified by email. The list of such persons shall be maintained by the [Planning and Public Works](#) Department ~~of Community Development~~. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.20.360 Notice of Decision**

A. *Timing.* Whenever a final decision has been made that requires a notice of decision as noted in LMC 18A.20.310, the Department shall issue the notice within fourteen (14) calendar days of the final decision.

B. *Content.* The notice of decision shall include, at a minimum, the following information:

1. *The decision on the project permit application.*

2. *Any SEPA threshold determination made pursuant to Chapter 43.21C RCW, if applicable.*

3. *The procedure for administrative appeal, if any.*

4. A statement that the complete file, including findings, conclusions and any conditions of approval, is available for review, and shall list the place, days and times when the file is available and contact information of the Department representative.

5. The notice of decision may be a copy of the report or decision, if such report or decision contains the information required in this subsection (B).

C. *Distribution.* The notice of decision shall be provided by electronic mail to the following:

1. The applicant.

2. To any parties of record.

3. To any agencies with jurisdiction over the project permit application or any agencies that commented on the project permit application.

4. To any person who, prior to rendering the decision, has requested a copy of the notice of decision.

5. To the Pierce County Assessor-Treasurer.

D. *Shoreline Jurisdiction.* Notices of decisions on Type I, II and III project permits governed by the Lakewood's Shoreline Master Program shall also be immediately filed in accordance with applicable procedures governing the Washington State Shoreline Management Act, Chapter 90.58 RCW and Chapter 173-27 WAC.

### **18A.20.3760 Joint public hearings.**

A. The Director may combine any public hearing on a Type III and Type V project ~~permit~~ application with any hearing that may be held by another local, state, regional, federal, or other agency, on the proposed action, as long as:

1. The other agency consents to the joint hearing;
2. The other agency is not expressly prohibited by statute from doing so;

3. Sufficient notice of the hearing is given to meet each of the agencies' adopted notice requirements as set forth in statute, [LMC Ordinance](#), or rule;
4. The agency has received the necessary information about the proposed project from the applicant in enough time to hold its hearing at the same time as the local government hearing; and
5. The hearing is held within the Lakewood City limits.

B. An applicant may request that the public hearing on a permit application be combined as long as the joint hearing can be held within the time periods set forth in LMC [18A.20.090](#). In the alternative, the applicant may agree to a particular schedule if additional time is needed in order to complete the hearings. [Ord. 726 § 2 (Exh. B), 2019.]

## Article IV. Appeals/Reconsiderations

### 18A.20.400 Specific appeal procedures.

A. *Administrative Decisions*. ~~Appeals on final Administrative decisions regarding the approval or denial of the following applications or determinations/interpretations may be appealed shall be heard by to the Hearing Examiner. Appeals shall be filed within fourteen (14) days after notice of decision. In accordance with RCW 43.21C.075, the appeal period shall be extended to or~~ twenty-one (21) days if issued with a SEPA threshold determination including a comment period, of the final ~~Department~~ ~~staff~~ decision using procedures outlined below and in Chapter [1.36](#) LMC.

- ~~1. All administrative interpretations/determinations;~~
- ~~2. Boundary line adjustments;~~
- ~~3. Home occupation permits;~~
- ~~4. Preliminary short plats;~~
- ~~5. Preliminary SEPA threshold determination (EIS required);~~

- ~~6. Shoreline exemptions and staff-level substantial development permits;~~
- ~~7. Sign permits;~~
- ~~8. Site-specific rezones;~~
- ~~9. Variances;~~
- ~~10. Building permits;~~
- ~~11. Engineering permits;~~
- ~~12. Application or interpretations of the International Building Code;~~
- ~~13. Application or interpretations of the International Fire Code;~~
- ~~14. Application or interpretations of the Uniform Code for the Abatement of Dangerous Buildings;~~
- ~~15. Land use (Director) decisions;~~
- ~~16. Appeals of drainage manual administrator decisions.~~

B. *Wireless Service Facilities Permits.* Wireless service facilities permits are administratively approved by the ~~Department~~ [Director](#). Such decisions are appealable directly to the Pierce County Superior Court.

C. *SEPA.*

1. Environmental appeals are subject to the requirements of LMC [14.02.200](#), in addition to the requirements found in this subsection.
2. The City establishes the following administrative appeal procedures under RCW [43.21C.075](#) and WAC [197-11-680](#):
  - a. Any agency or person may appeal the City's conditioning, lack of conditioning or denial of an action pursuant to Chapter [197-11](#) WAC. All such appeals shall be made to the Hearing Examiner and must be filed within fourteen (14) days after the comment period before the threshold decision has expired. This appeal and any other appeal of a land use action shall be considered together.

- b. The following threshold decisions or actions are subject to timely appeal:
  - i. *Determination of Significance.* Appeal of a determination of significance (DS) or a claim of error for failure to issue a DS may only be appealed to the Hearing Examiner within that fourteen (14) day period immediately following issuance of such initial determination.
  - ii. *Determination of Nonsignificance or Mitigated Determination of Nonsignificance.* Conditions of approval and the lack of specific conditions may be appealed to the Hearing Examiner within fourteen (14) calendar days after the SEPA comment period expires.
  - iii. *Environmental Impact Statement (EIS) Adequacy.* A challenge to a determination of adequacy of a Final EIS may be heard by the Hearing Examiner in conjunction with any appeal or hearing regarding the associated project permit. Where no hearing is associated with the proposed action, an appeal of the determination of adequacy must be filed within fourteen (14) days after the thirty (30) day comment period has expired.
  - iv. *Denial of a Proposed Action.* Any denial of a project or nonproject action using SEPA policies and rules may be appealed to the Hearing Examiner within fourteen (14) days following the final administrative decision.
- c. For any appeal under this subsection the City shall keep a record of the appeal proceedings, which shall consist of the following:
  - i. Findings and conclusions; and
  - ii. Testimony under oath; and
  - iii. A taped or written transcript.
- 3. The City shall give official notice under WAC [197-11-680](#) whenever it issues a permit or approval for which a statute or ordinance establishes a time limit for commencing judicial appeal.

D. *Land Use Approval.*

1. The Director's decisions may be appealed to the Hearing Examiner by any aggrieved or affected parties. All appeals shall be filed in writing with the Department within fourteen (14) days of the date of the decision being appealed. Where combined with an environmental threshold determination, such appeal period shall be extended to twenty-one (21) days.
2. The Department shall send written notification of receipt of the appeal to the applicant and to all appropriate City departments prior to the date the Hearing Examiner will consider the matter.
3. Any action taken by the Hearing Examiner which upholds, modifies or reverses a decision by the Director shall be final.
4. Site-specific zoning map amendments are appealed to the City Council per Chapter [1.38](#) LMC. [Ord. 794 § 2 (Exh. A), 2023; Ord. 738 § 2 (Exh. A), 2020; Ord. 726 § 2 (Exh. B), 2019.]



**18A.20.410 Appeals to hearing examiner.**

*No proposed changes.*

**18A.20.420 Reconsideration of hearing examiner decision.**

*No proposed changes.*

**18A.20.430 Clarification of hearing examiner decision.**

*No proposed changes.*

**18A.20.440 No appeals to City Council.**

*No proposed changes.*

## Chapter 18A.30 DISCRETIONARY PERMITS

Sections:

- 18A.30.005**            **Definitions.**
- Article I.**  
**Comprehensive Plan Amendment**
- 18A.30.010**            **Type of action.**
- 18A.30.020**            **Plan amendment procedures – Comprehensive plan.**
- 18A.30.030**            **Preliminary review and evaluation criteria – Comprehensive plan.**
- 18A.30.040**            **Council approval of final docket – Comprehensive plan.**
- 18A.30.050**            **Final review and evaluation – Comprehensive plan.**
- 18A.30.060**            **Decision criteria for rezone requests – Comprehensive plan.**
- 18A.30.070**            **Consistency between the zoning map and the future land use map –  
Comprehensive plan.**
- 18A.30.080**            **Planning Commission and City Council review and adoption process.**
- 18A.30.090**            **Timing and exemptions.**
- 18A.30.100**            **Notice to County Assessor of changes in comprehensive plan and  
development regulations.**
- Article II.**
- Administrative Conditional Use Permit and Hearings Examiner Conditional Use Permit**
- 18A.30.110**            **Purpose –~~Conditional use permit.~~**
- 18A.30.120**            **Type of action.**
- 18A.30.130**            **Criteria for approval.**
- ~~**18A.30.140**            **Conditions of approval.**~~
- 18A.30.150**            **Minor and major modifications ~~to approved conditional use permits.~~**
- 18A.30.160**            **Time frame for submission of construction permits.**
- 18A.30.170**            **SEPA-exempt conditional uses.**
- 18A.30.180**            **Compliance –~~Conditional use permit.~~**
- 18A.30.190**            **Transferability –~~Conditional use permit.~~**
- 18A.30.200**            **Essential public facilities –~~Conditional use permit.~~**
- 18A.30.210**            **Special needs housing –~~Conditional use permit.~~**
- Article III.**  
**Cottage Housing**
- 18A.30.220**            **Purpose – Cottage housing.**
- 18A.30.230**            **Applicability.**
- 18A.30.240**            **General provisions.**
- 18A.30.250**            **Development standards.**
- 18A.30.260**            **Open space.**
- 18A.30.270**            **Building design standards.**
- 18A.30.280**            **Parking.**
- 18A.30.290**            **Common area maintenance.**
- 18A.30.300**            **Low impact development standards.**

**18A.30.310**                    **Modifications.**  
**Article IV.**  
**Development Agreement**

- 18A.30.320**                    **Authority.**
- 18A.30.330**                    **Process type of action.**
- 18A.30.340**                    **Content.**
- 18A.30.350**                    **Application.**
- 18A.30.360**                    **Timing of public hearings.**
- 18A.30.370**                    **Notice.**
- 18A.30.380**                    **Staff report.**
- 18A.30.390**                    **Public hearing and City Council action.**
- 18A.30.400**                    **Term of agreement.**

**Article V.**  
**Land Use Review and Approval**

- 18A.30.410**                    **Purpose** ~~—Land use review and approval.~~
- 18A.30.420**                    **Process type of action.**
- 18A.30.430**                    **Applicability.**
- 18A.30.440**                    **Delegation of authority.**
- 18A.30.450**                    **Application – Content.**
- 18A.30.460**                    **Application – Review process.**
- ~~**18A.30.470**                    **Site plan review log – Summary of action.**~~
- ~~**18A.30.480**                    **Notification.**~~
- ~~**18A.30.4790**                    **Reconsideration in response to SEPA comments.**~~
- 18A.30.48500**                    **Amendments.**
- 18A.30.49510**                    **Dedication, improvements and performance bond.**
- 18A.30.5200**                    **Final approval – Expiration.**

**Article VI.**  
**Planned Development**

- 18A.30.530**                    **Purpose.**
- 18A.30.540**                    **Application.**
- ~~**18A.30.550**                    **Public hearing.**~~
- 18A.30.5560**                    **Required findings.**
- ~~**18A.30.570**                    **Action of Hearing Examiner.**~~
- 18A.30.5780**                    **Minimum size.**
- 18A.30.5890**                    **Permitted modifications.**
- 18A.30.59600**                    **Permitted residential density and lot sizes.**
- 18A.30.6010**                    **Required open space and recreation facilities.**
- 18A.30.6120**                    **Multiple zoning districts.**
- 18A.30.6230**                    **Phased development.**
- ~~**18A.30.640**                    **Repealed.**~~

**Article VII.**  
**Rezone and Text Amendments**

- 18A.30.670**                    **Authority.**
- 18A.30.680**                    **Site-specific rezone procedures.**
- 18A.30.690**                    **Collection of rezone applications.**

18A.30.695	Quasi-judicial rezone procedures.
18A.30.695.10	Purpose.
18A.30.695.20	Applicability.
18A.30.695.30	Application requirements.
18A.30.695.40	Public notice.
18A.30.695.50	Review.
18A.30.695.60	Burden of proof.
18A.30.695.70	Examiner’s authority.
18A.30.695.80	Appeals.
18A.30.695.90	Compliance with conditions.

Article VIII.

Temporary Use Permits

18A.30.700	Purpose.
18A.30.710	Permitted uses.
18A.30.720	Exemptions.
18A.30.730	Application and authorization.
18A.30.740	Standards.
18A.30.750	Criteria for granting approval.
18A.30.760	Decision.

Article IX.

(Reserved)

Article X.

Variance

18A.30.840	Purpose.
18A.30.850	Process type of action.
18A.30.860	Limitations.
<del>18A.30.870</del>	<del>Authority.</del>
18A.30.8780	Required findings.
18A.30.8890	Additional conditions of approval.

Article XI.

Unusual Uses

18A.30.89900	Purpose.
18A.30.9060	Process type of action.

**18A.30.005 Definitions.**

*No changes proposed.*

**Article I. Comprehensive Plan Amendment**

**18A.30.010 Type of action.**

*No changes proposed.*

**18A.30.020 Plan amendment procedures – Comprehensive plan.**

*No changes proposed.*

**18A.30.030 Preliminary review and evaluation criteria –  
Comprehensive plan.**

*No changes proposed.*

**18A.30.040 Council approval of final docket – Comprehensive plan.**

*No changes proposed.*

**18A.30.050 Final review and evaluation – Comprehensive plan.**

*No changes proposed.*

**18A.30.060 Decision criteria for rezone requests – Comprehensive plan.**

*No changes proposed.*

**18A.30.070 Consistency between the zoning map and the future land use map – Comprehensive plan.**

*No changes proposed.*

**18A.30.080 Planning Commission and City Council review and adoption process.**

*No changes proposed.*

**18A.30.090 Timing and exemptions.**

*No changes proposed.*

### **18A.30.100 Notice to County Assessor of changes in comprehensive plan and development regulations.**

*No changes proposed.*

## **Article II. Administrative Conditional Use Permit and Hearings Examiner Conditional Use Permit**

### **18A.30.110 Purpose. ~~– Conditional use permit.~~**

The purpose of this article is to establish the ~~type of action, contents of a complete application, and~~ criteria for approval for conditional use permits, ~~whether approved administratively or by the Hearings Examiner.~~ As established in LMC Chapter 18A.40 Land Uses and Interpretation Tables, Conditional use permits, whether approved administratively or by the Hearings Examiner are required for land uses which are appropriate in a zone but typically have certain characteristics such as traffic generation or building mass which warrant imposition of special conditions to ensure compatibility with surrounding properties and overall intent of the Comprehensive Plan. ~~permitted uses in the zone.~~ [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.120 Type of action.**

~~A conditional use permit is a Type III action and shall be considered in accordance with the procedures for such permits as~~ As set forth in the procedures in Chapter 18A.20 LMC, Administration, the Department or Hearings Examiner, set forth in Chapter 18A.20 LMC, Administration may approve, approve with conditions or deny an administrative conditional use

permit or conditional use permit. The Planning and Public Works Director may delegate review and approval of Administrative Conditional Use Permits. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.130 Criteria for approval.**

An administrative conditional use permit or conditional use permit shall be granted by the appropriate review authority ~~by the City~~, only if the applicant demonstrates that the proposed project will not:

~~A. The granting of the conditional use permit will not:~~

1. Adversely affect the established character of the surrounding vicinity. For the purposes of this section, character shall mean the distinctive features or attributes of buildings and site design on adjacent properties and in the vicinity and as articulated in the comprehensive plan, including but not limited to building facade, length, building modulation, building height, roof form, tree cover, types of flora, location of landscaping, size and location of signs, setbacks, amount and location of parking, fencing type, height and location, and the like;
2. Be detrimental to the public health, safety and general welfare; and
3. Be injurious to the property or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.

~~AB.~~ In granting the proposal, the Department or Hearings Examiner shall ensure the proposed project will be:

1. Consistent with the Lakewood Comprehensive Plan and applicable subarea plans.
2. Complies with applicable requirements as set forth in LMC at the time of application completeness.
3. The proposal is compatible with and incorporates specific features, conditions or revisions to ensure compatibility with the intensity and character of the property and the immediate vicinity.



4. The proposed use is not materially determinantal to future land uses, transportation and public facilities in which it can be adequately served.

~~The granting of the proposed conditional use permit is consistent and compatible with the goals and policies of the comprehensive plan, and any code, ordinance, regulation or standard in effect to implement the plan.~~

~~C. The proposed use is properly located in relation to other land uses, transportation and public facilities and services in the vicinity; and further, that the capacity of the transportation system and other public facilities and services will adequately serve the proposed use without placing an undue burden on such systems, facilities and services.~~

~~D. The intensity (i.e., the nature, types and hours of human activity) and character of the proposed use are compatible with the intensity and character of the uses of adjacent property and of property in the vicinity.~~

~~E. That the site is of sufficient size to accommodate the proposed use; and further that, in the opinion of the City, all yards, open spaces, landscaping, walls and fences, parking, loading, and other necessary features are properly provided to assure the proposed use will be compatible with adjacent uses and the character of the vicinity.~~

5.F. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated so as to protect adjacent properties, the vicinity, and the public health, safety and welfare of the community from such hazards.

6G. The conditions set forth are necessary to mitigate the adverse impacts of the proposed conditional project use to the environment and adjacent properties. ~~are capable of reasonable monitoring and reasonable enforcement.~~ [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.140 — Conditions of approval.**

~~The City may impose any condition of approval on a conditional use permit needed to mitigate adverse impacts to the environment, adjacent properties or the community, consistent with the goals and policies of the comprehensive plan, and any code, ordinance, regulation or standard in effect to implement the plan. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.30.150 Minor and major modifications to approved conditional use permits.**

~~A minor Mmodification<sub>s</sub> to an approved administrative conditional use or conditional use permitsCUP is a Type I action and shall be processed in accordance with the procedures and criteria for such actions as set forth in Chapter 18A.20LMC, 18A.30.080 and in accordance with the provisions of this section. Minor modifications to an approved CUP shall be defined as those which do not increase the intensity of the use and the resulting impacts to the surrounding area.~~

~~A. The Community Development Director is authorized to allow minor modifications in accordance with subsection (B) of this section. The Community Development Director shall allow only such minor modifications as are consistent with guidelines established in subsection (B) of this section.~~

~~B. For the purposes of this section, “minor modification” means a departure from the conditions of an approved CUP which is consistent with the following criteria:~~

- ~~1. It does not in any way change the use permitted by the approved CUP;~~
- ~~2. It maintains the design intent and quality of the original approval;~~
- ~~3. The number of dwelling units in residential developments and the square footage of nonresidential structures shall not increase;~~
- ~~4. The minor modification shall not relocate a building, parking area, street or other use or built feature in such a way that visual, light, noise, vibration or other impacts as experienced from surrounding properties and public rights-of-way are intensified, and shall not reduce any required yard, setback, buffer or open space below the area or dimensions established by code or conditions of CUP approval, whichever is more restrictive;~~
- ~~5. The height of buildings and other structures shall not increase;~~
- ~~6. Traffic volumes shall not increase;~~
- ~~7. Modifications to internal circulation layout are acceptable; provided, that ingress and egress points to the subject property are not modified in such a way that external traffic patterns are affected or impacts increased;~~

~~8. Minor changes to plant species, variety, color, etc., may be made; provided, that the type of landscaping required pursuant to LMC Title 12 shall not be modified;~~

~~9. The adjustment does not add significant new environmental impacts or significantly increase environmental impacts disclosed in the original SEPA documents;~~

~~10. The Community Development Director determines that the change will not increase any adverse impacts or undesirable effects of the project, or that the change in no way significantly alters the project. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.30.160 Time frame for submission of construction permits.**

A complete application of all required construction level permits shall have been submitted to the City for approval within ~~three (3) years~~ [the expirations dates established in Chapter 18A.20 LMC of the date of for administrative conditional use and](#) conditional use permits ~~approval~~. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.170 ~~SEPA-exempt conditional uses.~~**

~~The Director may authorize any conditional use that is exempt from the State Environmental Policy Act. See Chapter 197-11 WAC. Notice of such proposed use shall be sent to property owners within three hundred (300) feet of the subject site, consistent with the notice requirements specified in Chapter 18A.30 LMC, Article III. If anyone requests a public hearing in writing within the specified comment period, the Director shall refer the request to the Hearing Examiner. Copies of all Director decisions shall be mailed to everyone who commented on the project or requested a copy of the decision. Director decisions may be appealed to the Hearing Examiner consistent with LMC 18A.30.410, Appeals/reconsiderations. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.30.180 Compliance ~~– Conditional use permit.~~**

Noncompliance with the conditions of ~~the~~ [either an administrative conditional use or condition use](#) permits shall be grounds for rehearing before the Hearing Examiner, in addition to fines

and penalties. The Hearing Examiner may suspend or revoke a conditional use permit pursuant to this section and/or impose penalties for violation of any of the provisions of this title or original conditions of approval. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.190 Transferability – ~~Conditional use permit.~~**

An [administrative](#) conditional use permit [or conditional use permit](#) shall be transferable; provided, that the transferee complies with the conditions. If at any time the ~~conditional use permit~~ no longer complies with the conditions of [approval](#)~~the permit~~, the owner shall be declared in violation of this title and shall be subject to fines and penalties, and the Hearing Examiner may suspend or revoke the permit. [Ord. 726 § 2 (Exh. B), 2019.]

