



## LAKEWOOD CITY COUNCIL AGENDA

Tuesday, January 20, 2026

6:00 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**

- (4) 1. Proclamation recognizing Chief Jim Sharp, West Pierce Fire and Rescue for his service to the community.

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

- (5) A. Approval of the minutes of the City Council meeting of January 5, 2026.
- (10) B. Motion No. 2026-05
- Approving the 2026 citizens advisory board, committee and commission work plans.
- (27) C. Motion No. 2026-06
- Approving the City Council liaisons to citizens' advisory boards, committees and commissions and representation on external boards and committees.
- (31) D. Motion No. 2026-07
- Authorizing the execution of an agreement with Gunderson Law Firm for prosecution and related legal services.
- (41) E. Motion No. 2026-08
- Authorizing the execution of an agreement with Washington State Department of Ecology to utilize grants funds to treat invasive milfoil on American Lake.

(67) F. Motion No. 2026-09

Authorizing the execution of a professional services agreement with Commonstreet Consulting, in the amount of \$88,859.01, for services related to the Custer Road Safety Improvement Project.

## (116) G. Items filed in the Office of the City Clerk:

1. Public Safety Advisory Committee meeting minutes of October 1, 2025.
2. Planning Commission meeting minutes of October 15, 2025.
3. Lakewood's Promise Advisory Board meeting minutes of November 6, 2025.
4. Planning Commission meeting minutes of November 19, 2025.
5. Planning Commission meeting minutes of December 3, 2025.

## **R E G U L A R   A G E N D A**

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

### **ITEMS FOR DISCUSSION**

- (130) Review of Lakewood Municipal Code amendments related to the allowed locations of alcohol productions and sales.
- (150) Review of 2024 Limited Tax General Obligation (LTGO) Bond Refund.
- (173) Review of 3<sup>rd</sup> Quarter (2025) Financial Report.
- (319) Review of 112<sup>th</sup> Street – Farwest Drive to Holden Road Project.

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

### **CITY COUNCIL COMMENTS**

### **ADJOURNMENT**

# CITY OF LAKEWOOD



## PROCLAMATION

**WHEREAS**, Fire Chief Jim Sharp has faithfully and honorably served West Pierce Fire & Rescue for 39 years, demonstrating unwavering dedication to the protection of life, property and the safety of the community; and

**WHEREAS**, throughout his tenure, Chief Sharp has exemplified the highest standards of leadership, professionalism, integrity and courage, earning the respect of public officials and the residents he served; and

**WHEREAS**, Chief Sharp has played a vital role in advancing the fire department through modernization, emergency preparedness and community outreach leaving a lasting and positive impact on the City of Lakewood community; and

**WHEREAS**, his commitment to public service extends far beyond emergency response; and

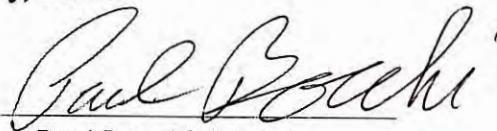
**WHEREAS**, upon his retirement, Chief Sharp leaves behind a legacy of service, leadership, and selfless dedication that has earned the respect and gratitude of community leaders and residents.

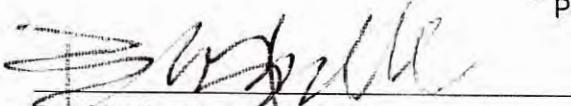
**NOW, THEREFORE, BE IT RESOLVED**, that the Lakewood City Council hereby recognizes and extends its sincere appreciation to

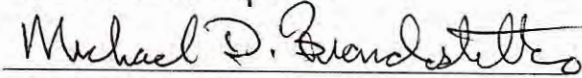
## FIRE CHIEF JIM SHARP

for his exceptional service to the Lakewood community and extends our best wishes in his retirement.

**PROCLAIMED this 20<sup>th</sup> day of January, 2026.**

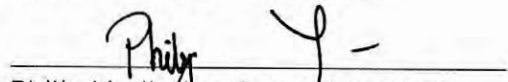
  
Paul Bocchi, Mayor


  
Patti Belle, Deputy Mayor

  
Michael D. Brandstetter, Councilmember

  
Ryan Pearson, Councilmember

  
Ellen Talbo, Councilmember

  
Philip Lindholm, Councilmember

  
J. Trestin Lauricella, Councilmember





## **LAKEWOOD CITY COUNCIL MINUTES**

Monday, January 5, 2026

City of Lakewood

6000 Main Street SW

Lakewood, WA 98499

<https://us02web.zoom.us/j/86872632373>

Dial +1(253) 215- 8782 Participant ID: 868 7263 2373

### **CALL TO ORDER**

Presiding Officer Pearson called the meeting to order at 7:00 p.m.

### **SWEARING IN CEREMONY**

Timothy Lewis, Lakewood Municipal Court Judge conducted the Oath of Office for Patti Belle, Michael Brandstetter, Philip Lindholm and Ellen Talbo.

### **ROLL CALL**

Councilmembers Present: 7 – Ellen Talbo, Michael Brandstetter, Philip Lindholm, Ryan Pearson, Patti Belle, Trestin Lauricella and Paul Bocchi.

### **PLEDGE OF ALLEGIANCE**

Presiding Officer Pearson led the Pledge of Allegiance.

### **NOMINATION AND ELECTION OF MAYOR AND DEPUTY MAYOR**

COUNCILMEMBER LINDHOLM MOVED TO NOMINATE COUNCILMEMBER BOCCHI FOR THE POSITION OF MAYOR. SECONDED BY COUNCILMEMBER BELLE. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

\*\*\*\*\*

COUNCILMEMBER BRANDSTETTER MOVED TO NOMINATE COUNCILMEMBER BELLE FOR THE POSITION OF DEPUTY MAYOR. SECONDED BY COUNCILMEMBER LAURICELLA. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

### **PROCLAMATIONS AND PRESENTATIONS**

**Proclamation recognizing January 19, 2026 as Dr. Martin Luther King, Jr. Day of Service.**

MAYOR PAUL BOCCHI PRESENTED A PROCLAMATION RECOGNIZING JANUARY 19, 2026 AS DR. MARTIN LUTHER KING, JR. DAY OF SERVICE TO MARY MOSS, PRESIDENT, LAKEWOOD MULTICULTURAL COALITION.

**Youth Council Report.**

Axel Skyler Cabiles shared that he is working on the Nature Informed Subcommittee where students created nature photo mandalas and Alicia Nyonjo spoke about creating cards for hospitalized children and food bags for homeless shelters. Discussion ensued.

**Clover Park School District Report.**

Bryan Thomas, President, Clover Park School District (CPSD) reported that Dana Kelleher, Position No. 3 and Darrin Lowry, Position No. 4 were sworn in as Board Members, he thanked the community who donated items to families during the holiday season and shared that CPSD received a grant from Pierce County totaling \$190,000 for the YMCA late night for kids program. Discussion ensued.

**PUBLIC COMMENTS**

The City Council received written comments in advance of the meeting from Stan Kovar and Don Russell.

*Stan Kovar, Lakewood resident*, spoke about water quality in American Lake and in support of mitigation.

*James Dunlop, Lakewood resident*, spoke about bureaucracy rather than the needs of residents, the moral failure and decline in Council leadership.

*Don Russell, Lakewood resident*, spoke about water quality and habitat conditions in American and Waughop Lakes.

*Steve Garza, Lakewood resident*, spoke about milfoil concerns and high or low spots in American Lake water levels.

*Christina Manetti, Garry Oak Coalition*, spoke about the opportunity for changes in 2026 and in support of protection of Garry Oak Trees.

*Christina Manetti, Lakewood resident*, welcomed new Councilmembers and spoke about public trust in the democratic process.

**C O N S E N T   A G E N D A**

- A. Approval of the minutes of the City Council meeting of December 15, 2025.

B. Approval of claims vouchers, in the amount of \$6,629,611.28, for the period of November 15, 2025 through December 15, 2025.

C. Approval of payroll checks, in the amount of \$3,446,119.42 for the period of November 16, 2025 through December 15, 2025.

D. Motion No. 2026-01

Authorizing the execution of an addendum to the agreement with AHBL to assist with on-call permit review.

E. Motion No. 2026-02

Authorizing the execution of an addendum to the agreement with Thompson Electrical Constructors for the electrical services project.

F. Motion No. 2026-03

Authorizing the execution of an addendum to the agreement with Keller Associates to assist in updating the Lakewood Municipal Code Title 12 and Engineering Standards Manual.

G. Motion No. 2026-04

Appointing Erich Schmidt to serve as the Washington Military Department at Camp Murray representative on the American Lake – Lake Management District No. 1 Advisory Committee.

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

1. American Lake – Lake Management District Advisory Committee No. 1 minutes of July 16, 2025.
2. Community Services Advisory Board meeting minutes of July 23, 2025.
3. Community Services Advisory Board meeting minutes of August 28, 2025.
4. Community Services Advisory Board meeting minutes of September 18, 2025.
5. American Lake – Lake Management District Advisory Committee No. 1 minutes of September 17, 2025.

COUNCILMEMBER PEARSON MOVED TO ADOPT THE CONSENT AGENDA. SECONDED BY COUNCILMEMBER TALBO. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

## **R E G U L A R   A G E N D A**

### **UNFINISHED BUSINESS**

None.

### **NEW BUSINESS**

None.

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

City Manager Russell announced the following upcoming meetings and events:

- January 8, 7:00 P.M., Lake City Neighborhood Association Meeting, WPFR Station 22
- January 13, 6:30 P.M., Tillicum Woodbrook Neighborhood Association Meeting, Tillicum Community Center
- January 14, from 5:30 P.M. to 7 P.M., Community Conversation with Pierce County Councilmember Hitchen, Lakewood Library and Virtual
- January 15, 6 P.M. to 8 P.M., MLK Beloved Community Celebration, Pierce College

### **CITY COUNCIL COMMENTS**

Councilmember Brandstetter shared that he looks forward to a productive 2026 and spoke about the evolution of the city on behalf of the residents and responded to public comments related to water quality in American Lake. He also spoke about the advisory board work plans and updating the vision for the City and requested donations towards the Lakewood First Lions Scholarship for Youth Councilmember who is nominated for the AWC Quality Community Scholarship.

Councilmember Lauricella shared that he looks forward to 2026, thanked those who provided public comments this evening and shared that he will attend the Tillicum Woodbrook Neighborhood Association meeting.

Councilmember Pearson reflected on the work and progress made by the City Council.

Councilmember Talbo expressed appreciation for Councilmembers and City leadership for their support and shared that she looks forward to the future and her service to the community.

Councilmember Lindholm shared that he looks forward to serving the residents of Lakewood.

Deputy Mayor Belle thanked those who nominated her for Deputy Mayor and welcomed Councilmembers Talbo and Lindholm. She thanked those who attended this evenings meeting and the Youth Council for their work.

Mayor Bocchi thanked the Council for their support and requested an update on the American Lake – Lake Management District.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:07 p.m.

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PAUL BOCCHI, MAYOR

ATTEST:

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BRIANA SCHUMACHER  
CITY CLERK



# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> January 20, 2026	<b>TITLE:</b> Approving the 2026 citizens advisory board, committee and commission work plans	<b>TYPE OF ACTION:</b> — ORDINANCE NO. — RESOLUTION NO. <u>X</u> MOTION NO. 2026-05
<b>REVIEW:</b> January 12, 2026	<b>ATTACHMENTS:</b> Work plans	— OTHER

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

**RECOMMENDATION:** It is recommended the City Council authorize the 2026 citizens advisory board, committee and commission work plans.


**DISCUSSION:** The City Council identified two additional items for inclusion in the work plans:

**Arts Commission:** Add “proposal for Nyanza/Gravelley Lake Drive roundabout public art piece” as a work plan item throughout the year and discussion topic during the Joint Meeting with City Council.

**Public Safety Advisory Committee:** Add “Automated Traffic Safety Camera Program recommendation”.

**ALTERNATIVE(S):** The City Council may choose not to authorize work plans. City staff would update the work plans based on City Council further feedback.

**FISCAL IMPACT:** No direct fiscal impact.

Michael Vargas Prepared by	 City Manager Review
Doug Russell Department Director	

# AMERICAN LAKE – LAKE MANAGEMENT DISTRICT NO. 1 ADVISORY COMMITTEE 2026 ANNUAL WORK PLAN, BUDGET, AND MEETING SCHEDULE

## Current Members:

Chair: Kate Read  
 Vice-Chair: Kurt Spingath  
 Jeff Cox  
 Erich Schmidt(Camp Murray)  
 Weston Ott (City of Lakewood)  
 Todd Zuchowski(JBLM) non-voting member

## City Staff Support:

Katie Foster, Engineering Technician

## Meeting Schedule 2026:

February, May, September, and December

## 2026 Work Plan & Budget:

1.	Aquatic vegetation surveys: Spring and Fall	\$1,500
2.	Formation Loan Repayment	\$2,700
3.	Invasive aquatic vegetation control/treatment	\$15,000
4.	Annual report, treatment permit, meetings	\$1,500
5.	Public education & outreach efforts	\$500
6.	Miscellaneous	\$400
7.	City administrative costs	\$2,000
8.	WA DOE Milfoil Grant	\$25,000
	Total Estimated Costs	\$48,600

## 2026 Board Calendar:

Date	Topic(s)
Jan.	2026 work plan, budget, and schedule reviewed by City Council – chair and staff
Feb.*	Elect Advisory Committee Chair and Vice-Chair for 2026 – Review Budget
March	Prepare member outreach postcard or newsletter – committee and staff
May	Distribute member outreach postcard or newsletter – staff
May*	Spring 2 <sup>nd</sup> quarter board meeting
May	Conduct beginning of season aquatic vegetation survey – contractor
June-Aug	Conduct invasive aquatic vegetation control activities or herbicide treatment – contractor
Aug.*	Update to board on treatment activities
Sept	Reporting to WA DOE related to grant
October	Conduct end of season aquatic vegetation survey – contractor
December	Review control/treatment report – committee
December*	Develop 2027 work plan, budget, and schedule based on 2026 activities, LMD needs, and available budget – committee

- Board meetings are held quarterly.



## **ARTS COMMISSION 2026 WORK PLAN AND MEETING SCHEDULE**

### **Members:**

Emily Feleen Chair  
Earl Borgert Vice-Chair  
Shauna Alexander  
Nancy Camarind  
Sylvi Estrella  
Adie Kleckner  
Laura Martinez

Lani Neil  
Darryl Owens  
Kellis Parlett  
Lua Pritchard  
Phillip Raschke  
Adriana Serrienne  
Susan Warner

### **Council Liaison:**

Patti Belle, Deputy Mayor

### **Youth Council**

Lucille Asadi  
Valeria Becerra  
Kenneth Ko  
Emily Molina-Vazquez  
Evelyn Molina-Vazquez

Marco Munoz  
Alicia Stanford  
Joshua Velasco  
Bentley Webster

### **City Staff Support:**

Sally Martinez, Recreation Coordinator  
Nikki York, Office Assistant

### **Meeting Schedule:**

1<sup>st</sup> Monday of each month, 5:00 p.m., American Lake Room, Lakewood City Hall, 6000 Main St SW, Lakewood, WA 98499

### **2026 Work Plan:**

1. Public Art Investments (murals, signal boxes, sculptures, programs)
2. Public Art for Capital Improvements (Wards Lake Park, Nyanza/GLD roundabout)
3. Quarterly Rotating Artist Displays and Art Receptions
4. Continuing Education
5. Retreat
6. Special Events
7. Recruitment and Retention

Date	Topic(s)
01.26.26	No Meeting
02.09.26	Elections, Public Art Committee report, Performing Art Committee report, Public Art for Capital Improvements
03.02.26	Public Art Committee report, Public Art for Capital Improvements, 1st quarter art reception prep, Latino Art show preparation
04.06.26	2 <sup>nd</sup> quarter rotating art display, Public Art Committee report, Latino Art show preparation, Performing Art Committee report
05.04.26	Public Art Committee report, Performing Art Committee report
06.01.26	Joint Council Mtg Prep, Public Art Committee report, Performing Art Committee report
07.06.26	Public Art Committee report, Joint Commission preparation, set retreat day
08.03.26	Public Art Committee report, Performing Art Committee report
09.14.26	Joint Commission Meeting (proposal for Nyanza/GLD roundabout art)
10.06.26	Public Art Committee report, Performing Art Committee report
11.02.26	Annual Work Plan, Parade Prep, Public Art Committee report, Performing Art Committee report
12.07.26	Annual Work Plan, Public Art Committee report, Performing Art Committee report

### Special Events:

Date	Event
Jan 15	MLK Beloved Community
March 2	1 <sup>st</sup> Quarter Art Reception
2 <sup>nd</sup> Qtr TBD	Artist Reception Korean-American Artists Association of Washington
May 29	Street Festival – 30 <sup>th</sup> Anniversary Party Dancing in the Streets
June-August	Summer Nights at the Pavilion, Concert Series
3 <sup>rd</sup> Qtr TBD	Artist Reception Latino Art Show
Sept 14	Joint Commission Meeting
Sept. 26	Fiesta de la Familia
4 <sup>th</sup> Qtr TBD	Artist Reception
Nov 6	Arts Commission Retreat
Dec. 5	Holiday Parade of Lights



## **COMMUNITY SERVICES ADVISORY BOARD 2026 ANNUAL WORK PLAN AND MEETING SCHEDULE**

### **Members:**

Chair: Darrin Lowry (2025)\*  
Vice Chair: Denis Nicole Franklin (2025)\*  
Laurie Maus  
Michael Lacadie  
Kyle Franklin  
Shelby Taylor  
Gregory Hines  
Jerry Tagala

### **Council Liaison:**

Councilmember Philip Lindholm  
Councilmember J. Trestin Lauricella

### **Youth Council Liaisons:**

Irie Henkle  
Reinida Benavente  
Estrella Gonzalez-Sanchez  
Analy Ramirez  
Alexander Charles  
Jonathan Redoblado  
Axel-Skyler Cabiles  
Hailey Molina-Vazquez  
Neala Collins

### **City Staff Support:**

Director – Roxanne Miles  
Coordinator – Shannon Bennett  
Jeff Gumm, CDBG/HOME Program Manager  
Martha Larkin, CDBG/HOME Program Coordinator

### **Meeting Schedule:**

Third Thursday of each month at 5:30 pm in the American Lake Conference Room

### **2026 Work Plan:**

1. 2026 human services contract performance
2. 2027 human services funding recommendations
3. Review 2025 CDBG/HOMECAPER
4. Review 2026 CDBG/HOME Annual Action Plan
5. Hold public hearing on community development housing and service needs.
6. Opioid Funds Distribution Recommendation



Date	Topic(s)
1/15	<ul style="list-style-type: none"> <li>Elect Chair and Vice-chair</li> </ul>
2/19	<ul style="list-style-type: none"> <li>CDBG – Review draft 2026 Action Plan</li> <li>Begin drafting 2027 human services application &amp; rating tool, to include finalizing opioid settlement funds application strategy recommendation</li> </ul>
3/19	<ul style="list-style-type: none"> <li>Continue opioid settlement funds discussion, to include discussion with community service provider.</li> </ul>
4/16	<ul style="list-style-type: none"> <li>Continue opioid settlement funds discussion, to include discussion with community service provider.</li> </ul>
5/21	<ul style="list-style-type: none"> <li>Continue drafting 2027 human services application &amp; rating tool, to include finalizing opioid settlement funds application strategy recommendation.</li> </ul>
6/18	<ul style="list-style-type: none"> <li>Finalize human services 2027 application and rating tool.</li> </ul>
July	<ul style="list-style-type: none"> <li>Release 2027 Human Services Application</li> </ul>
8/19	<ul style="list-style-type: none"> <li>Review and rate Human Services applications</li> </ul>
August	<ul style="list-style-type: none"> <li>Hold human services applicant training.</li> </ul>
9/18	<ul style="list-style-type: none"> <li>Conduct 2027 Human Services Funding deliberations</li> </ul>
October	<ul style="list-style-type: none"> <li>Joint session with City Council</li> <li>Present 2027 human services funding recommendations</li> <li>Present Opioid Settlement Funds recommendations</li> <li>CDBG – adopt FY 2027 policies and funding strategies</li> </ul>
November	<ul style="list-style-type: none"> <li>City Council Review of 2027 Human Services Funding Recs</li> <li>Review feedback from City Council regarding human services funding and Opioid Settlement Funds recommendations</li> <li>Anticipated 2027 Budget approval of HS Funding Recs</li> </ul>
12/17	<ul style="list-style-type: none"> <li>Review 2027 annual work plan</li> </ul>

**Special Events:**

**Date:** N/A

**Event:** N/A



## **LAKEWOOD'S PROMISE ADVISORY BOARD 2026 ANNUAL WORK PLAN AND MEETING SCHEDULE**

### **Members:**

Chair: Alice Fong (2025)\*  
Vice Chair: Dr. Joyce Loveday (2025)\*  
Julie White  
Ron Banner  
Megan Dempsey  
Kerri Pedrick

### **Council Liaison:**

Councilmember – Ryan Pearson

### **Youth Council Liaisons:**

Ava Qualls  
Elijah Sta Ana  
Lincoln Estrada Perez  
Nathalye Lopez  
Amaryllis Flores  
Jasleen Nguyen  
Daniella De Jesus  
Mary "Mia" De Vega

### **City Staff Support:**

Director – Roxanne Miles  
Coordinator – Shannon Bennett

### **Meeting Schedule:**

First Thursday of each month at 7:30 am in the American Lake Conference Room

### **2026 Work Plan:**

1. Review annual initiatives (Youth Mental Health, Safe Spaces and Genuine Adult and Peer Relationships)
2. Plan and host no less than one workshop in 2026 to teach youth essential skills for life and/or their future.
3. Work together and capitalize on school events, family nights and other youth activities.
4. Coordinate with Youth Council on annual summit

<b>Date</b>	<b>Topic(s)</b>
1/8	• *Elect 2026 officers and discuss 2026 work plan.
2/5	• Begin discussions on hosting no less than one youth workshop.
TBD	• Joint Meeting w/ Council
TBD	• Review Council comments from joint meeting



4/2	<ul style="list-style-type: none"><li>• Continue planning youth workshop(s).</li><li>• Finalize Youth Summit planning.</li></ul>
4/18	<ul style="list-style-type: none"><li>• Volunteer at Youth Summit</li></ul>
5/7	<ul style="list-style-type: none"><li>• Debrief on Youth Summit</li><li>• Continue planning youth workshops</li></ul>
6/4	<ul style="list-style-type: none"><li>• Initiate Youth Summit feedback into summer initiatives</li></ul>
7/2	<ul style="list-style-type: none"><li>• Off for 4<sup>th</sup> of July Holiday.</li></ul>
8/6	<ul style="list-style-type: none"><li>• Continue planning youth workshops</li></ul>
9/3	<ul style="list-style-type: none"><li>• Review annual initiatives (SMART Goals focused on youth mental health, life skills, events held in safe spaces, and cultivating healthy adult and peer relationships)</li></ul>
10/1	<ul style="list-style-type: none"><li>• Further discussion of annual initiatives for inclusion in 2027 work plan</li></ul>
11/5	<ul style="list-style-type: none"><li>• Review the 2026 work plan and identify goals for 2027</li></ul>
12/3	<ul style="list-style-type: none"><li>• Finalize Lakewood's Promise 2027 work plan</li></ul>

**Special Events:**

**Date: TBD**

**Event: Host no less than one youth workshop**

## Lodging Tax Advisory Committee (LTAC) 2026 Annual Work Plan and Meeting Schedule

### Members:

#### Represent Businesses Authorized to Collect\*

Jarnail Singh, Comfort Inn & Suites

Alana Ball, Best Western Lakewood

#### Represent Businesses Authorized to Receive \*

Linda K. Smith, Lakewood Chamber of Commerce

Dean Burke, Travel Tacoma + Pierce County, WA

*\*Per Lakewood Municipal Code (LMC) 3.36.055, the appointing authority shall review the membership of the Advisory Committee annually and make changes as appropriate. Therefore, the term is considered at will and the appointment is subject to termination by Council if necessary to maintain the balance required by law; i.e. At least two members who are representatives of businesses required to collect tax under this chapter; and b. At least two members who are persons involved in activities authorized to be funded by revenue received under this chapter.*

**City Council Liaison:** Mayor Paul Bocchi

### City Staff:

Tho Kraus, Deputy City Manager

Dana Kapla, Assistant Finance Director

### Meeting Schedule:

July - Joint Lodging Tax Advisory Committee Meeting.

September - Listen to presentations, rate and make funding recommendations.

November - Present recommendations to the City Council.

### 2026 Work Plan (tentative dates provided):

- Attend the Joint Lodging Tax Advisory Committee meeting to discuss the LTAC in general, review guidelines, past grants awarded, and potential funding available for 2027 grant awards.  
(July 6, 2026)
- Review lodging tax grant applications in advance of day-long presentations. The LTAC shall receive the applications at least 45-days before final action on or passage of proposals by the City Council.  
(September 7, 2026)
- Listen to presentations from potential lodging tax grant recipients. Review, rate, and make funding recommendations that are forwarded to the Lakewood City Council for their deliberations.  
(September 18, 2026)
- Meet on an as needed basis to review lodging tax grant applications for the next year and provide funding recommendations to the Lakewood City Council for their consideration and deliberations.
- Present recommendations to the Lakewood City Council.  
(November 9, 2026)
- Follow up with further review and recommendations as requested by the Lakewood City Council.
- City Council makes decision on LTAC recommendations.  
(November 16, 2026)



## **PARKS AND RECREATION ADVISORY BOARD 2026 ANNUAL WORK PLAN AND MEETING SCHEDULE**

### **Members:**

Jason Gerwen, Chair  
Vito Iacobazzi, Vice-Chair  
Alan Billingsley  
Annessa McClendon

Kate Read  
Janet Spingath  
Shelly Thiel

### **Council Liaison:**

Ryan Pearson, Councilmember  
Ellen Talbo, Councilmember

### **Youth Council Liaison:**

Zoe Clifford  
Bridget Holbrook  
Logan Carrington  
Camila Robles Bermudez  
Valeria Robles

Tanya Sarmiento-Ramirez  
Damian Cruz Guzman  
Ingrid Valdivia Torres  
Kaley Ponce

### **City Staff Support:**

Roxanne Miles, Director

Nikki York, Office Assistant

### **Meeting Schedule:**

4<sup>th</sup> Tuesday of each month, 5:30 p.m., American Lake Room,  
Lakewood City Hall, 6000 Main St SW, Lakewood, WA 98499

### **2026 Work Plan:**

1. Nisqually Partnership Project Update
2. Parks Capital Improvement Plan (CIP) Update
3. Special Event Update
4. Street End Project (s)
5. Climate Change initiatives and Urban Forestry Program Update
6. Legacy Plan Update
7. Senior Services Update
8. Historic Preservation (H-barn, cemeteries, cottages, cultural resources)
9. Code Changes as requested by Council
10. Youth Council Update
11. Playground Replacement
12. Downtown Park Update

<b>Date</b>	<b>Topic(s)</b>
01.27.26	Elect Chair /Vice-Chair, Review Council approved 2026 Work Plan, New Parks Director
02.24.26	Climate Change initiatives and Urban Forestry Program Update
03.24.26	Special Event Update, Street End Project-Westlake, Prepare for Parks Appreciation Day, Ward Lake Park Opening Celebration Update
04.28.26	Legacy Plan Update
05.26.26	Camp Murray Improvement Project Update, Prepare for Joint Meeting with Council
06.08.26	Joint Meeting with Council
06.23.26	Street End (s), Youth Council recap
07.28.26	Downtown Park Plan Update, Playground Replacement





08.25.26	Parks CIP Update
09.22.26	Historic Preservation (H-barn, cemeteries, cottages) Update
10.27.26	Edgewater Final Design
11.24.26	Senior Services Update

### Special Events:

Date	Event
01.15.26	Beloved Community Celebration
04.25.26	Parks Appreciation Day/ Ward Lake Park Opening Celebration
05.16.26	Youth Fishing Event
05.29.26	Street Festival/ City's 30 <sup>th</sup> Anniversary Celebration
Tuesdays June -August	Summer Concert Series
Tuesdays June-August	Farmers Market
08.15.26	SummerFEST
09.26.26	Fiesta de la Familia
10.17.26	Truck & Tractor Day
12.05.26	Holiday Parade of Lights



# City of Lakewood

## PLANNING COMMISSION

### 2026 ANNUAL WORK PLAN AND MEETING SCHEDULE

#### Members

Phillip Combs  
Robert Estrada  
Mark Herr (Chair)  
Linn Larsen (Vice-chair)

Sharon Wallace  
Jim Merritt  
Christian Flores

**City Council Liaison:** Councilmember Ellen Talbo

#### City Staff Support:

Tiffany Speir, Planning Division Manager  
Karen Devereaux, Planning Commission Clerk

#### Meeting Schedule:

First and third Wednesdays at 6:30 PM; occasional special meetings

#### 2026 Planning Commission Work Plan:

Work Plan Topic	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr
Election of 2026 Chair and Vice-Chair	X			
Review of 2026 Planning Commission Work Plan	X			
Review of City Council 2025-2026 Goals	X			
Shoreline Restoration Activities and Plan Review	X			
Review of LMC Title 12 & Engineering Service Manual Updates	X			
Review and provide recommendation on the Draft CDBG Annual Action Plan		X		
Track of Natural Environment & Climate Change (NECC) Program	X	X	X	X
Track development of 2026 Parks Legacy Plan Update	X	X	X	
Review amendments for 2026 Comprehensive Plan Amendment Cycle	X	X		
Review 2026-2031 6-Year Transportation Improvement Program (TIP)		X		
Review of Lakewood Housing, Other Development, and Permit Activity			X	
Review of 2027 Comprehensive Plan Amendment Cycle Docket			X	
2026 Annual Development Regulation Amendment package			X	X
Track required updates to the Lakewood Shoreline Master Program and assorted development regulations per newly-adopted state WAC administrative rules			X	X
Track development activity in the Downtown, Station District, and Tillicum-Woodbrook Subareas				X
Provide a report on progress made in implementing state law and on the status of land use policies and procedures within the City		X		

#### Role of the Planning Commission:

The role of the Planning Commission is to assist the City Council in the following areas:

#### General Planning Issues:

- Review and provide recommendation to the City Council on the Draft CDBG 5-Year Consolidated Plan and Annual Action Plan;
- Receipt of Annual Housing Report;

- Recommends updates to the City's Comprehensive Plan in accordance with state law to be submitted to the City Council for consideration of adoption;
- Recommends new and amended land use and zoning regulations and other development regulations as deemed necessary and/or appropriate;
- Act as the research and fact finding agency of the City in regard to land uses, housing, capital facilities, utilities, transportation, and in regard to classification of lands as agriculture, forest, mineral lands, critical areas, wetlands and geologically hazardous areas;
- Undertakes surveys, analyses, research and reports as may be generally authorized or requested by the City Council;
- Cooperates with planning agencies of other cities and counties, to include regional planning agencies, in furtherance of such research and planning; and
- Annually provides to the City Council a report on progress made in implementing the goals and requirements of State law and on the status of land use policies and procedures within the city.

#### **Redevelopment:**

- Facilitate cooperation and coordination between various business groups and impacted neighborhoods on business issues;
- Facilitate the formation of specific neighborhood commercial business groups to assist in the enhancement of various existing commercial areas, aid in stabilizing and retaining commercial enterprises within these areas to maintain viability as a commercial area, and help in identifying specific needs of businesses within various commercial areas;
- Make recommendations to the City Council and to City staff for programs in which the City could or should participate to enhance commercial development opportunities in the City, which programs may be in cooperation with any appropriate private, public, civic or community agency, group or association of or in the City, county, state or federal government;
- Recommend ways and means of obtaining private, local, county, state or federal funds and other participation for the promotion of business development projects within the City, especially those of an incubator type;
- Work with City of Lakewood staff, City Council, task forces and other City/community based groups, as directed by the City Council, on relevant issues and projects; and
- Assist in data base development for the creation and maintenance of a community profile.

#### **Transportation:**

- Identify, evaluate and recommend to the City Council, City Manager and/or City staff policies and projects for the City, annual update of its Six-Year Transportation Plan, and for other transportation and infrastructure planning purpose of the City;
- Facilitate cooperation and coordination with the PPW Department on street, public works and transportation and infrastructure related projects and plans;
- Recommend ways and means of obtaining private, local county, state or federal funds for promotion of transportation and infrastructure facilities of the City;
- Advise the City Council on:
  - acquisition, replacement and maintenance of transportation and infrastructure facilities of the City;
  - the manner that public information on street related projects can best be disseminated, given the nature and/or scope of the projects; and
  - transportation related facilities, needs and programs of the City, as may be referred by the City Council.



## **Public Safety Advisory Committee (PSAC) 2026 WORK PLAN AND 2025 SIGNIFICANT ACCOMPLISHMENTS**

### **Members:**

Chair Kamarie Wilson  
Kristofer Alston  
Julius Brown  
Ray Dotson  
James Hairston  
Teresa King

Vice Chair Kristi Merritt  
Sharyce Martin  
Johnnie Mayfield  
Mark Peila

### **Council Liaison:**

Councilmember J. Trestin Lauricella

### **City Staff Support:**

Chief Patrick Smith  
Office Assistant Chris James

### **Meeting Schedule:**

1<sup>st</sup> Wednesday of every other month, 5:15 p.m., Lakewood Police Station and Virtual

### **2025 Accomplishments:**

<b>Date:</b>	<b>Topic(s):</b>
2/5/25	Neighborhood Associations Revitalization and Public Works Presentation
4/2/25	Farmer's Market and SummerFest Prep and Parks Presentation
6/4/25	SummerFest and Farmers Market Prep
8/6/25	Truck and Tractor Day Prep and WSH Update
10/1/25	PSAC Elections And 2026 Work Plan, final Truck and Tractor Day prep
12/3/25	Finalize 2026 Work Plan

### **2026 Work Plan:**

1. Neighborhood Association Revitalization – Define PSAC's Role in the New Neighborhood Meeting Structure
2. Review of Automated Traffic Safety Camera Program and recommendation on possible locations
3. PSAC PSAs – Traffic Safety, Boating Safety, School Zone Awareness
- PSAC 4. Increase Collaboration with Youth Council Representatives

4. Police Department Marine Services Unit (MSU) Update
5. PSAC Elections And 2026 Work Plan
6. Finalize 2026 Accomplishments
7. Set 2027 Work Plan Goals





## **YOUTH COUNCIL ADVISORY BOARD 2026 ANNUAL WORK PLAN AND MEETING SCHEDULE**

### **Members:**

Chair: Elijah Sta Ana  
Vice-Chair: Irie Henkle  
Secretary: Zoe Clifford & Estrella Gonzalez-Sanchez  
Communications Manager: Nathalye Ramirez  
Treasurer: Anthony Lanier

Alaisa Riviere  
Alexander Charles  
Alicia Nyonjo  
Alicia Stanford  
Amaryllis Garcia  
Amelia Zepeda  
Analay Ramirez  
Ava Qualls  
Axel Cabiles  
Bella Camara  
Benedict Bol  
Bentley Webster  
Bridget Holbrook  
Britany Robles  
Camila Bermudez  
Damian Guzman

Daniella De Jesus  
Emily Molina-Vazquez  
Evelyn Molina-Vazquez  
Hailey Molina-Vazquez  
Ingrid Valdivia Torres  
Ivan Cortes  
Iymen Baharon  
James Lokeno  
Jasleen Nguyen  
Jewel Noble  
Jonathan Redoblado  
Jose Gonzalez  
Joshua Velasco  
Kadience Marie Senador  
Kaley Ponce  
Kenneth Ko  
Leona Kigozi

Lincoln Estrada Perez  
Logan Carrington  
Lucia Belle  
Lucille Asadi  
Madelyn Raymond  
Marco Munoz  
Marius Raymond  
Mary De Vega  
Melaina Harrison  
Miley Sutherland  
Neala Collins  
Reinida Benavente  
Tanya Sarmiento-Ramirez  
Valentina Gonzalez Alfalla  
Valeria Becerra  
Valeria Robles  
Vera Rubio  
Yahir Cortes

### **Council Liaison:**

Deputy Mayor Patti Belle

### **City Staff Support:**

Director – Roxanne Miles  
Coordinator – Shannon Bennett

### **Meeting Schedule:**

First and Third Monday, 4:45pm, Council Chambers

### **2025/26 Work Plan:**

1. Update City Council on local youth initiatives.
2. Volunteer at City sponsored and community driven events.
3. Provide youth perspective to City Advisory Boards and Committees.
4. Increase community awareness of Youth Council.
5. Host Youth Empowerment Summit.
6. Working sub-group: Limit Youth Council member size.



**Date**

**Event**

1/5	<ul style="list-style-type: none"> <li>Continue planning second youth focused event.</li> <li>Determine working group for changes to Youth Council size.</li> </ul>
1/15	Attend Beloved Community Celebration
1/19	Continue planning Youth Empowerment Summit
February	Volunteer at Lion's Club Crab Feed
2/2	Continue planning Youth Empowerment Summit
2/18	Continue planning Youth Empowerment Summit
March	Volunteer at LMCC's annual gala
March	Present recommendation for changes to membership size to Council
3/3	Market Youth Summit
3/17	Market Youth Summit
4/6	Finalize Youth Summit Roles and Responsibilities
4/18	Host Youth Summit.
4/21	Recap Youth Summit.
5/4	Recap 2025/26 year of accomplishments and determine goals for 2026/27 year. Elect 2026/27 officers
5/18	Host end of year event.
6/1	Last meeting. City Council recognition

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b>	<b>TITLE:</b> Approving the City Council liaisons to citizens' advisory boards, committees and commissions and representation on external committees and boards.	<b>TYPE OF ACTION:</b>
January 20, 2026		___ ORDINANCE
		___ RESOLUTION
<b>REVIEW:</b>		<u><b>X</b></u> MOTION NO. 2026-06
January 12, 2026		___ OTHER
	<b>ATTACHMENTS:</b> List of Advisory Boards, Committees, Commissions	

**SUBMITTED BY:** Briana Schumacher, City Clerk

**RECOMMENDATION:** It is recommended that the City Council approve its City Council liaisons to citizens' advisory boards, committees and commissions and representation on external committees and boards. It is also recommended that the City Council appoint Tim Vatter, LightCurve, as the Alternate on the Greater Tacoma Convention Center Public Facilities District (PFD). Per the Interlocal agreement, members appointed to the PFD by the Cities shall not be a member of their respective City Councils.

**DISCUSSION:** The City Council appoints members to serve as liaisons to advisory boards, committees and external committees to facilitate communication, provide policy guidance and ensure alignment between Council priorities and advisory activities. These liaison assignments are typically reviewed on an annual basis. The appointments are consistent with existing Council authority and governing policies.

**ALTERNATIVE(S):** The City Council could amend list.

**FISCAL IMPACT:** There is no fiscal impact associated with the approval of appointments.

Briana Schumacher, City Clerk Prepared by	 City Manager Review
Heidi Ann Wachter, City Attorney Department Director	



## CITIZENS ADVISORY BOARDS, COMMITTEES, & COMMISSIONS (CABC)

<b>Committee/Board</b>	<b>Council Liaison</b>	<b>Legislation</b>	<b>Meeting Time</b>	<b>Meeting Location</b>
American Lake – Lake Management District No. 1	N/A	Resolution No. 2019-15	As needed	City Hall
Civil Service Commission	N/A	Appointed by the City Manager	1 <sup>st</sup> Thursday, 9:30 a.m.	City Hall
Community Services Advisory Board	Philip Lindholm and J. Trestin Lauricella	Ordinance No. 594	3 <sup>rd</sup> Thursday, 5:30 p.m.	City Hall
Lakewood Arts Commission	Patti Belle	Ordinance No. 421	1 <sup>st</sup> Monday, 5:00 p.m.	City Hall
Lakewood's Promise Advisory Board	Ryan Pearson	Ordinance No. 619	1 <sup>st</sup> Thursday, 7:30 a.m.	City Hall
Lodging Tax Advisory Committee	Paul Bocchi	Ordinance No. 133	As needed	City Hall
Parks & Recreation Advisory Board	Ryan Pearson and Ellen Talbo	Ordinance No. 240	4 <sup>th</sup> Tuesday, 5:30 p.m.	City Hall
Planning Commission	Ellen Talbo	Ordinance No. 594	1 <sup>st</sup> & 3 <sup>rd</sup> Wednesday, 6:30 p.m.	City Hall
Public Safety Advisory Committee	J. Trestin Lauricella	Ordinance No. 413	1 <sup>st</sup> Wednesday, every other month 5:15 p.m.	Police Station
Youth Council	Patti Belle	Resolution No. 2002-16	1 <sup>st</sup> & 3 <sup>rd</sup> Monday, 5:45 p.m.	City Hall

<b>Committee/Board</b>	<b>Council Member</b>	<b>Appointed by</b>	<b>Term of Office</b>	<b>Meeting time</b>	<b>Meeting location</b>
Alliance for Sustainable Climate Action	J. Trestin Lauricella		Ongoing	Monthly	
Greater Tacoma Convention Center Public Facilities Board	Citizen appointment Linda Smith and Tim Vatter (Alternate)	City Council	Appointed through December 31, 2027.	3 <sup>rd</sup> Thursday, Quarterly	Tacoma Convention Center, 1500 Commerce St, Tacoma
Pierce County Opioid Abatement Council (OAC)	J. Trestin Lauricella (Representative) Philip Lindholm (Alternate)	City Council	6/20/2023 (Appointed)	As needed	Pierce County Annex, 2401 S 35 <sup>th</sup> St, Tacoma
Pierce County Regional Council	Ellen Talbo and Ryan Pearson  Patti Belle (Alternate)	City Council	Ongoing	3 <sup>rd</sup> Thursday, 6:00 p.m.	Pierce County Annex, 2401 S 35 <sup>th</sup> St, Tacoma
Pierce County Sewer General Plan Review Committee (Updating the Unified Sewer Plan)	Ryan Pearson	City Council	10/6/2025 (Appointed) 2-Year Term		
Pierce County Unified Approach to Homelessness	Mike Brandstetter		Ongoing	3 <sup>rd</sup> Friday	
Pierce Transit Board	Paul Bocchi	City Council	1/1/2020	2 <sup>nd</sup> Monday, 4:00 p.m.	Pierce Transit, 3720 96 <sup>th</sup> St, Lakewood
Puget Sound Regional Council General Assembly	Mayor and City Council	Board elected by General Assembly constituents	Ongoing	Varies	
Puget Sound Regional Council Executive Committee	Ryan Pearson (Member)  Patti Belle (Alternate)		Ongoing	4 <sup>th</sup> Thursday, 10:00 a.m.	1201 3 <sup>rd</sup> Ave., Ste 500, Seattle
South Sound Housing Affordability Partners (SSHA <sup>3</sup> P)	Mike Brandstetter (Member) and Philip Lindholm (Alternate)	City Council	Ongoing	1 <sup>st</sup> Friday, 8:30 a.m.	Pierce County Human Services, 3602 Pacific Ave
South Sound Military Community Partnership Elected Officials Council (EOC)	Mayor, Co-Chair and City Council	Pursuant to SSMCP MOA	Ongoing	Twice annually, typically May and November	
South Sound 911 Policy Board	Mike Brandstetter (Member) and Police Chief Smith (Alternate)	City Council	Ongoing	3 <sup>rd</sup> Wednesday, 9:00 a.m.	South Sound 911, 3580 Pacific Ave

**OTHER AFFILIATED COMMITTEES AND BOARDS**

<b>Committee/Board</b>	<b>Council Representative</b>	<b>Meeting Time</b>	<b>Meeting Location</b>
Lakewood Sister Cities Association	Councilmember Talbo	2 <sup>nd</sup> Thursday, 6:00 p.m.	Varies

# REQUEST FOR COUNCIL ACTION

**DATE ACTION IS REQUESTED**

January 20, 2026

**REVIEW:**

**TITLE:** Authorize the execution of an agreement with Gunderson Law Firm for municipal legal services through December 31, 2026.

**ATTACHMENTS:**  
Contract

**TYPE OF ACTION:**

\_\_\_ ORDINANCE NO.

\_\_\_ RESOLUTION NO.

X MOTION NO. 2026-07

\_\_\_ OTHER

**SUBMITTED BY:** Heidi Ann Wachter, City Attorney

**RECOMMENDATION:** It is recommended that the City Council authorize the City Manager to enter into an agreement with Gunderson Law Firm for municipal legal services through December 31, 2026.

**DISCUSSION:** Gunderson Law Firm has performed prosecution services for the City via contract off and on since May 2016. Approval of the contract ensures continuity of legal services. Gunderson Law Firm has demonstrated experience in municipal prosecution ensuring effective representation of the city's interests.

**ALTERNATIVE(S):** Efforts to hire in-house prosecution have not been successful and given market conditions contracting appears to be the best option for the city in terms of quality and consistency.

**FISCAL IMPACT:** The fiscal impact for the contact is \$20,000 monthly. This is within the 2026 allocated budget for legal services.

Heidi Ann Wachter

Prepared by

Department Director

  
City Manager Review

## **PROFESSIONAL SERVICES CONTRACT FOR PROSECUTION AND RELATED LEGAL SERVICES**

The City of Lakewood, Washington, a municipal corporation (hereafter, the "City") and Gunderson Law Firm (hereafter, the "Contractor"), agree as written below to provide comprehensive prosecution and related legal services on behalf of the City. This contract is made and entered into on the date signed by all parties and supercedes all prior agreements between the parties.

### **1. LEGAL SERVICES**

A. "Contractor" as referenced in this agreement shall mean any attorney performing services on behalf of Gunderson Law Firm and meeting the requirements detailed in Section 4 and performing in accordance with the other terms of this agreement.

B. Contractor shall perform the duties as outlined in the attached Exhibit A (hereafter, "services"). Additional municipal legal services may be provided as mutually agreed.

C. Contractor shall take all actions to fulfill the obligations of the City for prosecution as established by state law or City ordinances as Contract Associate City Attorney. This includes provision of prosecution services to other jurisdictions pursuant to City contracts with these jurisdictions (including, but not limited to the Town of Steilacoom and City of DuPont ("other contracting cities")).

D. All services, and all duties, shall be conducted and performed diligently, completely and in accordance with the highest legal and ethical standards.

### **2. COMPENSATION**

A. The Contract Attorney shall be compensated for all services outlined in Exhibit A at a flat fee of \$20,000 per month. Primary prosecution services consist of regular court coverage on an agreed-upon schedule and infraction calendars. There is no guarantee regarding hours to complete assigned primary prosecution services.



- B. Additional legal services performed as necessary to properly perform duties anticipated in Exhibit A will not incur additional cost to the City.
- C. Additional legal services beyond duties related to exhibit A shall be performed as agreed and will be compensated as agreed. Such agreement shall be in writing signed by the parties.
- D. The Contract Attorney shall be paid in accordance with the City's accounts payable schedule.

### **3. TERM**

- A. The term of this Agreement is from January 12, 2026 through December 31, 2026.
- B. Either party may terminate this Agreement at any time, with or without cause, by giving forty-five (45) days' notice to the other party in writing. In the event of termination, the Contract Attorney shall be entitled to compensation under the terms of this Agreement to the extent of the actual work performed prior to the date of termination.
- C. This agreement may be extended by mutual written agreement by both parties.

### **4. PROFESSIONAL REQUIREMENTS**

- A. The Contract Attorney shall be licensed to practice law before the courts of record for the State of Washington. The Contract Attorney must immediately report to the City any change affecting the maintenance of membership in good standing of the Washington State Bar Association of any of its attorneys; this requirement includes the requirement to report to the City any complaints made to the Washington State Bar Association, regardless of whether the complaint is related to work performed pursuant to this Agreement.
- B. The Contract Attorney will keep current on legal issues and legislation relevant to municipal law, prosecution and related substantive areas of law.

## **5. CONTRACT ATTORNEY INDEPENDENCE**

The Contract Attorney represents the City and other contracting cities in the prosecution of all misdemeanor violations of state law and City ordinances. The Contract Attorney is an independent contractor in preparing and presenting cases for which they are responsible (see Exhibit A) and in determining how to present a case for trial. The Contract Attorney has a key role in recommending sentencing for defendants. The Contract Attorney must maintain a close, but independent, working relationship with the police, court personnel, service providers, and defense counsel. Nothing herein shall be deemed to limit the discretion vested in the Contract Attorney or the immunity for such as may be allowed by law.

## **6. OWNERSHIP OF WORK PRODUCT**

All information, records, files, and court documents produced pursuant to this Agreement shall belong to the City, provided that the Contract Attorney may retain a copy of the Contract Attorney's work product such as legal briefs and results of legal research.

## **7. SUCCESSORS AND ASSIGNS**

The Contract Attorney shall not assign, transfer, convey, pledge, or otherwise dispose of this Agreement, or any part of this Agreement, without prior written consent of the City.

## **8. HOLD HARMLESS/INDEMNIFICATION**

The Contract Attorney shall defend, indemnify and hold the City as well as other contracting cities, their officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits, including attorney fees, arising out of or resulting from Contract Attorney's negligence or breach of any of the obligations in performance of this Agreement.

In event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contract Attorney and the City, its officers, officials, employees, and volunteers, the Contract Attorney's liability shall be only to the extent of the

Contract Attorney's negligence. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

## **9. LIABILITY INSURANCE COVERAGE**

The Contract Attorney shall procure and maintain for the duration of the Agreement professional liability insurance for claims which may arise from or in connection with the performance of the work by the Contract Attorney. The Contract Attorney's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Contract Attorney to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

Failure to maintain required insurance on the part of the Contract Attorney as required shall constitute a material breach of this Agreement, upon which the City may, after giving five (5) business days' notice to the Contract Attorney to correct the breach, immediately terminate the contract at its discretion.

Professional liability insurance shall be written with limits no less than \$100,000.00 per claim and \$300,000.00 policy aggregate limit.

## **10. COMPLIANCE WITH LAWS**

The Contract Attorney shall comply with all applicable state, federal and city laws, ordinances, regulations and codes.

## **11. FUTURE SUPPORT**

The City makes no commitment and assumes no obligations for the support of the Contract Attorney activities except as set forth in this Agreement.

## **12. INDEPENDENT CONTRACTOR**

A. The Contract Attorney shall serve as Contract Associate City Attorney for the City and shall at all times perform his or her duties and responsibilities and carry out all services as an independent contractor and not an employee of the

City. The Contract Attorney agrees that they are solely responsible for the payment of taxes applicable to the services performed under this Agreement and agrees to comply with all federal, state, and local laws regarding the reporting of taxes, maintenance of insurance and records and all other requirements and obligations imposed on it as a result of its status as an independent contractor. The City shall not be responsible for withholding or otherwise deducting federal income tax or social security or for contributing to the state industrial insurance or unemployment compensation programs or otherwise assuming the duties of an employer with respect to the Contract Attorney or any employee or agent of the Contract Attorney.

B. The Contract Attorney, at his or her sole expense, shall obtain and keep in force any and all necessary licenses, permits, and tax certificates.

### **13. CONFLICT OF INTEREST**

The Contract Attorney agrees not to perform professional services for other clients where a conflict of interest or ethical violation as defined in the Rules of Professional Responsibility (RPC) for attorneys may exist.

It is understood between the parties that Contract Attorney may represent defendants in the City's municipal court. Contract Attorney agrees that time in service to the City will be dedicated to the interest of the City and Contract Attorney will not access the City's files on any cases in which they do not exclusively represent the City. Contract Attorney will immediately advise the City Prosecutor of cases assigned to him/her that are defended by him/her or his/her firm as well as any positions taken on behalf of other clients that are contrary to the interests of the City.

### **14. EXTENT OF AGREEMENT/MODIFICATION**

This Agreement, together with all identified attachments and/or exhibits, represents the entire and integrated Agreement between the identified parties hereto and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended or modified only by written instrument properly signed by all parties hereto.

## **15. NOTICE**

Notice given pursuant to this Agreement shall be given in writing by directing it to:

City Attorney

City of Lakewood

6000 Main Street SW

Lakewood, WA 98499- 5027

Gunderson Law Firm

Ivar Gunderson

PO BOX 160

Puyallup WA 98371

Phone: (253) 347-8824

[ivar@gundylaw.net](mailto:ivar@gundylaw.net)

## **16. CONTINGENT UPON APPROPRIATIONS**

This Agreement is contingent upon the appropriation of funds to fulfill the requirements of the Agreement by the City. If the City fails to appropriate sufficient monies to provide for continuation of the Agreement, or if such appropriation is reduced by the City or by any means provided in the appropriations or budgeting process to prevent total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction provides insufficient monies for the continuation of the Agreement, the Agreement shall terminate on the date of the beginning of the first fiscal quarter for which funds are not appropriated or available. No minimum number of hours or payment are guaranteed by this Agreement; it is intended to address an occasional need.

## **17. DISPUTE RESOLUTION**

Upon the occurrence of any dispute or disagreement between the parties arising out of, or in connection with, any term or provision of this Agreement, or the interpretation of or enforcement thereof, the parties shall engage in informal, good-faith discussions and attempt to resolve the dispute. Either party may appoint a designated individual to meet and confer as often as the parties deem reasonably necessary to resolve the dispute. If the parties are

unable to resolve the dispute, and in the event either of the parties concludes, in good faith, that an amicable resolution of the dispute through continued negotiations is not reasonably likely, the parties agree to submit to arbitration with a Pierce County arbitrator who is selected by mutual agreement.

## **18. E-VERIFY - EMPLOYMENT ELIGIBILITY REQUIREMENTS**

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

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed effective the \_\_\_\_ day of January, 2026.

**CITY OF LAKEWOOD**

**GUNDERSON LAW FIRM**

Dated: \_\_\_\_\_

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

\_\_\_\_\_  
Doug Russell, City Manager

\_\_\_\_\_  
Ivar Gunderson

Attest:

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

Approved as to Form:

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

## **EXHIBIT A- PRIMARY PROSECUTION SERVICES**

Primary Prosecution services will be provided for all needs in municipal court Monday, Tuesday and Thursday as well as fielding inquiries as necessary on Friday afternoons. This is expected to include in-custody arraignments, out-of-custody and bailed arraignments, pre-trials, infraction, readiness and review hearings, as well as community court staffing meetings and hearings. Also included may be time sensitive charging for in-custody felony declines and time sensitive inquiries from police, city staff and citizens. Contractor will complete in-custody and out of custody criminal charging daily Monday through Friday.

The above list is not exhaustive. The intent of the parties is for Contractor to cover all municipal court prosecution and related services on the days indicated. The parties agree to discuss issues that prevent smooth delivery of such services for either party. The parties agree that there will be occasional diversion from an agreed schedule for jury trials or other specific prosecution needs.

Contractor will also represent the City as needed at Public Safety Advisory Committee meetings, City Council meetings and conduct police department legal updates/ training. Attendance at these meetings is expected to be infrequent and in accordance with the City's needs. The parties agree to coordinate to ensure these appearances work for each party.

Services include municipal prosecution not only for the City of Lakewood but also for those cities contracting with the City of Lakewood for municipal prosecution, the Town of Steilacoom and City of DuPont, as well as any other jurisdictions that have contracts for prosecution services with the City of Lakewood. Services provided to each city and town shall be of equal quality.



# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> January 20, 2026	<b>TITLE:</b> Authorizing execution of an agreement with Washington State Department of Ecology to utilize grants funds to treat invasive milfoil on American Lake.	<b>TYPE OF ACTION:</b>  — ORDINANCE NO. — RESOLUTION NO. <u>X</u> MOTION NO. 2026-08 — OTHER
<b>REVIEW:</b>	<b>ATTACHMENTS:</b> Grant Contract	

**SUBMITTED BY:** Jeff Rimack, Director Planning & Public Works (PPW)

**RECOMMENDATION:** It is recommended that the city approve this grant agreement to supplement the costs of invasive milfoil treatment on American lake, in partnership with the American Lake Management District (ALMD).

**DISCUSSION:** The American Lake shoreline property owners, including the City of Lakewood, formed the American Lake Management District Number 1 (ALMD) in 2019. This district allows an assessment of shoreline property owners and Camp Murray to levy assessments to fund the control and treatment of invasive aquatic weeds in American Lake.

**(Continued on page 2)**

**ALTERNATIVE(S):** The City could decline to accept this grant on behalf of ALMD. Doing so would substantially reduce the area that could be treated and require ALMD to rely solely on annual shoreline owner assessments resulting in less effective control of the invasive milfoil.

**FISCAL IMPACT:** \$75,000 in revenue for 2025-2027 biennium. This grant does not require a local match, however it is planned to work in conjunction with the current ALMD yearly assessments.

Weston Ott  
Prepared by

  
City Manager Review

Jeff Rimack  
Department Director

### ***Discussion continued***

The primary invasive species treated by the ALMD is invasive Eurasian Milfoil, which threatens water quality, recreation and native aquatic habitat. At the time that the ALMD was formed, a grant from Ecology funded a large initial treatment of the lake. Overtime, however, invasive milfoil has regrown beyond what can be adequately addressed using ALMD annual assessments alone.

In 2025, on behalf of the ALMD, city staff submitted a grant to the Washington Department of Ecology under the SFY26 Aquatic Invasive Plant Management Grants Program, which is funded by annual boat trailer registration fees. This program is specifically designed to reduce the spread and excessive growth of freshwater aquatic invasive plants. .

Ecology reviewed 18 eligible applications submitted by cities, counties, state agencies, tribes, and special purpose districts for the State Fiscal Year 2026 (SFY26) funding cycle. Of the \$557,000 available statewide, 11 projects, including American Lake were selected for the maximum funding amount of \$75,000. Grant-eligible expenses are reimbursable beginning **July 1, 2025**, allowing both new and previously incurred treatment costs to be covered. This funding will significantly expand the scope and effectiveness of milfoil treatment efforts on American Lake beyond what ALMD assessments alone can support.



## **Agreement No. WQAIP-2026-LakPWD-00111**

### **WATER QUALITY AQUATIC INVASIVE PLANT FUNDING AGREEMENT**

#### **BETWEEN**

**THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY**

#### **AND**

**CITY OF LAKEWOOD - PUBLIC WORKS DEPARTMENT**

This is a binding Agreement entered into by and between the state of Washington, Department of Ecology, hereinafter referred to as “ECOLOGY,” and City of Lakewood - Public Works Department, hereinafter referred to as the “RECIPIENT,” to carry out with the provided funds activities described herein.

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### **GENERAL INFORMATION**

Project Title:	American Lake Milfoil Treatment
Total Cost:	\$115,000.00
Total Eligible Cost:	\$75,000.00
Ecology Share:	\$75,000.00
Recipient Share:	\$0.00
The Effective Date of this Agreement is:	07/01/2025
The Expiration Date of this Agreement is no later than:	06/30/2027
Project Type:	Aquatic Invasive Plant Project

#### Project Short Description:

American Lake has experienced a persistent infestation of Eurasian watermilfoil for many years. The RECIPIENT, in conjunction with Joint Base Lewis–McChord (JBLM), Camp Murray, and the American Lake Management District (ALMD), has made efforts to reduce the amount of milfoil within the lake by conducting annual surveys and treatments. This project will provide water quality benefits by continuing treatment efforts of Eurasian watermilfoil to preserve the beneficial uses of American Lake.

#### Project Long Description:

American Lake, located in Lakewood, Washington, is a prominent body of water offering various recreational opportunities and serving as a vital resource for the community. Surrounding the lake are more than 300 residential properties as well as two public parks: American Lake North Park & Marina and Harry Todd Park. American Lake North Park is currently undergoing construction, with plans to develop the park including building an accessible walkway from the park entry and upland zones to the shoreline and swimming areas,

Agreement No: WQAIP-2026-LakPWD-00111  
 Project Title: American Lake Milfoil Treatment  
 Recipient Name: City of Lakewood - Public Works Department

creating an entry plaza, installing a small picnic shelter, replacing the deteriorated stone retaining wall and bulkhead, replacing the onsite restroom, adding an ADA-accessible playground feature, restoring open space, finishing landscaping in parking lot, and providing signage, site furnishings and utilities. Harry Todd Park has also been recently renovated. A new playground and a public restroom have been installed, and a new picnic shelter has been built. The lower area features a beach and a designated swimming area, a fishing pier, and boat docks. The park is also home to the Commencement Bay Rowing Club. In the 2024 boating season for American Lake, the RECIPIENT sold 54 annual boat passes and 2,314 daily passes. Next year, the RECIPIENT expects to see an increase in the usage of the boat ramp after the park improvements are completed.

Furthermore, the lake is particularly significant to Joint Base Lewis-McChord (JBLM) and Camp Murray, both of which utilize the lake for military training, recreational activities, and logistical purposes. The lake's proximity to these military installations makes it an important location for both personnel and their families, providing access to activities such as boating, fishing, and water sports. JBLM owns Russel Landing Marina, which provides a boat launch and offers boat rentals. There is also a pavilion available for people to reserve for hosting events. Another popular destination is JBLM's Shoreline Park. Shoreline Park features three pavilions that can be reserved for gatherings, and offers opportunities for swimming, fishing, and kayaking. Camp Murray has a campground and boat launch available to currently serving military, military retirees, and Department of Defense (DOD) employees. Additionally, JBLM and Camp Murray frequently use American Lake in military operations and training exercises, benefiting from its strategic location. In conclusion, the lake plays a key role in the integration of military and community life in the Lakewood area.

Despite the lake's positive features, it faces an ongoing challenge from the invasive aquatic species *Myriophyllum spicatum*, or Eurasian watermilfoil, a state-listed Class B noxious weed. While the exact timing of its introduction to American Lake remains unknown, its presence has become a growing concern. Eurasian watermilfoil spreads primarily through fragmentation, typically transported by boat trailers or other aquatic equipment. Once introduced, the plant establishes itself by growing root hairs, sinking to the lakebed, and proliferating. Each year, as the plants mature, they fragment and spread throughout the lake. Milfoil can grow up to a foot per week and rapidly replace native aquatic vegetation in the system. It also reduces biodiversity, creates lower oxygen levels, and can lead to increased algae growth and water quality problems. Without intervention, these impacts will continue to escalate, compromising water resources and increasing long-term management costs.

The RECIPIENT completed an Integrated Aquatic Vegetation Management Plan (IAVMP) in 2018 using ECOLOGY funding. The management plan addressed the recreational, habitat, and water quality issues posed by Eurasian watermilfoil and developed an integrated treatment scenario to control milfoil in American Lake.

The community recognized substantial measures needed to be taken, so on June 3, 2019, the American Lake Management District (ALMD) was created. The goal was to fund ongoing aquatic vegetation management, education, and related projects. The ALMD partnered with AquaTechnex, a firm specializing in lake and aquatic plant management, to conduct annual surveys and treat Eurasian watermilfoil in the lake. AquaTechnex holds Washington State Department of Agriculture License No. 7973 with an aquatic endorsement and has been the primary contractor for applications since the formation of the ALMD. AquaTechnex's treatments use ProcellaCOR, a selective herbicide targeting milfoil.

Here is a summary of the surveys and treatments over the past five years:

- 2019: The first survey identified 166 acres of milfoil, and treatment was conducted in August, effectively

Agreement No: WQAIP-2026-LakPWD-00111  
Project Title: American Lake Milfoil Treatment  
Recipient Name: City of Lakewood - Public Works Department

controlling the milfoil with some residual plants in the western lake expected to die off by winter.

- 2020: Two surveys found milfoil coverage reduced by over 95% after the previous year's treatment. Diver teams hand-picked plants, and one area (1.7 acres) was treated. A fall survey showed scattered milfoil plants, but not enough to justify further treatment.
- 2021: Surveys identified areas with higher concentrations of milfoil, leading to the treatment of 22.75 acres in September.
- 2022: A survey identified 12.85 acres needing treatment, mostly along the south shoreline and around Silcox Island. The treatment was successful, with follow-up surveys showing minimal regrowth.
- 2023: The survey found milfoil in the southern end and several corners of the lake, leading to the treatment of 28.69 acres in July. Some areas around Camp Murray and Fort Lewis showed denser regrowth.
- 2024: During the early season survey, there were unusually low water levels which exposed deeper milfoil beds that have not been visible during the previous surveys. The survey found 60.35 acres significantly affected by milfoil, with additional smaller patches that could not be treated due to budget constraints. Treatment occurred in July.

This ongoing management program has successfully controlled milfoil spread, but continued funding is necessary to address expanding areas of infestation. Additional funding will allow more widespread and effective applications of herbicidal control within the lake. By increasing the scope of treatment, the RECIPIENT can prevent further degradation of water quality and restore the balance of the ecosystem. Reduced milfoil populations will allow native aquatic plants to thrive, enhancing biodiversity and improving the overall health of the lake. Long-term, effective milfoil management will also lower the ongoing costs associated with treatment and restoration, ensuring the sustainability of American Lake for both the community and the environment. Without intervention, these problems will only worsen, leading to more severe water quality issues and higher management costs in the future.

Lastly, the RECIPIENT secured three letters of support from members of the community and ALMD. Representatives from ALMD and American Lake Improvement Club have provided their endorsements and expressed their support for this project.

#### Overall Goal:

This project will amplify current efforts to control Eurasian watermilfoil and prevent its growth and spread in American Lake. Treatment efforts will help preserve the beneficial uses of the lake, leading to long-term sustainability for both the community and the environment.

Agreement No: WQAIP-2026-LakPWD-00111  
Project Title: American Lake Milfoil Treatment  
Recipient Name: City of Lakewood - Public Works Department

**RECIPIENT INFORMATION**

Organization Name: City of Lakewood - Public Works Department

Federal Tax ID: 91-1698185  
UEI Number: C8USBK5DLRF2

Mailing Address: 6000 Main St W  
Lakewood, WA 98499

Physical Address: 6000 Main St SW  
Lakewood, Washington 98499

Organization Email: wott@cityoflakewood.us

**Contacts**

<b>Project Manager</b>	Weston Ott City Engineer  6000 Main St SW Lakewood, Washington 98499 Email: wott@cityoflakewood.us Phone: (253) 983-7725
<b>Billing Contact</b>	Dana Kapla Asst. Finance Director  6000 Main St SW LAKEWOOD, Washington 98499 Email: dkapla@cityoflakewood.us Phone: (253) 983-7732
<b>Authorized Signatory</b>	Doug Russell City Manager  6000 Main St SW Lakewood, Washington 98499 Email: drussell@cityoflakewood.us Phone: (253) 983-7725

State of Washington Department of Ecology

Agreement No: WQAIP-2026-LakPWD-00111

Project Title: American Lake Milfoil Treatment

Recipient Name: City of Lakewood - Public Works Department

**ECOLOGY INFORMATION**

Mailing Address: Department of Ecology  
Water Quality  
PO BOX 47600  
Olympia, WA 98504-7600

Physical Address: Water Quality  
300 Desmond Drive SE  
Lacey, WA 98503

**Contacts**

<b>Project Manager</b>	Joseph Teresi  PO Box 47600 Olympia, Washington 98504-7600 Email: jote461@ecy.wa.gov Phone: (360) 628-7516
<b>Financial Manager</b>	Joseph Teresi  PO Box 47600 Olympia, Washington 98504-7600 Email: jote461@ecy.wa.gov Phone: (360) 628-7516

Agreement No: WQAIP-2026-LakPWD-00111  
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 Recipient Name: City of Lakewood - Public Works Department

## AUTHORIZING SIGNATURES

RECIPIENT agrees to furnish the necessary personnel, equipment, materials, services, and otherwise do all things necessary for or incidental to the performance of work as set forth in this Agreement.

RECIPIENT acknowledges that they had the opportunity to review the entire Agreement, including all the terms and conditions of this Agreement, Scope of Work, attachments, and incorporated or referenced documents, as well as all applicable laws, statutes, rules, regulations, and guidelines mentioned in this Agreement. Furthermore, the RECIPIENT has read, understood, and accepts all requirements contained within this Agreement.

This Agreement contains the entire understanding between the parties, and there are no other understandings or representations other than as set forth, or incorporated by reference, herein.

No subsequent modifications or amendments to this agreement will be of any force or effect unless in writing, signed by authorized representatives of the RECIPIENT and ECOLOGY and made a part of this agreement. ECOLOGY and RECIPIENT may change their respective staff contacts without the concurrence of either party.

This Agreement shall be subject to the written approval of Ecology's authorized representative and shall not be binding until so approved.

The signatories to this Agreement represent that they have the authority to execute this Agreement and bind their respective organizations to this Agreement.

IN WITNESS WHEREOF: the parties hereto, having read this Agreement in its entirety, including all attachments, do agree in each and every particular and have thus set their hands hereunto.

Washington State  
 Department of Ecology

City of Lakewood - Public Works Department

By: \_\_\_\_\_

By: \_\_\_\_\_

Jon Kenning, PhD Date

Doug Russell Date

Water Quality

City Manager

Program Manager

Approved as to form:

Template Approved to Form by  
 Attorney General's Office

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

Attest:

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



Agreement No: WQAIP-2026-LakPWD-00111  
 Project Title: American Lake Milfoil Treatment  
 Recipient Name: City of Lakewood - Public Works Department

## SCOPE OF WORK

Task Number: 1 **Task Cost:** \$11,250.00

Task Title: Project Administration/Management

### Task Description:

A. The RECIPIENT shall carry out all work necessary to meet ECOLOGY grant or loan administration requirements. Responsibilities include, but are not limited to: maintenance of project records; submittal of requests for reimbursement and corresponding backup documentation; progress reports; and a recipient closeout report (including photos).

B. The RECIPIENT shall maintain documentation demonstrating compliance with applicable procurement, contracting, and interlocal agreement requirements; application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items.

C. The RECIPIENT shall manage the project. Efforts include, but are not limited to: conducting, coordinating, and scheduling project activities and assuring quality control. Every effort will be made to maintain effective communication with the RECIPIENT's designees; ECOLOGY; all affected local, state, or federal jurisdictions; and any interested individuals or groups. The RECIPIENT shall carry out this project in accordance with any completion dates outlined in this agreement.

### Task Goal Statement:

Properly managed and fully documented project that meets ECOLOGY's grant or loan administrative requirements.

### Task Expected Outcome:

- \* Timely and complete submittal of requests for reimbursement, quarterly progress reports, and RECIPIENT closeout report.
- \* Properly maintained project documentation

## Project Administration/Management

### Deliverables

Number	Description	Due Date
1.1	Quarterly Progress Reports	
1.2	Recipient Closeout Report	
1.3	Project Outcome Summary Report	

Agreement No: WQAIP-2026-LakPWD-00111  
 Project Title: American Lake Milfoil Treatment  
 Recipient Name: City of Lakewood - Public Works Department

## SCOPE OF WORK

Task Number: 2 **Task Cost:** \$63,750.00

Task Title: Lake Survey and Treatment

### Task Description:

A. The RECIPIENT will work with a qualified, licensed contractor to conduct aquatic vegetation surveys on American Lake and to follow appropriate decontamination measures that prevent the spread of aquatic invasive species. Based on survey results, the RECIPIENT contractor will apply herbicide treatments targeting Eurasian watermilfoil and will adhere to all applicable permitting, reporting, waterbody monitoring, and public notice requirements.

B. The RECIPIENT and contractor will perform a pre-treatment survey to determine the presence, density, biovolume, and spatial distribution of aquatic plants in American Lake. Mapping information will be recorded using a Trimble submeter Differential Global Positioning Systems (DGPS) datalogging receiver. This data will then be processed and exported into ArcGIS mapping software for further analysis. Mapping data will result in a proposed treatment plan for precision herbicide application in the lake. The RECIPIENT will submit the pre-treatment survey and treatment plan and application maps to ECOLOGY.

C. The RECIPIENT and contractor will apply chemical treatment to Eurasian watermilfoil in American Lake using specialized equipment and vessels equipped with precision application guidance systems. Weather conditions will be monitored to support treatment activities. If wind or rain conditions are present, the treatment may be delayed until conditions are optimal. After treatment is completed, the contractor will follow all requirements for container disposal, demobilization and decontamination, and post-treatment reporting. The RECIPIENT will provide to ECOLOGY documentation of herbicide applications, including product(s) used, treatment chemical(s) applied, chemical quantities used, acres treated, dates of treatment, plants targeted, and any required monitoring results, if applicable.

D. The RECIPIENT and contractor will perform a post-treatment survey to evaluate the success of the chemical treatment work and inform future management actions at American Lake. The RECIPIENT will submit the post-treatment survey and final contractor report to ECOLOGY.

### Task Goal Statement:

Successful treatment of Eurasian watermilfoil will allow the lake's native aquatic plant populations to rebound, boosting biodiversity and improving the overall health of the lake. Reductions of Eurasian watermilfoil will protect beneficial uses of the lake.

### Task Expected Outcome:

Complete pre-treatment waterbody surveys on American Lake to characterize aquatic plant populations and inform treatment of Eurasian watermilfoil. Perform targeted herbicide applications to reduce Eurasian watermilfoil infestations following all applicable permit requirements. Complete post-treatment waterbody surveys to evaluate the success of chemical treatment.

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Project Title: American Lake Milfoil Treatment

Recipient Name: City of Lakewood - Public Works Department

**Lake Survey and Treatment****Deliverables**

<b>Number</b>	<b>Description</b>	<b>Due Date</b>
2.1	Upload pre-treatment survey to EAGL.	
2.2	Upload treatment plan and application maps to EAGL.	
2.3	Provide to ECOLOGY documentation of herbicide applications, including product(s) used, treatment chemical(s) applied, chemical quantities used, acres treated, dates of treatment, plants targeted, and any required monitoring results, if applicable.	
2.4	Upload post-treatment survey and final contractor report to EAGL.	

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 Recipient Name: City of Lakewood - Public Works Department

## BUDGET

### Funding Distribution EG250662

**NOTE:** *The above funding distribution number is used to identify this specific agreement and budget on payment remittances and may be referenced on other communications from ECOLOGY. Your agreement may have multiple funding distribution numbers to identify each budget.*

Funding Title: American Lake Milfoil Treatment  
 Funding Type: Grant  
 Funding Effective Date: 07/01/2025 Funding Expiration Date: 06/30/2027  
 Funding Source:

Title: Aquatic Weeds Management Fund  
 Fund: FD  
 Type: State  
 Funding Source %: 100%  
 Description: \$3 registration fee on boat trailers

Approved Indirect Costs Rate: Approved State Indirect Rate: 0%  
 Recipient Match %: 0%  
 InKind Interlocal Allowed: No  
 InKind Other Allowed: No  
 Is this Funding Distribution used to match a federal grant? No

American Lake Milfoil Treatment	Task Total
Project Administration/Management	\$ 11,250.00
Lake Survey and Treatment	\$ 63,750.00

**Total: \$ 75,000.00**

Agreement No: WQAIP-2026-LakPWD-00111

Project Title: American Lake Milfoil Treatment

Recipient Name: City of Lakewood - Public Works Department

**Funding Distribution Summary****Recipient / Ecology Share**

<b>Funding Distribution Name</b>	<b>Recipient Match %</b>	<b>Recipient Share</b>	<b>Ecology Share</b>	<b>Total</b>
American Lake Milfoil Treatment	0.00 %	\$ 0.00	\$ 75,000.00	\$ 75,000.00
<b>Total</b>		<b>\$ 0.00</b>	<b>\$ 75,000.00</b>	<b>\$ 75,000.00</b>

**AGREEMENT SPECIFIC TERMS AND CONDITIONS**

N/A

**SPECIAL TERMS AND CONDITIONS****GENERAL FEDERAL CONDITIONS**

**If a portion or all of the funds for this agreement are provided through federal funding sources or this agreement is used to match a federal grant award, the following terms and conditions apply to you.**

**A. CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION:**

1. The RECIPIENT/CONTRACTOR, by signing this agreement, certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds. If the RECIPIENT/CONTRACTOR is unable to certify to the statements contained in the certification, they must provide an explanation as to why they cannot.
2. The RECIPIENT/CONTRACTOR shall provide immediate written notice to ECOLOGY if at any time the RECIPIENT/CONTRACTOR learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact ECOLOGY for assistance in obtaining a copy of those regulations.
4. The RECIPIENT/CONTRACTOR agrees it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under the applicable Code of Federal Regulations, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
5. The RECIPIENT/CONTRACTOR further agrees by signing this agreement, that it will include this clause titled

Agreement No: WQAIP-2026-LakPWD-00111  
 Project Title: American Lake Milfoil Treatment  
 Recipient Name: City of Lakewood - Public Works Department

“CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION” without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

6. Pursuant to 2CFR180.330, the RECIPIENT/CONTRACTOR is responsible for ensuring that any lower tier covered transaction complies with certification of suspension and debarment requirements.
7. RECIPIENT/CONTRACTOR acknowledges that failing to disclose the information required in the Code of Federal Regulations may result in the delay or negation of this funding agreement, or pursuance of legal remedies, including suspension and debarment.
8. RECIPIENT/CONTRACTOR agrees to keep proof in its agreement file, that it, and all lower tier recipients or contractors, are not suspended or debarred, and will make this proof available to ECOLOGY before requests for reimbursements will be approved for payment. RECIPIENT/CONTRACTOR must run a search in <http://www.sam.gov> and print a copy of completed searches to document proof of compliance.

#### B. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) REPORTING REQUIREMENTS:

CONTRACTOR/RECIPIENT must complete the FFATA Data Collection Form (ECY 070-395) and return it with the signed agreement to ECOLOGY.

Any CONTRACTOR/RECIPIENT that meets each of the criteria below must report compensation for its five top executives using the FFATA Data Collection Form.

- Receives more than \$30,000 in federal funds under this award.
- Receives more than 80 percent of its annual gross revenues from federal funds.
- Receives more than \$25,000,000 in annual federal funds.

Ecology will not pay any invoices until it has received a completed and signed FFATA Data Collection Form. Ecology is required to report the FFATA information for federally funded agreements, including the required Unique Entity Identifier in [www.sam.gov](http://www.sam.gov) <http://www.sam.gov> within 30 days of agreement signature. The FFATA information will be available to the public at [www.usaspending.gov](http://www.usaspending.gov) <http://www.usaspending.gov>.

For more details on FFATA requirements, see [www.fsrc.gov](http://www.fsrc.gov) <http://www.fsrc.gov>.

#### C. FEDERAL FUNDING PROHIBITION ON CERTAIN TELECOMMUNICATIONS OR VIDEO SURVEILLANCE SERVICES OR EQUIPMENT:

As required by 2 CFR 200.216, federal grant or loan recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:

1. Procure or obtain;
2. Extend or renew a contract to procure or obtain; or
3. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment, video surveillance services or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in [Public Law 115-232](https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf) <https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf>, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

State of Washington Department of Ecology

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Project Title: American Lake Milfoil Treatment

Recipient Name: City of Lakewood - Public Works Department

Recipients, subrecipients, and borrowers also may not use federal funds to purchase certain prohibited equipment, systems, or services, including equipment, systems, or services produced or provided by entities identified in section 889, are recorded in the [System for Award Management \(SAM\) <https://sam.gov/SAM/>](https://sam.gov/SAM/) exclusion list.

## GENERAL TERMS AND CONDITIONS

### Pertaining to Grant and Loan Agreements With the state of Washington, Department of Ecology

#### GENERAL TERMS AND CONDITIONS

#### For DEPARTMENT OF ECOLOGY GRANTS and LOANS

07/01/2023 Version

#### 1. ADMINISTRATIVE REQUIREMENTS

- a) RECIPIENT shall follow the "Administrative Requirements for Recipients of Ecology Grants and Loans – EAGL Edition." (<https://fortress.wa.gov/ecy/publications/SummaryPages/2301002.html>)
- b) RECIPIENT shall complete all activities funded by this Agreement and be fully responsible for the proper management of all funds and resources made available under this Agreement.
- c) RECIPIENT agrees to take complete responsibility for all actions taken under this Agreement, including ensuring all subgrantees and contractors comply with the terms and conditions of this Agreement. ECOLOGY reserves the right to request proof of compliance by subgrantees and contractors.
- d) RECIPIENT's activities under this Agreement shall be subject to the review and approval by ECOLOGY for the extent and character of all work and services.

#### 2. AMENDMENTS AND MODIFICATIONS

This Agreement may be altered, amended, or waived only by a written amendment executed by both parties. No subsequent modification(s) or amendment(s) of this Agreement will be of any force or effect unless in writing and signed by authorized representatives of both parties. ECOLOGY and the RECIPIENT may change their respective staff contacts and administrative information without the concurrence of either party.

#### 3. ACCESSIBILITY REQUIREMENTS FOR COVERED TECHNOLOGY

The RECIPIENT must comply with the Washington State Office of the Chief Information Officer, OCIO Policy no. 188, Accessibility (<https://ocio.wa.gov/policy/accessibility>) as it relates to "covered technology." This requirement applies to all products supplied under the Agreement, providing equal access to information technology by individuals with disabilities, including and not limited to web sites/pages, web-based applications, software systems, video and audio content, and electronic documents intended for publishing on Ecology's public web site.

#### 4. ARCHAEOLOGICAL AND CULTURAL RESOURCES

RECIPIENT shall take all reasonable action to avoid, minimize, or mitigate adverse effects to archaeological and historic archaeological sites, historic buildings/structures, traditional cultural places, sacred sites, or other cultural resources, hereby referred to as Cultural Resources.

The RECIPIENT must agree to hold harmless ECOLOGY in relation to any claim related to Cultural Resources discovered, disturbed, or damaged due to the RECIPIENT's project funded under this Agreement.

RECIPIENT shall:

- a) Contact the ECOLOGY Program issuing the grant or loan to discuss any Cultural Resources requirements for their project:
  - Cultural Resource Consultation and Review should be initiated early in the project planning process and must be completed prior to expenditure of Agreement funds as required by applicable State and Federal requirements.
  - \* For state funded construction, demolition, or land acquisitions, comply with Governor Executive Order 21-02, Archaeological and Cultural Resources.
  - For projects with any federal involvement, comply with the National Historic Preservation Act of 1966 (Section 106).



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 Recipient Name: City of Lakewood - Public Works Department

b) If required by the ECOLOGY Program, submit an Inadvertent Discovery Plan (IDP) to ECOLOGY prior to implementing any project that involves field activities. ECOLOGY will provide the IDP form.

RECIPIENT shall:

- Keep the IDP at the project site.
  - Make the IDP readily available to anyone working at the project site.
  - Discuss the IDP with staff, volunteers, and contractors working at the project site.
  - Implement the IDP when Cultural Resources or human remains are found at the project site.
- c) If any Cultural Resources are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.
- Immediately stop work and notify the ECOLOGY Program, who will notify the Department of Archaeology and Historic Preservation at (360) 586-3065, any affected Tribe, and the local government.
- d) If any human remains are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.
- Immediately stop work and notify the local Law Enforcement Agency or Medical Examiner/Coroner's Office, the Department of Archaeology and Historic Preservation at (360) 790-1633, and then the ECOLOGY Program.
- e) Comply with RCW 27.53, RCW 27.44, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting Cultural Resources and human remains.

#### 5. ASSIGNMENT

No right or claim of the RECIPIENT arising under this Agreement shall be transferred or assigned by the RECIPIENT.

#### 6. COMMUNICATION

RECIPIENT shall make every effort to maintain effective communications with the RECIPIENT's designees, ECOLOGY, all affected local, state, or federal jurisdictions, and any interested individuals or groups.

#### 7. COMPENSATION

- a) Any work performed prior to effective date of this Agreement will be at the sole expense and risk of the RECIPIENT. ECOLOGY must sign the Agreement before any payment requests can be submitted.
- b) Payments will be made on a reimbursable basis for approved and completed work as specified in this Agreement.
- c) RECIPIENT is responsible to determine if costs are eligible. Any questions regarding eligibility should be clarified with ECOLOGY prior to incurring costs. Costs that are conditionally eligible require approval by ECOLOGY prior to expenditure.
- d) RECIPIENT shall not invoice more than once per month unless agreed on by ECOLOGY.
- e) ECOLOGY will not process payment requests without the proper reimbursement forms, Progress Report and supporting documentation. ECOLOGY will provide instructions for submitting payment requests.
- f) ECOLOGY will pay the RECIPIENT thirty (30) days after receipt of a properly completed request for payment.
- g) RECIPIENT will receive payment through Washington State's Office of Financial Management's Statewide Payee Desk. To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process, you can contact Statewide Payee Help Desk at (360) 407-8180 or email [PayeeRegistration@ofm.wa.gov](mailto:PayeeRegistration@ofm.wa.gov).
- h) ECOLOGY may, at its sole discretion, withhold payments claimed by the RECIPIENT if the RECIPIENT fails to satisfactorily comply with any term or condition of this Agreement.
- i) Monies withheld by ECOLOGY may be paid to the RECIPIENT when the work described herein, or a portion thereof, has been completed if, at ECOLOGY's sole discretion, such payment is reasonable and approved according to this Agreement, as appropriate, or upon completion of an audit as specified herein.

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j) RECIPIENT must submit within thirty (30) days after the expiration date of this Agreement, all financial, performance, and other reports required by this Agreement. Failure to comply may result in delayed reimbursement.

#### 8. COMPLIANCE WITH ALL LAWS

RECIPIENT agrees to comply fully with all applicable federal, state and local laws, orders, regulations, and permits related to this Agreement, including but not limited to:

- a) RECIPIENT agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington which affect wages and job safety.
- b) RECIPIENT agrees to be bound by all applicable federal and state laws, regulations, and policies against discrimination.
- c) RECIPIENT certifies full compliance with all applicable state industrial insurance requirements.
- d) RECIPIENT agrees to secure and provide assurance to ECOLOGY that all the necessary approvals and permits required by authorities having jurisdiction over the project are obtained. RECIPIENT must include time in their project timeline for the permit and approval processes.

ECOLOGY shall have the right to immediately terminate for cause this Agreement as provided herein if the RECIPIENT fails to comply with above requirements.

If any provision of this Agreement violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

#### 9. CONFLICT OF INTEREST

RECIPIENT and ECOLOGY agree that any officer, member, agent, or employee, who exercises any function or responsibility in the review, approval, or carrying out of this Agreement, shall not have any personal or financial interest, direct or indirect, nor affect the interest of any corporation, partnership, or association in which he/she is a part, in this Agreement or the proceeds thereof.

#### 10. CONTRACTING FOR GOODS AND SERVICES

RECIPIENT may contract to buy goods or services related to its performance under this Agreement. RECIPIENT shall award all contracts for construction, purchase of goods, equipment, services, and professional architectural and engineering services through a competitive process, if required by State law. RECIPIENT is required to follow procurement procedures that ensure legal, fair, and open competition.

RECIPIENT must have a standard procurement process or follow current state procurement procedures. RECIPIENT may be required to provide written certification that they have followed their standard procurement procedures and applicable state law in awarding contracts under this Agreement.

ECOLOGY reserves the right to inspect and request copies of all procurement documentation, and review procurement practices related to this Agreement. Any costs incurred as a result of procurement practices not in compliance with state procurement law or the RECIPIENT's normal procedures may be disallowed at ECOLOGY's sole discretion.

#### 11. DISPUTES

When there is a dispute with regard to the extent and character of the work, or any other matter related to this Agreement the determination of ECOLOGY will govern, although the RECIPIENT shall have the right to appeal decisions as provided for below:

- a) RECIPIENT notifies the funding program of an appeal request.
- b) Appeal request must be in writing and state the disputed issue(s).
- c) RECIPIENT has the opportunity to be heard and offer evidence in support of its appeal.
- d) ECOLOGY reviews the RECIPIENT's appeal.
- e) ECOLOGY sends a written answer within ten (10) business days, unless more time is needed, after concluding the

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review.

The decision of ECOLOGY from an appeal will be final and conclusive, unless within thirty (30) days from the date of such decision, the RECIPIENT furnishes to the Director of ECOLOGY a written appeal. The decision of the Director or duly authorized representative will be final and conclusive.

The parties agree that this dispute process will precede any action in a judicial or quasi-judicial tribunal.

Appeals of the Director's decision will be brought in the Superior Court of Thurston County. Review of the Director's decision will not be taken to Environmental and Land Use Hearings Office.

Pending final decision of a dispute, the RECIPIENT agrees to proceed diligently with the performance of this Agreement and in accordance with the decision rendered.

Nothing in this Agreement will be construed to limit the parties' choice of another mutually acceptable method, in addition to the dispute resolution procedure outlined above.

## 12. ENVIRONMENTAL DATA STANDARDS

a) RECIPIENT shall prepare a Quality Assurance Project Plan (QAPP) for a project that collects or uses environmental measurement data. RECIPIENTS unsure about whether a QAPP is required for their project shall contact the ECOLOGY Program issuing the grant or loan. If a QAPP is required, the RECIPIENT shall:

- Use ECOLOGY's QAPP Template/Checklist provided by the ECOLOGY, unless ECOLOGY Quality Assurance (QA) officer or the Program QA coordinator instructs otherwise.
- Follow ECOLOGY's Guidelines for Preparing Quality Assurance Project Plans for Environmental Studies, July 2004 (Ecology Publication No. 04-03-030).
- Submit the QAPP to ECOLOGY for review and approval before the start of the work.

b) RECIPIENT shall submit environmental data that was collected on a project to ECOLOGY using the Environmental Information Management system (EIM), unless the ECOLOGY Program instructs otherwise. The RECIPIENT must confirm with ECOLOGY that complete and correct data was successfully loaded into EIM, find instructions at: <http://www.ecy.wa.gov/eim>.

c) RECIPIENT shall follow ECOLOGY's data standards when Geographic Information System (GIS) data is collected and processed. Guidelines for Creating and Accessing GIS Data are available at: <https://ecology.wa.gov/Research-Data/Data-resources/Geographic-Information-Systems-GIS/Standards>. RECIPIENT, when requested by ECOLOGY, shall provide copies to ECOLOGY of all final GIS data layers, imagery, related tables, raw data collection files, map products, and all metadata and project documentation.

## 13. GOVERNING LAW

This Agreement will be governed by the laws of the State of Washington, and the venue of any action brought hereunder will be in the Superior Court of Thurston County.

## 14. INDEMNIFICATION

ECOLOGY will in no way be held responsible for payment of salaries, consultant's fees, and other costs related to the project described herein, except as provided in the Scope of Work.

To the extent that the Constitution and laws of the State of Washington permit, each party will indemnify and hold the other harmless from and against any liability for any or all injuries to persons or property arising from the negligent act or omission of that party or that party's agents or employees arising out of this Agreement.

## 15. INDEPENDENT STATUS

The employees, volunteers, or agents of each party who are engaged in the performance of this Agreement will continue to be employees, volunteers, or agents of that party and will not for any purpose be employees, volunteers, or agents of the other party.

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## 16. KICKBACKS

RECIPIENT is prohibited from inducing by any means any person employed or otherwise involved in this Agreement to give up any part of the compensation to which he/she is otherwise entitled to or receive any fee, commission, or gift in return for award of a subcontract hereunder.

## 17. MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MWBE)

RECIPIENT is encouraged to solicit and recruit, to the extent possible, certified minority-owned (MBE) and women-owned (WBE) businesses in purchases and contracts initiated under this Agreement.

Contract awards or rejections cannot be made based on MWBE participation; however, the RECIPIENT is encouraged to take the following actions, when possible, in any procurement under this Agreement:

- a) Include qualified minority and women's businesses on solicitation lists whenever they are potential sources of goods or services.
- b) Divide the total requirements, when economically feasible, into smaller tasks or quantities, to permit maximum participation by qualified minority and women's businesses.
- c) Establish delivery schedules, where work requirements permit, which will encourage participation of qualified minority and women's businesses.
- d) Use the services and assistance of the Washington State Office of Minority and Women's Business Enterprises (OMWBE) (866-208-1064) and the Office of Minority Business Enterprises of the U.S. Department of Commerce, as appropriate.

## 18. ORDER OF PRECEDENCE

In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) applicable federal and state statutes and regulations; (b) The Agreement; (c) Scope of Work; (d) Special Terms and Conditions; (e) Any provisions or terms incorporated herein by reference, including the "Administrative Requirements for Recipients of Ecology Grants and Loans"; (f) Ecology Funding Program Guidelines; and (g) General Terms and Conditions.

## 19. PRESENTATION AND PROMOTIONAL MATERIALS

ECOLOGY reserves the right to approve RECIPIENT's communication documents and materials related to the fulfillment of this Agreement:

- a) If requested, RECIPIENT shall provide a draft copy to ECOLOGY for review and approval ten (10) business days prior to production and distribution.
- b) RECIPIENT shall include time for ECOLOGY's review and approval process in their project timeline.
- c) If requested, RECIPIENT shall provide ECOLOGY two (2) final copies and an electronic copy of any tangible products developed.

Copies include any printed materials, and all tangible products developed such as brochures, manuals, pamphlets, videos, audio tapes, CDs, curriculum, posters, media announcements, or gadgets with a message, such as a refrigerator magnet, and any online communications, such as web pages, blogs, and twitter campaigns. If it is not practical to provide a copy, then the RECIPIENT shall provide a description (photographs, drawings, printouts, etc.) that best represents the item.

Any communications intended for public distribution that uses ECOLOGY's logo shall comply with ECOLOGY's graphic requirements and any additional requirements specified in this Agreement. Before the use of ECOLOGY's logo contact ECOLOGY for guidelines.

RECIPIENT shall acknowledge in the communications that funding was provided by ECOLOGY.

## 20. PROGRESS REPORTING

- a) RECIPIENT must satisfactorily demonstrate the timely use of funds by submitting payment requests and progress

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reports to ECOLOGY. ECOLOGY reserves the right to amend or terminate this Agreement if the RECIPIENT does not document timely use of funds.

b) RECIPIENT must submit a progress report with each payment request. Payment requests will not be processed without a progress report. ECOLOGY will define the elements and frequency of progress reports.

c) RECIPIENT shall use ECOLOGY's provided progress report format.

d) Quarterly progress reports will cover the periods from January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Reports shall be submitted within thirty (30) days after the end of the quarter being reported.

e) RECIPIENT must submit within thirty (30) days of the expiration date of the project, unless an extension has been approved by ECOLOGY, all financial, performance, and other reports required by the Agreement and funding program guidelines. RECIPIENT shall use the ECOLOGY provided closeout report format.

## 21. PROPERTY RIGHTS

a) Copyrights and Patents. When the RECIPIENT creates any copyrightable materials or invents any patentable property under this Agreement, the RECIPIENT may copyright or patent the same but ECOLOGY retains a royalty free, nonexclusive, and irrevocable license to reproduce, publish, recover, or otherwise use the material(s) or property, and to authorize others to use the same for federal, state, or local government purposes.

b) Publications. When the RECIPIENT or persons employed by the RECIPIENT use or publish ECOLOGY information; present papers, lectures, or seminars involving information supplied by ECOLOGY; or use logos, reports, maps, or other data in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to ECOLOGY.

c) Presentation and Promotional Materials. ECOLOGY shall have the right to use or reproduce any printed or graphic materials produced in fulfillment of this Agreement, in any manner ECOLOGY deems appropriate. ECOLOGY shall acknowledge the RECIPIENT as the sole copyright owner in every use or reproduction of the materials.

d) Tangible Property Rights. ECOLOGY's current edition of "Administrative Requirements for Recipients of Ecology Grants and Loans," shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by ECOLOGY in the absence of state and federal statutes, regulations, or policies to the contrary, or upon specific instructions with respect thereto in this Agreement.

e) Personal Property Furnished by ECOLOGY. When ECOLOGY provides personal property directly to the RECIPIENT for use in performance of the project, it shall be returned to ECOLOGY prior to final payment by ECOLOGY. If said property is lost, stolen, or damaged while in the RECIPIENT's possession, then ECOLOGY shall be reimbursed in cash or by setoff by the RECIPIENT for the fair market value of such property.

f) Acquisition Projects. The following provisions shall apply if the project covered by this Agreement includes funds for the acquisition of land or facilities:

1. RECIPIENT shall establish that the cost is fair value and reasonable prior to disbursement of funds provided for in this Agreement.

2. RECIPIENT shall provide satisfactory evidence of title or ability to acquire title for each parcel prior to disbursement of funds provided by this Agreement. Such evidence may include title insurance policies, Torrens certificates, or abstracts, and attorney's opinions establishing that the land is free from any impediment, lien, or claim which would impair the uses intended by this Agreement.

g) Conversions. Regardless of the Agreement expiration date, the RECIPIENT shall not at any time convert any equipment, property, or facility acquired or developed under this Agreement to uses other than those for which assistance was originally approved without prior written approval of ECOLOGY. Such approval may be conditioned upon payment to ECOLOGY of that portion of the proceeds of the sale, lease, or other conversion or encumbrance which monies granted pursuant to this Agreement bear to the total acquisition, purchase, or construction costs of such property.

## 22. RECORDS, AUDITS, AND INSPECTIONS

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RECIPIENT shall maintain complete program and financial records relating to this Agreement, including any engineering documentation and field inspection reports of all construction work accomplished.

All records shall:

- a) Be kept in a manner which provides an audit trail for all expenditures.
- b) Be kept in a common file to facilitate audits and inspections.
- c) Clearly indicate total receipts and expenditures related to this Agreement.
- d) Be open for audit or inspection by ECOLOGY, or by any duly authorized audit representative of the State of Washington, for a period of at least three (3) years after the final grant payment or loan repayment, or any dispute resolution hereunder.

RECIPIENT shall provide clarification and make necessary adjustments if any audits or inspections identify discrepancies in the records.

ECOLOGY reserves the right to audit, or have a designated third party audit, applicable records to ensure that the state has been properly invoiced. Any remedies and penalties allowed by law to recover monies determined owed will be enforced. Repetitive instances of incorrect invoicing or inadequate records may be considered cause for termination.

All work performed under this Agreement and any property and equipment purchased shall be made available to ECOLOGY and to any authorized state, federal or local representative for inspection at any time during the course of this Agreement and for at least three (3) years following grant or loan termination or dispute resolution hereunder.

RECIPIENT shall provide right of access to ECOLOGY, or any other authorized representative, at all reasonable times, in order to monitor and evaluate performance, compliance, and any other conditions under this Agreement.

## 23. RECOVERY OF FUNDS

The right of the RECIPIENT to retain monies received as reimbursement payments is contingent upon satisfactory performance of this Agreement and completion of the work described in the Scope of Work.

All payments to the RECIPIENT are subject to approval and audit by ECOLOGY, and any unauthorized expenditure(s) or unallowable cost charged to this Agreement shall be refunded to ECOLOGY by the RECIPIENT.

RECIPIENT shall refund to ECOLOGY the full amount of any erroneous payment or overpayment under this Agreement.

RECIPIENT shall refund by check payable to ECOLOGY the amount of any such reduction of payments or repayments within thirty (30) days of a written notice. Interest will accrue at the rate of twelve percent (12%) per year from the time ECOLOGY demands repayment of funds.

Any property acquired under this Agreement, at the option of ECOLOGY, may become ECOLOGY's property and the RECIPIENT's liability to repay monies will be reduced by an amount reflecting the fair value of such property.

## 24. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, and to this end the provisions of this Agreement are declared to be severable.

## 25. STATE ENVIRONMENTAL POLICY ACT (SEPA)

RECIPIENT must demonstrate to ECOLOGY's satisfaction that compliance with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW and Chapter 197-11 WAC) have been or will be met. Any reimbursements are subject to this provision.

## 26. SUSPENSION

When in the best interest of ECOLOGY, ECOLOGY may at any time, and without cause, suspend this Agreement or any portion thereof for a temporary period by written notice from ECOLOGY to the RECIPIENT. RECIPIENT shall resume performance on the next business day following the suspension period unless another day is specified by ECOLOGY.

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American Lake Milfoil Treatment

Recipient Name:

City of Lakewood - Public Works Department

## 27. SUSTAINABLE PRACTICES

In order to sustain Washington's natural resources and ecosystems, the RECIPIENT is fully encouraged to implement sustainable practices and to purchase environmentally preferable products under this Agreement.

a) Sustainable practices may include such activities as: use of clean energy, use of double-sided printing, hosting low impact meetings, and setting up recycling and composting programs.

b) Purchasing may include such items as: sustainably produced products and services, EPEAT registered computers and imaging equipment, independently certified green cleaning products, remanufactured toner cartridges, products with reduced packaging, office products that are refillable, rechargeable, and recyclable, 100% post-consumer recycled paper, and toxic free products.

For more suggestions visit ECOLOGY's web page, Green Purchasing,

<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Sustainable-purchasing>.

## 28. TERMINATION

### a) For Cause

ECOLOGY may terminate for cause this Agreement with a seven (7) calendar days prior written notification to the RECIPIENT, at the sole discretion of ECOLOGY, for failing to perform an Agreement requirement or for a material breach of any term or condition. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Failure to Commence Work. ECOLOGY reserves the right to terminate this Agreement if RECIPIENT fails to commence work on the project funded within four (4) months after the effective date of this Agreement, or by any date mutually agreed upon in writing for commencement of work, or the time period defined within the Scope of Work.

Non-Performance. The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance by the RECIPIENT of all of its obligations under this Agreement. In the event the RECIPIENT unjustifiably fails, in the opinion of ECOLOGY, to perform any obligation required of it by this Agreement, ECOLOGY may refuse to pay any further funds, terminate in whole or in part this Agreement, and exercise any other rights under this Agreement.

Despite the above, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and the State of Washington because of any breach of this Agreement by the RECIPIENT. ECOLOGY may withhold payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

### b) For Convenience

ECOLOGY may terminate for convenience this Agreement, in whole or in part, for any reason when it is the best interest of ECOLOGY, with a thirty (30) calendar days prior written notification to the RECIPIENT, except as noted below. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Non-Allocation of Funds. ECOLOGY's ability to make payments is contingent on availability of funding. In the event funding from state, federal or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to the completion or expiration date of this Agreement, ECOLOGY, at its sole discretion, may elect to terminate the Agreement, in whole or part, or renegotiate the Agreement, subject to new funding limitations or conditions. ECOLOGY may also elect to suspend performance of the Agreement until ECOLOGY determines the funding insufficiency is resolved. ECOLOGY may exercise any of these options with no notification or restrictions, although ECOLOGY will make a reasonable attempt to provide notice.

In the event of termination or suspension, ECOLOGY will reimburse eligible costs incurred by the RECIPIENT through the effective date of termination or suspension. Reimbursed costs must be agreed to by ECOLOGY and the RECIPIENT. In no event shall ECOLOGY's reimbursement exceed ECOLOGY's total responsibility under the Agreement and any amendments.

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If payments have been discontinued by ECOLOGY due to unavailable funds, the RECIPIENT shall not be obligated to repay monies which had been paid to the RECIPIENT prior to such termination.

RECIPIENT's obligation to continue or complete the work described in this Agreement shall be contingent upon availability of funds by the RECIPIENT's governing body.

c) By Mutual Agreement

ECOLOGY and the RECIPIENT may terminate this Agreement, in whole or in part, at any time, by mutual written agreement.

d) In Event of Termination

All finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by the RECIPIENT under this Agreement, at the option of ECOLOGY, will become property of ECOLOGY and the RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Nothing contained herein shall preclude ECOLOGY from demanding repayment of all funds paid to the RECIPIENT in accordance with Recovery of Funds, identified herein.

29. THIRD PARTY BENEFICIARY

RECIPIENT shall ensure that in all subcontracts entered into by the RECIPIENT pursuant to this Agreement, the state of Washington is named as an express third party beneficiary of such subcontracts with full rights as such.

30. WAIVER

Waiver of a default or breach of any provision of this Agreement is not a waiver of any subsequent default or breach, and will not be construed as a modification of the terms of this Agreement unless stated as such in writing by the authorized representative of ECOLOGY.

End of General Terms and Conditions



## Certificate Of Completion

Envelope Id: 295EF696-0A36-4B01-A143-2C395AD7634C

Status: Sent

Subject: Agreement for Signature - WQAIP-2026-LakPWD-00111

Source Envelope:

Document Pages: 22

Signatures: 0

Envelope Originator:

Certificate Pages: 2

Initials: 0

Joseph Teresi

AutoNav: Enabled

P.O. Box 47600

Envelopeld Stamping: Enabled

Olympia, WA 98504

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

jote461@ecy.wa.gov

IP Address: 162.10.9.33

## Record Tracking

Status: Original

Holder: Joseph Teresi

Location: DocuSign

1/12/2026 3:07:06 PM

jote461@ecy.wa.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Washington State Department of Ecology

Location: Docusign

## Signer Events

### Signature

### Timestamp

Weston Ott

wott@cityoflakewood.us

Security Level: Email, Account Authentication  
(None)

Sent: 1/12/2026 3:32:32 PM

Viewed: 1/12/2026 4:26:35 PM

### Electronic Record and Signature Disclosure:

Not Offered via Docusign

Doug Russell

drussell@cityoflakewood.us

Security Level: Email, Account Authentication  
(None)

### Electronic Record and Signature Disclosure:

Not Offered via Docusign

David Giglio

dgig461@ecy.wa.gov

Security Level: Email, Account Authentication  
(None)

### Electronic Record and Signature Disclosure:

Not Offered via Docusign

## In Person Signer Events

### Signature

### Timestamp

## Editor Delivery Events

### Status

### Timestamp

Joseph Teresi

jote461@ecy.wa.gov

Security Level: Email, Account Authentication  
(None)

### Electronic Record and Signature Disclosure:

Not Offered via Docusign

## Agent Delivery Events

### Status

### Timestamp

## Intermediary Delivery Events

### Status

### Timestamp

## Certified Delivery Events

### Status

### Timestamp

## Carbon Copy Events

### Status

### Timestamp

Carbon Copy Events	Status	Timestamp
<p>Elaine Markham elma461@ecy.wa.gov Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p> <p>Kimberly Adams kjun461@ecy.wa.gov Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p> <p>Elaine Markham elma461@ecy.wa.gov Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p> <p>Kimberly Adams kjun461@ecy.wa.gov Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/12/2026 3:32:32 PM
Payment Events	Status	Timestamps

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> January 20, 2026	<b>TITLE:</b> Authorizing the execution of a professional services agreement with Commonstreet Consulting in an amount not to exceed \$88,859.01 for services related to the Custer Road Safety Improvements Project.	<b>TYPE OF ACTION:</b>  <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> MOTION NO. 2026-09 <input type="checkbox"/> OTHER
<b>REVIEW:</b>	<b>ATTACHMENTS:</b> Contract	

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

**RECOMMENDATION:** It is recommended that the City Council authorize the City Manager to enter into a professional service agreement with Commonstreet Consulting in an amount not to exceed \$88,859.01 for right of way services related to the Custer Road Safety Improvements project.

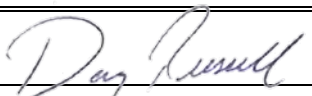
**DISCUSSION:** The Custer Road Safety Improvement project will address safety concerns for pedestrian and vehicular traffic in the John Dower/Custer Road vicinity by extending sidewalk along the northernmost side of Custer from John Dower to the Bridgeport Way sidewalk. Additionally, protected left turn pockets will be provided at the intersection of John Dower and Custer along Custer Road.

Right of way acquisition of five partial fee acquisitions will be required to make room for the improvements described above. This agreement would provide the professional services required to acquire those parcels including appraisal, survey legal descriptions, and negotiations.

**ALTERNATIVE(S):** There is no practical alternative other than to conduct a new consultant selection process and negotiate a new fee. It is not expected that this would lower the fee.

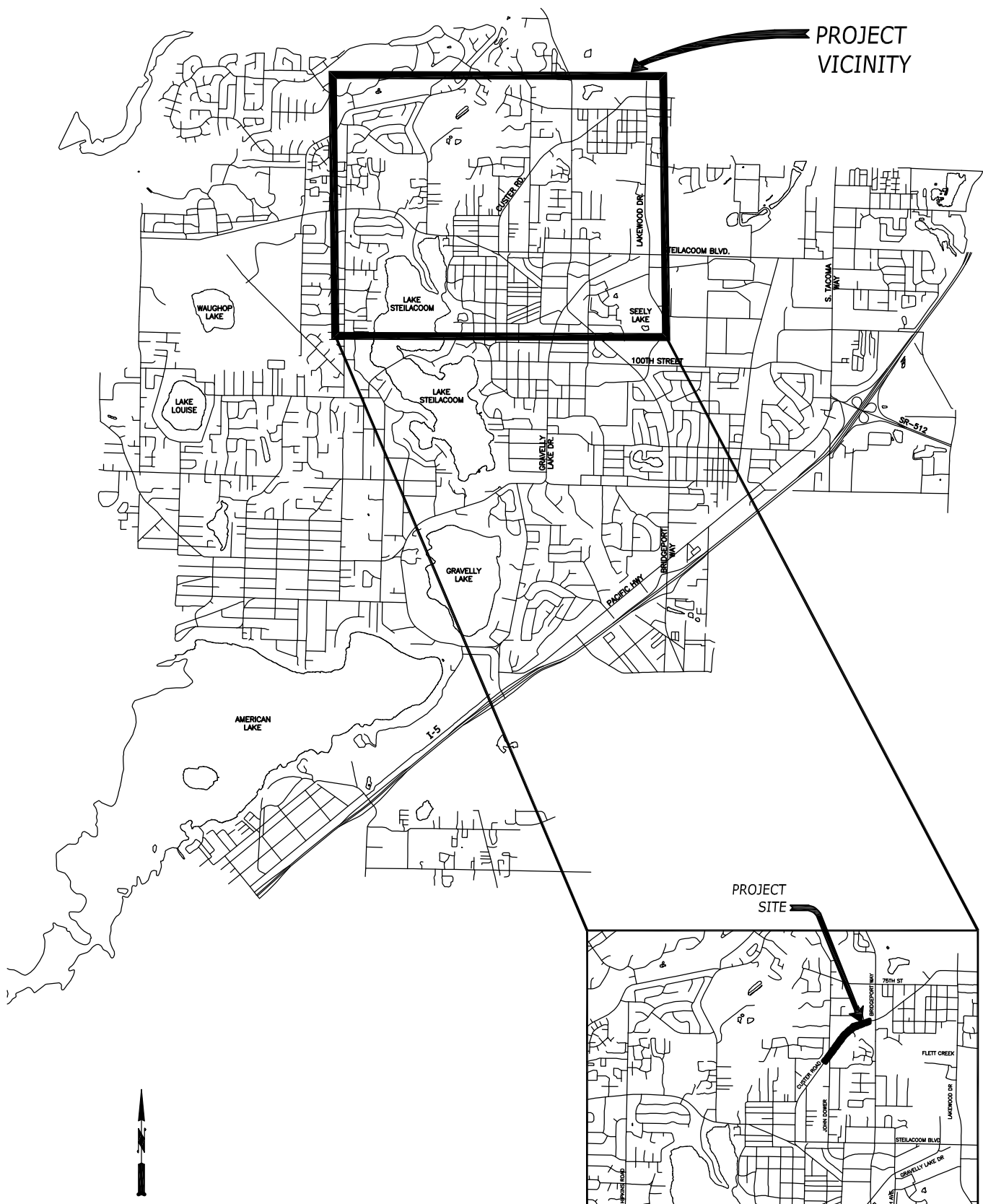
**FISCAL IMPACT:** This estimated \$1.6 million project is primarily funded through a federal Highway Safety Improvement Program (HSIP) grant (\$1,420,000). The remaining funds are General funds are surface water management and general funds. The project is currently estimated to be completed on budget.

Troy Pokswinski, P.E.  
Prepared by

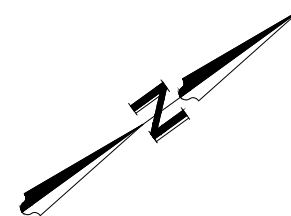
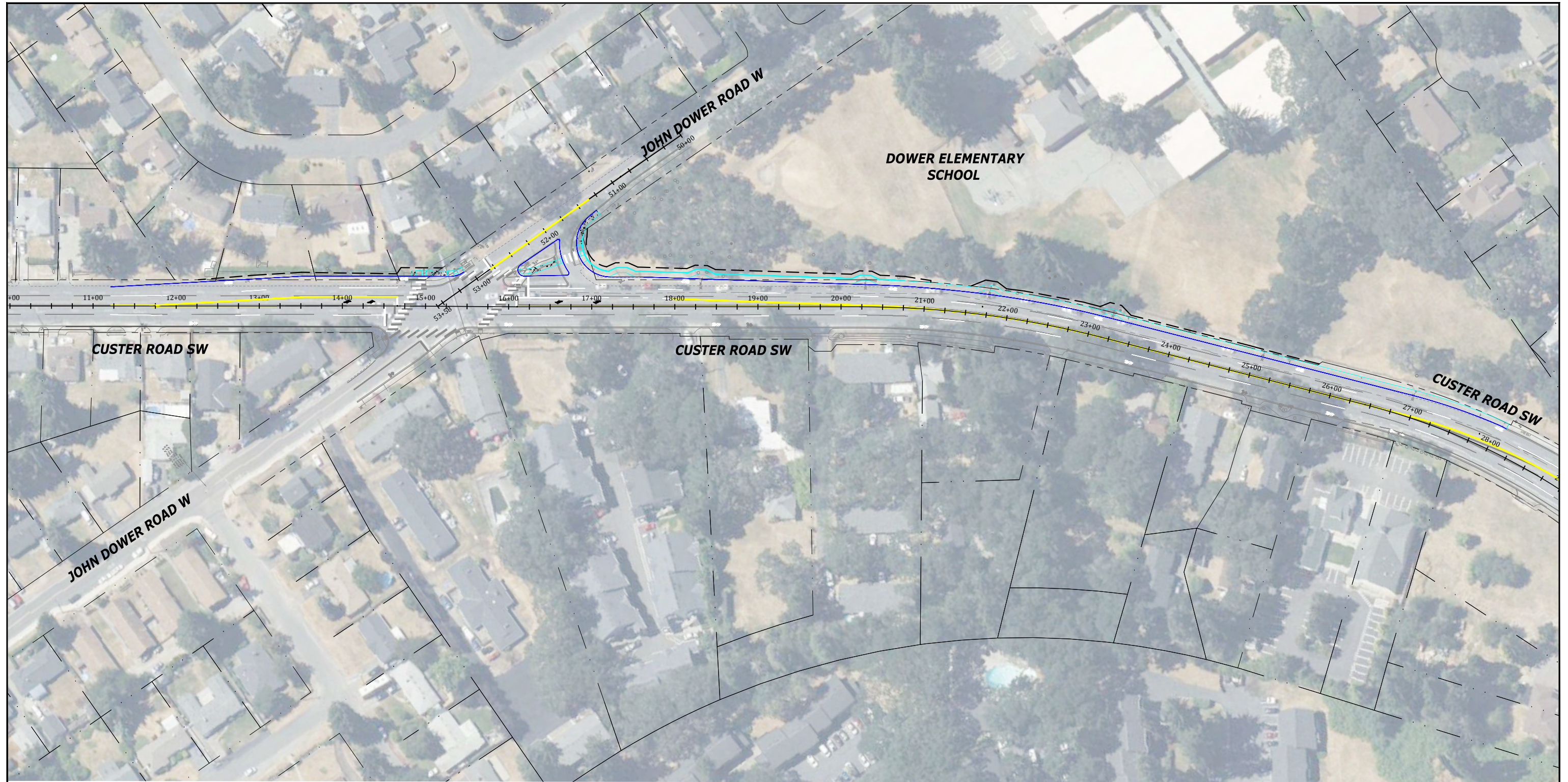
  
City Manager Review

Jeff Rimack  
Planning and Public Works Department Director

# CUSTER ROAD SAFETY IMPROVEMENTS VICINITY MAP







CITY OF LAKEWOOD  
CUSTER ROAD SAFETY IMPROVEMENTS  
CITY PROJECT # 302.0131





# Local Agency Real Estate Professional Services Negotiated Hourly Rate Consultant Agreement

Agreement Number:

Does this Require DES filing? ☐ Yes ☐ No

Firm/Organization Legal Name (do not use dba's):			
Address		Federal Aid Number	
UBI Number		Federal TIN or SSN Number	
Execution Date		Completion Date	
1099 Form Required <input type="checkbox"/> Yes <input type="checkbox"/> No		Federal Participation <input type="checkbox"/> Yes <input type="checkbox"/> No	
Project Title			
Description of Work			
<input type="checkbox"/> Yes    %	<input type="checkbox"/> No DBE Participation	Maximum Amount Payable:	
<input type="checkbox"/> Yes    %	<input type="checkbox"/> No MBE Participation		
<input type="checkbox"/> Yes    %	<input type="checkbox"/> No WBE Participation		
<input type="checkbox"/> Yes    %	<input type="checkbox"/> No SBE Participation		

## Index of Exhibits

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THIS AGREEMENT is made and entered into as shown in the "Execution Date" on page one (1) in the heading of this AGREEMENT, between the '\*\*\*\*\*', hereinafter called the "AGENCY," and the name/organization referenced on page one (1) in the heading of this AGREEMENT, hereinafter called the "CONSULTANT."

WHEREAS, the AGENCY desires to accomplish the work referenced in the section I. "Description of Work" section of this AGREEMENT and hereafter called the "SERVICES"; and does not have sufficient staff to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary SERVICES; and

WHEREAS, the CONSULTANT represents that they comply with the Washington State Statutes relating to professional registration, if applicable, and has signified a willingness to furnish consulting Services to the AGENCY.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, or attached and incorporated and made a part hereof, the AGENCY, and the CONSULTANT mutually agree as follows:

#### *I. Description of Work*

The Scope of Work and projected level of effort required for these SERVICES is described in Exhibit "A" attached hereto and by this reference made a part of this AGREEMENT.

If, due to the CONSULTANT'S error or oversight, corrections to the SERVICES contracted for herein are necessary, the CONSULTANT will make such corrections at no additional cost to the AGENCY and will submit such corrections to the AGENCY within ten (10) days of receipt of the AGENCY'S request.

#### *II. General Requirements*

CONSULTANT shall, at all times, comply with all applicable federal, state and local laws, codes, ordinances, rules, regulations, decrees, directives, guidelines, etc., (together "Laws") which may impact or apply to the performance of SERVICES under this AGREEMENT, regardless of whether such Laws are modified or are enacted during the term of this AGREEMENT.

#### *III. Period of Performance*

This AGREEMENT shall commence on the date executed by the AGENCY and the CONSULTANT shown in "Execution Date" in the heading of this AGREEMENT on page one (1) and shall be completed on the date shown in "Completion Date" in the heading of this AGREEMENT on page one (1), unless modified by a written AGREEMENT revision extending the "Completion Date" or unless terminated sooner as provided herein.

Upon completion or termination of this AGREEMENT, the CONSULTANT shall turn over all documents, records and file materials to the AGENCY.

#### *IV. Payment Provisions*

The CONSULTANT shall be paid by the AGENCY for completed SERVICES rendered under this AGREEMENT as provided hereinafter. Such payment shall be full compensation for SERVICES performed or SERVICES rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete SERVICES. The CONSULTANT shall conform to all applicable portions of 48 CFR Part 31 ([www.ecfr.gov](http://www.ecfr.gov)).

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- A. Hourly Rates: The CONSULTANT shall be paid by the AGENCY for work done, based upon the negotiated hourly rates shown in Exhibits “D” and “E” attached hereto and by reference made part of this AGREEMENT. The accepted negotiated rates shall be memorialized in a final written acknowledgement between the parties. Such final written acknowledgement shall be incorporated into, and become a part of, this AGREEMENT. The initially accepted negotiated rates shall be applicable from the approval date, as memorialized in a final written acknowledgement, to 180 days following the CONSULTANT’s fiscal year end (FYE) date.

The accepted negotiated hourly rates, as shown on Exhibits “D” and “E” shall be subject to renegotiations for each subsequent twelve (12) month period (180 days following FYE date to 180 days following FYE date) upon written request of the CONSULTANT or the AGENCY. The written request must be made to the other party within ninety (90) days following the CONSULTANT’s FYE date. If no such written request is made, the initial twelve (12) month negotiated hourly rates, as shown on Exhibits “D” and “E”, will remain in effect for the next twelve (12) month period.

Conversely, if a timely request is made in the manner set forth above, the parties will commence negotiations to determine the new hourly rates that will be applicable for the next twelve (12) month period. Any agreed to renegotiated rates shall be memorialized in a final written acknowledgement between the parties. Such final written acknowledgement shall be incorporated into, and become a part of, this AGREEMENT. If requested, the CONSULTANT shall provide current payroll register and classifications to aid in negotiations. If the parties cannot reach an agreement on the new hourly rates, the AGENCY may perform an audit of the CONSULTANT’s books and records to determine the CONSULTANT’s actual costs. The audit findings may be used to establish the new hourly rates that will be applicable for the next twelve (12) month period.

The fixed fee as identified in Exhibits “D” and “E” shall represent a value to be applied throughout the life of the AGREEMENT.

The CONSULTANT shall maintain and have accessible support data for verification of the components of the hourly rates, i.e., direct (raw) labor, indirect cost rate, and fixed fee (profit) percentage. If the classification ranges (Actuals not to Exceed Table) are utilized, the CONSULTANT shall bill each employee’s actual classification, and actual salary plus indirect cost rate plus fixed fee within the appropriate classification ranges.

- B. Direct Non-Salary Costs: Direct Non-Salary Costs will be reimbursed at the actual cost to the CONSULTANT. These charges may include, but are not limited to, the following items: travel, printing, long distance telephone, supplies, computer charges and fees of sub-consultants. Air or train travel will be reimbursed only to lowest price available, unless otherwise approved by the AGENCY. The CONSULTANT shall comply with the rules and regulations regarding travel costs (excluding air, train, and rental car costs) in accordance with the AGENCY, Washington State Department of Transportation (WSDOT)’s Accounting Manual M 13-82, Chapter 10 – Travel Rules and Procedures, and all revisions thereto. Air, train and rental card costs shall be reimbursed in accordance with 48 Code of Federal Regulations (CFR) Part 31.205-46 “Travel Costs.” The billing for Direct Non-salary Costs shall include an itemized listing of the charges directly identifiable with these SERVICES. The CONSULTANT shall maintain the original supporting documents in their office. Copies of the original supporting documents shall be supplied to the AGENCY upon request. All above charges must be necessary for the SERVICES provided under this AGREEMENT.

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- C. **Maximum Amount Payable:** The Maximum Amount Payable by the AGENCY to the CONSULTANT under this AGREEMENT shall not exceed the amount shown in the heading of this AGREEMENT on page one (1.) The Maximum Amount Payable does not include payment for extra work as stipulated in section XIII, "Extra Work." No minimum amount payable is guaranteed under this AGREEMENT.
- D. **Monthly Progress Payments:** Progress payments may be claimed on a monthly basis for all costs authorized in A and B above. The monthly billings shall be supported by detailed statements for hours expended at the rates established in Exhibit "D," including names and classifications of all employees, and billings for all direct non-salary expenses. To provide a means of verifying the billed salary costs for the CONSULTANT's employees, the AGENCY may conduct employee interviews. These interviews may consist of recording the names, titles, salary rates, and present duties of those employees performing work on the SERVICES at the time of the interview.
- E. **Final Payment:** Final Payment of any balance due the CONSULTANT of the gross amount earned will be made promptly upon its verification by the AGENCY after the completion of the SERVICES under this AGREEMENT, contingent upon receipt of all PS&E, plans, maps, notes, reports, electronic data, and other related documents which are required to be furnished under this AGREEMENT. Acceptance of such Final Payment by the CONSULTANT shall constitute a release of all claims for payment, which the CONSULTANT may have against the AGENCY unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said Final Payment shall not, however, be a bar to any claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

The payment of any billing will not constitute agreement as to the appropriateness of any item and at the time of final audit all required adjustments will be made and reflected in a final payment. In the event that such final audit reveals an overpayment to the CONSULTANT, the CONSULTANT will refund such overpayment to the AGENCY within thirty (30) calendar days of notice of the overpayment. Such refund shall not constitute a waiver by the CONSULTANT for any claims relating to the validity of a finding by the AGENCY of overpayment. Per the WSDOT's "Audit Guide for Consultants," Chapter 23 "Resolution Procedures," the CONSULTANT has twenty (20) working days after receipt of the final Post Audit to begin the appeal process to the AGENCY for audit findings.

- F. **Inspection of Cost Records:** The CONSULTANT and their sub-consultants shall keep available for inspection by representatives of the AGENCY, the State, and the United States, for a period of six (6) years after receipt of final payment, the cost records and accounts pertaining to this AGREEMENT and all items related to or bearing upon these records with the following exception: if any litigation, claim or audit arising out of, in connection with, or related to this AGREEMENT is initiated before the expiration of the six (6) year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed.

An interim or post audit may be performed on this AGREEMENT. The audit, if any, will be performed by the State Auditor, WSDOT's Internal Audit Office and / or at the request of the AGENCY's Project Manager.

## *V. Compensation*

The CONSULTANT shall be paid \_\_\_\_\_ for all SERVICES and expenses under this AGREEMENT, provided that the total reimbursement under this AGREEMENT shall not exceed \_\_\_\_\_. Such payment shall include all the CONSULTANT'S expenses in the performance of this AGREEMENT unless otherwise

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specified in Section XVII “Special Provisions.” The CONSULTANT’S invoice shall include: the project title, description of the services rendered, and the dates worked.

## *VI. Records and Accounts*

The CONSULTANT and any authorized sub-consultant, or any other person or firm, shall keep detailed records relating to the charges made and expenses incurred for work required by this AGREEMENT.

The CONSULTANT’s accounting records pertaining to this AGREEMENT shall be available for inspection by representatives of the AGENCY, the State, and the United States, at the office of the CONSULTANT. The CONSULTANT shall include in any sub-consultant agreement/contract or any agreement/contract with any person or firm a provision requiring such sub-consultant, person, or firm to make its financial records available for inspection by the AGENCY in accordance with this provision.

The accounting record referred to in the preceding paragraph shall be available for inspection during normal business hours and shall be retained by the CONSULTANT or sub-consultant, or any other person or firm, for a period of three (3) years following final payment from the AGENCY to the CONSULTANT with the following exception: if any litigation, claim, or audit is started before the expiration of the three (3) year retention period, the records shall be retained until all litigation, claim, or audit findings involving the records have been resolved.

The CONSULTANT further agrees that any duly authorized representative of the AGENCY, the State or of the United States, in the official conduct of its business shall have access to and the right to examine any directly pertinent books, documents, papers, photographic negatives, and records of the CONSULTANT involving the SERVICES provided under the terms of this AGREEMENT at any time during normal business hours during the life of this AGREEMENT and for three (3) years after the date of the final payment under this AGREEMENT.

An audit may be performed on this AGREEMENT. The audit, if any, will be performed by the State Auditor, WSDOT’s Internal Audit Office and / or at the request of the AGENCY’s Project Manager.

## *VII. Performance of Services*

In the performance of the SERVICES under this AGREEMENT, the CONSULTANT shall comply with all applicable AGENCY regulations, State and Federal laws, regulations and procedures.

### *1. Non-delegation*

The SERVICES to be furnished under the terms of this AGREEMENT shall be performed by the CONSULTANT and the CONSULTANT’S bona fide employees, and shall not be delegated to any other person or firm.

### *2. Subcontracting*

The CONSULTANT shall not hire sub-consultants or any other person or firm to provide SERVICES under this AGREEMENT except pursuant to a revision of this AGREEMENT as authorized in Section XVIII “Modification of Agreement.” All applicable portions of this AGREEMENT shall be contained in the subcontract between the CONSULTANT and its sub-consultant(s).

The CONSULTANT shall remove any employee from assignment to perform SERVICES under this AGREEMENT immediately upon receipt of written request to do so from the AGENCY.

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The CONSULTANT warrants that, if it is full or partially employed by any public agency other than the AGENCY, its acceptance of this AGREEMENT is with the consent of such agency; that the CONSULTANT shall spend no time in the performance required in this AGREEMENT during which time the CONSULTANT should normally be employed and paid by such agency; and that the acceptance of this AGREEMENT will not interfere with any obligations the CONSULTANT may have to such agency.

#### *VIII. Employment and Organizational Conflict of Interest*

The CONSULTANT warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this AGREEMENT, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this AGREEMENT. For breach or violation of this warrant, the AGENCY shall have the right to annul this AGREEMENT without liability or, in its discretion, to deduct from this AGREEMENT price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

Any and all employees of the CONSULTANT or other persons while engaged in the performance of any work or SERVICES required of the CONSULTANT under this AGREEMENT, shall be considered employees of the CONSULTANT only and not of the AGENCY, and any and all claims that may arise under any Workmen's Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the CONSULTANT'S employees or other persons while so engaged on any of the work or SERVICES provided to be rendered herein, shall be the sole obligation and responsibility of the CONSULTANT.

The CONSULTANT shall not engage, on a full- or part-time basis, or other basis, during the period of this AGREEMENT, any professional or technical personnel who are, or have been, at any time during the period of this AGREEMENT, in the employ of the United States Department of Transportation or the AGENCY, except regularly retired employees, without written consent of the public employer of such person if he/she will be working on this AGREEMENT for the CONSULTANT.

The CONSULTANT shall comply with the Federal Fair Labor Standards Act and any other legislation affecting its employees and the rules and regulations issued there under; and shall save the AGENCY free, clear and harmless from all actions, claims, demands and expenses arising out of said Act and any rules and regulations that are or may be promulgated in connection therewith.

The CONSULTANT assumes full responsibility for the payment of all payroll taxes, use, sales, income or any other form of taxes, fees, licenses, excises, or payments required by any Federal or State legislation which are now or which may be enacted during the term of this AGREEMENT as to all the CONSULTANT'S employees, and as to all the duties, activities, and requirements of the CONSULTANT in the performance of this AGREEMENT.

The CONSULTANT shall comply with the WSDOT'S Organizational Conflict of Interest Policy, WSDOT Manual 3043, and revisions thereto <http://www.wsdot.wa.gov/Publications/Manuals/M3043.htm>, and its requirements for employees, the CONSULTANT firm and any entities created to do business with the AGENCY.

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## *IX. Nondiscrimination*

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees and successors in interest, agrees as follows:

### **1. Compliance with Laws and Regulations**

The CONSULTANT shall comply with the regulations relative to nondiscrimination in Federally assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, hereinafter referred to as the "REGULATIONS", which are herein incorporated by reference and made a part of this AGREEMENT. The CONSULTANT shall comply with the State Law Against Discrimination, Chapter 49.60 RCW and any REGULATIONS adopted thereto.

### **2. Nondiscrimination**

The CONSULTANT with regard to the work performed by it during the AGREEMENT, shall not discriminate on the grounds of age, sex, marital status, race, creed, color, national origin, or the presence of any sensory, mental, or physical handicap unless based upon a bona fide occupational qualification, in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by Chapter 49.60 RCW or by section 21.5 of the REGULATIONS, including employment practices when the AGREEMENT covers a program set forth in Appendix B of the REGULATIONS.

### **3. Solicitation for Sub-consultants, Including Procurement of Materials and Equipment**

In all solicitations either by competitive bidding or negotiation made by the CONSULTANT for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential sub-consultant or supplier shall be notified by the CONSULTANT of the CONSULTANT'S obligations under this AGREEMENT and the REGULATIONS relative to nondiscrimination on the above grounds.

### **4. Information and Reports**

The CONSULTANT shall provide all information and reports required by the REGULATIONS; or directives issued pursuant thereto, and shall permit access to its books, records, accounts or other sources of information, and its facilities as may be determined by the AGENCY or the Federal Highway Administration to be pertinent to ascertain compliance with such REGULATIONS, directives or laws. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refused to furnish this information, the CONSULTANT shall so certify to the AGENCY, WSDOT, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

### **5. Sanctions for Noncompliance**

In the event of the CONSULTANT's noncompliance with the discrimination provisions of this AGREEMENT, the AGENCY shall impose such AGREEMENT sanctions as it may determine to be appropriate, including but not limited to (1) withholding of payments to the CONSULTANT under this AGREEMENT until the CONSULTANT complies, and/or (2) cancellation, termination, or suspension of this AGREEMENT in whole or in part.

### **6. Incorporation of Provisions**

The CONSULTANT shall include the provisions of paragraphs 1 through 6 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the REGULATIONS, or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any subcontract or procurement as the AGENCY, WSDOT, or Federal Highway Administration may direct as a means of

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enforcing such provisions including sanctions for noncompliance; provided, however, that, in the event a CONSULTANT becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the CONSULTANT may request the AGENCY to enter into such litigation to protect the interests of the AGENCY and / or WSDOT; and, in addition, the CONSULTANT may request the United States to enter into such litigation to protect the interests of the United States.

#### *X. Termination*

The right is reserved by the AGENCY to terminate this AGREEMENT at any time with or without cause upon ten (10) days written notice to the CONSULTANT.

In the event this AGREEMENT is terminated by the AGENCY, other than for default on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT which, when added to any payments previously made, shall total the same percentage of the Lump Sum Amount as the work completed at the time of termination is to the total work required for the SERVICES. In addition, the CONSULTANT shall be paid for any authorized extra work completed.

No payment shall be made for any SERVICES completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. If the accumulated payment made to the CONSULTANT prior to Notice of Termination exceeds the total amount that would be due when computed as set forth in paragraph two (2) of this section, then no final payment shall be due and the CONSULTANT shall immediately reimburse the AGENCY for any excess paid.

If the services of the CONSULTANT are terminated by the AGENCY for default on the part of the CONSULTANT, the above formula for payment shall not apply.

In the event of a termination for default, the amount to be paid to the CONSULTANT shall be determined by the AGENCY with consideration given to the actual costs incurred by the CONSULTANT in performing SERVICES to the date of termination, the amount of SERVICES originally required which was satisfactorily completed to date of termination, whether that SERVICE is in a form or a type which is usable to the AGENCY at the time of termination, the cost to the AGENCY of employing another firm to complete the SERVICES required and the time which may be required to do so, and other factors which affect the value to the AGENCY of the SERVICES performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount, which would have been made using the formula set forth in paragraph two (2) of this section.

If it is determined for any reason that the CONSULTANT was not in default or that the CONSULTANT's failure to perform is without the CONSULTANT's or its employee's fault or negligence, the termination shall be deemed to be a termination for the convenience of the AGENCY. In such an event, the CONSULTANT would be reimbursed for actual costs in accordance with the termination for other than default clauses listed previously.

The CONSULTANT shall, within 15 days, notify the AGENCY in writing, in the event of the death of any member, partner, or officer of the CONSULTANT or the death or change of any of the CONSULTANT's supervisory and/or other key personnel assigned to the project or disaffiliation of any principally involved CONSULTANT employee. The CONSULTANT shall also notify the AGENCY, in writing, in the event of the sale or transfer of 50% or more of the beneficial ownership of the CONSULTANT within 15 days of such sale or transfer occurring. The CONSULTANT shall continue to be obligated to complete the SERVICES under the terms of this AGREEMENT unless the AGENCY chooses to terminate this AGREEMENT for convenience or

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chooses to renegotiate any term(s) of this AGREEMENT. If termination for convenience occurs, final payment will be made to the CONSULTANT as set forth in the second and third paragraphs of this section.

Payment for any part of the SERVICES by the AGENCY shall not constitute a waiver by the AGENCY of any remedies of any type it may have against the CONSULTANT for any breach of this AGREEMENT by the CONSULTANT, or for failure of the CONSULTANT to perform SERVICES required of it by the AGENCY. Forbearance of any rights under the AGREEMENT will not constitute waiver of entitlement to exercise those rights with respect to any future act or omission by the CONSULTANT.

## *XI. Disputes*

Any disputed issue not resolved pursuant to the terms of this AGREEMENT shall be submitted in writing within 10 days to the Director of Public Works or AGENCY Engineer, whose decision in the matter shall be final and binding on the parties of this AGREEMENT; provided however, that if an action is brought challenging the Director of Public Works or AGENCY Engineer's decision, that decision shall be subjected to judicial review. If the parties to this AGREEMENT mutually agree, disputes concerning alleged design errors will be conducted under the procedures found in Exhibit "J". In the event that either party deem it necessary to institute legal action or proceeding to enforce any right or obligation under this AGREEMENT, this action shall be initiated in the Superior Court of the State of Washington, situated in the county in which the AGENCY is located. The parties hereto agree that all questions shall be resolved by application of Washington law and that the parties have the right of appeal from such decisions of the Superior Court in accordance with the laws of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, situated in the county in which the AGENCY is located.

## *XII. Legal Relations*

The CONSULTANT, any sub-consultant, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, and regulations applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

The CONSULTANT shall defend, indemnify, and hold the State of Washington (STATE) and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the negligence of, or the breach of any obligation under this AGREEMENT by, the CONSULTANT or the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable; provided that nothing herein shall require a CONSULTANT to defend or indemnify the STATE and the AGENCY against and hold harmless the STATE and AGENCY from claims, demands or suits based solely upon the negligence of, or breach of any obligation under this AGREEMENT by the STATE and the AGENCY, their agents, officers, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the STATE and / or the AGENCY may be legally liable; and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the CONSULTANT or the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT is legally liable, and (b) the STATE and / or AGENCY, their agents, officers, employees, sub-consultants, subcontractors and or vendors, of any tier, or any other persons for whom the STATE and / or AGENCY may be legally liable, the indemnity obligation shall be valid and enforceable only to the extent of the CONSULTANT'S negligence or the negligence of the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable. This provision shall be included in any AGREEMENT between CONSULTANT and any sub-consultants, subcontractor and vendor, of any tier.

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The CONSULTANT shall also defend, indemnify, and hold the STATE and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions by the CONSULTANT or the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable, in performance of SERVICES under this AGREEMENT or arising out of any use in connection with the AGREEMENT of methods, processes, designs, information or other items furnished or communicated to STATE and / or AGENCY, their agents, officers and employees pursuant to the AGREEMENT; provided that this indemnity shall not apply to any alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions resulting from STATE's and / or AGENCY's, their agents', officers' and employees' failure to comply with specific written instructions regarding use provided to STATE and / or AGENCY, their agents, officers and employees by the CONSULTANT, its agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable.

The CONSULTANT'S professional liability to the AGENCY, including that which may arise in reference to Section XIV "Insurance" of this AGREEMENT, shall be limited to the total amount of the AGREEMENT or one million dollars (\$1,000,000.00), whichever is greater. In no case shall the CONSULTANT'S professional liability to third parties be limited in any way.

The CONSULTANT specifically assumes potential liability for actions brought by the CONSULTANT'S own employees or its agents against the STATE and / or AGENCY and, solely for the purpose of this indemnification and defense, the CONSULTANT specifically waives any immunity under the STATE industrial insurance law, Title 51 RCW.

### *XIII. Independent Contractor*

The CONSULTANT shall be deemed an independent contractor for all purposes. The CONSULTANT and its employees and any authorized sub-consultants, or any other person of firm, shall not be deemed the employees of the AGENCY for any purpose.

### *XIV. Insurance*

The CONSULTANT shall obtain and keep in force during the terms of this AGREEMENT, or as otherwise required, insurance with companies or through sources approved by the STATE Insurance Commissioner pursuant to Title 48 RCW.

It is the CONSULTANT'S responsibility to provide evidence of continuing coverage during the overlap periods of the policy and the AGREEMENT.

The parties enter into this AGREEMENT for the sole benefit of the parties, and to the exclusion of any third party, and no third party beneficiary is intended or created by the execution of this AGREEMENT.

### *XV. Confidentiality*

The AGENCY is contracting for the CONSULTANT'S independent performance of the specified SERVICES. Should the AGENCY employ another CONSULTANT to perform the same services, the CONSULTANT shall not discuss or otherwise exchange information with such other CONSULTANT.

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The project for which the SERVICES of the CONSULTANT are required may involve litigation of claims against or brought by the STATE and / or AGENCY. Subject to Washington's Public Records Act (RCW ch. 42.17 et. al.) all information developed by the CONSULTANT and all information made available to the CONSULTANT and all analyses, conclusions, and/or opinions reached by the CONSULTANT shall be confidential as between the CONSULTANT and the AGENCY. Such information shall not be revealed by the CONSULTANT to any other person, organization, or entity without the express consent of the AGENCY. The confidentiality of such information will survive the completion of work under this AGREEMENT and/or the termination of this AGREEMENT.

The SERVICES to be performed under this AGREEMENT do not include SERVICES as an expert witness; in the event of the commencement of litigation, SERVICES as an expert witness will be the subject of a separate AGREEMENT.

#### *XVI. Applicability of Law*

This AGREEMENT shall be deemed executed in the State of Washington and the laws of the State of Washington shall govern the interpretation and application of its provisions. Venue for any suits between the CONSULTANT and the AGENCY arising from this AGREEMENT shall be brought and maintained in the Superior Court of the State of Washington, situated in the county in which the AGENCY is located.

#### *XVII. Special Provisions*

#### *XVIII. Modification of Agreement*

This AGREEMENT, or any provision thereof, may be modified or amended only by express written AGREEMENT revision properly signed by all parties.

This AGREEMENT is hereby tendered and the terms and obligations hereof shall not become binding on the State of Washington unless and until accepted and approved hereon in writing for the AGENCY's authorized representative.

In witness whereof, the parties hereto have executed this AGREEMENT as of the day and year shown in the "Execution Date" in the heading on page one (1) of this AGREEMENT.

By \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Agreement Number:



# ***Exhibit A Scope of Work***

---

Project No.

Agreement Number:

***Assumptions***

- The Right of Way and Construction phases of the project have federal funding and WSDOT ROW Certification will be required.
- The City requires no more than five (5) partial fee acquisitions.
- There are no full acquisitions.
- No design changes will occur after the initial valuation assignment is authorized.
- Legal descriptions suitable for recording and meeting all WSDOT requirements will be provided to Commonstreet from a licensed survey company.
- No occupants or personal property will be displaced requiring relocation services and no relocation services will be required under the URA.
- The City will provide ROW document templates or Commonstreet will utilize WSDOT templates and provide to the City for review and approval.
- Once offer package templates are approved by the City, no changes will be made.

- No more than two (2) appraisals will be required.
- No more than two (2) appraisal reviews will be required.
- No more than three (3) Waiver Valuations will be required.
- The City accepts the opinions of value developed by the WSDOT approved subconsultant appraiser after it is reviewed and approved by the review appraiser.
- No more than five (5) legal descriptions will be required.
- Surveyor's preparation of legal descriptions is a direct cost to Commonstreet.
- If impacts make any Waiver Valuation ineligible, an appraisal and appraisal review will be completed. More than two (2) appraisal and appraisal reviews will require additional scope and fee.
- No property owner will exercise the right to receive an appraisal and appraisal review for valuations between \$15,000 and \$35,000. If any property owners make this request, additional scope and fee will be required. More than two (2) appraisal and appraisal reviews will require additional scope and fee.
- Appraiser and review appraiser services are a direct costs to Commonstreet.
- Property owners with improvements in the existing ROW will be notified by Commonstreet and all encroachments will be removed, cured, or abandoned during the acquisition process by the property owners.
- Title reports will be provided by the City and/or ordered by Commonstreet.
- The City will pay directly to the title company all expenses for title commitments, recording fees, escrow services, and title insurance.
- If the Notice to Proceed (NTP) is received after 120 days from this proposal, fees and billing rates may require revision to reflect cost of living increases and current business conditions.

Best regards,



Ted Parry, JD  
Sr. Project Manager  
Western/Central Washington LPA

### ***Scope of Services***

#### **Task 1.0 –Project Management and Administration**

- Prepare for and attend design development meetings as requested by the City or the project team;
- Provide pre-acquisition services as requested by the City or project team to support design development;
- Respond to inquiries and needs identified by your team, the City, and/or project stakeholders;
- Oversight of preliminary ROW activities to comply with WSDOT requirements;
- Provide written and oral status updates on right of way activities;
- Create and provide City access to project management software (AirTable);
- Familiarize with City's WSDOT Approved ROW Procedures;
- Review City's WSDOT approved Right of Way Procedures;
- Develop and execute the Right of Way program in compliance with state law, Uniform Act, and WSDOT requirements;

- Maintain quality control/quality assurance protocols in the execution of the ROW tasks;
- Coordinate valuation task and any subconsultants;
- Coordinate Right of Way activities with Local Agency Coordinator;
- Commonstreet will manage ROW Team sub-consultants to prepare the Appraisal, Review Appraisals, or Waiver Valuations;
- Commonstreet will manage survey subconsultant to prepare legal descriptions;
- Coordinate title reviews;
- Provide oversight of ROW activities to comply with WSDOT certification requirements;
- Provide oversight to all aspects of the ROW program.

#### **Task 2.0 – Title Review and Conveyance Documents Drafts**

- Create state or federal-compliant project files for each parcel;
- Request the City order new and/or updates to existing title commitments;
- Review title reports for each parcel and identify every exception;
- Once a parcel's title interest has been reviewed, identify methods of clearance per City direction;
- Coordinate survey tasks by subconsultant surveyor;
- Review legal descriptions and confirm quality and accuracy per WSDOT requirements;
- Produce templates approved by City to draft WSDOT compliant offer packages;
- Review all valuation and compensation data; and
- QA/QC all documents, tasks, and processes before, during, and after acquisition process.

#### **Task 3.0 – Legal Descriptions-Subconsultant Management and QA/QC**

- Commonstreet will manage subconsultant Psomas to provide legal descriptions;
- Subconsultant Psomas will provide five (5) legal descriptions, one for each parcel being acquired;
- Commonstreet will review, approve, and perform QA/QC of each legal description.