**18A.30.200 Essential public facilities – Conditional use permit.**

*No proposed changes.*

**18A.30.210 Special needs housing – Conditional use permit.**

*No proposed changes.*

**Article III. Cottage Housing**

**18A.30.220 Purpose – Cottage housing.**

*No changes proposed.*

**18A.30.230 Applicability.**

*No changes proposed.*

**18A.30.240 General provisions.**

A. Cottage housing projects are permitted with the approval of a cottage housing development plan. Discrete ownerships may only be created through the residential binding site plan and/or

condominium declaration process pursuant to Chapter [64.34](#) RCW as applicable. Cottage housing development plans shall be subject to review and approval as an administrative review Process Type II permit procedure. Adherence to all applicable development standards shall be determined by the City's [Planning and Public Works](#)~~Community Development~~ Director as a component of the review process.

B. Individual cottage units shall contain at least eight hundred (800) and no more than one thousand five hundred (1,500) square feet of gross floor area. A covenant restricting any increases in unit size after initial construction shall be recorded against the property. Vaulted space shall not be converted into habitable space.

C. A community building of up to two thousand five hundred (2,500) square feet in size may be provided for the residents of the cottage housing development. Roof pitch, architectural themes, materials and colors shall be consistent with those of the dwelling units within the cottage housing development.

D. Accessory dwelling units shall not be permitted in cottage housing developments. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.250 Development standards.**

*No changes proposed.*

### **18A.30.260 Open space.**

*No changes proposed.*

### **18A.30.270 Building design standards.**

A cottage housing development is expected to reflect a coherent and high quality design concept and include architectural elements that ensure compatibility with existing neighborhood development and character. The following design elements are intended to provide compatibility with existing residential environments. Alternative designs may be submitted to the Community Development Director for review and approval, but the Community Development Director must find that any such concepts meet or exceed the design quality of the prescriptive standards, and fulfill the stated purpose and intent of this chapter.

#### *A. Building Height.*

1. The maximum building height for dwelling units shall be twenty-five (25) feet.
2. The maximum building height for garages, community buildings, and accessory structures shall be eighteen (18) feet.

#### *B. Roofs.*

1. Dwelling units shall have a minimum six to twelve (6:12) roof pitch. Up to thirty-five (35) percent of roof area may have a slope not less than four to twelve (4:12). Portions of a roof with a pitch of less than six to twelve (6:12) shall be limited to architectural features such as dormers, porch roofs and shed roofs.

2. Garages and carports shall have a minimum six to twelve (6:12) roof pitch.
3. Cottages shall be a maximum of two (2) stories. Any upper floor shall be located within the roof structure, not below it, in order to reduce building massing as much as possible.

C. *Entries and Porches.*

1. Each dwelling unit abutting a public right-of-way (excluding alleys) shall have a primary entry and covered porch a minimum of eighty (80) square feet in size, oriented toward the public right-of-way. If abutting more than one (1) public right-of-way, the developer and City shall collaborate with the project proponent to determine which right-of-way the entrance and covered porch shall be oriented toward.
2. Each dwelling unit shall have an entry and covered porch oriented toward the common open space. If the dwelling unit abuts a public right-of-way, this may be a secondary entrance, and the minimum porch size shall be fifty (50) square feet. If not abutting a public right-of-way, this shall be the primary entrance, and the minimum porch size shall be eighty (80) square feet.
3. Covered porches shall be a minimum of six (6) feet deep.

D. Dwelling units shall not include attached garages.

E. *Detached Garages.* Each dwelling unit shall have no more than one (1) detached garage. The size of the garage shall not exceed two hundred fifty (250) gross square feet in size. Garages can be combined into one (1) garage structure; however, no garage structure may exceed one thousand (1,000) square feet in size for a total not to exceed four (4) garage spaces.

F. ~~Community Development Director~~ *Planning and Public Works Review.* The ~~Community Development~~ *Planning and Public Works Director* shall consider all aspects of the project, and shall ensure that the project is well designed and compatible with existing and planned development in the vicinity. Possible topics for review by the ~~Department~~ *Community Development Director* include (but are not necessarily limited to): building materials and finishes, articulation and modulation, massing, trim details, colors, exterior lighting, special building heights, paving materials, mechanical equipment screening, fencing, tree retention and landscaping. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.280 Parking.**



*No changes proposed.*

**18A.30.290 Common area maintenance.**

*No changes proposed.*

**18A.30.300 Low impact development standards.**

*No changes proposed.*

**18A.30.310 Modifications.**

*No changes proposed.*

**Article IV. Development Agreement**

**18A.30.320 Authority.**

*No changes proposed.*

**18A.30.330 Process type of action.**

A development agreement ~~is a Process Type V legislative action and~~ shall be considered in accordance with the procedures for such permits as set forth in Chapter [18A.20](#) LMC, Administration. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.340 Content.**

*No changes proposed.*

### **18A.30.350 Application.**

Consideration of a development agreement may be initiated by City Council, City staff, or applicant. Any person may personally, or through an agent, propose a development agreement regarding property he or she owns. The applicant shall file a complete development agreement application ~~on forms provided by the Department~~ [pursuant to Chapter 18A.20 LMC](#). At minimum, such application shall include a copy of the proposed agreement, applicable fee, names and address of all current owners of real property, and all real property within three hundred (300) feet of each boundary of the subject property as shown in the records of the County Assessor, and a vicinity map showing the subject property with enough information to locate the property within the larger area. In addition, the applicant may be required to submit any additional information or material that the Director determines is reasonably necessary for a decision on the matter. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.360 Timing of public hearings.**

*No changes proposed.*

### **18A.30.370 Notice.**

[Public notice shall be in conformance with the procedures outlined in Chapter 18A.20 LMC.](#) ~~Prior to the public hearing held by the City Council, the Director shall issue a public hearing notice describing the purpose of hearing, the date, time, and place of the public hearing, the name of the applicant and the project name (if applicable), a description of the proposed agreement, and the street address of the subject property or other description of its location, a~~

~~statement of the availability of the record, a statement of the right of any person to submit written comments to the Council and to appear at the public hearing to give comments. The Director shall distribute this notice and require at least one (1) public notification sign in accordance with LMC 18A.30.310. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.30.380 Staff report.**

The [Planning and Public Works](#) Director [or their designee](#) shall prepare a staff report for the public hearing by the City Council containing all pertinent application materials, all comments regarding the matter received by the Department prior to distribution of the staff report, an analysis of the application under the relevant provisions of this chapter and state law, and a recommendation on the matter. At least seven (7) calendar days before the hearing, the [Department](#) ~~Director~~ shall distribute the staff report to the applicant and [parties of record](#). ~~each person who has specifically requested it.~~ [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.390 Public hearing and City Council action.**

*No changes proposed.*

### **18A.30.400 Term of agreement.**

*No changes proposed.*

## **Article V. Land Use Review and Approval**

### **18A.30.410 Purpose – Land use review and approval.**

The purpose of this section is to allow for the placement of uses permitted by this title of the Lakewood Municipal Code through a comprehensive ~~land use~~[site plan](#) review process which insures compliance with the adopted plans, policies and ordinances of the City of Lakewood. It is further intended to provide for the examination of development proposals with respect to overall site design and to provide a means for guiding development in logical, safe and attractive manners. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.420 Process type of action.**

Land use review and approval ~~is either a Process Type I or Type II action and~~ shall be considered in accordance with the procedures for such permits as set forth in Chapter [18A.20](#) LMC, Administration. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.430 Applicability.**

*No changes proposed.*

### **18A.30.440 Delegation of authority.**

The Director may delegate review and approval of a proposed land use and associated improvements to the Fire Marshal, Planning Manager, [Assistant Director](#), Building Official and/or City Engineer, as deemed appropriate by the Director. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.450 Application – Content.**

*No changes proposed.*

### **18A.30.460 Application – Review process.**

[A complete application shall be reviewed consistent procedures in Chapter 18A.20 LMC and applicable development regulations.](#)

~~A. Filing.~~

- ~~1. Applications for land use approval shall be made on forms provided by the Director and made available at the Department.~~
- ~~2. A complete application for land use approval shall be filed with the Department. An application shall not be considered complete if it fails to contain any of the information and material required by LMC [18A.30.040](#) and [18A.30.050](#).~~
- ~~3. Upon determination of a complete application, the Department shall notify all appropriate recognized neighborhood associations.~~

~~4. Application fee(s) as established by the City are due upon presentation of an application for land use approval.~~

~~B. Review by Director.~~

~~1. The Site Plan Review Committee is hereby established and shall consist of the Building Official, Planning Manager, City Engineer, SEPA official, and the Fire Marshal or their designees. The committee shall be chaired by the Director or his/her designee and serves in an advisory capacity to the Director, who shall be responsible for all land use related decisions. The committee shall adopt rules of procedure for the purpose of ensuring fair, lawful and timely recommendations.~~

~~2. Except when a public hearing is required or where the applicant agrees to an extension of time, the Director shall, within one hundred twenty (120) days from the date of complete application, approve, disapprove or approve with conditions any proposed land use. Notice of the Director's decision or recommendation shall be distributed as provided by LMC 18A.20.310.~~

~~3. When a public hearing is required prior to land use approval, the Director shall issue his/her recommendation to the Hearing Examiner in a manner that will provide the Hearing Examiner sufficient time to issue a notice of final decision within one hundred twenty (120) days of the date of complete application.~~

~~4. Any time required to prepare, review and issue a final environmental impact statement as required under the provisions of SEPA shall not be included under the time constraints of this subsection.~~

~~5. The Director shall review proposed projects for consistency with the standards and provisions of the City of Lakewood as expressed in the various adopted plans and ordinances, including this title.~~

~~6. Whenever the Director denies land use approval, he/she shall set forth, in writing, his/her findings which shall specify the reasons for the disapproval. Unless a public hearing is otherwise required, the decision of the Director shall be final unless appealed to the Hearing Examiner pursuant to Chapter 1.36 LMC, General Provisions, and Chapter 18A.30 LMC, Article IV.~~

~~C. *Referral to Hearing Examiner.* If in the Director's opinion a project is extraordinarily complex or presents significant environmental, design or compatibility issues, the Director may refer the project for a public hearing before the Hearing Examiner. A decision of the Director to refer a project to the Examiner may be made at any time.~~

~~D. *Hearing Examiner.* Any review by the Hearing Examiner shall be conducted according to the procedural requirements of Chapter 1.36 LMC, General Provisions, and Chapter 18A.20 LMC, Article IV. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.30.470 Site plan review log – Summary of action.**

~~On the first work day following action of the Director, the Hearing Examiner or City Council on a project, the action shall be entered into the permit tracking system maintained by the Department. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.30.480 Notification.**

~~Notice of the decision of the Director or Hearing Examiner shall be mailed to the applicant within seven (7) calendar days following the action. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.30.4790 Reconsideration in response to SEPA comments.**

~~Procedures for SEPA shall be in conformance with the procedures established in LMC Title 14, Chapter 18A.20 LMC and Chapter 197-11 WAC. Any interested person may submit written comments and request reconsideration by the Director within fifteen (15) days of the date any decision attached to a SEPA threshold determination is issued. Unless further action is taken by the Director in response to such comments, the period in which to file an appeal shall terminate twenty one (21) days after the date the decision is issued. SEPA exempt actions of~~

~~the committee shall not be subject to reconsideration and shall be subject to only a fourteen- (14) day appeal period. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.30.48500 Amendments.**

A project approved by the ~~Department~~ ~~director~~ or Hearing Examiner may be amended at the applicant's request by the ~~same~~ procedures provided under [Chapter 18A.20 LMC](#). ~~this chapter for original application approval. [Ord. 726 § 2 (Exh. B), 2019.]~~



**18A.30.5010 Dedication, improvements and performance bond.**

*No changes proposed.*

**18A.30.5120 Final approval – Expiration.**

*No changes proposed.*

**Article VI. Planned Development**

**18A.30.530 Purpose.**

*No changes proposed.*

**18A.30.540 Application.**

A. *Process.* A PDD ~~is a Process Type III action and~~ shall be considered in accordance with the procedures for such permits as set forth in Chapter [18A.20](#) LMC, Administration.

B. *PDD Applications.* An application for approval of a PDD shall be submitted to the ~~Community and Economic Development Department~~ [Planning and Public Works Department in accordance to LMC 18A.20.030.](#) ~~on forms provided by the Department along with established fees.~~

1. *PDD with Subdivision.* For those planned development districts that include the division of land, a PDD application shall only be accepted as complete if it is submitted concurrent with an application for preliminary plat approval that includes all information required pursuant to LMC Title [17](#) and other applicable City regulations. ~~Seven (7) copies of all~~

~~associated application materials must be submitted in hard copy format. Digital application materials (e.g., CD copies) may fulfill a portion of the required hard copy applications as approved by the City.~~

2. *PDD with No Subdivision.* A binding site plan is required for all planned development districts that do not require the subdivision of land and associated preliminary plat.

Requirements for the binding site plan shall include:

- a. *Existing Plat.* All information recorded on the existing plat;
- b. *Structures.* The location of all proposed structures;
- c. *Landscaping.* A detailed landscape plan indicating the location of existing vegetation to be retained, location of vegetation and landscaping structures to be installed, the type of vegetation by common name and taxonomic designation, and the installed and mature height of all vegetation;
- d. *Schematic.* Schematic plans and elevations of proposed buildings with samples of all exterior finish materials and colors, the type and location of all exterior lighting, signs and accessory structures;
- e. *Conditions.* Inscriptions or attachments setting forth the limitations and conditions of development, as well as an outline of the documents of the owners' association, bylaws, deeds, covenants and agreements governing ownership, maintenance and operation of the planned development district, shall be submitted with the binding site plan. Planned development district covenants shall include a provision whereby unpaid taxes on all property owned in common shall constitute a proportioned lien on all property of each owner in common. The [City Department](#) may require that it be a third-party beneficiary of certain covenants with the right but not obligation to enforce association-related documents; and
- f. *Conformity with Site Plan and Final Plat.* Provisions ensuring the development will be in conformance with the site plan and shall include all the required certificates of a final plat.

3. *PDD with a Site-Specific Rezone.* For those planned development districts that include a site-specific rezone, a PDD application shall only be accepted as complete if it is submitted concurrently with an application for a site-specific rezone that includes all information

required per Chapters [1.36](#) and [1.38](#) LMC, LMC [18A.30.680](#), and other applicable City regulations.

C. *All PDD Applications.* An applicant for a PDD shall submit the following items to the [City Department](#), unless the Director finds in writing that one (1) or more submittals are not required due to unique circumstances related to a specific development proposal:

1. *Narrative.* A detailed narrative that includes:

- a. *Improvement.* A description detailing how the proposed development will provide a net benefit to the City under the City's land use regulations and how the approval criteria set forth in LMC [18A.30.560](#) have been satisfied;
- b. *Public Benefit.* A description of how the proposed PDD will benefit the public in a manner greater than that achieved if the project was to be developed using conventional land use regulations;
- c. *Density Table.* A table illustrating the density and lot coverage of the overall development, with the proportion of the site devoted to open space clearly indicated;
- d. *Uses.* A description of the types and numbers of dwelling units proposed and the overall land use density and intensity;
- e. *Open Space and Recreation.* A description of the proposed open space and recreation areas including any proposed improvements, including specific details regarding the ownership and maintenance of such areas;
- f. *Landscaping.* Detailed information regarding all proposed landscaping that is not included on an associated landscaping plan;
- g. *Modifications.* A description of the specific City standards as set forth in the underlying zoning district that the applicant is proposing for modification in accordance with Chapter [18A.20](#) LMC; and
- h. *Impacts.* A description of potential impacts to neighboring properties and how impacts have been mitigated through site design, screening, buffering and other methods;

2. *Site Plan*. A site plan with the heading “Planned Development District Site Plan” that includes any additional information that is not included on the standard preliminary plat map, including building footprints, proposed landscaping, open space and parks and/or recreational areas including trails and proposed setbacks;
3. *Landscape Plan/Map*. A conceptual landscape plan/map showing the proposed location and types of vegetation and landscaping. The landscape plan may also be incorporated into the PDD site plan and narrative;
4. *Phases*. A phasing plan, if the development will occur in distinct phases, with a written schedule detailing the timing of improvements;
5. *Development Agreement*. A draft development agreement, if proposed by the applicant or as required by the City; and
6. *Conditions*. A draft of proposed covenants, conditions and restrictions demonstrating compliance with this chapter.

D. An applicant shall provide sufficient facts and evidence to enable the Hearing Examiner to make a decision. The established fee shall be submitted at time of application.

~~E. Notice of application shall be provided pursuant to LMC 18A.30.330. [Ord. 738 § 2 (Exh. A), 2020; Ord. 726 § 2 (Exh. B), 2019.]~~

### ~~18A.30.550 – Public hearing.~~

~~A. The Hearing Examiner shall hold an open record public hearing on any proposed conditional use and shall give notice thereof in accordance with the procedures established pursuant to 18A.20 LMC, Article III.~~

~~B. The hearing shall be conducted in accordance with the requirements of Chapter 18A.20 LMC, Article III, Public Notice Requirements. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.30.560 Required findings.**

A PDD shall only be granted after ~~the Hearing Examiner has reviewed the proposed use and has made~~ written findings have been made that all of the standards and criteria set forth below have been met or can be met subject to conditions of approval:

- A. The PDD is consistent with the comprehensive plan; and
- B. The PDD, by the use of permitted flexibility and variation in design, is a development practice that results in better urban design features than found in traditional development. Net benefit to the City may be demonstrated by one or more of the following:
  - 1. Placement, type or reduced bulk of structures, or
  - 2. Interconnected usable open space, or
  - 3. Recreation facilities, or
  - 4. Other public facilities, or
  - 5. Conservation of natural features, or
  - 6. Conservation of critical areas and critical area buffers beyond, or
  - 7. Aesthetic features and harmonious design, or
  - 8. Energy efficient site design or building features, or
  - 9. Use of low impact development techniques;
- C. The PDD results in no greater burden on present and projected public utilities and services than would result from traditional development and the PDD will be served by adequate public or private facilities including streets, fire protection, and utilities; and
- D. The perimeter of the PDD is compatible with the existing land use or property that abuts or is directly across the street from the subject property. Compatibility includes but is not limited to size, scale, mass and architectural design of proposed structures; and
- E. Landscaping within and along the perimeter of the PDD is superior to that required by LMC 18A.70.150, and landscaping requirements applicable to specific districts contained in LMC

[18A.70.160](#), and enhances the visual compatibility of the development with the surrounding neighborhood; and

F. At least one major circulation point is functionally connected to a public right-of-way; and

G. Open space within the PDD is an integrated part of the project rather than an isolated element of the project; and

H. The design is compatible with and responds to the existing or intended character, appearance, quality of development and physical characteristics of the subject property and immediate vicinity; and

I. Roads and streets, whether public or private, within and contiguous to the site comply with guidelines for construction of streets; and

J. Streets and sidewalks, existing and proposed, are suitable and adequate to carry anticipated traffic within the proposed project and in the vicinity of the proposed project; and

K. Each phase of the proposed development, as it is planned to be completed, contains the required parking spaces, open space, recreation space, landscaping and utility area necessary for creating and sustaining a desirable and stable environment.

[L. In permitting a PDD, additional conditions may also be imposed as follows:](#)

[1. Limit the manner in which the use is conducted, including restricting the time an activity may take place and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.](#)

[2. Establish a special yard or other open space or lot area or dimension.](#)

[3. Limit the height, size or location of a building or other structure.](#)

[4. Designate the size, number, location or nature of vehicle access points.](#)

[5. Increase the amount of street dedication, roadway width or improvements within the street right-of-way.](#)

[6. Designate the size, location, screening, drainage, surfacing or other improvement of parking or truck loading areas.](#)

[7. Limit or otherwise designate the number, size, location, and height of lighting of signs.](#)

8. Limit the location and intensity of outdoor lighting or require its shielding.
9. Require screening, landscaping or another facility to protect adjacent or nearby property and designate standards for installation or maintenance of the facility.
10. Design the size, height, location or materials for a fence.
11. Protect existing trees, vegetation, water resources, wildlife habitat or other significant natural resources.
12. Require provisions for public access, physical and visual, to natural, scenic and recreational resources.
13. Require provisions for storm water drainage including designating the size, location, screening, or other improvements of detention ponds and other facilities.
14. Impose special conditions on the proposed development to ensure that development is in conformance with the surrounding neighborhood and the intent and purpose of the zoning district classification.
15. Require such financial guarantees and evidence that any applied conditions will be complied with.

[Ord. 726 § 2 (Exh. B), 2019.]