#### **Task 4.0 – Appraisal and Waiver Valuation Coordination**

- Coordinate valuation tasks and any subconsultants;
- Provide all documentation required to complete appraisals, appraisal reviews, and waiver valuations;
- Manage WSDOT approved appraisal subconsultants to develop valuations;
- Subconsultant appraiser RF Duncan will complete three (3) waiver valuations;
  - It is anticipated that the Visser, Montgomery, and Komlan parcels can be valued with waiver valuation;
- Subconsultant appraiser RF Duncan will complete up to two (2) appraisals;
  - It is anticipated the Clover Park School District, and Eliud parcels will be valued with an appraisal and review appraisal;
- Subconsultant appraiser SH&H will complete up to two (2) appraisal reviews;
- Review all valuation and compensation data; and
- Coordinate the development of Determination of Just Compensation for approval by the City.

#### **Task 5.0 – Negotiations, Administrative Settlements, and QA/QC**

- Project files for each parcel shall be federal and state compliant;
- Submit offer packages to WSDOT Local Agency Coordinator for approval to present offers;

## Exhibit A

- Respond to and address any items brought forth by Local Programs during the offer package approval process;
- Review all valuation and compensation data;
- Prepare, deliver, and present offer packages;
- Negotiate settlements and draft justification memos when necessary, for the following parcels,
  - Visser
  - Montgomery
  - Eliud
  - Komlan, and
  - Clover Park School District.
- Clear encroachments to comply with federal and state requirements; and
- If amicable settlements are not approved by the City, prepare and submit a condemnation package. Includes support preparing condemnation ordinance(s) when required.

### **Task 6.0 – Processing and Recording**

- Collaborate with City during closing, payment, and recording processes; and
- Set up client escrow account or facilitate execution of all conveyance documents, payment vouchers, proof of payment, and closing data along with recorded conveyance documents and closing of files.

### **Task 7.0 – Project Close Out and Certification**

- Compile completed/closed files to provide to WSDOT LAC;
- Prepare parcel files (electronic and/or hard copy) in a format requested by the City and provide to City for retention;
- Address any items brought forth by Local Programs during Certification process;
- Prepare parcel files (electronic and/or hard copy) in a format requested by the City and provide to City for retention.

***Exhibit B***  
***DBE Participation***

---

Agreement Number:

# ***Exhibit C***

## ***Preparation and Delivery of Electronic Engineering and Other Data***

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In this Exhibit the agency, as applicable, is to provide a description of the format and standards the consultant is to use in preparing electronic files for transmission to the agency. The format and standards to be provided may include, but are not limited to, the following:

I. Surveying, Roadway Design & Plans Preparation Section

A. Survey Data

B. Roadway Design Files

C. Computer Aided Drafting Files

Agreement Number:

D. Specify the Agency's Right to Review Product with the Consultant

E. Specify the Electronic Deliverables to Be Provided to the Agency

F. Specify What Agency Furnished Services and Information Is to Be Provided

Agreement Number:



## II. Any Other Electronic Files to Be Provided

## III. Methods to Electronically Exchange Data

A. Agency Software Suite

B. Electronic Messaging System

C. File Transfers Format

***Exhibit D***  
***Prime Consultant Cost Computations***

---

Agreement Number:

Scope and Fee Table Summary					
COMMONSTREET CONSULTING Lakewood-Custer Road FA# HISP-3190 (008)					
1/9/26					
The overhead rate shall increase to the revised state overhead rate, effective upon approval of the revised overhead rate by the state in which the project is located.				Indirect Cost Rate	121.85%
Tasks		Job Classifications	Fully Burdened NTE Rate	Qty.	Total
1.0	Project Management and Administration	Principal	\$314.81	14	\$4,407.38
		Project Manager	\$219.11	32	\$7,011.50
		Project Control Specialist	\$128.44	14	\$1,798.21
2.0	Title Review and Conveyance Documents Drafts	Project Control Specialist	\$128.44	25	\$3,211.09
3.0	Legal Descriptions-Subconsultant Management and QA/QC	Sr. Project Manager	\$249.33	6	\$1,495.99
		Project Control Specialist	\$128.44	10	\$1,284.44
		Right of Way Agent	\$125.93	20	\$2,518.50
4.0	Appraisal and Waiver Value Coordination	Sr. Project Manager	\$249.33	5	\$1,246.66
		Project Control Specialist	\$128.44	8	\$1,027.55
5.0	Negotiations, Administrative Settlements, and QA/QC	Sr. Right of Way Agent	\$204.00	81	\$16,523.88
		Right of Way Agent	\$125.93	140	\$17,629.50
7.0	Project Close-out and Certification	Project Manager	\$219.11	5	\$1,095.55
		Project Control Specialist	\$128.44	25	\$3,211.09
Labor Hours Total				401	\$64,516.41
Expenses		Type	Rate	Qty.	Total
	Other Direct Costs (ODC's)	RF Duncan Appraisal	\$4,000.00	2	\$8,000.00
		SH&H Appraisal Review	\$2,000.00	2	\$4,000.00
		RF Duncan Waiver Valuations	\$1,500.00	3	\$4,500.00
		Psomas Survey Legal Descriptions	\$1,423.68	5	\$7,118.40
		Reproduction, Postage, and Delivery	\$300.00	1	\$300.00
		Mileage at current federal rate	0.70	606	\$424.20
Expense Total					\$24,342.60
Contract Total					\$88,859.01



Development Division  
Contract Services Office  
PO Box 47408  
Olympia, WA 98504-7408  
7345 Linderson Way SW  
Tumwater, WA 98501-6504

TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

April 28, 2025

Commonstreet Consulting, LLC  
100 S King Street, Ste. 100  
Seattle, WA 98104

Subject: Acceptance FYE 2024 ICR – Audit Office Review

Dear Melinda Diaz:

Transmitted herewith is the WSDOT Audit Office's memo of "Acceptance" of your firm's FYE 2024 Indirect Cost Rate (ICR) of 121.85% of direct labor. This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

This was not a cognizant review. Any other entity contracting with your firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at (360) 704-6397 or via email [consultanrates@wsdot.wa.gov](mailto:consultanrates@wsdot.wa.gov).

Regards,

  
[Schatzie Harvey \(Apr 29, 2025 06:32 PDT\)](#)

SCHATZIE HARVEY, CPA  
Contract Services Manager

SH:kb

## Actuals Not To Exceed Table (ANTE)

WSDOT Agreement: Y-XXXXX Commonstreet Consulting, LLC 92 Lenora St PMB 125 Seattle, WA 98121				
Job Classifications	Direct Labor Hourly Billing Rate NTE	Overhead NTE	Profit	All Inclusive Hourly Billing Rate NTE
		121.85%	30.00%	
Principal	\$125.00	\$152.31	\$37.50	\$314.81
Sr. Advisor	\$125.00	\$152.31	\$37.50	\$314.81
Program Manager	\$125.00	\$152.31	\$37.50	\$314.81
Sr. Project Manager	\$99.00	\$120.63	\$29.70	\$249.33
Project Manager	\$87.00	\$106.01	\$26.10	\$219.11
Sr. Right of Way Agent	\$81.00	\$98.70	\$24.30	\$204.00
Right of Way Agent	\$50.00	\$60.93	\$15.00	\$125.93
Sr. Project Control Specialist	\$68.00	\$82.86	\$20.40	\$171.26
Project Control Specialist	\$51.00	\$62.14	\$15.30	\$128.44
Sr. ROW Technician	\$68.00	\$82.86	\$20.40	\$171.26
ROW Technician	\$51.00	\$62.14	\$15.30	\$128.44
Sr. Property Management Specialist	\$81.00	\$98.70	\$24.30	\$204.00
Sr. Outreach and Engagement Specialist	\$81.00	\$98.70	\$24.30	\$204.00
Property Management Specialist	\$50.00	\$60.93	\$15.00	\$125.93
Outreach and Engagement Specialist	\$50.00	\$60.93	\$15.00	\$125.93

## Appendix 31.91 Consultant Fee Calculation Worksheet

### A. Consultant Fee Calculation Worksheet

This technique will ensure consideration of the relative value of the appropriate factor in the establishment of a fee objective in the conduct of negotiating and provide a basis of documentation of the fee objective.

In negotiating a fee as an element of price, a reasonable fee shall be negotiated or determined for each agreement by using the following procedure as a guide:

Weighted Guidelines			
Factor	Rate	Weight	Value
Degree of Risk	25	0.30	7.50
Relative Difficulty of Work	20	0.25	5.00
Size of Job	15	0.15	2.25
Period of Performance	15	0.20	3.00
Assistance by the Agency	15	0.15	2.25
Sub-consulting	10	0.20	2.00
Total	100		22.00

Based on the circumstances of each agreement and/or supplement, each of the above factors shall be weighted from .15 to .30 as indicated below. The value shall be obtained by multiplying the rate by the weight. The value column, when totaled, indicates the fair and reasonable fixed fee and/or profit percentage of direct (raw) labor costs for the agreement and/or supplement.

### B. Description of Calculation of Fee Factors

**Degree of Risk:** Where the design involves no risk, or the degree of risk is very small, the weighting should be .15; as the degree of risk increases, the weighting should be increased up to a maximum of .30. Agreements with options will have, generally, a higher weighted value than agreements without options for which quantities are provided. Other things to consider: nature of the design, responsibility for design, reasonableness of negotiated costs, amount and type of labor included in costs, amount of executive management/principal time required.

**Relative Difficulty of Design:** If the design is most difficult and complex, the weighting should be .30 and should be proportionally reduced to .15 on the simplest of jobs. This factor is tied in, to some extent, with the degree of risk. Some things to consider: the nature of the design; what is the time schedule; etc., and whether it is rehabilitation or new work.

**Size of Job:** All agreement (estimated) total costs less than \$250,000 shall be weighted at .30. The fixed fee percentage should be proportionately weighted for those projects between \$250,000 and \$999,999 from .29 to .25. Agreements from \$1,000,000 to \$5,000,000 may be proportionately weighted from .24 to .20. Agreements from \$5,000,000 to \$10,000,000 may be proportionately weighted from .19 to .15 and work more than \$10,000,000 at .15.



## MEMORANDUM

TO: WSDOT LOCAL PROGRAMS  
 FROM: STEPHEN C. STEWART, P.E.  
 DATE: JANUARY 12, 2026  
 SUBJECT: DESCRIPTION OF JUSTIFICATION FOR CONSULTANT FEE  
 IN EXCESS OF 20%  
 PROJECT NO.: 302.0131  
 FEDERAL AID NO.: HSIP-3190(008)

---

### **Prime Consultant: Commonstreet Consulting, LLC**

The City of Lakewood has determined that a consultant fee in excess of twenty percent (20%) for Commonstreet Consulting, LLC is reasonable, necessary, and in the public interest, based on application of the Weighted Guidelines method (Appendix 31.91) and the following considerations.

#### **Degree of Risk (Weight = 0.30)**

The consultant is performing federally funded right of way services requiring full compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act, WSDOT Local Agency Guidelines, and WSDOT right of way certification requirements. The work carries elevated professional, legal, and audit risk, and errors could delay certification or jeopardize federal funding.

#### **Relative Difficulty of Work (Weight = 0.25)**

The scope involves specialized right of way services including valuation coordination, negotiations, administrative settlements, and QA/QC of parcel files. The work requires experienced, WSDOT-approved personnel and coordination with Local Programs, resulting in increased technical complexity.

#### **Size of Job (Weight = 0.15)**

Although the number of parcels is limited, the project is subject to full federal right of way requirements. The level of effort required is not reduced by the small project size, supporting a moderate weight.

#### **Period of Performance (Weight = 0.20)**

Right of way activities must be coordinated with design, Local Programs review, and certification milestones. The consultant must maintain availability and responsiveness throughout the project duration, supporting a moderate-to-high weight.

#### **Assistance by the Agency (Weight = 0.15)**



The City provides overall oversight; however, the consultant is responsible for performing the majority of technical and compliance-related right of way work. Agency assistance is limited primarily to review and approval functions.

**Sub-consulting (Weight = 0.20)**

The consultant is responsible for management and QA/QC of multiple specialized subconsultants, including survey and valuation services, and for ensuring all subconsultant work meets WSDOT and federal requirements.

**Conclusion**

Based on the Weighted Guidelines analysis and the factors above, the City of Lakewood finds the proposed consultant fee in excess of 20 percent to be fair and reasonable. The agreement is structured as a not-to-exceed contract, uses WSDOT-accepted indirect cost rates, and remains subject to audit.

SCS/\_\_\_

## ***Exhibit E***

### ***Sub-consultant Cost Computations***

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There isn't any sub-consultant participation at this time. The CONSULTANT shall not sub-contract for the performance of any work under this AGREEMENT without prior written permission of the AGENCY. Refer to section VI "Sub-Contracting" of this AGREEMENT.

Agreement Number:

## EXHIBIT E

### SUB CONSULTANT COST COMPUTATIONS

Client: Commonstreet Consulting

Project Name: Custer Road Safety Improvements

Psomas Project Number: 9COM020200

Date: 01/07/2026

Task No.	Task Description	Labor Hour Estimate				Total Hours and Labor Cost Computations by Task	
		Senior Project Manager Survey	Survey Crew II (W/Equip)	Project Surveyor II	Surveyor III		
		\$94.51	\$94.00	\$66.64	\$53.30	Hours	Totals
Task 1							
	Map Exhibits and Legal Descriptions for 5 Acquisitions	2		16	20	38	\$ 2,321.26
Task Total		2	0	16	20	38	\$ 2,321.26
Total Labor Hours and Fee		2	0	16	20	38	\$ 2,321.26
ICR Overhead @ 176.66% =							\$ 4,100.74
Profit @ 30% =							\$ 696.38
Total Psomas (DL + OH + Profit ) =							\$ 7,118.38
Reimbursable Direct Non-Salary Costs							
Total Reimbursable Expense							\$ -
Management Reserve							\$ -
Total Estimated Budget							\$ 7,118.38



Development Division  
Contract Services Office  
PO Box 47408  
Olympia, WA 98504-7408  
7345 Linderson Way SW  
Tumwater, WA 98501-6504

TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

August 4, 2025

Psomas  
3131 Elliot Avenue, Suite 400  
Seattle, WA 98121

Subject: Acceptance FYE 2024 ICR – CPA Report

Dear Tracy Zucker:

We have accepted your firm's FYE 2024 Indirect Cost Rate (ICR) of 176.66% of direct labor based on the "Independent CPA Report" prepared by KCOE ISOM, LLP. This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

This was not a cognizant review. Any other entity contracting with the firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at (360) 704-6397 or via email [consultantrates@wsdot.wa.gov](mailto:consultantrates@wsdot.wa.gov).

Regards,

*Schatzie Harvey*

Schatzie Harvey (Aug 4, 2025 10:27:33 PDT)

SCHATZIE HARVEY, CPA  
Contract Services Manager

SH: kb

## Appendix 31.91 Consultant Fee Calculation Worksheet

### A. Consultant Fee Calculation Worksheet

This technique will ensure consideration of the relative value of the appropriate factor in the establishment of a fee objective in the conduct of negotiating and provide a basis of documentation of the fee objective.

In negotiating a fee as an element of price, a reasonable fee shall be negotiated or determined for each agreement by using the following procedure as a guide:

Weighted Guidelines			
Factor	Rate	Weight	Value
Degree of Risk	25	0.25	6.25
Relative Difficulty of Work	20	0.25	5.00
Size of Job	15	0.15	2.25
Period of Performance	15	0.20	3.00
Assistance by the Agency	15	0.15	2.25
Sub-consulting	10	0.15	1.50
Total	100		20.25

Based on the circumstances of each agreement and/or supplement, each of the above factors shall be weighted from .15 to .30 as indicated below. The value shall be obtained by multiplying the rate by the weight. The value column, when totaled, indicates the fair and reasonable fixed fee and/or profit percentage of direct (raw) labor costs for the agreement and/or supplement.

### B. Description of Calculation of Fee Factors

**Degree of Risk:** Where the design involves no risk, or the degree of risk is very small, the weighting should be .15; as the degree of risk increases, the weighting should be increased up to a maximum of .30. Agreements with options will have, generally, a higher weighted value than agreements without options for which quantities are provided. Other things to consider: nature of the design, responsibility for design, reasonableness of negotiated costs, amount and type of labor included in costs, amount of executive management/principal time required.

**Relative Difficulty of Design:** If the design is most difficult and complex, the weighting should be .30 and should be proportionally reduced to .15 on the simplest of jobs. This factor is tied in, to some extent, with the degree of risk. Some things to consider: the nature of the design; what is the time schedule; etc., and whether it is rehabilitation or new work.

**Size of Job:** All agreement (estimated) total costs less than \$250,000 shall be weighted at .30. The fixed fee percentage should be proportionately weighted for those projects between \$250,000 and \$999,999 from .29 to .25. Agreements from \$1,000,000 to \$5,000,000 may be proportionately weighted from .24 to .20. Agreements from \$5,000,000 to \$10,000,000 may be proportionately weighted from .19 to .15 and work more than \$10,000,000 at .15.



## MEMORANDUM

TO: WSDOT LOCAL PROGRAMS  
 FROM: STEPHEN C. STEWART, P.E.  
 DATE: JANUARY 12, 2026  
 SUBJECT: DESCRIPTION OF JUSTIFICATION FOR CONSULTANT FEE  
 IN EXCESS OF 20%  
 PROJECT NO.: 302.0131  
 FEDERAL AID NO.: HSIP-3190(008)

---

### **Sub Consultant: Psomas**

The City of Lakewood has determined that a consultant fee in excess of twenty percent (20%) for the subconsultant Psomas is reasonable, necessary, and in the public interest, based on application of the Weighted Guidelines method (Appendix 31.91) and the following considerations.

#### **Degree of Risk (Weight = 0.25)**

Psomas is providing right of way legal description services that must meet WSDOT right of way certification and recording requirements. Errors in legal descriptions may result in title defects, acquisition delays, or certification issues, creating elevated professional liability and project risk.

#### **Relative Difficulty of Work (Weight = 0.25)**

The scope requires preparation of recordable legal descriptions suitable for federally funded right of way acquisition. The work requires licensed professionals, adherence to WSDOT standards, and detailed QA/QC to ensure compliance with federal and state requirements.

#### **Size of Job (Weight = 0.15)**

Although the number of parcels is limited, each legal description must meet full federal and state standards. The level of effort required is not reduced by the small scope, supporting a moderate weight.

#### **Period of Performance (Weight = 0.20)**

Survey and legal description work must be coordinated with valuation, negotiations, and WSDOT right of way certification milestones. This requires sustained coordination and responsiveness throughout the project duration.

#### **Assistance by the Agency (Weight = 0.15)**

The City provides oversight and review; however, Psomas performs the technical work independently and is responsible for meeting all professional and compliance requirements.

**Sub-consulting (Weight = 0.20)**

Psomas is not managing additional subconsultants. Coordination requirements are limited, and a lower weight is appropriate for this factor.

**Conclusion**

Based on the Weighted Guidelines analysis and the factors above, the City of Lakewood finds the proposed subconsultant fee in excess of 20 percent to be fair and reasonable. The agreement is structured as a not-to-exceed contract, uses WSDOT-accepted indirect cost rates, and remains subject to audit.

SCS/\_\_\_

## **Exhibit F**

### **Title VI Assurances**

---

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, and successors in interest agrees as follows:

1. **Compliance with Regulations:** The CONSULTANT shall comply with the Regulations relative to non-discrimination in federally assisted programs of the AGENCY, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the "REGULATIONS"), which are herein incorporated by reference and made a part of this AGREEMENT.
2. **Non-discrimination:** The CONSULTANT, with regard to the work performed during this AGREEMENT, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-consultants, including procurement of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the REGULATIONS, including employment practices when this AGREEMENT covers a program set forth in Appendix B of the REGULATIONS.
3. **Solicitations for Sub-consultants, Including Procurement of Materials and Equipment:** In all solicitations either by competitive bidding or negotiations made by the CONSULTANT for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-consultant or supplier shall be notified by the CONSULTANT of the CONSULTANT's obligations under this AGREEMENT and the REGULATIONS relative to non-discrimination on the grounds of race, color, sex, or national origin.
4. **Information and Reports:** The CONSULTANT shall provide all information and reports required by the REGULATIONS or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the AGENCY, the STATE, or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such REGULATIONS, orders and instructions. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, the CONSULTANT shall so certify to the AGENCY, the STATE, or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Non-compliance:** In the event of the CONSULTANT's non-compliance with the non-discrimination provisions of this AGREEMENT, the AGENCY shall impose such AGREEMENT sanctions as it, the STATE, or the FHWA may determine to be appropriate, including, but not limited to:
  - Withholding of payments to the CONSULTANT under this AGREEMENT until the CONSULTANT complies, and/or;
  - Cancellation, termination, or suspension of this AGREEMENT, in whole or in part.
6. **Incorporation of Provisions:** The CONSULTANT shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the REGULATIONS, or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any sub-consultant or procurement as the STATE, the AGENCY, or FHWA may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however, that in the event a CONSULTANT becomes involved in, or is threatened with, litigation with a sub-consultant or supplier as a result of such direction, the CONSULTANT may request the AGENCY enter into such litigation to protect the interests of the STATE and/or the AGENCY and, in addition, the CONSULTANT may request the United States enter into such litigation to protect the interests of the United States.

Agreement Number:



## ***Exhibit G*** ***Certification Documents***

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- Exhibit G-1(a) Certification of Consultant
- Exhibit G-1(b) Certification of \_\_\_\_\_
- Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters -  
Primary Covered Transactions
- Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying
- Exhibit G-4 Certificate of Current Cost or Pricing Data

Agreement Number: LA10695

## Exhibit G-1(a) Certification of Consultant

I hereby certify that I am the and duly authorized representative of the firm of  
Commonstreet Consulting, LLC  
whose address is  
92 Lenora St., PMB 125, Seattle, WA 98121  
and that neither the above firm nor I have:

- a) Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONSULTANT) to solicit or secure this AGREEMENT;
- b) Agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this AGREEMENT; or
- c) Paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above CONSULTANT) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out this AGREEMENT; except as hereby expressly stated (if any);

I acknowledge that this certificate is to be furnished to the Washington State Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

Commonstreet Consulting, LLC

Consultant (Firm Name)

DocuSigned by:

*Kari Howe*

21C97B6395A448C...

Signature (Authorized Official of Consultant)

December 2, 2025

Date

Agreement Number: LA10695

## Exhibit G-1(b) Certification of

I hereby certify that I am the:

☐

☐ Other

of the \_\_\_\_\_, and  
or its representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this AGREEMENT to:

- a) Employ or retain, or agree to employ to retain, any firm or person; or
- b) Pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as hereby expressly stated (if any):

I acknowledge that this certificate is to be furnished to the \_\_\_\_\_ and the Federal Highway Administration, U.S. Department of Transportation, in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Agreement Number:

## Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions

- I. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - B. Have not within a three (3) year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - C. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - D. Have not within a three (3) year period preceding this application / proposal had one or more public transactions (Federal, State and local) terminated for cause or default.
- II. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Commonstreet Consulting, LLC

Consultant (Firm Name)

DocuSigned by:

Kari Lowe

21C97B8395A448C...

Signature (Authorized Official of Consultant)

December 2, 2025

Date

Agreement Number: LA10695

## Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative AGREEMENT, and the extension, continuation, renewal, amendment, or modification of Federal contract, grant, loan or cooperative AGREEMENT.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative AGREEMENT, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000.00, and not more than \$100,000.00, for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier sub-contracts, which exceed \$100,000, and that all such sub-recipients shall certify and disclose accordingly.

Commonstreet Consulting, LLC

Consultant (Firm Name)

DocuSigned by:

*Kari Lowe*

21C97B6395A448C...

Signature (Authorized Official of Consultant)

December 2, 2025

Date

Agreement Number: LA10695

## Exhibit G-4 Certificate of Current Cost or Pricing Data

This is to certify that, to the best of my knowledge and belief, the cost or pricing data (as defined in section 2.101 of the Federal Acquisition Regulation (FAR) and required under FAR subsection 15.403-4) submitted, either actually or by specific identification in writing, to the Contracting Officer or to the Contracting Officer's representative in support of Custer Road Safety Improvements Project \* are accurate, complete, and current as of December 2, 2025 \*\*.

This certification includes the cost or pricing data supporting any advance AGREEMENT's and forward pricing rate AGREEMENT's between the offer or and the Government that are part of the proposal.

Firm: Commonstreet Consulting, LLC

DocuSigned by:  
  
21C97B8395A448C...  
Signature

CEO  
Title

Date of Execution\*\*\*: December 2, 2025

\*Identify the proposal, quotation, request for pricing adjustment, or other submission involved, giving the appropriate identifying number (e.g. project title.)  
\*\*Insert the day, month, and year, when price negotiations were concluded and price AGREEMENT was reached.  
\*\*\*Insert the day, month, and year, of signing, which should be as close as practicable to the date when the price negotiations were concluded and the contract price was agreed to.

Agreement Number: LA10695

# **Exhibit H**

## **Liability Insurance Increase**

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### **To Be Used Only If Insurance Requirements Are Increased**

The professional liability limit of the CONSULTANT to the AGENCY identified in Section XII, Legal Relations and Insurance of this Agreement is amended to \$

The CONSULTANT shall provide Professional Liability insurance with minimum per occurrence limits in the amount of \$

Such insurance coverage shall be evidenced by one of the following methods:

- Certificate of Insurance.
- Self-insurance through an irrevocable Letter of Credit from a qualified financial institution.

Self-insurance through documentation of a separate fund established exclusively for the payment of professional liability claims, including claim amounts already reserved against the fund, safeguards established for payment from the fund, a copy of the latest annual financial statements, and disclosure of the investment portfolio for those funds.

Should the minimum Professional Liability insurance limit required by the AGENCY as specified above exceed \$1 million per occurrence or the value of the contract, whichever is greater, then justification shall be submitted to the Federal Highway Administration (FHWA) for approval to increase the minimum insurance limit.

If FHWA approval is obtained, the AGENCY may, at its own cost, reimburse the CONSULTANT for the additional professional liability insurance required.

Notes: Cost of added insurance requirements: \$

- Include all costs, fee increase, premiums.
- This cost shall not be billed against an FHWA funded project.
- For final contracts, include this exhibit.

Agreement Number:

# **Exhibit I**

## ***Alleged Consultant Design Error Procedures***

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The purpose of this exhibit is to establish a procedure to determine if a consultant's alleged design error is of a nature that exceeds the accepted standard of care. In addition, it will establish a uniform method for the resolution and/or cost recovery procedures in those instances where the agency believes it has suffered some material damage due to the alleged error by the consultant.

### **Step 1 Potential Consultant Design Error(s) is Identified by Agency's Project Manager**

At the first indication of potential consultant design error(s), the first step in the process is for the Agency's project manager to notify the Director of Public Works or Agency Engineer regarding the potential design error(s). For federally funded projects, the Region Local Programs Engineer should be informed and involved in these procedures. (Note: The Director of Public Works or Agency Engineer may appoint an agency staff person other than the project manager, who has not been as directly involved in the project, to be responsible for the remaining steps in these procedures.)

### **Step 2 Project Manager Documents the Alleged Consultant Design Error(s)**

After discussion of the alleged design error(s) and the magnitude of the alleged error(s), and with the Director of Public Works or Agency Engineer's concurrence, the project manager obtains more detailed documentation than is normally required on the project. Examples include: all decisions and descriptions of work; photographs, records of labor, materials and equipment.

### **Step 3 Contact the Consultant Regarding the Alleged Design Error(s)**

If it is determined that there is a need to proceed further, the next step in the process is for the project manager to contact the consultant regarding the alleged design error(s) and the magnitude of the alleged error(s). The project manager and other appropriate agency staff should represent the agency and the consultant should be represented by their project manager and any personnel (including sub-consultants) deemed appropriate for the alleged design error(s) issue.

### **Step 4 Attempt to Resolve Alleged Design Error with Consultant**

After the meeting(s) with the consultant have been completed regarding the consultant's alleged design error(s), there are three possible scenarios:

- It is determined via mutual agreement that there is not a consultant design error(s). If this is the case, then the process will not proceed beyond this point.
- It is determined via mutual agreement that a consultant design error(s) occurred. If this is the case, then the Director of Public Works or Agency Engineer, or their representatives, negotiate a settlement with the consultant. The settlement would be paid to the agency or the amount would be reduced from the consultant's agreement with the agency for the services on the project in which the design error took place. The agency is to provide LP, through the Region Local Programs Engineer, a summary of the settlement for review and to make adjustments, if any, as to how the settlement affects federal reimbursements. No further action is required.
- There is not a mutual agreement regarding the alleged consultant design error(s). The consultant may request that the alleged design error(s) issue be forwarded to the Director of Public Works or Agency Engineer for review. If the Director of Public Works or Agency Engineer, after review with their legal counsel, is not able to reach mutual agreement with the consultant, proceed to Step 5.

Agreement Number:



## **Step 5 Forward Documents to Local Programs**

For federally funded projects all available information, including costs, should be forwarded through the Region Local Programs Engineer to LP for their review and consultation with the FHWA. LP will meet with representatives of the agency and the consultant to review the alleged design error(s), and attempt to find a resolution to the issue. If necessary, LP will request assistance from the Attorney General's Office for legal interpretation. LP will also identify how the alleged error(s) affects eligibility of project costs for federal reimbursement.

- If mutual agreement is reached, the agency and consultant adjust the scope of work and costs to reflect the agreed upon resolution. LP, in consultation with FHWA, will identify the amount of federal participation in the agreed upon resolution of the issue.
- If mutual agreement is not reached, the agency and consultant may seek settlement by arbitration or by litigation.

Agreement Number:

# **Exhibit J**

## **Consultant Claim Procedures**

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The purpose of this exhibit is to describe a procedure regarding claim(s) on a consultant agreement. The following procedures should only be utilized on consultant claims greater than \$1,000. If the consultant's claim(s) are a total of \$1,000 or less, it would not be cost effective to proceed through the outlined steps. It is suggested that the Director of Public Works or Agency Engineer negotiate a fair and reasonable price for the consultant's claim(s) that total \$1,000 or less.

This exhibit will outline the procedures to be followed by the consultant and the agency to consider a potential claim by the consultant.

### **Step 1 Consultant Files a Claim with the Agency Project Manager**

If the consultant determines that they were requested to perform additional services that were outside of the agreement's scope of work, they may be entitled to a claim. The first step that must be completed is the request for consideration of the claim to the Agency's project manager.

The consultant's claim must outline the following:

- Summation of hours by classification for each firm that is included in the claim;
- Any correspondence that directed the consultant to perform the additional work;
- Timeframe of the additional work that was outside of the project scope;
- Summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work; and
- Explanation as to why the consultant believes the additional work was outside of the agreement scope of work.

### **Step 2 Review by Agency Personnel Regarding the Consultant's Claim for Additional Compensation**

After the consultant has completed step 1, the next step in the process is to forward the request to the Agency's project manager. The project manager will review the consultant's claim and will met with the Director of Public Works or Agency Engineer to determine if the Agency agrees with the claim. If the FHWA is participating in the project's funding, forward a copy of the consultant's claim and the Agency's recommendation for federal participation in the claim to the WSDOT Local Programs through the Region Local Programs Engineer. If the claim is not eligible for federal participation, payment will need to be from agency funds.

If the Agency project manager, Director of Public Works or Agency Engineer, WSDOT Local Programs (if applicable), and FHWA (if applicable) agree with the consultant's claim, send a request memo, including backup documentation to the consultant to either supplement the agreement, or create a new agreement for the claim. After the request has been approved, the Agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit. No further action is needed regarding the claim procedures.

If the Agency does not agree with the consultant's claim, proceed to step 3 of the procedures.

Agreement Number:

### **Step 3 Preparation of Support Documentation Regarding Consultant's Claim(s)**

If the Agency does not agree with the consultant's claim, the project manager shall prepare a summary for the Director of Public Works or Agency Engineer that included the following:

- Copy of information supplied by the consultant regarding the claim;
- Agency's summation of hours by classification for each firm that should be included in the claim;
- Any correspondence that directed the consultant to perform the additional work;
- Agency's summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work;
- Explanation regarding those areas in which the Agency does/does not agree with the consultant's claim(s);
- Explanation to describe what has been instituted to preclude future consultant claim(s); and
- Recommendations to resolve the claim.

### **Step 4 Director of Public Works or Agency Engineer Reviews Consultant Claim and Agency Documentation**

The Director of Public Works or Agency Engineer shall review and administratively approve or disapprove the claim, or portions thereof, which may include getting Agency Council or Commission approval (as appropriate to agency dispute resolution procedures). If the project involves federal participation, obtain concurrence from WSDOT Local Programs and FHWA regarding final settlement of the claim. If the claim is not eligible for federal participation, payment will need to be from agency funds.

### **Step 5 Informing Consultant of Decision Regarding the Claim**

The Director of Public Works or Agency Engineer shall notify (in writing) the consultant of their final decision regarding the consultant's claim(s). Include the final dollar amount of the accepted claim(s) and rationale utilized for the decision.

### **Step 6 Preparation of Supplement or New Agreement for the Consultant's Claim(s)**

The agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit.

Agreement Number:



## **Lakewood Public Safety Advisory Committee Meeting Minutes**

### **MEETING PLACE/DATE:**

Lakewood Police Department, October 1, 2025

### **CALL TO ORDER:**

The meeting was called to order at 5:18 PM.

### **ATTENDANCE:**

**Lakewood Public Safety Advisory Committee Members Present:** Ray Dotson, James Hairston, Sharyce Martin, Johnnie Mayfield, Kristi Merritt, Mark Peila, Kamarie Wilson, Ken Witkoe

**Lakewood Public Safety Advisory Committee Members Excused:**  
Kristofer Alston and Teresa Imholt-King

**Lakewood Public Safety Advisory Committee Members Absent:** Julius Brown

**Staff:** Acting Assistant Chief Jeff Alwine and Office Assistant Chris James

**Youth Council Liaison:** Lucia Belle, Ivan Cortes, Leona Kigozi, Marius Raymond, Alaisa Riviere, Vera Rubio, and Ameilia Zepeda.

**Council Liaison:** Excused

**West Pierce Fire and Rescue Liaison:** Excused

**City Representatives:** City Manager Doug Russell

### **WELCOME NEW AND RETURNING MEMBERS:**

Each member introduced themselves, provided a brief personal background, and gave an explanation as to why those chose to join the committee.

The committee's objective of being a conduit between the community and City

Council was reviewed. A desire for an exchange of ideas and perspectives between the Youth Council and general members was expressed. New members were also encouraged to attend the Youth Academy or Citizens' Academy.

#### **APPROVAL OF MINUTES:**

A motion to approve the August 6, 2025, meeting minutes was made by Mark Peila and seconded by James Hairston. The minutes were approved.

#### **PUBLIC COMMENT:**

No public comment was given.

#### **GUEST SPEAKER**

Chris Davis, with the City's Community Outreach Collaboration, spoke on the process for getting information from the community association meetings to PSAC. While Mr. Davis will forward safety concerns which he becomes aware to PSAC, it would also be helpful if PSAC members attended neighborhood meetings in their area. Copies of the neighborhood associations' meeting schedules were distributed.

The evolution of previous and new associations was discussed. Members asked if crime reports per neighborhood district could be provided. Acting Assistant Chief Alwine stated that he would ask the department's crime analyst to run a report.

#### **CITY COUNCIL LIAISON COMMENTS:**

Councilmember Trestin Lauricella was not in attendance, but City Manager Doug Russell spoke on his first six weeks with the City of Lakewood. He expressed appreciation for the number of advisory boards in the City's reporting structure. He stated that one issue that he is interested in is the behavioral aspect of traffic safety.

#### **FIRE DEPARTMENT COMMENTS:**

Michael Dobbs, Assistant Fire Chief, was unavailable, so no report was provided.

#### **POLICE COMMENTS:**

The crime rate report was distributed and reviewed. It was noted that almost all crimes are down significantly. Members asked about, and were given details

about, the impact of Flock cameras on crime rates. Members also asked about reports of a cross-county drug raid. While it was confirmed that the event did occur, no details could be released as it is an ongoing investigation.

### **YOUTH COUNCIL COMMENTS:**

Since this was their first meeting, Youth Council didn't make a report but did have a number of safety-related questions, including pursuits, additional contributors to lower crime rates, homeless encampments, and cameras in the parks. Acting Assistant Chief Alwine explained the pursuit policy and the impact that Flock cameras have had and the appreciation of the Council's approval for the purchase of cameras. He also stated that the relatively new Business District Car team, which patrols the Lakewood Towne Centre and other local businesses, has had a significant impact. Clarification was provided on the legal status of homelessness from a law enforcement perspective, and the police department's efforts to provide resources and mental health assistance to those in the homeless population, as well as ensuring safety for the general community at large.

Youth Council members were asked for their opinions about their own personal safety. Many expressed concerns about their safety when they are off campus, out in the community on their own, or at bus stops. They were encouraged to heed their sense of fear and to remove themselves from dangerous or uncomfortable situations whenever possible. They were also told that they could text 911 if they couldn't make an actual call for help.

### **UNFINISHED BUSINESS:**

#### **Request for a Guest Speaker from Western State Hospital:**

Staff from Western State Hospital will be speaking at the December 3, 2025 PSAC meeting.

#### **Truck and Tractor Day:**

Members were asked to consider signing up for shifts at the PSAC booth on October 11, 2025 Truck and Tractor Day. A sign-up sheet will be emailed to members for this purpose.

#### **Review of PSAC Apparel:**

Ray Dotson gave a review of his belief that wearing apparel with a PSAC logo when out in public would help generate conversation about PSAC's role. He

shared samples of items. Other members suggested the possibility of t-shirts or sweatshirts, or even just nametags. Ray will research and report back.

### **2025 Accomplishments and 2026 Action Plan:**

All members were encouraged to attend the November 11, 2025 meeting with Council at which PSAC will present its 2025 accomplishment and seek Council approval for its 2026 goals. Support staff will send out a reminder.

### **Attendance:**

In an effort to increase effectiveness, members were reminded of the importance of attending PSAC meetings and activities. Youth Council members were encouraged to ask their teachers about attendance serving as volunteer hours for school requirements.

### **Review of Media Efforts:**

James Hairston explained that at the August meeting, it had been agreed that he would work with the department's public information officer, Sergeant Charles Porche, to develop mini-media segments regarding safety issues such as aggressive driving, school zones, and round-about rules. It was agreed that this would be a focus in 2026. Alaisa Riviere and Vera Rubio expressed an interest in assisting.

### **Audio Issues:**

In follow-up to members' frustration with the poor audio quality for those on Zoom, it was noted that a microphone had been purchased and tested. Unfortunately, none of the members had joined the meeting from Zoom, so immediate feedback on its effectiveness wasn't available.

### **Elections:**

The roles of Chair and Vice-Chair were reviewed, and nominations were held.

A nomination for Kristi Merritt to serve as Vice-Chair was made by Ken Witkoe, motioned by Johnnie Mayfield, and seconded by James Hairston. The motion was carried.

A nomination for Kamarie Wilson to serve another term as Chair was made by Mark Peila, motioned by Kristi Merritt, and seconded by Ray Dotson. The motion was carried.

## **NEW BUSINESS:**

### **Preview of the Next Meeting:**

Members were reminded that the next PSAC meeting is scheduled for December 3, 2025, and that there will be a guest speaker from Western State Hospital.

## **REPORTS FROM BOARD MEMBERS AND STAFF:**

### **General Comments:**

Mark Peila discussed the Clover Creek Crossing.

Krisit Merritt raised concerns about boat safety on local lakes. Acting Assistant Chief Alwine will arrange for the sergeant from the department's Marine unit to speak to the committee in February.

Sharyce Martin spoke about her appreciation for the increased police presence and efforts to reduce car rallies at the Colonial Plaza. In response to her inquiry as to whether these efforts would be on-going, it was noted that there are limitations on resources. It was also noted that the owners of a neighboring property are working with the City to install no-trespassing signs. Sharyce asked that this topic be added to the agenda for further updates.

Police staffing was discussed. It was reported that staffing, while at a good level, is not at a full level yet. It was added, though, that patrol staffing is a priority and that when there is a shortage, officers from other units may be temporarily reassigned to meet patrol coverage needs.

## **ADJOURNMENT:**

With no further issues to discuss, the meeting was adjourned at 7:07 PM.



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Chris James, Staff Person/Minutes





## Lakewood Planning Commission October 5, 2025 Meeting Minutes

### **WELCOME/CALL TO ORDER**

Ellen Talbo, Vice-Chair, called the meeting to order at 6:30 p.m.

### **ROLL CALL**

**Planning Commission Members Present:** Ellen Talbo, Vice-Chair; Robert Estrada, Mark Herr, Linn Larsen, Sharon Wallace, Philip Lindholm.

**Planning Commission Members Excused:** Phillip Combs (arrived late, before hearing)

**Staff** Jeff Rimack, Planning & Public Works Director; Angie Silva, Assistant PPW Director; Tiffany Speir, PPW Planning Division Manager; and Andrea Bell, Senior Planner

**Council Liaison** Council Member Paul Bocchi (not present)

### **PLEDGE OF ALLEGIANCE**

### **APPROVAL OF MINUTES**

**MOTION** (Herr): To approve October 1, 2025, meeting minutes as presented.

**SECONDED** (Lindholm). **PASSED 6-0.**

**AGENDA UPDATES** None.

**PUBLIC COMMENT** None.

### **PUBLIC HEARINGS**

Expanding Land Use Zones Where Child Care Centers Are Allowed per ESSB 5509

Ms. Tiffany Speir noted one change to the proposal in that the child care facilities have been added to be allowed in the Transit Oriented Commercial and Central Business District zones.

The Planning commission opened a public hearing on this proposal on October 1 and continued the hearing through October 15. No one was present online or in person to testify. Chair Combs closed the public hearing.

**MOTION** (Larsen): To approve Resolution 2025-04 Recommending to the City Council Expansion of the Allowed Locations for Childcare Centers.

**SECONDED** (Estrada). **PASSED 7-0.**

### **UNFINISHED BUSINESS**

Action on Resolution 2025-05 Recommending 2026 Comprehensive Plan Docket to City Council

**MOTION** (Larsen): To approve Resolution 2025-05 as presented.

**SECONDED** (Herr). **PASSED 7-0.**

Discussion regarding Allowed Locations for Alcohol Production and Sales Uses  
Ms. Tiffany Speir provided answers to the commissioner's questions. Concerns were raised regarding safety of childcare facilities near alcohol production and sales establishments. Mr. Jeff Rimack offered to pull Lakewood calls for police responses to taverns disturbance calls incidents as well as research into what other local jurisdictions are requiring as buffers or conditional uses. This information will be provided at the November 5 Planning Commission meeting.

A public hearing will be scheduled on this topic. City Council is currently scheduled to begin discussions on this topic in January 2026.

## **NEW BUSINESS**

Introduction of Updates to LMC Title 12 (Public Works) and Lakewood Engineering Services Manual (ESM)

Ms. Angie Silva, PPW Assistant Director, presented an overview of why the update is required, as well as updating goals and scope and schedule of the Engineering Standards Manual (ESM) Update project.

The next steps will be to prepare and refine draft revisions to Title 12 and ESM for Planning Commission and City Council review then to present department findings and issue SEPA determination.

## **REPORTS**

### **City Council Liaison Comments**

None.

### **City Staff Comments**

The next Planning Commission meeting would be held on November 5, 2025.

### **Planning Commission Members Comments**

None.

**ADJOURNMENT** Meeting adjourned at 7:20 p.m.

*Phil Combs*

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Phillip Combs, Chair

*Karen Devereaux*

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Karen Devereaux, Commission Clerk



**Lakewood's Promise Advisory Board  
November 6, 2025, Meeting Minutes**

**MEETING PLACE/DATE:**

**Thursday, November 6, 2025**

**In-Person and Zoom Virtual Meeting**

**Lake Steilacoom Room, City Hall Lobby**

**6000 Main St SW Lakewood, WA 98499**

**7:30 am – 8:30 am**

**CALL TO ORDER:**

Alice Fong called the meeting to order at 7:32 am

**ATTENDANCE:**

**Lakewood's Promise Advisory Board Members Present:**

Alice Fong, Joyce Loveday, Megan Dempsey and Kerri Pedrik

**Lakewood's Promise Advisory Board Members Excused:**

Ron Banner, Julie White and Scott Williams

**Staff:** Shannon Bennett provided staff support

**Youth Council Liaison:**

Ava Qualls, Elijah Sta Ana, Lincoln Estrada Perez, Nathalye Lopez, Amaryllis Flores, Jasleen Nguyen, Daniella De Jesus and Mary "Mia" De Vega

**Council Liaison:**

Mary Moss, Deputy Mayor

**Guests:**

None

**APPROVAL OF MINUTES:**

Joyce motioned, and Kerri seconded. 10/1/2025 Minutes unanimously approved.

**PUBLIC COMMENT:** None

**UNFINISHED BUSINESS:** None

## **NEW BUSINESS**

### **Youth Transportation Needs and Support**

- Shannon committed to inviting a Pierce Transit representative to attend the December meeting to brainstorm solutions with members and youth regarding public transportation use for citywide events.
- Alice recommended ensuring Ron Banner attends the meeting to participate in the discussion on behalf of CPHS/D.

### **Youth Initiatives**

- Daniella debriefed members on the two-week inaugural Summer Youth Academy. She shared that students enjoyed learning how the City operates, participating in field trips to food banks, and engaging in conversations with first responders.
- Shannon announced that the Youth Council is currently brainstorming ideas for a holiday party, including potential off-site activities.

### **2026 Youth Summit Update**

- Elijah provided an update on Monday's Youth Council planning meeting for the 2026 Youth Summit. He shared that the vision is for the summit to be student-led and themed as a "Choose Your Own Adventure," with separate activity areas facilitated by Youth Council members.
- Elijah also reported that Crumbl Cookie has expressed interest in collaborating and will follow up with details on their proposed involvement. Students have also expressed interest in replacing the coffee truck with a boba vendor.
- Ava suggested offering a sensory room at the summit.
- Nathalye advised Youth Council subgroup members to collaborate with Lisa Watt Banks on nature-informed mental health programming.
- Alice suggested incorporating team-building exercises, including outdoor activities such as obstacle courses, followed by debriefing, self-reflection, and discussion. She also recommended ending the summit with an artist or comedian popular with youth.
- Shannon shared that she is awaiting confirmation from CPSD regarding the availability of Harrison Prep as the event location. Megan suggested the Lakewood Racquet Club as an alternative if Harrison Prep is unavailable.
- Alice recommended offering ethnic foods at the summit and supporting small local businesses.
- Kerri asked students to identify transportation barriers experienced in prior youth summits. Students cited discomfort with public transportation and insufficient marketing of available transportation options, such as school bus routes.

- Elijah expressed the Youth Council's desire to involve other youth groups in the planning and execution of the summit. Kerri suggested CPHS students meet with CISL's Leaders of Change students at their school and potentially invite them to lead activities based on their summer learning.
- To increase attendance, Ava proposed implementing a competition to encourage youth participation. Members also suggested that Youth Council members contact students 24–48 hours prior to the summit to remind and encourage them to attend.

### **Board Member Updates**

- Mary Moss shared LMCC will host their annual gala on March 7<sup>th</sup>

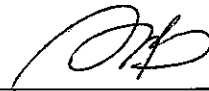
Alice Fong adjourned the meeting at 8:31 a.m.

### **NEXT MEETING:**

December 4, 2025.



Alice Fong, Chair



Shannon Bennett, Staff Person



## **Lakewood Planning Commission November 19, 2025 Meeting Minutes**

### **WELCOME/CALL TO ORDER**

Mr. Phillip Combs, Chair, called the meeting to order at 6:30 p.m.

### **ROLL CALL**

**Planning Commission Members Present:** Phillip Combs, Chair; Ellen Talbo, Vice-Chair; Robert Estrada, Mark Herr, Linn Larsen, and Philip Lindholm.

**Planning Commission Members Excused:** Sharon Wallace

**Staff** Jeff Rimack, Planning & Public Works Director; Tiffany Speir, PPW Planning Division Manager; and Karen Devereaux, Administrative Assistant

**Council Liaison** Council Member Paul Bocchi (not present)

### **PLEDGE OF ALLEGIANCE**

### **APPROVAL OF MINUTES**

**MOTION** (Herr): To approve October 15, 2025, meeting minutes as presented.

**SECONDED** (Lindholm). **PASSED 6-0.**

**AGENDA UPDATES** None.

**PUBLIC COMMENT** None.

**PUBLIC HEARINGS** None.

### **UNFINISHED BUSINESS**

#### *Continued discussion regarding Allowed Locations for Alcohol Production and Sales Uses*

Mr. Jeff Rimack provided information regarding past Lakewood calls for police responses to alcohol establishments disturbance calls incidents. In 2024, there were 49,810 total calls for police assistance, 62 involving alcohol establishments (.001% of the total calls.) Year-to-date for 2025, there had been 49 calls for service involving alcohol establishments.

Mr. Rimack explained that other local jurisdictions do not require buffers, setbacks or conditional uses for breweries, distilleries, or bar/taverns. Based on these findings PPW did not recommend adopting alcohol buffers or alcohol-exclusion zones.

A public hearing was scheduled on for December 3, 2025. City Council was currently scheduled to begin discussions on this topic in January 2026.

**NEW BUSINESS** None.

**REPORTS**

**City Council Liaison Comments**

None.

**City Staff Comments**

Ms. Tiffany Speir informed Commissioners the City Council adopted the budget and fee schedule for 2026 at Monday's meeting. The next Planning Commission meeting would be held on December 3, 2025.

**Planning Commission Members Comments**

Commissioner Herr stated he felt the commission had completed the task assigned by Council to reconsider the alcohol regulations and was confident that the research was thorough and a good recommendation would be made.

Commissioner Larsen and requested to revisit the tree preservation code compliance and fees collected in a future Planning Commission meeting. Staff would provide information to the Commission in January 2026.

**ADJOURNMENT** Meeting adjourned at 6:50 p.m.

*Phil Combs*

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Phillip Combs, Chair

*Karen Devereaux*

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Karen Devereaux, Commission Clerk



## Lakewood Planning Commission December 3, 2025 Meeting Minutes

### **WELCOME/CALL TO ORDER**

Mr. Robert Estrada, Chair pro tem, called the meeting to order at 6:30 p.m.

### **ROLL CALL**

**Planning Commission Members Present:** Robert Estrada (Chair pro tem), Mark Herr, Linn Larsen, Philip Lindholm, and Sharon Wallace.

**Planning Commission Members Excused:** Phillip Combs and Ellen Talbo.

**Staff** Jeff Rimack, PPW Director; Angie Silva, Assistant PPW Director; Tiffany Speir, PPW Planning Division Manager; Weston Ott, City Engineer; and Karen Devereaux, Commission Clerk.

**Council Liaison** Council Member Paul Bocchi (not present)

### **PLEDGE OF ALLEGIANCE**

### **APPROVAL OF MINUTES**

**MOTION** (Larsen): To approve November 18, 2025, meeting minutes as presented.

**SECONDED** (Lindholm). **PASSED 5-0.**

**AGENDA UPDATES** None.

**PUBLIC COMMENT** None.

### **PUBLIC HEARINGS.**

#### Allowed Locations for Alcohol Production and Sales Uses

Chair pro tem Estrada opened the public hearing. No public comments were received. Chair pro tem Estrada closed the public hearing.

### **UNFINISHED BUSINESS**

#### Action on Allowed Locations for Alcohol Production and Sales Uses

**MOTION** (Herr): To approve Resolution 2025-06 as presented. **SECONDED** (Lindholm.) **DISCUSSION. PASSED 5-0.**

City Council would begin discussions on this topic in January 2026.

#### Continued Discussion on draft updates to LMC Title 12 (Public Works) and the Lakewood Engineering Services Manual.

Jeff Rimack, Angie Silva, and Weston Ott presented additional information regarding the draft updates to the City's Public Works development regulations and Engineering Services manual. Discussion ensued.

The Planning Commission would hold a public hearing on the updates on January 7, 2026.



**NEW BUSINESS** None.

**REPORTS**

**City Council Liaison Comments**

None.

**City Staff Comments**

Ms. Tiffany Speir informed the Planning Commission that the City Council would be appointing two new Commissioners on December 15 following the election of Ellen Talbo and Philip Lindholm to the City Council. She also stated that the Commission would not meet on December 17 and that at the January 7, 2026 meeting, the Commission would elect its 2026 Chair and Vice-Chair.

**Planning Commission Members Comments**

Commissioners recognized Philip Lindholm and Ellen Talbo for their service on the Planning Commission.

**ADJOURNMENT** Meeting adjourned at 7:46 p.m.

*Phil Combs*

Phillip Combs, Chair

*Karen Devereaux*

Karen Devereaux, Commission Clerk



TO: City Council

FROM: Tiffany Speir, Planning Division Manager

THROUGH: Doug Russell, City Manager *Doug Russell*  
 Jeff Rimack, PPW Director

DATE: January 20, 2026

SUBJECT: Updating Allowed Locations for Alcohol Productions and Sales Uses and Related Regulations

ATTACHMENTS: Planning Commission Resolution 2025-06 (**Attachment A**)

## BACKGROUND

After initial review of the Planning Commission's recommendation regarding expanded locations for alcohol sales in the Lakewood, on August 18, 2025, the City Council directed that PPW staff to further evaluate the issue and obtain additional information and an updated recommendation from the Planning Commission.

On December 3, the Planning Commission provided recommendations to the City Council in its Resolution 2025-06, which is included in **Attachment A**.

In summary, the recommended locations for alcohol production and sales uses in additions to various zones as well as changing uses from conditional to outright allowed, as shown below:

Uses	Zoning Classifications																						
	R 1	R 2	R 3	R 4	M R 1	M R 2	M F 1	M F 2	M F 3	MF 3 (1)*	A R C	N C 1	N C 2	T O C	C B D	C 1	C 2	C 3	I B P	I 1	I 2	A C 1	A C 2
Commercial and Industrial																							
Brewery, <del>production</del>	-	-	-	-	-	-	-	-	-	P	-	P	P	P	P	P	P	P	P	P	P	-	-
Distillery	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	P	P	P	-	-
<del>Microbrewery</del>	-	-	-	-	-	-	-	-	-	P	-	-	C	P	P	P	P	-	P	P	-	-	-
Wine production facility	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	-
Eating and drinking establishments uses																							
Bar/tavern	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	-	-	-	-	-
<del>Brewery, brew pub</del>	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	-	-	-	-	-
Tasting room	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	-	-	-	-	-
Residential Uses																							
<del>Small craft distillery</del>	-	P	P	P	P	-	-	-	-	-	-	-	P	P	P	P	P	P	-	-	-	-	-

\*MF3 (1) is located exclusively within the Station District Subarea

Updated definitions and a new parking standard for the uses are also included in the Resolution.

**ATTACHMENT A  
RESOLUTION 2025-06**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LAKEWOOD, WASHINGTON, RECOMMENDING UPDATES TO THE CITY COUNCIL TO ALLOWED LOCATIONS AND DEVELOPMENT REGULATIONS GOVERNING ALCOHOL PRODUCTION AND SALES USES**

**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 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 City Council adopted the Tillicum Neighborhood Plan on June 20, 2011 via Resolution 2011-09; and

**WHEREAS**, the City Council adopted the Downtown Subarea Plan, Development Regulations, and Planned Action on October 1, 2018 via Ordinances 695 and 696; and

**WHEREAS**, the City Council adopted the Lakewood Shoreline Master Program (SMP) and Shoreline Restoration Program via Ordinance 711 on May 6, 2019 and a locally-initiated amendment of the SMP on September 16, 2025 via Ordinance 836; and

**WHEREAS**, the City Council adopted the Station District Subarea Plan, Development Regulations, and Planned Action on May 3, 2021 via Ordinances 751 and 752; and

**WHEREAS**, the City Council adopted its ten-year periodic updates to the Comprehensive Plan, development regulations, and Downtown Subarea Plan per RCW 36.70A.130 (4) and (5) on September 16, 2024 via Ordinances 812, 813, and 814; and

**WHEREAS**, it is appropriate for the City Council to periodically consider and adopt amendments needed to ensure that development regulations implementing the Comprehensive Plan provide appropriate guidance for growth and development; and

**WHEREAS**, On December 3, 2025, the Lakewood Planning Commission held a duly noticed public hearing on proposed allowed locations and development regulations governing alcohol production and sales uses as included in Lakewood Municipal Code (LMC) Titles 18A; and

**WHEREAS**, the Lakewood Planning Commission has determined that the proposed amendments are consistent with: the Growth Management Act; VISION 2050 and the Regional Growth Strategy; and the Pierce County Countywide Planning Policies; 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;

**NOW, THEREFORE BE IT RESOLVED** by the Lakewood Planning Commission:

Recommends that the proposed allowed locations and development regulations governing alcohol production and sales uses as summarized below and as described fully in **Exhibit A** in Lakewood Municipal Code (LMC) Titles 18A, be updated.

Uses	Zoning Classifications																						
	R 1	R 2	R 3	R 4	M R 1	M R 2	M F 1	M F 2	M F 3	MF 3 (1)*	A R C	N C 1	N C 2	T O C	C B D	C 1	C 2	C 3	I B P	I 1	I 2	A C 1	A C 2
Commercial and Industrial																							
Brewery, <del>production</del>	-	-	-	-	-	-	-	-	-	P	-	P	P	P	P	P	P	P	P	P	P	-	-
Distillery	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	P	P	P	-	-
<del>Microbrewery</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>P</del>	<del>-</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>-</del>	<del>-</del>
Wine production facility	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	-
Eating and drinking establishments uses																							
Bar/tavern	-	-	-	-	-	-	-	-	-		-	-	-	P	P	P	P	P	-	-	-	-	-
<del>Brewery, brew pub</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>
Tasting room	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	-	-	-	-	-
Residential Uses																							
<del>Small craft distillery</del>	<del>-</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>

\*MF3 (1) is located exclusively within the Station District Subarea

### 18A.80.030 Zoning district parking requirements.

\*\*\*

F. *Parking Standards.* Note that the parenthetical numbers in the matrix identify specific requirements or other information which is set forth following the matrix in subsection G of this section.

[Table excerpt below]

PARKING STANDARDS TABLE				
Use	Unit measure	Optional Minimum; see <a href="#">18A.80.060(H)</a> .	Max	Required bicycle parking spaces
<b>COMMERCIAL</b>				
<u>Brewery, winery, tasting rooms and distillery</u>	<u>Per 500 gross square feet</u>	2		<u>1 per 20 auto stalls</u>

**PASSED AND ADOPTED** at a regular meeting of the City of Lakewood Planning Commission this 3<sup>rd</sup> day of December, 2025, by the following vote:

AYES: \_\_\_\_5\_\_\_\_

BOARDMEMBERS: Estrada, Herr, Larsen, Lindholm, Wallace

ABSTAIN: \_\_\_\_0\_\_\_\_

BOARDMEMBERS:

NOES: \_\_\_\_0\_\_\_\_

BOARDMEMBERS:

ATTEST:

/s/

\_\_\_\_\_  
KAREN DEVEREAUX, CLERK

/s/

\_\_\_\_\_  
PHILLIP COMBS, PLANNING COMMISSION CHAIR

**EXHIBIT A**  
**AMENDMENTS TO LAKEWOOD MUNICIPAL CODE TITLE 18A**

**Amendments to LMC 18A.10.180 Definitions**

*"Bar/tavern"* means a business where alcoholic beverages are sold for on-site consumption, ~~which~~ that are not part of a larger restaurant. Includes bars, taverns, and similar establishments where any food service is subordinate to the sale of alcoholic beverages. May also include beer brewing as part of a microbrewery or brew pub, and other beverage tasting facilities, such as wine or beer tasting rooms. Does not include night clubs or adult-oriented businesses.

*"Brew pub"* means a type of eating or drinking establishment that includes for consumption on the premises as an accessory use, ~~the production of malt liquors, regardless of alcohol content by volume, for consumption on the premises; except that s~~Sales for off premises consumption, if not prohibited by other local ordinance or state or federal law, shall be allowed in specialty containers holding no more than one (1) U.S. gallon (128 U.S. fluid ounces), commonly referred to as growlers. The area of the establishment devoted to the production of malt liquors shall not exceed five thousand (5,000) square feet. May include the distribution of beverages for consumption at other sites.

*"Brewery, ~~production~~"* means a business licensed by the Washington State Liquor Cannabis Board that is a combination of retail, wholesale and manufacturing business that brews and serves beer, malt beverages or wine on premises. Brew pubs, tasting rooms, tap rooms may locate on site and food may be sold on site, but all such uses shall be auxiliary to the primary brewery use. May also include a microbrewery or small scale craft production. ~~an establishment which produces ales, beers, meads, hard ciders, and/or similar beverages on site.~~

~~Production breweries are classified as a use which manufactures more than fifteen thousand (15,000) barrels of beverage (all beverage types combined) annually. Breweries may also serve beverages on site, and sell beverages for off site consumption in keeping with the regulations of the Washington State Liquor and Cannabis Board and Bureau of Alcohol, Tobacco, and Firearms (ATF). In addition, uses which produce fifteen thousand (15,000) barrels of beverage or less, but which do not meet one or more of the additional requirements to be considered a brew pub, are breweries.~~

*"Distillery"* means a business licensed by the Washington State Liquor Cannabis Board that is a combination of retail, wholesale and manufacturing business of liquor or spirits. Tasting rooms, tap rooms, and food may be sold, on site, but shall be a subordinate uses. May also include a micro or craft distillery production. ~~a place where liquor is manufactured.~~

*"Microbrewery or a small craft brewery"* means ~~an entity that produces less than 60,000 barrels of malt liquor, including strong beer, per year. A microbrewery may sell beer of its own production at retail for on- and off-premises consumption, and may act as a distributor for beer of its own production.~~

*"Night club"* means a facility serving alcoholic beverages for on-site consumption, and providing entertainment, examples of which include live music and/or dancing, comedy, etc. an establishment that provides entertainment and has as its primary source of revenue (a) the sale of alcohol for consumption on the premises, (b) cover charges, or (c) both.

*"Small craft distillery"* means a production facility that manufactures distilled spirits and that can contract distilled spirits for, and sell distilled spirits to, holders of distillery licenses, manufacturer's licenses and grower's licenses.

*"Tasting room"* means a location separate from, or on the same site as, the production/manufacturing site, that allows customers to taste samples of wine, beer, or other alcoholic beverage and has a State of Washington issued liquor license to operate a tasting room. In addition to sampling of alcoholic beverages, a tasting room may include retail sales for off-premises consumption. The tasting room facility must be directly affiliated with a minimum of one (1) brewery/winery. The tasting room may be operated within a brewery/winery facility, accessory to separate on-site use or as a standalone retail use.

*"Winery"* means a business conducted by any person for the manufacture of wine for sale, other than a domestic winery.

*"Wine production facility"* means a facility licensed as a domestic winery under RCW 66.04.010 where fruit or other ingredients are processed (i.e., crushed, fermented, blended, aged, and/or stored, bottled) and may include as incidental and/or accessory to the principal use a tasting room, food and beverage service, places of public/private assembly and/or retail sales area.

#### 18A.40.027

[The Summary Land Use Table at LMC 18A.40.027 will be updated for consistency with amendments to specific use tables in LMC Chapter 18A.40.]

#### 18A.40.040 Commercial and industrial uses.

A. *Commercial and Industrial Land Use Table.* See LMC 18A.40.040(B) for development and operating conditions. See LMC 18A.10.120(D) for the purpose and applicability of zoning districts.

[Excerpt from updated Table below]

	Zoning Classifications																					
Commercial and Industrial	R1	R2	R3	R4	MR1	MR2	MF1	MF2	MF3	MF3 (B)(1)	ARC	NC1	NC2	TOC	CBD	C1	C2	C3	IBP	I1	I2	PI
Brewery; (B)(1)*	-	-	-	-	-	-	-	-	-	P	-	P	P	P	P	P	P	P	P	P	P	-
Distillery	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	P	P	P	-
Wine production facility (B)(2)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-

Applications for all uses must comply with all of subsection B of this section's relevant general requirements.

B. Development and Operating Conditions.

\*\*\*

2. Breweries, small craft distilleries, and wineries may contain accessory retail sales.

**18A.40.050 Eating and drinking establishments.**

A. *Eating and Drinking Establishments Land Use Table.* See LMC [18A.10.120\(D\)](#) for the purpose and applicability of zoning districts.

[Excerpts from updated Table below]

	Zoning Classifications																				
Eating and drinking establishments land uses	R 1	R 2	R 3	R 4	M R 1	M R 2	M F 1	M F 2	M F 3	A R C	N C 1	N C 2	T O C	C B D	C 1	C 2	C 3	I B P	I 1	I 2	P 1
Bar/tavern <a href="#">(B)(1)*</a>	-	-	-	-	-	-	-	-	-	-	-	-	<a href="#">P</a>	<a href="#">P</a>	P	P	P	-	-	-	-
Tasting room	-	-	-	-	-	-	-	-	-	-	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.

**18A.40.110 Residential uses.**

A. *Residential Land Use Table.* See subsections [B](#), [C](#), and [D](#) of this section for development and operating conditions. See LMC [18A.10.120\(D\)](#) for the purpose and applicability of zoning districts.

[Excerpt from updated Table included below]

	Zoning Classifications																				
Residential Land Uses	R 1	R 2	R 3	R 4	M R 1	M R 2	M F 1	M F 2	M F 3	A R C	N C 1	N C 2	T O C	C B D	C 1	C 2	C 3	I B P	I 1	I 2	P I
Small craft distillery <a href="#">(B)(6)</a> , <a href="#">(B)(12)</a>	-	P	P	P	P	-	-	-	-	-	-	P	P	P	P	P	P	-	P	-	-

B. *Operating and Development Conditions.*

\*\*\*

~~12.—Small craft distilleries may contract distilled spirits for, and sell distilled spirits to, holders of distillery licenses, manufacturer's licenses and grower's licenses.~~

**18A.80.030 Zoning district parking requirements.**

\*\*\*

F. *Parking Standards.* Note that the parenthetical numbers in the matrix identify specific requirements or other information which is set forth following the matrix in subsection G of this section.



[Table excerpt below]

PARKING STANDARDS TABLE				
Use	Unit measure	Optional Minimum; see <a href="#">18A.80.060(H)</a> .	Max	Required bicycle parking spaces
COMMERCIAL				
<u>Brewery, winery, tasting rooms and distillery</u>	<u>Per 500 gross square feet</u>	<u>2</u>		<u>1 per 20 auto stalls</u>

# Alcohol Production and Sales Locations in Lakewood

**January 20, 2026**  
**City Council**

Tiffany Speir, Planning Division Manager



## **Background**

On August 18, 2025, the City Council directed that the PPW Department work with the Planning Commission to provide additional recommendations regarding where alcohol production and sales land uses should be allowed in the City.

The Planning Commission reviewed options, held a public hearing, and approved its recommendations on December 3 that are included in its Resolution 2025-06 provided to the City Council.

## Current Lakewood Zoning and Development Regulations

Lakewood currently allows the following land uses in the following zones as permitted (P) or conditionally permitted (C) uses:

[Excerpt Land Use Table 1]

Uses	Zoning Classifications																							
	R 1	R 2	R 3	R 4	M R 1	M R 2	M F 1	M F 2	M F 3	M F 3 (I)	A R C	N C 1	N C 2	T O C	C B D	C 1	C 2	C 3	I B P	I 1	I 2	A C 1	A C 2	
Commercial and Industrial																								
Brewery, production	-	-	-	-	-	-	-	-	-	P	-	-	C	C	C	P	C	-	P	-	-			
Small craft distillery	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	P	-	P	-	-	-	P	
Wine production facility	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-			
Eating and drinking establishments land uses																								
Bar/tavern	-	-	-	-	-	-	-	-	-		-	-	-	-	C	P	P	P	-	-	-			
Brewery, brew pub	-	-	-	-	-	-	-	-	-		-	P	P	P	P	P	P	P						
Tasting room	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	-	-	-			
Residential Uses																								
Small craft distillery	-	P	P	P	P	-	-	-	-	-	-	-	P	P	P	P	P	P	-	P	-			

## Recommended Amendments to Current Lakewood Municipal Code

Below are recommended amendments Additions and deletions in red text/strikeout) to Lakewood's allowed locations for different types of alcohol sales and production. These amendments have been recommended to ensure consistency with the City Council's direction, compliance with current state law, and alignment with regulatory approaches and allowed locations used by other local jurisdictions.

Uses	Zoning Classifications																						
	R 1	R 2	R 3	R 4	M R 1	M R 2	M F 1	M F 2	M F 3	MF 3 (1)*	A R C	N C 1	N C 2	T O C	C B D	C 1	C 2	C 3	I B P	I 1	I 2	A C 1	A C 2
Commercial and Industrial																							
Brewery, <del>production</del>	-	-	-	-	-	-	-	-	-	P	-	P	<del>P</del>	P	P	P	P	P	P	P	P	-	-
Distillery	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	P	P	P	-	-
<del>Microbrewery</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>P</del>	<del>-</del>	<del>-</del>	<del>C</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>-</del>	<del>-</del>	
Wine production facility	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	-
Eating and drinking establishments uses																							
Bar/tavern	-	-	-	-	-	-	-	-	-		-	-	-	P	<del>P</del>	P	P	P	-	-	-	-	-
<del>Brewery, brew pub</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>
Tasting room	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	-	-	-	-	-
Residential Uses																							
<del>Small craft distillery</del>	<del>-</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>P</del>	<del>-</del>	<del>P</del>	<del>-</del>	<del>-</del>	<del>-</del>

\*MF3 (1) is located exclusively within the Station District Subarea

## Recommended Amendments to Current Lakewood Municipal Code

PARKING STANDARDS TABLE				
Use	Unit measure	Optional Minimum; see <a href="#">18A.80.060(H)</a> .	Max	Required bicycle parking spaces
COMMERCIAL				
<u>Brewery, winery, tasting rooms and distillery</u>	<u>Per 500 gross square feet</u>	<u>2</u>		<u>1 per 20 auto stalls</u>

Updates to regulatory definitions at LMC 18A.10.180 are also recommended for clarification and consistency with state law.

At the request of the Planning Commission as it prepared its recommendations for the City Council, PPW staff reviewed state statutes, Liquor and Cannabis Board (LCB) regulations, best practices in other Washington jurisdictions, and standard planning approaches. This included checking whether any laws, local codes, or best practices require or support alcohol buffers or exclusion zones.

The Planning Commission does not recommend adopting alcohol buffers or alcohol-exclusion zones limiting where alcohol could be produced or sold. There is no legal requirement for them, no demonstrated need, and no history of conflicts between these uses and daycares or other sensitive uses in Lakewood.

#### No Historical Basis for City-Imposed Alcohol Buffers

The Lakewood Police Department has not experienced calls for service or community complaints indicating a need for alcohol-related separation. Imposing buffers unnecessarily restrict commercial land availability with no identified benefit. Any buffer regulation would add administrative complexity and introduce barriers to otherwise compatible commercial uses.

#### Best Planning Practices

Washington cities overwhelmingly do not use alcohol buffers for bars, wineries, breweries, or taprooms. Standard practice is to regulate through zoning districts, licensing, and general nuisance provisions—not separation distances.

Implementing buffers or exclusion zones would run counter to City Council's Goal #4. Council has identified Downtown and the Lakewood Station District as priority growth areas where barriers should be reduced, redevelopment supported, and investment encouraged.

At a time when Council is moving to modernize development and design standards and strengthen the commercial core of the city, adding separation requirements would:

- Restrict business locations;
- Limit redevelopment options; and
- Add regulatory burden.

Existing zoning tools already give the city what is needed to manage compatibility and ensure the use compatibility. Additional buffers are not warranted and would conflict with the direction the City Council has set for economic development and urban revitalization.



# Thank you!



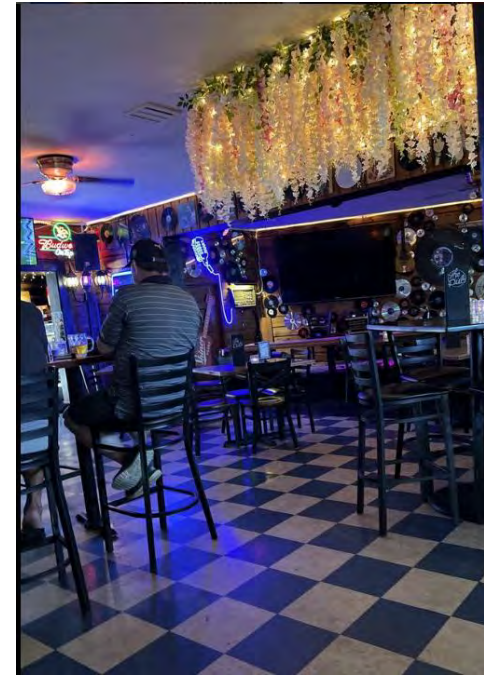
Per the Planning Commission Request for Examples of Alcohol Sales & Production Facilities, the following slides include examples of various types of alcohol production and sales uses.

**Bar/Tavern:**

a business where alcoholic beverages are sold for on-site consumption-that is not part of a larger restaurant. Any food service is subordinate to the sale of alcoholic beverages. May be a microbrewery or brew pub or a wine or beer tasting room. Does not include night clubs or adult-oriented businesses.

**Tavern:** any establishment with special space and accommodation for sale by the glass and for consumption on the premises, of beer.

**Lake City Pub (Lakewood, WA)**



**Brew pub:** a type of eating or drinking establishment that includes the production of malt liquors, regardless of alcohol content by volume, for consumption on the premises as an accessory use. The area of the establishment devoted to the production of malt liquors shall not exceed five thousand (5,000) square feet. Sales for off-premises consumption, if not prohibited by other local ordinance or state or federal law, shall be allowed in specialty containers holding no more than one (1) U.S. gallon (128 U.S. fluid ounces), commonly referred to as growlers. May include the distribution of beverages for consumption at other sites.

**Brewer or brewery:** any person engaged in the business of manufacturing beer and malt liquor. Brewer includes a brand owner of malt beverages who holds a brewer's notice with the federal bureau of alcohol, tobacco, and firearms at a location outside the state and whose malt beverage is contract-produced by a licensed in-state brewery, and who may exercise within the state, under a domestic brewery license, only the privileges of storing, selling to licensed beer distributors, and exporting beer from the state.

## Silver City Restaurant & Brewery (Bremerton, WA)



Silver City  
BREWERY

[HOME](#) [BEER](#) [OKTOBERFEST BEER FESTIVAL](#) [TAPROOM](#) [PRESS](#) [MERCH](#)



**LOCATION**  
**TAPROOM**  
206 KATY PENMAN  
AVE.  
BREMERTON, WA —  
98312  
(360) 813-1487

**HOURS**  
MONDAY -  
SATURDAY  
12PM - 8PM  
SUNDAY  
12PM - 7PM

21+ ALL HOURS, NO  
MINORS.  
OUTSIDE FOOD IS  
WELCOME.  
DOG FRIENDLY.

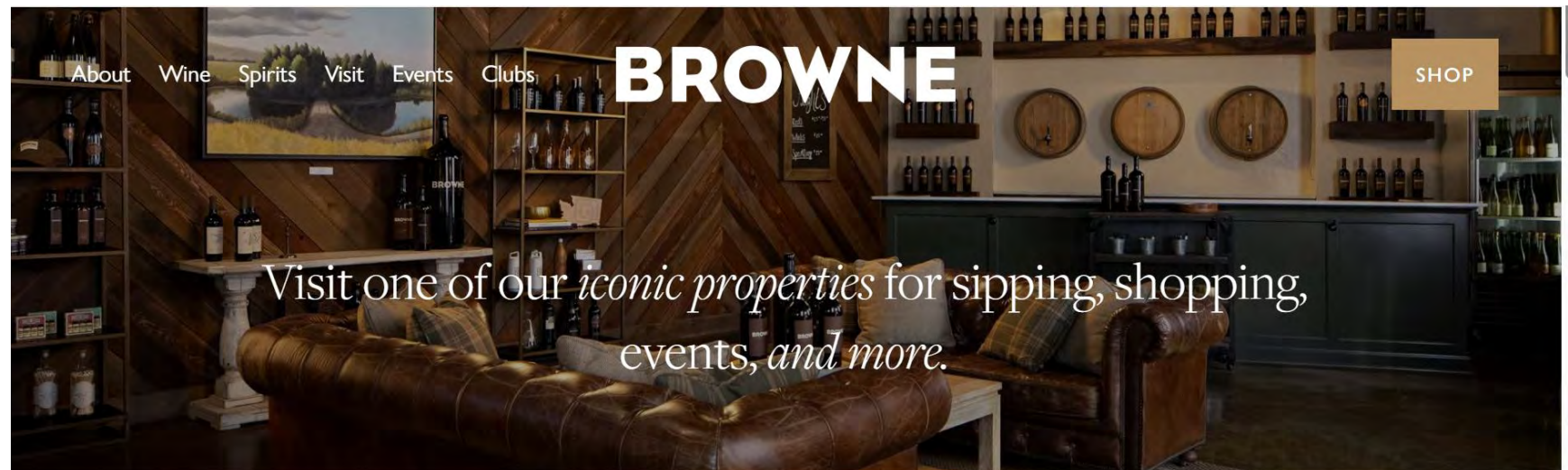
Silver  
City  
BREWERY

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## Browne Family Vineyards (Tacoma, WA)

- **Tasting room:** both an on-site operation attached to a distillery's or craft distillery's production facility, or an off-site operation, at which the licensee may sample, serve, and sell spirits and alcohol products authorized to be sampled, served, and sold for on-premises and off-premises consumption. Tasting rooms must comply with standard retail land use hours of operation (7:00 a.m. to 11:00 p.m.)



# Mastrogiannis Distillery (North Bend, WA)

[TASTING ROOM](#)[PRODUCTS](#) ▾[COCKTAILS](#)[PODCAST](#)[BRAND](#) ▾

- **Distillery:** a place where liquor is manufactured.
- **Distiller:** means a person engaged in the business of distilling spirits. Distilling is an agricultural practice.

HASSLE-FREE RETURNS [30-day postage paid returns](#)



## OUR TASTING ROOM

201 W North Bend Way Suite 100,  
North Bend, WA 98045

Join us October 4th & 5th, 1pm-7pm  
for our tasting room soft opening  
weekend.

[GET DIRECTIONS](#)



To: Mayor and City Councilmembers  
From: Tho Kraus, Deputy City Manager  
Through: Doug Russell, City Manager *Doug Russell*  
Date: January 20, 2026  
Subject: 2024 Limited Tax General Obligation (LTGO) Bond Refund

---

#### BACKGROUND

The City currently has outstanding bonded indebtedness related to the 2024 LTGO, issued to finance Transportation Benefit District eligible projects. Since the issuance of the bond, interest rates in the municipal market have declined, creating a potential opportunity for the City to refund a portion or all of the outstanding bond at lower interest rates.

A bond refunding allows the City to replace existing debt with new bonds at more favorable terms, subject to market conditions and compliance with federal tax and legal requirements.

#### ANALYSIS

Current market conditions may allow the City to refinance the outstanding bond and achieve measurable debt service savings over the remaining life of the bond. Estimated benefits include:

- Reduction in total debt service costs
- Lower annual debt service payments
- No extension of the final maturity date

Refunding opportunities are time-sensitive and dependent on interest rate movements. Staff will continue to monitor the market and will only proceed with refunding if minimum net present value savings of at least 2 percent are achieved.

#### FISCAL IMPACT

The refunding is expected to result in net present value savings of approximately \$153,000, subject to final pricing and market conditions. All costs associated with the refunding, including financial advisor, bond counsel, underwriting, and issuance expenses, would be paid from bond proceeds and are accounted for in the estimated net present value savings. No General Fund impact is anticipated.

#### NEXT STEPS

February 2, 2026 - City Council consideration and approval of the 2024 LTGO Bond Refund Ordinance.

#### ATTACHMENT

Bond Refund Ordinance Prepared by Foster Garvey P.C., Bond Counsel.

CITY OF LAKEWOOD, WASHINGTON

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE of the City of Lakewood, Washington, relating to contracting indebtedness; providing for the issuance, sale and delivery of not to exceed \$2,900,000 aggregate principal amount of limited tax general obligation refunding bonds to provide funds to prepay certain of the City's outstanding limited tax general obligation bonds and pay the costs of issuance of the bonds; fixing or setting parameters with respect to certain terms and covenants of the bonds; appointing the City's designated representative to approve the final terms of the sale of the bonds; and providing for other related matters.

Passed February 2, 2026

*This document prepared by:*

*Foster Garvey P.C.  
1111 Third Avenue, Suite 3000  
Seattle, Washington 98101  
(206) 447-4400*

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*\*The cover page, table of contents and section headings of this ordinance are for convenience of reference only, and shall not be used to resolve any question of interpretation of this ordinance.*



CITY OF LAKEWOOD, WASHINGTON

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE of the City of Lakewood, Washington, relating to contracting indebtedness; providing for the issuance, sale and delivery of not to exceed \$2,900,000 aggregate principal amount of limited tax general obligation refunding bonds to provide funds to prepay certain of the City's outstanding limited tax general obligation bonds and pay the costs of issuance of the bonds; fixing or setting parameters with respect to certain terms and covenants of the bonds; appointing the City's designated representative to approve the final terms of the sale of the bonds; and providing for other related matters.

THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Definitions. As used in this ordinance, the following capitalized terms shall have the following meanings:

(a) "2024 Bond" means the City's Limited Tax General Obligation Bond, 2024, issued pursuant to Ordinance No. 766.

(b) "Authorized Denomination" means \$5,000 or any integral multiple thereof within a maturity of a Series for those Series of Bonds sold through a negotiated or competitive sale, and in any denomination designated by the Designated Representative for those Bonds sold by private placement.

(c) "Beneficial Owner" means, with respect to a Bond, the owner of any beneficial interest in that Bond.

(d) "Bond" means each bond issued pursuant to and for the purposes provided in this ordinance.

(e) "Bond Counsel" means the firm of Foster Garvey P.C., its successor, or any other attorney or firm of attorneys selected by the City with a nationally recognized standing as bond counsel in the field of municipal finance.

(f) "Bond Account" means the account, subaccount or combined account or subaccount of the City created for the payment of the principal of and interest on the Bonds.

(g) "Bond Purchase Contract" means an offer to purchase a Series of the Bonds, setting forth certain terms and conditions of the issuance, sale and

delivery of those Bonds, which offer is authorized to be accepted by the Designated Representative on behalf of the City, if consistent with this ordinance. In the case of a competitive sale, the official notice of sale, the Purchaser's bid and the award by the City shall constitute the Bond Purchase Contract for purposes of this ordinance.

(h) "*Bond Register*" means the books or records maintained by the Bond Registrar for the purpose of identifying ownership of each Bond.

(i) "*Bond Registrar*" means the Fiscal Agent, or any successor bond registrar selected by the City for any Series of Bonds sold by negotiated or competitive sale, and means the Finance Director or any successor bond registrar selected for any Series of Bonds sold by private placement.

(j) "*City*" means the City of Lakewood, Washington, a municipal corporation duly organized and existing under the laws of the State.

(k) "*City Council*" means the legislative authority of the City, as duly and regularly constituted from time to time.

(l) "*Code*" means the United States Internal Revenue Code of 1986, as amended, and applicable rules and regulations promulgated thereunder.

(m) "*DTC*" means The Depository Trust Company, New York, New York, or its nominee.

(n) "*Designated Representative*" means the officer of the City appointed in Section 4 of this ordinance to serve as the City's designated representative in accordance with RCW 39.46.040(2).

(o) "*Final Terms*" means the terms and conditions for the sale of a Series of the Bonds including the amount, date or dates, denominations, interest rate or rates (or mechanism for determining interest rate or rates), payment dates, final maturity, redemption rights, price, and other terms or covenants, including minimum savings for refunding bonds (if the refunding bonds are issued for savings purposes).

(p) "*Finance Director*" means the Deputy City Manager or such other officer of the City that acts as the chief financial officer and who succeeds to substantially all of the responsibilities of that office.

(q) "*Fiscal Agent*" means the fiscal agent of the State, as the same may be designated by the State from time to time.

(r) "*Government Obligations*" has the meaning given in RCW 39.53.010, as now in effect or as may hereafter be amended.

(s) “*Issue Date*” means, with respect to a Bond, the date of initial issuance and delivery of that Bond to the Purchaser in exchange for the purchase price of that Bond.

(t) “*Letter of Representations*” means the Blanket Issuer Letter of Representations between the City and DTC, dated December 11, 2006, as it may be amended from time to time, and any successor or substitute letter relating to the operational procedures of the Securities Depository.

(u) “*MSRB*” means the Municipal Securities Rulemaking Board.

(v) “*Official Statement*” means an offering document, disclosure document, private placement memorandum or substantially similar disclosure document provided to purchasers and potential purchasers in connection with the initial offering of a Series of the Bonds in conformance with Rule 15c2-12 or other applicable regulations of the SEC.

(w) “*Owner*” means, without distinction, the Registered Owner and the Beneficial Owner.

(x) “*Purchaser*” means the corporation, firm, association, partnership, trust, bank, financial institution or other legal entity or group of entities selected by the Designated Representative to serve as purchaser in a private placement, underwriter or placement agent in a negotiated sale or awarded as the successful bidder in a competitive sale of any Series of the Bonds.

(y) “*Rating Agency*” means any nationally recognized rating agency then maintaining a rating on the Bonds at the request of the City.

(z) “*Record Date*” means the Bond Registrar’s close of business on the 15th day of the month preceding an interest payment date. With respect to redemption of a Bond prior to its maturity, the Record Date shall mean the Bond Registrar’s close of business on the date on which the Bond Registrar sends the notice of redemption in accordance with Section 9.

(aa) “*Redemption Date*” means the date determined by the Designated Representative for prepayment of the Refunded Bond.

(bb) “*Refunded Bond*” means the 2024 Bond.

(cc) “*Refunding Plan*” means the deposit with the purchaser of the Refunded Bond of the portion of the proceeds of the Bond, together with other money of the City if necessary, to prepay the Refunded Bond on the Redemption Date at a price of the principal amount being redeemed, plus any accrued interest.

(dd) “*Registered Owner*” means, with respect to a Bond, the person in whose name that Bond is registered on the Bond Register. For so long as the City utilizes the book-entry only system for the Bonds under the Letter of Representations, Registered Owner shall mean the Securities Depository.

(ee) “*Rule 15c2-12*” means Rule 15c2-12 promulgated by the SEC under the Securities Exchange Act of 1934, as amended.

(ff) “*SEC*” means the United States Securities and Exchange Commission.

(gg) “*Securities Depository*” means DTC, any successor thereto, any substitute securities depository selected by the City that is qualified under applicable laws and regulations to provide the services proposed to be provided by it, or the nominee of any of the foregoing.

(hh) “*Series of the Bonds*” or “*Series*” means a series of the Bonds issued pursuant to this ordinance.

(ii) “*State*” means the State of Washington.

(jj) “*Term Bond*” means each Bond designated as a Term Bond and subject to mandatory redemption in the years and amounts set forth in the Bond Purchase Contract.

(kk) “*Undertaking*” means the undertaking to provide continuing disclosure entered into pursuant to Section 17 of this ordinance.

Section 2. Findings and Determinations. The City takes note of the following facts and makes the following findings and determinations:

(a) *Refunding.* Pursuant to Ordinance No. 766 and Certificate of Designated Representative dated as of December 19, 2024 (collectively the “Refunded Bond Ordinance”), the City issued its \$3,000,000 par value Limited Tax General Obligation Bond, 2024 (the “2024 Bond”), of which \$2,749,900 is outstanding. The Refunded Bond Ordinance provides that the 2024 Bond may be prepaid prior to its stated maturity, upon at least 15 days’ written notice of such prepayment to the purchaser of the 2024 Bond. In order to achieve debt service savings, the City Council deems it advisable to issue the Bonds to prepay the 2024 Bond.

(b) *Debt Capacity.* The maximum amount of indebtedness authorized by this ordinance is \$2,900,000. Based on the following facts, this amount is to be issued within the amount permitted to be issued by the City for general municipal purposes without a vote:

- (1) The assessed valuation of the taxable property within the City as ascertained by the last preceding assessment for City purposes for collection in the calendar year 2026 is \$12,191,828,790.
- (2) As of December 31, 2025, the City had limited tax general obligation indebtedness, consisting of bonds, leases and conditional sales contracts outstanding in the principal amount of \$16,712,657, which is incurred within the limit of up to 1½% of the value of the taxable property within the City permitted for general municipal purposes without a vote.
- (3) As of December 31, 2025, the City had no outstanding unlimited tax general obligation indebtedness.

(c) *The Bonds.* For the purpose of providing the funds necessary to carry out the Refunding Plan and to pay the costs of issuance and sale of the Bonds, the City Council finds that it is in the best interests of the City and its taxpayers to issue and sell the Bonds to the Purchaser, pursuant to the terms set forth in the Bond Purchase Contract as approved by the City's Designated Representative consistent with this ordinance.

Section 3. Authorization of Bonds. The City is authorized to borrow money on the credit of the City and issue negotiable limited tax general obligation refunding bonds evidencing indebtedness in one or more Series in the aggregate principal amount not to exceed \$2,900,000 to provide funds necessary to carry out the Refunding Plan and to pay the costs of issuance and sale of the Bonds.

Section 4. Description of Bonds; Appointment of Designated Representative. The Finance Director, or the City Manager in the absence of the Finance Director, is appointed as the Designated Representative of the City and is authorized and directed to conduct the sale of the Bonds in the manner and upon the terms deemed most advantageous to the City, and to approve the Final Terms of each Series of the Bonds, with such additional terms and covenants as the Designated Representative deems advisable, within the following parameters:

(a) The Bonds may be issued in one or more Series, and the aggregate principal amount of the Bonds shall not exceed \$2,900,000;

(b) One or more rates of interest may be fixed for the Bonds as long as no rate of interest for any maturity of the Bonds exceeds 6.00%;

(c) The true interest cost to the City for each Series of Bonds does not exceed 4.00%;

(d) The aggregate purchase price for each Series of Bonds shall not be less than 95% and not more than 145% of the aggregate stated principal amount of the Bonds, excluding any original issue discount;

(e) The Bonds may be issued subject to optional and mandatory redemption provisions;

(f) The Bonds shall be dated as of the date of their delivery, which date and time for the issuance and delivery of the Bonds is not later than December 31, 2026;

(g) There is a minimum net present value savings of 2.00% of prepaying the 2024 Bond; and

(h) The maturities of the Bonds used to carry out the Refunding Plan will not be later than December 1, 2034.

In addition, a Series of the Bonds may not be issued if it would cause the indebtedness of the City to exceed the City's legal debt capacity on the Issue Date. The Designated Representative may determine whether it is in the City's best interest to provide for bond insurance or other credit enhancement; and may accept such additional terms, conditions and covenants as the Designated Representative may determine are in the best interests of the City, consistent with this ordinance.

In determining the number of series, the series designations, final principal amounts, date of the Bonds, denominations, interest rates, payment dates, redemption provisions, tax status, and maturity dates for the Bonds, and the prepayment date and amount of the Refunded Bond, the Designated Representative, in consultation with other City officials and staff and advisors, shall take into account those factors that, in the judgment of the Designated Representative, will result in the lowest true interest cost on the Bonds to their maturity, including, but not limited to current financial market conditions and current interest rates for obligations comparable to the Bonds.

#### Section 5. Bond Registrar; Registration and Transfer of Bonds.

(a) *Registration of Bonds.* Each Bond shall be issued only in registered form as to both principal and interest and the ownership of each Bond shall be recorded on the Bond Register.

(b) *Bond Registrar; Duties.* The Fiscal Agent is appointed as initial Bond Registrar for any Series of Bonds sold by negotiated or competitive sale.

The Finance Director will be appointed as the initial Bond Registrar for any Series of Bonds sold by private placement. The Bond Registrar shall keep, or cause to be kept, sufficient books for the registration and transfer of the Bonds, which shall be open to inspection by the City at all times. The Bond Registrar is authorized, on behalf of the City, to authenticate and deliver Bonds transferred or exchanged in accordance with the provisions of the Bonds and this ordinance, to serve as the City's paying agent for the Bonds and to carry out all of the Bond Registrar's powers and duties under this ordinance. The Bond Registrar shall be responsible for its representations contained in the Bond Registrar's Certificate of Authentication on each Bond. The Bond Registrar may become an Owner with the same rights it would have if it were not the Bond Registrar and, to the extent permitted by law, may act as depository for and permit any of its officers or directors to act as members of, or in any other capacity with respect to, any committee formed to protect the rights of Owners.

(c) *Bond Register; Transfer and Exchange.* The Bond Register shall contain the name and mailing address of each Registered Owner and the principal amount and number of each Bond held by each Registered Owner. A Bond surrendered to the Bond Registrar may be exchanged for a Bond or Bonds in any Authorized Denomination of an equal aggregate principal amount and of the same Series, interest rate and maturity. A Bond may be transferred only if endorsed in the manner provided thereon and surrendered to the Bond Registrar. Any exchange or transfer shall be without cost to the Owner or transferee. The Bond Registrar shall not be obligated to exchange any Bond or transfer registered ownership during the period between the applicable Record Date and the next upcoming interest payment or redemption date.

(d) *Securities Depository; Book-Entry Only Form.* If a Bond is to be issued in book-entry form, DTC shall be appointed as initial Securities Depository and each such Bond initially shall be registered in the name of Cede & Co., as the nominee of DTC. Each Bond registered in the name of the Securities Depository shall be held fully immobilized in book-entry only form by the Securities Depository in accordance with the provisions of the Letter of Representations. Registered ownership of any Bond registered in the name of the Securities Depository may not be transferred except: (i) to any successor Securities Depository; (ii) to any substitute Securities Depository appointed by the City; or (iii) to any person if the Bond is no longer to be held in book-entry only form. Upon the resignation of the Securities Depository, or upon a termination of the services of the Securities Depository by the City, the City may appoint a substitute Securities Depository. If (i) the Securities Depository resigns and the City does not appoint a substitute Securities Depository, or (ii) the City terminates the services of the Securities Depository, the Bonds no

longer shall be held in book-entry only form and the registered ownership of each Bond may be transferred to any person as provided in this ordinance.

Neither the City nor the Bond Registrar shall have any obligation to participants of any Securities Depository or the persons for whom they act as nominees regarding accuracy of any records maintained by the Securities Depository or its participants. Neither the City nor the Bond Registrar shall be responsible for any notice that is permitted or required to be given to a Registered Owner except such notice as is required to be given by the Bond Registrar to the Securities Depository.

#### Section 6. Form and Execution of Bonds.

(a) *Form of Bonds; Signatures and Seal.* Each Bond shall be prepared in a form consistent with the provisions of this ordinance and State law. Each Bond shall be signed by the Mayor and the City Clerk, either or both of whose signatures may be manual or in facsimile, and the seal of the City or a facsimile reproduction thereof shall be impressed or printed thereon. If any officer whose manual or facsimile signature appears on a Bond ceases to be an officer of the City authorized to sign bonds before the Bond bearing such officer's manual or facsimile signature is authenticated by the Bond Registrar, or issued or delivered by the City, that Bond nevertheless may be authenticated, issued and delivered and, when authenticated, issued and delivered, shall be as binding on the City as though that person had continued to be an officer of the City authorized to sign bonds. Any Bond also may be signed on behalf of the City by any person who, on the actual date of signing of the Bond, is an officer of the City authorized to sign bonds, although such officer did not hold the required office on its Issue Date.

(b) *Authentication.* Only a Bond bearing a Certificate of Authentication in substantially the following form, manually signed by the Bond Registrar, shall be valid or obligatory for any purpose or entitled to the benefits of this ordinance: "Certificate of Authentication. This Bond is one of the fully registered City of Lakewood, Washington, Limited Tax General Obligation Refunding Bonds, 2026, described in the Bond Ordinance." The authorized signing of a Certificate of Authentication shall be conclusive evidence that the Bond so authenticated has been duly executed, authenticated and delivered and is entitled to the benefits of this ordinance.

Section 7. Payment of Bonds. Principal of and interest on each Bond shall be payable in lawful money of the United States of America. Principal of and interest on each Bond registered in the name of the Securities Depository is payable in the manner set forth in the Letter of Representations. Interest on each Bond not registered in the name of the Securities Depository is payable by electronic transfer on the interest payment date, or by check or draft of the



Bond Registrar mailed on the interest payment date to the Registered Owner at the address appearing on the Bond Register on the Record Date. However, the City is not required to make electronic transfers except pursuant to a request by a Registered Owner in writing received on or prior to the Record Date and at the sole expense of the Registered Owner. Principal of each Bond not registered in the name of the Securities Depository is payable upon presentation and surrender of the Bond by the Registered Owner to the Bond Registrar. The Bonds are not subject to acceleration under any circumstances.

Section 8. Bond Account. The Bond Account has been created as a special fund of the City for the sole purpose of paying principal of and interest on the Bonds. All amounts allocated to the payment of the principal of and interest on the Bonds shall be deposited in the Bond Account as necessary for the timely payment of amounts due with respect to the Bonds. The principal of and interest on the Bonds shall be paid out of the Bond Account. Until needed for that purpose, the City may invest money in the Bond Account temporarily in any legal investment, and the investment earnings shall be retained in the Bond Account and used for the purposes of that fund.

Section 9. Redemption Provisions and Purchase of Bonds.

(a) *Optional Redemption.* The Bonds shall be subject to redemption, or prepayment, at the option of the City on terms acceptable to the Designated Representative, as set forth in the Bond Purchase Contract, consistent with the parameters set forth in Section 4.

(b) *Mandatory Redemption.* Each Bond that is designated as a Term Bond in the Bond Purchase Contract, consistent with the parameters set forth in Section 4 and except as set forth below, shall be called for redemption at a price equal to the stated principal amount to be redeemed, plus accrued interest, on the dates and in the amounts as set forth in the Bond Purchase Contract. If a Term Bond is redeemed under the optional redemption provisions, defeased or purchased by the City and surrendered for cancellation, the principal amount of the Term Bond so redeemed, defeased or purchased (irrespective of its actual redemption or purchase price) shall be credited against one or more scheduled mandatory redemption installments for that Term Bond. The City shall determine the manner in which the credit is to be allocated and shall notify the Bond Registrar in writing of its allocation prior to the earliest mandatory redemption date for that Term Bond for which notice of redemption has not already been given.

(c) *Selection of Bonds for Redemption; Partial Redemption.* If fewer than all of the outstanding Bonds are to be redeemed at the option of the City, the City shall select the Series and maturities to be redeemed. If fewer than all of the outstanding Bonds of a maturity of a Series are to be redeemed, the

Securities Depository shall select Bonds registered in the name of the Securities Depository to be redeemed in accordance with the Letter of Representations, and the Bond Registrar shall select all other Bonds to be redeemed randomly in such manner as the Bond Registrar shall determine. All or a portion of the principal amount of any Bond that is to be redeemed may be redeemed in any Authorized Denomination. If less than all of the outstanding principal amount of any Bond is redeemed, upon surrender of that Bond to the Bond Registrar, there shall be issued to the Registered Owner, without charge, a new Bond (or Bonds, at the option of the Registered Owner) of the same Series, maturity and interest rate in any Authorized Denomination in the aggregate principal amount to remain outstanding.

(d) *Notice of Redemption.* Notice of redemption of each Bond registered in the name of the Securities Depository shall be given in accordance with the Letter of Representations. Notice of redemption of each other Bond, unless waived by the Registered Owner, shall be given by the Bond Registrar not less than 20 nor more than 60 days prior to the date fixed for redemption by first-class mail, postage prepaid, to the Registered Owner at the address appearing on the Bond Register on the Record Date. The requirements of the preceding sentence shall be satisfied when notice has been mailed as so provided, whether or not it is actually received by an Owner. In addition, the redemption notice shall be mailed or sent electronically within the same period to the MSRB (if required under the Undertaking), to each Rating Agency, and to such other persons and with such additional information as the Finance Director shall determine, but these additional mailings shall not be a condition precedent to the redemption of any Bond.

(e) *Rescission of Optional Redemption Notice.* In the case of an optional redemption, the notice of redemption may state that the City retains the right to rescind the redemption notice and the redemption by giving a notice of rescission to the affected Registered Owners at any time on or prior to the date fixed for redemption. Any notice of optional redemption that is so rescinded shall be of no effect, and each Bond for which a notice of optional redemption has been rescinded shall remain outstanding.

(f) *Effect of Redemption.* Interest on each Bond called for redemption shall cease to accrue on the date fixed for redemption, unless either the notice of optional redemption is rescinded as set forth above, or money sufficient to effect such redemption is not on deposit in the Bond Account or in a trust account established to refund or defease the Bond.

(g) *Purchase of Bonds.* The City reserves the right to purchase any or all of the Bonds offered to the City at any time at any price acceptable to the City plus accrued interest to the date of purchase.

Section 10. Failure To Pay Bonds. If the principal of any Bond is not paid when the Bond is properly presented at its maturity or date fixed for redemption, the City shall be obligated to pay interest on that Bond at the same rate provided in the Bond from and after its maturity or date fixed for redemption until that Bond, both principal and interest, is paid in full or until sufficient money for its payment in full is on deposit in the Bond Account, or in a trust account established to refund or defease the Bond, and the Bond has been called for payment by giving notice of that call to the Registered Owner.

Section 11. Pledge of Taxes. The Bonds constitute a general indebtedness of the City and are payable from tax revenues of the City and such other money as is lawfully available, including the transportation benefit district vehicle license fees, for the payment of principal of and interest on the Bonds. For as long as any of the Bonds are outstanding, the City irrevocably pledges that it shall, in the manner provided by law within the constitutional and statutory limitations provided by law without the assent of the voters, include in its annual property tax levy amounts sufficient, together with other money that is lawfully available, including transportation benefit district vehicle license fees, to pay principal of and interest on the Bonds as the same become due. The full faith, credit and resources of the City are pledged irrevocably for the prompt payment of the principal of and interest on the Bonds and such pledge shall be enforceable in mandamus against the City.

Section 12. Use of Bond Proceeds; the Refunding Plan.

(b) *Use of Bond Proceeds.* On the Issue Date, the proceeds of the sale of the Bonds shall be deposited with the purchaser of the Refunded Bond and used to discharge the obligations of the City relating to the Refunded Bond by carrying out the Refunding Plan. Any Bond proceeds or other money deposited with the purchaser for the Refunded Bond not needed to carry out the Refunding Plan shall be returned to the City for deposit in the Bond Account to pay interest on the Bonds on the next upcoming first interest payment date.

(f) *Call for Prepayment of the Refunded Bond.* The City Council hereby approves the giving of the notice of prepayment of the Refunded Bond on the Redemption Date. The Designated Representative and the designees of the Designated Representative are hereby authorized and directed to give or cause to be given additional notices as required, at the times and in the manner required, pursuant to the Refunded Bond Ordinance, and to take all other actions necessary to effect the redemption of the Refunded Bond on the Redemption Date.

### Section 13. Tax Covenants.

(a) *Preservation of Tax Exemption for Interest on Bonds.* The City covenants that it will take all actions necessary to prevent interest on the Bonds from being included in gross income for federal income tax purposes, and it will neither take any action nor make or permit any use of proceeds of the Bonds or other funds of the City treated as proceeds of the Bonds that will cause interest on the Bonds to be included in gross income for federal income tax purposes. The City also covenants that it will, to the extent the arbitrage rebate requirements of Section 148 of the Code are applicable to the Bonds, take all actions necessary to comply (or to be treated as having complied) with those requirements in connection with the Bonds.

(b) *Post-Issuance Compliance.* The Finance Director is authorized and directed to review and update, if necessary, the City's written procedures to facilitate compliance by the City with the covenants in this ordinance and the applicable requirements of the Code that must be satisfied after the Issue Date to prevent interest on the Bonds from being included in gross income for federal tax purposes.

(c) *Designation of Bonds as "Qualified Tax-Exempt Obligations."* A Series of the Bonds may be designated as "qualified tax-exempt obligations" for the purposes of Section 265(b)(3) of the Code, if the following conditions are met:

- (1) the Series does not constitute "private activity bonds" within the meaning of Section 141 of the Code;
- (2) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds and other obligations not required to be included in such calculation) that the City and any entity subordinate to the City (including any entity that the City controls, that derives its authority to issue tax-exempt obligations from the City, or that issues tax-exempt obligations on behalf of the City) will issue during the calendar year in which the Series is issued will not exceed \$10,000,000 (or such amount as may be amended by law); and
- (3) the amount of tax-exempt obligations, including the Series, designated by the City as "qualified tax-exempt obligations" for the purposes of Section 265(b)(3) of the Code during the calendar year in which the Series is issued does not exceed \$10,000,000 (or such amount as may be amended by law).

Section 14. Refunding or Defeasance of the Bonds. The City may issue refunding bonds pursuant to State law or use money available from any other lawful source to carry out a refunding or defeasance plan, which may include (a) paying when due the principal of and interest on any or all of the Bonds (the “defeased Bonds”); (b) redeeming the defeased Bonds prior to their maturity; and (c) paying the costs of the refunding or defeasance. If the City sets aside in a special trust fund or escrow account irrevocably pledged to that redemption or defeasance (the “trust account”), money and/or Government Obligations maturing at a time or times and bearing interest in amounts sufficient to redeem, refund or defease the defeased Bonds in accordance with their terms, then all right and interest of the Owners of the defeased Bonds in the covenants of this ordinance and in the funds and accounts obligated to the payment of the defeased Bonds shall cease and become void. Thereafter, the Owners of defeased Bonds shall have the right to receive payment of the principal of and interest on the defeased Bonds solely from the trust account and the defeased Bonds shall be deemed no longer outstanding. In that event, the City may apply money remaining in any fund or account (other than the trust account) established for the payment or redemption of the defeased Bonds to any lawful purpose.

Unless otherwise specified by the City in a refunding or defeasance plan, notice of refunding or defeasance shall be given, and selection of Bonds for any partial refunding or defeasance shall be conducted, in the manner prescribed in this ordinance for the redemption of Bonds.

Section 15. Sale and Delivery of the Bonds.

(a) *Manner of Sale of Bonds; Delivery of Bonds.* The Designated Representative is authorized to sell each Series of the Bonds by negotiated sale or private placement or by competitive sale in accordance with a notice of sale consistent with this ordinance, based on the assessment of the Designated Representative of market conditions, in consultation with appropriate City officials and staff, Bond Counsel and other advisors. In determining the method of sale of a Series and accepting the Final Terms, the Designated Representative shall take into account those factors that, in the judgment of the Designated Representative, may be expected to result in the lowest true interest cost to the City.

(b) *Procedure for Negotiated Sale or Private Placement.* If the Designated Representative determines that a Series of the Bonds is to be sold by negotiated sale or private placement, the Designated Representative shall select one or more Purchasers with which to negotiate such sale. The Bond Purchase Contract for each Series of the Bonds shall set forth the Final Terms. The Designated Representative is authorized to execute the Bond Purchase

Contract on behalf of the City, so long as the terms provided therein are consistent with the terms of this ordinance.

(c) *Procedure for Competitive Sale.* If the Designated Representative determines that a Series of the Bonds is to be sold by competitive sale, the Designated Representative shall cause the preparation of an official notice of bond sale setting forth parameters for the Final Terms and any other bid parameters that the Designated Representative deems appropriate consistent with this ordinance. Bids for the purchase of each Series of the Bonds shall be received at such time or place and by such means as the Designated Representative directs. On the date and time established for the receipt of bids, the Designated Representative (or the designee of the Designated Representative) shall open bids and shall cause the bids to be mathematically verified. The Designated Representative is authorized to award, on behalf of the City, the winning bid and accept the winning bidder's offer to purchase that Series of the Bonds, with such adjustments to the aggregate principal amount and principal amount per maturity as the Designated Representative deems appropriate, consistent with the terms of this ordinance, and such award shall constitute the Bond Purchase Contract. The Designated Representative may reject any or all bids submitted and may waive any formality or irregularity in any bid or in the bidding process if the Designated Representative deems it to be in the City's best interest to do so. If all bids are rejected, that Series of the Bonds may be sold pursuant to negotiated sale or in any manner provided by law as the Designated Representative determines is in the best interest of the City, within the parameters set forth in this ordinance.

(d) *Preparation, Execution and Delivery of the Bonds.* The Bonds will be prepared at City expense and will be delivered to the Purchaser in accordance with the Bond Purchase Contract, together with the approving legal opinion of Bond Counsel regarding the Bonds.

#### Section 16. Official Statement.

(a) *Preliminary Official Statement Deemed Final.* The Designated Representative shall review and, if acceptable to the Designated Representative, approve the preliminary Official Statement prepared in connection with each sale of a Series of the Bonds to the public. For the sole purpose of the Purchaser's compliance with paragraph (b)(1) of Rule 15c2-12, if applicable, the Designated Representative is authorized to deem that preliminary Official Statement final as of its date, except for the omission of information permitted to be omitted by Rule 15c2-12. The City approves the distribution to potential purchasers of the Bonds of a preliminary Official Statement that has been approved by the Designated Representative and been deemed final, if applicable, in accordance with this subsection.

(b) *Approval of Final Official Statement.* The City approves the preparation of a final Official Statement for each Series of the Bonds to be sold to the public in the form of the preliminary Official Statement that has been approved and deemed final in accordance with subsection (a), with such modifications and amendments as the Designated Representative deems necessary or desirable, and further authorizes the Designated Representative to execute and deliver such final Official Statement to the Purchaser if required under Rule 15c2-12. The City authorizes and approves the distribution by the Purchaser of the final Official Statement so executed and delivered to purchasers and potential purchasers of a Series of the Bonds.

Section 17. Undertaking to Provide Continuing Disclosure. If necessary to meet the requirements of paragraph (b)(5) of Rule 15c2-12, as applicable to a participating underwriter for the Bonds, the City makes the following written undertaking (the “Undertaking”) for the benefit of holders of the Bonds:

(a) Undertaking to Provide Annual Financial Information and Notice of Listed Events. The City undertakes to provide or cause to be provided, either directly or through a designated agent, to the MSRB, in an electronic format as prescribed by the MSRB, accompanied by identifying information as prescribed by the MSRB:

(1) Annual financial information and operating data of the type included in the final official statement for the Bonds and described in paragraph (b) (“annual financial information”);

(2) Timely notice (not in excess of 10 business days after the occurrence of the event) of the occurrence of any of the following events with respect to the Bonds: (A) principal and interest payment delinquencies; (B) non-payment related defaults, if material; (C) unscheduled draws on debt service reserves reflecting financial difficulties; (D) unscheduled draws on credit enhancements reflecting financial difficulties; (E) substitution of credit or liquidity providers, or their failure to perform; (F) adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notice of Proposed Issue (IRS Form 5701 – TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds; (G) modifications to rights of holders of the Bonds, if material; (H) bond calls (other than scheduled mandatory redemptions of Term Bonds), if material, and tender offers; (I) defeasances; (J) release, substitution, or sale of property securing repayment of the Bonds, if material; (K) rating changes; (L) bankruptcy, insolvency, receivership or similar event of the City, as such “Bankruptcy Events” are defined in Rule 15c2-12; (M) the consummation of a merger, consolidation, or acquisition involving the City or the sale of all or substantially all of the assets of the City other than in the ordinary course of business, the entry into a

definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; (N) appointment of a successor or additional trustee or the change of name of a trustee, if material; (O) incurrence of a financial obligation of the City or obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the City or obligated person, any of which affect security holders, if material; and (P) default, event of acceleration, termination event, modification of terms, or other similar events under the terms of the financial obligation of the City or obligated person, any of which reflect financial difficulties. The term “financial obligation” means a (i) debt obligation; (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) guarantee of (i) or (ii). The term “financial obligation” shall not include municipal securities as to which a final official statement has been provided to the MSRB consistent with Rule 15c2-12.

(3) Timely notice of a failure by the City to provide required annual financial information on or before the date specified in paragraph (b).

(b) Type of Annual Financial Information Undertaken to be Provided.  
The annual financial information that the City undertakes to provide in paragraph (a):

(1) Shall consist of (A) annual financial statements prepared (except as noted in the financial statements) in accordance with applicable generally accepted accounting principles applicable to local governmental units of the State such as the City, as such principles may be changed from time to time, which statements may be unaudited, provided, that if and when audited financial statements are prepared and available they will be provided; (B) principal amount of general obligation bonds outstanding at the end of the applicable fiscal year; (C) assessed valuation for that fiscal year; (D) regular property tax levy rate and regular property tax levy rate limit for the fiscal year; and (E) amount of transportation benefit district fees received in that fiscal year;

(2) Shall be provided not later than the last day of the ninth month after the end of each fiscal year of the City (currently, a fiscal year ending December 31), as such fiscal year may be changed as required or permitted by State law, commencing with the City’s fiscal year ending in the year of issuance of the Bonds; and

(3) May be provided in a single or multiple documents, and may be incorporated by specific reference to documents available to the public on the Internet website of the MSRB or filed with the SEC.



(c) Amendment of Undertaking. This Undertaking is subject to amendment after the primary offering of the Bonds without the consent of any holder of any Bond, or of any broker, dealer, municipal securities dealer, participating underwriter, Rating Agency or the MSRB, under the circumstances and in the manner permitted by Rule 15c2-12. The City will give notice to the MSRB of the substance (or provide a copy) of any amendment to the Undertaking and a brief statement of the reasons for the amendment. If the amendment changes the type of annual financial information to be provided, the annual financial information containing the amended financial information will include a narrative explanation of the effect of that change on the type of information to be provided.

(d) Beneficiaries. This Undertaking shall inure to the benefit of the City and the holder of each Bond, and shall not inure to the benefit of or create any rights in any other person.

(e) Termination of Undertaking. The City's obligations under this Undertaking shall terminate upon the legal defeasance of all of the Bonds. In addition, the City's obligations under this Undertaking shall terminate if the provisions of Rule 15c2-12 that require the City to comply with this Undertaking become legally inapplicable in respect of the Bonds for any reason, as confirmed by an opinion of Bond Counsel delivered to the City, and the City provides timely notice of such termination to the MSRB.

(f) Remedy for Failure to Comply with Undertaking. As soon as practicable after the City learns of any failure to comply with this Undertaking, the City will proceed with due diligence to cause such noncompliance to be corrected. No failure by the City or other obligated person to comply with this Undertaking shall constitute an event of default. The sole remedy of any holder of a Bond shall be to take action to compel the City or other obligated person to comply with this Undertaking, including seeking an order of specific performance from an appropriate court.

(g) Designation of Official Responsible to Administer Undertaking. The Finance Director or a designee of the Finance Director is the person designated, in accordance with the Bond Ordinance, to carry out the Undertaking in accordance with Rule 15c2-12, including, without limitation, the following actions:

(1) Preparing and filing the annual financial information undertaken to be provided;

(2) Determining whether any event specified in paragraph (a) has occurred, assessing its materiality, where necessary, with respect to the Bonds, and preparing and disseminating any required notice of its occurrence;

(3) Determining whether any person other than the City is an “obligated person” within the meaning of Rule 15c2-12 with respect to the Bonds, and obtaining from such person an undertaking to provide any annual financial information and notice of listed events for that person required under Rule 15c2-12;

(4) Selecting, engaging and compensating designated agents and consultants, including financial advisors and legal counsel, to assist and advise the City in carrying out this Undertaking; and

(5) Effecting any necessary amendment of this undertaking.

Section 18. Supplemental and Amendatory Ordinances. The City may supplement or amend this ordinance for any one or more of the following purposes without the consent of any Owners of the Bonds:

(a) To add covenants and agreements that do not materially adversely affect the interests of Owners, or to surrender any right or power reserved to or conferred upon the City.

(b) To cure any ambiguities, or to cure, correct or supplement any defective provision contained in this ordinance in a manner that does not materially adversely affect the interest of the Beneficial Owners of the Bonds.

Section 19. General Authorization and Ratification. The Mayor, City Manager, City Clerk, Designated Representative and other appropriate officers of the City are severally authorized to take such actions and to execute such documents as in their judgment may be necessary or desirable to carry out the transactions contemplated in connection with this ordinance, and to do everything necessary for the prompt delivery of each Series of the Bonds to the Purchaser thereof and for the proper application, use and investment of the proceeds of the Bonds. All actions taken prior to the effective date of this ordinance in furtherance of the purposes described in this ordinance and not inconsistent with the terms of this ordinance are ratified and confirmed in all respects.

Section 20. Severability. The provisions of this ordinance are declared to be separate and severable. If a court of competent jurisdiction, all appeals having been exhausted or all appeal periods having run, finds any provision of this ordinance to be invalid or unenforceable as to any person or circumstance, such offending provision shall, if feasible, be deemed to be modified to be within the limits of enforceability or validity. However, if the offending provision cannot be so modified, it shall be null and void with respect to the particular person or circumstance, and all other provisions of this ordinance in

all other respects, and the offending provision with respect to all other persons and all other circumstances, shall remain valid and enforceable.

Section 21. Effective Date of Ordinance. This ordinance shall take effect and be in force from and after its passage and five days following its publication as required by law.

PASSED by the City Council and APPROVED by the Mayor of the City of Lakewood, Washington, at an open public meeting thereof, this 2nd day of February, 2026.

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Paul Bocchi, Mayor

ATTEST:

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Briana Schumacher, City Clerk

APPROVED AS TO FORM:

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Heidi Ann Wachter, City Attorney

## **CERTIFICATION**

I, the undersigned, City Clerk of the City of Lakewood, Washington (the "City"), hereby certify as follows:

1. The attached copy of Ordinance No. \_\_\_\_ (the "Ordinance") is a full, true and correct copy of an ordinance duly passed at a regular meeting of the City Council of the City held at the regular meeting place thereof on February 2, 2026, as that ordinance appears on the minute book of the City.

2. That said meeting was duly convened, held and included an opportunity for public comment, in all respects in accordance with law; due and proper notice of such meeting was given; that a legal quorum of the members of the City Council was present throughout the meeting; and a majority of the members voted in the proper manner for the passage of the Ordinance.

3. The Ordinance will be in full force and effect five days after publication in the City's official newspaper, which publication date is expected to be February \_\_\_\_, 2026.

Dated: February 2, 2026.

CITY OF LAKEWOOD, WASHINGTON

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



To: Mayor and City Councilmembers  
 From: Tho Kraus, Deputy City Manager/Chief Financial Officer  
 Through: Doug Russell, City Manager *Doug Russell*  
 Date: January 20, 2026  
 Subject: Q3 2025 Financial Report

## **Introduction**

The intent of the financial report is to provide an overview of activity in all funds through September 30, 2025. The delay in issuance of this report is due to timing of state distributions of major revenues. Additionally, performance measures and other data reporting are included at the end of this report.

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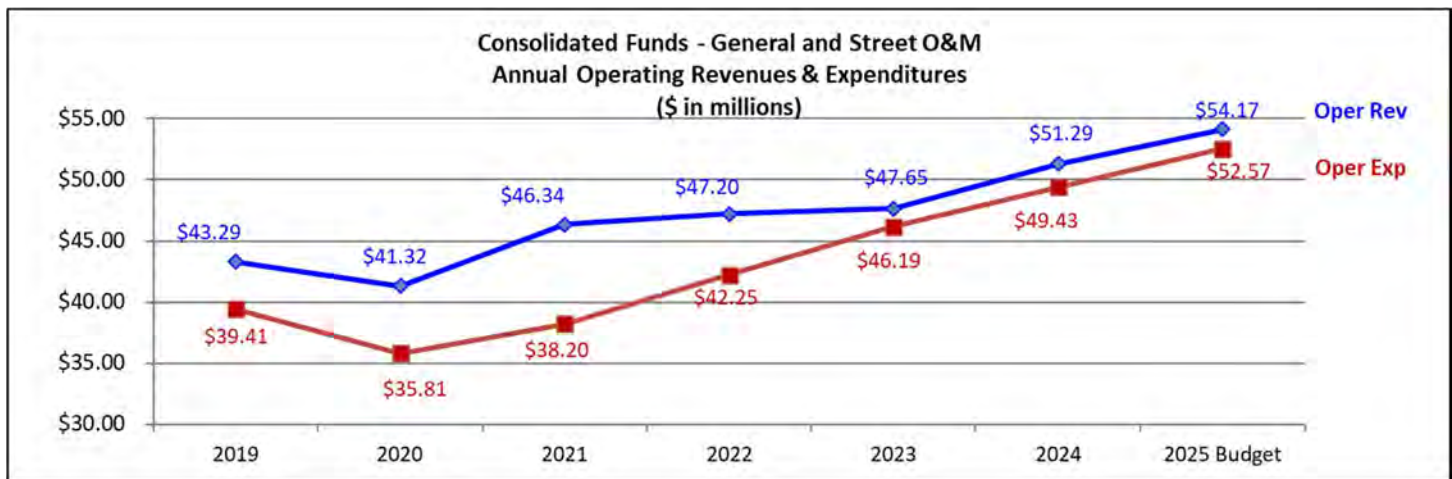
## Consolidated Funds - General/Street O&M

The funds are combined in this presentation, as these two funds are the City's primary general governmental operating funds. In 2025, the General Fund provides a total annual subsidy of \$2.9M, which equates to 74% of the Street O&M Fund total sources. This transfer subsidizes both one-time and ongoing expenditures.

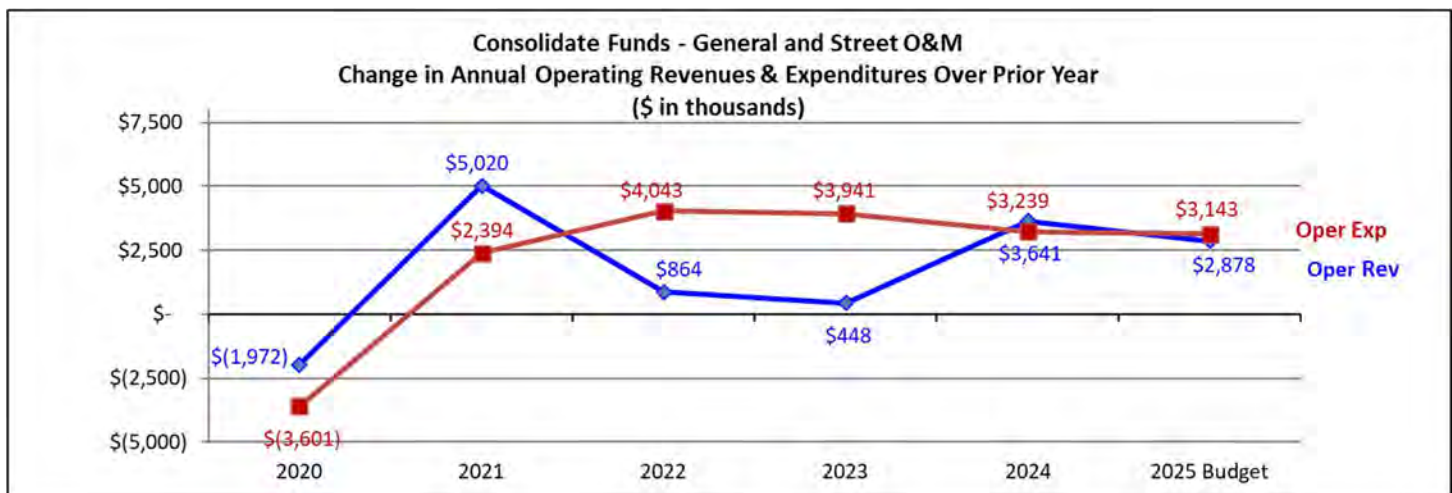
Consolidated General & Street O&M Funds	2019 Annual Actual	2020 Annual Actual	2021 Annual Actual	2022 Annual Actual	2023 Annual Actual	2024 Annual Actual	2025 Annual Budget	2025 YTD Actual
Operating Revenue	\$43,289,960	\$41,318,153	\$46,338,464	\$47,202,455	\$47,650,358	\$51,291,123	\$54,168,647	\$43,245,603
Operating Expenditures	\$39,409,137	\$35,808,185	\$38,201,881	\$42,245,038	\$46,186,326	\$49,425,746	\$52,573,598	\$39,725,789
Operating Income / (Loss)	\$3,880,823	\$5,509,968	\$8,136,582	\$4,957,417	\$1,464,032	\$1,865,377	\$1,595,049	\$3,519,814

The following table and charts provide a comparison of operating revenues, operating expenditures and the resulting operating income/loss for the current and historical years.

The following graph illustrates the total current budgeted and historical operating revenues and expenditures.



The following graph illustrates the change in total revenues collected and expenditures compared to the prior year.



General & Street O&M Funds Combined Summary							2025 YTD Actual vs 2024 YTD Actual		2025 YTD Actual vs 2025 YTD Budget	
	2023	2024		2025			Over / (Under)		Over / (Under)	
	Annual Actual	Annual Actual	YTD Actual	Revised Bdgt	YTD Budget	YTD Actual	\$ Chg	% Chg	\$ Chg	% Chg
<b>REVENUES:</b>										
Property Tax	\$ 7,762,883	\$ 7,887,849	\$ 7,293,853	\$ 8,063,806	\$ 7,472,712	\$ 7,588,259	294,405	4.0%	115,547	1.5%
Local Sales & Use Tax	14,221,039	15,005,306	11,132,764	15,530,800	11,579,346	11,768,632	635,867	5.7%	189,286	1.6%
Sales/Parks	840,609	859,604	644,024	900,600	670,576	669,322	25,299	3.9%	(1,254)	-0.2%
Brokered Natural Gas Use Tax	74,873	52,405	38,388	46,400	34,240	39,912	1,524	4.0%	5,672	16.6%
Criminal Justice Sales Tax	1,495,607	1,538,344	1,141,783	1,602,100	1,184,361	1,185,510	43,726	3.8%	1,149	0.1%
Admissions Tax	484,965	451,853	322,298	436,300	307,374	258,068	(64,229)	-19.9%	(49,305)	-16.0%
Utility Tax	5,732,027	5,688,057	4,169,246	6,624,030	4,878,695	4,974,371	805,125	19.3%	95,677	2.0%
Leasehold Tax	20,084	9,596	7,343	6,700	4,436	7,188	(155)	-2.1%	2,752	62.0%
Gambling Tax	3,048,637	2,574,532	1,919,652	2,570,700	1,891,037	1,871,037	(48,614)	-2.5%	(19,999)	-1.1%
Franchise Fees	4,606,254	4,662,778	3,504,627	4,901,300	3,659,999	3,608,784	104,155	3.0%	(51,216)	-1.4%
Development Service Fees	2,348,200	5,283,125	4,086,623	6,297,185	4,668,336	5,384,818	1,298,195	31.8%	716,482	15.3%
Permits & Fees (Public Works)	275,719	195,866	142,237	276,000	177,637	202,914	60,677	42.7%	25,277	14.2%
License & Permits (BL, Alarm, Animal)	410,011	463,137	322,453	575,000	426,172	418,229	95,775	29.7%	(7,943)	-1.9%
State Shared Revenues	2,223,294	2,153,866	1,624,252	2,221,700	1,674,204	1,613,841	(10,411)	-0.6%	(60,363)	-3.6%
Intergovernmental	491,598	548,669	410,765	462,354	356,156	346,415	(64,350)	-15.7%	(9,741)	-2.7%
Parks & Recreation Fees	224,581	280,557	249,667	250,800	215,047	218,353	(31,314)	-12.5%	3,306	1.5%
Police Contracts, including Extra Duty	1,116,059	1,408,822	849,754	1,154,500	1,272,662	1,272,662	422,908	49.8%	-	0.0%
Other Charges for Services	1,033	946	301	1,100	913	2,843	2,542	844.9%	1,930	211.4%
Fines & Forfeitures - Municipal Court	239,322	291,236	209,175	263,600	215,271	278,384	69,209	33.1%	63,113	29.3%
Fines & Forfeitures-Camera Enforcement	973,592	1,021,095	769,809	1,000,000	759,974	776,527	6,718	0.9%	16,553	2.2%
Miscellaneous/Interest/Other	775,270	628,779	454,754	698,972	410,351	546,012	91,258	20.1%	135,661	33.1%
Interfund Transfers	284,700	284,700	213,525	284,700	213,525	213,525	-	0.0%	-	0.0%
<b>Subtotal Operating Revenues</b>	<b>\$ 47,650,358</b>	<b>\$ 51,291,123</b>	<b>\$ 39,507,294</b>	<b>\$ 54,168,647</b>	<b>\$ 42,073,023</b>	<b>\$ 43,245,603</b>	<b>\$ 3,738,310</b>	<b>9.5%</b>	<b>\$ 1,172,581</b>	<b>2.8%</b>
<b>EXPENDITURES:</b>										
City Council	169,119	181,860	135,631	188,158	137,712	133,197	(2,434)	-1.8%	(4,515)	-3.3%
City Manager	1,017,897	1,082,243	833,775	1,187,155	874,706	856,993	23,218	2.8%	(17,713)	-2.0%
Municipal Court	1,473,378	1,547,336	1,157,076	1,518,679	1,143,229	1,114,080	(42,996)	-3.7%	(29,149)	-2.5%
Administrative Services	3,031,904	3,276,674	2,464,383	3,873,461	2,779,492	2,673,976	209,592	8.5%	(105,517)	-3.8%
Legal	1,772,449	1,711,962	1,228,448	2,019,327	1,434,604	1,400,589	172,141	14.0%	(34,015)	-2.4%
Planning & Public Works (formerly CED)	3,342,796	4,083,279	2,893,673	3,819,067	2,691,707	3,215,557	321,884	11.1%	523,850	19.5%
Parks, Recreation & Community Services	3,455,544	3,468,708	2,553,481	4,077,395	2,849,055	2,996,841	443,360	17.4%	147,785	5.2%
Police	28,949,671	31,160,970	23,164,334	32,427,350	24,811,697	25,321,915	2,157,581	9.3%	510,218	2.1%
Street Operations & Engineering	2,491,588	2,434,958	1,658,631	3,087,234	2,103,983	1,850,328	191,697	11.6%	(253,655)	-12.1%
Interfund Transfers	481,981	477,756	269,615	375,772	162,313	162,313	(107,302)	-39.8%	-	0.0%
<b>Subtotal Operating Expenditures</b>	<b>\$ 46,186,326</b>	<b>\$ 49,425,746</b>	<b>\$ 36,359,048</b>	<b>\$ 52,573,598</b>	<b>\$ 38,988,500</b>	<b>\$ 39,725,789</b>	<b>\$ 3,366,741</b>	<b>9.3%</b>	<b>\$ 737,289</b>	<b>1.9%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>\$ 1,464,032</b>	<b>\$ 1,865,377</b>	<b>\$ 3,148,246</b>	<b>\$ 1,595,049</b>	<b>\$ 3,084,523</b>	<b>\$ 3,519,814</b>	<b>\$ 371,568</b>	<b>11.8%</b>	<b>\$ 435,291</b>	<b>14.1%</b>
<b>OTHER FINANCING SOURCES:</b>										
Grants, Contrib. 1-Time Source	801,698	1,295,970	1,095,248	1,122,868	839,616	839,616	(255,633)	-23.3%	-	0.0%
Property Tax - for TIF Future Debt Service	-	-	-	24,374	22,587	74,091	74,091	n/a	51,504	228.0%
Transfers In	-	1,380,955	1,380,955	632,764	-	-	(1,380,955)	-100.0%	-	n/a
<b>Subtotal Other Financing Sources</b>	<b>\$ 801,698</b>	<b>\$ 2,676,925</b>	<b>\$ 2,476,203</b>	<b>\$ 1,780,006</b>	<b>\$ 862,203</b>	<b>\$ 913,707</b>	<b>\$ (1,562,496)</b>	<b>-63.1%</b>	<b>\$ 51,504</b>	<b>6.0%</b>
<b>OTHER FINANCING USES:</b>										
Capital & Other 1-Time	4,956,868	3,291,096	2,311,034	7,019,295	3,043,140	3,043,140	732,107	31.7%	-	0.0%
Interfund Transfers	3,283,048	1,871,812	1,871,812	1,533,224	88,749	88,749	(1,783,063)	-95.3%	-	0.0%
<b>Subtotal Other Financing Uses</b>	<b>\$ 8,239,916</b>	<b>\$ 5,162,908</b>	<b>\$ 4,182,846</b>	<b>\$ 8,552,519</b>	<b>\$ 3,131,889</b>	<b>\$ 3,131,889</b>	<b>\$ (1,050,956)</b>	<b>-25.1%</b>	<b>\$ -</b>	<b>0.0%</b>
<b>Total Revenues and Other Sources</b>	<b>\$ 48,452,056</b>	<b>\$ 53,968,048</b>	<b>\$ 41,983,497</b>	<b>\$ 55,948,653</b>	<b>\$ 42,935,225</b>	<b>\$ 44,159,310</b>	<b>\$ 2,175,813</b>	<b>5.2%</b>	<b>\$ 1,224,085</b>	<b>2.9%</b>
<b>Total Expenditures and other Uses</b>	<b>\$ 54,426,243</b>	<b>\$ 54,588,654</b>	<b>\$ 40,541,893</b>	<b>\$ 61,126,118</b>	<b>\$ 42,120,389</b>	<b>\$ 42,857,678</b>	<b>\$ 2,315,785</b>	<b>5.7%</b>	<b>\$ 737,289</b>	<b>1.8%</b>
<b>Beginning Fund Balance:</b>	<b>\$ 19,472,052</b>	<b>\$ 13,497,865</b>	<b>\$ 13,497,865</b>	<b>\$ 12,877,259</b>	<b>\$ 12,877,259</b>	<b>\$ 12,877,259</b>	<b>\$ (620,606)</b>	<b>-4.6%</b>	<b>\$ -</b>	<b>0.0%</b>
<b>Ending Fund Balance:</b>	<b>\$ 13,497,865</b>	<b>\$ 12,877,259</b>	<b>\$ 14,939,469</b>	<b>\$ 7,699,794</b>	<b>\$ 13,692,095</b>	<b>\$ 14,178,891</b>	<b>\$ (760,578)</b>	<b>-5.1%</b>	<b>\$ 486,796</b>	<b>3.6%</b>
Ending Fund Balance as a % of Oper Rev	28.3%	25.1%	37.8%	14.2%	32.5%	32.8%				
Reserve - Total Target 12% of Oper Rev:	\$ 5,718,043	\$ 6,154,935	\$ 6,154,934	\$ 6,500,238	\$ 5,048,763	\$ 5,189,472				
2% Contingency Reserves	\$ 953,007	\$ 1,025,822	\$ 1,025,822	\$ 1,083,373	\$ 841,460	\$ 864,912				
5% General Fund Reserves	\$ 2,382,518	\$ 2,564,556	\$ 2,564,556	\$ 2,708,432	\$ 2,103,651	\$ 2,162,280				
5% Strategic Reserves	\$ 2,382,518	\$ 2,564,556	\$ 2,564,556	\$ 2,708,432	\$ 2,103,651	\$ 2,162,280				
Set Aside Economic Dev Opportunity Fund	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -				
Set Aside TIF Property Tax for TIF Debt Svc	\$ -	\$ -	\$ -	\$ 24,374	\$ 22,587	\$ 74,091				
Set Aside (Budget Adj & 2025/2026 Budget)	\$ 5,779,823	\$ 6,722,324	\$ 8,784,535	\$ 1,175,182	\$ 8,620,746	\$ 8,915,327				

Note: Undesignated/Reserved Balances are one-time funds and per the city's financial policies may not be used for ongoing operations.

## Consolidated Funds – General and Street O&M Ending Fund Balance and Cash

In support of the City's financial integrity, the City Council adopted on September 15, 2014, a set of financial policies including fund balance reserves totaling 12% of General/Street O&M Funds operating revenues. For the 2025 budget, this 12% equates to \$6.50M as follows:

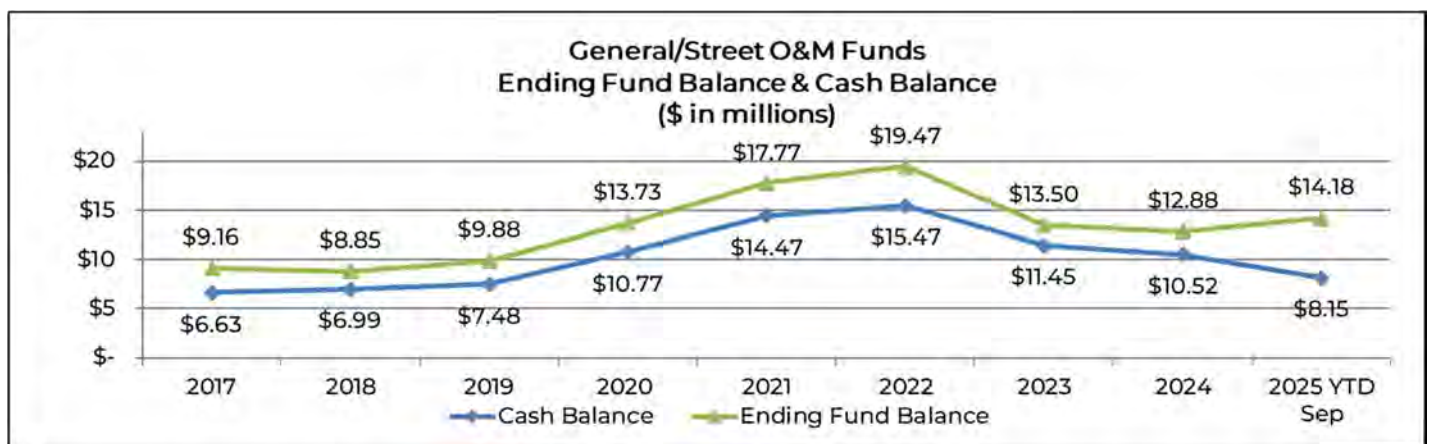
- **2% General Fund Contingency Reserves:** The purpose of this reserve is to accommodate unexpected operational changes, legislative impacts, or other economic events affecting the City's operations which could not have been reasonably anticipated at the time the original budget was prepared. A 2% reserve fund equates to \$1.08M.
- **5% General Fund Ending Fund Balance Reserves:** The purpose of this reserve is to provide financial stability, cash flow for operations and the assurance that the City will be able to respond to revenue shortfalls with fiscal strength. A 5% reserve fund equates to \$2.71M.
- **5% Strategic Reserves:** The purpose of this reserve is to provide some fiscal means for the City to respond to potential adversities such as public emergencies, natural disasters or similarly major unanticipated events. A 5% reserve fund equates to \$2.71M.

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 appropriate and use the funds as approved by the City Council.

On December 9, 2024, the City Council authorized the use of the \$2M Economic Development Opportunity Fund to be used for Edgewater Park and Downtown Park(s).

The following table and graph below provide the current and historical General/Street O&M Funds ending balance and cash & investment.

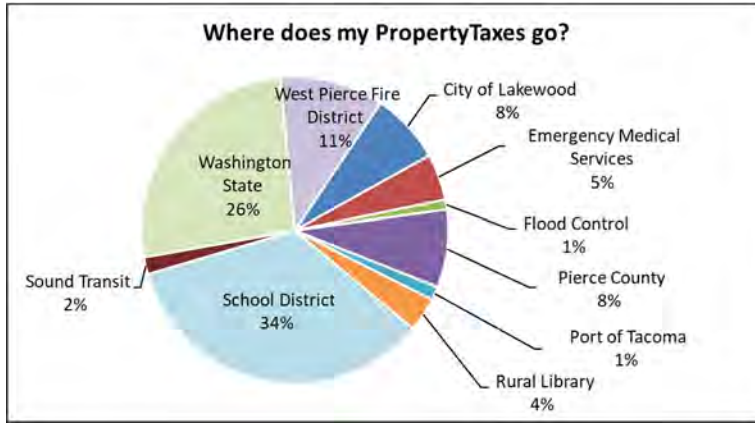
Year	Total Ending Fund Balance	Total Cash
2017	\$ 9,163,535	\$ 6,634,879
2018	\$ 8,847,536	\$ 6,986,782
2019	\$ 9,878,841	\$ 7,483,611
2020	\$ 13,730,802	\$ 10,769,320
2021	\$ 17,774,437	\$ 14,473,577
2022	\$ 19,472,052	\$ 15,469,988
2023	\$ 13,497,865	\$ 11,449,302
2024	\$ 12,877,258	\$ 10,524,717
2025 YTD Sep	\$ 14,178,891	\$ 8,146,663





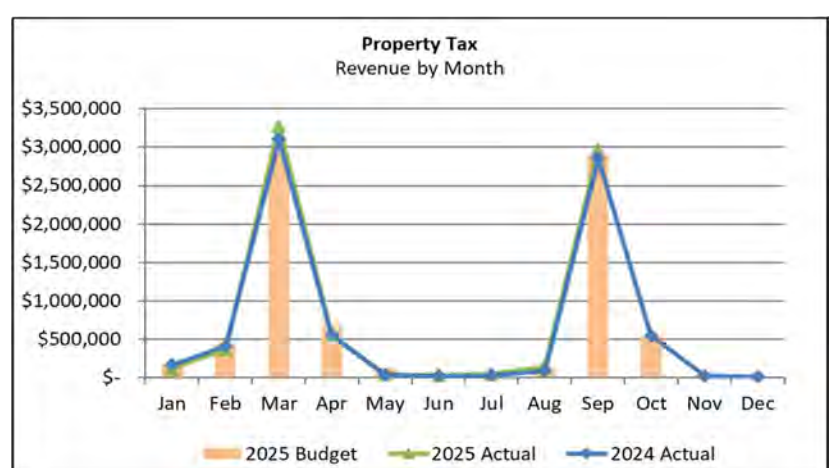
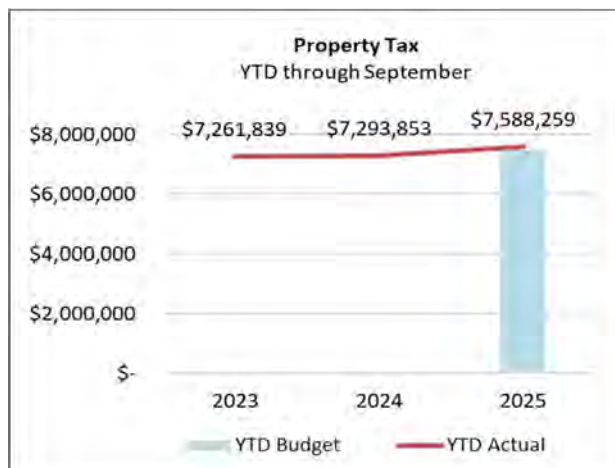
## Property Tax

A property tax rate is placed on each piece of property within the City and is used for general governmental purpose. The rate is expressed in “dollars per \$1,000 assessed value (AV), and is a function of the property tax levy permitted by law and adopted by the City Council. In the City of Lakewood, as in other Washington cities, the maximum regular levy cannot exceed \$3.60, which includes the maximum regular levy of \$3.375 plus an additional \$0.225 per \$1,000 AV to provide for the Firemen’s Pension Fund. Property tax is assessed on land, buildings, and residential homes, and on inventory and improvements to commercial property.