### **~~18A.30.570 Action of Hearing Examiner.~~**

~~A. In addition to demonstrating compliance with the criteria as determined by the Hearing Examiner, the applicant shall accept those conditions that the Hearing Examiner finds are appropriate to obtain compliance with the criteria.~~

~~B. In permitting a PDD, the Hearing Examiner may impose any or all of the following conditions:~~

- ~~1. Limit the manner in which the use is conducted, including restricting the time an activity may take place and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.~~

- ~~2. Establish a special yard or other open space or lot area or dimension.~~
- ~~3. Limit the height, size or location of a building or other structure.~~
- ~~4. Designate the size, number, location or nature of vehicle access points.~~
- ~~5. Increase the amount of street dedication, roadway width or improvements within the street right-of-way.~~
- ~~6. Designate the size, location, screening, drainage, surfacing or other improvement of parking or truck loading areas.~~
- ~~7. Limit or otherwise designate the number, size, location, and height of lighting of signs.~~
- ~~8. Limit the location and intensity of outdoor lighting or require its shielding.~~
- ~~9. Require screening, landscaping or another facility to protect adjacent or nearby property and designate standards for installation or maintenance of the facility.~~
- ~~10. Design the size, height, location or materials for a fence.~~
- ~~11. Protect existing trees, vegetation, water resources, wildlife habitat or other significant natural resources.~~
- ~~12. Require provisions for public access, physical and visual, to natural, scenic and recreational resources.~~
- ~~13. Require provisions for storm water drainage including designating the size, location, screening, or other improvements of detention ponds and other facilities.~~
- ~~14. Impose special conditions on the proposed development to ensure that development is in conformance with the surrounding neighborhood and the intent and purpose of the zoning district classification.~~
- ~~15. Require such financial guarantees and evidence that any applied conditions will be complied with.~~

~~C. The decision of the Hearing Examiner is considered final and conclusive by the City. [Ord. 726-§-2 (Exh. B), 2019.]~~



**18A.30.5680 Minimum size.**

*No changes proposed.*

**18A.30.5790 Permitted modifications.**

*No changes proposed.*

**18A.30.5860 Permitted residential density and lot sizes.**

*No changes proposed.*

**18A.30.5960 Required open space and recreation facilities.**

*No changes proposed.*

**18A.30.6020 Multiple zoning districts.**

*No changes proposed.*

**18A.30.6130 Phased development.**

*No changes proposed.*

**18A.30.640 Required certificates and approvals.**

Repealed by Ord [738](#).

**Article VII. Rezone and Text Amendments**

**18A.30.670 Authority.**

*No changes proposed.*

**18A.30.680 Site-specific rezone procedures.**

*No changes proposed.*

**18A.30.690 Collection of rezone applications.**

Site-specific rezone applications may be submitted at any time. However, for review purposes, such proposals will be collected into two (2) sets in each calendar year. Unless otherwise specifically authorized by the City Council:

- A. Proposals submitted between April 1st and September 30th shall be considered collectively and voted upon by the City Council by March 31st of the following year.

B. Proposals submitted between October 1st and March 31st shall be considered collectively and voted upon by the City Council by September 30th of the same year.

C. Proposals will be considered no more than twice each year.

D. Time limits for review shall be as established in ~~LMC Chapter 18A.20 LMC.18A.20.090;~~ ~~provided, that the review period shall start on the latest submittal dates established under subsections (A) and (B) of this section and not the date of application.~~ [Ord. 726 § 2 (Exh. B), 2019.]

## **18A.30.695 Quasi-judicial rezone procedures.**

### **18A.30.695.10 Purpose.**

*No changes proposed.*

### **18A.30.695.20 Applicability.**

*No changes proposed.*

### **18A.30.695.30 Application requirements.**

A. *Preliminary Review.* The provisions for conducting a preliminary review of a proposed rezone are set forth in LMC [18A.30.030](#).

B. *Application Filing.*

1. *Completeness Review.* Rezone applications shall be reviewed for completeness in accordance ~~with Department submittal standards checklists and pursuant to LMC~~ [18A.20.050](#).

2. *Application Site Plan.* All rezone applications shall include a site plan that identifies the exact boundaries of the proposed rezone area. Such site plan shall also indicate the relationship of the proposed rezone to the related PDD proposal.

3. *Limitations on Refiling.* Applications for a rezone pursuant to this chapter shall not be accepted if a similar rezone has been denied on the same site within the past twelve (12) months from the date of final action. This time period may be waived or modified if the Director or Examiner finds that special circumstances warrant earlier reapplication.

4. *Fees.* Fees for any rezone application filed pursuant to this title are set forth in the City adopted official fee schedule. [Ord. 726 § 2 (Exh. B), 2019.]

**18A.30.695.40 Public notice.**

*No changes proposed.*

**18A.30.695.50 Review.**

*No changes proposed.*

**18A.30.695.60 Burden of proof.**

*No changes proposed.*

**18A.30.695.70 Examiner's authority.**

*No changes proposed.*

**18A.30.695.80 Appeals.**

*No changes proposed.*

**18A.30.695.90 Compliance with conditions.**

*No changes proposed.*

## **Article VIII. Temporary Use Permits**

### **18A.30.700 Purpose.**

*No changes proposed.*

### **18A.30.710 Permitted uses.**

*No changes proposed.*

### **18A.30.720 Exemptions.**

*No changes proposed.*

### **18A.30.730 Application and authorization.**

A. A temporary use permit ~~is a Process Type I action and~~ shall be considered in accordance with the procedures for such permits as set forth in Chapter [18A.20](#) LMC, Administration.

B. Temporary use applications shall be on a form prescribed by the ~~Community and Economic Development~~ [Planning and Public Works](#) Department and shall include all of the information and materials required by the application form. An applicant shall provide sufficient facts and

evidence to enable the Director to make a decision. The established fee shall be submitted at time of application.

C. Applications for temporary use permits shall be filed with the ~~Community and Economic Development~~ Department. Application shall be made at least fifteen (15) days prior to the requested date for commencement of the temporary use.

D. A temporary use authorized pursuant to this section shall be subject to all of the applicable standards of LMC [18A.30.740](#), Standards, and shall not be exempted or relieved from compliance with any other ordinance, law, permit or license applicable to such use, except where specifically noted. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.740 Standards.**

*No changes proposed.*

### **18A.30.750 Criteria for granting approval.**

A temporary use permit shall only be granted when the ~~Community Development~~ Director, after consultation and coordination with all other applicable City departments and other agencies, has determined that:

- A. The temporary use will be compatible with uses in the general vicinity and on adjacent properties.
- B. The temporary use will not create a material adverse effect on the livability or appropriate development of abutting properties and the surrounding community.
- C. The temporary use will not impair the normal, safe and effective operation of a permanent use on the same site.
- D. The temporary use will comply with the requirements of the zone within which it is proposed.

E. The temporary use shall comply with all applicable standards of the Tacoma-Pierce County Health Department, if applicable.

F. In applying temporary use criteria and determination of appropriate conditions, consideration shall be given but not limited to:

1. The harmony and scale, bulk, coverage, and density;
2. The availability of public facilities and utilities;
3. The harmful effect, if any, upon a desirable neighborhood character;
4. The generation of traffic and the capacity of surrounding streets and roads;
5. The creation of noise, vibration, odors, or other similar nuisances; and
6. Any other relevant impact on the peace, quiet, comfort, and enjoyment by and of the abutting properties and the surrounding community. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.760 Decision.**

The Director shall provide the applicant with a written decision, either approving, denying or approving the application with modifications and/or conditions [of approval consistent with the procedures set forth in Chapter 18A.20 LMC.](#) ~~within fifteen (15) days after the date of submission of a complete application.~~ [Ord. 726 § 2 (Exh. B), 2019.]



## Article IX. (Reserved)

## Article X. Variance

### 18A.30.840 Purpose.

The intent of this section is to provide an avenue of relief where, by reason of exceptional configuration, or by reason of other unique and extraordinary situations or conditions existing on a piece of property, the strict application of development regulations enacted under this title would result in peculiar, exceptional and undue hardship upon the owner of such property, which was not the result of actions of the applicant, property owner or a previous property owner or agent. [Any variance request shall follow the procedures identified in LMC Chapter 18A.20 and other applicable LMC standards for approval.](#) [Ord. 726 § 2 (Exh. B), 2019.]

### 18A.30.850 Process type of action.

A variance ~~is a Process Type III action and~~ shall be considered in accordance with the procedures for such permits as set forth in Chapter [18A.20](#) LMC, Administration. [Ord. 726 § 2 (Exh. B), 2019.]

### 18A.30.860 Limitations.

A variance shall not relieve an applicant from any of the procedural provisions of [Chapter 18A.20 LMC and applicable development regulations](#) ~~this title and~~, conditions of approval established during prior permit review, ~~or any of the provisions of the critical areas code, except for the required buffer widths.~~ The variance process shall not allow the establishment of a use that is not otherwise permitted in the zoning district in which the proposal is located or allow development that would result in an increase in density or a reduction in the minimum lot size. [Ord. 726 § 2 (Exh. B), 2019.]

### **~~18A.30.870~~ Authority.**

~~The Hearing Examiner shall have the authority to grant a variance after considering the matter at a public hearing duly called and giving notice to adjoining property owners as provided in LMC 18A.20.310, Public notice framework. [Ord. 726 § 2 (Exh. B), 2019.]~~

### **18A.30.8780 Required findings.**

A. Before any variance is granted, the [approval authority as established in LMC 18A.20.080 Hearing Examiner](#) shall find that the following circumstances exist:

1. That the proposed variance will not amount to a rezone or constitute a change in the district boundaries shown on the official zoning map;
2. That because of special circumstances relating to the size, shape, topography, location, or surroundings of the subject property the variance is necessary to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located;
3. That the special conditions and circumstances do not result from the actions of the applicant;
4. That granting of the variance will not constitute a grant of special privilege inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the property is located;
5. That the granting of the variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which subject property is situated; and
6. That the variance is the minimum variance necessary to provide the rights and privileges described above. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.30.8890 Additional conditions of approval.**

Before granting a variance, the [appropriate approval authority as established in Chapter 18A.20 LMC Hearing Examiner](#) may prescribe appropriate conditions and safeguards that will ensure that the purpose and intent of this title shall not be violated. Noncompliance with the conditions of the permit shall be grounds for rehearing before the Hearing Examiner, in addition to fines and penalties under Chapter [1.44](#) LMC, General Penalties. The Hearing Examiner may suspend or revoke a variance pursuant to this section for violation of any of the provisions of this title or original conditions of approval. [Ord. 726 § 2 (Exh. B), 2019.]

## **Article XI. Unusual Uses**

### **18A.30.8990 Purpose.**

*No proposed changes.*

### **18A.30.9060 Process type of action.**

An unusual use ~~is a Process Type III action and~~ shall be considered in accordance with the procedures for such permits as set forth in Chapter [18A.20](#) LMC, Administration. [Ord. 726 § 2 (Exh. B), 2019.]

# **2SSB 5290**

# **Proposed Code**

# **Amendments**

**11/4/2024 City Council Public Hearing**

Angie Silva, Assistant Director  
Planning & Public Works Department



# 2SSB Overview

## **Chapter 36.70B RCW**

- Established in the 1990s
- Land use & environmental permit review
- Coordinated with GMA & SEPA
- Recognizes several permits may be necessary
- Removes duplication & enhances predictability to reduce cost and time
- Ensure consistency with the Comprehensive Plan & local development regulations

## **2SSB 5290**

- Signed into law in 2023
- Amends Chapter 36.70B RCW
- Went into effect July 2023 except:
  - New permit review timelines (January 1, 2025)
  - New annual performance reporting (March 1, 2025)



# Major Changes



Community Development Department  
6000 Main Street SW  
Lakewood, WA 98499  
253-512-2266  
permits@cityoflakewood.us  
[www.cityoflakewood.us](http://www.cityoflakewood.us)

## Conditional Use Permit Application

Application Fee: \$2,200.00  
Hearing Examiner Deposit: \$2,500.00  
Technology Fee: \$44.00

(If applicable) Wireless Technology Facility Fee: \$2,000.00 plus \$40 technology fee

- **Determination of Completeness**

- Must determine if an application submittal is “complete” to go under review within 28 calendar days
- “Complete” means procedurally (all minimum submittal requirements) and payment of fees
- Can request additional information if deficient
- Failure to determine either complete or incomplete, the application submittal is “procedurally” complete on the 29<sup>th</sup> day. Fees still apply.

- **Notice of Applications**

- Once an application is complete, certain types require a public notice (i.e. *Notice of Application (NOA)*)
- Must be issued 14 calendar days after application completeness
- State law provides minimum notice contents

- **Notice of Decision**

- Must be issued within 14 calendar days after a decision
- Include appropriate administrative appeal process

**GENERAL SUBMITTAL DOCUMENTS** REQUIRED: A=Always; M= Maybe

Conditional Use Permit Application	A
Applicant/Owner Affidavit of Posting*	A
Operational Characteristics Description (See CDD Handout #6)	A
Applicant's Answers Addressing the Required Findings (See pages 4 - 5 of CUP Application Form, letter "D" on list)	A
Site Plan (See CDD Handout #1)	A
Landscaping Plan (See CDD Handout #3)	M
Architectural Plans	M
Tree Retention Plan (See CDD Handout #5)	M
SEPA Environmental Checklist Application and Fee	M
Biological or Habitat Assessment	M
Geotechnical Report	M
Traffic study	M
Lease Agreement/Owner Approval	M
Certificate of Water Availability	M
P.C. Utilities Sewer Availability Letter or TPCHD Septic System Approval Letter	M
<b>Electronic Copy of all submitted Development Plans and application documents (i.e. compact disc, USB drive or dropbox submittal)</b>	<b>A</b>



# Major Changes

## TYPE 1

- **Does not require a public notice or hearing.**
- Administrative decision. Appealable.
- **65 calander days** to issue decision.

## TYPE 2

- **Does require a public notice (i.e. NOA, SEPA).**
- Administrative decision. Appealable.
- **100 calander days** to issue a decision.

## TYPE 3

- **Requires both a public notice and hearing.**
- Hearings Examiner decision. Appealable.
- **170 calander days** to issue a decision.

## ❖ New Permit Timelines

- Goes into effect 1/1/2025
- “Shot clock” starts at “complete” application
  - *doesn't include time when requesting information or appeal*
- Define what is the appropriate permit “type” or process
- Allows exemptions
- Encourages additional procedures to meet timelines
- To avoid fee refund penalties, *City must incorporate measures (i.e 3<sup>rd</sup> party review, pre-application conferences optional, etc)*



# Major Changes

## ❖ Reporting

- Annual performance reporting starts 3/1/25
- Required based on population size & if a Buildable Lands jurisdiction
- Available to the public & submitted to Commerce
- Assess if we're meeting timelines

*After 1/1/26, if not meeting timelines 50% or more of the time must incorporate measures in next comp plan amendment cycle*



Map of the state of Washington highlighting the seven counties subject to the Review and Evaluation Program: Clark, King, Kitsap, Pierce, Snohomish, Thurston and Whatcom (RCW 36.70A.215).





# Chapter 18A.10 LMC

## CONSOLIDATE

Redirects  
permit  
procedures to  
18A.20

(streamlines  
code for ease  
of use)

## REORG

Recognizes  
department  
reorg &  
appropriate  
body

(housekeeping)

## CLARIFY

Defines  
interior  
structure  
alteration

(2SSB 5290)



# Chapter 18A.20 LMC

## STREAMLINE

Identifies required  
timelines

Refines complete  
application & associated  
timelines

NOA & NOD  
contents/timing

(2SSB 5290)

## MODIFICATIONS

Clarifies process to modify  
approved permits  
(major/minor)

(streamline/transparency)



# Chapter 18A.30 LMC

## ACUPs

Allows future consideration of administratively approved Conditional Use Permits allowed in LMC previously

(encouraged by 2SSB 5290)

## HOUSEKEEPING

Ensure internal consistency

Redirects to Chapter 18A.20 Administration

(clarifications)



# Tentative Schedule



# Thank you!

*Questions?*

Angie Silva, Assistant Director

Planning & Public Works Department

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

 253-983-7839



# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> October 29, 2024	<b>TITLE:</b> November 4, 2024, is the date for a Council vote on the proposed Vacation of that section of Cline Road lying between Interstate 5 and Pacific Highway SW.	<b>TYPE OF ACTION:</b> <input checked="" type="checkbox"/> ORDINANCE 815 <input type="checkbox"/> RESOLUTION NO. <input type="checkbox"/> MOTION <input type="checkbox"/> OTHER
<b>PUBLIC HEARING:</b> October 21, 2024	<b>ATTACHMENTS:</b> Ordinance 815 w/ attachments, Staff Report, Petition, Exhibits	
<b>REVIEW:</b>		

**SUBMITTED BY:** Weston Ott, P.E., Public Works Engineering, City Engineer

**RECOMMENDATION:** It is recommended that the City Council proceed with a vote to approve the proposed vacation of that section of Cline Road lying between Interstate 5 and Pacific Highway SW.

**DISCUSSION:** On August 12, 2024, the City Clerk received a complete petition and application for the vacation of that section of Cline Road lying between Interstate 5 and Pacific Highway SW.

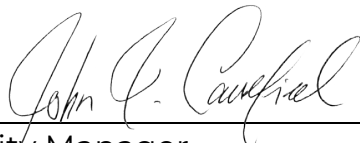
On September 16, 2024, The City Council by Resolution 2024-12, set that the petition shall be heard on October 21<sup>st</sup>.

On October 21, 2024, a public hearing was conducted regarding the proposed vacation. A draft staff report and draft Ordinance were provided to the City Council.

Today, November 4, 2024, all the forms having been followed, the final staff report and ordinance are completed and ready for Council decision.

**ALTERNATIVE(S):** State statute and City code require the City Council to conduct a vote, without a specific time period being identified, following the Public Hearing. (RCW 35.79.030 and LMC 12.12.120.) Therefore, the only alternative would be to modify the date of the vote.

**FISCAL IMPACT:** Fiscal aspects of the street vacation will be the receipt of \$95,000, decreased costs for maintenance and law enforcement, and increase of regular tax revenues.

Franc Sawatzki Prepared by	 _____ City Manager
Jeff Rimack Department Director	

ORDINANCE NO. 815

AN ORDINANCE of the City Council of the City of Lakewood, Washington, vacating that section of Cline Road lying between Interstate 5 and Pacific Highway SW.

WHEREAS, the City of Lakewood, Washington, has received a petition signed by owners of at least two-thirds (2/3) of the property abutting a portion of right-of-way, located within the city of Lakewood, Washington, requesting that the same be vacated; and

WHEREAS, on August 12, 2024, an application and petition for the vacation of public property was received; and

WHEREAS, in conformity with the legal requirements pursuant to Lakewood Municipal Code 12.12.070, the Lakewood City Council passed Resolution No. 2024-12 on September 16, 2024, setting a public hearing date regarding this proposed vacation on October 21, 2024, and

WHEREAS, in conformity with the legal requirements pursuant to Lakewood Municipal Code 12.12.090 proper notice of the public hearing was posted and mailed to all required parties; and

WHEREAS, on October 21, 2024, said public hearing was held before the Lakewood City Council; and

WHEREAS, pursuant to Lakewood Municipal Code section 12.12.120, the City Council has considered certain factors prior to authorizing a vacation of public property; and

WHEREAS, it is the finding of the City Council of the City of Lakewood that vacation is appropriate in this instance after full consideration of the factors stated in LMC 12.12.120, in that vacation will benefit the public by returning the property to the tax rolls, in that the right-of-way is not needed for public use or access, and in that conditions are not likely to change in the future as to provide a greater use or need for the right-of-way than presently exists; and

WHEREAS, the City Council of the City of Lakewood, Washington, has considered all matters presented at the public hearing on the proposed vacation and does hereby find that the vacation of said property is appropriate and that the transfer of property at issue in this matter in the manner set forth below is in best interest of the public.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD,  
WASHINGTON DO ORDAIN as a non-codified ordinance as follows:

- Section 1. The City vacates that section of Cline Road lying between Interstate 5 and Pacific Highway SW, located within the City of Lakewood, Washington, legally described as shown in the attachment hereto, marked "Exhibit A" and incorporated herein by this reference, subject to the conditions set forth in Sections 2 through 5 of this Ordinance.
- Section 2. The vacated land shall be partitioned per RCW 35.79.040, one-half to each abutting parcel, noting that Lakewood Hospitality LLC, the owner of parcel 0219122170, cedes their portion to Hospitality Development Group II LLC, the owner of parcel 0219122162 as shown in the attachment hereto, marked "Exhibit B" and incorporated herein by this reference.
- Section 3. The City shall retain an easement and the right to exercise and grant easements across the vacated right-of-way for the construction, repair, and maintenance of public utilities and services as needed.



- Section 4. The vacation shall be effective upon payment to the City of Lakewood, within 120 days of the date hereof, by an owner of property, or assignee, adjacent thereto and to be benefited by the vacation, in the amount of \$95,000, which represents full appraised value of the net amount (17,454 square feet +/-) of right-of-way to be vacated.
- Section 5. This Ordinance shall be in full force and effect thirty (30) days after publication as required by law.

ADOPTED by the City Council this 4<sup>th</sup> day of November, 2024.

CITY OF LAKEWOOD

\_\_\_\_\_  
Jason Whalen, Mayor

Attest:

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

Approved as to Form:

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

# EXHIBIT A

## **CLINE ROAD SW PROPOSED VACATION AREA LEGAL DESCRIPTION**

A STRIP OF LAND BEING A PORTION OF THE SW QUARTER OF THE NW QUARTER OF SECTION 12, TOWNSHIP 19, NORTH, RANGE 2 EAST W.M.

SAID STRIP OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 12;  
THENCE NORTH 01°05'45" EAST ALONG THE WEST LINE OF SAID NORTHWEST QUARTER A DISTANCE OF 178.96 FEET TO THE SOUTH MARGIN OF PACIFIC HIGHWAY SW;  
THENCE NORTH 50°44'15" EAST ALONG SAID SOUTH MARGIN A DISTANCE OF 821.26 FEET TO A POINT BEING THE INTERSECTION OF SAID SOUTH MARGIN AND THE WEST MARGIN OF CLINE ROAD SW AND THE POINT OF BEGINNING OF THE HEREIN DESCRIBED STRIP OF LAND;  
THENCE SOUTH 01°05'32" WEST ALONG A LINE PARALLEL WITH AND LYING 30 FEET WEST OF THE WEST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 12 A DISTANCE OF 581.60 FEET MORE OR LESS TO THE NORTHERLY MARGIN OF STATE ROUTE 5;  
THENCE NORTH 51°09'57" EAST ALONG SAID MARGIN A DISTANCE OF 39.12 FEET TO A POINT ON THE WEST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 12;  
THENCE NORTH 01°05'32" EAST ALONG SAID WEST LINE A DISTANCE OF 581.98 TO A POINT ON THE SOUTH MARGIN OF PACIFIC HIGHWAY SW;  
THENCE SOUTH 50°44'15" WEST ALONG SAID SOUTH MARGIN A DISTANCE OF 39.37 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED STRIP OF LAND;

SAID STRIP OF LAND CONTAINING 17,454 SQUARE FEET MORE OR LESS.

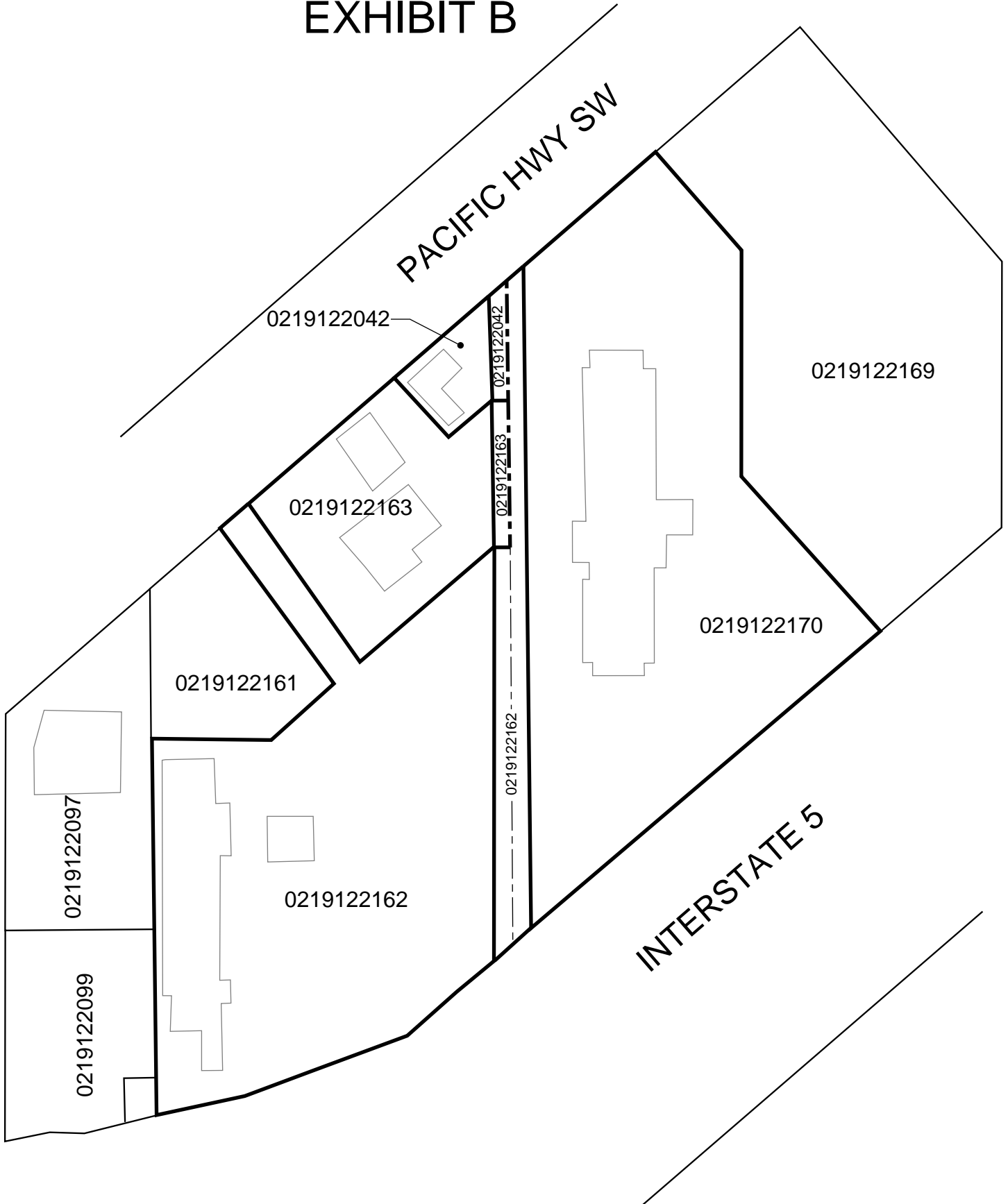
## **BASIS OF BEARINGS**

THE BASIS OF BEARINGS FOR THIS SURVEY IS N01°05'45"E ALONG THE WEST LINE OF THE NORTHWEST QUARTER OF SECTION 12, TOWNSHIP 19 NORTH, RANGE 2 EAST, W.M. BETWEEN TWO FOUND MONUMENTS AS NOTED.

## **REFERENCES**

- BOUNDARY LINE ADJUSTMENT AFN 200403185004
- BOUNDARY LINE ADJUSTMENT AFN 201607125003
- RECORD OF SURVEY AFN 200604135001
- RECORD OF SURVEY AFN 200501315004
- RECORD OF SURVEY AFN 200409245009
- RECORD OF SURVEY AFN 200310315002
- RECORD OF SURVEY AFN 200005245001

# EXHIBIT B



**STAFF REPORT**

**CITY COUNCIL DECISION  
MONDAY NOVEMBER 4, 2024**

**VACATION REQUEST SUMMARY:**

Hospitality Group LLC, represented by Kyu B Lee, and Lakewood Hospitality LLC, represented by Dewey F. Weaver, Jr., the owners of real property directly adjacent to the right-of-way to be vacated, have submitted a request to vacate that section of Cline Road lying between Interstate 5 and Pacific Highway SW. The portion of right-of-way to be vacated is approximately 17,454 square feet in size and abuts parcel numbers 0219122042, 0219122163, 0219122162 and 0219122170. The owners of parcels 0219122162 and 0219122170, representing more than two-thirds of the property abutting the street, have signed the vacation petition. Division of the vacated right-of-way shall be per RCW 35.79.040 and by written agreement.

The street, originally named Jack Cline Road was dedicated to public use in Pierce County, State of Washington more than 87 years ago for right-of-way purposes, to which the City became heir upon incorporation. Therefore, staff is recommending, per LMC 12.12.160, the applicant pay to the City \$95,000 which represents full appraised value.

**Legal description of the right-of-way proposed to be vacated:**

A STRIP OF LAND BEING A PORTION OF THE SW QUARTER OF THE NW QUARTER OF SECTION 12, TOWNSHIP 19 NORTH, RANGE 2 EAST W.M.  
SAID STRIP OF LAND MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 12;  
THENCE NORTH 01°05'45" EAST ALONG THE WEST LINE OF SAID NORTHWEST QUARTER A DISTANCE OF 178.96 FEET TO THE SOUTH MARGIN OF PACIFIC HIGHWAY SW;  
THENCE NORTH 50°44'15" EAST ALONG SAID SOUTH MARGIN A DISTANCE OF 821.26 FEET TO A POINT BEING THE INTERSECTION OF SAID SOUTH MARGIN AND THE WEST MARGIN OF CLINE ROAD SW AND THE POINT OF BEGINNING OF THE HEREIN DESCRIBED STRIP OF LAND;  
THENCE SOUTH 01°05'32" WEST ALONG A LINE PARALLEL WITH AND LYING 30 FEET WEST OF THE WEST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 12 A DISTANCE OF 581.60 FEET MORE OR LESS TO THE NORTHERLY MARGIN OF STATE ROUTE 5;  
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THENCE NORTH 01°05'32" EAST ALONG SAID WEST LINE A DISTANCE OF 581.98 FEET TO A POINT ON THE SOUTH MARGIN OF PACIFIC HIGHWAY SW;  
THENCE SOUTH 50°44'15" WEST ALONG SAID SOUTH MARGIN A DISTANCE OF 39.37 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED STRIP OF LAND;

SAID STRIP OF LAND CONTAINING 17,454 SQUARE FEET MORE OR LESS.

**Petition:** Hospitality Group LLC owner of parcel 0219122162, represented by Kyu B Lee, abutting the proposed vacated area. Additional petitioner Lakewood Hospitality LLC the owner of parcel 0219122170, represented by Dewey F. Weaver, Jr. A copy of the vacation petition is attached.

**Notification:** On September 16, 2024, the Lakewood City Council passed Resolution No. 2024-12 establishing October 21, 2024, as the date for a public hearing to be held before the City Council on the proposed vacation. In accordance with LMC 12.12.090, all property owners of record, within 300 feet of the limits of the proposed vacation (according to the records of the Pierce County Assessor), were notified by mail of the time, place and purpose of the hearing. A notice of the hearing was published in the Tacoma News Tribune on September 20, 2024. A placard was posted at the site where the vacation is being requested.

**Hearing:** On October 21, 2024, the Lakewood City Council conducted a public hearing per LMC 12.12.110. Notice of objection to the vacation was presented by owners of 20% of the abutting properties who requested the street be reopened for regular public use. No other objections were received. Notifications were received from Lakewood Water District, Pierce County Sewer Department, Century Link, and Lumen that they have existing utilities along Cline Road. An easement per RCW35.79.030 shall be retained by the City.

**In accordance with the LMC 12.12.120, the following criteria are to be considered in determining whether to vacate a street or alley:**

- A. Whether a change of use or vacation of the street or alley will better serve the public good;  
A vacation will better serve the public good by returning this land to the tax rolls and removing the city burden of maintenance and repair.
- B. Whether the street or alley is no longer required for public use or public access;  
The street is not used for access at this time because it terminates at Interstate 5 which is a limited access highway.
- C. Whether the substitution of a new and different public way would be more useful to the public;  
There are no viable substitutions in the vicinity which would better serve the public.
- D. Whether conditions may so change in the future as to provide a greater use or need than presently exists;  
The dead end street will not be usable at any time in the foreseeable future.
- E. Whether objections to the proposed vacation are made by owners of private property (exclusive of petitioners) abutting the street or alley or other governmental agencies or members of the general public.  
Objections in writing have been received from two abutting property owners, representing 20% of the abutting frontage, who desire that the street be reopened for public access.

The proposed vacation of Cline Street Meets all the criteria required in LMC 12.12.120.

**Department and Agency Recommendations:**

Planning and Public Works (PPW) Department:

We recommend the approval of the vacation petition for the following reasons:

1. This dead-end street has been gated off for the past few years to prevent illegal dumping and other activities such as homeless encampments.
  - a. The applicant intends to remove the gate and utilize the access preventing dumping or homeless encampments.
2. Easements for access and utilities will be required across the width of the right-of-way.
  - a. The only change regarding access is that access would now be across private property vs. public.
3. The private property owners will be responsible for maintenance and upkeep of the easement
4. The petitioners will be responsible for paying the assessed value of the right of way prior to vacation.
  - a. Opponents to the vacation will not be responsible for payment.
5. Tribal lands (Medicine Creek Enterprise Corporation) abutting Cline Street will not have their rights of access affected by this vacation.
6. PPW does not have any development projects that propose us of this public right-of-way.
  - a. The city has no use for the right-of-way as evident in that no development has occurred in over 87 years.

If the City Council chooses to approve the proposed vacation, the following conditions should be imposed:

1. The vacation shall be effective upon payment to the City of Lakewood, within 120 days of the date hereof, by the owner of the property, or assignee, adjacent thereto and to be benefited by the vacation, in the amount of \$95,000 which represents full appraised value of the 17,454 +/- square feet of right-of-way to be vacated.
2. The City shall retain an easement or the right to exercise and grant easements in respect to the vacated land for the construction, repair, and maintenance of public utilities and services.

Attachments:

- 1) Vacation petition
- 2) Appraisal
- 3) Agenda Bill
- 4) Vicinity map
- 5) Ordinance 815
- 6) Exh A – Legal description
- 7) Exh B – Title to vacated street - illustration

REC 8/12/24  
3494/8942  
REV1

# TO THE LAKEWOOD CITY COUNCIL

To Whom It May Concern:

We, the undersigned freeholders of The City of Lakewood, Pierce County, State of Washington, do hereby respectfully petition for the vacation of the following described property:

Re: VACATING Cline Rd SW, Lakewood, WA, 98499

See attached survey for complete legal description

Cline Rd SW currently is a dead-end street in the city of Lakewood WA which borders our property; parcel no. 0219122162

Due to the continued increase in crime, car theft, and break ins, we, Hospitality Development Group II, LLC are petitioning for a land vacation in order to acquire the property. Once acquired we plan to pave, fence, and monitor it using our security team and equipment. We are hopeful this will eliminate some of the issues we, and our surrounding neighbors, are encountering. The safety of our staff, our guests, and our neighbors is our highest priority.

Reserving, however, to the City of Lakewood and to such utility companies duly franchised in the City of Lakewood, perpetual easements under or over the above described property for the installation, operation, and maintenance of such utility franchises as they may exist at the time of this vacation pursuant to provisions contained in RCW 36.87.140.

### Notice to all parties signatory hereto:

Please print your name beneath your signature and clearly print your address to assure notice of forthcoming public hearing(s).

**PRINCIPAL PETITIONER**

**PARCEL NO. OF PROPERTY OWNED**

**COMPLETE RESIDENTIAL MAILING ADDRESS**

1. Kyu B. Lee

0219122162

11751 PACIFIC HWY SW, LAKEWOOD WA

### ADDITIONAL PETITIONERS INCLUDING ADJOINING OWNERS

(requires majority of frontage owners)

1. 

0219122170

2390 Tower Drive, Monroe, LA 71201

Lakewood Hospitality, LLC

By: Dewey F. Weaver, Jr., Managing Member

Print Name

REC 8/12/24  
3494/8942  
REV1

PRINCIPAL PETITIONER

PARCEL NO. OF  
PROPERTY OWNED

COMPLETE  
RESIDENTIAL  
MAILING ADDRESS

2. \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

3. \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

4. \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

5. \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

6. \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

7. \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

8. \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

Said Petitioners believe that the above described right-of-way is not useful as a part of the City of Lakewood Road System and that the public will be benefited by the Vacation; and , therefore, pray for the Vacation of said right-of-way as provided by law, and assume responsibility for all aforementioned fees and/or costs as per R.C.W. Chapter 36.87.

Respectfully submitted this 12 day of August, 2024.

NOTE: Petition must be returned within 90 days from 5 July 2024.



**STATEMENT OF UNDERSTANDING**

**In signing this Petition, the Principal Petitioner certifies that he/she has read and agrees to the following:**

The City of Lakewood does not warrant title to any vacated lands. Such title as does pass by virtue of the vacation process will vest according to law.

Notice of the Vacation Hearing shall be mailed to the person designated as Principal Petitioner.



**CLINE ROAD SW  
AREA TO BE VACATED**

Legend

BRIDGEPORT WAY

PACIFIC HIGHWAY SW

JACK CLINE ROAD

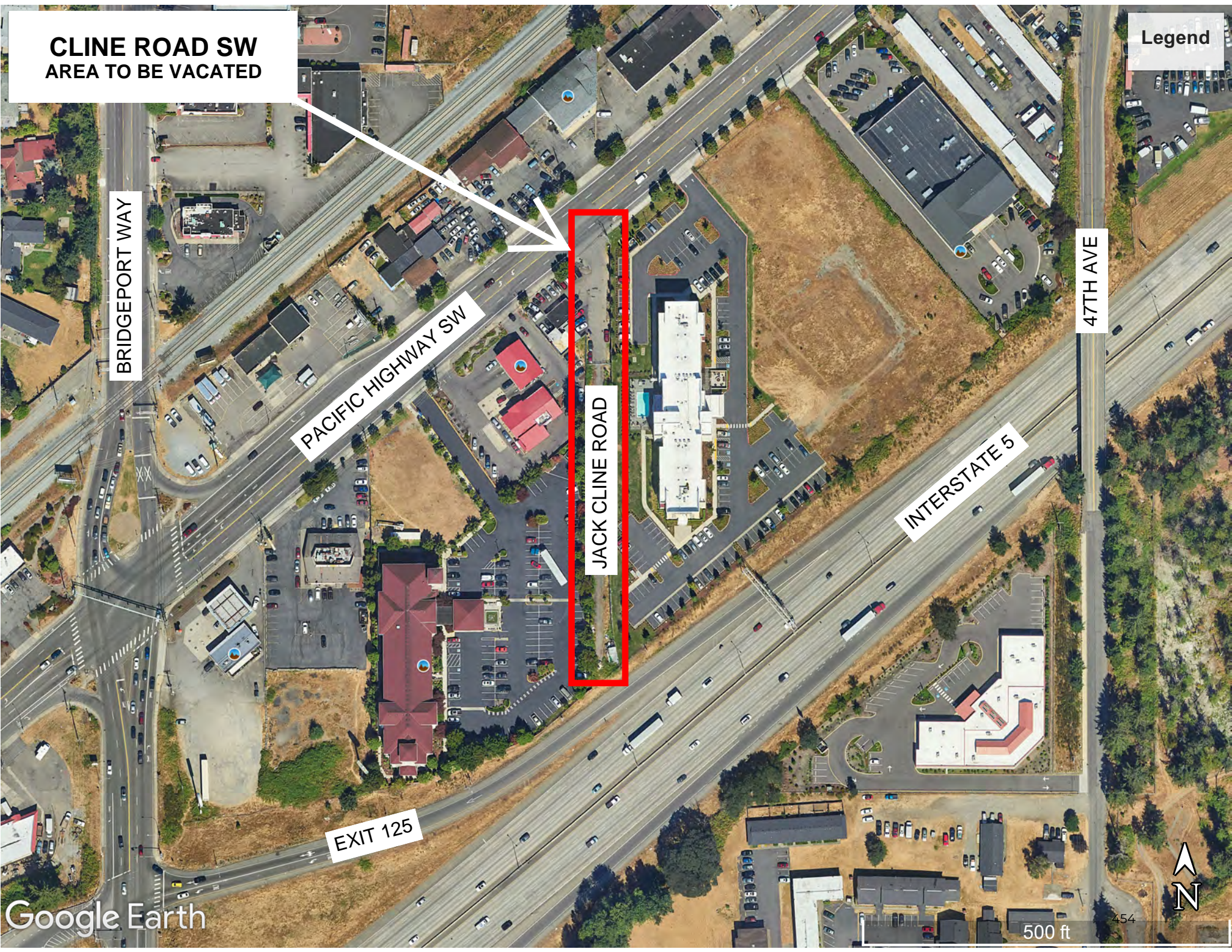
47TH AVE

INTERSTATE 5

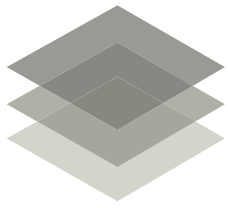
EXIT 125

Google Earth

500 ft







**SH&H**

VALUATION AND CONSULTING

APPRAISAL REPORT

# APPRAISAL RELEVANT TO STREET VACATION

LAKESWOOD, WASHINGTON 98499

SH&H FILE 16149-24



June 13, 2024

Maranda L. Poirier-Cote  
Accounting Controller  
Hospitality Development Group  
11751 Pacific Highway SW  
Lakewood, WA 98499

Re: Appraisal Report Relevant to Alley Vacation  
Adjacent to Pierce County Assessor's Parcels 0219122162, 0219122163,  
0219122042, and 0219122170  
Lakewood, Washington 98499  
SH&H File 16149-24

Dear Ms. Poirier-Cote,

At your request, I have completed an appraisal relevant to the above referenced property. This appraisal report has been prepared in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute, which includes the Uniform Standards of Professional Appraisal Practice (USPAP) as promulgated by The Appraisal Foundation.

The subject property consists of part of a public right of way, Cline Road SW, that extends southerly off Pacific Highway SW and terminates at Interstate Five. The site is identified in a survey, a copy of which is included in the addenda, as being 17,454 square feet in size.

The purpose of this appraisal is to prepare and submit a supported opinion of the market value of the proposed street vacation as described herein. The market value is based on the fee simple interest in the subject property, as described herein, as of the date of the physical inspection.

## **STAND-ALONE METHOD**

Based on the preceding analysis, it is the opinion of the appraiser that the market value of the 17,454-square-foot street to be vacated, as a stand-alone site, as described herein, as of the date of inspection, May 28, 2024, is:

**NINETY-FIVE THOUSAND DOLLARS**

**\$95,000**

In completing this assignment, sufficient background information and supporting facts have been analyzed to arrive at a value conclusion. The appraisal report that follows summarizes the assignment, describes the area and the subject property, and explains the valuation techniques and reasoning leading to the final opinions of market value. As in the case of any appraisal, the reader's attention is directed to the underlying Assumptions and Limiting Conditions which are included in the accompanying report.