Levy Rate Per \$1,000 Assessed Value (AV)			
Taxing District	2023	2024	2025
City of Lakewood	\$ 0.71	\$ 0.71	\$ 0.68
Emergency Medical Services	0.41	0.44	0.44
Flood Control	0.10	0.10	0.09
Pierce County	0.75	0.77	0.74
Port of Tacoma	0.13	0.14	0.13
Rural Library	0.33	0.34	0.33
School District	3.13	3.27	3.13
Sound Transit	0.16	0.16	0.16
Washington State	2.31	2.31	2.39
West Pierce Fire District	2.00	2.24	1.00
<b>Total Levy Rate</b>	<b>\$ 10.04</b>	<b>\$ 10.49</b>	<b>\$ 9.11</b>
Total AV (\$ in billions)	\$ 10.95	\$ 11.15	\$ 11.84

Property Tax (Regular) Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 170,966	\$ 169,187	\$ 179,617	\$ 122,492	\$ (46,695)	-27.6%	\$ (57,125)	-31.8%
Feb	530,518	415,043	431,031	370,277	(44,766)	-10.8%	(60,754)	-14.1%
Mar	2,832,523	3,104,355	2,930,654	3,277,352	172,997	5.6%	346,698	11.8%
Apr	659,887	558,272	694,945	566,283	8,011	1.4%	(128,662)	-18.5%
May	49,839	41,421	132,181	49,484	8,063	19.5%	(82,697)	-62.6%
Jun	24,003	25,095	44,123	33,042	7,947	31.7%	(11,081)	-25.1%
Jul	35,587	33,026	44,919	52,023	18,997	57.5%	7,104	15.8%
Aug	104,208	93,888	118,523	147,464	53,576	57.1%	28,941	24.4%
Sep	2,854,308	2,853,566	2,896,721	2,969,842	116,276	4.1%	73,121	2.5%
Oct	461,499	548,984	530,666	-	-	-	-	-
Nov	26,577	29,781	43,511	-	-	-	-	-
Dec	12,968	15,231	16,917	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 7,261,839</b>	<b>\$ 7,293,853</b>	<b>\$ 7,472,712</b>	<b>\$ 7,588,259</b>	<b>\$ 294,407</b>	<b>4.0%</b>	<b>\$ 115,547</b>	<b>1.5%</b>
<b>Total Annual</b>	<b>\$ 7,762,883</b>	<b>\$ 7,887,849</b>	<b>\$ 8,063,806</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):		1.7%						

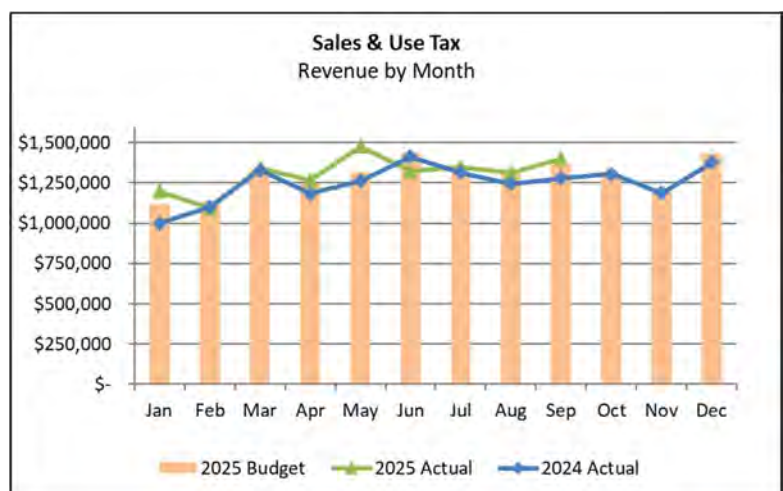


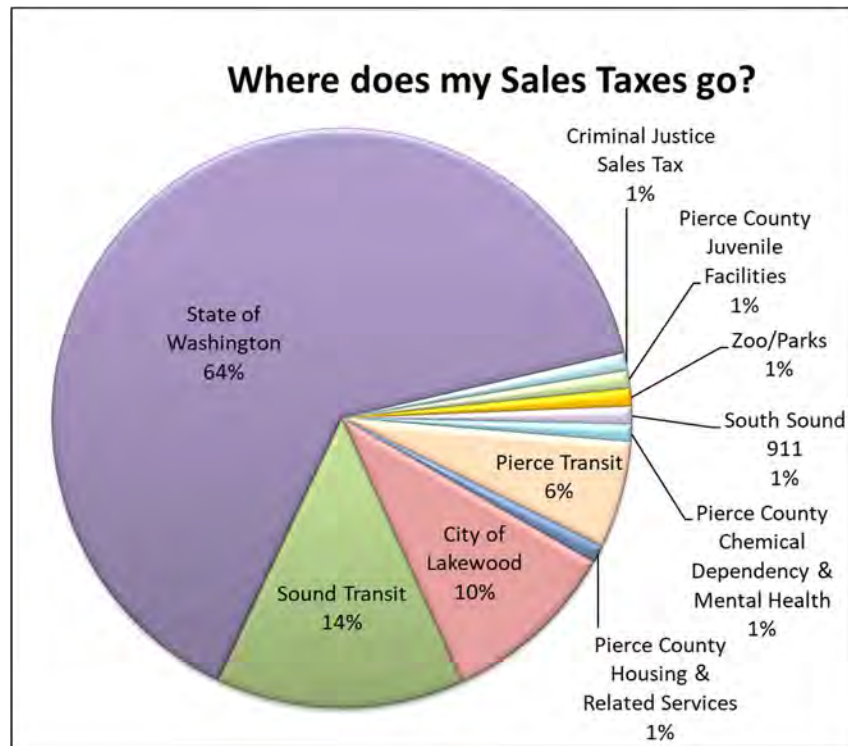
## Sales & Use Tax

The City imposes a sales and use tax of 1% to fund general government programs. Of this total, 15% is provided to Pierce County per state law. The City imposes both the basic 0.5% and the optional 0.5% sales and use tax. This tax is imposed on personal and business purchases of tangible property. The retail sales tax is also assessed on some services such as repairs and construction. The City receives 1% of the sales tax rate. Of the 1%, the City receives 0.84% (Pierce County receives 15% of the 1% and the State receives 1% of the 1% leaving 0.84% to the City).

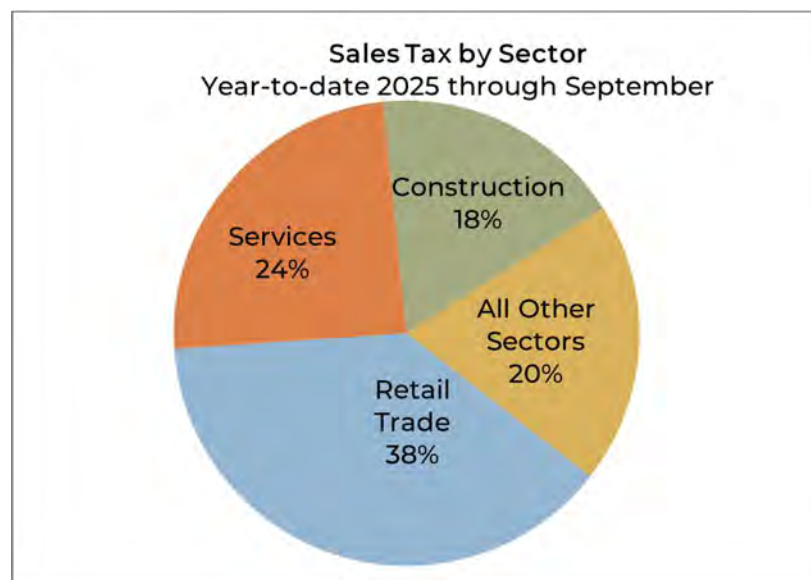
Agency	Rate
State of Washington	6.50%
City of Lakewood	1.00%
Criminal Justice Sales Tax	0.10%
Pierce Transit	0.60%
Sound Transit	1.40%
Pierce County Housing & Related Services	0.10%
Pierce County Juvenile Facilities	0.10%
Zoo-Park Fee	0.10%
South Sound 911	0.10%
Pierce County Mental Health & Chemical Dependency	0.10%
<b>Total Tax on Sales &amp; Use</b>	<b>10.10%</b>

Sales Tax								
Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 1,069,324	\$ 999,361	\$ 1,118,639	1,199,605	\$ 200,244	20.0%	\$ 80,966	7.2%
Feb	1,024,400	1,101,587	1,134,227	1,090,727	(10,860)	-1.0%	(43,499)	-3.8%
Mar	1,288,984	1,328,705	1,336,221	1,343,208	14,503	1.1%	6,987	0.5%
Apr	1,085,598	1,185,085	1,248,552	1,268,961	83,876	7.1%	20,409	1.6%
May	1,240,235	1,262,229	1,318,213	1,476,112	213,883	16.9%	157,899	12.0%
Jun	1,331,775	1,414,310	1,439,146	1,324,712	(89,598)	-6.3%	(114,434)	-8.0%
Jul	1,135,989	1,315,980	1,310,738	1,348,477	32,497	2.5%	37,739	2.9%
Aug	1,200,389	1,245,774	1,310,885	1,315,518	69,744	5.6%	4,633	0.4%
Sep	1,232,563	1,279,732	1,362,726	1,401,312	121,580	9.5%	38,586	2.8%
Oct	1,145,360	1,306,583	1,306,199	-	-	-	-	-
Nov	1,137,856	1,188,278	1,213,491	-	-	-	-	-
Dec	1,328,564	1,377,680	1,431,764	-	-	-	-	-
<b>Total YTD</b>	<b>\$10,609,258</b>	<b>\$11,132,764</b>	<b>\$11,579,346</b>	<b>\$11,768,632</b>	<b>\$ 635,867</b>	<b>5.7%</b>	<b>\$ 189,286</b>	<b>1.6%</b>
<b>Annual Total</b>	<b>\$14,221,039</b>	<b>\$15,005,306</b>	<b>\$15,530,800</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024): 5.1%								





Top 10 Taxpayers (Grouped by Sector) Year-to-date through September				
Sector	2024	2025	Over / (Under)	
			Change from 2024	
			\$	%
Construction of Buildings	\$ 158,655	\$ 666,572	507,918	320.1%
General Merchandise Stores	585,259	573,936	(11,323)	-1.9%
Miscellaneous Store Retailers	307,721	340,452	32,732	10.6%
Motor Vehicle and Parts Dealers	218,482	205,874	(12,608)	-5.8%
Building Material and Garden Equipment & Supplies	216,315	199,696	(16,619)	-7.7%
Administration of Economic Programs	166,276	185,847	19,571	11.8%
Administrative and Support Services	170,925	178,546	7,621	4.5%
Rental and Leasing Services	180,619	171,075	(9,544)	-5.3%
Couriers and Messengers	134,539	160,460	25,921	19.3%
<b>Total</b>	<b>\$ 2,138,791</b>	<b>\$ 2,682,459</b>	<b>\$ 543,668</b>	<b>25.4%</b>



**Sales & Use Tax by Sector**  
(\$ in thousands)

Sector	2019			2020			2021			2022			2023			2024		
	Revenue	% of Total	Change Prior Yr	Revenue	% of Total	Change Prior Yr	Revenue	% of Total	Change Prior Yr	Revenue	% of Total	Change Prior Yr	Revenue	% of Total	Change Prior Yr	Revenue	% of Total	Change Prior Yr
Retail Trade	\$ 5,348	45%	\$ 335 7%	\$ 5,572	47%	\$ 224 4%	\$ 6,659	46%	\$ 1,311 25%	\$ 6,259	43%	\$ (400) -6%	\$ 6,091	43%	\$ (168) -3%	\$ 6,122	41%	\$ 30 0%
Services	\$ 2,759	23%	\$ 109 4%	\$ 2,555	21%	\$ (204) -7%	3,117	22%	\$ 358 13%	3,450	24%	\$ 333 11%	3,552	25%	\$ 102 3%	3,755	25%	\$ 204 6%
Construction	\$ 1,977	17%	\$ 476 32%	\$ 1,958	16%	\$ (19) -1%	2,375	16%	\$ 398 20%	2,019	14%	\$ (356) -15%	1,692	12%	\$ (327) -16%	2,145	14%	\$ 452 27%
Wholesale Trade	\$ 556	5%	\$ 89 19%	\$ 517	4%	\$ (40) -7%	668	5%	\$ 111 20%	794	5%	\$ 126 19%	765	5%	\$ (30) -4%	934	6%	\$ 169 22%
Information	\$ 478	4%	\$ (6) -1%	\$ 483	4%	\$ 5 1%	517	4%	\$ 39 8%	552	4%	\$ 35 7%	590	4%	\$ 38 7%	617	4%	\$ 28 5%
Finance, Ins, Real Estate	\$ 466	4%	\$ 58 14%	\$ 467	4%	\$ 1 0%	559	4%	\$ 93 20%	700	5%	\$ 141 25%	728	5%	\$ 28 4%	686	5%	\$ (42) -6%
Manufacturing	\$ 175	1%	\$ (46) -21%	\$ 170	1%	\$ (5) -3%	216	1%	\$ 40 23%	239	2%	\$ 23 11%	266	2%	\$ 27 11%	211	1%	\$ (55) -21%
Government	\$ 124	1%	\$ (47) -27%	\$ 160	1%	\$ 36 29%	212	1%	\$ 88 71%	237	2%	\$ 25 12%	300	2%	\$ 62 26%	253	2%	\$ (47) -16%
Other	\$ 70	1%	\$ 9 15%	\$ 63	1%	(7) -10%	91	1%	\$ 21 31%	220	2%	\$ 129 141%	238	2%	\$ 18 8%	283	2%	\$ 45 19%
<b>Total</b>	<b>\$ 11,956</b>		<b>\$ 978 9%</b>	<b>\$ 11,946</b>		<b>\$ (10) 0%</b>	<b>\$ 14,414</b>		<b>\$ 2,458 21%</b>	<b>\$ 14,471</b>		<b>\$ 57 0.4%</b>	<b>\$ 14,221</b>		<b>\$ (250) -1.7%</b>	<b>\$ 15,005</b>		<b>\$ 784 5.5%</b>

Sales & Use Tax by Sector									
Year-to-date through September									
Sector	Actual		Over / (Under)		Explanation of Variance Increase / (Decrease)				
			Change from 2024						
	2024	2025	\$	%	\$ in Thousands				
Retail Trade	\$ 4,535,219	\$ 4,515,520	\$ (19,699)	-0.4%	\$ 26	242%	Clothing, Clothing Accessories, Shoe, and Jewelry		
					\$ 19	10%	Clothing and Clothing Accessories Stores		
					\$ 18	20%	Nonstore Retailers		
					\$ 18	5%	Food and Beverage Stores`		
					\$ 17	10%	Sporting, Hobby, Musical, Books & Other		
					\$ 15	11%	Electronics and Appliance Stores		
					\$ 13	14%	Sporting Goods, Hobby, Instrument & Books		
					\$ 13	40%	Gasoline Stations and Fuel Dealers		
					\$ 11	2%	Miscellaneous Store Retailers		
					\$ (23)	-21%	Gasoline Stations		
					\$ (30)	-7%	Building Material and Garden Eqpt & Supplies		
					\$ (35)	-4%	General Merchandise Stores		
					\$ (81)	-9%	Motor Vehicle and Parts Dealers		
Services	\$ 2,814,353	\$ 2,877,518	63,164	2.2%	\$ 41	23%	Professional, Scientific, and Technical Services		
					\$ 32	155%	Hospitals		
					\$ 28	-416%	Educational Services		
					\$ 8	35%	Ambulatory Health Care Services		
					\$ 3	2%	Amusement, Gambling, and Recreation Industries		
					\$ (1)	-2%	Personal and Laundry Services		
					\$ (7)	-2%	Administrative and Support Services		
					\$ (12)	-1%	Food Services and Drinking Places		
					\$ (29)	-6%	Repair and Maintenance		
					Construction	\$ 1,525,881	\$ 2,073,925	548,044	35.9%
\$ 75	14%	Specialty Trade Contractors							
\$ 74	91%	Heavy and Civil Engineering							
Wholesale Trade	\$ 705,410	\$ 572,058	(133,351)	-18.9%	\$ (1)	-18%	Wholesale Trade Agents and Brokers		
					\$ (14)	-9%	Merchant Wholesalers, Nondurable Goods		
					\$ (118)	-22%	Merchant Wholesalers, Durable Goods		
Information	\$ 463,418	\$ 487,780	24,362	5.3%	\$ 17	20%	Publishing Industries		
					\$ 7	13%	Web Search Portals, Libraries, Archives, and Other		
					\$ 4	28%	Computing Infrastructure Providers, Data Process		
					\$ 2	506%	Broadcasting and Content Providers		
					\$ (6)	-2%	Telecommunications		
Finance, Insurance, Real Estate	\$ 513,073	\$ 615,166	102,092	19.9%	\$ 72	16%	Rental and Leasing Services		
					\$ 28	59%	Credit Intermediation and Related Activities		
					\$ 3	49%	Real Estate		
					\$ (1)	-25%	Securities, Commodity Contracts, & Other Financing		
Manufacturing	\$ 163,123	\$ 165,508	2,386	1.5%	\$ 11	115%	Machinery Manufacturing		
					\$ 2	14%	Miscellaneous Manufacturing		
					\$ 2	27%	Computer and Electronic Product Manufacturing		
					\$ (2)	-7%	Apparel Manufacturing		
					\$ (3)	-19%	Fabricated Metal Product Manufacturing		
					\$ (4)	-22%	Nonmetallic Mineral Product Manufacturing		
					\$ (5)	-76%	Plastics and Rubber Products Manufacturing		
Government	\$ 201,307	\$ 224,376	23,068	11.5%	\$ 20	12%	Administration of Economic Programs		
					\$ 4	67%	Justice, Public Order, and Safety Activities		
					\$ 2	9%	Govt/Unclassifiable		
					\$ (3)	-41%	Executive, Legislative, and Other General Government		
Other	\$ 210,980	\$ 236,780	25,800	12.2%	\$ 27	19%	Couriers and Messengers		
					\$ 2	1326%	Warehousing and Storage		
					\$ 2	22%	Utilities		
					\$ 1	29%	Truck Transportation		
					\$ 1	2%	Support Activities for Transportation		
					\$ 1	611%	Animal Production and Aquaculture		
					\$ (4)	-108%	Other		
					\$ (4)	-27%	Transit and Ground Passenger Transportation		
Total	\$ 11,132,764	\$ 11,768,632	\$ 635,867	5.7%					

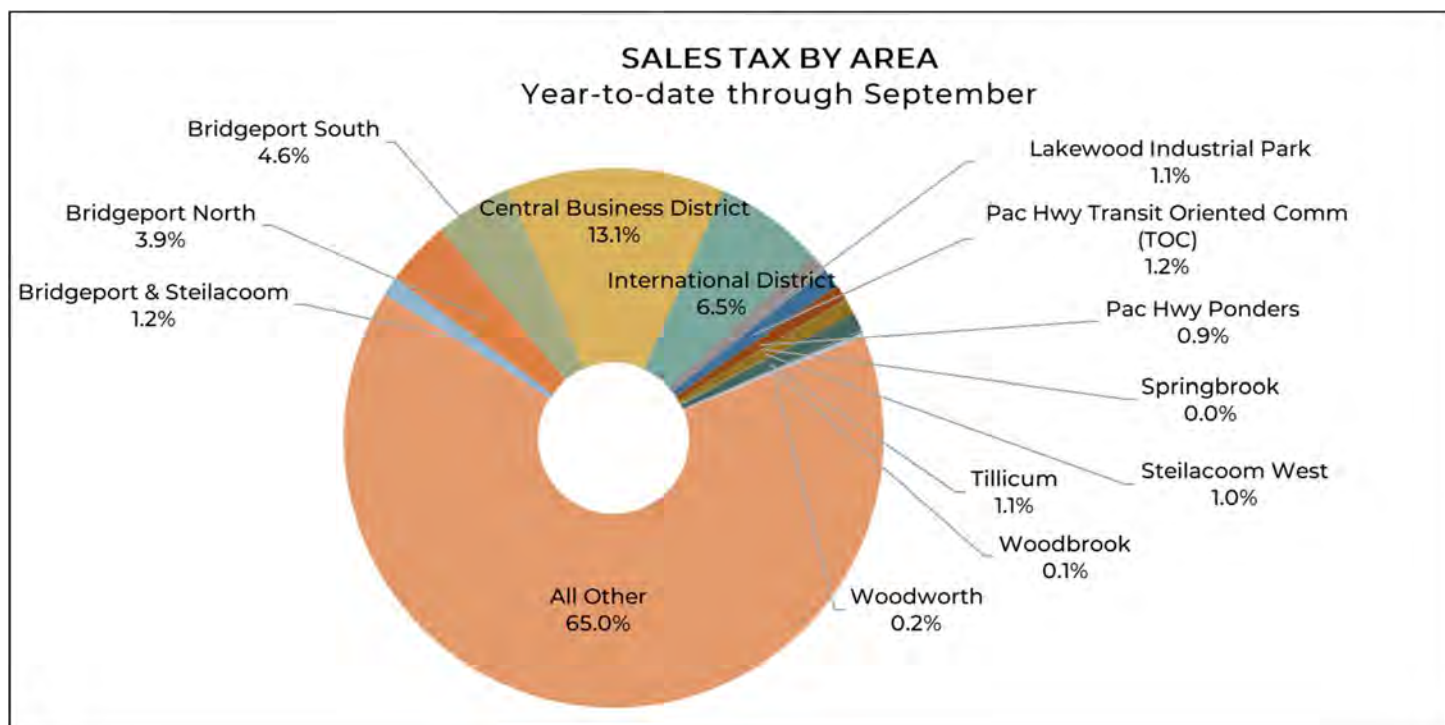
*Note on Wholesale Tax Classification: Sales tax applies if the buyer does not have a reseller permit or exemption certificate. Additionally, purchases made for personal or household use is not exempt from sales tax. This includes items used in a business that are not resold, such as office supplies, tools, equipment and equipment rentals.*

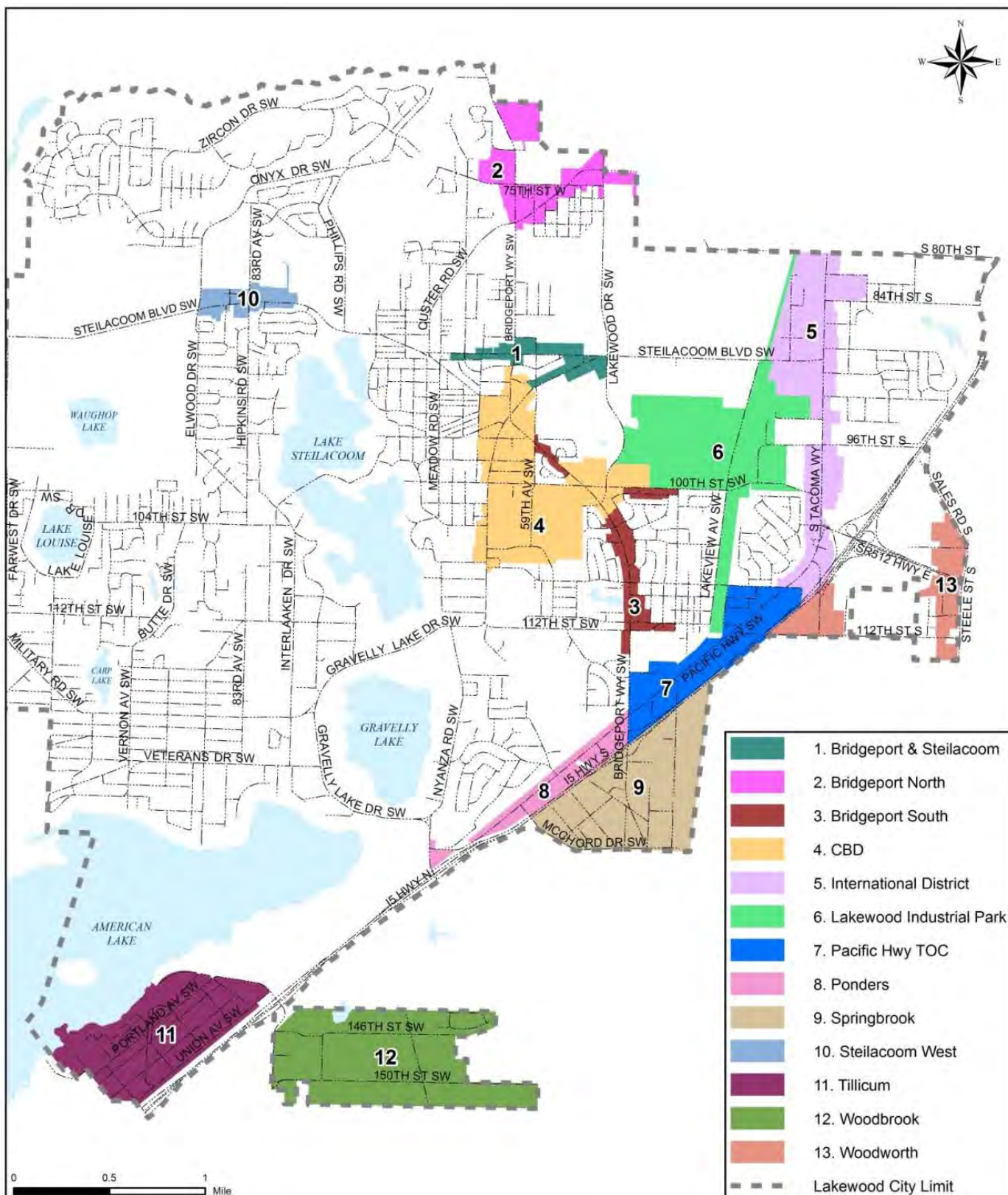


The following section provides a sales tax comparison by retail area and is based on UBI numbers and physical location addresses received from the Washington State Business License database, matched against UBI numbers in the City's sales tax database.

The area category title "All Other" which includes food services & drinking places, construction, and telecommunications attempts to capture: businesses that have multiple locations reporting under a single UBI number is excluded from the retail area reporting (such as Walgreens, O'Reilly's, Starbucks, Dollar Tree, McDonald's, etc.); businesses that do not fall under the retail area as currently defined (such food services & drinking places); or businesses that do not have a physical location in the City but are providing services within the City limits ( telecommunications and construction). Businesses are added to the sales and use tax area periodically throughout the year; therefore, amounts reported in previous periods may differ.

Area	Map ID	Location
Bridgeport & Steilacoom	1	Steilacoom Boulevard from John Dower Road to Lakewood Drive
Bridgeport North	2	Bridgeport from Custer Rd to University Place city limit & Custer Rd from Bridgeport to Tacoma city limit
Bridgeport South	3	Bridgeport Way from 108th Street to 59th Avenue
Central Business District	4	Lakewood Towne Center, the Colonial Center, and Lowes/Hobby Lobby Complex
International District	5	South Tacoma Way and Durango Avenue from 87th Street to the B&I
Lakewood Industrial Park	6	Lakeview Avenue from 108th Street to Steilacoom Boulevard and Lakewood Industrial Park
Pacific Highway TOC	7	Pacific Highway from 108th St SW to Bridgeport Way
Pacific Highway Ponders	8	Pacific Highway from Gravelly Lake Drive to Bridgeport Way
Springbrook	9	Springbrook Neighborhood
Steilacoom West	10	Steilacoom Drive from 87th Avenue to Phillips Road
Tillicum	11	Tillicum Neighborhood
Woodbrook	12	Woodbrook Neighborhood
Woodworth	13	112th Street & South Tacoma Way/Steel Street/Sales Road (East Lakewood)





# Retail Tax Areas

Map Date: April 03, 2015  
 :IProjects\Finance\RetailTax\RTAs.mxd

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

Sales & Use Tax by Area							
Year-to-date through September							
Map ID/Area	2024	2025	Over / (Under)		Explanation of Variance		
			Change from 2024				
			\$	%	\$ in Thousands		
1 Bridgeport & Steilacoom	\$ 152,097	\$ 136,855	\$ (15,242)	-10.0%	\$ (0)	-51%	Fin, Ins, Real Est
					\$ (3)	-4%	Retail Trade
					\$ (12)	-14%	Services
2 Bridgeport North	468,330	462,856	(5,474)	-1.2%	\$ (0)	-1%	Services
					\$ (1)	-53%	Manufacturing
					\$ (2)	-41%	Construction
					\$ (2)	0%	Retail Trade
3 Bridgeport South	467,745	546,079	78,334	16.7%	\$ 44	126%	Construction
					\$ 41	26%	Retail Trade
					\$ 4	31%	Manufacturing
					\$ 3	23%	Other
					\$ (13)	-7%	Services
4 Central Business District	1,591,979	1,535,905	(56,075)	-3.5%	\$ 19	1519%	Fin, Ins, Real Est
					\$ (5)	-7%	Information
					\$ (14)	-3%	Services
					\$ (56)	-5%	Retail Trade
5 International District	828,657	770,536	(58,121)	-7.0%	\$ 3	46%	Manufacturing
					\$ (1)	-51%	Wholesale Trade
					\$ (10)	-6%	Fin, Ins, Real Est
					\$ (24)	-8%	Services
					\$ (27)	-9%	Retail Trade
6 Lakewood Industrial Park	239,235	129,304	(109,931)	-46.0%	\$ 9	11%	Services
					\$ 4	65%	Construction
					\$ (12)	-53%	Retail Trade
					\$ (111)	-86%	Wholesale Trade
7 Pacific Highway (TOC) Transit Oriented Commercial	138,012	139,971	1,960	1.4%	\$ 4	5%	Retail Trade
					\$ 1	21%	Wholesale Trade
					\$ (3)	-5%	Services
8 Pacific Highway Ponders	120,809	108,704	(12,105)	-10.0%	\$ (2)	-43%	Retail Trade
					\$ (5)	-39%	Wholesale Trade
					\$ (5)	-6%	Services
9 Springbrook	8,451	3,596	(4,856)	-57.5%	\$ (1)	-95%	Services
					\$ (4)	-50%	Retail Trade
10 Steilacoom West	117,947	114,102	(3,845)	-3.3%	\$ (1)	-6%	Services
					\$ (3)	-3%	Retail Trade
11 Tillicum	136,137	123,746	(12,391)	-9.1%	\$ (1)	-9%	Construction
					\$ (2)	-8%	Manufacturing
					\$ (4)	-9%	Services
					\$ (6)	-10%	Retail Trade
12 Woodbrook	16,052	17,462	1,410	8.8%	\$ 2	21%	Services
13 Woodworth	33,516	28,771	(4,745)	-14.2%	\$ 0	-100%	Manufacturing
					\$ (1)	-42%	Fin, Ins, Real Est
					\$ (4)	-21%	Services
Other:							
Food Services, Drinking Places	606,015	643,136	37,121	6.1%	\$ 19	4%	Services
					\$ 18	25%	Retail Trade
Construction	1,452,876	1,952,408	499,532	34.4%	\$ 404	45%	Construction of Buildings
					\$ 38	56%	Heavy and Civil Engineering
					\$ 58	12%	Specialty Trade Contractors
Telecommunications	221,322	220,787	(535)	-0.2%	\$ (1)	0%	
All Other Categories	4,533,585	4,834,414	300,829	106.6%	\$ 116	13%	Services
					\$ 96	32%	Fin, Ins, Real Est
					\$ 31	1%	Retail Trade
					\$ 30	18%	Information
					\$ 23	12%	Government
					\$ 22	13%	Other
					\$ 1	523%	Construction
					\$ (2)	-2%	Manufacturing
					\$ (17)	-3%	Wholesale Trade
Total	\$ 11,132,764	\$ 11,768,632	\$ 635,867	5.7%			

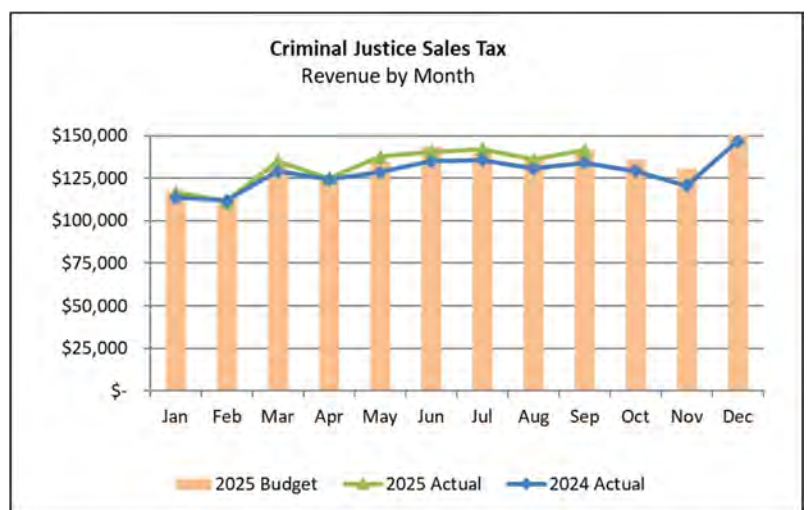
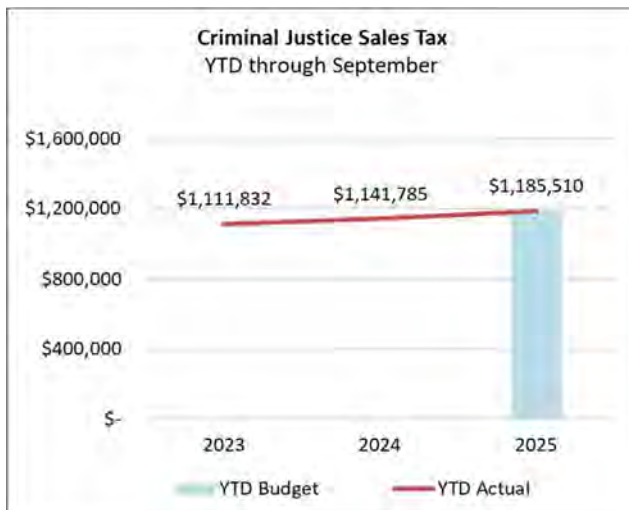


## Criminal Justice Sales Tax

Criminal Justice Sales Tax is a local option sales tax of 0.10 percent that is collected in addition to retail sales tax and use taxes by the Department of Revenue. Only counties may impose this non-voted 0.1% sales tax for criminal justice purposes, but the county must share its revenues with all cities and towns in the county. 10% of the funds are distributed to the county in which the tax was collected. The remaining 90% of the funds is distributed to the county (for unincorporated areas) and cities within the county based on population as last determined by the Office of Financial Management. The Department of Revenue retains 1% as an administrative fee.

Moneys received from this tax are restricted for criminal justice purposes. Criminal justice purposes are defined as activities that substantially assist the criminal justice system, which may include circumstances where ancillary benefit to the civil justice system occurs, and which includes domestic violence services such as those provided by domestic violence programs, community advocates, and legal advocates, as defined by RCW 70.123.020.

Criminal Justice Sales Tax Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 111,514	113,387	\$ 116,868	116,592	\$ 3,205	2.8%	\$ (276)	-0.2%
Feb	110,490	111,706	113,950	111,162	(544)	-0.5%	(2,788)	-2.4%
Mar	126,714	128,938	132,203	135,216	6,278	4.9%	3,013	2.3%
Apr	116,641	124,221	125,268	124,916	695	0.6%	(352)	-0.3%
May	125,590	128,381	134,137	137,556	9,175	7.1%	3,419	2.5%
Jun	135,890	134,876	143,228	140,464	5,588	4.1%	(2,764)	-1.9%
Jul	128,863	135,779	139,353	142,236	6,457	4.8%	2,883	2.1%
Aug	125,998	130,518	137,500	135,967	5,449	4.2%	(1,533)	-1.1%
Sep	130,132	133,977	141,854	141,401	7,424	5.5%	(453)	-0.3%
Oct	124,395	129,166	135,850	-	-	-	-	-
Nov	119,955	120,598	130,421	-	-	-	-	-
Dec	139,425	146,796	151,467	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 1,111,832</b>	<b>\$ 1,141,785</b>	<b>\$ 1,184,361</b>	<b>\$ 1,185,510</b>	<b>\$ 43,726</b>	<b>3.8%</b>	<b>\$ 1,150</b>	<b>0.1%</b>
<b>Annual Total</b>	<b>\$ 1,495,607</b>	<b>\$ 1,538,344</b>	<b>\$ 1,602,100</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):		5.4%						

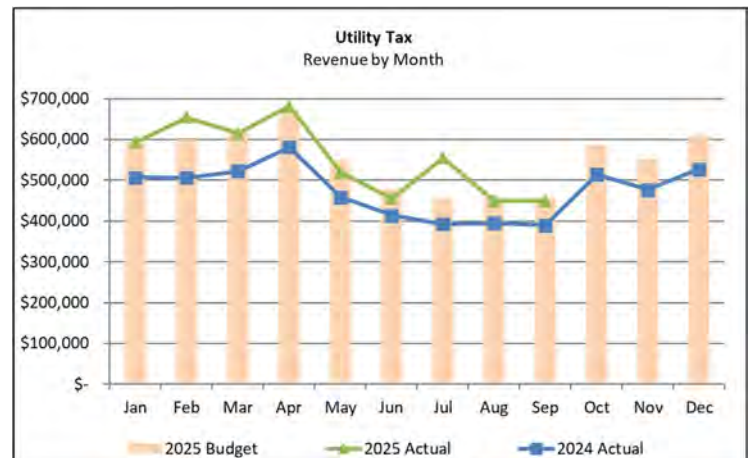
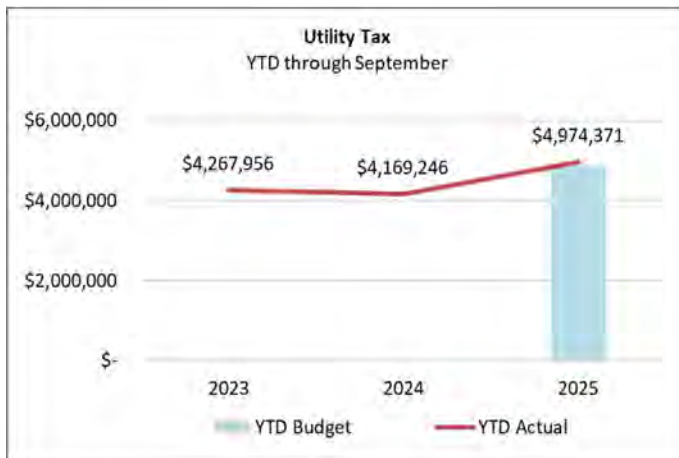


## Utility Tax

The City levies a tax on utilities provided within the city. The tax is currently 6% of gross income for electricity, gas, solid waste, cable, cellular phone, landlines and storm drainage.

Utility Tax Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Budget vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 510,741	\$ 507,144	\$ 592,839	\$ 593,679	\$ 86,535	17.1%	\$ 840	0.1%
Feb	521,666	506,258	599,248	654,625	148,367	29.3%	55,377	9.2%
Mar	566,998	522,144	619,469	614,717	92,573	17.7%	(4,752)	-0.8%
Apr	620,868	581,459	670,033	681,333	99,874	17.2%	11,300	1.7%
May	471,567	458,572	549,332	519,096	60,524	13.2%	(30,236)	-5.5%
Jun	408,103	414,618	478,052	456,205	41,587	10.0%	(21,847)	-4.6%
Jul	383,121	393,231	454,246	555,113	161,882	41.2%	100,867	22.2%
Aug	395,952	395,486	457,578	449,945	54,459	13.8%	(7,633)	-1.7%
Sep	388,940	390,334	457,898	449,658	59,324	15.2%	(8,240)	-1.8%
Oct	490,792	514,833	585,523	-	-	-	-	-
Nov	477,527	476,527	550,685	-	-	-	-	-
Dec	495,752	527,451	609,128	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 4,267,956</b>	<b>\$ 4,169,246</b>	<b>\$ 4,878,695</b>	<b>\$ 4,974,371</b>	<b>\$ 805,125</b>	<b>19.3%</b>	<b>\$ 95,676</b>	<b>2.0%</b>
<b>Total Annual</b>	<b>\$ 5,732,027</b>	<b>\$ 5,688,057</b>	<b>\$ 6,624,030</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

5-Year Ave Change (2020 - 2024): 1.1% July 2025 actual includes \$104K backtaxes resulting from audit of periods May 2012 - May 2018.



Utility Tax by Type Year-to-date through September										
Type	2023 Annual Actual	2024		2025			Over / (Under)			
		Annual Actual	YTD Actual	Annual Budget	YTD Budget	YTD Actual	2025 YTD Actual vs 2024 YTD Actual		2025 Actual vs Budget	
							\$	%	\$	%
Electricity	\$ 1,861,583	\$ 1,899,193	\$ 1,425,570	\$ 2,385,560	\$ 1,690,155	\$ 1,866,348	\$ 440,778	30.9%	\$ 176,193	10.4%
Natural Gas	974,897	934,316	661,988	1,255,570	785,545	925,439	263,451	39.8%	139,894	17.8%
Solid Waste	1,026,613	1,083,364	808,122	1,102,100	955,616	846,551	38,429	4.8%	(109,065)	-11.4%
Cable	987,990	883,211	665,701	927,000	786,355	625,622	(40,079)	-6.0%	(160,733)	-20.4%
Phone/Cell	566,824	563,737	420,145	583,000	497,761	519,309	99,164	23.6%	21,548	4.3%
SWM	314,120	324,236	187,720	370,800	163,263	191,102	3,382	1.8%	27,839	17.1%
<b>Total</b>	<b>\$ 5,732,027</b>	<b>\$ 5,688,057</b>	<b>\$ 4,169,246</b>	<b>\$ 6,624,030</b>	<b>\$ 4,878,695</b>	<b>\$ 4,974,371</b>	<b>\$ 805,125</b>	<b>19.3%</b>	<b>\$ 95,676</b>	<b>2.0%</b>

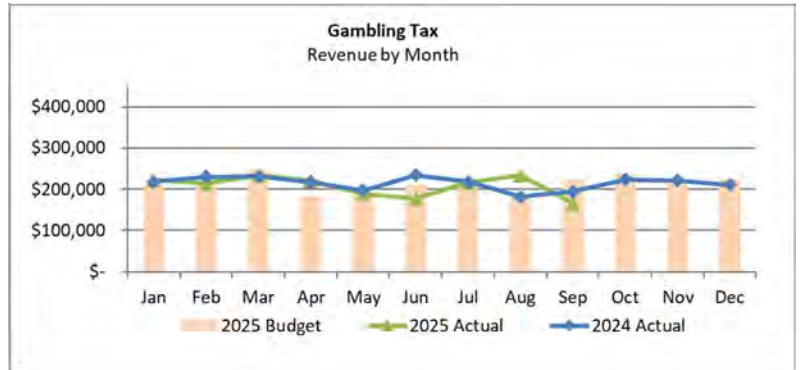
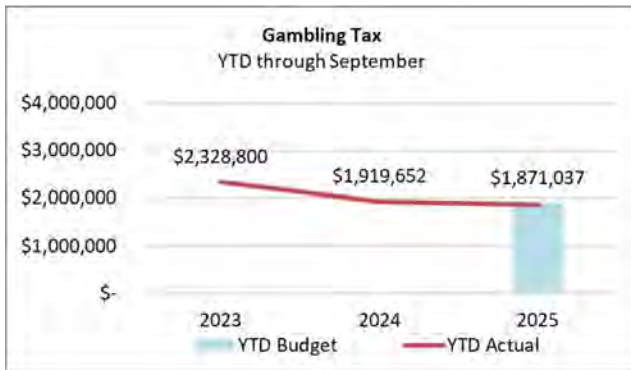
## Gambling Tax

The City levies a gambling tax on gross receipts derived by operators of gambling activities, including punchboards; pull tabs, bingo, raffles, amusement games, and social card rooms. Fund raising activities and charitable and non-profit organizations that involve game of chance are subject to the tax. The gambling tax rates by activity are as follows: card rooms (11% of gross receipts), punch boards (3% of gross receipts), pull tabs (5% of gross receipts), bingo (5% off gross receipts less amounts paid as prizes), raffles (5% of gross receipts less amount paid as prizes); amusement games (2% of gross receipts less amount paid as prizes).

Gambling tax from card rooms account for the majority of revenues.

Gambling Tax Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 298,468	\$ 217,959	\$ 212,457	\$ 222,619	\$ 4,660	2.1%	\$ 10,162	4.8%
Feb	273,646	230,304	216,909	213,488	(16,816)	-7.3%	(3,421)	-1.6%
Mar	370,747	230,717	247,817	233,258	2,541	1.1%	(14,559)	-5.9%
Apr	269,481	216,795	183,080	220,320	3,525	1.6%	37,240	20.3%
May	226,781	197,070	184,570	188,567	(8,503)	-4.3%	3,997	2.2%
Jun	264,861	234,077	210,606	177,334	(56,743)	-24.2%	(33,272)	-15.8%
Jul	192,267	217,697	223,871	215,712	(1,985)	-0.9%	(8,159)	-3.6%
Aug	209,962	180,917	188,418	233,071	52,154	28.8%	44,653	23.7%
Sep	222,587	194,116	223,309	166,668	(27,448)	-14.1%	(56,641)	-25.4%
Oct	215,604	223,004	236,862	-	-	-	-	-
Nov	241,434	221,400	218,866	-	-	-	-	-
Dec	262,799	210,476	223,935	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 2,328,800</b>	<b>\$ 1,919,652</b>	<b>\$ 1,891,037</b>	<b>\$ 1,871,037</b>	<b>\$ (48,614)</b>	<b>-2.5%</b>	<b>\$ (20,001)</b>	<b>-1.1%</b>
<b>Total Annual</b>	<b>\$ 3,048,635</b>	<b>\$ 2,574,532</b>	<b>\$ 2,570,700</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

5-Year Ave Change (2020 - 2024): 7.0% June 2025 delinquent taxes of \$168,651 received in September, reflected in June in the table above, after publication of Q2 2025 Financial Report.



Card Room Gambling Tax - Major Establishments Only Year-to-date through September								
Major Establishment	2023		2024		2025 YTD Actual	Over / (Under) YTD 2025 Actual vs YTD 2024 Actual		
	Actual	YTD	Actual	YTD		\$	%	
Chips Casino	\$ 1,229,827	\$ 942,479	\$ 994,943	\$ 761,100	\$ 838,749	\$ 77,649	10.2%	
Ace's Poker Lakewood*	257,431	237,085	657,733	491,386	486,169	(5,217)	-1.1%	
Macau Casino	830,066	586,846	671,739	468,628	456,958	(11,670)	-2.5%	
Palace Casino**	614,798	472,217	142,713	117,821	-	(117,821)	-100.0%	
<b>Total</b>	<b>\$ 2,932,123</b>	<b>\$ 2,238,626</b>	<b>\$ 2,467,128</b>	<b>\$ 1,838,935</b>	<b>\$ 1,781,876</b>	<b>\$ (57,059)</b>	<b>-3.1%</b>	

Figures above are for card room gambling tax only (does not include minor amounts for pull tabs, punch boards, or amusement).

\* Great American Casino closed for remodeling on 6/23/2023, reopened 12/19/2023 as Ace's Poker Lakewood.

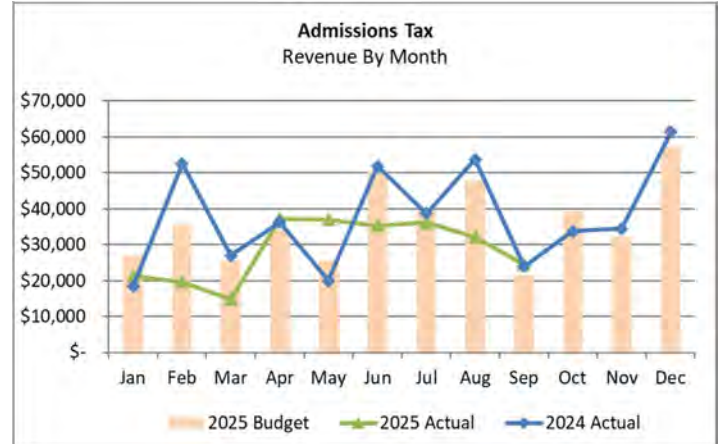
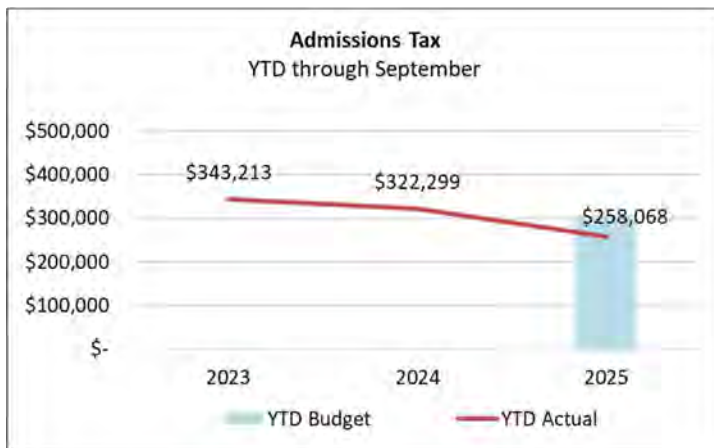
\*\* Palace Casino closed in January 2025.

## Admissions Tax

The City levies an admissions tax of 5% on activities such as movie and play tickets, entrance fees and over charges to clubs. The tax is levied on the person or organization collecting the admission fee.

Admissions Tax Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 22,100	\$ 18,449	\$ 26,965	\$ 21,272	\$ 2,823	15.3%	\$ (5,693)	-21.1%
Feb	20,691	52,528	35,415	19,683	(32,845)	-62.5%	(15,732)	-44.4%
Mar	25,674	26,971	25,761	14,778	(12,193)	-45.2%	(10,983)	-42.6%
Apr	40,502	36,217	34,043	37,274	1,057	2.9%	3,231	9.5%
May	29,492	19,945	25,401	37,011	17,066	85.6%	11,610	45.7%
Jun	67,618	51,831	50,544	35,270	(16,561)	-32.0%	(15,274)	-30.2%
Jul	41,075	38,672	39,607	36,089	(2,583)	-6.7%	(3,518)	-8.9%
Aug	69,009	53,751	47,910	32,208	(21,543)	-40.1%	(15,702)	-32.8%
Sep	27,052	23,934	21,729	24,483	549	2.3%	2,754	12.7%
Oct	46,905	33,677	39,227	-	-	-	-	-
Nov	31,155	34,514	32,316	-	-	-	-	-
Dec	63,692	61,364	57,383	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 343,213</b>	<b>\$ 322,299</b>	<b>\$ 307,374</b>	<b>\$ 258,068</b>	<b>\$ (64,229)</b>	<b>-19.9%</b>	<b>\$ (49,305)</b>	<b>-16.0%</b>
<b>Total Annual</b>	<b>\$ 484,965</b>	<b>\$ 451,853</b>	<b>\$ 436,300</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

5-Year Ave Change (2020 - 2024): 73.6%      Reduced revenues 2020-2022 due to Covid-19 Pademic.



Admissions Tax by Payer Year-to-Date through September							
Establishment	2023		2024		2025 YTD Actual	Over / (Under)	
	Actual	YTD	Actual	YTD		YTD 2025 Actual vs YTD 2024 Actual	
						\$	%
AMC Theatres	\$ 248,634	\$ 193,733	\$ 248,456	\$ 178,573	\$ 189,756	\$ 11,183	6.3%
Catapult Adventure Park	124,978	66,590	101,904	78,073	-	-	0.0%
Fandango Media	7,751	-	7,762	-	-	-	-
GolfNow, LLC	1,501	-	1,177	-	-	-	-
Oakbrook Golf Club	20,284	15,898	19,603	15,653	15,975	322	2.1%
Regal Cinemas	81,817	66,991	72,950	50,000	52,338	2,338	4.7%
<b>Total</b>	<b>\$ 484,965</b>	<b>\$ 343,213</b>	<b>\$ 451,853</b>	<b>\$ 322,299</b>	<b>\$ 258,068</b>	<b>\$ (64,229)</b>	<b>-19.9%</b>

Catapult Adventure Park's tax effective 7/1/22. 2023 amount includes 7 of 9 payment plan totaling \$67,080, 2024's final two payments of \$19,165.

2023 amount includes 7 of 9 payment plan totaling \$67,080, 2024's final two payments of \$19,165.

Establishment has been notified that 2025 tax returns are delinquent and subject to interest & penalties.

Fandango Media & GolfNow, LLC report annually.

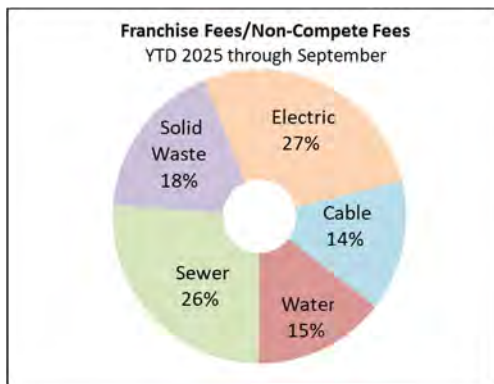


## Franchise Fees & Non-Compete Fees

Franchise fees are charges levied on private utilities for their use of City streets and other public properties to place utility infrastructure and to recoup City costs of administering franchise agreements. The franchise fees on light, natural gas, and telephone utilities are limited by statute to the actual administrative expenses incurred by the City directly related to receiving and approving permits, licenses, or franchises. Cable TV franchise fees are governed by the Federal Cable Communications Policy Act of 1996 and are negotiated with cable companies for an amount not to exceed 5% of gross revenues.

	Utility	Contract Expiration	Utility Tax	Franchise Fee	Non-Compete Fee
1	Comcast Phone	11/2/2025	6.00%	-	-
2	Comcast Cable	12/4/2025	6.00%	5.00%	-
3	Ezee Fiber	3/6/2030	-	5.00%	-
4	Lakeview Light & Power	12/22/2027	6.00%	-	-
5	Lakewood Water District	12/22/2026	-	-	6.00%
6	Pierce County Sanitary Sewer	3/13/2031	-	-	6.00%
7	Puget Sound Energy	1/20/2026	6.00%	-	-
8	Lightcurve (formerly Rainier Connect) Cable TV Telecommunications	7/3/2029	6.00%	5.00%	-
9	TPU Light	9/15/2027	-	-	6.00%
10	TPU Water	11/19/2026	-	-	8.00%
11	Waste Connections	12/31/2025	6.00%	4.00%	-
12	Zayo Communications	2/16/2029	-	6.00%	-
13	Small Cell Wireless (admin cost) - AT&T Small Wireless	6/16/2030	-	-	-

Franchise Fees/Non-Compete Fees Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ -	\$ -	\$ -	\$ -	-	-	-	-
Feb	91,639	95,576	97,994	100,307	4,731	4.9%	2,313	2.4%
Mar	962,941	1,024,644	1,058,364	1,041,024	16,380	1.6%	(17,340)	-1.6%
Apr	-	-	-	-	-	-	-	-
May	139,257	57,811	103,887	106,704	48,893	84.6%	2,817	2.7%
Jun	1,038,244	1,097,512	1,119,186	1,082,172	(15,340)	-1.4%	(37,014)	-3.3%
Jul	-	-	-	5,281	5,281	-	5,281	-
Aug	94,127	97,913	100,570	103,644	5,731	5.9%	3,074	3.1%
Sep	1,117,324	1,131,171	1,179,998	1,169,652	38,481	3.4%	(10,346)	-0.9%
Oct	-	-	-	-	-	-	-	-
Nov	96,853	81,104	96,962	-	-	-	-	-
Dec	1,065,869	1,077,047	1,144,339	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 3,443,532</b>	<b>\$ 3,504,627</b>	<b>\$ 3,659,999</b>	<b>\$ 3,608,784</b>	<b>\$ 104,155</b>	<b>3.0%</b>	<b>\$ (51,216)</b>	<b>-1.4%</b>
<b>Total Annual</b>	<b>\$ 4,606,254</b>	<b>\$ 4,662,778</b>	<b>\$ 4,901,300</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):		1.7%						



Franchise Fees/Non-Compete Fees by Type Year-to-date through September										
Type	2023 Annual Actual	2024		2025			Over / (Under)			
		Annual Actual	YTD Actual	Annual Budget	YTD Budget	YTD Actual	2025 Actual vs 2024 Actual		2025 YTD Actual vs YTD Budget	
							\$	%	\$	%
Cable	\$ 819,381	\$ 737,595	\$ 556,719	\$ 849,800	\$ 581,400	\$ 519,516	(37,203)	-6.7%	(61,884)	-10.6%
Water	632,153	646,484	479,948	671,600	501,226	524,119	44,171	9.2%	22,893	4.6%
Sewer	1,142,282	1,175,393	893,841	1,225,700	933,468	941,818	47,977	5.4%	8,350	0.9%
Solid Waste	768,472	811,749	605,451	824,000	632,293	634,678	29,227	4.8%	2,385	0.4%
Electric	1,243,966	1,291,556	968,669	1,330,200	1,011,613	983,094	14,425	1.5%	(28,519)	-2.8%
Small Cell	-	-	-	-	-	5,559	5,559	n/a	5,559	n/a
<b>Total</b>	<b>\$ 4,606,254</b>	<b>\$ 4,662,778</b>	<b>\$ 3,504,627</b>	<b>\$ 4,901,300</b>	<b>\$ 3,659,999</b>	<b>\$ 3,608,784</b>	<b>\$ 104,156</b>	<b>3.0%</b>	<b>\$ (51,216)</b>	<b>-1.4%</b>

## State Shared Revenues

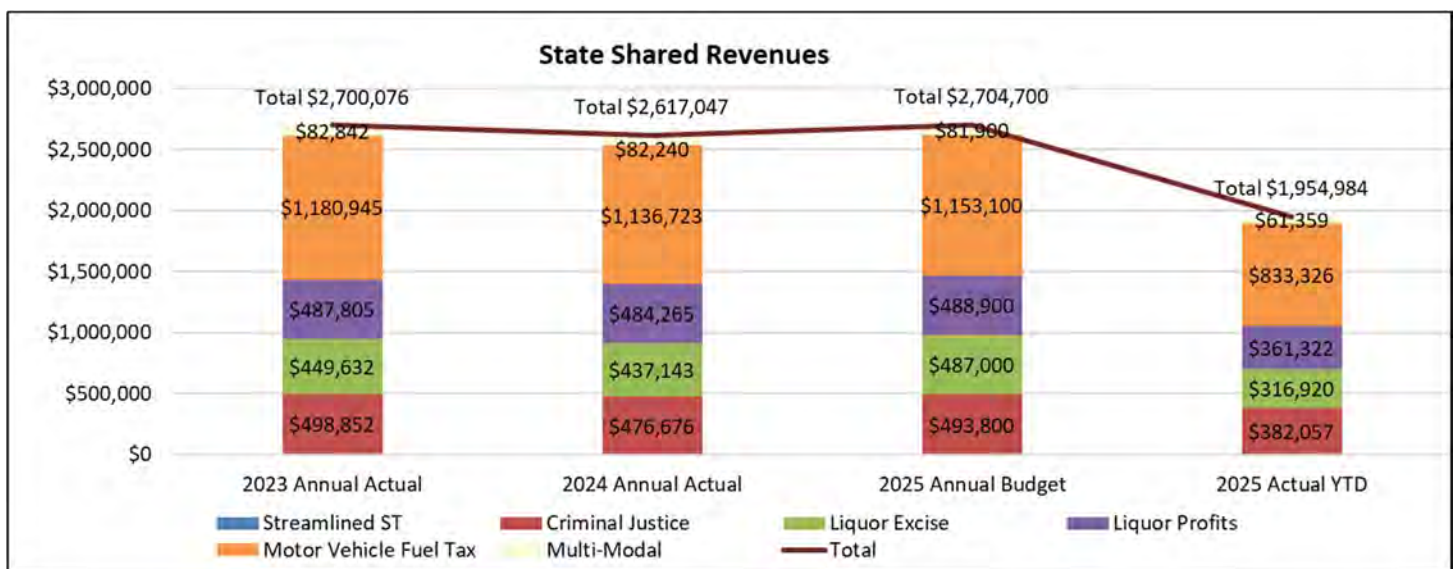
State-shared revenues are from taxes and fees collected by the State and disbursed to municipalities based on population or other criteria. The source of these shared revenues includes: sales tax mitigation, criminal justice, leasehold excise tax, state lodging tax sharing, liquor excise tax and liquor profits, and motor vehicle fuel tax.

The following tables provides a comparison of state shared revenues, including the portion of motor vehicle fuel tax, increased gas tax and multi-modal revenue receipted directly in the transportation capital fund.

**State Shared Revenue**  
Year-to-Date Actual 2025 through September



State Shared Revenue Year-to-date through September							
Revenue	2023 Annual Actual	2024		2025		2025 YTD Actual vs 2024 YTD Actual	
		Annual Actual	YTD Actual	Annual Budget	YTD Actual	Over/(Under)	
						\$	%
CJ-Violent Crimes/Population	\$ 127,693	\$ 170,465	\$ 125,130	\$ 99,800	\$ 139,807	\$ 14,677	11.7%
CJ-Special Programs	82,549	87,407	65,300	90,900	69,004	3,704	5.7%
CJ-DUI Cities	6,451	5,501	4,131	6,800	4,996	865	20.9%
CJ-High Crime	282,159	213,303	159,480	296,300	168,250	8,770	5.5%
Liquor Excise Tax	449,632	437,143	333,963	487,000	316,920	(17,043)	-5.1%
Liquor Board Profits	487,805	484,265	363,204	488,900	361,322	(1,882)	-0.5%
Motor Vehicle Fuel Tax *	787,005	755,782	573,043	752,000	553,542	(19,501)	-3.4%
<b>Subtotal - General/Street</b>	<b>\$ 2,223,294</b>	<b>\$ 2,153,866</b>	<b>\$ 1,624,252</b>	<b>\$ 2,221,700</b>	<b>\$ 1,613,841</b>	<b>\$ (10,411)</b>	<b>-0.6%</b>
Motor Vehicle Fuel Tax *	321,453	308,980	234,360	329,500	226,094	(8,266)	-3.5%
Increase Motor Vehicle Fuel Tax	72,487	71,961	53,972	71,600	53,690	(282)	-0.5%
Multi-Modal	82,842	82,240	61,681	81,900	61,359	(322)	-0.5%
<b>Subtotal - Capital Projects</b>	<b>476,782</b>	<b>463,181</b>	<b>350,013</b>	<b>483,000</b>	<b>341,143</b>	<b>\$ (8,870)</b>	<b>-2.5%</b>
<b>Total</b>	<b>\$ 2,700,076</b>	<b>\$ 2,617,047</b>	<b>\$ 1,974,265</b>	<b>\$ 2,704,700</b>	<b>\$ 1,954,984</b>	<b>\$ (19,281)</b>	<b>-1.0%</b>



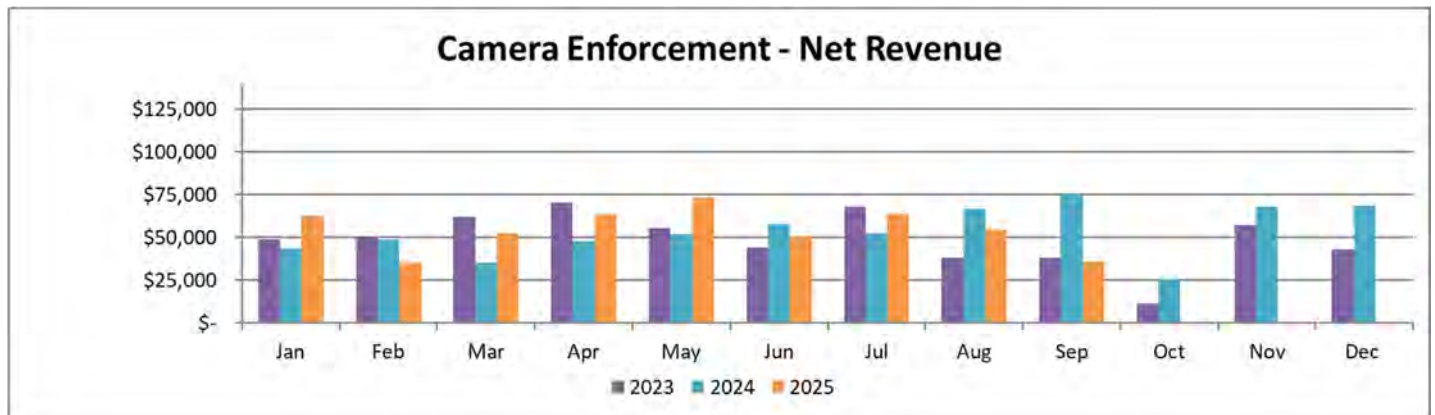
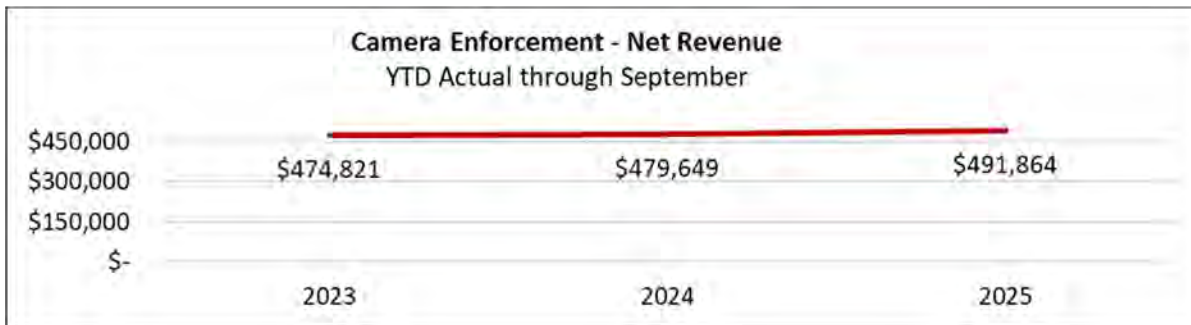
## POLICE

### Photo Infraction – Red Light/School Zone Enforcement

The City currently has eight cameras operating at five locations:

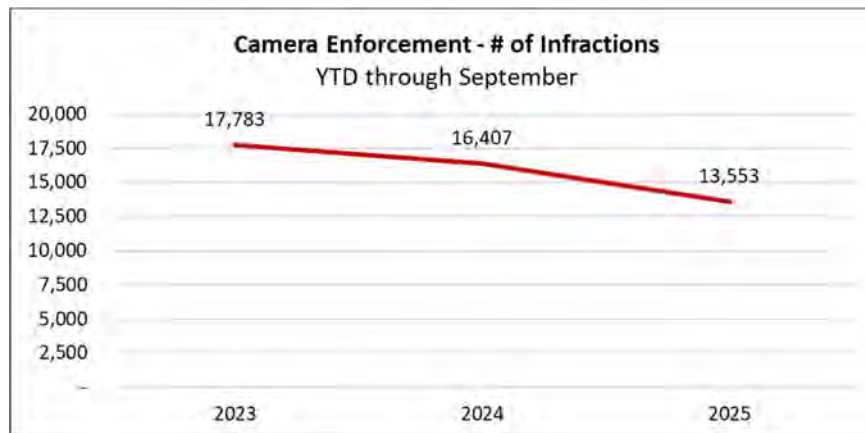
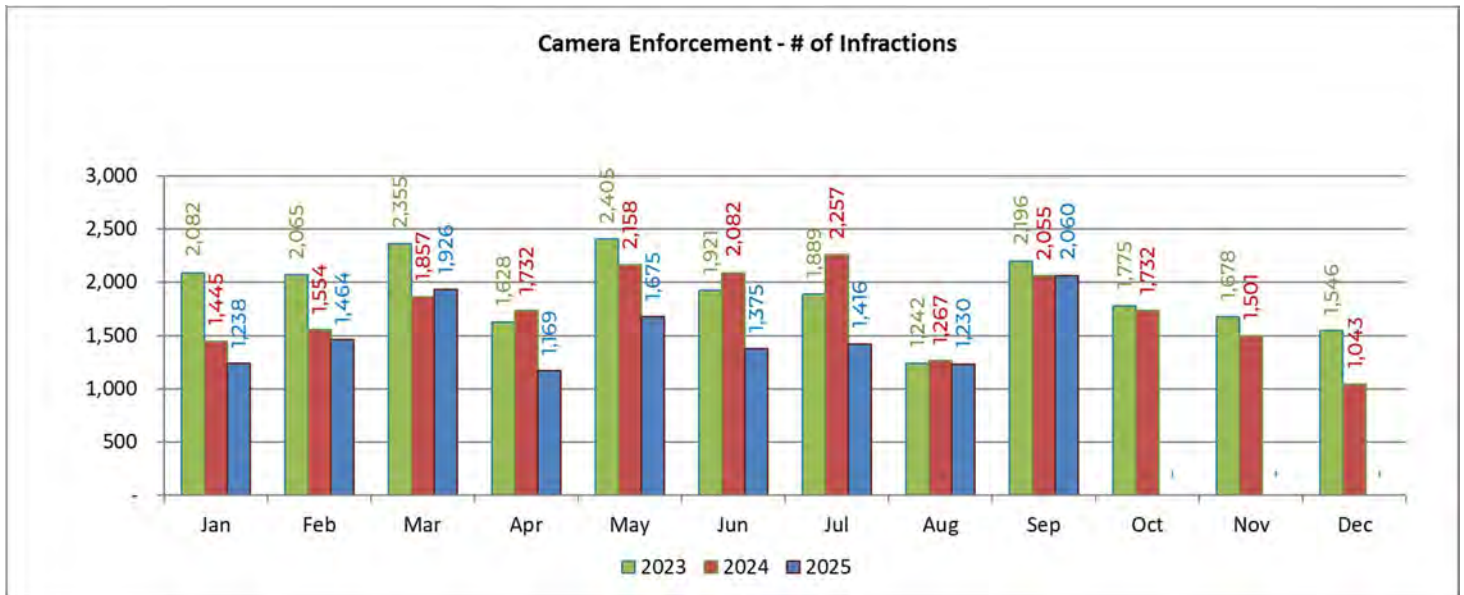
- Two (2) school zone cameras located at: 5405 Steilacoom Blvd – WB and 9904 Gravelly Lake Drive – SB.
- Six (6) red light cameras located at:
  - Bridgeport Blvd SW & San Francisco Ave SW – SB & NB
  - Steilacoom Blvd SW & Phillips Rd SW – WB & EB
  - South Tacoma Way & SR 512 – NB & SB.

Photo Infraction - Red Light / School Zone Enforcement											
Year-to-Date through September											
Month	Year 2023			Year 2024			Year 2025			Over / (Under)	
	Gross Revenue	Vendor Payment	Net Revenue	Gross Revenue	Vendor Payment	Net Revenue	Gross Revenue	Vendor Payment	Net Revenue	Net Revenue 2025 vs 2024	
										\$	%
Jan	\$ 81,379	\$ 32,240	\$ 49,139	\$ 75,657	\$ 32,240	\$ 43,417	\$ 89,595	\$ 26,742	\$ 62,853	\$ 19,436	44.8%
Feb	82,160	32,240	49,920	81,466	32,240	49,226	67,668	32,240	35,428	(13,798)	-28.0%
Mar	94,090	32,240	61,850	67,237	32,240	34,997	84,975	32,240	52,735	17,738	50.7%
Apr	102,348	32,240	70,108	79,776	32,240	47,536	95,489	32,240	63,249	15,713	33.1%
May	87,677	32,240	55,437	84,330	32,240	52,090	105,338	32,240	73,098	21,008	40.3%
Jun	76,220	32,240	43,980	90,028	32,240	57,788	83,201	32,240	50,961	(6,827)	-11.8%
Jul	99,986	32,240	67,746	84,595	32,240	52,355	95,795	32,240	63,555	11,200	21.4%
Aug	70,521	32,240	38,281	99,343	32,240	67,103	86,405	32,240	54,165	(12,938)	-19.3%
Sep	70,600	32,240	38,360	107,377	32,240	75,137	68,060	32,240	35,820	(39,317)	-52.3%
Oct	43,741	32,240	11,501	53,558	27,998	25,560	-	-	-	-	-
Nov	89,592	32,240	57,352	100,302	32,240	68,062	-	-	-	-	-
Dec	75,279	32,240	43,039	97,426	28,549	68,877	-	-	-	-	-
Total YTD	\$ 764,981	\$ 290,160	\$ 474,821	\$ 769,809	\$ 290,160	\$ 479,649	\$ 776,526	\$ 284,662	\$ 491,864	\$ 12,215	2.5%
Total Annual	\$ 973,593	\$ 386,880	\$ 586,713	\$ 1,021,095	\$ 378,947	\$ 642,148	n/a	n/a	n/a	n/a	n/a



# of Infraction Notices Generated Year-to-date through September															
	BP Way & San Francisco			Steilacoom & Phillips			South Tacoma Way & SR512			School Zones			Total		
Month	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Jan	120	105	70	217	-	41	775	789	709	970	551	418	2,082	1,445	1,238
Feb	105	88	86	197	-	33	787	791	623	976	675	722	2,065	1,554	1,464
Mar	110	109	63	254	-	65	898	949	846	1,093	799	952	2,355	1,857	1,926
Apr	106	85	47	256	-	77	773	913	248	493	734	797	1,628	1,732	1,169
May	158	95	65	319	-	42	845	1,027	901	1,083	1,036	667	2,405	2,158	1,675
Jun	134	124	61	359	95	35	959	1,025	489	469	838	790	1,921	2,082	1,375
Jul	132	48	46	-	160	1	1,090	1,006	985	667	1,043	384	1,889	2,257	1,416
Aug	121	77	128	-	91	24	1,121	1,099	1,014	-	-	64	1,242	1,267	1,230
Sep	113	120	72	-	41	-	1,037	1,030	976	1,046	864	1,012	2,196	2,055	2,060
Oct	117	134	-	-	106	-	701	1,006	-	957	486	-	1,775	1,732	-
Nov	99	101	-	-	46	-	786	838	-	793	516	-	1,678	1,501	-
Dec	117	89	-	-	29	-	855	646	-	574	279	-	1,546	1,043	-
Total YTD	1,099	851	638	1,602	387	318	8,285	8,629	6,791	6,797	6,540	5,806	17,783	16,407	13,553
Total Annual	1,432	1,175	n/a	1,602	568	n/a	10,627	11,119	n/a	9,121	7,821	n/a	22,782	20,683	n/a

Steilacoom & Phillips down beginning July 2023 due to construction and with potential of transitioning to new camera vendor, the site was not re-installed until Q2 2024 (with one camera active).





## Jail Services

The City contracts with various agencies to provide jail services. Current contracts are with Nisqually and Pierce County.