Respectfully submitted,



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Barbro A. Hines, MAI, SRA  
State of Washington Certification 1001044

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### **Addenda**

# **SUBJECT PHOTOGRAPHS**



**SOUTHERLY VIEW OF SUBJECT PROPERTY**



**NORTHERLY VIEW OF SUBJECT PROPERTY**



## FACTUAL DESCRIPTION

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*This appraisal report is intended to comply with the reporting requirements set forth under the Uniform Standards of Professional Appraisal Practice. The depth of discussion contained in this report is specific to the needs of the client named below and for the intended use stated within this report.*

**APPRAISER**           Barbro A. Hines, MAI, SRA  
SH&H Valuation and Consulting  
3609 Market Place West, Suite 201  
University Place, Washington 98466

**CLIENT**               Maranda L. Poirier-Cote  
Accounting Controller  
Hospitality Development Group  
11751 Pacific Highway SW  
Lakewood, WA 98499

### PROPERTY IDENTIFICATION

Appraisal relevant to Street Vacation:  
Cline Road SW, southerly of Pacific Highway SW  
Terminating at Interstate 5  
Lakewood, Washington

### LEGAL DESCRIPTION

The potential street vacation is legally described within a survey completed by Truland Survey LLC. The survey identifies the subject as follows:

**CLINE ROAD SW PROPOSED VACATION  
AREA LEGAL DESCRIPTION**

A STRIP OF LAND BEING A PORTION OF THE SW QUARTER OF THE NW QUARTER OF SECTION 12, TOWNSHIP 19, NORTH, RANGE 2 EAST W.M.  
SAID STRIP OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 12;  
THENCE NORTH 01°05'45" EAST ALONG THE WEST LINE OF SAID NORTHWEST QUARTER A DISTANCE OF 178.96 FEET TO THE SOUTH MARGIN OF PACIFIC HIGHWAY SW,  
THENCE NORTH 50°44'15" EAST ALONG SAID SOUTH MARGIN A DISTANCE OF 821.26 FEET TO A POINT BEING THE INTERSECTION OF SAID SOUTH MARGIN AND THE WEST MARGIN OF CLINE ROAD SW AND THE POINT OF BEGINNING OF THE HEREIN DESCRIBED STRIP OF LAND,  
THENCE SOUTH 01°05'32" WEST ALONG A LINE PARALLEL WITH AND LYING 30 FEET WEST OF THE WEST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 12 A DISTANCE OF 581.60 FEET MORE OR LESS TO THE NORTHERLY MARGIN OF STATE ROUTE 5,  
THENCE NORTH 51°09'57" EAST ALONG SAID MARGIN A DISTANCE OF 39.12 FEET TO A POINT ON THE WEST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 12,  
THENCE NORTH 01°05'32" EAST ALONG SAID WEST LINE A DISTANCE OF 581.98 TO A POINT ON THE SOUTH MARGIN OF PACIFIC HIGHWAY SW,  
THENCE SOUTH 50°44'15" WEST ALONG SAID SOUTH MARGIN A DISTANCE OF 39.37 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED STRIP OF LAND;  
SAID STRIP OF LAND CONTAINING 17,454 SQUARE FEET MORE OR LESS.

**INTENDED USE AND USER OF THE APPRAISAL**

This appraisal report is intended to be used by the client as a basis for making real estate decisions relevant to the subject property, regarding a potential street vacation by the City of Lakewood.

**Intended Use** is defined as: *“The use(s) of an appraiser’s reported appraisal or appraisal review assignment results, as identified by the appraiser based on communication with the client at the time of the assignment.”*<sup>1</sup>

**Intended User** is defined as: *“The client and any other party as identified, by name or type, as users of the appraisal or appraisal review report by the appraiser, based on communication with the client at the time of the assignment.”*<sup>2</sup>

**A Client** is defined as: *“The party or parties (i.e., individual, group, or entity) who engage an appraiser by employment or contract in a specific assignment, whether directly or through an agent.”*<sup>3</sup>

<sup>1</sup> *Uniform Standards of Professional Appraisal Practice, 2024 Edition*, Appraisal Standards Board, The Appraisal Foundation, Washington D.C., p. 5.  
<sup>2</sup> *Ibid*, p. 5.  
<sup>3</sup> *Ibid*, p. 4.

*The appraiser has identified only the entity/entities stated herein as the intended user of this appraisal. Receipt of a copy of the appraisal by other parties does not mean that the party is an intended user of the appraisal. Such parties are advised to obtain an appraisal from an appraiser of their own choosing if they require an appraisal for their own use.*

**EFFECTIVE VALUATION DATES**

**Date of Appraisal / Inspection:**

**May 28, 2024**

**Date of Report:**

**June 13, 2024**

**PROPERTY RIGHTS APPRAISED**

The interest appraised is based upon the fee simple ownership. The fee simple estate is defined as “*absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.*”<sup>4</sup>

**MARKETING/EXPOSURE TIME**

The indicated exposure time (i.e., the length of time the subject property would have been exposed for sale in the market had it sold at the market value concluded in this analysis as of the date of this valuation) would have been twelve months or less. The estimated marketing time (i.e., the amount of time it would probably take to sell the subject property if exposed in the market beginning on the date of this valuation) is also estimated to be twelve months or less. These conclusions are based on sales of similar type properties in the market.

**MOST PROBABLE BUYER**

The most probable purchaser of the subject property is an adjacent property owner.

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<sup>4</sup> *The Dictionary of Real Estate Appraisal, 7<sup>th</sup> Edition*, Appraisal Institute, Chicago, 2022, p. 73

## SALES HISTORY

The subject property is part of a public right of way that is under the ownership of the City of Lakewood. It is my understanding that the client has petitioned the City of Lakewood to vacate the portion of the right of way as described herein.

The appraisal to be used to provide an opinion as to the value of the subject property. I am not aware of any transactions relative to the subject property over the past five years.

## MARKET VALUE

**Market Value** is defined as *“The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably and for self-interest, and assuming that neither is under undue duress.”*<sup>5</sup>

## DEFINITION OF AS IS MARKET VALUE

The “As Is” Market Value is defined as *“The estimate of the market value of real property in its current physical condition, use, and zoning as of the appraisal date.”*<sup>6</sup>

## SCOPE OF THE APPRAISAL

The scope of this assignment included interviews with various individuals in an effort to determine the Highest and Best Use of the property, and the researching of sales and listings of similar properties in the subject area, and the region, to arrive at an estimate of value for the subject property. This appraisal assignment involved an inspection of the subject property on May 28, 2024. Descriptive information relating to the subject property was obtained from the client and the physical inspection of the property.

Within this appraisal all three approaches (Income, Cost, and Sales Comparison) to value have been considered. The subject site is an unimproved public street right of way (alley) within the city limits of Lakewood. In this instance, the relevant methodologies for valuing land have been reviewed with the Sales Comparison Approach representing the best method for this assignment. Thus, it is the only approach utilized to estimate the subject’s market value.

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<sup>5</sup> *The Appraisal of Real Estate*, Appraisal Institute, 15<sup>th</sup> Edition, Page 48

<sup>6</sup> *The Dictionary of Real Estate Appraisal*, 7<sup>th</sup> Edition, Appraisal Institute, Chicago, 2022, p. 25.

**UNAVAILABILITY OF INFORMATION**

The following information applicable to the subject property has not been provided:

1. An environmental risk assessment
2. Any wetlands reports or studies
3. A soils report
4. A title report

Therefore, any issues which might be raised if this information were available is not known or considered. I am not aware of any environmental issues, easements/encumbrances, or soils/geotechnical concerns that would quantifiably impact the subject property. It is my understanding that there are utility easements within the street to be vacated and these will be maintained by the city.

**LOCATION DESCRIPTION**

A neighborhood is defined as a group of complementary land uses. Neighborhoods are affected by social, economic, governmental, and environmental forces which influence property values in the vicinity of the subject property which, in turn, directly affect the value of the subject property itself. The boundaries of a neighborhood are typically identified by determining the area within which the forces affect all surrounding properties in the same way they affect the property being appraised.

The subject is located within the city limits of Lakewood, Washington. The subject neighborhood is located to the southwest of the central business district of Tacoma and the central business district of Lakewood. The boundaries of the neighborhood are as follows:

- Northerly: 100<sup>th</sup> Street Southwest
- Southerly: Joint Base Lewis McChord (JBLM)
- Westerly: Gravelly Lake Drive Southwest
- Easterly: JBLM

Access to Interstate 5 is available from northbound Bridgeport Way Southwest, southerly of the subject South Tacoma Way/Pacific Highway South. The major north-south arterials serving the Lakewood area include Gravelly Lake Drive Southwest, Bridgeport Way Southwest, and South Tacoma Way (which becomes Pacific Highway Southwest southerly of State Route 512). Of these, Bridgeport Way Southwest and South Tacoma Way are the most influential for the subject property. Just southerly of Interstate 5, Bridgeport Way Southwest leads to one of the main entrances to JBLM, and then extends northwesterly through Lakewood until its terminus at Jackson Avenue northerly of University Place.



AREA MAP

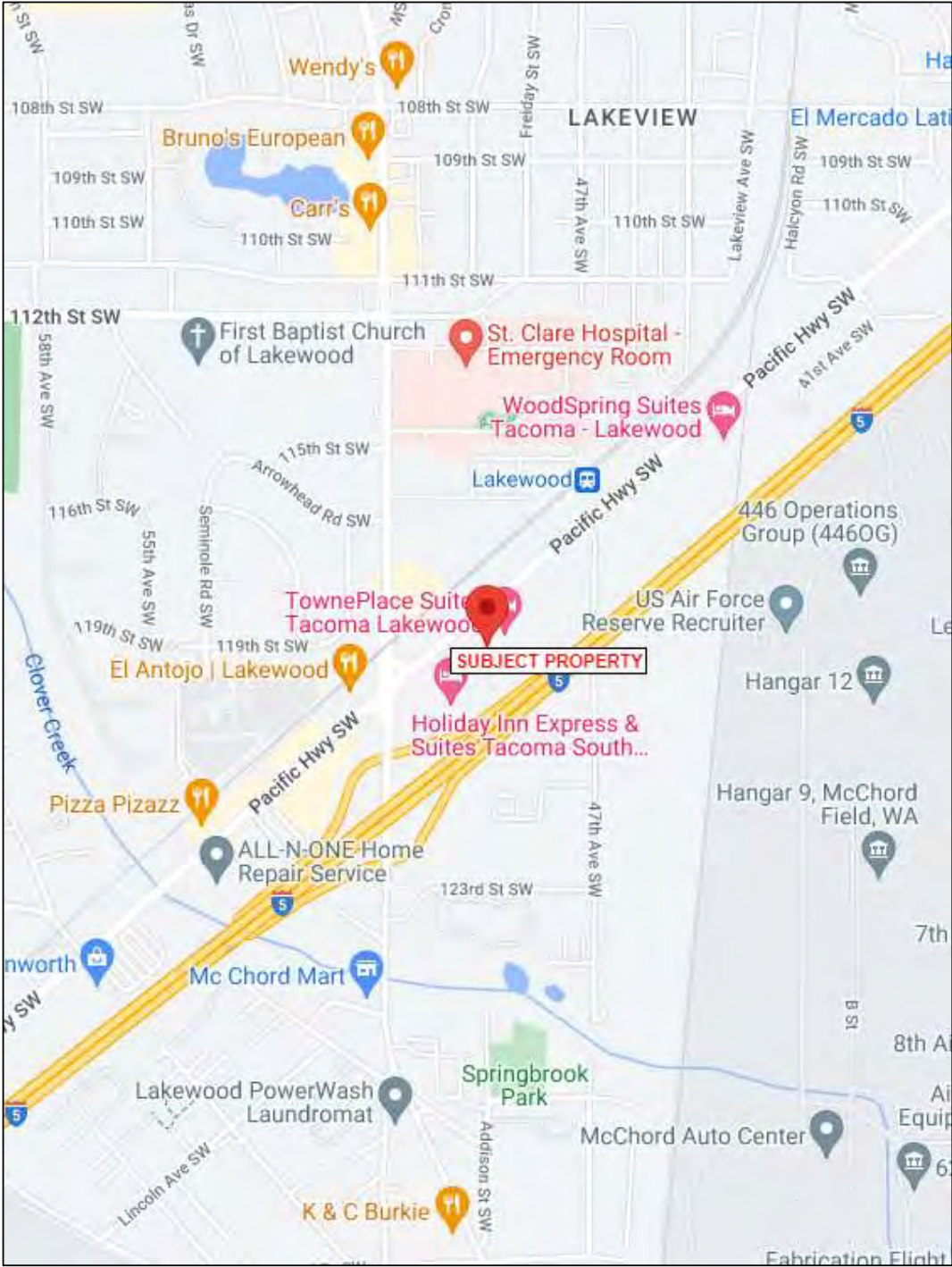
Steilacoom Boulevard Southwest, South 74<sup>th</sup> Street and 100<sup>th</sup> Street Southwest are the primary east-west thoroughfares in the immediate neighborhood and provide a direct link to South Tacoma Way and eventually Interstate 5. Westerly, 100<sup>th</sup> Street Southwest intersects with Gravelly Lake Drive Southwest, another major north/south arterial through Lakewood.

The Lakewood area has two major commercial districts, one of which is the South Tacoma Way commercial corridor and the other of which is the central business district of Lakewood. This main commercial area is accessed by 100<sup>th</sup> Street Southwest, which intersects with South Tacoma Way approximately one mile northeasterly of the subject site. The Lakewood central area has long been a major shopping district for the residential districts of southwesterly Pierce County and the local military establishments.

The immediate area around the subject property is a mix of primarily commercial and residential uses. Properties located along South Tacoma Way/Pacific Highway Southwest are primarily commercial in use. Southerly of the subject along Pacific Highway Southwest is the Lakewood Station Transit headquarters.

Joint Base Lewis McChord is located easterly and southerly of the subject property. This is one of the largest military complexes in the nation and has substantial influence on the local economic base. This area supports the JBLM, Madigan Medical Center, and Camp Murray National Guard. JBLM is one of the largest modern military reservations in the United States, located on a site with an area of 87,000 acres. The base reportedly employs more than 330,000 people, comprised of active duty military, reservists, and civilian workers. JBLM supports the 62<sup>nd</sup> Airlift Wing, the 446<sup>th</sup> Airlift Wing, the Western Air Defense Sector, an Air National Guard Unit, the 22<sup>nd</sup> Special Tactics Squadron, and the 361<sup>st</sup> Recruiting Squadron, as well as several other units. Historical cutbacks in the nation's military budgets have resulted in the phasing-out of numerous military bases around the country with remaining assets consolidated at key strategic locations. The military presence has a positive effect on the economic base of Pierce County.





LOCATION MAP

**SITE DESCRIPTION**

The subject property is a public right of way, Cline Road SW that extends southerly off Pacific Highway SW, terminating at Interstate 5, within the city limits of Lakewood, WA. The site contains an area of 17,454 square feet. The subject site is abutted by four assessor’s parcels. The adjacent parcels are outlined in red, with the subject represented by the street identification, Cline Road SW. As proposed, the vacated road would be assembled with the sites outlined in red. Details pertaining to the subject property are provided as follows:

Location: The subject, consisting of a right of way located southerly of Pacific Highway SW, terminating at Interstate 5, within the city limits of Lakewood, WA.

Area: 17,454 square feet, according to a Record of Survey completed by Truland Survey, LLC.

Topography, Shape & Coverage: The portion of right of way proposed for vacation is approximately 30 feet in width and 581± feet in length. The site is generally level and is improved with pavement.

Utilities: Public water, sewer, electrical service, and gas service are available to the site.

Easements and Encumbrances: A title report was not available for the subject property. I am not aware of any existing easements or encumbrances impacting the subject property. It is my understanding that the city will be retaining a utility easement on the property.

Environmental Concerns: I am not aware of any hazardous substances on the subject property which would create a significant impact on its value.



**AERIAL VIEW**  
**ABUTTING PROPERTIES OUTLINED IN RED**

Soils: I have not been provided with a site-specific soil report. Based on surrounding uses, it appears that the soils can support the legally permitted uses.

Flood Plain: According to the Flood Insurance Map Number 53053C0294E, effective date March 7, 2017, the subject site is partially located outside the regulated flood zone and partially within flood zone X500 or B Zone.

Surrounding Uses: The subject property is a public right of way that extends southerly of Pacific Highway SW within the city limits of Lakewood, WA. The surrounding properties are commercial developments.

Larger Parcel Discussion: One method for valuing the subject is the “across the fence” (or ATF) method. ATF method assumes (that) land values are similar to vacant land values of properties adjacent to the property being appraised. In order to complete this analysis, it is necessary to identify the *larger parcel*. The *larger parcel* is then the basis of the valuation analysis.

The subject property is a public right of way that is located southerly of Pacific Highway SW within the city limits of Lakewood, WA. The proposed acquisition area is part of a larger ownership. In order to estimate market value, part of the appraisal problem is to identify the *larger parcel* for valuation purposes. In defining the *larger parcel*, there are three basic conditions that need to be established.

- 1.) Unity of Ownership
- 2.) Contiguity
- 3.) Unity of Use



The city of Lakewood owns and operates a network of public street right of ways and alleys and its supporting real estate, of which the subject property is a part. Therefore, the entire network of street right of ways/public alleys could be one *larger parcel* from the “unity of ownership” perspective.

The second category, “contiguity,” normally requires that physical contiguity be present for a *larger parcel* to exist. The entire network of street right of ways/public alleys are noncontiguous, interrupted by properties under differing ownerships.

In considering the third category, “unity of use,” one of the main considerations is that the property is used in conjunction with each other. The properties are utilized in support of the network of street right of way/alley infrastructure.

Considering this discussion, one could easily conclude that the *larger parcel* is represented by the entire group of properties. However, that portion of the *larger parcel* which will be directly impacted by the proposed acquisition is located just south of Pacific Highway SW and terminates at Interstate 5. It seems reasonable and logical that rather than appraising the entire group of properties used in support of the network of street right of way infrastructure, this immediate area can be considered for appraisal purposes as the *larger parcel*, which is the approach taken in the analysis. In “Real Estate Valuation in Litigation,” J.D. Eaton, MAI, SRA, notes that “the *larger parcel* may be all of one parcel, part of a parcel, or several parcels, depending to varying degrees on unity of ownership, unity of use, and contiguity.”<sup>7</sup>

Considering the entire group of properties used in support of the network of street right of way infrastructure as the subject property would unnecessarily complicate the appraisal assignment and valuation process and would not likely have a significant impact on the appraisal. Thus, for purposes of this appraisal, the subject property, and the *larger parcel*, is identified as the section of a public street right of way just south of Pacific Highway SW, containing an estimated site area of 17,454 square feet.

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<sup>7</sup> J.D. Eaton, MAI, SRA, “Real Estate Valuation in Litigation,” Page 76.

**Zoning**

The subject property is zoned TOC (Transit Oriented Commercial) by the City of Lakewood. According to zoning code, the purpose of *“TOC zoning district is an interactive mixture of uses which focus on regional transportation networks while providing for urban design, people orientation, and connectivity between uses and transportation routes.”* Permitted uses include, but are not limited to growing and harvesting of crops, plant nurseries, accessory commercial, accessory retail, artisan shops, auto parts sales, banks, business support services, clubs, commercial recreation facilities, community centers, furniture stores, gas stations, general retail, handcraft industries, medical services, mixed-use, offices, personal services, places of assembly, printing and publishing, shopping centers, small craft distilleries, vehicle services, breweries, mobile food vending, restaurants, tasting rooms, and fire stations.

**Taxes and Assessments**

The subject property is a public alley that is under the ownership of the City of Lakewood and, as such, has not been assessed. If the property were to be purchased by a private entity that is not tax exempt, the property would accordingly be assessed by the Pierce County Assessor-Treasurer’s office.

# ANALYSIS OF DATA & OPINIONS OF APPRAISER

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## HIGHEST AND BEST USE

The subject is a public right of way. The valuation of the subject, in part, utilizes the “across the fence” (or ATF) method of valuation. The use of this method does not consider the subject’s size and configuration as a stand-alone property; rather, the analysis is relevant to the Highest and Best Use of the subject in *conjunction with* adjacent property uses.

### Highest and Best Use of Adjacent Property

In valuing the subject property, one method I will be considering is the value of the economically viable land adjacent to the subject under the “Across the Fence” methodology, as will be discussed and explained in the Valuation portion of this report. This analysis will provide a basis upon which to form an opinion of the appropriate unit price for valuing the subject property. The premise considers the value of the economically viable adjacent parcels surrounding the subject property, predicated upon the highest and best use of the adjacent lands.

The criterion for the determination of the highest and best use of the adjacent properties is based upon legal and physical considerations adjusted for financial feasibility and maximal productivity considerations.

*Legal Considerations:* The first test of highest and best use is to determine what is legally permissible, or what can legally be constructed on the adjacent properties. The subject is part of a public right of way, located in Lakewood, Washington. Permitted uses include, but are not limited to growing and harvesting of crops, plant nurseries, accessory commercial, accessory retail, artisan shops, auto parts sales, banks, business support services, clubs, commercial recreation facilities, community centers, furniture stores, gas stations, general retail, handcraft industries, medical services, mixed-use, offices, personal services, places of assembly, printing and publishing, shopping centers, small craft distilleries, vehicle services, breweries, mobile food vending, restaurants, tasting rooms, and fire stations.

*Physical Considerations:* Factors influencing the use of the site include: location, size and shape, soils, availability of utilities and other site characteristics, nature of the adjoining land use, and terrain. All typical public utilities are available in the area. The adjacent parcels are identified in the following chart along with the parcel number, address, zoning, and site area.

<b>ADJACENT SITES</b>			
<b>Assessor's</b>			
<b>Parcel Number</b>	<b>Location</b>	<b>Zoning</b>	<b>Size (Sq.Ft.)</b>
0219122162	11751 Pacific Highway SW	TOC	104,544
0219122170	11725 Pacific Highway SW	TOC	119,398
0219122163	11741 Pacific Highway SW	TOC	30,836
0219122042	11733 Pacific Highway SW	TOC	5,607
<b>Mean Lot Site</b>			<b>65,096</b>

The subject is generally level as are the surrounding parcels. The appraiser knows of no other physical site limitations such as improper soils, unusual easements, etc., that would limit the development or use of the adjacent site as to what is permitted by zoning.

*Market Feasibility: (Financially Feasible and Maximally Productive):* A project’s financial feasibility is measured by whether it can produce a positive return on its investment. The factor having the most weight in determining highest and best use is the feasibility of a use which is primarily supported by perceived demand.

One of the better indications of financial feasibility is the consideration of surrounding uses. The subject is in an area that is developed primarily with commercial uses. The nearby uses include lodging, auto sales, a gas station, and auto repair. Given the trends for the area, commercial use is the most financially feasible use for the area.

*Conclusion:* Legal, physical, and market considerations have been analyzed to evaluate the highest and best use of the economically viable properties adjacent to the subject property. This analysis was conducted in order to establish the use, and thus the value basis in applying the “Across the Fence” valuation methodology. After taking into consideration the factors cited above, the highest and best use of the adjacent property is for a commercial use.



## PROPERTY VALUATION

The Income Approach, Cost Approach and Sales Comparison Approach are the three basic techniques or approaches to value when appraising real property. Because the subject property is analyzed as an unimproved site, only those techniques applicable to Land Value derivation have been considered.

The subject property represents a site that is utilized as part of a larger public right of way network. Properties similar to the subject are not typically sold as stand-alone properties because they provide a functional service to the public in terms of transportation routes. Therefore, there is no relevant comparable data from which to value the subject. Alternative viable methods had to be considered for the valuation of the acquisition area.

The appropriate valuation methodology to be employed in valuing the subject property is the “across the fence” (or ATF) method. The *Across the Fence* (or ATF) value is “the estimated sale price based on the unit price of sales of similar land adjoining the subject.”<sup>8</sup> The underlying assumption is that the value of the subject site is equal to the value of adjoining lands. To estimate ATF value, a right-of-way corridor is divided into segments of similar highest and best use. Sales data for these uses is gathered, and the ATF value is estimated from the unit rates reflected based on properties with similar highest and best uses to the adjacent property.

The *Across the Fence* method is based on the Principle of Substitution. In theory, the factors to consider are the adjacent property’s highest and best use and unit value. The right of way corridor is unique to meet the right of way usage, and one method for valuing the subject is the *Across the Fence* method. After completion of the across the fence method I have presented additional discussion of the property as a standalone property.

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<sup>8</sup> Zoll, “Rail Corridor Sales,” Page 380.

The following assessor's parcels are located abutting the subject property:

<b>ADJACENT SITES</b>			
<b>Assessor's Parcel Number</b>	<b>Location</b>	<b>Zoning</b>	<b>Size (Sq.Ft.)</b>
0219122162	11751 Pacific Highway SW	TOC	104,544
0219122170	11725 Pacific Highway SW	TOC	119,398
0219122163	11741 Pacific Highway SW	TOC	30,836
0219122042	11733 Pacific Highway SW	TOC	5,607
<b>Mean Lot Site</b>			<b>65,096</b>

Based on the subject's locational characteristics and an examination of the zoning of surrounding and nearby properties, the most likely use would be for commercial development. The properties adjacent to the subject range in size from 5,607 square feet to 119,398 square feet, with a mean lot size of 65,096 square feet. Therefore, for the basis of establishing a benchmark value, I will utilize an area of 65,096 square feet.

Several procedures for the valuation of land may be available to the appraiser depending on available data. These include:

1. The sales comparison approach. Sales of similar vacant parcels are analyzed, compared, and adjusted to derive an indication of value for the land being appraised.
2. The allocation (abstraction) procedure. Sales of improved properties are analyzed, and the prices are allocated between land and improvements.
3. The extraction procedure. This is a variant of the allocation method, whereby the value of the contribution to the total value of the improvements are estimated, and then deducted from the total to leave land value.

4. The Income Capitalization procedures are as follows:
  - a. The land residual procedure. The land is assumed to be improved to its highest and best use, and the net income imputable to the land after all expenses of operation and return attributable to the other agents in production is capitalized to derive an estimate of land value.
  - b. The ground rent capitalization procedure. In this procedure the rent paid for the right to use and occupy land is capitalized to yield a value. Capitalization rates are derived from market data.
  - c. The anticipated use (development) procedure. Undeveloped land is assumed to be subdivided, developed, and sold. Development costs, incentive costs and carrying charges are subtracted from the estimated proceeds of sale, and the net income projection is discounted over the estimated period required for market absorption of the developed sites to derive an indication of value for the land being appraised.

The most applicable method in valuing the subject property is the Sales Comparison Approach.

## **SALES COMPARISON APPROACH**

One of the most reliable indicators of value in an active market is derived by comparing the property being appraised with similar properties. This approach reflects the principle that a well-informed buyer will pay no more for a property than the cost involved in obtaining an equally satisfactory substitute property.

A basic principle in the valuation of real estate is that no two properties are identical and, thus, adjustments are necessary to reflect the various differences. This formalizes the thought process often followed by buyers and sellers and tends to yield a range of indicated values for the property appraised.

A few of the more common factors that may influence value are detailed below:

### **1. Location**

Location is the primary factor in the valuation of virtually all real estate. As applied to this appraisal, the highest land values are found with those tracts having good overall utility, with good access, favorable terrain features, and attractive amenities/views.

### **2. Size of Tract**

Another important factor is the size of the tract being considered. As a general rule, the smaller the parcel, the higher the per unit value (price per acre/square foot). However, this is not always the case as site size may impact development potential.

### **3. Terms and Conditions of Sale**

Sale prices listed for comparable sales are strongly influenced by terms and conditions of sale offered by the seller and by the motivation of both the buyer and the seller. When sale terms are attractive, with such features as a low down payment, low rate of interest, and payment over an extended period of time, prices tend to be inflated as opposed to the situation where the seller requires all cash.

**4. Market Conditions**

The date of comparable sales is also important in estimating present land values. This is because of the cycles in land values.

**5. Zoning and Potential Development Density**

The highest land values, on a per unit basis, are normally found under the higher density commercial uses, followed in succession by multifamily/office/industrial uses, single family use, suburban and rural residential, and, finally, agricultural and forestry, and open space use. While the existing zoning classification may not absolutely dictate future use of the land, it has a strong bearing on both sale prices and land values. A purchaser who must rezone land to a higher or different use must consider not only the probability of rezoning, but also the time and expense required.

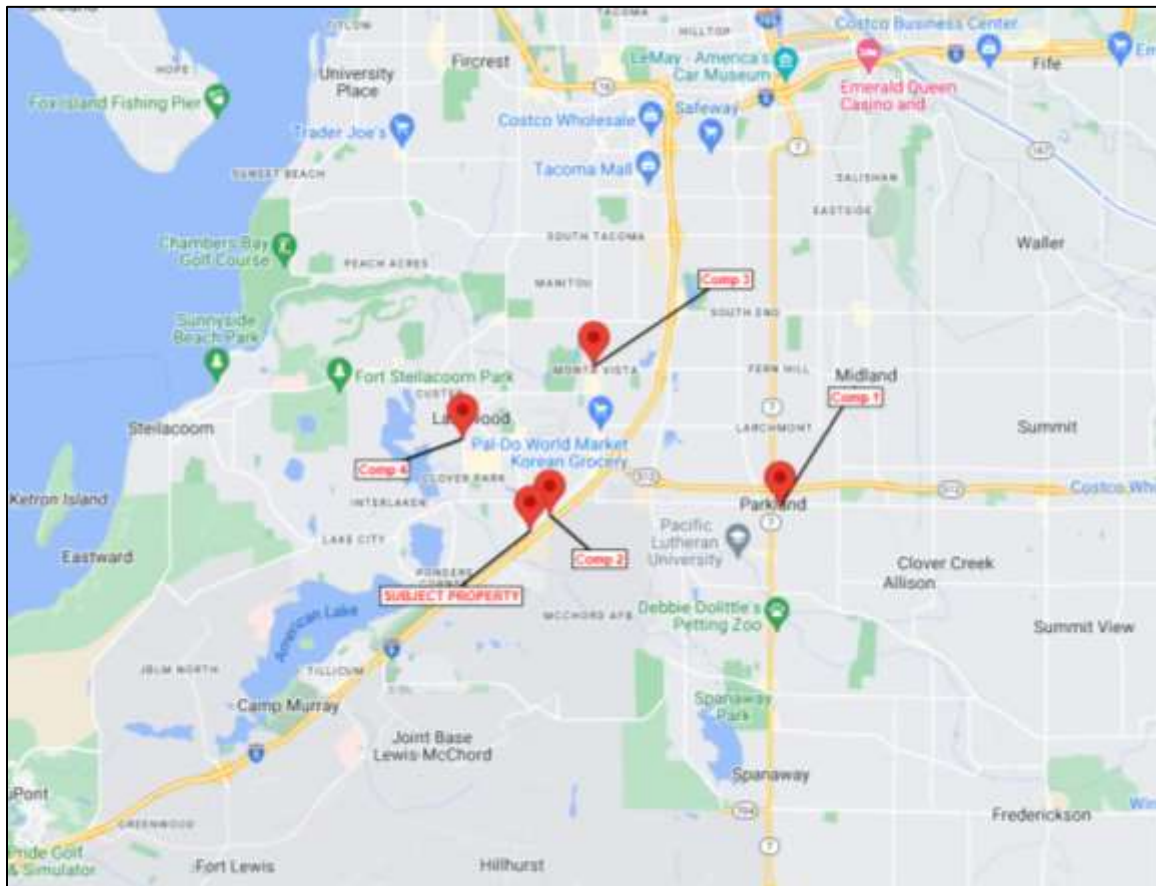
**6. Physical Features of the Land**

Physical features include topography or slope, provision for surface drainage, soil conditions, and the presence of wetlands, ground cover, and view, among others. When all of these conditions are favorable, a purchaser might reasonably be expected to pay a premium and when one or more are unfavorable, an offer to purchase will most probably be discounted.

A search was conducted in the general market area for properties that offer similar zoning and development potential as the subject's adjacent properties, which are the basis for analysis. The search produced four comparable properties relevant for analysis. While these comparables are not identical to the subject, they provide a benchmark from which to arrive at a value for the subject property. The sales selected are delineated in the following chart, with a location map following the chart shows the location of each comparable relevant to the subject. Each comparable is then discussed individually and accompanied by a photograph. The price per square foot is the typical unit of measurement for commercial properties and therefore, is the unit of measurement utilized herein.

**ANALYSIS OF DATA & OPINIONS OF APPRAISER**

LAND COMPARABLES					
Sale	Location	Sale Date	Analysis Price	Size (Sq.Ft.)	\$/Sq.Ft.
L-1	11212 A Street S Tacoma, WA	Sep-23	\$235,000	15,580	\$15.08
L-2	11417-11435 Pacific Highway SW Lakewood, WA	Jan-21	\$880,000	44,280	\$19.87
L-3	8328 South Tacoma Way Lakewood, WA	Feb-24	\$2,450,000	117,263	\$20.89
L-4	9810 Gravelly Lake Drive SW Lakewood, WA	Mar-23	\$710,000	27,007	\$26.29



**COMPARABLE LAND SALES MAP**

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**ANALYSIS OF DATA & OPINIONS OF APPRAISER**

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**Land Sale No. 1**

**Property Identification**

<b>Record ID</b>	15578
<b>Property Type</b>	Commercial
<b>Address</b>	11212 A Street S, Tacoma, Pierce County, Washington 98444
<b>Location</b>	Southwesterly of the intersection of A Street S and 112th Street S
<b>Tax ID</b>	9375000014
<b>Instrument</b>	Statutory Warranty Deed

**Sale Data**

<b>Grantor</b>	Northwest QSR RE Owner I LLC
<b>Grantee</b>	Parkland 11212 LLC
<b>Sale Date</b>	September 08, 2023
<b>Deed Book/Page</b>	202309080202
<b>Property Rights</b>	Fee Simple
<b>Financing</b>	Cash to seller
<b>Verification</b>	Jerome O'Leary, Listing Broker; 253-722-1400

<b>Sale Price</b>	\$235,000
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**Land Data**

<b>Zoning</b>	UCor, Urban Corridor
<b>Topography</b>	Level
<b>Utilities</b>	All available
<b>Shape</b>	Generally rectangular

**Land Size Information**

<b>Gross Land Size</b>	0.358 Acres or 15,580 SF
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**Indicators**

<b>Sale Price/Gross SF</b>	\$15.08
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**Remarks**

This is the sale of a commercial site located in the Parkland area of unincorporated Pierce County. The site contains 15,580 square feet, or 0.36 acres, and has frontage along A Street S and 112th Street S, a lighted intersection. The property is level, at grade with the road frontage, and has access to all typical public utilities. The broker did not know what the buyer planned for the site. According to the broker, the neighboring property to the west is being developed with a national fast-food chain, although construction has not yet begun.



**SOUTHWESTERLY OF THE INTERSECTION OF A STREET S  
AND 112TH STREET S**



**11212 A STREET S**



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**ANALYSIS OF DATA & OPINIONS OF APPRAISER**

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**Land Sale No. 2**

**Property Identification**

<b>Record ID</b>	14373
<b>Property Type</b>	Commercial
<b>Address</b>	11417-11435 Pacific Highway SW, Lakewood, Pierce County, Washington 98499
<b>Location</b>	SE side of Pacific Highway SW, east of Bridgeport Way
<b>Tax ID</b>	0219122135, 0219122136
<b>Instrument</b>	Statutory Warranty Deed

**Sale Data**

<b>Grantor</b>	2014 LOBO Holdings LLC
<b>Grantee</b>	Emerald City Enhanced Services, LLC
<b>Sale Date</b>	January 08, 2021
<b>Deed Book/Page</b>	202101190695
<b>Property Rights</b>	Fee Simple
<b>Sale History</b>	No sales in prior five years
<b>Verification</b>	Linn Larsen, Listing Agent; 253-589-2222

<b>Sale Price</b>	\$880,000
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**Land Data**

<b>Zoning</b>	TOC- Transit Oriented Commercial
<b>Topography</b>	Relatively level
<b>Utilities</b>	All available
<b>Shape</b>	Irregular
<b>Flood Info</b>	Flood Zone (X Shaded) barely on SE corner of site (less than 200 sq.ft.)

**Land Size Information**

<b>Gross Land Size</b>	1.017 Acres or 44,280 SF
<b>Front Footage</b>	270 ft along Pacific Highway SW;

**Indicators**

<b>Sale Price/Gross SF</b>	\$19.87
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**Remarks**

This is the sale of a commercial site located along Pacific Highway SW within the city limits of Lakewood. The site is located near Interstate-5, but there is a parcel between this property and the freeway. There is some visibility to the freeway. The site is across the street from the Sound Transit Lakewood Station and parking garage and adjacent to a new hotel that was built in 2020. The site is relatively level but a few feet above the grade of Pacific Highway SW. The site has access to all typical public utilities, including direct access to sewer in the frontage street. The buyer purchased the site for development of an assisted living health care facility. The property was listed at \$880,000, which is the sale price.



**SE SIDE OF PACIFIC HIGHWAY SW,  
EAST OF BRIDGEPORT WAY**



**11417-11435 PACIFIC HIGHWAY SW**

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**ANALYSIS OF DATA & OPINIONS OF APPRAISER**

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**Land Sale No. 3**

**Property Identification**

**Record ID** 15499  
**Property Type** Commercial  
**Address** 8328 South Tacoma Way, Lakewood, Pierce County, Washington  
98499  
**Location** At the intersection of South Tacoma Way and South 84th Street  
**Tax ID** 0220361006, 0220361012, 0220361027  
**Instrument** Special Warranty Deed

**Sale Data**

**Grantor** Henry L. Bardon  
**Grantee** CP DI IOS Lakewood, LP  
**Sale Date** February 28, 2024  
**Deed Book/Page** 202402280310  
**Property Rights** Fee Simple  
**Sale History** No sales in prior five years  
**Verification** Derrick Urquhart, Neil Walter Company, Listing Agent; 253-779-8400

**Sale Price** \$3,050,000  
**Downward Adjustment** \$600,000 (Allocated to building)  
**Adjusted Price** \$2,450,000

**Land Data**

**Zoning** Commercial Two (C2); City of Lakewood  
**Topography** Level  
**Utilities** All onsite  
**Shape** Rectangular  
**Flood Info** Not in a flood zone; no onsite wetlands

**Land Size Information**

**Gross Land Size** 2.692 Acres or 117,263 SF  
**Front Footage** 215 ft along South Tacoma Way;

**Indicators**

**Sale Price/Gross SF** \$20.89 Adjusted

## ANALYSIS OF DATA & OPINIONS OF APPRAISER

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### Remarks

This is the sale of three adjacent parcels located along South Tacoma Way within the City of Lakewood. The site is located where 84th Street South terminates at a lighted intersection. There is secondary access along 38th Avenue SW. The property is zoned Commercial Two (C2). There is a dated retail building onsite that was constructed in 1969 and contains an area of 4,162 square feet. While the property was marketed as a redevelopment site, the buyer intends to retain the building. The listing agent indicated that the buyer allocated \$600,000 to the building. Thus, this amount is deducted from the sale price to reach an amount allocated to the land of \$2,450,000. The buyer is an investor who intends to lease the property to a national landscape company. The listing agent indicated there is a 4-foot-wide easement on the southern property line for utilities, but otherwise the entire site is useable.

The property was listed for sale at \$3,500,000. The sale price of \$3,050,000 is 87.14% of the list price. The listing agent indicated that City of Lakewood requirements and timing on permitting caused a small price reduction from the original contract amount.



**AT THE INTERSECTION OF SOUTH TACOMA WAY AND SOUTH 84TH STREET**



**8328 SOUTH TACOMA WAY**

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**ANALYSIS OF DATA & OPINIONS OF APPRAISER**

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**Land Sale No. 4**

**Property Identification**

<b>Record ID</b>	15047
<b>Property Type</b>	Commercial
<b>Address</b>	9810 Gravelly Lake Drive SW, Lakewood, Pierce County, Washington 98499
<b>Location</b>	Westerly of Gravelly Lake Dr SW
<b>Tax ID</b>	0219022196
<b>Instrument</b>	Statutory Warranty Deed

**Sale Data**

<b>Grantor</b>	American Lake Credit Union
<b>Grantee</b>	T5 Lakewood RE LLC
<b>Sale Date</b>	March 01, 2023
<b>Deed Book/Page</b>	202303010193
<b>Property Rights</b>	Fee Simple
<b>Verification</b>	John Bauder, broker; 253-238-0043

<b>Sale Price</b>	\$710,000
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**Land Data**

<b>Zoning</b>	CBD
<b>Topography</b>	Level
<b>Utilities</b>	Available
<b>Shape</b>	Irregular
<b>Landscaping</b>	None
<b>Rail Service</b>	None
<b>Fencing</b>	Yes

**Land Size Information**

<b>Gross Land Size</b>	0.620 Acres or 27,007 SF
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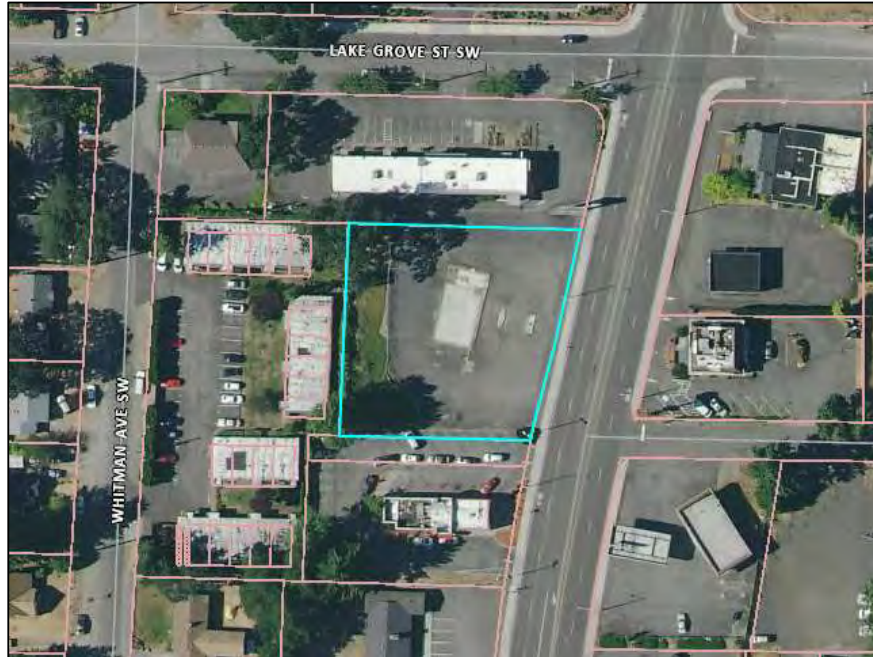
**Indicators**

<b>Sale Price/Gross SF</b>	\$26.29
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**Remarks**

The comparable is located along the westerly side of Gravelly Lake Drive Southwest in Lakewood, Washington. The site has an interior location and is zoned CBD by the City of Lakewood. The property was listed for \$675,000 and ultimately sold for \$710,000 given multiple offers. The site was paved, but otherwise vacant at the time of sale. The buyer plans to develop the site with a carwash.