2025 Jail Rates					
Pierce County	Booking Fee	\$76.83	Nisqually	Booking Fee	\$20.00
	Daily Rate	\$155.67		Daily Rate	\$150.49
	Escort Fee*	\$168.06		Hospital Security	\$48.50/hr
	Mental Health Fee	\$349.65		Major Medical Costs	City Pays
	Special Identification Process	\$76.83			
	Major Medical Costs	City Pays			

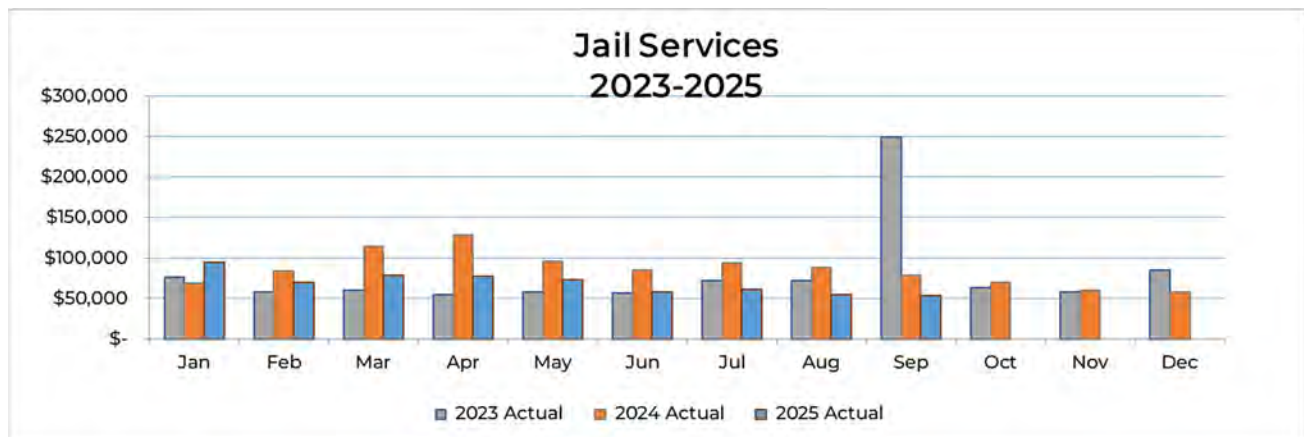
Pierce County rates listed are in accordance with Pierce County Code 9.47.020. Revised 11/21.

Starting July 2022, Nisqually's daily rate increased to \$130.00, with 5% increases every January 1st.

The current \$143.33 includes the 5% increase.

Service Period	Year 2023				Year 2024				Year 2025			
	Nisqually	Pierce County	Medical	Total by Month	Nisqually	Pierce County	Medical	Total by Month	Nisqually	Pierce County	Medical	Total by Month
Jan	\$ 63,691	\$ 6,585	\$ 6,415	\$ 76,691	\$ 65,661	\$ 3,266	\$ -	\$ 68,927	\$ 84,848	\$ 10,644	\$ -	\$ 95,492
Feb	45,784	3,203	9,359	58,347	77,001	7,537	-	84,537	62,905	7,385	-	70,290
Mar	57,757	3,268	-	61,025	104,274	10,519	-	114,793	74,493	5,084	-	79,577
Apr	49,184	6,416	-	55,600	121,251	7,484	-	128,735	64,898	13,523	-	78,420
May	50,915	8,168	-	59,083	89,109	7,558	-	96,667	50,611	22,734	-	73,345
Jun	50,505	7,333	-	57,838	64,928	20,365	-	85,293	48,148	10,136	-	58,284
Jul	62,366	10,747	-	73,113	79,736	14,479	-	94,216	47,096	14,213	-	61,309
Aug	62,723	9,824	-	72,547	82,744	6,237	-	88,981	41,686	13,481	-	55,167
Sep	240,441	8,660	-	249,101	73,693	5,985	-	79,679	44,846	8,934	-	53,780
Oct	50,967	13,515	-	64,482	61,941	8,942	-	70,883	-	-	-	-
Nov	55,714	3,250	-	58,964	55,182	5,958	-	61,140	-	-	-	-
Dec	57,549	4,258	24,338	86,145	50,309	7,979	-	58,288	-	-	-	-
<b>Annual Total</b>	<b>\$ 847,596</b>	<b>\$ 85,227</b>	<b>\$ 40,112</b>	<b>\$ 972,935</b>	<b>\$ 925,830</b>	<b>\$ 106,308</b>	<b>\$ -</b>	<b>\$1,032,138</b>	<b>\$ 519,530</b>	<b>\$ 106,134</b>	<b>\$ -</b>	<b>\$ 625,664</b>
	Annual Budget \$ 773,485				Annual Budget \$ 800,000				Annual Budget \$ 1,330,000			
	YTD as % of Annual Budget 125.8%				YTD as % of Annual Budget 129.0%				YTD as % of Annual Budget 47.0%			

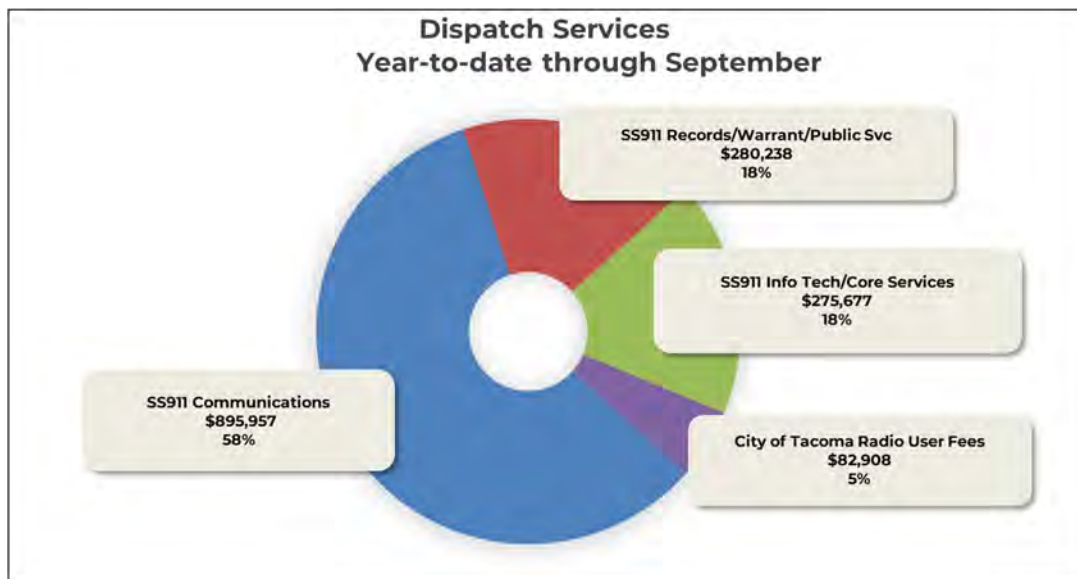
2023 annual budget of \$773,485 includes \$173,485 1-time for 7/2022 through 12/2022 Nisqually jail cost increases billed and paid for in Sep 2023.



## Dispatch Services

South Sound 911 PDA (Public Development Authority) provides dispatch emergency communication, records and technology services, and regional, interoperable first responder radio system.

South Sound 911 Dispatch Services Year-to-date through September				
Category	2023 Annual Actual	2024 Annual Actual	2025	
			Annual Budget	Actual YTD Sep
Communication	\$ 1,335,280	\$ 1,281,870	\$ 1,307,165	\$ 895,957
Records/Warrant/Public Services	282,710	371,420	378,749	280,238
Information Technology/Core Services	302,067	313,480	319,666	275,677
<b>Subtotal</b>	<b>\$ 1,920,057</b>	<b>\$ 1,966,770</b>	<b>\$ 2,005,580</b>	<b>\$ 1,451,872</b>
Radio User Fees City of Tacoma	150,285	152,195	152,000	82,908
<b>Total Dispatch Services</b>	<b>\$ 2,070,342</b>	<b>\$ 2,118,965</b>	<b>\$ 2,157,580</b>	<b>\$ 1,534,780</b>
Change Over Prior Year - \$	\$ 53,494	\$ 48,623		
Change Over Prior Year - %	2.7%	2.3%		

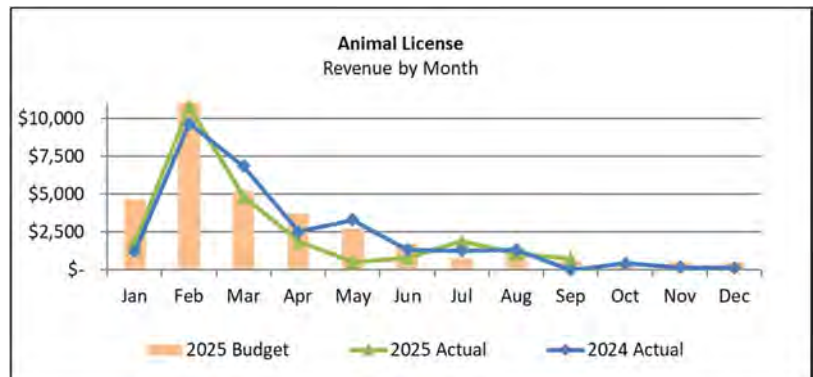


## Animal License

The City requires all dogs and cats over the age of eight weeks and residing in the city limits to be licensed annually. All licenses expire on December 31. Licenses not renewed by February 28 are subject to a \$2 late penalty.

Animal License Fees		
Fee Type	Regular	Senior (65+) or Physically Disabled
Unaltered Dogs/Cats	\$55.00	\$30.00
Spayed/Neutered Dogs	\$20.00	\$10.00
Spayed/Neutered Cats	\$12.00	\$4.00
Pets Under 6 Months Old	\$4.00	\$4.00
Service Dogs	\$0.00	\$0.00
Late Fee (after February 28)	\$2.00	\$2.00

Animal License Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 5,497	\$ 1,216	\$ 4,640	\$ 1,796	\$ 580	47.7%	\$ (2,844)	-61.3%
Feb	10,556	9,666	11,607	10,779	1,113	11.5%	(828)	-7.1%
Mar	5,662	6,845	5,181	4,835	(2,010)	-29.4%	(346)	-6.7%
Apr	2,564	2,536	3,724	1,890	(646)	-25.5%	(1,834)	-49.3%
May	2,972	3,309	2,749	534	(2,775)	-83.9%	(2,215)	-80.6%
Jun	1,104	1,332	1,721	823	(509)	-38.2%	(898)	-52.2%
Jul	827	1,286	801	1,886	600	46.7%	1,085	135.5%
Aug	663	1,351	1,327	1,079	(272)	-20.1%	(248)	-18.7%
Sep	4	20	580	756	736	3680.0%	176	30.4%
Oct	634	431	496	-	-	-	-	-
Nov	835	190	517	-	-	-	-	-
Dec	497	159	457	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 29,849</b>	<b>\$ 27,561</b>	<b>\$ 32,330</b>	<b>\$ 24,378</b>	<b>\$ (3,183)</b>	<b>-11.5%</b>	<b>\$ (7,952)</b>	<b>-24.6%</b>
<b>Total Annual</b>	<b>\$ 31,815</b>	<b>\$ 28,341</b>	<b>\$ 33,800</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):		-4.4%						



Animal Control Year-to-date through September							
Operating Revenues & Expenditures	2023 Annual Actual	2024		2025		Over / (Under)	
		Annual Actual	YTD Actual	Annual Budget	YTD Actual	YTD 2025 vs 2024	
						\$	%
<b>Operating Revenue:</b>							
Animal License	\$ 31,815	\$ 28,341	\$ 27,561	\$ 33,800	\$ 24,378	\$ (3,183)	-11.5%
Animal Services - City of Dupont	37,992	38,710	30,552	39,400	29,583	(969)	-3.2%
Animal Services - Town of Steilacoom	21,710	22,123	15,557	21,700	16,883	1,326	8.5%
<b>Total Operating Revenues</b>	<b>\$ 91,517</b>	<b>\$ 89,174</b>	<b>\$ 73,670</b>	<b>\$ 94,900</b>	<b>\$ 70,844</b>	<b>\$ (2,826)</b>	<b>-3.8%</b>
<b>Operating Expenditures:</b>							
Personnel	238,279	251,750	188,968	246,509	195,352	6,384	3.4%
Supplies	500	3,212	3,168	3,360	2,485	(683)	-21.6%
Humane Society	175,656	186,049	139,696	189,400	147,633	7,937	5.7%
Other Services & Charges	160	-	-	1,200	55	55	n/a
<b>Total Operating Expenditures</b>	<b>\$ 414,596</b>	<b>\$ 441,011</b>	<b>\$ 331,832</b>	<b>\$ 440,469</b>	<b>\$ 345,526</b>	<b>\$ 13,694</b>	<b>4.1%</b>
<b>Net Program Cost</b>	<b>\$ (323,080)</b>	<b>\$ (351,838)</b>	<b>\$ (258,162)</b>	<b>\$ (345,569)</b>	<b>\$ (274,682)</b>	<b>\$ (16,520)</b>	<b>6.4%</b>

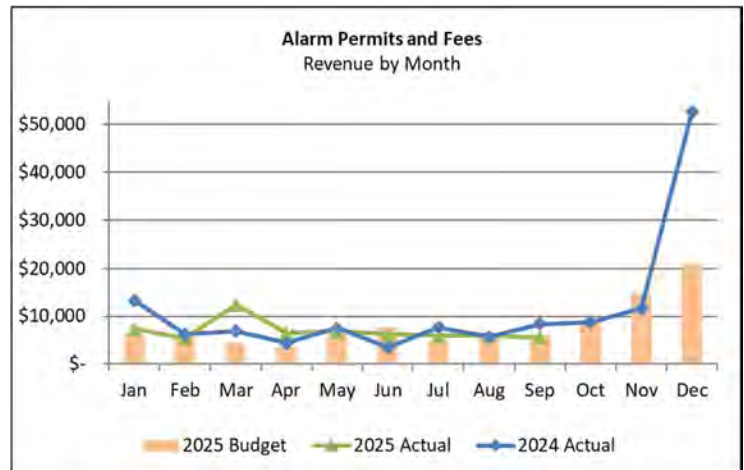
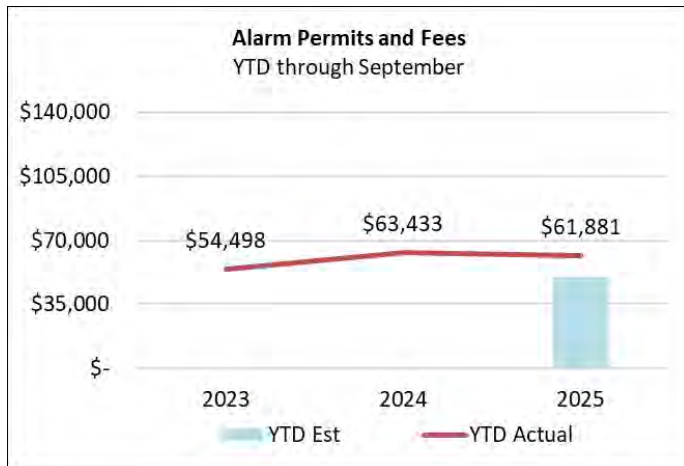
Note - operating expenditures do not include internal service allocations (such as vehicle repairs & maintenance, vehicle replacement reserves, etc.) as all police internal service charges are accounted for under Command Section.

## Alarm Permits and Fees

False alarms cost the City and citizens thousands of dollars per year and take officers away from actual emergencies. The false alarm ordinance includes a registration process, provides for annual alarm permit fees for residential and business alarms, and provides for fees for false alarms to encourage all alarm users to maintain the reliability of and to properly use their alarm equipment.

Alarm Permits and Fees Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 6,967	\$ 13,290	\$ 6,139	\$ 7,350	\$ (5,940)	-44.7%	\$ 1,211	19.7%
Feb	4,797	6,232	6,006	5,328	(904)	-14.5%	(678)	-11.3%
Mar	5,572	6,909	4,307	12,370	5,461	79.0%	8,063	187.2%
Apr	4,841	4,345	3,527	6,481	2,136	49.2%	2,954	83.8%
May	8,543	7,532	6,101	6,822	(710)	-9.4%	721	11.8%
Jun	3,638	3,474	7,685	6,219	2,745	79.0%	(1,466)	-19.1%
Jul	7,796	7,592	4,696	5,903	(1,689)	-22.2%	1,207	25.7%
Aug	5,538	5,688	5,552	5,848	160	2.8%	296	5.3%
Sep	6,806	8,371	6,098	5,560	(2,811)	-33.6%	(538)	-8.8%
Oct	8,093	8,778	9,235	-	-	-	-	-
Nov	8,253	11,628	14,857	-	-	-	-	-
Dec	18,712	52,642	20,798	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 54,498</b>	<b>\$ 63,433</b>	<b>\$ 50,111</b>	<b>\$ 61,881</b>	<b>\$ (1,552)</b>	<b>-2.4%</b>	<b>\$ 11,770</b>	<b>23.5%</b>
<b>Total Annual</b>	<b>\$ 89,556</b>	<b>\$ 136,481</b>	<b>\$ 95,000</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
3rd Party Processing Fees	\$ 40,650	\$ 71,206	\$ 52,500	\$ 26,156	\$ (45,050)	-63.3%	\$ (26,344)	-50.2%
5-Year Ave Change (2020 - 2024): 23.0%								

Note: The table reflects gross revenue; processing and other fees are shown separately.



## **Opioid Abatement Fund**

**Distributors:** Washington State received the maximum \$518M under a resolution where three companies (McKesson Corporation, Cardinal Health Inc., and AmerisourceBergen Drug Corporation) found to have played key roles in fueling the opioid epidemic. More than \$476M will be directed toward addressing the opioid epidemic. This money will be paid over 18 distributions, with the first distribution occurring in December 2022. Local governments and State must spend the settlement funds on approved uses, must keep records of its spending, must file reports with the Settlement Administrator, and must comply with all terms of the Washington and National Distributer Settlements. A local government can either spend the money itself or elect to pool with other local governments on a regional basis.

**Janssen (Johnson & Johnson):** To avoid trial in the lawsuit, Janssen (Johnson & Johnson, Johnson & Johnson Innovative Medicine, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc. collectively) was required to pay a settlement of \$149.5M in June 2024. The settlement required that \$123.3M be used to combat the opioid epidemic, including the fentanyl crisis. The attorney general has directed 50% (\$61.6M) of these resources to local governments for that purpose. The settlement was contingent on eligible cities and counties joining the settlement by May 11, 2024. As with prior resolutions, to obtain the full amount, all 125 eligible local governments needed to sign the deal. Local governments divided their share of the proceeds according to their own agreed formula.

**McKinsey & Co.:** A settlement has been reached in a class action lawsuit against McKinsey & Company, Inc., and related entities claiming that McKinsey played a central role in the opioid crisis by advising opioid manufacturers and other industry participants how to sell as many prescription opioids as possible. The lawsuit is known as *In re McKinsey & Co., Inc. National Prescription Opiate Consultant Litigation*, Case No. 3:21-md-02996-CRB (N.D. California). Allocations to eligible subdivisions were made following the same general intrastate methodologies applied in the national opioid settlement with Janssen Pharmaceuticals.

**CVS, Walgreens, Walmart, Teva, Allergan:** Washington State will also receive an estimated \$434.4M from multistate resolutions with the following five companies:

- CVS: \$110.6 million to Washington state over 10 years;
- Walgreens: \$120.3 million to Washington state over 15 years;
- Walmart: \$62.6 million to Washington state and 97% of that paid in the first year;
- Teva: \$90.7 million to Washington state over the next 13 years; and
- Allergan: \$50 million to Washington state over the next seven years.

**Kroger:** On April 2024 a settlement has been reached in a class action lawsuit with Kroger, which does business as QFC and Fred Meyer in Washington, payable over 11 years. Similar to previous settlements, the funds will be split between the state and eligible local governments according to the distribution formula set by the One Washington MOU.

## Actual & Projected Allocation Amounts

The following table provides an accounting of settlement funds received and projected future receipts.

Opioid Abatement Distributions Received & Projected										
As of September 30, 2025										
Date	Distributor <sup>1</sup> Amount	Janssen (J&J) Amount	McKinsey Amount	Teva Amount	Allergan Amount	CVS Amount	Walgreens Amount	Walmart Amount	Kroger Amount	Total
12/2022	\$ 41,039	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,039
12/2022	43,130	-	-	-	-	-	-	-	-	43,130
8/2023	43,130	-	-	-	-	-	-	-	-	43,130
3/2024	23,760	-	-	14,412	15,970	17,784	34,415	139,928	-	246,269
6/2024	-	289,326	-	-	-	-	-	-	-	289,326
7/2024	53,983	-	-	14,666	16,116	14,229	-	-	-	98,994
9/2024	-	-	22,235	-	-	-	-	-	-	22,235
4/2025	-	-	-	-	-	-	13,840	-	-	13,840
6/2025	-	-	-	-	-	-	-	-	19,300	19,300
7/2025	53,983	-	-	14,666	16,116	28,187	-	-	-	112,953
7/2026	53,983	-	-	14,666	16,116	28,497	13,840	-	9,864	136,967
7/2027	44,328	-	-	14,666	15,777	28,497	13,840	-	10,078	127,187
7/2028	72,417	-	-	14,666	15,777	27,940	14,101	-	9,750	154,650
7/2029	74,695	-	-	14,260	15,777	26,544	14,101	-	9,650	155,026
7/2030	74,695	-	-	14,260	-	25,148	20,574	-	9,650	144,327
7/2031	62,788	-	-	14,260	-	25,126	20,574	-	9,650	132,398
7/2032	62,788	-	-	14,260	-	25,126	20,574	-	9,650	132,398
7/2033	62,788	-	-	14,260	-	-	20,574	-	9,650	107,273
7/2034	62,788	-	-	14,260	-	-	20,574	-	9,650	107,273
7/2035	62,788	-	-	14,260	-	-	20,574	-	-	97,623
7/2036	62,788	-	-	-	-	-	20,574	-	-	83,362
7/2037	62,788	-	-	-	-	-	20,574	-	-	83,362
7/2038	62,788	-	-	-	-	-	-	-	-	62,788
Received to LTD	\$ 259,024	\$ 289,326	\$ 22,235	\$ 43,743	\$ 48,203	\$ 60,201	\$ 48,255	\$139,928	\$ 19,300	\$ 930,215
Total Future Receipts	\$ 822,423	\$ -	\$ -	\$ 143,818	\$ 63,449	\$ 186,877	\$ 220,475	\$ -	\$ 87,593	\$ 1,524,635
Total Estimated	\$1,081,447	\$ 289,326	\$ 22,235	\$ 187,562	\$111,652	\$ 247,078	\$ 268,730	\$139,928	\$106,893	\$ 2,454,850

The projections are the amounts the City would receive pursuant to the settlement agreement if all relevant facts and circumstances were to remain unchanged. The relevant facts and circumstances, including but not limited to current levels of State 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 Settlement agreements. Projections as of September 2025.

Payment timing and amounts are subject to change and may be affected by, among other things, increased participation in a State, a 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. Additionally, these calculations do not take into account any Settlement Fund Administrator costs and fees that exceed the available interest accrued in the Settlement Fund.

## Opioid Abatement Expenditures

Section 5 of the interlocal agreement states that each jurisdiction is to reserve 10% of the settlement payments to cover the administration of the Opioid Abatement Council.

Section 5. Administration of PCOAC and Expenses. Pierce County agrees to provide for the administration of the PCOAC through the Pierce County Auditor's Office as outlined in this Agreement. The Pierce County Auditor's Office (Administrator) will serve as the administrator for PCOAC and shall perform all administrative functions, including scheduling of meetings, making reports publicly available, maintaining a public dashboard, preparing a report for consideration of the PCOAC at its annual meeting, and other such tasks as assigned by the Chair.

Administrative Expenses. 10% of the Opioid Funds received by the Parties will be reserved by each Party, on an annual basis, for administrative costs related to the PCOAC. Administrative costs are limited to 10% and every effort shall be made to keep administrative costs below 10%. The Administrator shall provide itemized invoices for all administrative expenses to each of the Parties before the end of each fiscal year. Each Party will be billed by the Administrator a pro-rated amount based on the overall percentage each Party annually receives in direct allocation from the Trustee. Any reserved funds that exceed a party's pro-rated share of the administrative costs will be reallocated to each Party for Approved Purposes under the MOU.

Expenditures:

- \$2,165.37 for 2023 Opioid Abatement Council Administrative Fees
- \$2,458.66 for 2024 Opioid Abatement Council Administrative Fees

## Seizure Funds

### Fund 180 Narcotics Seizure Fund

The purpose of this fund is for tracking assets seized as a result of involvement with the illegal sale, possession, or distribution of drugs or controlled substances, and for the purchase of controlled substances or drugs by law enforcement officers or agents, as well as 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.

Fund 180 - Narcotics Seizure Year-to-date through September				
	2023 Annual Actual	2024 Annual Actual	2025	
			Annual Budget	YTD Actual
<b>Sources:</b>				
Forfeitures	\$ 145,507	\$ 24,332	\$ 30,274	\$ 38,494
Law Enforcement Contracts	17,035	16,891	24,510	14,174
Interest /Misc	4,239	2,347	602	602
<b>Total Sources</b>	<b>\$ 166,780</b>	<b>\$ 43,569</b>	<b>\$ 55,386</b>	<b>\$ 53,271</b>
<b>Uses:</b>				
Investigations	128,423	76,875	56,950	44,471
Capital	17,795	41,359	-	-
<b>Total Uses</b>	<b>\$ 146,218</b>	<b>\$ 118,234</b>	<b>\$ 56,950</b>	<b>\$ 44,471</b>
<b>Sources Over/(Under) Uses</b>	<b>\$ 20,563</b>	<b>\$ (74,665)</b>	<b>\$ (1,564)</b>	<b>\$ 8,800</b>
<b>Beginning Balance</b>	<b>\$ 55,667</b>	<b>\$ 76,230</b>	<b>\$ 1,564</b>	<b>\$ 1,564</b>
<b>Ending Balance</b>	<b>\$ 76,230</b>	<b>\$ 1,564</b>	<b>\$ (0)</b>	<b>\$ 10,364</b>

### Fund 181 Felony Seizure Fund

The state statute authorizes the seizure of assets that have been or was actually employed as an instrumentality in the commission or in the aiding or abetting in the commission of any felony, or which was furnished or was intended to be furnished by any person in the commission of, as a result of, or as a compensation for the commission of, any felony, or which was acquired in whole or in part with the proceeds traceable to the commission of a felony. Funds shall be used exclusively by the City in the expansion and improvement of law enforcement activity; however, may not be used to supplant existing funding sources.

Fund 181 - Felony Seizure Year-to-date through September				
	2023 Annual Actual	2024 Annual Actual	2025	
			Annual Budget	YTD Actual
<b>Sources:</b>				
Forfeitures	\$ 2,657	\$ 100	\$ 10,346	\$ 10,346
Interest /Misc	867	681	149	149
<b>Total Sources</b>	<b>\$ 3,523</b>	<b>\$ 781</b>	<b>\$ 10,495</b>	<b>\$ 10,495</b>
<b>Uses:</b>				
Investigations	4,457	9,084	11,274	10,553
Capital Purchases	-	13,288	-	-
<b>Total Uses</b>	<b>\$ 4,457</b>	<b>\$ 22,372</b>	<b>\$ 11,274</b>	<b>\$ 10,553</b>
<b>Sources Over/(Under) Uses</b>	<b>\$ (934)</b>	<b>\$ (21,592)</b>	<b>\$ (779)</b>	<b>\$ (58)</b>
<b>Beginning Balance</b>	<b>\$ 23,305</b>	<b>\$ 22,371</b>	<b>\$ 779</b>	<b>\$ 779</b>
<b>Ending Balance</b>	<b>\$ 22,371</b>	<b>\$ 779</b>	<b>\$ -</b>	<b>\$ 721</b>



## Fund 182 Federal Seizure Fund

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

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

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

Fund 182 - Federal Seizure				
Year-to-date through September				
	2023 Annual Actual	2024 Annual Actual	2025	
			Annual Budget	YTD Actual
<b>Sources:</b>				
Forfeitures	\$ 29,214	\$ 11,243	\$ 24,835	\$ 24,835
Interest/Misc	77	303	271	271
<b>Total Sources</b>	<b>\$ 29,291</b>	<b>\$ 11,546</b>	<b>\$ 25,106</b>	<b>\$ 25,105</b>
<b>Uses:</b>				
Crime Prevention	5,776	892	27,877	26,663
Capital Purchases	19,547	12,554	-	-
<b>Total Uses</b>	<b>\$ 25,323</b>	<b>\$ 13,446</b>	<b>\$ 27,877</b>	<b>\$ 26,663</b>
<b>Sources Over/(Under) Uses</b>	<b>\$ 3,968</b>	<b>\$ (1,900)</b>	<b>\$ (2,771)</b>	<b>\$ (1,558)</b>
<b>Beginning Balance</b>	<b>\$ 703</b>	<b>\$ 4,671</b>	<b>\$ 2,771</b>	<b>\$ 2,771</b>
<b>Ending Balance</b>	<b>\$ 4,671</b>	<b>\$ 2,771</b>	<b>\$ -</b>	<b>\$ 1,213</b>

## **Fund 195 Public Safety Grants**

The purpose of this fund is to account for the revenues and expenditures related to public safety grants. The following table provides a financial summary of these grants.

Public Safety Grants	2025	
	Annual Budget	YTD September
Washington Traffic Safety Commission (WTSC) Distracted Driving	5,165	4,165
Washington Traffic Safety Commission (WTSC) DUI	5,165	-
Washington Traffic Safety Commission (WTSC) Speeding	5,165	2,101
Washington Traffic Safety Commission (WTSC) Motorcycle	1,250	-
Washington Traffic Safety Commission (WTSC) Seatbelts	1,250	4,686
Washington State Military Department - Emergency Management (EMPG)	37,646	37,646
Dept. of Justice - Bulletproof Vest Partnership	13,186	3,738
Washington State Parks & Recreation Boaters Safety	22,709	22,709
Pierce County - STOP Violence Against Women Training	6,000	5,110
Dept. of Justice - Veterans Treatment Court	46,038	-
Washington Auto Theft Prevention Authority (WATPA)	771,339	201,691
Dept. of Justice - JAG - Real Time Crime Center	47,051	4,952
Washington Traffic Safety Commission - School Zones	10,000	8,971
Washington State Military Department - Extreme Weather Response Grant	37,113	33,167
Dept. of Justice - JAG - Unmanned Ground System (UGS) or Tactical Robot	39,064	-
Pierce County Regional Law Enforcement Phlebotomy Program	3,900	-
Washington Traffic Safety Commission - DUI OT Patrols	50,000	12,599
Washington State Criminal Justice Training Commission - Wellness Program	13,800	3,964
Department of Commerce - Office of Firearm Safety and Violence Prevention - Secured Cage	8,529	-
<b>Total</b>	<b>\$ 1,124,369</b>	<b>\$ 345,499</b>

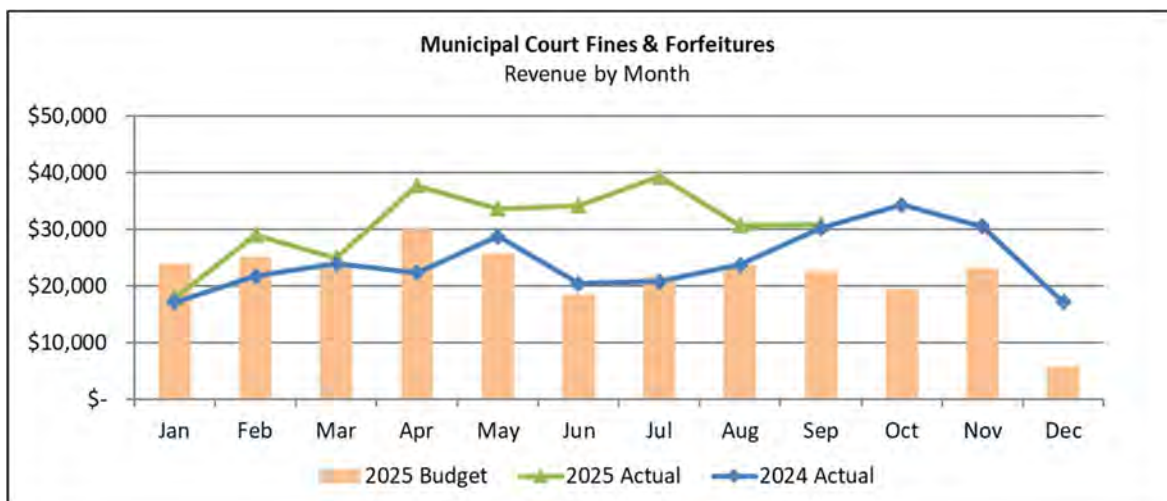
Public Safety Grants	Year-to-date through September 2025			
	Beginning Balance	Revenue	Expenditure	Ending Balance
Washington Traffic Safety Commission (WTSC) Distracted Driving	-	4,165	4,165	-
Washington Traffic Safety Commission (WTSC) Speeding	-	2,101	2,101	-
Washington Traffic Safety Commission (WTSC) Seatbelts	-	4,686	4,686	-
Washington State Military Department - Emergency Management (EMPG)	-	37,646	37,646	-
Dept. of Justice - Bulletproof Vest Partnership	-	3,738	3,738	-
Washington State Parks & Recreation Boaters Safety	-	22,709	22,709	-
Pierce County - STOP Violence Against Women Training	-	5,110	5,110	-
Washington Auto Theft Prevention Authority (WATPA)	-	201,691	201,691	-
Dept. of Justice - JAG - Real Time Crime Center	-	4,952	4,952	-
Washington Traffic Safety Commission - School Zones	-	8,971	8,971	-
WA State Military Department - Extreme Weather Response Grant	-	33,167	33,167	-
Washington Traffic Safety Commission - DUI OT Patrols	-	12,599	12,599	-
Washington State Criminal Justice Training Commission - Wellness Program*	-	-	3,964	(3,964)
<b>Total</b>	<b>\$ -</b>	<b>\$ 341,535</b>	<b>\$ 345,499</b>	<b>\$ (3,964)</b>

\* Expenditure not eligible for grant reimbursement, City cancelled purchase and vendor returned payment in October.

## MUNICIPAL COURT

Effective January 2015, as part of the new contracts, fines and forfeiture revenues from the Town of Steilacoom and City of University Place are no longer retained by the City, other than for past cases. Revenues from 2015 cases and forward are collected by the City and remitted on a monthly basis to the contract jurisdictions (City of DuPont, City of University Place and Town of Steilacoom). The City of University Place contract ended in December 2020.

Municipal Court Fines & Forfeitures Year-to-date through September								
Month	2023	2024	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 20,289	\$ 17,204	\$ 23,900	\$ 17,969	\$ 765	4.4%	\$ (5,931)	-24.8%
Feb	26,496	21,711	25,125	28,985	7,274	33.5%	3,860	15.4%
Mar	24,744	23,901	24,072	24,969	1,068	4.5%	897	3.7%
Apr	28,440	22,347	29,976	37,692	15,345	68.7%	7,716	25.7%
May	20,843	28,727	25,658	33,675	4,948	17.2%	8,017	31.2%
Jun	14,138	20,464	18,595	34,253	13,789	67.4%	15,658	84.2%
Jul	20,340	20,758	21,668	39,323	18,565	89.4%	17,655	81.5%
Aug	21,508	23,795	23,684	30,659	6,864	28.8%	6,975	29.5%
Sep	16,977	30,268	22,594	30,859	591	2.0%	8,265	36.6%
Oct	18,616	34,347	19,390	-	-	-	-	-
Nov	24,419	30,498	23,166	-	-	-	-	-
Dec	2,512	17,216	5,773	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 193,775</b>	<b>\$ 209,175</b>	<b>\$ 215,271</b>	<b>\$ 278,384</b>	<b>\$ 69,209</b>	<b>33.1%</b>	<b>\$ 63,113</b>	<b>29.3%</b>
<b>Total Annual</b>	<b>\$ 239,322</b>	<b>\$ 291,236</b>	<b>\$ 263,600</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024)		-10.4%						



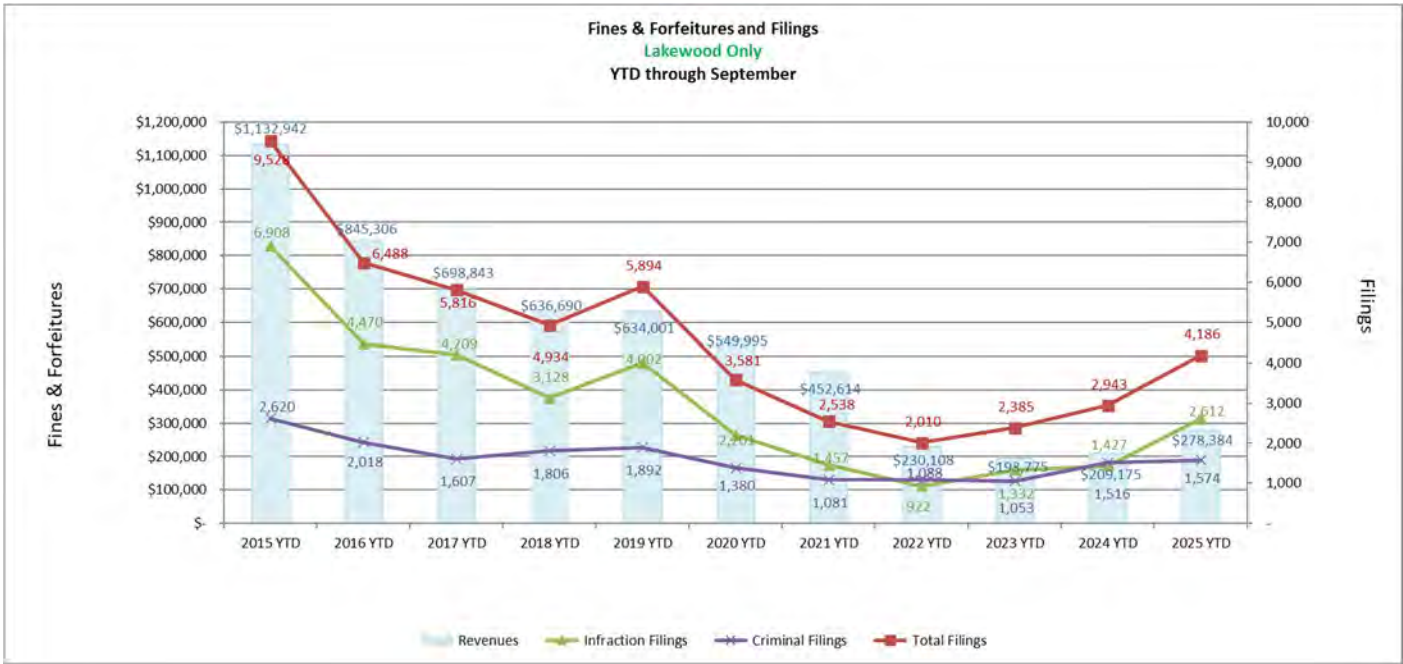
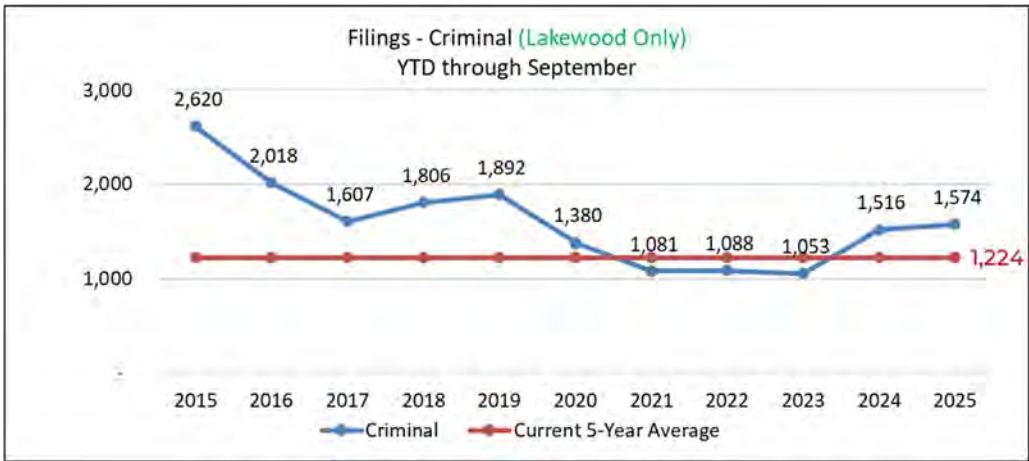
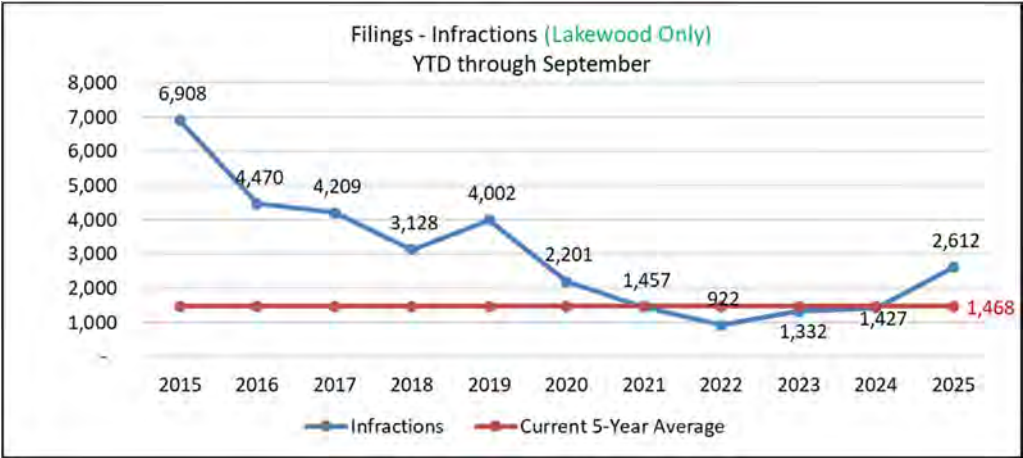
Municipal Court Fines & Forfeitures Year-to-date through September										
Category	2023 Actual	2024		2025			Over / (Under)		Over / (Under)	
		Annual Actual	YTD Actual	Annual Budget	YTD Budget	Annual Actual	2025 YTD Actual vs 2024 YTD Actual		2025 YTD Actual vs YTD Budget	
							\$	%	\$	%
Admin, Filing, Copy, Forms,	\$ 18,104	\$ 16,445	\$ 12,126	\$ 12,000	\$ 12,479	\$ 16,767	\$ 4,641	38.3%	\$ 4,288	34.4%
Detention & Correction Services	32,929	39,876	30,320	38,700	31,204	41,518	11,198	36.9%	10,314	33.1%
Civil Penalties	144	279	153	100	157	444	291	190.2%	287	182.0%
Civil Infraction Penalties	150,072	183,774	131,589	166,800	135,424	198,580	66,991	50.9%	63,156	46.6%
Civil Parking Infractions	265	1,420	1,130	900	1,163	539	(591)	-52.3%	(624)	-53.7%
Criminal Traffic Misdemeanor	5,446	5,583	4,990	8,800	5,135	3,712	(1,278)	-25.6%	(1,423)	-27.7%
Criminal Non-Traffic Fines	6,826	9,562	6,018	6,800	6,193	(3,310)	(9,328)	-155.0%	(9,503)	-153.4%
Court Cost Recoupment	6,460	7,572	5,452	7,500	5,611	6,178	726	13.3%	567	10.1%
Interest/Other/Misc	19,076	26,725	17,398	22,000	17,905	13,956	(3,442)	-19.8%	(3,949)	-22.1%
<b>Total</b>	<b>\$239,322</b>	<b>\$291,236</b>	<b>\$209,175</b>	<b>\$263,600</b>	<b>\$215,271</b>	<b>\$278,384</b>	<b>\$ 69,209</b>	<b>33.1%</b>	<b>\$ 63,113</b>	<b>29.3%</b>

Municipal Court Year-to-date through September							
Operating Revenues & Expenditures	2023 Annual Actual	2024		2025		Over / (Under)	
		Annual Actual	YTD Actual	Annual Budget	YTD Actual	2025 YTD Actual vs 2024 YTD Actual	
						\$	%
<b>Operating Revenue:</b>							
Fines & Forfeitures	\$ 239,322	\$ 291,236	\$ 209,175	\$ 263,600	\$ 278,384	\$ 69,209	33.1%
Court Services - Town of Steilacoom	213,840	66,242	53,010	88,476	66,727	13,717	25.9%
Court Services - City of DuPont	169,551	361,044	260,944	250,878	187,265	(73,679)	-28.2%
<b>Total Operating Revenues</b>	<b>\$ 622,713</b>	<b>\$ 718,522</b>	<b>\$ 523,129</b>	<b>\$ 602,954</b>	<b>\$ 532,376</b>	<b>\$ 9,247</b>	<b>1.8%</b>
<b>Operating Expenditures:</b>							
Judicial Services	1,158,311	1,216,631	900,230	1,119,988	868,642	(31,588)	-3.5%
Professional Services*	85,356	96,818	64,212	55,000	52,068	(12,144)	-18.9%
Probation & Detention	229,711	233,887	155,480	337,437	193,370	37,890	24.4%
<b>Total Operating Expenditures</b>	<b>\$ 1,473,378</b>	<b>\$ 1,547,336</b>	<b>\$ 1,119,922</b>	<b>\$ 1,512,426</b>	<b>\$ 1,114,080</b>	<b>\$ (5,842)</b>	<b>-0.5%</b>
Public Defender**	\$ 559,625	\$ 721,278	\$ 564,400	971,528	\$ 601,872	37,472	6.6%
<b>Net Operating Revenue (Cost)</b>	<b>\$ (1,410,290)</b>	<b>\$ (1,550,092)</b>	<b>\$ (1,161,193)</b>	<b>\$ (1,881,000)</b>	<b>\$ (1,183,576)</b>	<b>\$ (22,383)</b>	<b>1.9%</b>

\*Professional Services includes Pro-Tem Judge, Jury/Witness Fees and interpreter services.

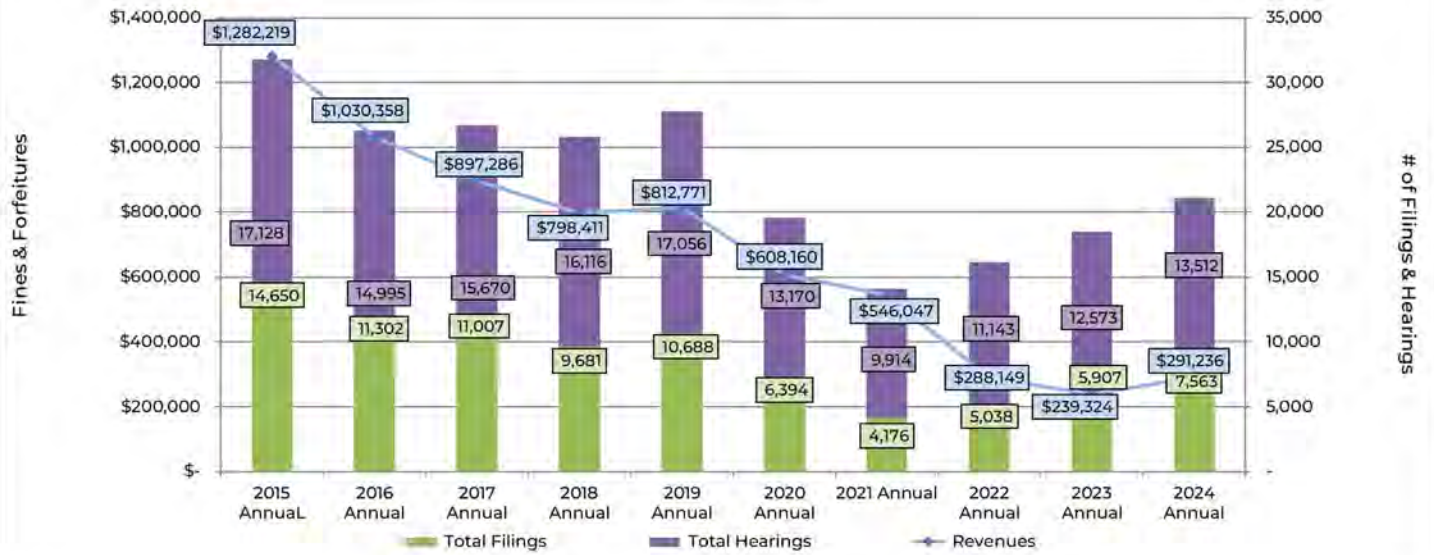
\*\*Public Defender is accounted for under Non-Departmental beginning in 2023.

The following charts provides current and historical filings and fines & forfeitures for Lakewood (does not include photo infraction filings and revenues).





**Filings & Hearings for Infractions & Criminal  
& Lakewood Retained Fines & Forfeiture Revenues  
Annual Totals**



**Filings & Hearings for Infractions & Criminal  
& Lakewood Retained Fines & Forfeiture Revenues  
YTD through September**



## Filings and Hearings by Jurisdiction – YTD Totals

Total YTD Sep	FILINGS			HEARINGS			Photo/Camera	
	Infractions	Criminal	Total Filings	Infractions	Criminal	Total Hearings	Filings	Hearings
<b>2025</b>	<b>4,012</b>	<b>1,695</b>	<b>5,707</b>	<b>1,602</b>	<b>8,687</b>	<b>10,289</b>	<b>14,216</b>	<b>648</b>
Lakewood	2,612	1,574	4,186	905	8,183	9,088	10,201	328
University Place	4	-	4	2	86	88	-	-
Steilacoom	279	68	347	139	241	380	-	-
DuPont	1,117	53	1,170	556	177	733	4,015	320
<b>2024</b>	<b>4,043</b>	<b>1,616</b>	<b>5,659</b>	<b>1,392</b>	<b>8,966</b>	<b>10,358</b>	<b>21,479</b>	<b>1,379</b>
Lakewood	1,427	1,516	2,943	478	8,423	8,901	12,700	280
University Place	12	-	12	2	49	51	-	-
Steilacoom	311	63	374	83	315	398	-	-
DuPont	2,293	37	2,330	829	179	1,008	8,779	1,099
<b>2023</b>	<b>3,233</b>	<b>1,141</b>	<b>4,374</b>	<b>1,210</b>	<b>7,921</b>	<b>9,131</b>	<b>16,066</b>	<b>352</b>
Lakewood	1,332	1,053	2,385	388	7,239	7,627	13,120	288
University Place	4	-	4	5	128	133	-	-
Steilacoom	228	52	280	115	311	426	-	-
DuPont	1,669	36	1,705	702	243	945	2,946	64
<b>2022</b>	<b>2,430</b>	<b>1,215</b>	<b>3,645</b>	<b>645</b>	<b>7,781</b>	<b>8,426</b>	<b>14,006</b>	<b>293</b>
Lakewood	922	1,088	2,010	295	6,992	7,287	14,006	293
University Place	4	1	5	2	167	169	-	-
Steilacoom	1,102	84	1,186	258	360	618	-	-
DuPont	402	42	444	90	262	352	-	-
<b>2021</b>	<b>2,141</b>	<b>1,230</b>	<b>3,371</b>	<b>1,022</b>	<b>6,487</b>	<b>7,509</b>	<b>15,016</b>	<b>206</b>
Lakewood	1,457	1,081	2,538	807	5,681	6,488	15,016	206
University Place	12	5	17	39	327	366	-	-
Steilacoom	489	72	561	116	252	368	-	-
DuPont	183	72	255	60	227	287	-	-
<b>2020</b>	<b>3,324</b>	<b>1,697</b>	<b>5,021</b>	<b>1,916</b>	<b>8,257</b>	<b>10,173</b>	<b>8,314</b>	<b>204</b>
Lakewood	2,201	1,380	3,581	1,472	6,888	8,360	8,314	204
University Place	332	151	483	174	835	1,009	-	-
Steilacoom	525	85	610	167	292	459	-	-
DuPont	266	81	347	103	242	345	-	-
<b>2019</b>	<b>5,559</b>	<b>2,335</b>	<b>7,894</b>	<b>1,959</b>	<b>10,988</b>	<b>12,947</b>	<b>11,822</b>	<b>212</b>
Lakewood	4,002	1,892	5,894	1,451	8,854	10,305	11,822	212
University Place	286	236	522	162	1,283	1,445	-	-
Steilacoom	798	149	947	244	470	714	-	-
DuPont	473	58	531	102	381	483	-	-
<b>2018</b>	<b>5,064</b>	<b>2,452</b>	<b>7,516</b>	<b>1,798</b>	<b>10,355</b>	<b>12,153</b>	<b>11,095</b>	<b>249</b>
Lakewood	3,128	1,806	4,934	1,204	8,032	9,236	11,095	249
University Place	486	279	765	196	1,223	1,419	-	-
Steilacoom	799	170	969	226	455	681	-	-
DuPont	651	197	848	172	645	817	-	-
<b>2017</b>	<b>6,267</b>	<b>2,264</b>	<b>8,531</b>	<b>2,014</b>	<b>9,836</b>	<b>11,850</b>	<b>10,770</b>	<b>293</b>
Lakewood	4,209	1,607	5,816	1,467	7,384	8,851	10,770	293
University Place	501	311	812	177	1,455	1,632	-	-
Steilacoom	897	150	1,047	187	445	632	-	-
DuPont	660	196	856	183	552	735	-	-
<b>2016</b>	<b>6,250</b>	<b>2,780</b>	<b>9,030</b>	<b>2,015</b>	<b>9,026</b>	<b>11,041</b>	<b>11,938</b>	<b>289</b>
Lakewood	4,470	2,018	6,488	1,526	6,919	8,445	11,938	289
University Place	477	334	811	130	1,152	1,282	-	-
Steilacoom	528	124	652	138	365	503	-	-
DuPont	775	304	1,079	221	590	811	-	-
<b>2015</b>	<b>8,661</b>	<b>3,295</b>	<b>11,956</b>	<b>3,800</b>	<b>9,365</b>	<b>13,165</b>	<b>8,343</b>	<b>285</b>
Lakewood	6,908	2,620	9,528	3,616	8,229	11,845	8,343	285
University Place	255	346	601	184	1,136	1,320	-	-
Steilacoom	611	164	775	-	-	-	-	-
DuPont	887	165	1,052	-	-	-	-	-

## Filings and Hearings by Jurisdiction – Annual Totals

Annual Totals	FILINGS			HEARINGS			Photo/Camera	
	Infractions	Criminal	Total Filings	Infractions	Criminal	Total Hearings	Filings	Hearings
<b>2024</b>	<b>5,418</b>	<b>2,145</b>	<b>7,563</b>	<b>1,958</b>	<b>11,554</b>	<b>13,512</b>	<b>26,979</b>	<b>1,594</b>
Lakewood	2,094	2,008	4,102	680	10,864	11,544	16,426	402
University Place	12	-	12	2	64	66	-	-
Steilacoom	440	92	532	139	398	537	-	-
DuPont	2,872	45	2,917	1,137	228	1,365	10,553	1,192
<b>2023</b>	<b>4,261</b>	<b>1,646</b>	<b>5,907</b>	<b>1,606</b>	<b>10,967</b>	<b>12,573</b>	<b>27,044</b>	<b>714</b>
Lakewood	1,623	1,528	3,151	574	10,051	10,625	17,473	340
University Place	4	-	4	5	156	161	-	-
Steilacoom	292	74	366	145	436	581	-	-
DuPont	2,342	44	2,386	882	324	1,206	9,571	374
<b>2022</b>	<b>3,415</b>	<b>1,623</b>	<b>5,038</b>	<b>914</b>	<b>10,229</b>	<b>11,143</b>	<b>19,004</b>	<b>380</b>
Lakewood	1,218	1,472	2,690	407	9,213	9,620	19,004	380
University Place	4	1	5	2	210	212	-	-
Steilacoom	1,252	100	1,352	296	476	772	-	-
DuPont	941	50	991	209	330	539	-	-
<b>2021</b>	<b>2,600</b>	<b>1,576</b>	<b>4,176</b>	<b>1,201</b>	<b>8,713</b>	<b>9,914</b>	<b>20,982</b>	<b>351</b>
Lakewood	1,724	1,395	3,119	929	7,694	8,623	20,982	351
University Place	12	5	17	42	393	435	-	-
Steilacoom	606	87	693	160	327	487	-	-
DuPont	258	89	347	70	299	369	-	-
<b>2020</b>	<b>4,120</b>	<b>2,274</b>	<b>6,394</b>	<b>2,408</b>	<b>10,762</b>	<b>13,170</b>	<b>10,143</b>	<b>267</b>
Lakewood	2,777	1,876	4,653	1,788	9,005	10,793	10,143	267
University Place	392	201	593	242	1,067	1,309	-	-
Steilacoom	633	102	735	226	374	600	-	-
DuPont	318	95	413	152	316	468	-	-
<b>2019</b>	<b>7,638</b>	<b>3,050</b>	<b>10,688</b>	<b>2,710</b>	<b>14,346</b>	<b>17,056</b>	<b>16,644</b>	<b>298</b>
Lakewood	5,678	2,481	8,159	2,070	11,598	13,668	16,644	298
University Place	419	302	721	194	1,655	1,849	-	-
Steilacoom	922	188	1,110	301	596	897	-	-
DuPont	619	79	698	145	497	642	-	-
<b>2018</b>	<b>6,494</b>	<b>3,187</b>	<b>9,681</b>	<b>2,392</b>	<b>13,724</b>	<b>16,116</b>	<b>15,680</b>	<b>333</b>
Lakewood	4,008	2,390	6,398	1,608	10,727	12,335	15,680	333
University Place	687	340	1,027	264	1,585	1,849	-	-
Steilacoom	1,053	234	1,287	313	604	917	-	-
DuPont	746	223	969	207	808	1,015	-	-
<b>2017</b>	<b>7,910</b>	<b>3,097</b>	<b>11,007</b>	<b>2,615</b>	<b>13,055</b>	<b>15,670</b>	<b>14,413</b>	<b>364</b>
Lakewood	5,303	2,235	7,538	1,890	9,898	11,788	14,413	364
University Place	629	396	1,025	227	1,843	2,070	-	-
Steilacoom	1,151	204	1,355	266	583	849	-	-
DuPont	827	262	1,089	232	731	963	-	-
<b>2016</b>	<b>7,733</b>	<b>3,569</b>	<b>11,302</b>	<b>2,581</b>	<b>12,414</b>	<b>14,995</b>	<b>15,107</b>	<b>398</b>
Lakewood	5,463	2,623	8,086	1,933	9,567	11,500	15,107	398
University Place	602	409	1,011	199	1,583	1,782	-	-
Steilacoom	678	162	840	179	487	666	-	-
DuPont	990	375	1,365	270	777	1,047	-	-
<b>2015</b>	<b>10,453</b>	<b>4,197</b>	<b>14,650</b>	<b>4,806</b>	<b>12,322</b>	<b>17,128</b>	<b>10,761</b>	<b>368</b>
Lakewood	8,204	3,308	11,512	4,569	10,784	15,353	10,761	368
University Place	316	458	774	237	1,538	1,775	-	-
Steilacoom	787	197	984	-	-	-	-	-
DuPont	1,146	234	1,380	-	-	-	-	-

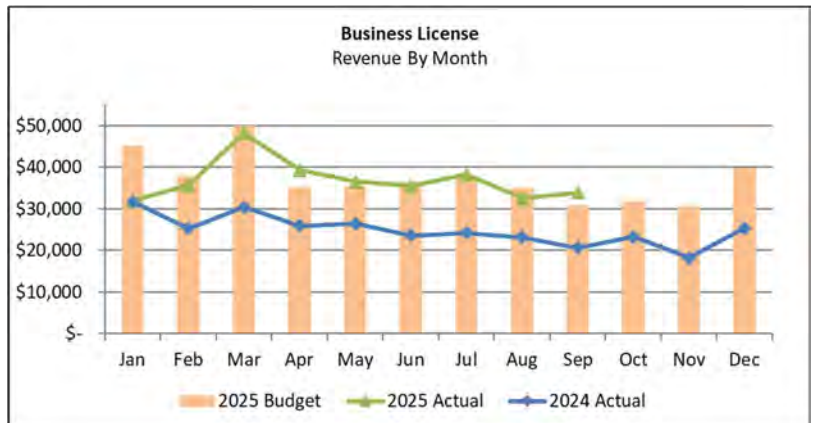
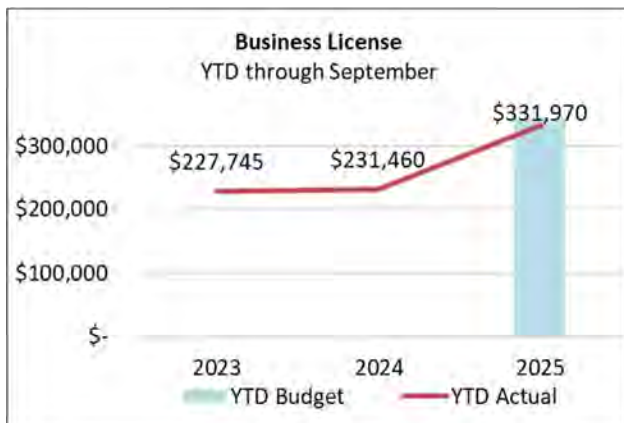


## PLANNING & PUBLIC WORKS

### Business License

Businesses located or doing business in the City are required to obtain a local business license prior to commencing operations. Business license fees are set by the City Council and may change from time to time. Currently, the cost of a general business license is \$60 for a 12-month period. Additional fees may apply to specialty businesses. Organizations exempt from taxation under 26 USC 501(C)(3) and (4) must apply and obtain a business license, but are exempt from the business license fee. The number of business licenses in a given year range between 3,800 – 4,200 with roughly 3,800 renewals annually.

Business License Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 28,380	\$ 31,685	\$ 45,060	\$ 31,975	\$ 290	0.9%	\$ (13,085)	-29.0%
Feb	24,180	25,285	37,933	35,673	10,388	41.1%	(2,260)	-6.0%
Mar	34,210	30,435	49,905	48,272	17,837	58.6%	(1,633)	-3.3%
Apr	23,080	25,970	35,204	39,320	13,350	51.4%	4,116	11.7%
May	26,560	26,435	35,511	36,538	10,103	38.2%	1,027	2.9%
Jun	23,915	23,590	36,430	35,485	11,895	50.4%	(945)	-2.6%
Jul	23,600	24,195	37,866	38,205	14,010	57.9%	339	0.9%
Aug	24,000	23,205	34,985	32,573	9,368	40.4%	(2,412)	-6.9%
Sep	19,820	20,660	30,837	33,929	13,269	64.2%	3,092	10.0%
Oct	19,880	23,250	31,960	-	-	-	-	-
Nov	19,215	18,220	30,666	-	-	-	-	-
Dec	21,800	25,385	39,843	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 227,745</b>	<b>\$ 231,460</b>	<b>\$ 343,731</b>	<b>\$ 331,970</b>	<b>\$ 100,510</b>	<b>43.4%</b>	<b>\$ (11,761)</b>	<b>-3.4%</b>
<b>Annual Total</b>	<b>\$ 288,640</b>	<b>\$ 298,315</b>	<b>\$ 446,200</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):		3.5%						



Business License By Type Year-to-date through September							
Month	2023 Annual Actual	2024		2025		Over / (Under)	
		Annual	YTD Actual	Budget	YTD Actual	2025 YTD Actual vs 2024 YTD Actual	
						\$	%
General	\$ 278,515	\$ 288,040	\$ 221,935	\$ 435,500	\$ 316,420	\$ 94,485	42.6%
Specialty	10,125	10,275	9,525	10,700	15,550	6,025	63.3%
<b>Total</b>	<b>\$ 288,640</b>	<b>\$ 298,315</b>	<b>\$ 231,460</b>	<b>\$ 446,200</b>	<b>\$ 331,970</b>	<b>\$ 100,510</b>	<b>43.4%</b>

## City Tree Fund

The City collects money for its City Tree Fund as payment in lieu of onsite tree replacement for removal of trees in excess of retention requirements, and as mitigation for oak trees removed in conjunction with development projects. The City has an obligation to spend the funds received for planting of trees to include oak trees and activities intended to improve Oregon White Oak Woodland habitat as well as improving the health of current or new tree and natural areas citywide.

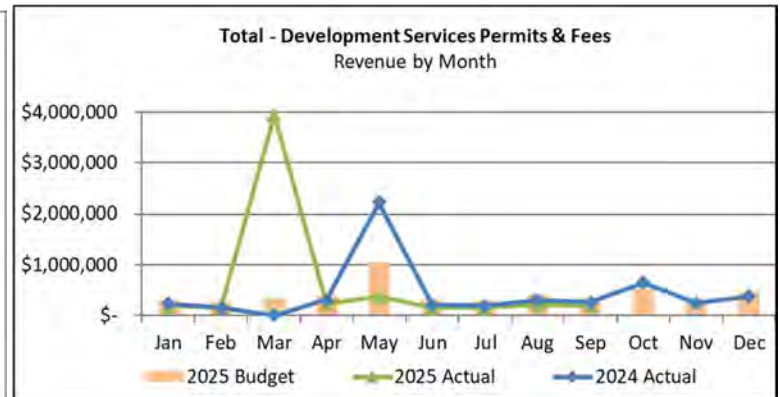
City Tree Fund				
Date	Received From / Project	Sources	Uses	Balance
9/15/2009	Claude Remy: Mitigate oak tree removal for Gravelly Lake Brownstones Development.	\$ 5,000	\$ -	\$ 5,000
11/23/2009	Claude Remy: Mitigate oak tree removal for Gravelly Lake Brownstones Development.	8,230	-	13,230
12/31/2009	Parks Tree Planting - Oak Prairie Mediations: attempt (unsuccessful) to replant Garry Oak trees in Fort Steilacoom Park.	-	379	12,851
10/8/2013	Claude Remy: Mitigate oak tree removal for Gravelly Lake Brownstones Development.	7,560	-	20,411
11/10/2015	Clover Park School District	8,000	-	28,411
4/26/2017	Pierce County Restoration Project: purchase of small oak trees for planting.	-	2,000	26,411
5/16/2017	Jeffrey Edwards Trust Fine imposed for fir tree removal without City permit.	82,000		108,411
8/24/2017	Beaumont Grand	6,400		114,811
12/31/2017	Fort Steilacoom Park Waughop Lake and Angle Lane: trees & shrubs.	-	9,321	105,490
12/31/2017	Fort Steilacoom Park Waughop Lake: Trees & shrubs, irrigation and contractor services.	-	6,044	99,446
12/31/2018	Removal of 33 trees at Fort Steilacoom Park by Stumpy Tree Service.	-	24,000	75,446
12/31/2019	FSP South Angle Lane Parking & Trail: trees, shrubs and landscaping services.	-	20,000	55,446
12/31/2021	Megan Court: Applicant submitted cash guarantee in lieu of providing the required landscaping within the Farwest Drive SW right-of-way.	1,050	-	56,496
8/18/2023	Pannatoni Property 4705 123rd St SW. Industrial warehouse project located in the Springbrook neighborhood.	417,600	-	474,096
4/1/2025	American Lake Park Capital Project for Barcott Construction		25,000	449,096
<b>Life-to-date Totals &amp; Available Balance at @ September 30, 2025</b>		<b>\$ 535,840</b>	<b>\$ 86,744</b>	<b>\$ 449,096</b>

## Development Services Permits & Fees

Development Services Permits & Fees include revenues from Community & Economic Development (Fund 001 General Fund) and Public Works Engineering Services (Fund 101 Street Engineering and Fund 401 SWM Engineering).

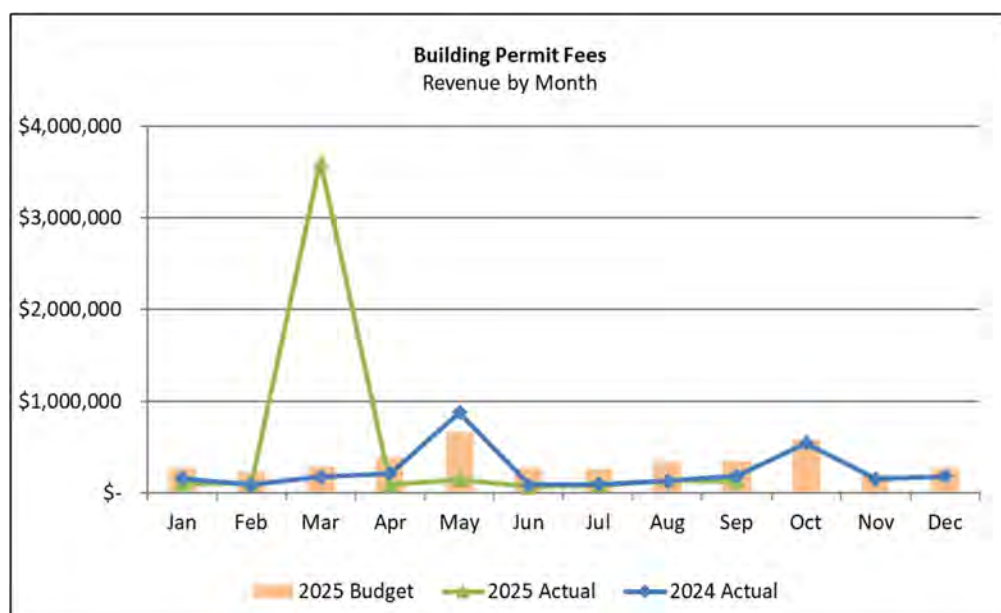
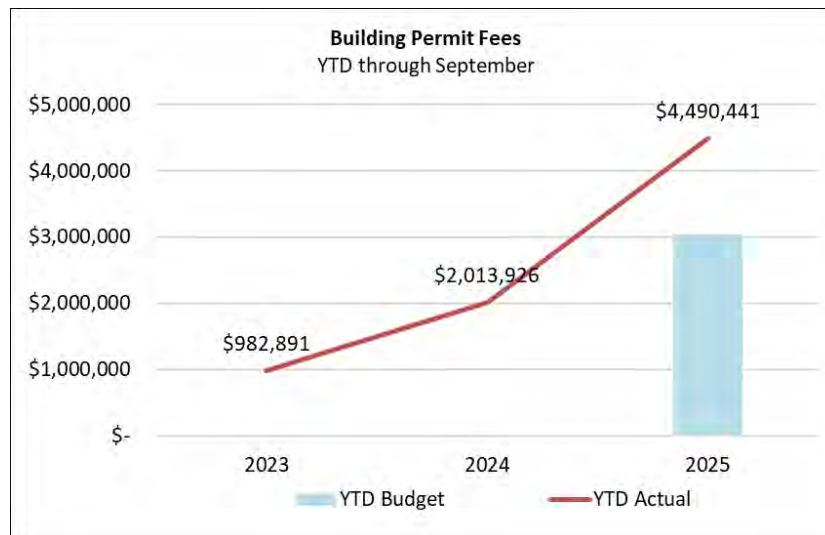
Community and Economic Development permits and fees include building and related permits (i.e. mechanical, plumbing), plan review fees, plan check fees and zoning and development fees. Public Works Engineering permits and fees include oversize load permits, right-of-way permits, site development permits, street vacation permits, street opening permits and engineering review services.

Total - Development Services Permits & Fees								
Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
					2025 Actual vs 2024 Actual		2025 Actual vs Budget	
			Budget	Actual	\$	%	\$	%
Jan	\$ 214,985	\$ 237,176	\$ 419,797	\$ 189,593	\$ (47,583)	-20.1%	\$ (230,204)	-54.8%
Feb	229,071	151,633	361,508	164,540	12,907	8.5%	(196,968)	-54.5%
Mar	150,947	410,036	462,309	3,941,064	3,531,028	861.2%	3,478,755	752.5%
Apr	215,816	319,179	539,478	229,855	(89,324)	-28.0%	(309,623)	-57.4%
May	162,379	2,222,216	1,318,996	377,450	(1,844,766)	-83.0%	(941,546)	-71.4%
Jun	186,114	210,974	413,728	156,329	(54,645)	-25.9%	(257,399)	-62.2%
Jul	310,176	187,622	404,569	156,255	(31,367)	-16.7%	(248,314)	-61.4%
Aug	279,998	310,285	526,261	216,173	(94,112)	-30.3%	(310,088)	-58.9%
Sep	222,204	262,515	460,853	204,193	(58,322)	-22.2%	(256,660)	-55.7%
Oct	304,512	655,693	765,092	-	-	-	-	-
Nov	314,666	248,864	366,799	-	-	-	-	-
Dec	197,987	379,153	583,798	-	-	-	-	-
Total YTD	\$ 1,971,690	\$ 4,311,636	\$ 4,907,498	\$ 5,635,452	\$ 1,323,816	30.7%	\$ 727,954	14.8%
Total Annual	\$ 2,788,855	\$ 5,595,345	\$ 6,623,185	n/a	n/a	n/a	n/a	n/a
5-Year Ave Change (2020 - 2024):		25.3%	Increase in 2024 & 2025 is due primarily to Western State Hospital.					