**WESTERLY OF GRAVELLY LAKE DR SW**



**9810 GRAVELLY LAKE DRIVE SW**

### **Analysis of Comparable Sales**

In utilizing the comparables to estimate a value per square foot for the subject property, each sale should be adjusted to the subject for dissimilarities. There are six common elements of comparison that should always be considered in sales comparison analysis. These are: *Real property rights conveyed; Financing terms; Condition of sale; Date of sale; and Location and Physical characteristics.* In analyzing the *Location and Physical characteristics*, adjustments may be considered for some dissimilarities among the comparables, primarily for location (quality of commercial district, access), size, available utilities, site utility, and zoning.

The Land Comparison process involves the comparing of similar properties that have sold with the subject. An adjustment process is applied to the comparables, with an adjustment chart presented further in this section. The adjustment process considers the thought process often followed by buyers and sellers in comparing different properties. Within the discussion of each sale detailed herein, the characteristics are noted and compared to the subject. Where necessary, adjustments are made to the comparables in relationship to the subject. The top of the chart accounts for quantitative adjustments which are now discussed.

### **Quantitative Adjustments**

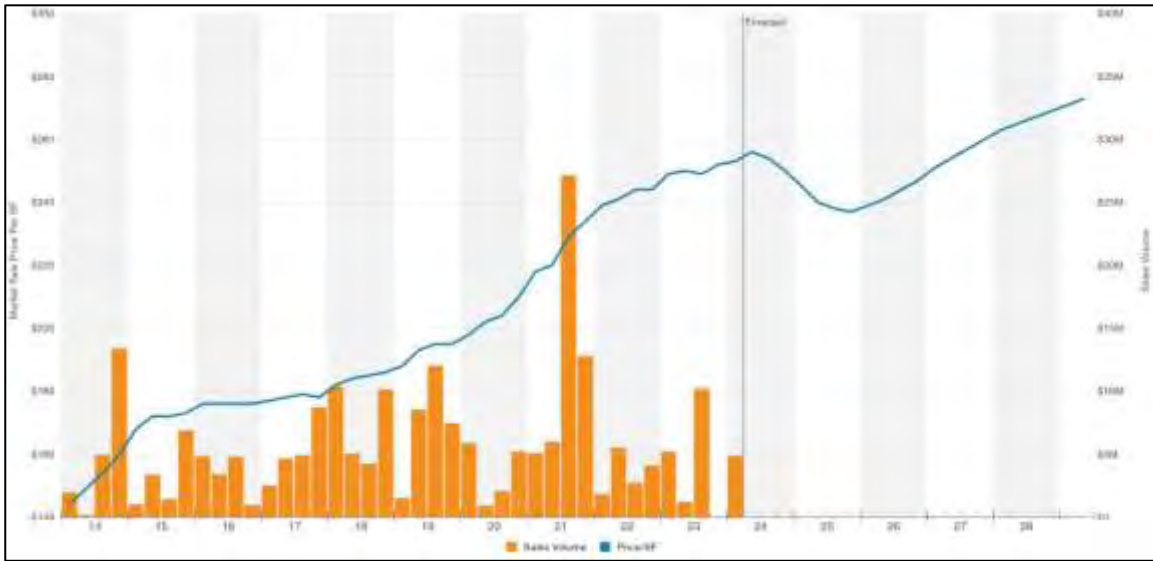
When applicable, quantitative adjustments can be applied to the comparables for items such as financing, conditions of sale, and buyer expenditures after the purchase. The property rights conveyed, financing, and conditions of sale for the comparables are similar to the subject and do not require an adjustment. Comparable 3 is adjusted downward for the contribution value of improvements.

### **Market Conditions**

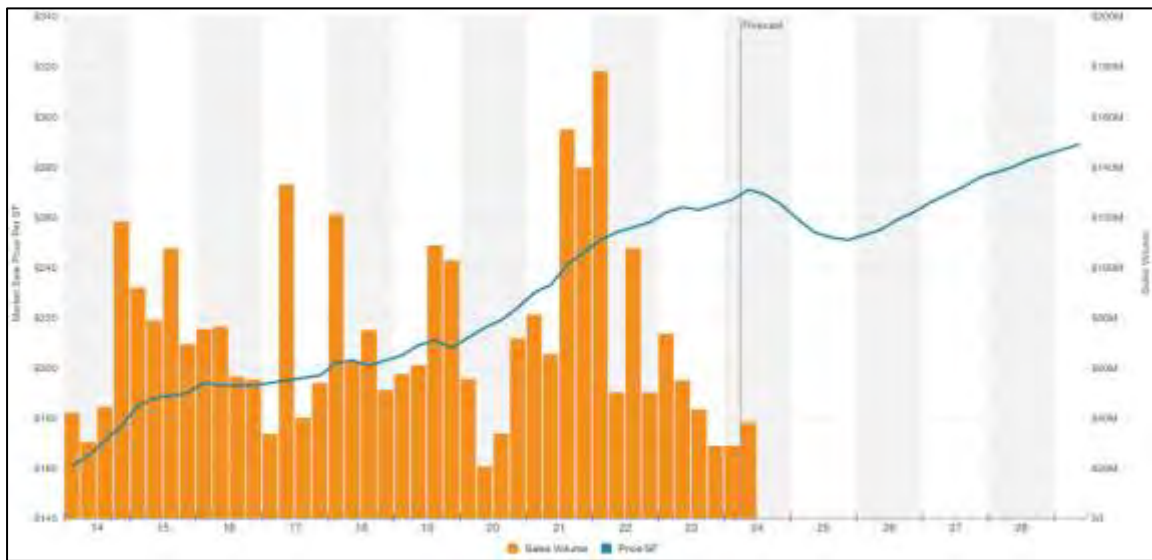
The next quantitative adjustment to consider is for market conditions. In analyzing the influence of the market conditions at the time of sale of the comparables in relation to the market conditions as of the date of appraisal, the key factor is the passage of time. More specifically, the question to be answered in its simplest form is whether there is any trend in general prices over time. The *Date of sale* for the comparables ranges from January 2021 through February 2024. The following exhibit is replicated from CoStar and the exhibit identifies the average sale price on a per square foot basis for retail use within Lakewood:



ANALYSIS OF DATA & OPINIONS OF APPRAISER



As exhibited, the average sale price has generally increased over the time under study. However, the total sales volume has decreased. As the sales volume decreases, the reliability on the statistical data decreases as there are fewer data points from which to draw statistical data. When expanding to Pierce County, similar statistical data is presented:



According to the Pierce County CoStar data, the average sale price in the first quarter of 2021 was \$230, increasing to \$271 in the first quarter of 2024. The average sale price indicates that there has been an upward trend over the time frame under study. The subject is analyzed as though vacant. Rising interest rates and construction costs have tempered new construction growth which has directly impacted land values. Therefore, a slightly lower adjustment is imputed to the comparables of 3% per year, or 0.25% per month.

**ANALYSIS OF DATA & OPINIONS OF APPRAISER**

Qualitative Adjustments

The “Across the Fence” method has been used to estimate a value for the subject property. The subject has several adjacent parcels which range in size from 5,607 square feet to 119,398 square feet, with a median lot size of 65,096 square feet. The median lot size is the basis for arriving at a benchmark value for the subject site under the “Across the Fence” methodology.

The sale comparables, although not identical to the subject, provide a reasonable basis for determining the market-oriented unit value for the subject property. The individual comparable sales are now compared to the subject as it relates to qualitative adjustments, including location/access, functional site utility, and size. The adjustment process is now discussed following the adjustment chart.

COMPARABLE LAND SALE ADJUSTMENT CHART					
Comparable Number	Subject	L-1	L-2	L-3	L-4
<b>Sale Price</b>	n/a	\$235,000	\$880,000	\$3,050,000	\$710,000
<b>Property Rights Conveyed</b>	Fee Simple	Fee Simple	Fee Simple	Fee Simple	Fee Simple
Adjustment		\$0	\$0	\$0	\$0
Adjusted Price		\$235,000	\$880,000	\$3,050,000	\$710,000
<b>Financing</b>	Cash to Seller	Cash to Seller	Cash to Seller	Cash to Seller	Cash to Seller
Adjustment		\$0	\$0	\$0	\$0
Adjusted Price		\$235,000	\$880,000	\$3,050,000	\$710,000
<b>Conditions of Sale</b>	Arms Length	Arms Length	Arms Length	Arms Length	Arms Length
Adjustment		\$0	\$0	\$0	\$0
Adjusted Price		\$235,000	\$880,000	\$3,050,000	\$710,000
<b>Buyer Expenditures/Other</b>		None	None	Improvements (\$600,000)	None
Adjustment		\$14,400	\$0	(\$600,000)	\$0
Adjusted Price		\$249,400	\$880,000	\$2,450,000	\$710,000
<b>Date of Sale</b>	May-24	Sep-23	Jan-21	Feb-24	Mar-23
Adjustment (monthly)	0.25%	2.00%	10.00%	0.75%	3.50%
Adjusted Price		\$254,388	\$968,000	\$2,468,375	\$734,850
<b>Adjusted Price</b>		\$254,388	\$968,000	\$2,468,375	\$734,850
<b>Site Area (Sq.Ft.)</b>		15,580	44,280	117,263	27,007
<b>Price/Sq.Ft.</b>		\$16.33	\$21.86	\$21.05	\$27.21
<b>Qualitative Adjustments</b>					
<b>Location</b>	Lakewood	Inferior	Similar	Similar	Superior
Adjustment		+			-
<b>Size</b>	65,096	15,580	44,280	117,263	27,007
Adjustment		-		+	-
<b>Zoning</b>	TOC	Ucor	TOC	C2	CBD
Adjustment				-	-
<b>Total Adjustment</b>		<b>Similar</b>	<b>Similar</b>	<b>Similar</b>	<b>Downward</b>

**Location**

L-1 is in unincorporated Pierce County, in the Parkland area, overall inferior to the subject, for an upward adjustment. L-2 and L-3 are similar enough to the subject and an adjustment is not imputed. L-4 is adjusted downward as it is located within proximity to the downtown core of Lakewood, near a commercial shopping district.

**Size**

The subject is analyzed based on the median site size of the bordering parcels. The comparables range in size from 15,580 square feet to 117,263 square feet. Typically, with all other features being similar, there is an inverse relationship between site size and square footage. As a site size increases, the price per square foot decreases. L-1 and L-4 are adjusted downward for the smaller site size whereas L-3 is adjusted upward for the larger site area. L-2 is similar enough to not warrant an adjustment.

**Zoning**

The subject is zoned TOC, Tranis Oriented Commercial. Comparable L-3 and L-4 are superior and are adjusted downward.

**Unit Value Conclusion**

The comparables range from \$16.33 per square foot to \$27.21 per square foot after accounting for quantitative adjustments. L-1 through L-3 indicate that a unit value between \$16.33 per square foot to \$21.86 per square foot is supported for the subject. L-4, at \$27.21 per square foot, is adjusted downward in relationship to the subject. L-2 is similar to the subject in zoning and is located within close proximity to the subject. L-3 is the most recent sale of the comparables and is also weighted. A unit value of \$21.50 per square foot is concluded for the subject.

The concluded unit value is now applied to the area to be vacated. The value of the subject property by the price per square foot method is calculated as follows:

<b>VALUE INDICATION BY THE SALES COMPARISON APPROACH</b>		
<u>Site Area (Sq.Ft.)</u>	<u>\$/Sq.Ft.</u>	<u>Indicated Value</u>
17,454	\$21.50	\$375,261
<b>Rounded Value Indication</b>		<b>\$375,000</b>
Internal calculations reflect a greater mathematical accuracy than shown		

**Value as a Stand-Alone Site**

The subject site is an unimproved right of way that on its own, cannot support independent development. The value indication of \$21.50 per square foot assumes that the site can support development. To estimate the value of the subject as a standalone site I have considered the impact because of the site configuration. The site is long and narrow, approximately 30 feet in width. It is my understanding that there are utility lines that are located within the right of way and the city will maintain utility easements across the site. Like the subject, the following sales were impacted by various physical constraints. The chart identifies the diminution in value due to the constraints when compared to sales of sites nearby that were not physically constrained. Descriptions of the sales are presented after the exhibit.

<u>Property Description</u>	<u>Description</u>	<u>\$/Sq.Ft.</u>	<u>Diminution due to Development Constraints</u>
P-1 Clark County Assessor's Parcel 213489000	Residential Landlocked Site	\$0.05	96%
P-2 Clark County Assessor's Parcel 216909000	Residential Landlocked Site	\$0.14	89% to 94%
P-3 Pierce County Assessor's Parcel 0220104053	Residential Landlocked Site	\$2.50	68% to 82%
P-4 Pierce County Assessor's Parcel 0219103070	Development Restrictions	\$0.47	93% to 95%
P-5 Pierce County Assessor's Parcel 5130001010	Residential Landlocked Site	\$1.86	65% to 88%
P-6 King County Assessor's Parcel 3365901750	Undevelopable Industrial Site	\$1.00	90%
P-7 King County Assessor's Parcel 0323049214	Landlocked Industrial Site	\$0.07	99%
P-8 King County Assessor's Parcel 9360600175	Undevelopable Commercial Site	\$0.66	92% to 93%

P-1 is a site that contains an area of 43,560 square feet. This property has a creek that runs through the property. Because of the location of the creek and wetlands, the site cannot be developed or accessed.

P-2 is a residential zoned site that contains an area of 90,169 square feet. The site is a triangular shaped site that has frontage on an interstate, but no legal access. Therefore, the site could not be developed.

P-3 is the sale of a landlocked site that is bordered by five properties, including four residential properties and a junk yard. The site contains an area of 20,038 square feet. The property was marketed for sale with only one adjacent owner expressing interest.

P-4 containing an area of 15,000 square feet, represents a site that was encumbered with development restrictions that precluded physical development.

P-5 is a landlocked site that is abutted by four properties. The site, containing an area of 4,025 square feet, was listed for sale on the open market with the eventual buyer being an adjacent property owner.

P-6 is the sale of a site containing an area of 2,500 square feet. The site is only ten feet in width, eliminating the ability for any physical development on its own. The property was acquired by an adjacent property owner.

P-7 is a large industrial site, containing an area of 108,250 square feet. The buyer in this transaction believed that it would be easy to obtain access from an adjacent property owner. However, upon confirmation of this sale, the buyer indicated that they were not educated, and their assumption was incorrect.

P-8 is a triangular shaped site that has frontage along two arterials. However, the site cannot physically support development on its own.

The discount due to physical constraints ranges from 65% to 99%, indicating that a significant discount is anticipated by the market when there are restrictions in place. While the physical constraints vary, the comparable data reflects that the market would not pay full price for a property that has a potentially restricted use. This is particularly true when the potential pool of buyers is reduced due to the site constraints. For instance, for a landlocked site, the potential buyers are typically reduced to the properties that abut the landlocked site. This pool of buyers is less than what would be anticipated for a property that had legal access and could independently be developed.

**ANALYSIS OF DATA & OPINIONS OF APPRAISER**

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The subject is analyzed through the across the fence methodology with a base value of \$21.50 per square foot. This base value does not recognize the constraints of the area to be acquired due to the long narrow configuration. While the across the fence methodology does not penalize the site for size and configuration, there is limited use potential on the site as a stand-alone parcel because of the long narrow configuration. In the subject's instance, there are a total of four abutting parcels that the subject site could be combined with, and the most probable buyer would be an adjacent property owner. My understanding is that the city will be maintaining easement rights across the property. Because of the limitations, a diminution in value of 75% is considered reasonable, resulting in a standalone value as follows:

<b>VALUE AS A STANDALONE SITE</b>				
<u>Site Area (Sq.Ft.)</u>	<u>\$/Sq.Ft.</u>	<u>Less 75%</u>	<u>Adj. Unit Value</u>	<u>Indicated Value</u>
17,454	\$21.50	\$16.13	\$5.38	\$93,815
<b>Rounded Value Indication</b>				<b>\$95,000</b>
<small>Internal calculations reflect a greater mathematical accuracy than shown</small>				

**RECONCILIATION**

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**STAND-ALONE METHOD**

Based on the preceding analysis, it is the opinion of the appraiser that the market value of the 17,454-square-foot street to be vacated, as a stand-alone site, as described herein, as of the date of inspection, May 28, 2024, is:

**NINETY-FIVE THOUSAND DOLLARS**

**\$95,000**

# CERTIFICATION

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I certify that, to the best of our knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions and conclusions are limited only by the reported assumptions and limiting conditions, and represent my personal, impartial and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report and have no personal interest with respect to the parties involved.
4. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
5. The engagement in this assignment was not contingent upon developing or reporting predetermined results.
6. Compensation is not contingent upon the reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value estimate, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
7. I have made personal inspections of the property that is the subject of this report.
8. No one provided significant real property appraisal assistance to the person signing this report in the preparation of and research contained within this report.
9. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute, which include the Uniform Standards of Professional Appraisal Practice.
10. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
11. This appraisal assignment was not based on a requested minimum valuation, a specific valuation, or an approval of a loan.
12. The appraiser is competent and qualified to perform the appraisal assignment.



## CERTIFICATION

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13. I have performed no services as appraisers, or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
14. As of the date of this report, I have completed the continuing education program for Designated Members of the Appraisal Institute.

Respectfully submitted,



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Barbro A. Hines, MAI, SRA  
State of Washington Certification 1101044

# QUALIFICATIONS

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## BARBRO A. HINES, MAI, SRA

### EDUCATION

Eastern Illinois University - Bachelor of Arts in Speech Communication

### PROFESSIONAL DESIGNATION

MAI, Appraisal Institute

SRA, Appraisal Institute

### PROFESSIONAL EDUCATION

Appraisal Institute Courses:

Introduction to Appraising

Applied Residential Property Valuation

Advanced Residential Form and Narrative Report Writing

Basic Income Capitalization

General Applications

Advanced Income Capitalization

Highest and Best Use and Market Analysis

Advanced Sales Comparison and Cost Approaches

Report Writing and Valuation Analysis

Advanced Applications

Standards of Professional Practice, Part A

Standards of Professional Practice, Part B

Business Practice and Ethics

### CERTIFICATIONS

General Classification Washington State Certified Real Estate Appraiser

State of Washington Certification 1101044

### EXPERIENCE

Partner/Appraiser – SH&H Valuation and Consulting (formerly Strickland, Heischman, and Hoss),  
Tacoma, WA

(1996 to present)

Owner/Appraiser – Barbro A. Hines and Associates, South Holland, IL

(1989-1995)

Associate Appraiser – Ralph W. Hines and Associates, South Holland, IL

(1986-1989)

**APPRAISAL EXPERIENCE INCLUDES**

Agricultural Land	Mobile Home Parks
Apartments	Offices (Professional and Medical)
Automobile Dealerships	Residential
Bank Branches	Restaurants
Churches	Retail
Cold Storage/Food Processing Facilities	Right-of-Way
Conservation Easements	Schools
Gas Station/C-Stores	Storage Complexes
Hotels/Motels	Subdivisions
Industrial Properties	Waterfront Properties

**COMPLETED APPRAISAL ASSIGNMENTS FOR**

Wells Fargo	Salal Credit Union
U.S. Bank	South Sound Bank
KeyBank	Washington State Department of Transportation
Union Bank	Jefferson County Public Works
Bank of America	City of University Place
Pacific Crest Trail Association	Sawyer Family Partnership
Timberland Bank	University of Washington
Kitsap Bank	City of Lacey
Umpqua Bank	Columbia Bank
First Citizens Bank	City of Port Orchard
Jon E. Cushman, Attorney at Law	Washington Department of Natural Resources
Laura Weselmann, Attorney at Law	Puyallup Tribe of Indians
Costco Wholesale	Jefferson Land Trust
City of Lakewood	Vashon-Maury Island Land Trust
Washington Federal	Capitol Land Trust
City of Tacoma	Metropolitan Park District of Tacoma

**PARTIAL LIST OF WASHINGTON COUNTIES APPRAISED IN**

Clallam County	Mason County
Cowlitz County	Pacific County
Grays Harbor County	Pierce County
Jefferson County	Skagit County
King County	Snohomish County
Kitsap County	Thurston County
Kittitas County	Whatcom County
Lewis County	Yakima County

## **ASSUMPTIONS AND LIMITING CONDITIONS**

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Unless noted otherwise in the body of the report, this appraisal is subject to the following assumptions and limiting conditions.

1. No responsibility is assumed for legal or title considerations. Title to the subject property is marketable and free and clear of all liens, encumbrances, encroachments, easements and restrictions. The property is assumed to be under responsible ownership and competent management and is assumed available for its highest and best use.
2. There are no existing judgments or pending or threatened litigation that impact the value of the property.
3. There are no hidden or undisclosed conditions of the land or of the improvements that impact the value of the property.
4. Information, public and private, relevant to sale price indications is assumed to be correct.
5. The property is in compliance with all applicable building, environmental, zoning, and other federal, state and local laws, regulations and codes.
6. Information, estimates and opinions contained in the report, obtained from others, including third-party sources, are assumed to be reliable and have not been independently verified and no warranty is given for accuracy.
7. An appraisal is inherently subjective and represents our opinion as to the value of the property appraised.
8. The conclusions stated in our appraisal apply only as of the effective date of the appraisal, and no representation is made as to the effect of subsequent events.
9. No changes in any federal, state or local laws, regulations or codes (including, without limitation, the Internal Revenue Code) are anticipated.
10. When environmental impact studies are not provided in conjunction with the appraisal, we reserve the right to revise or rescind any of the value opinions based upon any subsequent environmental impact studies. If any environmental impact statement is required by law, the appraisal assumes that such statement will be favorable and will be approved by the appropriate regulatory bodies.

## **ASSUMPTIONS AND LIMITING CONDITIONS**

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11. Unless otherwise agreed to in writing, we are not required to give testimony, respond to any subpoena or attend any court, governmental or other hearing with reference to the property without compensation relative to such additional employment.
12. We have made no survey of the property and assume no responsibility in connection with such matters. Any sketch or survey of the property included in this report is for illustrative purposes only and should not be considered to be scaled accurately for size. The appraisal covers the property as described in this report, and the areas and dimensions set forth are assumed to be correct.
13. No opinion is expressed as to the value of subsurface oil, gas or mineral rights, if any, and we have assumed that the property is not subject to surface entry for the exploration or removal of such materials, unless otherwise noted in our appraisal.
14. We accept no responsibility for considerations requiring expertise in other fields. Such considerations include, but are not limited to, legal descriptions and other legal matters such as legal title, geologic considerations such as soils and seismic stability, and civil, mechanical, electrical, structural and other engineering and environmental matters.
15. The distribution of the total valuation in the report between land and improvements applies only under the reported highest and best use of the property. The allocations of value for land and improvements must not be used in conjunction with any other appraisal and are invalid if so used. The appraisal report shall be considered only in its entirety. No part of the appraisal report shall be utilized separately or out of context.
16. Neither all nor any part of the contents of this report (especially any conclusions as to value, the identity of the appraisers, or any reference to the Appraisal Institute) shall be disseminated through advertising media, public relations media, news media or any other means of communication (including without limitation prospectuses, private offering memoranda and other offering material provided to prospective investors) without the prior written consent of the person signing the report.

## ASSUMPTIONS AND LIMITING CONDITIONS

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17. Any income and expense estimates contained in the appraisal report are used only for the purpose of estimating value and do not constitute predictions of future operating results.
18. If the property is subject to one or more leases, any estimate of residual value contained in the appraisal may be particularly affected by significant changes in the condition of the economy, of the real estate industry, or of the appraised property at the time these leases expire or otherwise terminate.
19. No consideration has been given to personal property located on the premises or to the cost of moving or relocating such personal property; only the real property has been considered.
20. The current purchasing power of the dollar is the basis for the value stated herein. We have assumed that no extreme fluctuations in economic cycles will occur.
21. The analyses contained in the report necessarily incorporate numerous estimates and assumptions regarding property performance, general and local business and economic conditions, the absence of material changes in the competitive environment and other matters. Some estimates or assumptions, however, inevitably will not materialize, and unanticipated events and circumstances may occur; therefore, actual results achieved during the period covered by our analysis will vary from our estimates, and the variations may be material. The *Americans with Disabilities Act (ADA)* became effective in the 1990s. We have not made a specific survey or analysis of the property to determine whether the physical aspects of the improvements meet the *ADA* accessibility guidelines. We claim no expertise in *ADA* issues, and render no opinion regarding compliance of the subject with *ADA* regulations. Inasmuch as compliance matches each owner's financial ability with the cost to cure the non-conforming physical characteristics of a property, a specific study of both the owner's financial ability and the cost to cure any deficiencies would be needed for the Department of Justice to determine compliance.

## ASSUMPTIONS AND LIMITING CONDITIONS

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22. No studies have been provided to us indicating the presence or absence of hazardous materials on the subject property or in the improvements, and our valuation is predicated upon the assumption that the subject property is free and clear of any environmental hazards including, without limitation, hazardous wastes, toxic substances and mold. No representations or warranties are made regarding the environmental condition of the subject property and the person signing the report shall not be responsible for any such environmental conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because we are not experts in the field of environmental conditions, the appraisal report cannot be considered as an environmental assessment of the subject property.
23. The person signing the report may have reviewed available flood maps and may have noted in the appraisal report whether the subject property is located in an identified Special Flood Hazard Area. We are not qualified to detect such areas and therefore do not guarantee such determinations. The presence of flood plain areas and/or wetlands may affect the value of the property, and the value conclusion is predicated on the assumption that wetlands are non-existent or minimal.
24. The appraisal report and the value conclusion within the appraisal is predicated upon the assumption that the satisfactory completion of construction, repairs or alterations will be performed in a workmanlike manner.
25. It is expressly acknowledged that in any action which may be brought against SH&H Valuation and Consulting, or their respective officers, owners, managers, directors, agents, subcontractors or employees (the "SH&H Valuation and Consulting Parties"), arising out of, relating to, or in any way pertaining to this engagement, the appraisal reports, or any estimates or information contained therein, the "SH&H Valuation and Consulting Parties" shall not be responsible or liable for an incidental or consequential damages or losses, unless the appraisal was fraudulent or prepared with gross negligence. It is further acknowledged that the collective liability of the "SH&H Valuation and Consulting Parties" in any such action shall not exceed the fees paid for the preparation of the appraisal report unless the appraisal was fraudulent or prepared with gross negligence. Finally, it is acknowledged that the fees charged herein are in reliance upon the foregoing limitations of liability.

## ASSUMPTIONS AND LIMITING CONDITIONS

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26. SH&H Valuation and Consulting, an independently owned and operated company, has prepared the appraisal for the specific purpose stated elsewhere in the report. The intended use of the appraisal is stated in the report. The use of the appraisal report by anyone other than the Client is prohibited except as otherwise provided. Accordingly, the appraisal report is addressed to and shall be solely for the Client's use and benefit unless we provide our prior written consent. We expressly reserve the unrestricted right to withhold our consent to your disclosure of the appraisal report (or any part thereof including, without limitation, conclusions of value and our identity), to any third parties. Stated again for clarification, unless our prior written consent is obtained, no third party may rely on the appraisal report (even if their reliance was foreseeable).
27. The conclusions contained in this report are estimates based on known current trends and reasonably foreseeable future occurrences. These estimates are based partly on property information, data obtained in public records, interviews, existing trends, buyer-seller decision criteria in the current market, and research conducted by third parties, and such data are not always completely reliable. SH&H Valuation and Consulting and the undersigned are not responsible for these and other future occurrences that could not have reasonably been foreseen on the effective date of this assignment. Furthermore, it is inevitable that some assumptions will not materialize and that unanticipated events may occur that will likely affect actual performance. While we are of the opinion that our findings are reasonable based on current market conditions, we do not represent that these estimates will actually be achieved, as they are subject to considerable risk and uncertainty. Moreover, we assume competent and effective management and marketing for the duration of the projected holding period of this property.
28. Any prospective value estimates presented in this report are estimates and forecasts which are prospective in nature and are subject to considerable risk and uncertainty. In addition to the contingencies noted in the preceding paragraph, several events may occur that could substantially alter the outcome of our estimates such as, but not limited to changes in the economy, interest rates, and capitalization rates, behavior of consumers, investors and lenders, fire and other physical destruction, changes in title or conveyances of easements and deed restrictions, etc. It is assumed that conditions reasonably foreseeable at the present time are consistent or similar with the future.
29. The value estimate herein is subject to these and to any other assumptions or conditions set forth in the body of this report but which may have been omitted from this list of Assumptions and Limiting Conditions.



## **EXTRAORDINARY ASSUMPTIONS AND/OR HYPOTHETICAL CONDITIONS**

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- 1) **Extraordinary Assumption:** *“an assignment-specific assumption as of the effective date regarding uncertain information used in an analysis which, if found to be false, could alter the appraiser’s opinions or conclusions.”*<sup>9</sup> Extraordinary assumptions assume as fact otherwise uncertain information about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in analysis.

There are no extraordinary assumptions relevant to this appraisal.

- 2) **Hypothetical Condition:** *“a condition, directly related to a specific assignment, which is contrary to what is known by the appraiser to exist on the effective date of the assignment results, but is used for the purpose of analysis.”*<sup>10</sup> A hypothetical condition assumes conditions contrary to known facts about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in analysis.

There are no hypothetical conditions relevant to this appraisal.

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<sup>9</sup> *Uniform Standards of Professional Appraisal Practice, 2024 Edition*, Appraisal Standards Board, The Appraisal Foundation, Washington D.C., p. 4.

<sup>10</sup> *Ibid*, p. 4.

# **ADDENDA**



May 1, 2024

Maranda L. Poirier-Cote  
Accounting Controller  
Hospitality Development Group  
11751 Pacific Highway SW  
Lakewood, WA 98499  
[accounting@seahx.com](mailto:accounting@seahx.com)

RE: Appraisal Request  
Street vacation, adjacent to Pierce County Assessors Parcels  
0219122162, 0219122163, 021922042, and 0219122170  
Lakewood, WA


Dear Ms. Poirier-Cote:

Per recent correspondence, our firm can supply you with appraisal services concerning the above referenced property. The purpose of the appraisal is to provide an opinion of the value of part of a right of way adjacent to the above referenced properties, as of the date of inspection. The right of way is identified as Cline Road SW and is located southerly of Pacific Highway SW in Lakewood, Washington. It is my understanding that there may be a future segregation of the right of way between the parcels identified above, however, as of this date, the specifics to the segregation have not been finalized.

The fee to complete the assignment is \$3,200 with a delivery date of four weeks upon notice to proceed, if the required information to complete the appraisal is available. The appraisal will be prepared with the intent to be in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute, which includes the Uniform Standards of Professional Appraisal Practice.

Payment can be made by check (payable to SH&H Valuation and Consulting), by ACH or by credit card. If payment is made by credit card, a transaction fee of 3% of the total fee will be applied. ACH or credit card payments can be processed by contacting our administrative staff at 253-564-3230 during normal business hours. If you agree with this proposal, please return a copy of this signed engagement letter with the fee and we will work with you to begin the process. Should you have any questions, please do not hesitate to contact me on my cellular at 253-209-8481.

Sincerely,

  
Barbro A. Hines, MAI, SRA  
State of Washington Certification 1001044

Engagement Letter Accepted

  
\_\_\_\_\_  
Client Signature

5/15/24  
Date



# STATE OF WASHINGTON



DEPARTMENT OF LICENSING - BUSINESS AND PROFESSIONS DIVISION  
THIS CERTIFIES THE PERSON OR BUSINESS NAMED BELOW IS AUTHORIZED AS A

**CERTIFIED GENERAL REAL ESTATE APPRAISER  
SUPERVISOR**

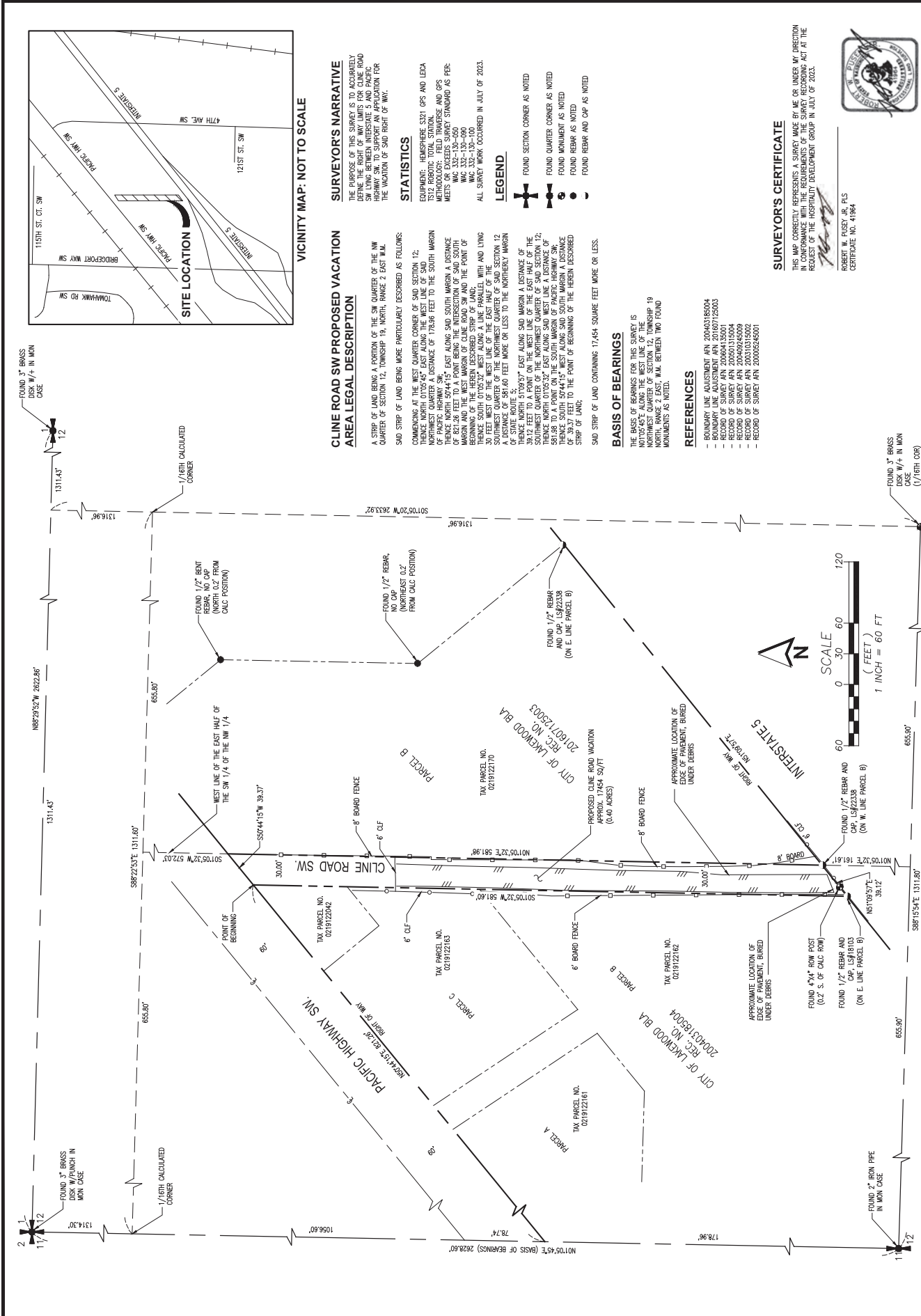
**BARBRO A HINES**

**1101044**  
License Number

**01/31/2002**  
Issue Date

**10/01/2025**  
Expiration Date

  
\_\_\_\_\_  
Marcus J Glasper, Director



**SURVEYOR'S NARRATIVE**  
 THE PURPOSE OF THIS SURVEY IS TO ACCURATELY DEFINE THE RIGHT OF WAY LIMITS FOR CLINE ROAD SW AND TO SUPPORT AN APPLICATION FOR THE VACATION OF SAID RIGHT OF WAY.

**STATISTICS**  
 EQUIPMENT: HEIMANN S321 GPS AND LEICA 1512 ROBOTTIC TOTAL STATION  
 METHODOLOGY: FIELD TRAVERSE AND GPS MEETS SURVEY STANDARD AS PER WAC 332-130-010  
 WAC 332-130-010  
 WAC 332-130-010  
 ALL SURVEY WORK OCCURRED IN JULY OF 2023.

**LEGEND**  
 FOUND SECTION CORNER AS NOTED  
 FOUND QUARTER CORNER AS NOTED  
 FOUND MONUMENT AS NOTED  
 FOUND REBAR AS NOTED  
 FOUND REBAR AND CAP AS NOTED

**CLINE ROAD SW PROPOSED VACATION AREA LEGAL DESCRIPTION**  
 A STRIP OF LAND BEING A PORTION OF THE SW QUARTER OF SECTION 12, TOWNSHIP 19N, RANGE 2E, EAST 1/4M, SAID STRIP OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
 COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 12; THENCE NORTH 59°44'15" EAST ALONG SAID SOUTH MARGIN OF PACIFIC HIGHWAY SW, A DISTANCE OF 178.96 FEET TO THE SOUTH MARGIN OF PACIFIC HIGHWAY SW; THENCE NORTH 59°44'15" EAST ALONG SAID SOUTH MARGIN OF PACIFIC HIGHWAY SW AND THE WEST MARGIN OF CLINE ROAD SW AND THE POINT OF BEGINNING OF THE HEREIN DESCRIBED STRIP OF LAND; THENCE SOUTH 59°44'15" WEST ALONG SAID WEST MARGIN OF CLINE ROAD SW A DISTANCE OF 581.60 FEET MORE OR LESS TO THE NORTHERLY MARGIN OF SAID STRIP OF LAND; THENCE NORTH 51°05'37" EAST ALONG SAID MARGIN A DISTANCE OF 39.12 FEET TO A POINT ON THE WEST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 12; THENCE NORTH 51°05'37" EAST ALONG SAID MARGIN A DISTANCE OF 581.96 TO A POINT ON THE SOUTH MARGIN OF PACIFIC HIGHWAY SW; THENCE SOUTH 59°44'15" WEST ALONG SAID SOUTH MARGIN A DISTANCE OF 39.12 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED STRIP OF LAND.

**BASIS OF BEARINGS**  
 THE BASIS OF BEARINGS FOR THIS SURVEY IS N070°04'5"E ALONG THE WEST LINE OF THE NORTHWEST QUARTER OF SECTION 12, TOWNSHIP 19N, RANGE 2E, EAST 1/4M, BETWEEN TWO FOUND MONUMENTS AS NOTED.

**REFERENCES**  
 - BOUNDARY LINE ADJUSTMENT APN 200403180004  
 - BOUNDARY LINE ADJUSTMENT APN 20070725003  
 - RECORD OF SURVEY APN 200501315004  
 - RECORD OF SURVEY APN 20040245009  
 - RECORD OF SURVEY APN 20040245009  
 - RECORD OF SURVEY APN 20026245001

**SURVEYOR'S CERTIFICATE**  
 THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION AND UNDER MY SUPERVISION AND CONTROL. I HEREBY CERTIFY THAT THE SURVEYING ACT AT THE REQUEST OF THE INSTANT CLIENT GROUP IN JULY OF 2023.

ROBERT W. PUSEY JR., PLS  
 CERTIFICATE NO. 41984



**RECORD OF SURVEY**  
 FOR CLINE ROAD SW VACATION  
 A PORTION OF THE SW 1/4, NW 1/4 OF SECTION 12,  
 TOWNSHIP 19 NORTH, RANGE 2 EAST, W.M.  
 PIERCE COUNTY, WASHINGTON



SECTION INDEX		Scale:	1"=60'		
By	Date	Section	Quarter	Township	Range
Surveyed	JKJM 07/2023	12	SW 1/4	19N	2E
Drawn	RP 07/2023	Drawing Number			
Checked	JK 07/2023	TLS-1082-001			
Approved	RP 07/2023	Sheet 1 of 1			
Accepted	RP 07/2023	GIG HARBOR, WA 98335			

PO BOX 268  
 GIG HARBOR, WA 98335



3609 Market Place West, Suite 201, University Place, WA 98466  
p. 253.564.3230 | f. 253.564.3143

**From:** [Amos Brinkley](#)  
**To:** "[Wott@cityoflakewood.us](mailto:Wott@cityoflakewood.us)"; [Franc Sawatzki](#); [Becky Newton](#); [Briana Schumacher](#)  
**Subject:** OBJECTION Proposed Vacation of Cline Road SW 98499  
**Date:** Monday, October 7, 2024 10:41:51 AM

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Some people who received this message don't often get email from bellasi5motorsport@hotmail.com. [Learn why this is important](#)

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

*- helpdesk@cityoflakewood.us ext. 4357*

---

Good morning! I'm the owner of Bella's I-5 Motor Sport on Cline RD, & 11733 Pacific HWY, SW 98499. I oppose the vacation and request this right of way be opened back up to public use as a road.

Thank you in advance.



Amos Brinkley: Member  
Bella's I-5 Motor Sport  
11733 Pacific HWY SW  
Lakewood, WA 98499  
Phone: 253-507-8264  
Fax: 253-507-8128  
[bellasi5motorsport.com](http://bellasi5motorsport.com)



**From:** [Jennifer Hines](#)  
**To:** [Briana Schumacher](#)  
**Subject:** OBJECTION Proposed Vacation of Cline Road SW  
**Date:** Friday, October 4, 2024 2:15:59 PM

---

You don't often get email from [jhines@mc-ec.org](mailto:jhines@mc-ec.org). [Learn why this is important](#)

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

---

Good afternoon! I am the Deputy CEO for Medicine Creek Enterprise Corporation for the Nisqually Indian Tribe. We received notification of the upcoming public hearing for Cline Road SW. **We oppose this vacation**, as we want to right of way opened back up for public transportation purposes.

We will soon begin redeveloping our property and will also be taking ownership of the property to the SE of us, which lies directly on the Cline/Pacific intersection. This vacation was initiated without the inclusion of the other owners on Cline Road SW. When we were finally notified this application was made, the owner pushing the vacation had already worked deals with another owner to take title to not just their own lawful portion, but to a portion extending all the way to Pacific. We explicitly informed them we do not agree, and expressed our displeasure at their very underhanded attempt to keep this dealings secret from the rest of the owners in order to better their position.

I am a former manager for the City of Tacoma Public Works Department and am very familiar with Vacations. I am happy to meet and discuss our objections, as well as our request the City open this right of way to public traversal.

Thank you,

**Jennifer S. Hines, Esq.**

Deputy CEO  
Medicine Creek Enterprise Corporation  
360-464-2893 (office) 253-380-1202 (cell)  
[jhines@mc-ec.org](mailto:jhines@mc-ec.org)

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