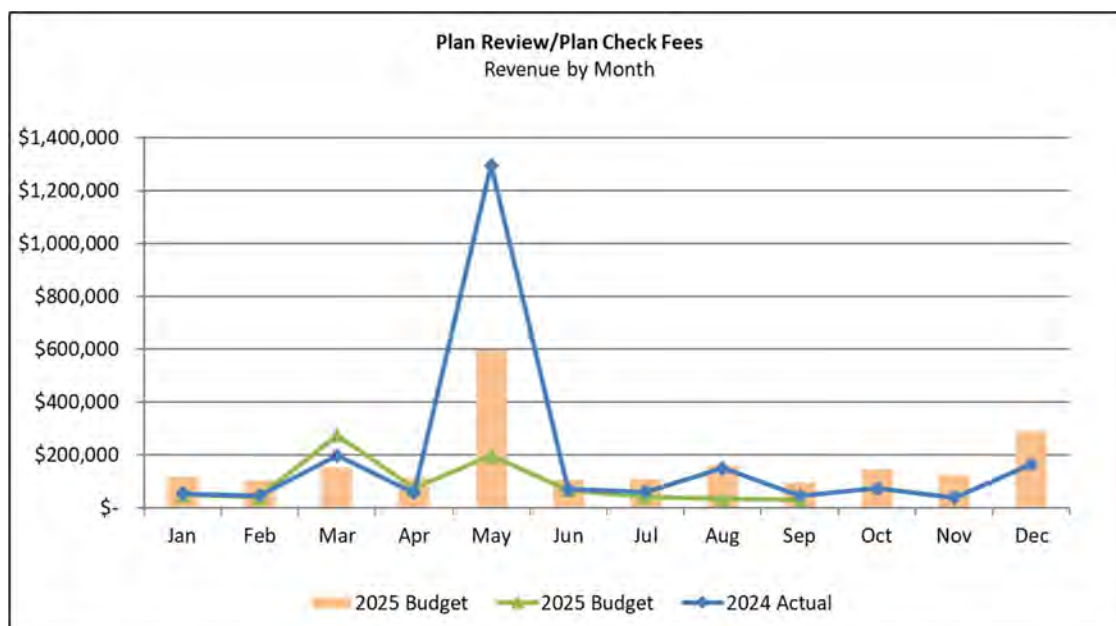


Building Permit Fees Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 85,532	\$ 159,936	\$ 267,826	\$ 107,946	\$ (51,990)	-32.5%	\$ (159,880)	-59.7%
Feb	118,816	87,050	228,945	106,810	19,760	22.7%	(122,135)	-53.3%
Mar	81,956	174,032	278,988	3,615,416	3,441,384	1977.4%	3,336,428	1195.9%
Apr	105,361	210,742	391,752	91,536	(119,206)	-56.6%	(300,216)	-76.6%
May	72,190	877,786	667,137	150,926	(726,860)	-82.8%	(516,211)	-77.4%
Jun	98,220	87,745	269,363	65,904	(21,841)	-24.9%	(203,459)	-75.5%
Jul	184,906	96,509	263,204	86,406	(10,103)	-10.5%	(176,798)	-67.2%
Aug	109,148	131,621	331,825	138,061	6,440	4.9%	(193,764)	-58.4%
Sep	126,762	188,505	343,374	127,436	(61,069)	-32.4%	(215,938)	-62.9%
Oct	162,805	544,755	579,273	-	-	-	-	-
Nov	74,461	154,985	205,282	-	-	-	-	-
Dec	56,912	180,556	265,717	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 982,891</b>	<b>\$ 2,013,926</b>	<b>\$ 3,042,413</b>	<b>\$ 4,490,441</b>	<b>\$ 2,476,515</b>	<b>123.0%</b>	<b>\$ 1,448,028</b>	<b>47.6%</b>
<b>Total Annual</b>	<b>\$ 1,277,069</b>	<b>\$ 2,894,222</b>	<b>\$ 4,092,685</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

5-Year Ave Change (2020 - 2024): -11.2%

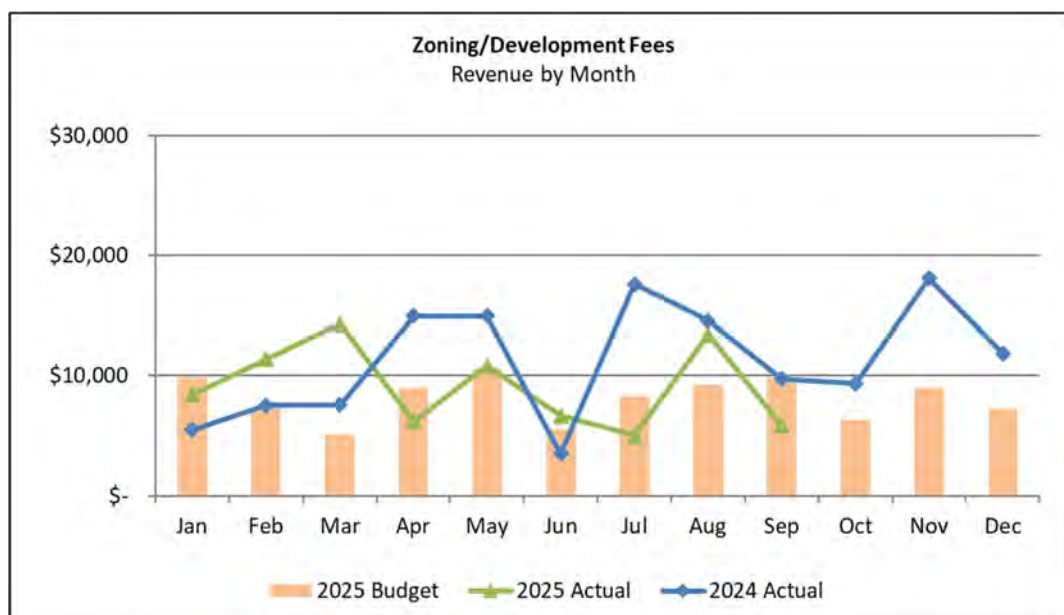


Plan Review/Plan Check Fees Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 64,497	\$ 52,318	\$ 114,641	\$ 47,446	\$ (4,872)	-9.3%	\$ (67,195)	-58.6%
Feb	68,942	45,787	101,264	40,202	(5,585)	-12.2%	(61,062)	-60.3%
Mar	29,925	197,490	153,654	276,681	79,191	40.1%	123,027	80.1%
Apr	53,298	56,257	111,553	73,865	17,608	31.3%	(37,688)	-33.8%
May	47,317	1,296,927	599,889	197,910	(1,099,017)	-84.7%	(401,979)	-67.0%
Jun	53,692	69,637	105,659	67,494	(2,143)	-3.1%	(38,165)	-36.1%
Jul	84,431	61,147	108,949	42,926	(18,221)	-29.8%	(66,023)	-60.6%
Aug	98,053	150,451	160,560	33,538	(116,913)	-77.7%	(127,022)	-79.1%
Sep	71,156	46,729	94,808	32,112	(14,617)	-31.3%	(62,696)	-66.1%
Oct	81,878	73,849	144,311	-	-	-	-	-
Nov	190,532	38,975	124,181	-	-	-	-	-
Dec	114,498	164,031	287,531	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 571,311</b>	<b>\$ 1,976,743</b>	<b>\$ 1,550,977</b>	<b>\$ 812,174</b>	<b>\$ (1,164,569)</b>	<b>-58.9%</b>	<b>\$ (738,803)</b>	<b>-47.6%</b>
<b>Total Annual</b>	<b>\$ 958,219</b>	<b>\$ 2,253,598</b>	<b>\$ 2,107,000</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):		35.6%						

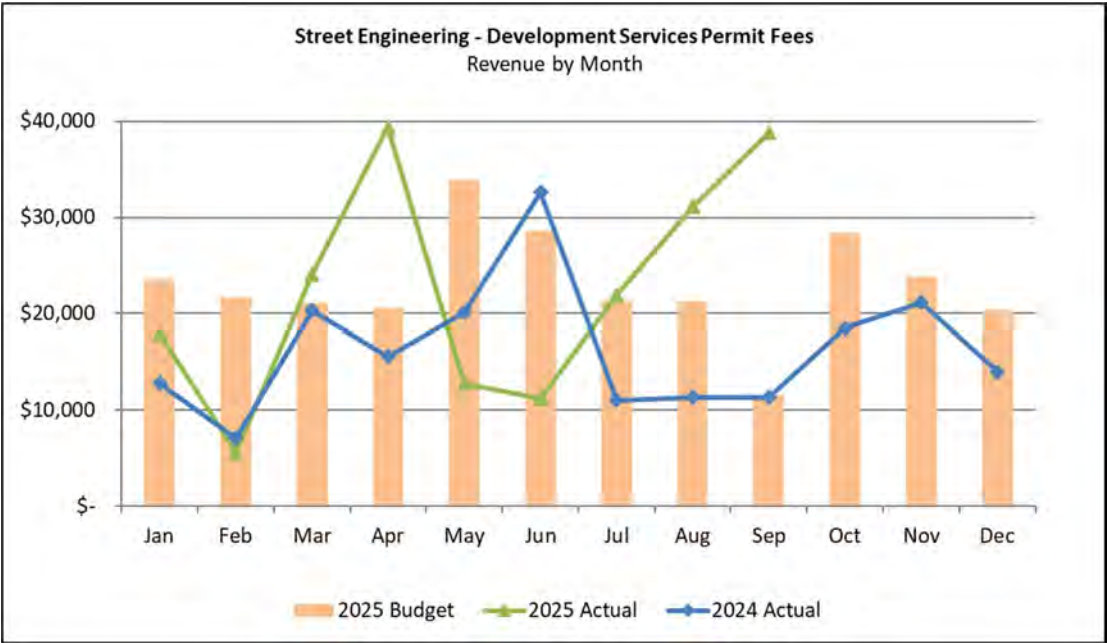
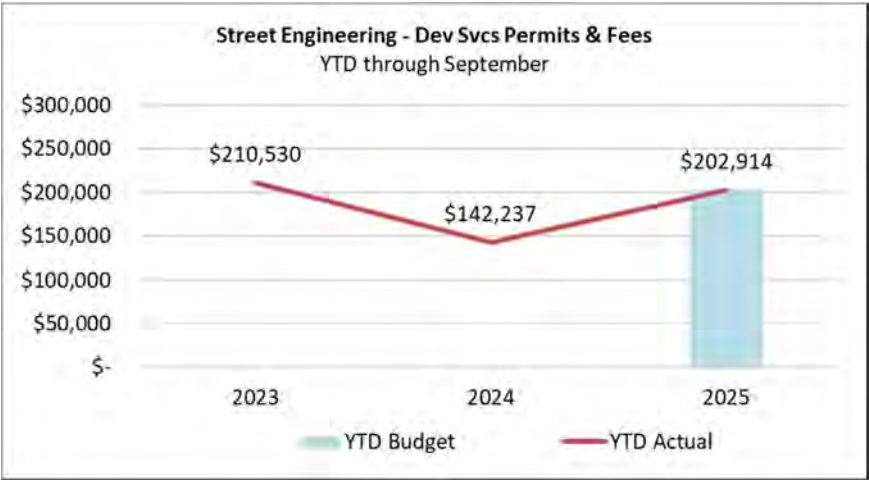




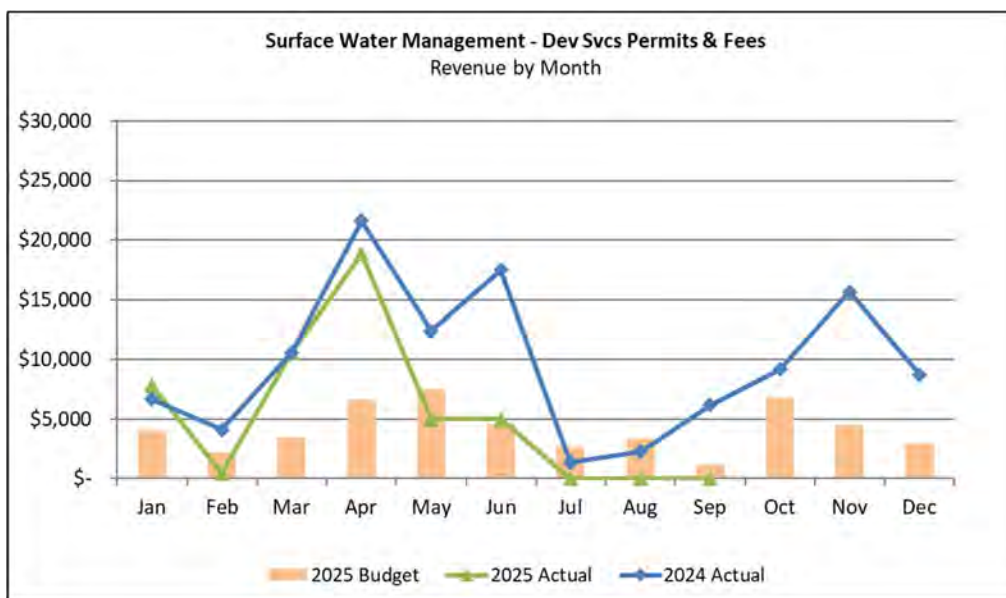
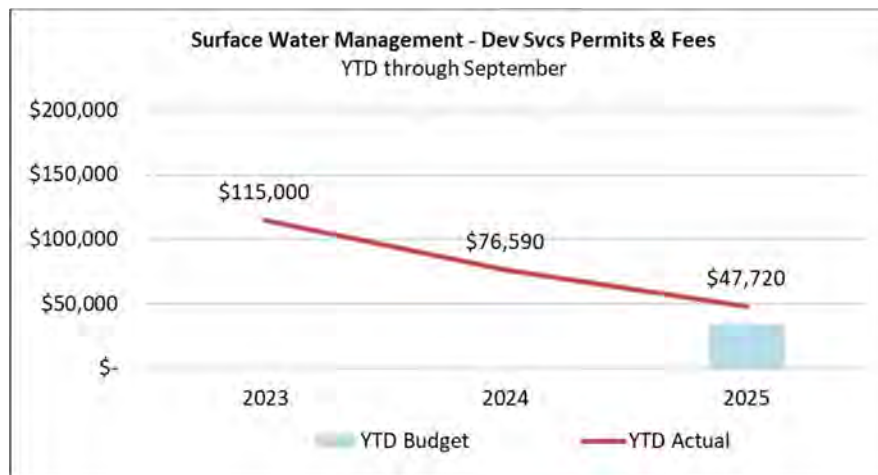
Zoning/Development Fees Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 21,650	\$ 5,490	\$ 9,831	\$ 8,450	\$ 2,960	53.9%	\$ (1,381)	-14.0%
Feb	5,458	7,535	7,424	11,409	3,874	51.4%	3,985	53.7%
Mar	4,990	7,605	5,114	14,290	6,685	87.9%	9,176	179.4%
Apr	6,980	14,975	9,032	6,207	(8,768)	-58.6%	(2,825)	-31.3%
May	7,540	14,950	10,549	10,850	(4,100)	-27.4%	301	2.8%
Jun	11,275	3,500	5,558	6,701	3,201	91.5%	1,143	20.6%
Jul	10,600	17,590	8,282	5,013	(12,577)	-71.5%	(3,269)	-39.5%
Aug	7,495	14,560	9,253	13,424	(1,136)	-7.8%	4,171	45.1%
Sep	15,970	9,750	9,903	5,859	(3,891)	-39.9%	(4,044)	-40.8%
Oct	5,085	9,375	6,305	-	-	-	-	-
Nov	9,885	18,100	9,018	-	-	-	-	-
Dec	5,985	11,875	7,231	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 91,958</b>	<b>\$ 95,955</b>	<b>\$ 74,946</b>	<b>\$ 82,203</b>	<b>\$ (13,752)</b>	<b>-14.3%</b>	<b>\$ 7,257</b>	<b>9.7%</b>
<b>Total Annual</b>	<b>\$ 112,913</b>	<b>\$ 135,305</b>	<b>\$ 97,500</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):			-4.6%					



Street Engineering - ROW Permits & Fees								
Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 20,306	\$ 12,762	\$ 23,499	\$ 17,931	\$ 5,169	40.5%	\$ (5,568)	-23.7%
Feb	27,575	7,121	21,635	5,659	(1,462)	-20.5%	(15,976)	-73.8%
Mar	24,876	20,329	21,093	24,097	3,768	18.5%	3,004	14.2%
Apr	24,877	15,585	20,525	39,387	23,802	152.7%	18,862	91.9%
May	27,512	20,133	33,880	12,764	(7,369)	-36.6%	(21,116)	-62.3%
Jun	16,947	32,612	28,568	11,230	(21,382)	-65.6%	(17,338)	-60.7%
Jul	21,959	10,996	21,379	21,910	10,914	99.3%	531	2.5%
Aug	38,162	11,353	21,252	31,150	19,797	174.4%	9,898	46.6%
Sep	8,316	11,346	11,581	38,786	27,440	241.8%	27,205	234.9%
Oct	29,904	18,514	28,413	-	-	-	-	-
Nov	23,228	21,164	23,807	-	-	-	-	-
Dec	12,057	13,951	20,370	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 210,530</b>	<b>\$ 142,237</b>	<b>\$ 203,410</b>	<b>\$ 202,914</b>	<b>\$ 60,677</b>	<b>42.7%</b>	<b>\$ (496)</b>	<b>-0.2%</b>
<b>Total Annual</b>	<b>\$ 275,719</b>	<b>\$ 195,865</b>	<b>\$ 276,000</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):		7.1%						



Surface Water Management - Permits & Fees								
Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 23,000	\$ 6,670	\$ 4,001	\$ 7,820	\$ 1,150	17.2%	\$ 3,819	95.5%
Feb	8,280	4,140	2,240	460	(3,680)	-88.9%	(1,780)	-79.5%
Mar	9,200	10,580	3,460	10,580	-	0.0%	7,120	205.8%
Apr	25,300	21,620	6,617	18,860	(2,760)	-12.8%	12,243	185.0%
May	7,820	12,420	7,541	5,000	(7,420)	-59.7%	(2,541)	-33.7%
Jun	5,980	17,480	4,579	5,000	(12,480)	-71.4%	421	9.2%
Jul	8,280	1,380	2,755	-	-	-	-	-
Aug	27,140	2,300	3,371	-	-	-	-	-
Sep	-	6,185	1,188	-	-	-	-	-
Oct	24,840	9,200	6,790	-	-	-	-	-
Nov	16,560	15,640	4,511	-	-	-	-	-
Dec	8,535	8,740	2,949	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 115,000</b>	<b>\$ 82,775</b>	<b>\$ 35,750</b>	<b>\$ 47,720</b>	<b>\$ (35,055)</b>	<b>-42.3%</b>	<b>\$ 11,970</b>	<b>33.5%</b>
<b>Total Annual</b>	<b>\$ 164,935</b>	<b>\$ 116,355</b>	<b>\$ 50,000</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):			-7.1%					





## Cost Recovery – Development Services

In May 2016, the City Council adopted a set of revised financial policies to include cost recovery. The following is an excerpt of the cost recovery policy as it relates specifically to target cost recovery for development review services:

*Target Cost Recovery Level for Development Review Services.* The cost recovery policy applies to the following development programs/services: planning (long and short plats, privately initiated re-zonings and comprehensive plan amendments, variances, use permits); building and safety (building permits, structural plan checks, inspections); engineering (public improvement plan checks, inspections, subdivision requirements, encroachments, right-of-way permits); and fire plan check. Cost recovery for these services should generally be very high. In most instances, the City's cost recovery ratio goal should be 85%. The timeline to achieve the cost recovery is no later than year 2021. In setting cost recovery levels, the City shall clearly establish and articulate performance measurements to ensure that there is "value for cost."

The table below provides historical and current cost recovery and subsidy.

Development Services Permits & Fees							
Planning & Public Works							
Year-to-date through September							
	2020 Annual Actual	2021 Annual Actual	2022 Annual Actual	2023 Annual Actual	2024 Annual Actual	2025	
						Annual Budget	Actual YTD
<b>Operating Revenues:</b>							
Building Related Permits	1,266,291	1,138,728	1,023,599	1,277,069	2,894,222	4,092,685	4,490,441
Plan Review/Plan Check Fees	810,634	747,948	637,074	958,219	2,253,598	2,107,000	812,174
Other Zoning/Development Fees	175,840	179,462	155,433	112,913	135,305	97,500	82,203
Oversize Load Permits	3,370	9,778	255	170	307	-	405
ROW Permits	65,164	81,630	23,670	21,348	20,768	81,100	12,990
Site Development Permits	149,632	180,570	175,670	330,330	221,670	153,000	99,782
Other PWE Permits & Fees	1,000	15,049	88,752	88,806	69,476	91,900	45,612
<b>Total Operating Revenue</b>	<b>\$ 2,471,931</b>	<b>\$ 2,353,165</b>	<b>\$ 2,104,453</b>	<b>\$ 2,788,855</b>	<b>\$ 5,595,346</b>	<b>\$ 6,623,185</b>	<b>\$ 5,543,607</b>
<b>Operating Expenditures:</b>							
Current Planning	715,817	849,705	1,054,208	1,140,589	1,266,657	1,119,400	1,177,751
Building	1,135,909	1,186,925	1,431,140	1,583,794	2,114,616	1,785,098	1,469,255
Development Services	365,394	359,601	417,595	475,330	516,800	526,703	399,504
<b>Total Operating Expenditures</b>	<b>\$ 2,217,120</b>	<b>\$ 2,396,231</b>	<b>\$ 2,902,943</b>	<b>\$ 3,199,713</b>	<b>\$ 3,898,073</b>	<b>\$ 3,431,201</b>	<b>\$ 3,046,510</b>
<b>General Fund Subsidy Amount</b>	<b>\$ (254,811)</b>	<b>\$ 43,066</b>	<b>\$ 798,490</b>	<b>\$ 410,858</b>	<b>\$ (1,697,273)</b>	<b>\$ (3,191,984)</b>	<b>\$ (2,497,097)</b>
<b>Recovery Ratio</b>	<b>111%</b>	<b>98%</b>	<b>72%</b>	<b>87%</b>	<b>144%</b>	<b>193%</b>	<b>182%</b>
<b>5-Year Average Actual Recovery:</b> General Fund Subsidy (2020 - 2024) \$ (139,934) Recovery Ratio (2020 - 2024) 103%						<b>YTD Sep 2025 Major Permits:</b> \$3.51M Western State Hospital \$192K Alliance	

**Note:**

- Expenditures do not include indirect overhead cost allocation for finance, human resources, legal, legislative & executive support.
- Public Works Development Services Permits includes associated revenues and expenditures accounted for in the SWM Fund; also includes 10% overhead cost.
- High permit revenues in 2024 & 2025 is due to Western State Hospital.

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

### **Property Abatement**

The Property Abatement portion of this fund accounts for projects that the City has identified and processed through the abatement program. All revenue and the rightful recovery of those project expenses, along with all revenues from fees, fines, and interest, and other rightful recoveries from those projects are deposited into the program for the purpose of funding additional abatement projects.

<b>Property Abatement</b>				
<b>Year-to-date through September</b>				
<b>Operating Revenues &amp; Expenditures</b>	<b>2023 Annual Actual</b>	<b>2024 Annual Actual</b>	<b>2025</b>	
			<b>Annual Budget</b>	<b>YTD Actual</b>
<b>Operating Revenue:</b>				
Abatement Charges	\$ 68,001	\$ 1,084,316	\$ 401,300	\$ 174,826
Misc/Interest/Other	40,304	55,542	5,500	22,187
<b>Total Operating Revenues</b>	<b>\$ 108,305</b>	<b>\$ 1,139,858</b>	<b>\$ 406,800</b>	<b>\$ 197,013</b>
<b>Operating Expenditures:</b>				
Personnel Costs	47,162	73,524	137,282	49,689
Supplies	421	440	821	268
Professional Services	283,109	142,620	428,693	69,621
Other Services & Charges	391	1,286	2,401	462
<b>Total Operating Expenditures</b>	<b>\$ 331,083</b>	<b>\$ 217,869</b>	<b>\$ 569,196</b>	<b>\$ 120,040</b>
<b>Net Program Income (Cost)</b>	<b>\$ (222,778)</b>	<b>\$ 921,989</b>	<b>\$ (162,396)</b>	<b>\$ 76,973</b>
<b>Other Sources / (Uses)</b>				
Transfer In From General Fund	35,000	35,000	-	-
Transfer Out To General Fund	-	(640,000)	-	-
<b>Total Sources / (Uses)</b>	<b>\$ 35,000</b>	<b>\$ (605,000)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Balance</b>	<b>\$ 33,185</b>	<b>\$ (154,593)</b>	<b>\$ 162,396</b>	<b>\$ 162,396</b>
<b>Ending Balance</b>	<b>\$ (154,593)</b>	<b>\$ 162,396</b>	<b>\$ -</b>	<b>\$ 239,368</b>

In 2023, the State legislature passed HB1410 changing the interest rate assessed on delinquent property taxes for residential real property with four or fewer units, including mobile homes. The new rate is 9% rather than 12%, with the 12% rate applicable to all other properties. The County still applies interest to the City's abatements and remits principal and accrued interest to the City once it is paid back by the property owner.

Pierce County completes the foreclosure process for our abatement properties provided the City was not repaid. Foreclosure proceedings begin once the property is three or more years delinquent (including the City's abatement liens). This timeline can lag slightly based on when the three-

<b>Outstanding Payments on Abatement Liens</b>				
<b>As of September 30, 2025</b>				
<b>Property Owner</b>	<b>Address</b>	<b>Lien Year</b>	<b>Fund 105 Abatement</b>	<b>Fund 191 NSP</b>
Verna Cheatham	5501 116th St SW 98499	2022	-	-
Bluestar Mgmt Svcs LLC	9018 Lawndale Ave SW 98498	2022	-	-
Dirk Mayberry	9616 Gravelly Lake Dr SW 98499	2022	316,801	291,047
Pale Blue Dot LLC	12721 47th Ave SW	2025	5,056	-
Lakewood Mission Baptist Church	12216 Pacific Hwy SW	2025	4,675	-
<b>Subtotal by Fund</b>			<b>\$326,532</b>	<b>\$291,047</b>
<b>Total</b>			<b>\$617,579</b>	

year mark is passed. The foreclosure proceedings occur a year with notification in June/July and a foreclosure sale in early November for all delinquent properties. If the properties are not sold and all delinquent amounts repaid, they become tax title properties and ownership is transferred to the County. Once this occurs, the City can work with the County to purchase these tax title properties for redevelopment activities which include the development of affordable housing. Current law allows the County to transfer these properties back to cities for the development of affordable housing. Historically, the City has worked with nonprofits like Habitat for Humanity to develop tax title properties into affordable housing for low-income homebuyers.

Additional information can be found on Pierce County's foreclosure website:  
<https://www.piercecountywa.gov/716/Foreclosure>

DANGEROUS BUILDING & NUISANCE ABATEMENTS Performed by City - By Completion Year				Date		Completed By		Amount Billed							Lien & Payment Date		
Year	Owner Name	Property Address & Parcel #	Year Built	Start	End	Owner	City	Fund 105 Abatement			Fund 191 NSP			Total Billed	Filed	Payment Received	Amount Paid
								Cost	Interest	Total 105	Cost	Interest	Total				
<b>2015</b>								\$ 149,102	\$ 62,726	\$ 211,828	28,074	4,788	32,862	\$ 244,689			\$ 244,689
1	Alphonso & Isabell Knight	8811 Forest Rd SW 98498 0219212079	1943	12/3/2013	1/2/2015		x	\$ 2,584	\$ 827	\$ 3,411	13,089	4,188	17,277	\$ 20,687	4/30/2015	1/10/2018	\$ 20,687
2	Manning/Funkhouser	12116 Vernon Ave SW 98499 5005004720	1948	2/10/2014	3/30/2015		x	\$ 45,813	\$ 15,697	\$ 61,510	-	-	-	\$ 61,510	4/30/2015	12/10/2018	\$ 61,510
3	Bella Vita Investments, LLC	15121 Boat St SW 98498 0219212116 0219212056	1964	12/31/2013	7/24/2015	x	x	\$ 25,852	\$ 8,531	\$ 34,383	-	-	-	\$ 34,383	10/1/2015	10/10/2019	\$ 34,383
4	Bella Vita Investments, LLC	15123-27 88th Ave Ct SW 98498 0219212017	1955	12/31/2013	7/24/2015		x	\$ 15,722	\$ 7,390	\$ 23,112	-	-	-	\$ 23,112	10/1/2015	10/10/2019	\$ 23,112
5	Bank of America	9625 Newgrove Ave SW 98498 6385100190	1940	2/6/2013	7/24/2015		x	\$ 4,393	\$ 176	\$ 4,569	14,985	599	15,585	\$ 20,154	11/3/2015	4/11/2016	\$ 20,154
6	Beady Bankston	9406 Winona St SW 989498 5005005340	1910	6/23/2014	11/20/2015		x	\$ 54,737	\$ 30,106	\$ 84,843	-	-	-	\$ 84,843	4/29/2016	1/8/2021	\$ 84,843
														Total Outstanding Repayments \$ -			

DANGEROUS BUILDING & PUBLIC NUISANCES Performed by City - By Completion Year				Date		Completed By		Amount Billed							Lien & Payment Date		
Year	Owner Name	Property Address & Parcel #	Year Built	Start	End	Owner	City	Cost	Interest	Total 105	Cost	Interest	Total	Total Billed	Filed	Payment Received	Amount Paid
<b>2016</b>								\$ 38,560	\$ 6,657	\$ 45,216	\$ 30,377	\$ 1,604	\$ 31,981	77,197			\$ 77,197
1	Bank of America	11014 Lakeview Ave SW 98499 5080001931	1948	3/10/2015	2/8/2016		x	\$ 20,227	\$ 607	\$ 20,834	\$ -	\$ -	\$ -	\$ 20,834	5/18/2016	9/9/2016	\$ 20,834
2	Bernie & Juanita Barrett	7305 146th St SW #2 & #3 98439 0219221002 0219221042	1963	7/13/2015	5/4/2016		x	\$ -	\$ -	\$ -	\$ 13,057	\$ 392	\$ 13,449	\$ 13,449	8/4/2016	11/8/2016	\$ 13,449
3	Bank of America	8316 Wildwood Ave SW 98498 5005001258	1984	2/29/2016	8/10/2016	x	x	\$ 18,333	\$ 6,050	\$ 24,383	\$ -	\$ -	\$ -	\$ 24,383	9/29/2016	8/8/2019	\$ 24,383
4	Bank of America/ Beltran	5023 101st St SW 98499 0219114035	1949	4/22/2016	10/7/2016		x	\$ -	\$ -	\$ -	\$ 17,320	\$ 1,212	\$ 18,532	\$ 18,532	12/7/2016	7/26/2017	\$ 18,532
														Total Outstanding Repayments \$ -			

DANGEROUS BUILDING & NUISANCE ABATEMENTS Performed by City - By Completion Year				Date		Completed By		Amount Billed							Lien & Payment Date		
Year	Owner Name	Property Address & Parcel #	Year Built	Start	End	Owner	City	Fund 105 Abatement			Fund 191 NSP			Total Billed	Filed	Payment Received	Amount Paid
								Cost	Interest	Total 105	Cost	Interest	Total				
<b>2017</b>								\$ 154,611	\$ 20,400	\$ 175,010	133,993	23,438	157,432	\$ 332,442			\$ 332,442
1	Deutsche Bank/ Jim Resinger	15210 Portland Ave SW 98498 0219212063	1925	5/16/2016	1/20/2017		x	\$ -	\$ -	\$ -	\$ 20,661	\$ 9,710	\$ 30,371	\$ 30,371	4/25/2017	5/10/2021	\$ 30,371
2	David & Cornelia Parkhurst	11201-11203 Military Rd SW 98498 0219081033	1956	5/5/2016	1/20/2017		x	\$ -	\$ -	\$ -	\$ 21,177	\$ 1,271	\$ 22,447	\$ 22,447	3/20/2017	10/11/2017	\$ 22,447
3	Pacific NW Pro, LLC/ Chung	3413 86th St S 98499 0320312073	1941	2/25/2016	2/23/2017		x	\$ 27,460	\$ 9,219	\$ 36,679	\$ -	\$ -	\$ -	\$ 36,679	3/27/2017	12/10/2018	\$ 36,679
4	Loraine Allen/ FannieMae	9121 Hipkins Rd SW 98498 9455000100	1954	8/25/2016	4/4/2017		x	\$ 20,392	\$ 204	\$ 20,596	\$ -	\$ -	\$ -	\$ 20,596	7/7/2017	9/8/2017	\$ 20,596
5	Maria Avery Gutema	8809 Frances Folsom St SW 98498 6385300202	1948	11/15/2016	5/11/2017		x	\$ 32,548	\$ 651	\$ 33,199	\$ -	\$ -	\$ -	\$ 33,199	7/6/2017	11/9/2017	\$ 33,199
6	Eun Taek Yi/ Bankers Ins. Co.	11618 Pacific Highway SW 98499 0219126003	1974	9/1/2016	5/17/2017		x	\$ 22,407	\$ 8,963	\$ 31,370	\$ -	\$ -	\$ -	\$ 31,370	7/6/2017	12/9/2020	\$ 31,370
7	Terry & Tangi Seals	2622 92nd St So 98499 0320314076	1978	1/25/2017	7/28/2017		x	\$ -	\$ -	\$ -	\$ 42,266	\$ 12,257	\$ 54,523	\$ 54,523	10/4/2017	4/10/2020	\$ 54,523
8	Wilmington Savings Fund	11219 Military Rd SW 98498 0219085014	1948	3/8/2017	7/26/2017		x	\$ 17,504	\$ -	\$ 17,504	\$ -	\$ -	\$ -	\$ 17,504	10/4/2017	1/10/2018	\$ 17,504
9	Jin Li Hu (Colonial Motel)	12117 Pacific Hwy SW 98499 0219114106	1935	2/21/2017	10/2/2017	x		\$ 1,031	\$ -	\$ 1,031	\$ -	\$ -	\$ -	\$ 1,031	n/a	10/16/2017	\$ 1,031
10	Milmor Lumber Mfg., Inc.	15001 Woodbrook Dr SW 98439 0219232027	1963	12/22/2016	10/3/2017	x		\$ -	\$ -	\$ -	\$ 4,001	\$ 200	\$ 4,201	\$ 4,201	12/4/2017	6/8/2018	\$ 4,201
11	William Chung/BA & C Prop Mgt	9704 South Tacoma Way 98499 0219011127	1938	8/21/2012	11/2/2017		x	\$ 31,666	\$ 1,267	\$ 32,932	\$ -	\$ -	\$ -	\$ 32,932	12/5/2017	6/8/2018	\$ 32,932
12	Terry & Tangi Seals	2616 92nd St S 98499 0320314055	1970	1/25/2017	11/9/2017		x	\$ -	\$ -	\$ -	\$ 45,888	\$ -	\$ 45,888	\$ 45,888	12/6/2017	9/27/2019	\$ 45,888
13	TD Bank/James & Jean Olson	14618 W Thorne Ln SW 98498 2200000050	1949	6/14/2017	12/30/2017	x		\$ 1,603	\$ 96	\$ 1,699	\$ -	\$ -	\$ -	\$ 1,699	1/18/2019	8/8/2019	\$ 1,699

Total Outstanding Repayments \$ -

DANGEROUS BUILDING & NUISANCE ABATEMENTS Performed by City - By Completion Year				Date		Completed By		Amount Billed							Lien & Payment Date		
Year	Owner Name	Property Address & Parcel #	Year Built	Start	End	Owner	City	Fund 105 Abatement			Fund 191 NSP			Total Billed	Filed	Payment Received	Amount Paid
								Cost	Interest	Total 105	Cost	Interest	Total				
2018								\$ 127,397	\$ 7,024	\$ 134,421	\$ 29,700	\$ 2,098	\$ 31,798	\$ 226,272			\$ 226,272
1	Monica E. Smith	14927 W Thorne Ln SW 98498 2200000050	1938	6/14/2017	1/9/2018		x	\$ -	\$ -	\$ -	\$ 9,808	\$ 1,766	\$ 11,574	\$ 11,574	3/12/2018	11/8/2019	\$ 11,574
2	Christiana Trust	5212 San Francisco Ave SW 98499 0219114111	1948	10/6/2017	1/16/2018		x	\$ -	\$ -	\$ -	\$ 16,619	\$ 332	\$ 16,952	\$ 16,952	3/2/2018	6/8/2018	\$ 16,952
3	Violette Dyson	8201 Spruce St SW 98498 2200002660	1960	11/15/2017	1/31/2018	x		\$ -	\$ -	\$ -	\$ 3,273	\$ -	\$ 3,273	\$ 3,273	n/a	3/27/2018	\$ 3,273
4	Heirs of William & Emma Thompson	8817 121st St SW 98498 5005003460	1955	12/22/2016	2/7/2018		x	\$ 47,479	\$ 2,849	\$ 50,328	\$ -	\$ -	\$ -	\$ 50,328	4/6/2018	12/10/2018	\$ 50,328
5	Robert Torrez	8209 Maple St SW 98498 2200002211	1923	12/14/2017	5/12/2018		x	\$ 22,370	\$ 2,684	\$ 25,055	\$ -	\$ -	\$ -	\$ 25,055	10/10/2018	11/8/2019	\$ 25,055
6	Dirk Mayberry	9616 Gravelly Lake Dr SW 98499 0219022168	1955	3/8/2017	5/7/2018	x		\$ 7,272	\$ 873	\$ 8,145	\$ -	\$ -	\$ -	\$ 8,145	10/2/2018	11/8/2019	\$ 8,145
7	Kwang & Jinsoo Choe	15302 Union Ave SW 98498 2200001250	1962	8/11/2017	7/27/2018		x	\$ 23,953	\$ 92	\$ 24,045	\$ -	\$ -	\$ -	\$ 24,045	10/2/2018	11/9/2018	\$ 24,045
8	Holly Loeza	7305 146th St SW 98439 (front) 0219221002	1960	10/3/2017	7/31/2018		x	\$ 16,009	\$ 321	\$ 16,330	\$ -	\$ -	\$ -	\$ 16,330	10/2/2018	12/11/2018	\$ 16,330
9	Holly Loeza	7305 146th St SW 98439 (back) 0219221042	1969	10/3/2017	7/31/2018	x		\$ 10,313	\$ 205	\$ 10,518	\$ -	\$ -	\$ -	\$ 10,518	10/2/2018	1/10/2019	\$ 10,518
10	William Chung/ BA & C Prop	3411 90th St S 98499 0320313029	1916	2/7/2018	8/3/2018	x		\$ 19,461	\$ 4,281	\$ 23,743	\$ -	\$ -	\$ -	\$ 23,743	10/13/2019	12/9/2021	\$ 23,743
11	Sergiu Cucereavii	10101 Hemlock St SW 98498 5420000010	1960	5/18/2017	9/5/2018	x		\$ 1,851	\$ -	\$ 1,851	\$ -	\$ -	\$ -	\$ 1,851	n/a	11/5/2018	\$ 1,851
12	Todd & Carmen Warnstadt	8801-8805 Commercial St SW 98498 2200002840	1949	12/7/2017	9/8/2018	x		\$ 1,882	\$ 19	\$ 1,900	\$ -	\$ -	\$ -	\$ 1,900	11/26/2018	2/15/2019	\$ 1,900
13	Rhona Radcliffe	5908 Lake Grove St SW 98499 6765000060	1965	8/11/2017	10/24/2018		x	\$ -	\$ -	\$ -	\$ 21,750	\$ 6,090	\$ 27,840	\$ 27,840	12/4/2018	5/3/2021	\$ 27,840
14	Frank Zazeski/ Tom McKee	9111 Newgrove Ave SW 98498 2205000470	1941	2/9/2018	12/28/2018	x		\$ 2,152	\$ -	\$ 2,152	\$ -	\$ -	\$ -	\$ 2,152	5/30/2019	4/26/2019	\$ 2,152
15	Cecil Woolfolk - NUISANCE	3902 108th St SW 98499 0219014046	1985	1/26/2018	5/22/2018		x	\$ 2,556	\$ 10	\$ 2,567	\$ -	\$ -	\$ -	\$ 2,567	6/13/2018	11/9/2018	\$ 2,567

Total Outstanding Repayments \$ (0)

DANGEROUS BUILDING & NUISANCE ABATEMENTS Performed by City - By Completion Year				Date		Completed By		Amount Billed						Lien & Payment Date			
								Fund 105 Abatement			Fund 191 NSP						
Year	Owner Name	Property Address & Parcel #	Year Built	Start	End	Owner	City	Cost	Interest	Total 105	Cost	Interest	Total	Total Billed	Filed	Payment Received	Amount Paid
2019								\$ 52,834	\$ 8,386	\$ 58,089	\$ -	\$ -	\$ -	\$ 58,089			\$ 58,089
1	Stockman Family Living Trust	9128 Moreland Ave SW 98498 5005002020	1913	12/6/2018	3/11/2019	x		\$ 295	\$ 9	\$ 304	\$ -	\$ -	\$ -	\$ 304	6/26/2019	11/8/2019	\$ 304
2	Reinhard Meier	14433 Union Ave SW 98498 0219222039	1941	10/25/2018	6/30/2019		x	\$ 22,136	\$ 1,107	\$ 23,243	\$ -	\$ -	\$ -	\$ 23,243	7/29/2019	2/10/2020	\$ 23,243
3	Nancy Burrington - NUISANCE	8113 Sherwood Forest St. SW 98498 7570000100	1961	9/4/2018	8/1/2019	x		\$ 703	\$ 14	\$ 717	\$ -	\$ -	\$ -	\$ 717	8/1/2019	12/10/2019	\$ 717
5	Gary Anderson	6821 150th St SW WA 98439 0219221072	1922	10/25/2018	10/25/2019		x	\$ 24,907	\$ 7,223	\$ 32,130	\$ -	\$ -	\$ -	\$ 32,130	2/5/2020	6/10/2022	\$ 32,130
6	Integrity II LLC	5103 Filbert Ln SW 98499 5400200770	1949	7/11/2019	12/30/2019	x		\$ 1,662	\$ 33	\$ 1,696	\$ -	\$ -	\$ -	\$ 1,696	2/6/2020	4/10/2020	\$ 1,696
														Total Outstanding Repayments \$ -			

DANGEROUS BUILDING & PUBLIC NUISANCES Performed by City - By Completion Year				Date		Completed By		Amount Billed						Date Lien Filed & Payment Received			
								Fund 105 Abatement			Fund 191 NSP			Total Billed	Filed	Payment Received	Amount Paid
Year	Owner Name	Property Address & Parcel #	Year Built	Start	End	Owner	City	Cost	Interest	Total 105	Cost	Interest	Total				
2020								\$ 1,102	\$ 22	\$ 1,124	\$ -	\$ -	\$ -	\$ 1,124			\$ 1,124
1	5408SBLVD LLC - NUISANCE	5408 Steilacoom Blvd SW 98499 0220354091	1927	12/3/2019	2/4/2020	x		\$ 1,102	\$ 22	\$ 1,124	\$ -	\$ -	\$ -	\$ 1,124	7/30/2020	11/10/2020	\$ 1,124
Total Outstanding Repayments														\$	-		

DANGEROUS BUILDING & NUISANCE ABATEMENTS Performed by City - By Completion Year				Date		Completed By		Amount Billed							Date Lien Filed & Payment Received		
								Fund 105 Abatement			Fund 191 NSPA			Total Billed	Filed	Payment Received	Amount Paid
Year	Owner Name	Property Address & Parcel #	Year Built	Start	End	Owner	City	Cost	Interest	Total 105	Cost	Interest	Total				
2021								\$ 4,338	\$ -	\$ 4,338	\$ -	\$ -	\$ -	\$ 4,338			\$ 4,338
1	National Retail Properties LP	6112 100th St SW 98499 0219022217	1979	5/16/2019	12/30/2021	x		\$ 4,338	\$ -	\$ 4,338	\$ -	\$ -	\$ -	\$ 4,338		5/2/2022	\$ 4,338
														Total Outstanding Repayments \$ -			

DANGEROUS BUILDING & NUISANCE ABATEMENTS Performed by City - By Completion Year				Date		Completed By		Amount Billed							Lien & Payment Date		
Year	Owner Name	Property Address & Parcel #	Year Built	Start	End	Owner	City	Fund 105 Abatement			Fund 191 NSPA			Total Billed	Filed	Payment Received	Amount Paid
								Cost	Interest	Total 105	Cost	Interest	Total				
2022								\$ 438,268	\$ 837	\$ 439,104	\$ 292,444	\$ -	\$ 292,444	\$ 731,548			\$ 123,700
1	Larry E. & Carol E. Bell NUISANCE	9808 Lawndale Ave SW 98498 5005006580	1963	1/21/2022	6/16/2022		x	\$ 23,349	\$ -	\$ 23,349	\$ -	\$ -	\$ -	\$ 23,349		9/1/2022	\$ 23,349
3	5408SBLVD LLC	5408 Steilacoom Blvd SW 98499 0220354091	1927	11/1/2021	5/31/2022	x		\$ 3,177	\$ -	\$ 3,177	-	-	\$ -	\$ 3,177	8/30/2022	5/10/2023	\$ 3,177
4	Youn H. Sim & Suk Chong	3851 Steilacoom Blvd SW 98499 0220364045	1950	6/1/2022	6/30/2022	x		\$ 2,097	\$ -	\$ 2,097	\$ -	\$ -	\$ -	\$ 2,097		9/15/2022	\$ 2,097
5	Patsy Lininger - NUISANCE	9704-9706 121st St SW 98498 5005004331	1968	1/21/2021	7/20/2022		x	\$ 21,125	\$ -	\$ 21,125	\$ -	\$ -	\$ -	\$ 21,125	10/5/2022	11/3/2022	\$ 21,125
6	Brian Buckner	8808 Wildwood Ave SW 98498 5005001320	1995	10/21/2021	10/31/2022		x	\$ 24,218	\$ -	\$ 24,218	\$ -	\$ -	\$ -	\$ 24,218		7/12/2023	\$ 24,218
7	Verna Cheatham	5501 116th St SW 98499 7095000330	1974	12/14/2020	11/10/2022		x	\$ 44,280	\$ -	\$ 44,280	\$ -	\$ -	\$ -	\$ 44,280		4/10/2025	\$ 44,280
8	Bluestar Mgmt Svcs LLC	9018 Lawndale Ave SW 98498 5005006370	1940	3/16/2022	12/30/2022	x		\$ 3,219	\$ 837	\$ 4,056	\$ -	\$ -	\$ -	\$ 4,056		6/10/2025	\$ 4,056
9	Dirk Mayberry	9616 Gravelly Lake Dr SW 98499 0219022081	1955	11/1/2021	12/30/2022		x	\$ 316,801	\$ -	\$ 316,801	\$ 291,047	\$ -	\$ 291,047	\$ 607,848			\$ -
10	Benjamin M. Stockman	11206-11208 Military Rd SW 98499 0219081000 & 0219081052	1942	4/1/2022				\$ -	\$ -	\$ -	\$ 1,397	\$ -	\$ 1,397	\$ 1,397	n/a	6/23/2022	\$ 1,397

\*Karwan Village - Abatement billing with no interest done on 10/09/23, interest will be added when payment is received by Pierce County

Total Outstanding Repayments \$ 607,848

DANGEROUS BUILDING & NUISANCE ABATEMENTS Performed by City - By Completion Year				Date		Completed By		Amount Billed						Lien & Payment Date			
								Fund 105 Abatement			Fund 191 NSPA			Total Billed	Filed	Payment Received	Amount Paid
Year	Owner Name	Property Address & Parcel #	Year Built	Start	End	Owner	City	Cost	Interest	Total 105	Cost	Interest	Total				
2023								\$ 1,125,083	\$ -	\$ 1,157,710	\$ -	\$ -	\$ -	\$ 1,157,710			\$ 1,157,710
1	Benjamin Wurtz & Secured Holdings LLC	7004 Cherry Lane SW 98499 3375000840	1955	8/18/2022	6/5/2023	x		\$ 2,691	\$ -	\$ 2,691	\$ -	\$ -	\$ -	\$ 2,691		7/1/2023	\$ 2,691
2	Stewart Title Company	7407-7409 146th St SW 98439 0219221041	1977	1/28/2021	5/8/2023		x	\$ 25,034	\$ -	\$ 25,034	\$ -	\$ -	\$ -	\$ 25,034		5/8/2023	\$ 25,034
3	First Tacoma LLC	8104-8106 So Tacoma Way 98499	1966	10/31/2022	3/31/2023	x		\$ 2,527	\$ -	\$ 2,527	-	-	\$ -	\$ 2,527		5/5/2023	\$ 2,527
4	Q & L Pacific LLC	12314 Pacific Highway SW 98499 30219114162	1971	4/9/2020	6/22/2023	x		\$ 4,509	\$ -	\$ 4,509	\$ -	\$ -	\$ -	\$ 4,509		6/23/2023	\$ 4,509
5	Thiyagarajan Kannuswamy & Synita Halivana Kariyapp	14440 Union Ave SW #A0077 2200002530	1948	10/15/2022	2/27/2023	x		\$ 3,182	\$ 318	\$ 3,500	\$ -	\$ -	\$ -	\$ 3,500		12/9/2024	\$ 3,500
6	Hye Cha Galvin	10408-10410 112th ST SW 0219081081	1968	12/31/2021	8/29/2023		x	\$ 7,443	\$ -	\$ 7,443	\$ -	\$ -	\$ -	\$ 7,443		2/10/2025	\$ 7,443
7	Karwan Village	2621 84th Street S 0320311042	1967	1/15/2019	3/31/2023		x	\$ 1,076,982	\$ 32,309	\$ 1,109,291	\$ -	\$ -	\$ -	\$ 1,109,291		3/8/2024	\$ 1,109,291
8	EGU Washington Estates LLC	7319 146th St SW 0219221023	1940	6/15/2023	9/15/2023	x		\$ 2,715	\$ -	\$ 2,715	\$ -	\$ -	\$ -	\$ 2,715		12/12/2023	\$ 2,715

Total Outstanding Repayments \$ 0

DANGEROUS BUILDING & NUISANCE ABATEMENTS Performed by City - By Completion Year				Date		Completed By		Amount Billed							Lien & Payment Date		
Year	Owner Name	Property Address & Parcel #	Year Built	Start	End	Owner	City	Fund 105 Abatement			Fund 191 NSPA			Total Billed	Filed	Payment Received	Amount Paid
								Cost	Interest	Total 105	Cost	Interest	Total				
2025								\$ 40,079	\$ -	\$ 40,079	\$ -	\$ -	\$ -	\$ 64,251			\$ 54,521
1	Bobs & Jamestown Homowners Coop	7110 146th St SW#23 4296002200	1964	1/3/2025	3/18/2025	x		\$ 1,940	\$ -	\$ 1,940	\$ -	\$ -	\$ -	\$ 1,940		3/18/2025	\$ 1,940
2	Par Development	5324 San Francisco Ave SW 0219114025	1941	1/27/2025	2/10/2025	x		\$ 3,324	\$ -	\$ 3,324	\$ -	\$ -	\$ -	\$ 3,324		2/10/2025	\$ 3,324
3	Min Johnson	6831 Topaz Dr SW 6430401930	1967	1/6/2025	2/12/2025	x		\$ 31,729	\$ -	\$ 31,729		-	\$ -	\$ 31,729		2/12/2025	\$ 31,729
4	Edna Stone	573 Lake Louise 5020000422	1979	10/22/2024	2/28/2025	x		\$ 3,086	\$ -	\$ 3,086	\$ -	\$ -	\$ -	\$ 3,086		2/28/2025	\$ 3,086
5	Pale Blue Dot LLC	7521 Bridgeport Way SW 0219123061		9/24/2025	6/30/2025	x		\$ 5,056	\$ -	\$ 5,056	\$ -	\$ -	\$ -	\$ 5,056			\$ -
6	Lakewood Mission Baptist Church	12212 Pacific Hwy SW 0219114108		9/23/2024	4/17/2025	x		\$ 4,172	\$ -	\$ 4,172	\$ -	\$ -	\$ -	\$ 4,172		4/17/2025	\$ 4,172
7	Lakewood Mission Baptist Church	12216 Pacific Hwy SW 0219114107		2/27/2025	8/15/2025	x		\$ 4,675	\$ -	\$ 4,675	\$ -	\$ -	\$ -	\$ 4,675			\$ -
8	Lakewood 17 LLC	4914 115th St CT SW 2650000100		10/15/2022	3/15/2025	x		\$ 5,899	\$ -	\$ 5,899	\$ -	\$ -	\$ -	\$ 5,899		7/1/2025	\$ 5,899
9	Min Sung	10615 Bridgeport Way SW 3340300191		7/15/2023	11/15/2024	x		\$ 4,371	\$ -	\$ 4,371	\$ -	\$ -	\$ -	\$ 4,371		4/2/2025	\$ 4,371

Total Outstanding Repayments \$ 9,731



## Rental Housing Safety Program

On August 1, 2016, the Lakewood City Council approved Ordinance No. 644 creating a Rental Housing Safety Program (RHSP). The program requires all residential rental properties (apartments, single family homes, duplexes, etc.) within Lakewood city limits to be registered. The program is designed to ensure that all rental housing units comply with specific life and safety standards and are providing a safe place for tenants to live. As of October 4, 2017, all rental properties owners will be required to register their property with the City every year and have the property inspected once every five years.

Rental Housing Safety Program Year-to-date through September				
Operating Revenues & Expenditures	2023 Annual Actual	2024 Annual Actual	2025	
			Budget	Actual
<b>Operating Revenue:</b>				
Registration Program Fees	\$ 160,512	\$ 291,219	\$ 273,000	\$ 254,931
<b>Total Operating Revenues</b>	<b>\$ 160,512</b>	<b>\$ 291,219</b>	<b>\$ 273,000</b>	<b>\$ 254,931</b>
<b>Operating Expenditures:</b>				
Personnel Costs	195,107	206,969	243,944	171,492
Supplies	730	761	897	958
Professional Services	3,581	2,574	62,161	370
Other Services & Charges	44	66	78	-
Internal Service Charges	21,251	21,250	25,046	-
<b>Total Operating Expenditures</b>	<b>\$ 220,713</b>	<b>\$ 231,620</b>	<b>\$ 332,127</b>	<b>\$ 172,820</b>
<b>Net Program Income (Cost)</b>	<b>\$ (60,201)</b>	<b>\$ 59,599</b>	<b>\$ (59,127)</b>	<b>\$ 82,111</b>
<b>Other Sources / (Uses)</b>				
Transfer In From General Fund	50,000	50,000	-	-
<b>Total Sources / (Uses)</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Balance</b>	<b>\$ (40,271)</b>	<b>\$ (50,472)</b>	<b>\$ 59,127</b>	<b>\$ 59,127</b>
<b>Ending Balance</b>	<b>\$ (50,472)</b>	<b>\$ 59,127</b>	<b>\$ -</b>	<b>\$ 141,238</b>

Rental Housing Safety Program Fees Year-to-date through September				
Month	2022	2023	2024	2025
Jan	45,406	6,510	29,153	79,519
Feb	32,733	21,572	29,431	44,116
Mar	29,016	28,800	18,668	51,384
Apr	20,487	24,610	37,564	19,329
May	9,517	21,116	15,371	16,043
Jun	3,757	20,471	8,505	14,995
Jul	7,232	18,279	7,241	12,438
Aug	6,049	2,918	17,540	11,742
Sep	3,496	836	5,509	5,365
Oct	4,405	7,484	8,317	-
Nov	971	4,055	2,938	-
Dec	2,434	3,861	110,982	-
<b>Total YTD</b>	<b>\$ 157,693</b>	<b>\$ 145,112</b>	<b>\$ 168,982</b>	<b>\$ 254,931</b>
<b>Annual Total</b>	<b>\$ 165,503</b>	<b>\$ 160,512</b>	<b>\$ 291,219</b>	<b>\$ 254,931</b>
<b>2025 Annual Estimate =</b>				<b>\$ 273,000</b>
<b>% of Revenue Collected =</b>				<b>93%</b>



## 1406 Affordable Housing Program

On March 2, 2020, the City Council approved Ordinance 731 relating to local sales and use tax, authorizing the maximum capacity of the tax authorized under the provisions of Substitute House Bill 1406 for affordable and supporting housing. The revenue to the City is a credit of the state's sales tax. With adoption of this ordinance, the City is able to impose the rate of 0.0073%. According to the Department of Revenue (DOR), the maximum amount the City may receive is \$98K per state fiscal year for twenty years totaling an estimated \$1.95M. The City notified DOR on March 13, 2020 and DOR began imposing the tax effective May 1, 2020. The City received its first full distribution amount in July 2020 with some funds trickling through in May and June due to early returns filed.

The direction from the Lakewood City Council is to use the funds in conjunction with the City's CDBG Major Home Repair Program, CDBG Major Home Repair and Sewer Loan Program, and HOME Housing Rehabilitation Loan Program given the high demand for home repair and rehabilitation loans in the City.

CDBG is a federal entitlement program and provides annual grants on a formula basis to states, cities, and counties to provide decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The City processes on average six to eight CDBG housing repair programs annually.

"1406" Affordable Housing Program Funds are reserved for persons and/or housing repairs not eligible under CDBG, those who fall just outside CDBG program guidelines but where some level of assistance may be required.

### 2025 Projects:

- 8311 Mt. Tacoma Dr. SW: Single family residence with full rehab of three bathrooms, including one accessibility upgrade to bathroom. Loan amount of \$46,440 Project completed Q2, 2025
- 10519 Earley Ln. SW: Single family residence conducting various accessibility improvements and garage conversion to living space including, electrical, plumbing, and miscellaneous repairs. Loan amount of \$71,000. Project ongoing in Q3 2025 with completion in December 2025.
- 6822 86<sup>th</sup> St. SW: Single family residence conducting various accessibility improvements, electrical upgrades and door replacement. Loan amount of \$36,500. Project ongoing in Q3 2025 with completion in December 2025.
- 6524 96<sup>th</sup> St. SW: Single family residence completing roof and gutter replacement, lead-paint stabilization, exterior painting, window replacement, insulation, and other minor interior improvements. Loan amount of \$72,500. Project ongoing in Q3 with completion date in December 2025.
- 8804 Veterans Dr. SW: Single family residence conducting accessibility upgrades, bathroom renovation, and various electrical and mechanical upgrades. Loan amount of \$20,000 with an anticipated start and completion date in Q1 2026.
- 10228 Villa Ln. SW: Single family residence with water heater replacement. Loan amount of \$2,867.57. Project ongoing in Q3 with completion date in November 2025.
- Working to qualify three new loan clients in Q3 2025. Projects will include roof replacement for three separate single family residences and is expected to total approximately \$100,000. Anticipated start date for all three projects is Q1 2026.

### Past Projects:

- 9006 71<sup>st</sup> St Ct SW: Single family residence replacement of water heater & air conditioning, installation of heat pump under new energy regulation, loan amount \$13,250 (completed Q3 2022).
- 8509 Veterans Drive SW: Single family residence rehabilitation & repairs, loan amount \$25,000 (completed Q1 2023).

- 8805 Lorraine Ave. S: Single family residence installation of fencing, loan amount \$17,000 (completed Q3 2023).
- MDC Tenant-Based Rental Assistance: Rental assistance to six Lakewood households (5 for 11 months and 1 for 2 months) through MDC, grant amount of \$67,910 (completed Q3 2023);
- 8125 Winona St. SW: Single family residence replacement of roof, gutters, truss repair, and structural and foundation repair. Work completed (Q4 2024) with a loan amount of \$43,000.
- 8509 Idlewood Dr. SW: Single family residence replacement of rear decking and stairs. Work completed (Q4 2024) with a loan amount of \$65,000.

1406 Affordable Housing Program Year-to-date through September					
Operating Revenues & Expenditures	2022 Annual Actual	2023 Annual Actual	2024 Annual Actual	2025 Annual Budget	YTD Actual
<b>Operating Revenue:</b>					
Sales & Use Tax	\$ 98,562	\$ 97,384	\$ 103,484	\$ 98,000	\$ 67,184
Loan Interest	-	69	549	-	881
<b>Total Operating Revenues</b>	<b>\$ 98,562</b>	<b>\$ 97,453</b>	<b>\$ 104,033</b>	<b>\$ 98,000</b>	<b>\$ 68,065</b>
<b>Operating Expenditures:</b>					
Professional Services	32,985	84,902	104,716	538,275	102,956
<b>Total Operating Expenditures</b>	<b>\$ 32,985</b>	<b>\$ 84,902</b>	<b>\$ 104,716</b>	<b>\$ 538,275</b>	<b>\$ 102,956</b>
<b>Net Program Income (Cost)</b>	<b>\$ 65,577</b>	<b>\$ 12,551</b>	<b>\$ (683)</b>	<b>\$ (440,275)</b>	<b>\$ (34,890)</b>
<b>Other Sources / (Uses)</b>					
Transfer In From General Fund	-	-	-	-	-
SHB-1406 Home Repair Program Loans	38,250	10,222	133,000	-	88,364
<b>Total Sources / (Uses)</b>	<b>\$ 38,250</b>	<b>\$ 10,222</b>	<b>\$ 133,000</b>	<b>\$ -</b>	<b>\$ 88,364</b>
<b>Beginning Balance</b>	<b>\$ 181,358</b>	<b>\$ 285,185</b>	<b>\$ 307,958</b>	<b>\$ 440,275</b>	<b>\$ 440,275</b>
<b>Ending Balance</b>	<b>\$ 285,185</b>	<b>\$ 307,958</b>	<b>\$ 440,275</b>	<b>\$ -</b>	<b>\$ 493,748</b>

SHB-1406 Home Repair Program As of September 30, 2025									
Loan ID #	Original Loan Amount	Loan Adj	Total Principal Paid	Loan Balance	Closing Date	First Payment Date	Maturity Date	Interest Rate	
Year 2022									
2 = Total # Loans									
2 = Total # Loans O/S	\$ 38,250	\$ 5,054	\$ 1,080	\$ 32,116					
1406-001	\$ 25,000	\$ 3,549	\$ -	21,451.50	3/28/2022	3/1/2042	3/1/2042	0.0%	
1406-003	\$ 13,250	\$ 1,506	\$ 1,080	10,664.22	7/27/2022	10/1/2022	10/1/2042	0.0%	
Year 2023									
1 = Total # Loans									
1 = Total # Loans O/S	\$ 17,000	\$ 1,724	\$ 266	\$ 15,010					
1406-006	\$ 17,000	\$ 1,724	\$ 266	15,010.01	6/30/2023	9/1/2023	9/1/2043	1.0%	
Year 2024									
3 = Total # Loans									
3 = Total # Loans O/S	\$ 133,000	\$ (5,364)	\$ 3,535	\$ 134,830					
1406-008	\$ 60,000	\$ (5,364)	\$ 3,535	61,829.66	4/5/2024	6/1/2024	5/1/2044	1.0%	
1406-011	\$ 33,000	\$ -	\$ -	33,000.00	10/24/2024	10/1/2044	10/1/2044	0.0%	
1406-012	\$ 40,000	\$ -	\$ -	40,000.00	11/7/2024	1/1/2025	12/1/2044	1.0%	
Year 2025									
3 = Total # Loans									
3 = Total # Loans O/S	\$ 83,000	\$ -	\$ -	\$ 83,000					
1406-007	\$ 43,000	\$ -	\$ -	43,000.00	1/17/2024	1/1/2044	1/1/2044	1.0%	
1406-013	\$ 20,000	\$ -	\$ -	20,000.00	6/25/2025	7/1/2045	7/1/2045	0.0%	
1406-014	\$ 20,000	\$ -	\$ -	20,000.00	9/17/2025	11/1/2045	11/1/2045	0.0%	
Life-to-Date Total									
9 = Total # Loans									
9 = Total O/S	\$ 271,250	\$ 1,414	\$ 4,881	\$ 264,955					

## **Fund 190 Community Development Block Grant**

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%).

### **CDBG:**

CDBG is Authorized under Title 1 of the Housing and Community Development Act of 1974, the Community Development Block Grant (CDBG) program is a grant to local jurisdictions to assist in the development of viable communities. Funds are to be expended to principally benefit low- and moderate-income individuals through the provision of: 1) decent housing; 2) a suitable living environment; and 3) expanded economic opportunities. Each CDBG grantee is responsible for choosing how best to serve its community's interests and meet the needs of eligible citizens.

Eligible CDBG activities include the following:

- (1) **Public Facilities/Infrastructure Improvements:** Acquisition, construction, rehab or installation of public or community facilities; and infrastructure installation or improvements (i.e. roads, sidewalks, sewers, street lighting, etc.)
- (2) **Public Service:** Employment and education services; childcare; health and substance abuse services; services for seniors; fair housing counseling; services for homeless; and job training and employment services.
- (3) **Affordable Housing:** Homeowner rehabilitation; down payment assistance; rental rehabilitation; acquisition and demolition; lead paint activities; and new construction if carried out by a CBDO (Community Board Development Organization).
- (4) **Economic Development:** microenterprise assistance; commercial rehabilitation; job training and technical assistance; and special economic development - acquisition, construction, rehab, installation of property or equipment.

CDBG Entitlement Funding History			
Program Year	Annual Allocation	Change Over Prior	
		\$	%
2025	553,413	19,832	3.7%
2024	533,581	(8,883)	-1.6%
2023	542,464	(11,355)	-2.1%
2022	553,819	(19,533)	-3.4%
2021	573,352	(22,563)	-3.8%
2020	595,915	32,791	5.8%
2019	563,124	1,893	0.3%
2018	561,231	76,865	15.9%
2017	484,366	17,316	3.7%
2016	467,050	(698)	-0.1%
2015	467,748	(4,004)	-0.8%
2014	471,752	(9,846)	-2.0%
2013	481,598	10,703	2.3%
2012	470,895	(106,895)	-18.5%
2011	577,790	(114,016)	-16.5%
2010	691,806	50,755	7.9%
2009	641,051	5,749	0.9%
2008	635,302	(24,966)	-3.8%
2007	660,268	(3,682)	-0.6%
2006	663,950	(77,700)	-10.5%
2005	741,650	(43,350)	-5.5%
2004	785,000	(21,000)	-2.6%
2003	806,000	(91,000)	-10.1%
2002	897,000	(46,000)	-4.9%
2001	943,000	30,000	3.3%
2000	913,000	n/a	n/a
<b>Total</b>	<b>\$ 16,276,125</b>		

Investments made in various housing programs (Major Home Repair/Sewer Loan Program, Down Payment Assistance, and Multi-family Housing), and economic development activities (Microenterprise Loan Program) have created multiple Revolving Loan Funds (RLF) for each of the funded activities.

In addition to tracking the various CDBG grant allocation's revenue and expenditures in Fund 190 CDBG, notes receivable for Housing Program Loans are also tracked. These are revolving loans for Major Home Repair, Major Home Repair for Sewer and Down Payment Assistance for qualifying homebuyers.

The following tables provide a summary of loans and grants for Major Home and Sewer Repair Down Payment Assistance. These are zero interest loans with 20-year terms. Payments are revolving which dictates that the principal received is applied to current program expenditures before billing CDBG.

**Major Home Repairs (MHR), Sewers (MHRS) and Down Payment Assistance (DPA) Loans and Grants:**

Major Home Repairs (MHR) & Sewers (MHRS) / Down Payment Assistance (DPA) Loans and Grants As of September 30, 2025						
Program Year	MHR		MHRS		DPA	
	# of Project s	Original Amount	# of Project s	Original Amount	# of Project s	Original Amount
2025	0	\$ -	1	\$ 25,000	0	\$ -
2024	8	\$ 473,594	-	\$ -	-	\$ -
2023	1	\$ 25,278	1	\$ 16,506	-	\$ -
2022	4	\$ 255,201	-	\$ -	1	\$ 27,500
2021	8	\$ 480,328	-	\$ -	-	\$ -
2020	4	\$ 99,994	-	\$ -	-	\$ -
2019	6	\$ 158,874	-	\$ -	-	\$ -
2018	9	\$ 188,210	-	\$ -	-	\$ -
2017	2	\$ 40,790	2	\$ 31,532	-	\$ -
2016	4	\$ 78,871	2	\$ 50,485	-	\$ -
2015	1	\$ 37,144	-	\$ -	-	\$ -
2014	4	\$ 62,209	1	\$ 10,770	1	\$ 3,364
2013	8	\$ 144,408	-	\$ -	-	\$ -
2012	5	\$ 70,863	4	\$ 36,114	1	\$ 2,250
2011	8	\$ 170,407	-	\$ -	-	\$ -
2010	13	\$ 256,287	-	\$ -	2	\$ 8,619
2009	6	\$ 102,653	-	\$ -	5	\$ 23,791
2008	3	\$ 37,224	-	\$ -	4	\$ 19,379
2007	4	\$ 56,346	-	\$ -	2	\$ 8,700
2006	6	\$ 67,556	-	\$ -	1	\$ 7,000
2005	7	\$ 69,634	-	\$ -	-	\$ -
2004	4	\$ 36,058	-	\$ -	3	\$ 14,901
2003	8	\$ 49,137	-	\$ -	8	\$ 35,336
2002	3	\$ 19,999	-	\$ -	-	\$ -
2001	-	\$ -	-	\$ -	11	\$ 51,622
2000	-	\$ -	-	\$ -	1	\$ 5,000
<b>Total</b>	<b>126</b>	<b>\$2,981,065</b>	<b>11</b>	<b>\$170,407</b>	<b>40</b>	<b>\$207,462</b>
<i>Original loan amounts may differ from previously reported due to unexpected changes in the scope of work during construction or repairs.</i>						

## Major Home Repair Loans Detail:

Major Home Repair Loans (MHR) As of September 30, 2025									
Loan ID #	Original Loan / Grant Amount	Principal Payments	Loans Receivable	Closing Date	First Payment Date	Status	Maturity Date	Interest Rate	
Year 2002									
3 = Total # Loans/Grants									
0 = Total Outstanding	\$ 19,999	\$ 19,999	\$ -						
MHR-001	\$ 6,000	\$ 6,000	\$ -	9/23/2002		Paid Off		0.0%	
MHR-003	\$ 5,999	\$ 5,999	\$ -	2/24/2003		Paid Off		0.0%	
MHR-004	\$ 8,000	\$ 8,000	\$ -	5/5/2003		Paid Off		0.0%	
Year 2003									
8 = Total # Loans/Grants									
0 = Total Outstanding	\$ 49,137	\$ 49,137	\$ -						
MHR-006	\$ 7,831	\$ 7,831	\$ -	7/23/2003		Paid Off		0.0%	
MHR-008	\$ 4,523	\$ 4,523	\$ -	9/8/2003	10/1/2023	Paid Off	9/8/2023	0.0%	
MHR-009	\$ 7,956	\$ 7,956	\$ -	9/16/2003	10/1/2023	Paid Off	9/10/2023	0.0%	
MHR-011	\$ 7,237	\$ 7,237	\$ -	10/21/2003		Paid Off		0.0%	
MHR-018	\$ 6,950	\$ 6,950	\$ -	1/28/2004		Paid Off		0.0%	
MHR-016	\$ 6,640	\$ 6,640	\$ -	3/2/2004	3/1/2024	Paid Off	2/25/2024	0.0%	
MHR-019	\$ 8,000	\$ 8,000	\$ -	5/12/2004		Paid Off		0.0%	
MHR-017	\$ -	\$ -	\$ -	5/21/2004		Written Off		0.0%	
Year 2004									
4 = Total # Loans/Grants									
0 = Total Outstanding	\$ 36,058	\$ 36,058	\$ -						
MHR-020	\$ 12,554	\$ 12,554	\$ -	9/15/2004		Paid Off		0.0%	
MHR-024	\$ 8,000	\$ 8,000	\$ -	12/3/2004		Paid Off		0.0%	
MHR-029	\$ 8,000	\$ 8,000	\$ -	11/1/2004		Written Off		0.0%	
MHR-030	\$ 7,504	\$ 7,504	\$ -	9/23/2004		Paid Off		0.0%	
Year 2005									
7 = Total # Loans/Grants									
2 = Total Outstanding	\$ 69,634	\$ 49,989	\$ 19,645						
MHR-031	\$ 9,235	\$ 1,590	\$ 7,645	9/1/2005	4/1/2016		3/1/2026	0.0%	
MHR-032	\$ 7,302	\$ 7,302	\$ -	9/2/2005		Paid Off		0.0%	
MHR-034	\$ 7,993	\$ 7,993	\$ -	10/19/2005		Paid Off		0.0%	
MHR-036	\$ 15,840	\$ 15,840	\$ -	12/15/2005		Paid Off		0.0%	
MHR-038	\$ 7,064	\$ 7,064	\$ -	8/29/2005		Paid Off		0.0%	
MHR-040	\$ 10,200	\$ 10,200	\$ -	4/11/2006		Paid Off		0.0%	
MHR-047	\$ 12,000	\$ -	\$ 12,000	6/7/2006	6/1/2026		6/1/2026	0.0%	
Year 2006									
6 = Total # Loans/Grants									
2 = Total Outstanding	\$ 67,556	\$ 49,542	\$ 18,014						
MHR-046	\$ 9,697	\$ 9,697	\$ -	7/26/2006		Paid Off		0.0%	
MHR-052	\$ 11,927	\$ 11,927	\$ -	11/14/2006	12/1/2026	Paid Off	11/8/2026	0.0%	
MHR-053	\$ 11,858	\$ 11,858	\$ -	12/20/2006		Paid Off		0.0%	
MHR-054	\$ 11,988	\$ -	\$ 11,988	4/25/2007	5/1/2027		4/19/2027	0.0%	
MHR-055	\$ 10,126	\$ 4,100	\$ 6,026	1/3/2007	1/1/2027		12/27/2026	0.0%	
MHR-056	\$ 11,960	\$ 11,960	\$ -	5/22/2007		Paid Off		0.0%	
Year 2007									
4 = Total # Loans/Grants									
2 = Total Outstanding	\$ 56,346	\$ 36,179	\$ 20,167						
MHR-061	\$ 11,777	\$ -	\$ 11,777	11/8/2007	12/1/2027		11/2/2027	0.0%	
MHR-062	\$ 18,390	\$ 10,000	\$ 8,390	11/20/2007	12/1/2027		11/14/2027	0.0%	
MHR-063	\$ 19,291	\$ 19,291	\$ -	11/20/2007		Paid Off		0.0%	
MHR-064	\$ 6,888	\$ 6,888	\$ -	2/4/2008		Paid Off		0.0%	

Major Home Repair Loans (MHR) - continued									
As of September 30, 2025									
Loan ID #	Original Loan / Grant Amount	Principal Payments	Loans Receivable	Closing Date	First Payment Date	Status	Maturity Date	Interest Rate	
<b>Year 2008</b>									
<b>3 = Total # Loans/Grants</b>									
<b>0 = Total Outstanding</b>	<b>\$ 37,224</b>	<b>\$ 37,224</b>	<b>\$ -</b>						
MHR-066	\$ 11,899	\$ 11,899	\$ -	8/21/2008	9/1/2028		8/15/2028	0.0%	
MHR-069	\$ 11,980	\$ 11,980	\$ -	12/29/2008		Written Off		0.0%	
MHR-070	\$ 13,345	\$ 13,345	\$ -	2/12/2009		Paid Off		0.0%	
<b>Year 2009</b>									
<b>6 = Total # Loans/Grants</b>									
<b>1 = Total Outstanding</b>	<b>\$ 102,653</b>	<b>\$ 92,291</b>	<b>\$ 10,362</b>						
MHR-073	\$ 14,137	\$ 3,775	\$ 10,362	12/23/2009	6/1/2013		1/1/2030	0.0%	
MHR-075	\$ 14,397	\$ 14,397	\$ -	9/21/2009	9/1/2013	Paid Off	9/1/2016	0.0%	
MHR-077	\$ 12,597	\$ 12,597	\$ -	11/13/2009	12/1/2013	Paid Off	11/1/2016	0.0%	
MHR-079	\$ 23,168	\$ 23,168	\$ -	11/4/2009		Paid Off		0.0%	
MHR-080	\$ 13,164	\$ 13,164	\$ -	4/16/2010		Paid Off		0.0%	
MHR-082	\$ 25,190	\$ 25,190	\$ -	5/28/2010	6/1/2030	Paid Off	6/1/2030	0.0%	
<b>Year 2010</b>									
<b>13 = Total # Loans/Grants</b>									
<b>5 = Total Outstanding</b>	<b>\$ 256,287</b>	<b>\$ 182,260</b>	<b>\$ 74,027</b>						
MHR-076	\$ 25,110	\$ -	\$ 25,110	7/2/2010	7/1/2030		6/1/2030	0.0%	
MHR-083	\$ 26,232	\$ 26,232	\$ -	10/8/2010		Paid Off		0.0%	
MHR-085	\$ 22,449	\$ 13,800	\$ 8,649	5/14/2014	7/1/2014		7/1/2029	0.0%	
MHR-086	\$ 21,778	\$ 21,778	\$ -	11/29/2010		Paid Off		0.0%	
MHR-087	\$ 19,930	\$ 4,260	\$ 15,670	9/30/2010	9/1/2030		9/23/2030	0.0%	
MHR-088	\$ 21,124	\$ -	\$ 21,124	9/30/2010	10/1/2030		9/24/2030	0.0%	
MHR-089	\$ 3,474	\$ -	\$ 3,474	10/29/2010	11/1/2030		10/22/2030	0.0%	
MHR-090	\$ 16,770	\$ 16,770	\$ -	3/14/2011	4/1/2031	Paid Off	3/8/2031	0.0%	
MHR-092 (Grant)	\$ 12,100	\$ 12,100	\$ -	2/28/2011			n/a	n/a	
MHR-093	\$ 24,390	\$ 24,390	\$ -	2/28/2011	6/1/2016	Paid Off	2/18/2031	0.0%	
MHR-094	\$ 25,020	\$ 25,020	\$ -	4/4/2011	4/1/2031	Paid Off	3/29/2031	0.0%	
MHR-095	\$ 26,790	\$ 26,790	\$ -	6/28/2011	4/1/2015		4/1/2031	0.0%	
MHR-096 (Grant)	\$ 11,120	\$ 11,120	\$ -	4/21/2011			n/a	n/a	
<b>Year 2011</b>									
<b>8 = Total # Loans/Grants</b>									
<b>3 = Total Outstanding</b>	<b>\$ 170,407</b>	<b>\$ 117,446</b>	<b>\$ 52,961</b>						
MHR-098	\$ 22,293	\$ -	\$ 22,293	7/21/2011	8/1/2031		7/13/2031	0.0%	
MHR-099	\$ 19,414	\$ -	\$ 19,414	12/30/2011	1/1/2031		12/21/2031	0.0%	
MHR-100	\$ 18,858	\$ 18,858	\$ -	9/20/2011	6/1/2017	Paid Off	9/14/2016	0.0%	
MHR-101	\$ 26,182	\$ 26,182	\$ -	11/9/2011	12/1/2031	Paid Off	11/2/2016	0.0%	
MHR-102	\$ 6,386	\$ 6,386	\$ -	12/19/2011		Paid Off		0.0%	
MHR-103	\$ 24,974	\$ 13,720	\$ 11,254	1/11/2012	8/1/2017		1/5/2017	0.0%	
MHR-105/to MHR-162	\$ 25,000	\$ 25,000	\$ -	5/14/2012	6/1/2022	Sub-Ordinated	5/8/2017	0.0%	
MHR-107	\$ 27,300	\$ 27,300	\$ -	1/10/2012		Short Sale		0.0%	
<b>Year 2012</b>									
<b>5 = Total # Loans/Grants</b>									
<b>2 = Outstanding Loans</b>	<b>\$ 70,863</b>	<b>\$ 29,720</b>	<b>\$ 41,143</b>						
MHR-106	\$ 28,913	\$ -	\$ 28,913	8/28/2012	9/1/2022		7/1/2022	0.0%	
MHR-112	\$ 12,230	\$ -	\$ 12,230	2/27/2013	3/1/2033		2/20/2033	0.0%	
MHR-113	\$ 17,850	\$ 17,850	\$ -	12/8/2012	12/1/2032		12/4/2032	0.0%	
MHR-114 (Grant)	\$ 1,696	\$ 1,696	\$ -	7/18/2012			n/a	n/a	
MHR-117	\$ 10,174	\$ 10,174	\$ -	6/17/2013		Paid Off		0.0%	



Major Home Repair Loans (MHR) - continued									
As of September 30, 2025									
Loan ID #	Original Loan / Grant Amount	Principal Payments	Loans Receivable	Closing Date	First Payment Date	Status	Maturity Date	Interest Rate	
<b>Year 2013</b>									
<b>8 = Total # Loans/Grants</b>									
<b>3 = Total Outstanding</b>	<b>\$ 144,408</b>	<b>\$ 92,751</b>	<b>\$ 51,657</b>						
MHR-091	\$ 12,188	\$ -	\$ 12,188	1/23/2014	8/17/2034		1/1/2027	0.0%	
MHR-118	\$ 27,921	\$ 27,921	\$ -	10/16/2013	10/10/2018	Paid Off	10/10/2018	0.0%	
MHR-119	\$ 11,969	\$ 11,969	\$ -	7/1/2013		Paid Off		0.0%	
MHR-120	\$ 15,100	\$ 15,100	\$ -	11/22/2013	1/1/2014	Paid Off	12/1/2033	0.0%	
MHR-121 (Grant)	\$ 8,457	\$ 8,457	\$ -	9/6/2013			n/a	n/a	
MHR-122 (Grant)	\$ 12,597	\$ 12,597	\$ -	10/3/2013			n/a	n/a	
MHR-123	\$ 24,938	\$ 6,888	\$ 18,050	3/6/2014	5/1/2014		5/1/2034	0.0%	
MHR-124	\$ 31,238	\$ 9,819	\$ 21,419	4/14/2014	8/1/2014		8/1/2034	0.0%	
<b>Year 2014</b>									
<b>4 = Total # Loans/Grants</b>									
<b>1 = Total Outstanding</b>	<b>\$ 62,209</b>	<b>\$ 51,878</b>	<b>\$ 10,331</b>						
MHR-126	\$ 11,140	\$ 11,140	\$ -	9/22/2014	12/1/2014	Paid Off	1/12/2034	0.0%	
MHR-127	\$ 12,558	\$ 12,558	\$ -	2/5/2015		Paid Off		0.0%	
MHR-128	\$ 14,014	\$ 3,683	\$ 10,331	1/14/2015	4/1/2015		3/1/2035	0.0%	
MHR-129	\$ 24,497	\$ 24,497	\$ -	12/30/2014	3/1/2015	Paid Off	3/1/2035	0.0%	
<b>Year 2015</b>									
<b>1 = Total # Loans/Grants</b>									
<b>1 = Outstanding Loans</b>	<b>\$ 37,144</b>	<b>\$ 12,612</b>	<b>\$ 24,532</b>						
MHR-132	\$ 37,144	\$ 12,612	\$ 24,532	12/22/2015	2/1/2016		1/1/2036	0.0%	
<b>Year 2016</b>									
<b>4 = Total # Loans/Grants</b>									
<b>2 = Total Outstanding</b>	<b>\$ 78,871</b>	<b>\$ 44,235</b>	<b>\$ 34,636</b>						
MHR-133	\$ 25,000	\$ 25,000	\$ -	8/16/2016	8/1/2036	Paid Off	7/1/2036	0.0%	
MHR-135	\$ 28,303	\$ 8,533	\$ 19,770	12/9/2016	2/1/2017		1/1/2037	0.0%	
MHR-136	\$ 10,702	\$ 10,702	\$ -	12/5/2016	1/1/2037	Paid Off	1/1/2037	0.0%	
MHR-138	\$ 14,866	\$ -	\$ 14,866	1/20/2017	12/1/2037		1/1/2037	0.0%	
<b>Year 2017</b>									
<b>2 = Total # Loans/Grants</b>									
<b>1 = Total Outstanding</b>	<b>\$ 40,790</b>	<b>\$ 23,728</b>	<b>\$ 17,062</b>						
MHR-137	\$ 28,225	\$ 11,163	\$ 17,062	11/15/2017	12/1/2037		11/1/2037	0.0%	
MHR-145	\$ 12,565	\$ 12,565	\$ -	11/16/2017	1/1/2037	Paid Off		0.0%	
<b>Year 2018</b>									
<b>9 = Total # Loans/Grants</b>									
<b>6 = Total Outstanding</b>	<b>\$ 188,210</b>	<b>\$ 34,691</b>	<b>\$ 153,519</b>						
MHR-140	\$ 14,779	\$ 14,779	\$ -	1/29/2018	1/1/2038	Paid Off	1/29/2038	0.0%	
MHR-142	\$ 9,405	\$ -	\$ 9,405	1/29/2018	1/1/2038		1/29/2038	0.0%	
MHR-146	\$ 32,250	\$ -	\$ 32,250	2/16/2018	2/1/2038		2/16/2038	0.0%	
MHR-147	\$ 13,285	\$ -	\$ 13,285	7/28/2018	7/1/2038		7/28/2038	0.0%	
MHR-149	\$ 5,201	\$ 5,201	\$ -	2/6/2018	2/1/2038	Paid Off	2/1/2038	0.0%	
MHR-150	\$ 5,201	\$ -	\$ 5,201	1/11/2018	1/1/2038		1/11/2038	1.0%	
MHR-151	\$ 12,686	\$ 12,686	\$ -	2/16/2018	3/1/2018	Paid Off	3/1/2038	1.0%	
MHR-154	\$ 70,203	\$ 2,025	\$ 68,178	11/29/2018	11/1/2038		11/29/2038	0.0%	
MHR-162	\$ 25,200	\$ -	\$ 25,200	12/6/2018	12/1/2038		12/6/2038	0.0%	



Major Home Repair Loans (MHR) - continued									
As of September 30, 2025									
Loan ID #	Original Loan / Grant Amount	Principal Payments	Loans Receivable	Closing Date	First Payment Date	Status	Maturity Date	Interest Rate	
<b>Year 2019</b>									
<b>6 = Total # Loans/Grants</b>									
<b>4 = Total Outstanding</b>	<b>\$ 158,874</b>	<b>\$ 60,319</b>	<b>\$ 98,555</b>						
MHR-155	\$ 22,442	\$ 7,535	\$ 14,907	2/28/2019	6/1/2019		5/1/2039	1.0%	
MHR-158	\$ 44,800	\$ 980	\$ 43,820	5/15/2019	8/1/2019		6/1/2039	1.0%	
MHR-160	\$ 36,736	\$ 36,736	\$ -	4/26/2019	6/1/2019	Paid Off	5/1/2039	1.0%	
MHR-161	\$ 33,595	\$ 1,664	\$ 31,931	5/8/2019	6/30/2019		6/1/2039	1.0%	
MHR-164	\$ 12,107	\$ 12,107	\$ -	2/13/2020	1/1/2039		1/1/2039	1.0%	
MHR-165	\$ 9,194	\$ 1,297	\$ 7,897	8/1/2019	8/1/2019		7/1/2039	1.0%	
<b>Year 2020</b>									
<b>4 = Total # Loans/Grants</b>									
<b>4 = Total Outstanding</b>	<b>\$ 99,994</b>	<b>\$ 5,333</b>	<b>\$ 94,661</b>						
MHR-163	\$ 23,791	\$ 5,333	\$ 18,458	3/12/2020	3/1/2040		3/1/2040	1.0%	
MHR-168	\$ 30,500	\$ -	\$ 30,500	2/6/2020	2/1/2040		2/1/2040	0.0%	
MHR-173	\$ 3,440	\$ -	\$ 3,440	5/26/2020	5/26/2040		5/26/2040	0.0%	
MHR-177	\$ 42,263	\$ -	\$ 42,263	11/20/2020	11/1/2040		11/1/2040	1.0%	
<b>Year 2021</b>									
<b>8 = Total # Loans/Grants</b>									
<b>7 = Total Outstanding</b>	<b>\$ 480,328</b>	<b>\$ 59,874</b>	<b>\$ 420,454</b>						
MHR-170	\$ 115,809	\$ -	\$ 115,809	5/12/2021	5/1/2041		5/1/2041	0.0%	
MHR-172	\$ 46,652	\$ -	\$ 46,652	3/8/2021	3/1/2041		3/1/2041	0.0%	
MHR-175	\$ 12,336	\$ 2,866	\$ 9,470	1/14/2021	1/1/2041		1/1/2041	1.0%	
MHR-178	\$ 16,376	\$ -	\$ 16,376	3/8/2021	3/1/2041		3/1/2041	0.0%	
MHR-180	\$ 64,941	\$ -	\$ 64,941	3/8/2021	3/1/2041		3/1/2041	0.0%	
MHR-181	\$ 78,228	\$ 8,022	\$ 70,206	9/7/2021	9/1/2041		9/1/2041	0.0%	
MHR-183	\$ 48,986	\$ 48,986	\$ -	9/7/2021	9/1/2041	Paid Off	9/1/2041	0.0%	
MHR-184	\$ 97,000	\$ -	\$ 97,000	9/3/2021	9/1/2041		9/1/2041	0.0%	
<b>Year 2022</b>									
<b>4 = Total # Loans/Grants</b>									
<b>4 = Total Outstanding</b>	<b>\$ 255,201</b>	<b>\$ 2,969</b>	<b>\$ 252,232</b>						
MHR-185	\$ 62,148	\$ -	\$ 62,148	4/5/2022	5/1/2042		5/1/2042	0.0%	
MHR-186	\$ 99,819	\$ -	\$ 99,819	5/23/2022	7/1/2042		7/1/2042	1.0%	
MHR-190	\$ 74,915	\$ 2,969	\$ 71,946	9/19/2022	11/1/2022		10/1/2042	1.0%	
MHR-193	\$ 18,319	\$ -	\$ 18,319	5/26/2022	7/1/2042		7/1/2042	0.0%	
<b>Year 2023</b>									
<b>1 = Total # Loans/Grants</b>									
<b>1 = Total Outstanding</b>	<b>\$ 25,278</b>	<b>\$ -</b>	<b>\$ 25,278</b>						
MHR-194	\$ 25,278	\$ -	\$ 25,278	1/10/2023	7/1/2043		2/1/2043	1.0%	
<b>Year 2024</b>									
<b>8 = Total # Loans/Grants</b>									
<b>8 = Total Outstanding</b>	<b>\$ 473,594</b>	<b>\$ 179</b>	<b>\$ 473,415</b>						
MHR-195	\$ 70,000	\$ 106	\$ 69,894	7/23/2024	9/1/2024		8/1/2044	1.0%	
MHR-196	\$ 95,000	\$ -	\$ 95,000	11/7/2024	1/1/2025		12/1/2044	1.0%	
MHR-198	\$ 21,152	\$ -	\$ 21,152	10/6/2023	10/1/2043		10/1/2043	0.0%	
MHR-200	\$ 14,662	\$ -	\$ 14,662	1/24/2024	3/1/2044		3/1/2044	0.0%	
MHR-201	\$ 34,692	\$ -	\$ 34,692	4/25/2024	7/1/2024		6/30/2044	1.0%	
MHR-204	\$ 65,000	\$ 73	\$ 64,927	7/30/2024	10/1/2024		9/1/2044	1.0%	
MHR-205	\$ 101,088	\$ -	\$ 101,088	7/31/2024	8/1/2044		8/1/2044	0.0%	
MHR-206	\$ 72,000	\$ -	\$ 72,000	10/24/2024	10/1/20244		10/1/2044	0.0%	
<b>Life-to-Date Total</b>									
<b>126 = Total # Loans/Grants</b>									
<b>59 = Total Outstanding</b>	<b>\$ 2,981,065</b>	<b>\$ 1,088,414</b>	<b>\$ 1,892,651</b>						
<i>Original loan amounts may differ from previously reported due to unexpected changes in the scope of work during construction or repairs.</i>									

## Major Home Repair Sewer Loans Detail:

Major Home Repair Sewer Loans (MHRS)									
As of September 30, 2025									
Loan ID #	Original Loan / Grant Amount	Principal Payments	Loans Receivable	Closing Date	First Payment Date	Status	Maturity Date	Interest Rate	
Year 2012									
4 = Total # Loans/Grants									
2 = Outstanding Loans	\$ 36,114	\$ 15,844	\$ 20,270						
MHRS-01	\$ 7,150	\$ 7,150	\$ -	9/27/2012		Paid Off		0.0%	
MHRS-05	\$ 10,022	\$ -	\$ 10,022	9/18/2012	10/1/2032		9/11/2032	0.0%	
MHRS-06	\$ 10,248	\$ -	\$ 10,248	9/27/2012	12/1/2017		9/20/2017	0.0%	
MHRS-07	\$ 8,694	\$ 8,694	\$ -	9/11/2012	12/1/2017	Paid Off	9/5/2017	0.0%	
Year 2014									
1 = Total # Loans/Grants									
0 = Total Outstanding	\$ 10,770	\$ 10,770	\$ -						
MHRS-04	\$ 10,770	\$ 10,770	\$ -	1/29/2015	4/1/2015	Paid Off	4/1/2035	0.0%	
Year 2016									
2 = Total # Loans/Grants									
1 = Total Outstanding	\$ 50,485	\$ 43,323	\$ 7,162						
MHRS-09	\$ 12,724	\$ 5,562	\$ 7,162	12/19/2016	2/1/2017		1/1/2037	0.0%	
MHRS-10	\$ 37,761	\$ 37,761	\$ -	12/19/2016	2/1/2017	Paid Off	1/1/2037	0.0%	
Year 2017									
2 = Total # Loans/Grants									
1 = Total Outstanding	\$ 31,532	\$ 23,289	\$ 8,243						
MHRS-08	\$ 8,243	\$ -	\$ 8,243	6/15/2017	6/1/2037		6/1/2037	0.0%	
MHRS-11	\$ 23,289	\$ 23,289	\$ -	6/19/2017	8/1/2017	Paid Off	7/1/2037	0.0%	
Year 2023									
1 = Total # Loans/Grants									
1 = Total Outstanding	\$ 16,506	\$ 550	\$ 15,956						
MHRS-13	\$ 16,506	\$ 550	\$ 15,956	8/31/2023	12/1/2023		12/1/2043	0.0%	
Year 2025									
1 = Total # Loans/Grants									
1 = Total Outstanding	\$ 25,000	\$ 178	\$ 24,822						
MHRS-14	\$ 25,000	\$ 178	\$ 24,822	6/4/2025	8/1/2025		6/1/2045	1.0%	
Life-to-Date Total									
11 = Total # Loans/Grants									
6 = Total Outstanding	\$ 170,407	\$ 93,954	\$ 76,453						
Original loan amounts may differ from previously reported due to unexpected changes in the scope of work during construction or repairs.									

## Down Payment Assistance Loans & Grants Detail:

Down Payment Assistance - Loans & Grants As of September 30, 2025									
Loan ID #	Original Loan/Grant Amount	Principal Payments & Other	Loans Receivable	Closing Date	First Payment Date	Status	Maturity Date	Interest Rate	
Year 2000									
1 = Total # Loans/Grants									
0 = Total Outstanding	\$ 5,000	\$ 5,000	\$ -						
DPA-001	\$ 5,000	\$ 5,000	\$ -	12/5/2001		Paid Off		0.0%	
Year 2001									
11 = Total # Loans/Grants									
0 = Total Outstanding	\$ 51,622	\$ 51,622	\$ -						
DPA-002	\$ 5,000	\$ 5,000	\$ -	7/2/2001		Paid Off		0.0%	
DPA-004	\$ 3,366	\$ 3,366	\$ -	8/28/2001		Paid Off		0.0%	
DPA-005	\$ 5,000	\$ 5,000	\$ -	9/4/2001		Paid Off		0.0%	
DPA-006	\$ 5,000	\$ 5,000	\$ -	9/20/2001		Paid Off		0.0%	
DPA-007	\$ 5,000	\$ 5,000	\$ -	9/21/2001		Written Off		0.0%	
DPA-008	\$ 4,425	\$ 4,425	\$ -	10/18/2001		Paid Off		0.0%	
DPA-009	\$ 3,973	\$ 3,973	\$ -	12/5/2001		Paid Off		0.0%	
DPA-012	\$ 5,000	\$ 5,000	\$ -	1/25/2002		Paid Off		0.0%	
DPA-011	\$ 5,000	\$ 5,000	\$ -	1/31/2002		Paid Off		0.0%	
DPA-013	\$ 4,778	\$ 4,778	\$ -	2/28/2002		Paid Off		0.0%	
DPA-014	\$ 5,080	\$ 5,080	\$ -	3/21/2002		Paid Off		0.0%	
Year 2003									
8 = Total # Loans/Grants									
0 = Total Outstanding	\$ 35,336	\$ 35,336	\$ -						
DPA-015	\$ 5,000	\$ 5,000	\$ -	8/1/2003		Paid Off		0.0%	
DPA-016	\$ 2,167	\$ 2,167	\$ -	8/20/2003		Paid Off		0.0%	
DPA-017 (Grant)	\$ 5,000	\$ 5,000	n/a	12/3/2003			n/a	n/a	
DPA-018 (Grant)	\$ 5,000	\$ 5,000	n/a	1/22/2004			n/a	n/a	
DPA-020 (Grant)	\$ 3,169	\$ 3,169	n/a	2/17/2004			n/a	n/a	
DPA-022 (Grant)	\$ 5,000	\$ 5,000	n/a	4/22/2004			n/a	n/a	
DPA-021 (Grant)	\$ 5,000	\$ 5,000	n/a	4/29/2004			n/a	n/a	
DPA-023 (Grant)	\$ 5,000	\$ 5,000	n/a	6/30/2004			n/a	n/a	
Year 2004									
3 = Total # Loans/Grants									
0 = Total Outstanding	\$ 14,901	\$ 14,901	\$ -						
DPA-024	\$ 5,000	\$ 5,000	\$ -	9/2/2004		Paid Off		0.0%	
DPA-025	\$ 4,901	\$ 4,901	\$ -	9/28/2004		Paid Off		0.0%	
DPA-026	\$ 5,000	\$ 5,000	\$ -	5/2/2005		Paid Off		0.0%	
Year 2006									
1 = Total # Loans/Grants									
1 = Total Outstanding	\$ 7,000	\$ 6,201	\$ 799						
DPA-027	\$ 7,000	\$ 6,201	\$ 799	7/26/2006	7/17/2026		7/17/2026	0.0%	
Year 2007									
2 = Total # Loans/Grants									
1 = Total Outstanding	\$ 8,700	\$ 3,500	\$ 5,200						
DPA-029	\$ 5,200	\$ -	\$ 5,200	2/28/2008	2/27/2028		2/27/2028	0.0%	
DPA-030	\$ 3,500	\$ 3,500	\$ -			Written Off		0.0%	

Down Payment Assistance - Loans & Grants (continued)									
As of September 30, 2025									
Loan ID #	Original Loan/Grant Amount	Principal Payments & Other	Loans Receivable	Closing Date	First Payment Date	Status	Maturity Date	Interest Rate	
<b>Year 2008</b>									
<b>4 = Total # Loans/Grants</b>									
<b>0 = Total Outstanding</b>	<b>\$ 19,379</b>	<b>\$ 19,379</b>	<b>\$ -</b>						
DPA-032	\$ 6,959	\$ 6,959	\$ -	11/21/2008		Written Off		0.0%	
DPA-033	\$ 2,550	\$ 2,550	\$ -	12/22/2008	2/18/2028	Paid Off	12/18/2028	0.0%	
DPA-034	\$ 6,995	\$ 6,995	\$ -	Short Sale		Written Off		0.0%	
DPA-035	\$ 2,875	\$ 2,875	\$ -	5/11/2009	4/27/2029	Paid Off	4/27/2029	0.0%	
<b>Year 2009</b>									
<b>5 = Total # Loans/Grants</b>									
<b>0 = Total Outstanding</b>	<b>\$ 23,791</b>	<b>\$ 23,791</b>	<b>\$ -</b>						
DPA-041	\$ 7,000	\$ 7,000	\$ -	9/30/2009		Paid Off		0.0%	
DPA-042	\$ 4,410	\$ 4,410	\$ -	10/9/2009	10/7/2029	Paid Off	10/7/2029	0.0%	
DPA-044	\$ 2,091	\$ 2,091	\$ -	11/30/2009		Paid Off		0.0%	
DPA-046	\$ 7,000	\$ 7,000	\$ -	5/12/2010		Paid Off	5/5/2030	0.0%	
DPA-055	\$ 3,290	\$ 3,290	\$ -	6/18/2010		Paid Off		0.0%	
<b>Year 2010</b>									
<b>2 = Total # Loans/Grants</b>									
<b>1 = Total Outstanding</b>	<b>\$ 8,619</b>	<b>\$ 7,000</b>	<b>\$ 1,619</b>						
DPA-048	\$ 1,619	\$ -	\$ 1,619	11/18/2010	10/29/2030		10/29/2030	0.0%	
DPA-049	\$ 7,000	\$ 7,000	\$ -	5/25/2011	5/16/2031	Paid Off	5/16/2031	0.0%	
<b>Year 2012</b>									
<b>1 = Total # Loans/Grants</b>									
<b>1 = Total Outstanding</b>	<b>\$ 2,250</b>	<b>\$ -</b>	<b>\$ 2,250</b>						
DPA-050	\$ 2,250	\$ -	\$ 2,250	10/24/2012	10/16/2032		10/16/2032	0.0%	
<b>Year 2014</b>									
<b>1 = Total # Loans/Grants</b>									
<b>0 = Total Outstanding</b>	<b>\$ 3,364</b>	<b>\$ 3,364</b>	<b>\$ -</b>						
DPA-051	\$ 3,364	\$ 3,364	\$ -	9/30/2014		Paid Off		0.0%	
<b>Year 2022</b>									
<b>1 = Total # Loans/Grants</b>									
<b>1 = Total Outstanding</b>	<b>\$ 27,500</b>	<b>\$ -</b>	<b>\$ 27,500</b>						
DPA-059	\$ 27,500	\$ -	\$ 27,500	4/28/2022	5/1/2052		5/1/2052	1.0%	
<b>Life-to-Date Total</b>									
<b>40 = Total # Loans/Grant</b>									
<b>5 = Total Outstanding</b>	<b>\$ 207,462</b>	<b>\$ 170,094</b>	<b>\$ 37,368</b>						
Original loan amounts may differ from previously reported due to unexpected changes in the scope of work during construction or repairs.									

## CDBG Loan Detail:

The City of Lakewood note receivable from Living Access Support Alliance (LASA) of \$250,000 is for partial funding of the Client Services Center project. This is a 20-year deferred loan at zero interest.

CDBG Entitlement Loan - Living Access Support Alliance Loan (LASA)							
As of September 30, 2025							
Loan ID #	Original Loan/Grant Amount	Total Principal Paid	Loans Receivable	Closing Date	First Payment Date	Maturity Date	Interest Rate
2013-01	\$ 250,000	\$ -	\$ 250,000	6/2/2014	6/2/2034	6/2/2034	0.0%
<b>Life-to-Date Total</b>							
<b>1 = Total # Loans</b>							
<b>1 = Outstanding</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>				

## HOME:

In accordance with HOME federal regulations, expenditures for the HOME program have primarily focused investment in the creation of, maintenance of, or acquisition of affordable housing for low and moderate income individuals. Programs funded include the Housing Rehabilitation Program (single-family homeowner rehabilitation), Down Payment Assistance, and the Affordable Housing Fund (investments primarily with Habitat for Humanity and various non-profit housing providers). The Housing Rehabilitation, Down Payment, and Affordable Housing Funds all have corresponding Revolving Loan Funds (RLF) established in accordance with HUD regulations, which allow for the recapture and reuse of loan funds for similar housing activities.

The HOME program is funded annually through the Lakewood and Tacoma HOME Consortium. The Consortium reimburses expenditures for the City of Lakewood's projects/programs, which include Housing Rehabilitation, Affordable Housing, and Home Down Payment Loans, to the City of Lakewood. The notes on these loans are held and tracked by the Lakewood and Tacoma HOME Consortium in Tacoma, and are not accounted for in Fund 190 CDBG.

HOME Housing Rehabilitation Loans		
As of September 30, 2025		
Program Year	# of Projects	Original Amount
2019	1	\$ 65,000
2018	1	\$ 82,718
2017	1	\$ 39,000
2016	1	\$ 74,611
2015	2	\$ 88,697
2014	-	\$ -
2013	1	\$ 36,258
2012	4	\$ 198,142
2011	2	\$ 131,300
2010	3	\$ 178,130
2009	6	\$ 412,850
2008	7	\$ 289,765
2007	3	\$ 179,627
2006	7	\$ 379,491
2005	7	\$ 286,313
2004	10	\$ 396,715
2003	11	\$ 343,491
2002	5	\$ 155,914
2001	3	\$ 126,899
2000	1	\$ 40,000
<b>Total</b>	<b>76</b>	<b>\$3,504,921</b>
Original loan amounts may differ from previously reported due to unexpected changes in the scope of work during construction or repairs.		

# HOME Housing Rehabilitation Loan Detail:

HOME Housing Rehabilitation Loans										
As of September 30, 2025										
Loan ID #	Original Loan Amount	Loan Adj	Net Loan Amount	Principal Paid & Write Offs	Loans Receivable	Closing Date	First Payment Date	Status	Maturity Date	Interest Rate
<b>Year 2000</b>										
<b>1 = Total # Loans</b>										
<b>0 = Total Outstanding</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>					
LHR-001	\$ 40,000	\$ -	\$ 40,000	\$ 40,000	\$ -	9/23/2002		Paid Off		0.0%
<b>Year 2001</b>										
<b>3 = Total # Loans</b>										
<b>0 = Total Outstanding</b>	<b>\$ 126,899</b>	<b>\$ -</b>	<b>\$ 126,899</b>	<b>\$ 126,899</b>	<b>\$ -</b>					
LHR-002	\$ 49,979	\$ -	\$ 49,979	\$ 49,979	\$ -	7/23/2003		Paid Off		0.0%
LHR-004	\$ 40,000	\$ -	\$ 40,000	\$ 40,000	\$ -	9/8/2003		Paid Off		0.0%
LHR-005	\$ 36,920	\$ -	\$ 36,920	\$ 36,920	\$ -	9/16/2003		Paid Off		0.0%
<b>Year 2002</b>										
<b>5 = Total # Loans</b>										
<b>1 = Total # O/S</b>	<b>\$ 155,914</b>	<b>\$ -</b>	<b>\$ 155,914</b>	<b>\$ 140,467</b>	<b>\$ 15,447</b>					
LHR-003	\$ 39,028	\$ -	\$ 39,028	\$ 39,028	\$ -	9/15/2004		Paid Off		0.0%
LHR-006	\$ 50,000	\$ -	\$ 50,000	\$ 50,000	\$ -	7/22/2002		Paid Off		0.0%
LHR-007	\$ 30,735	\$ -	\$ 30,735	\$ 30,735	\$ -	9/23/2004		Paid Off		0.0%
LHR-008	\$ 15,808	\$ -	\$ 15,808	\$ 361	\$ 15,447	2/28/2003	2/1/2023		2/28/2023	0.0%
LHR-011	\$ 20,343	\$ -	\$ 20,343	\$ 20,343	\$ -	12/3/2004		Paid Off		0.0%
<b>Year 2003</b>										
<b>11 = Total # Loans</b>										
<b>3 = Total # O/S</b>	<b>\$ 343,491</b>	<b>\$ 9,876</b>	<b>\$ 333,615</b>	<b>\$ 248,005</b>	<b>\$ 85,610</b>					
LHR-009	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ 40,000	7/31/2003	4/1/2023		4/1/2043	0.0%
LHR-012	\$ 45,176	\$ -	\$ 45,176	\$ 45,176	\$ -	10/19/2005		Paid Off		0.0%
LHR-012B	\$ 23,145	\$ -	\$ 23,145	\$ 23,145	\$ -	5/14/2004		Paid Off		0.0%
LHR-013	\$ 35,328	\$ -	\$ 35,328	\$ 35,328	\$ -	9/1/2005		Paid Off		0.0%
LHR-014	\$ 45,560	\$ -	\$ 45,560	\$ 45,560	\$ -	6/1/2004	6/1/2024	Paid Off	6/1/2024	0.0%
LHR-016	\$ 42,304	\$ -	\$ 42,304	\$ 42,304	\$ -	4/11/2006		Paid Off		0.0%
LHR-019	\$ 23,344	\$ 1,792	\$ 21,552	\$ -	\$ 21,552	12/18/2003	12/18/2023		12/18/2043	0.0%
LHR-020	\$ 18,744	\$ -	\$ 18,744	\$ 18,744	\$ -	11/13/2003	11/1/2023	Paid Off	11/13/2023	0.0%
LHR-022	\$ 26,520	\$ -	\$ 26,520	\$ 26,520	\$ -	6/7/2006		Paid Off		0.0%
LHR-026	\$ 28,760	\$ -	\$ 28,760	\$ 4,702	\$ 24,058	5/4/2004	5/1/2024		5/4/2024	0.0%
LHR-032	\$ 14,610	\$ 8,084	\$ 6,526	\$ 6,526	\$ -	6/21/2004		Paid Off		0.0%
<b>Year 2004</b>										
<b>10 = Total # Loans</b>										
<b>1 = Total # O/S</b>	<b>\$ 396,715</b>	<b>\$ 35,664</b>	<b>\$ 361,051</b>	<b>\$ 341,457</b>	<b>\$ 19,594</b>					
LHR-018	\$ 51,089	\$ 19,574	\$ 31,515	\$ 31,515	\$ -	11/14/2006		Paid Off		0.0%
LHR-019B	\$ 19,500	\$ 94	\$ 19,406	\$ (188)	\$ 19,594	4/29/2005	4/29/2025		12/27/2026	0.0%
LHR-021	\$ 34,100	\$ -	\$ 34,100	\$ 34,100	\$ -	7/28/2004	7/1/2024	Paid Off	7/28/2024	0.0%
LHR-025R	\$ 53,097	\$ -	\$ 53,097	\$ 53,097	\$ -	10/11/2004		Paid Off	10/11/2024	0.0%
LHR-027	\$ 47,838	\$ -	\$ 47,838	\$ 47,838	\$ -	4/2/2005		Paid Off		0.0%
LHR-028	\$ 48,000	\$ -	\$ 48,000	\$ 48,000	\$ -	6/6/2005	6/6/2025		6/6/2025	0.0%
LHR-030	\$ 48,000	\$ 15,996	\$ 32,004	\$ 32,004	\$ -	12/16/2004		Paid Off		0.0%
LHR-031	\$ 13,072	\$ -	\$ 13,072	\$ 13,072	\$ -	12/20/2006		Paid Off		0.0%
LHR-039	\$ 38,704	\$ -	\$ 38,704	\$ 38,704	\$ -	3/30/2005	3/30/2025	Paid Off	3/30/2025	0.0%
LHR-041	\$ 43,315	\$ -	\$ 43,315	\$ 43,315	\$ -	5/22/2007		Paid Off		0.0%
<b>Year 2005</b>										
<b>7 = Total # Loans</b>										
<b>2 = Total # O/S</b>	<b>\$ 286,313</b>	<b>\$ -</b>	<b>\$ 286,313</b>	<b>\$ 195,813</b>	<b>\$ 90,500</b>					
LHR-033R	\$ 33,752	\$ -	\$ 33,752	\$ 33,752	\$ -	8/29/2005		Paid Off		0.0%
LHR-034	\$ 52,577	\$ -	\$ 52,577	\$ 52,577	\$ -	8/23/2005	8/23/2025	Paid Off	8/23/2025	0.0%
LHR-038	\$ 26,504	\$ -	\$ 26,504	\$ 26,504	\$ -	2/14/2006		Paid Off		0.0%
LHR-043	\$ 41,480	\$ -	\$ 41,480	\$ 41,480	\$ -	11/8/2007		Paid Off		0.0%
LHR-047	\$ 25,500	\$ -	\$ 25,500	\$ -	\$ 25,500	6/8/2006	6/8/2026		6/8/2026	0.0%
LHR-049	\$ 65,000	\$ -	\$ 65,000	\$ -	\$ 65,000	6/1/2006	6/1/2026		6/1/2026	0.0%
LHR-052	\$ 41,500	\$ -	\$ 41,500	\$ 41,500	\$ -	6/23/2006	6/23/2026	Paid Off	6/23/2026	0.0%
<b>Year 2006</b>										
<b>7 = Total # Loans</b>										
<b>1 = Total # O/S</b>	<b>\$ 379,491</b>	<b>\$ (4,100)</b>	<b>\$ 383,591</b>	<b>\$ 314,457</b>	<b>\$ 69,134</b>					
LHR-040	\$ 42,420	\$ (4,100)	\$ 46,520	\$ 46,520	\$ -	10/4/2006		Paid Off		0.0%
LHR-050	\$ 52,000	\$ -	\$ 52,000	\$ 52,000	\$ -	8/23/2006	1/1/2013	Paid Off	8/23/2026	0.0%
LHR-053	\$ 73,910	\$ -	\$ 73,910	\$ 73,910	\$ -	10/24/2006		Written Off		0.0%
LHR-054	\$ 47,570	\$ -	\$ 47,570	\$ 47,570	\$ -	1/31/2007	8/1/2017	Paid Off	1/31/2027	0.0%
LHR-055	\$ 69,150	\$ -	\$ 69,150	\$ 16	\$ 69,134	1/31/2007	1/31/2026		1/31/2027	0.0%
LHR-057	\$ 65,039	\$ -	\$ 65,039	\$ 65,039	\$ -	3/29/2007	3/29/2027		3/29/2027	0.0%
LHR-060	\$ 29,402	\$ -	\$ 29,402	\$ 29,402	\$ -	2/12/2009		Written Off		0.0%
<b>Year 2007</b>										
<b>3 = Total # Loans</b>										
<b>2 = Total # O/S</b>	<b>\$ 179,627</b>	<b>\$ -</b>	<b>\$ 179,627</b>	<b>\$ 57,160</b>	<b>\$ 122,467</b>					
LHR-062	\$ 57,060	\$ -	\$ 57,060	\$ 57,060	\$ -	12/23/2009		Paid Off		0.0%
LHR-058/087	\$ 56,967		\$ 56,967	\$ -	\$ 56,967	8/17/2007	8/17/2018		8/17/2027	0.0%
LHR-063	\$ 65,600	\$ -	\$ 65,600	\$ 100	\$ 65,500	1/31/2008	2/1/2028		1/31/2028	0.0%

HOME Housing Rehabilitation Loans - continued										
As of September 30, 2025										
Loan ID #	Original Loan Amount	Loan Adj	Net Loan Amount	Principal Paid & Write Offs	Loans Receivable	Closing Date	First Payment Date	Status	Maturity Date	Interest Rate
<b>Year 2008</b>										
<b>7 = Total # Loans</b>										
<b>2 = Total # O/S</b>	<b>\$ 289,765</b>	<b>\$ 750</b>	<b>\$ 289,015</b>	<b>\$ 200,569</b>	<b>\$ 88,446</b>					
LHR-066	\$ 36,915	\$ -	\$ 36,915	\$ 36,915	\$ -	7/2/2010		Paid Off		0.0%
LHR-068	\$ 49,085	\$ -	\$ 49,085	\$ 49,085	\$ -	10/10/2008	10/10/2028	Paid Off	10/10/2028	0.0%
LHR-069	\$ 26,450	\$ -	\$ 26,450	\$ 181	\$ 26,269	2/24/2009	12/19/2028		2/24/2029	0.0%
LHR-070	\$ 38,050	\$ -	\$ 38,050	\$ 38,050	\$ -	10/10/2008		Paid Off		0.0%
LHR-071	\$ 62,845	\$ -	\$ 62,845	\$ 668	\$ 62,177	10/10/2008	10/10/2028		10/10/2028	0.0%
LHR-072	\$ 50,070	\$ 750	\$ 49,320	\$ 49,320	\$ -	9/30/2010		Paid Off		0.0%
LHR-073	\$ 26,350	\$ -	\$ 26,350	\$ 26,350	\$ -	4/10/2009	4/10/2029	Paid Off	4/10/2029	0.0%
<b>Year 2009</b>										
<b>6 = Total # Loans</b>										
<b>2 = Total # O/S</b>	<b>\$ 412,850</b>	<b>\$ -</b>	<b>\$ 412,850</b>	<b>\$ 295,976</b>	<b>\$ 116,874</b>					
LHR-074	\$ 59,525	\$ -	\$ 59,525	\$ 3,242	\$ 56,283	10/2/2009	10/2/2029		10/2/2029	0.0%
LHR-076	\$ 64,300	\$ -	\$ 64,300	\$ 64,300	\$ -	11/6/2009	11/1/2029	Paid Off	11/6/2029	0.0%
LHR-077	\$ 83,100	\$ -	\$ 83,100	\$ 83,100	\$ -	11/9/2011		Paid Off		0.0%
LHR-078	\$ 65,000	\$ -	\$ 65,000	\$ 65,000	\$ -	9/15/2009	9/15/2029	Paid Off	9/15/2029	0.0%
LHR-080	\$ 61,685	\$ -	\$ 61,685	\$ 1,094	\$ 60,591	12/17/2009	12/31/2029		12/17/2029	0.0%
LHR-082	\$ 79,240	\$ -	\$ 79,240	\$ 79,240	\$ -	2/16/2010	2/16/2030	Paid Off		0.0%
<b>Year 2010</b>										
<b>3 = Total # Loans</b>										
<b>1 = Total # O/S</b>	<b>\$ 178,130</b>	<b>\$ -</b>	<b>\$ 178,130</b>	<b>\$ 155,672</b>	<b>\$ 22,458</b>					
LHR-081	\$ 59,150	\$ -	\$ 59,150	\$ 59,150	\$ -	1/31/2011	12/28/2030	Paid Off	1/31/2031	0.0%
LHR-085	\$ 52,200	\$ -	\$ 52,200	\$ 29,742	\$ 22,458	2/2/2011	2/18/2031		2/2/2031	0.0%
LHR-086	\$ 66,780	\$ -	\$ 66,780	\$ 66,780	\$ -	5/5/2011	5/5/2031	Paid Off	5/5/2031	0.0%
<b>Year 2011</b>										
<b>2 = Total # Loans</b>										
<b>2 = Total # O/S</b>	<b>\$ 131,300</b>	<b>\$ -</b>	<b>\$ 131,300</b>	<b>\$ 13,644</b>	<b>\$ 117,656</b>					
LHR-090	\$ 47,500	\$ -	\$ 47,500	\$ 13,407	\$ 34,093	4/5/2012	4/5/2032		4/5/2029	0.0%
LHR-091	\$ 83,800	\$ -	\$ 83,800	\$ 237	\$ 83,563	5/8/2012	5/8/2032		5/8/2032	0.0%
<b>Year 2012</b>										
<b>4 = Total # Loans</b>										
<b>2 = Total # O/S</b>	<b>\$ 198,142</b>	<b>\$ -</b>	<b>\$ 198,142</b>	<b>\$ 78,563</b>	<b>\$ 119,579</b>					
LHR-094	\$ 31,467	\$ -	\$ 31,467	\$ 31,467	\$ -	9/28/2012	9/28/2032	Paid Off	9/28/2032	0.0%
LHR-095	\$ 41,175	\$ -	\$ 41,175	\$ 41,175	\$ -	12/30/2014		Paid Off		0.0%
LHR-096	\$ 50,000	\$ -	\$ 50,000	\$ 561	\$ 49,439	1/23/2013	1/29/2018		1/23/2033	0.0%
LHR-097	\$ 75,500	\$ -	\$ 75,500	\$ 5,360	\$ 70,140	2/20/2013	2/20/2033		4/20/2033	0.0%
<b>Year 2013</b>										
<b>1 = Total # Loans</b>										
<b>1 = Total # O/S</b>	<b>\$ 36,258</b>	<b>\$ -</b>	<b>\$ 36,258</b>	<b>\$ 27,545</b>	<b>\$ 8,713</b>					
LHR-066R	\$ 36,258	\$ -	\$ 36,258	\$ 27,545	\$ 8,713	8/27/2013	10/1/2013		10/1/2028	0.0%
<b>Year 2015</b>										
<b>2 = Total # Loans</b>										
<b>1 = Total # O/S</b>	<b>\$ 88,697</b>	<b>\$ -</b>	<b>\$ 88,697</b>	<b>\$ 51,397</b>	<b>\$ 37,300</b>					
LHR-099X/018	\$ 15,947	\$ -	\$ 15,947	\$ 15,947	\$ -	12/29/2015	1/1/2016	Paid Off	12/29/2035	0.0%
LHR-100	\$ 72,750	\$ -	\$ 72,750	\$ 35,450	\$ 37,300	9/28/2015	11/1/2015		10/31/2035	0.0%
<b>Year 2016</b>										
<b>1 = Total # Loans</b>										
<b>0 = Total # O/S</b>	<b>\$ 74,611</b>	<b>\$ -</b>	<b>\$ 74,611</b>	<b>\$ 74,611</b>	<b>\$ -</b>					
LHR-101	\$ 74,611	\$ -	\$ 74,611	\$ 74,611	\$ -	8/26/2016	8/26/2036	Paid Off	7/1/2036	0.0%
<b>Year 2017</b>										
<b>1 = Total # Loans</b>										
<b>0 = Total # O/S</b>	<b>\$ 39,000</b>	<b>\$ -</b>	<b>\$ 39,000</b>	<b>\$ 39,000</b>	<b>\$ -</b>					
LHR-103	\$ 39,000	\$ -	\$ 39,000	\$ 39,000	\$ -	1/3/2018	3/1/2018	Paid Off	2/1/2038	0.0%
<b>Year 2018</b>										
<b>1 = Total # Loans</b>										
<b>1 = Total # O/S</b>	<b>\$ 82,718</b>	<b>\$ 7,718</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>					
LHR-01	\$ 82,718	\$ 7,718	\$ 75,000	\$ -	\$ 75,000	7/28/2018	8/1/2038		8/1/2038	0.0%
<b>Year 2019</b>										
<b>1 = Total # Loans</b>										
<b>1 = Total # O/S</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ 65,000</b>					
LRH-01	\$ 65,000	\$ -	\$ 65,000	\$ -	\$ 65,000	3/12/2020	1/1/2040		1/1/2040	0.0%
<b>76 = Total # Loans</b>										
<b>25 = Total # O/S</b>	<b>\$ 3,504,921</b>	<b>\$ 49,908</b>	<b>\$ 3,455,013</b>	<b>\$ 2,401,235</b>	<b>\$ 1,053,778</b>					
Original loan amounts may differ from previously reported due to unexpected changes in the scope of work during construction or repairs.										

## Section 108:

The Section 108 program funds are used to fund large-scale, capital intensive economic development, housing, public facilities, and infrastructure and community development projects throughout Lakewood. This funding source most closely mirrors CDBG program regulations and requirements, in that, it must meet the national objective of serving low and moderate income individuals (primarily through the creation or retention of jobs for low and moderate income persons). Funding is to be awarded to qualifying projects as “gap funding” and is typically the final piece of the financing puzzle required to complete a project’s budget. Funds are to be provided as loans with terms up to 20 years and carry standard underwriting and collateralization requirements. Section 108 loans require borrower (jurisdiction) to pledge current and future CDBG allocations as principal security for the loan guarantee with additional collateral security being provided to the City by the final borrower (business or end use).

In 2012, the City of Lakewood applied for and was allocated \$2,888,000 in Section 108 Loan Guarantee funding from HUD. To be eligible for continuation of this loan program, the City must reapply every five years, which the City did not. If the City were to reapply, the City may be eligible for \$1,830,600 as of September 1, 2025 (maximum loan amount is five times the current allocation of \$482,320 less outstanding principal balances of \$581,000). Changes in underwriting requirements and complexity, new administrative and programmatic regulations, along with additional HUD charges and increasing commercial borrowing rates were some of the determining factors to not reapply and pursue this type of financing source only as last resort.

Section 108 Loans As of September 30, 2025								
Loan ID #	Original Loan/Grant Amount	Total Principal Paid	Total Interest Paid	Loan Balance	Closing Date	First Payment Date	Maturity Date	Interest Rate
<b>Year 2014</b>								
<b>1 = Total # Loans</b>								
<b>1 = Total # O/S</b>	<b>\$ 700,000</b>	<b>\$ 327,000</b>	<b>\$ 203,003</b>	<b>\$ 373,000</b>				
Curbside Motors	\$ 700,000	\$ 327,000	\$ 203,003	\$ 373,000	12/5/2014	8/1/2015	8/1/2034	4.25%
<b>Year 2015</b>								
<b>1 = Total # Loans</b>								
<b>1 = Total # O/S</b>	<b>\$ 310,000</b>	<b>\$ 102,000</b>	<b>\$ 108,710</b>	<b>\$ 208,000</b>				
Living Access Support Alliance (LASA)	\$ 310,000	\$ 102,000	\$ 108,710	\$ 208,000	5/28/2015	8/1/2020	8/1/2034	4.25%
<b>Year 2017</b>								
<b>1 = Total # Loans</b>								
<b>0 = Total # O/S</b>	<b>\$ 141,000</b>	<b>\$ 141,000</b>	<b>\$ 6,349</b>	<b>\$ -</b>				
City of Lakewood 108th Street	\$ 141,000	\$ 141,000	\$ 6,349	\$ -	8/31/2017	8/1/2018	8/31/2020	1.5% variable
<b>Life-to-Date Total</b>								
<b>3 = Total # Loans</b>								
<b>2 = Total # O/S</b>	<b>\$ 1,151,000</b>	<b>\$ 570,000</b>	<b>\$ 318,062</b>	<b>\$ 581,000</b>				

On August 31, 2017, the City entered into a Contract Loan Guarantee with Housing Urban Development for the overlay project 108th Street. The loan amount is \$141,000 to be paid with three years of CDBG entitlement funds. This was approved in the annual action plan and the note application. The security pledge is the City’s full faith and credit. The interest rate is variable and is set by LIBOR. As of 9/30/2020 the outstanding principal balance for this loan is zero.

A Section 108 Loan in the amount of \$700,000 was issued in 2014 for Curbside Motors Incorporated and another for \$310,000 in 2015 for Living Access Support Alliance by the United States Department of Housing and Urban Development (HUD) to the City. The outstanding combined principal balance as of September 30, 2025 of \$581,000 is being repaid by a third party and, therefore, is not recognizable as debt on the City’s long-term debt schedule or City’s financials.

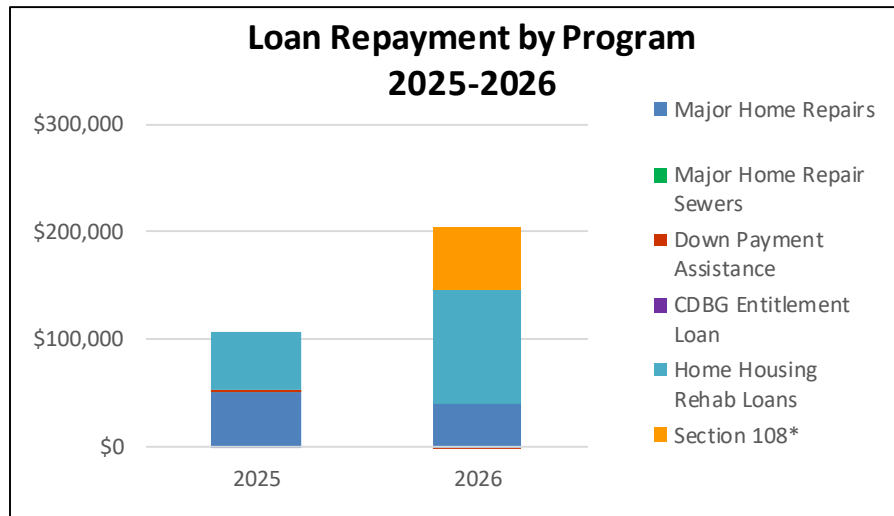


## Loan Repayment by Program

The following table provides a schedule of loan repayments by program.

<b>Loan Repayment by Program</b>	<b>2025</b>	<b>2026</b>	<b>2027-2040</b>	<b>2041-2060</b>
Major Home Repairs	\$ 50,547	\$ 39,430	\$ 704,231	\$ 1,098,443
Major Home Repair Sewers	1,098	1,248	42,779	31,328
Down Payment Assistance	1,053	(254)	9,069	27,500
CDBG Entitlement Loan	-	-	250,000	-
Home Housing Rehab Loans	53,905	104,900	813,827	81,146
Section 108*	-	58,000	523,000	-
<b>Total</b>	<b>\$ 106,603</b>	<b>\$ 203,324</b>	<b>\$ 2,342,906</b>	<b>\$ 1,238,417</b>
Average Annual Years 2027-2040				\$ 167,350
Average Annual Years 2041-2060				\$ 61,921

\*Includes: HUD Section 108 = 108th St., HUD LASA, HUD Curbside Motors



## CDBG Fund Summary

The following tables provide the fund's financial information.

<b>Fund 190 CDBG Balance Sheet As of September 30, 2025</b>	
<b>Assets:</b>	
Cash	\$ (50,725)
Due From Other Governments	\$ 70,003
Notes/Loan Receivable - CDBG Down Payment Assistance	\$ 37,368
Notes/Loan Receivable - CDBG Major Home & Sewer Repairs	\$ 1,969,104
Notes/Loan Receivable - CDBG LASA	\$ 250,000
<b>Total Assets</b>	<b>\$ 2,275,750</b>
<b>Liabilities:</b>	
Retainage Payable	18,956
Payroll Payable	9,327
<b>Total Liabilities</b>	<b>\$ 28,495</b>
<b>Fund Balance (Restricted)</b>	<b>\$ 2,247,255</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 2,275,750</b>

Fund 190 CDBG Summary	Year-to-date through September 30, 2025			
	Beginning Balance	Revenue	Expenditure	Fund Balance
CDBG	\$ 2,287,484	\$ 356,929	\$ 404,407	\$ 2,240,006
HOME	-	63,545	63,545	-
Nisqually Tribal	7,248	-	-	7,248
<b>Total</b>	<b>\$ 2,294,732</b>	<b>\$420,474</b>	<b>\$ 467,952</b>	<b>\$ 2,247,254</b>

Fund 190 CDBG	Beginning Balance	Revenue	Expenditure	Balance
CDBG	\$ 2,287,484	\$356,929	\$ 404,407	\$ 2,240,006
<b>Administration</b>	<b>(23,377)</b>	<b>52,738</b>	<b>65,742</b>	<b>(36,381)</b>
Administration - FFY 2024/25	-	52,738	52,738	-
Administration - Revolving Program Income <sup>1</sup>	(23,377)	-	13,004	(36,381)
<b>Public Service</b>	<b>-</b>	<b>46,806</b>	<b>46,806</b>	<b>-</b>
Emergency Payments Program	-	46,806	46,806	-
<b>Housing Programs</b>	<b>2,060,861</b>	<b>257,385</b>	<b>291,859</b>	<b>2,026,387</b>
Major Home Repair/Sewer	(18,112)	228,206	229,049	(18,955)
Emergency Assistance Displaced Resident	-	639	639	-
Admin of HOME Programs	-	22,861	22,861	-
Habitat- Aging in Place Program	-	639	639	-
Major/DPA Revolving Loans <sup>2</sup>	2,078,973	5,040	38,671	2,045,342
<b>Affordable Housing</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>250,000</b>
CDBG Loan	250,000	-	-	250,000
<b>HOME</b>	<b>\$ -</b>	<b>\$ 63,545</b>	<b>\$ 63,545</b>	<b>\$ -</b>
Administration	-	14,502	14,502	-
Affordable Housing - 15121 Boat St SW	-	37,500	37,500	-
Affordable Housing - Gravelly Lake Commons	-	6,196	6,196	-
HOME ARP	-	5,347	5,347	-
<b>NISQUALLY &amp; OTHER</b>	<b>\$ 7,248</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,248</b>
<b>Emergency Assist Displaced Residents</b>	<b>441</b>	<b>-</b>	<b>-</b>	<b>441</b>
Emergency Assist Displaced Residents	441	-	-	441
<b>Minor Home Repairs</b>	<b>6,807</b>	<b>-</b>	<b>-</b>	<b>6,807</b>
Minor Home Repairs	6,807	-	-	6,807
<b>Total</b>	<b>\$ 2,294,732</b>	<b>\$420,474</b>	<b>\$ 467,952</b>	<b>\$ 2,247,254</b>

<sup>1</sup> Loan payment program income expenditures.

<sup>2</sup> Major Revolving Loan Activity - Loan payment interest & fees/expenditures and loan disbursements.

## **Fund 191 Neighborhood Stabilization Program**

The purpose of this fund is to account for the revenues and expenditures associated with the Federal Neighborhood Stabilization Program. The NSP was established for the purpose of stabilizing communities that have suffered from foreclosures and abandonment. The NSP1 program provides funds to purchase and redevelop foreclosed and abandoned residential properties and/or structures. The NSP3 program provides a third round of neighborhood stabilization grants to all states and select governments on a formula basis. Revolving funds are used to pay for program costs.

In January 2020, the City met with the Washington State Department of Commerce to close out NSP1 funds. If the City has any NSP1 funds after five years of close out date, the City may reprogram unspent funds with no restrictions. This means, the City could use the funds for abatements, set up a housing loan program similar to CDBB/HOME without all the federal requirements, or even put funds back to the General Fund.

Neighborhood Stabilization Program	Year-to-date through September 30, 2025			
	Beginning Balance	Revenue	Expenditure	Ending Balance
Neighborhood Stabilization Program 3	\$ 14,148	\$ -	\$ -	\$ 14,148
<b>Total</b>	<b>\$ 14,148</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,148</b>

## Fund 192 South Sound Military Communities Partnership

The purpose of this fund is to account for the revenues and expenditures associated with the Federal Office of Economic Adjustment Grant Program, which provides grants to assist communities with the alleviation of socioeconomic effects that may result from military base closures and realignments. This fund also accounts for all activities associated with the South Sound Military Communities Partnership (SSMCP). The following table provides a financial summary of the SSMCP and associated programs (OLDCC Office of Local Defense Community Cooperation, formerly Office of Economic Adjustment).

Fund 192 SSMCP Balance Sheet As of September 30, 2025	
<b>Assets:</b>	
Cash	\$ 219,582
Lease Receivable*	113,759
<b>Total Assets</b>	<b>\$ 333,341</b>
<b>Liabilities:</b>	
Payroll Payable	\$ 6,207
Interfund Loan Payable	27,114
Leasehold Tax Payable	1,284
Deferred Inflow	18,000
Unearned Revenue*	113,759
<b>Total Liabilities</b>	<b>\$ 166,365</b>
<b>Fund Balance</b>	<b>\$ 166,977</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 333,341</b>

\*Required GASB 87 Lease accounting for Tactical Tailor.

South Sound Military Communities Partnership	2025	
	Annual Budget	Actual YTD Sep
<b>Operating Revenues:</b>		
SSMCP Participation - City of Lakewood	\$ 75,000	\$ 75,000
SSMCP Participation - Others	269,550	265,050
Contributions & Donations	8,000	-
<b>Total Operating Revenues</b>	<b>\$ 352,550</b>	<b>\$ 340,050</b>
<b>Operating Expenditures:</b>		
Personnel	280,228	169,764
Other Services & Charges	72,322	37,442
<b>Total Operating Expenditures</b>	<b>\$ 352,550</b>	<b>\$ 207,207</b>
<b>Subtotal Operating Revenues Over/(Under) Uses</b>	<b>\$ -</b>	<b>\$ 132,843</b>
<b>Other Sources:</b>		
<b>Tactical Tailor Building Acquisition:</b>		
Tactical Tailor Lease & Other Reimbursements	130,999	76,416
<b>Subtotal</b>	<b>130,999</b>	<b>76,416</b>
<b>North Clear Zone Property Purchase</b>		
State Grant - Department of Commerce	13,750	13,749
<b>Subtotal</b>	<b>13,750</b>	<b>13,749</b>
<b>Total Other Sources</b>	<b>\$ 144,749</b>	<b>\$ 90,166</b>
<b>Other Uses:</b>		
<b>Tactical Tailor Building Acquisition:</b>		
Tactical Tailor Lease & Other Costs	10,999	10,567
<b>Subtotal</b>	<b>10,999</b>	<b>10,567</b>
<b>Total Other Uses</b>	<b>\$ 10,999</b>	<b>\$ 10,567</b>
<b>Subtotal Other - Sources Over/(Under) Uses</b>	<b>\$ 133,750</b>	<b>\$ 79,599</b>
<b>Total Sources</b>	<b>\$ 497,299</b>	<b>\$ 430,216</b>
<b>Total Uses</b>	<b>\$ 363,549</b>	<b>\$ 217,774</b>
<b>Total - Sources Over/(Under) Uses</b>	<b>\$ 133,750</b>	<b>\$ 212,442</b>
<b>Beginning Fund Balance</b>	<b>\$ (45,465)</b>	<b>\$ (45,465)</b>
<b>Ending Balance</b>	<b>\$ 88,285</b>	<b>\$ 166,977</b>

## **Fund 196 American Rescue Plan Act (ARPA)**

On March 12, 2021, President Biden signed the American Rescue Plan Act of 2021 (ARPA). Per Title IX Part 8 Subtitle M of the act, ARPA allocates funds to states, counties and cities for their use to mitigate the effects of COVID-19 has had on their government's revenue and operations as well as their citizens

ARPA funds total \$1.9 trillion, of which \$350 billion is allocated to states and local governments. The State portion of the funding is \$195 billion of which \$1.25 billion minimum is distributed equally among the 50 states and the District of Columbia. The remaining state portion is distributed according to a formula that takes into account each state's share of unemployed individuals.

The local portion of the funding totals \$130 billion, which is equally divided between cities and counties. For cities, \$45.5 billion of the \$65 billion will be allocated to metropolitan cities (population over 50,000) utilizing a modified formula and the remaining amounts for smaller jurisdictions (population under 50,000) will be allocated according to population share but will not exceed 75% of their most recent budget. For counties, the \$65 billion is allocated based on the county share of population. Counties that are CDBG recipients will receive the larger share between the population based on CDBG formula.

As a metropolitan city, Lakewood was allocated \$13.77 million in ARPA funds. Funds will be disbursed in two tranches, each 50% (\$6.88M). The City received the first disbursement in August 2021 and the second disbursement in August 2022 (12 months after the first distribution).

Eligible uses include:

- (A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- (B) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the State, territory, or Tribal / local government that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
- (C) for the provision of government services to the extent of the reduction in revenues of such State, territory, or Tribal/local government due to the COVID-19 public health emergency relative to revenues collected in the most recent full year of the State, territory, or Tribal / local government prior to the emergency; or
- (D) to make necessary investments in water, sewer, or broadband infrastructure.

ARPA funds are one-time monies, and commensurate with City financial policies, should only be used for one-time purposes versus ongoing operations. The additional administrative support needed to administer ARPA funds will depend on the scope and number of grants or programs the City Council directs to be established.

The entire program funds are budgeted in the year the City Council approved the program even though the program may span over multiple years. The rationale for this is to account for the programs on a project length basis. Unspent funds will be carried over to the following year and unspent funds after that will roll over into the next year through 2026, which is the year in which all ARPA funds must be spent or returned to Treasury.

Per Treasury, the funds may accumulate interest, which the City may keep and use at its discretion. Interest earnings have been allocated to other ARPA related programs.

Fiscal Recovery Funds must be used in eligible use categories specified in the American Rescue Plan Act and implemented in the Interim Final Rule. Over the past year these have been adjusted to provide substantial flexibility for each jurisdiction to meet local needs.

Life-to-date ARPA activity and budgeted program details are provided in the sections that follow.

American Rescue Plan Act (ARPA)							
Program	Obligated Amounts as of 5/20/25	Actual					
		2021	2022	2023	2024	2025 YTD Sep	Life to Date
Current Projects:							
Boys & Girls Club	237,374	-	46,738	41,394	70,093	42,947	201,172
Dolly Parton Imagination Library	77,426	-	-	6,075	16,681	7,223	29,979
LASA GravellyLake Phase 3	1,000,000	-	-	-	720,250	254,566	974,816
LWD Admin Costs Post 2024	160,000	-	-	-	-	53,582	53,582
LWD Camp Murray Boat Launch Master Plan	100,000	-	-	-	-	-	-
LWD City Hall Beam Project	350,000	-	-	-	-	-	-
LWD City Reader Boards	320,000	-	-	8,560	15,831	126,476	150,868
LWD Edgewater & Downtown Parks	1,799,114	-	-	104,041	1,820,057	(124,985)	1,799,114
LWD Legal PRA: LPD Body Cameras Operations	768,490	15,815	190,430	274,811	193,967	46,486	721,510
LWD Street End Pilot Project	500,000	-	-	-	-	56,167	56,167
LWD Urban Forestry Prog	340,000	-	-	-	143,286	6,707	149,993
Pierce County Village	1,000,000	-	-	-	-	28,428	28,428
Rebuilding Together South Sound	341,250	-	65,000	46,537	62,310	11,095	184,942
Tacomaprobono Housing Justice	472,500	-	102,023	159,599	123,555	79,358	464,535
YMCA Programs:	316,853	-	16,812	75,041	69,600	49,258	210,711
YMCA Child Care, Summer Day Camp, Afterschool	-	-	14,362	-	34,110	-	48,472
YMCA Summer Learning Academies	-	-	2,450	75,041	-	-	77,491
YMCA Water Safety/Swim, Youth Sports, Art, Gymnastics	-	-	-	-	35,490	49,258	84,748
Total - Current Projects	\$ 7,783,007	\$ 15,815	\$ 421,003	\$ 716,058	\$ 3,235,630	\$ 637,308	\$ 5,025,814
Completed Projects:							
Aspen Court	300,000	1,000,000	(700,000)	-	-	-	300,000
Buffalo Museum	5,000	-	-	2,500	2,500	-	5,000
Emergency Services Alert & Warning System	1,065	1,065	-	-	-	-	1,065
Habitat for Humanity Boat Street Project	242,000	-	-	229,451	12,549	-	242,000
LWD CSAB 1% Funds Career Team Workforce Training	72,143	-	36,313	35,830	-	-	72,143
LWD CSAB 1% Funds Youth Mental Health	68,000	-	34,000	34,000	-	-	68,000
LWD 2024 Comprehensive Plan SEIS	86,905	-	-	-	86,905	-	86,905
LWD American Lake Park Improvement Plan	78,500	-	-	78,500	-	-	78,500
LWD City Hall HVAC	525,000	-	5,146	169,872	349,983	-	525,000
LWD City Hall Space Evaluation	101,412	-	60,755	40,658	-	-	101,412
LWD City Website and Multilingual Services	15,051	1,046	14,005	-	-	-	15,051
LWD Energy Audit Improvements	500,000	-	-	-	500,000	-	500,000
LWD HR Temporary Staffing for COVID Tracing	3,133	1,098	2,035	-	-	-	3,133
LWD Indirect Admin Cost	235,266	48,786	77,230	63,496	45,753	-	235,266
LWD Municipal Court Technology Improvements	141,750	-	54,976	86,774	-	-	141,750
LWD Police Body Cameras & Video Storage	102,944	98,044	4,900	-	-	-	102,944
LWD Police Retention Bonus	607,500	-	607,500	-	-	-	607,500
LWD Shoreline Master Program/Critical Areas Ord	16,475	-	-	-	16,475	-	16,475
LWD Springbrook Connections	49,950	-	-	49,950	-	-	49,950
Emergency Food Network Monte Vista Warehouse	1,000,000	-	-	750,000	250,000	-	1,000,000
Nourish Pierce County	2,000,000	-	-	1,250,000	750,000	-	2,000,000
Pierce County BIPOC Business Accelerator Contribution	500,000	99,250	400,750	-	-	-	500,000
Warriors of Change	34,170	34,170	-	-	-	-	34,170
West Pierce Fire & Rescue	229,990	-	158,090	71,900	-	-	229,990
Youth Employment Program	84,000	-	26,352	30,364	27,283	-	84,000
Total - Completed Projects	\$ 7,000,254	\$ 1,283,459	\$ 782,051	\$ 2,893,295	\$ 2,041,448	\$ -	\$ 7,000,254
Total	\$ 14,783,261	\$ 1,299,275	\$ 1,203,054	\$ 3,609,353	\$ 5,277,079	\$ 637,308	12,026,068
ARPA Grant Award							\$ 13,766,236
Interest Earning LTD 12/31/2024							\$ 948,731
Subtotal							\$ 14,714,967
2025 Interest YTD 9/30/2025							\$ 68,294
Total Sources LTD 9/30/2025							\$ 14,783,261
Unspent Balance 9/30/2025 (includes 2025 Q3 Interest)							\$ 2,757,193

## **CURRENT PROJECTS**

### **Boys & Girls Club Teen Service Programs (2022-2026) – Total Obligated \$237,374**

Life-to-date expenditures total \$201,172.

The City obligated funds to provide Teen Service Programs (“Teen Late Nights”, “Teen Mental Health First Aid”, “Talk Saves Lives”) over a 5 year period ending in 2026.

### **Dolly Parton Imagination Library - Total Obligated \$77,426**

Life-to-date expenditures total \$29,979.

The City obligated funds to partner with the Lakewood Rotary Club, Clover Park School District, Pierce County Libraries, and other community organizations to support the establishment of a Lakewood Dolly Parton Imagination Library (DPIL).

### **LASA Gravelly Lake Phase 3 – Total Obligated \$1,000,000**

Life-to-date expenditures total \$974,816.

The City obligated funds to support the Living Access Support Alliance (LASA) Gravelly Lake Commons project, which will provide 25 new units of affordable housing for low-income households.

### **Indirect Administration Post 2024 – ARPA Coordinator & ARPA Manager – Total Obligated \$160,000**

Life-to-date expenditures total \$53,582.

The City obligated funds to provide limited-term positions in support of ARPA Program between January 1, 2025 and December 31, 2026. Funded staff positions include the ARPA Program Manager and ARPA Program Coordinator as well as the Finance support of the program.

### **Camp Murray Boat Launch Master Plan - Total Obligated \$100,000**

Life-to-date expenditures total \$0.

The City obligated funds to partner with the WA Military Department to develop a master plan for the improvement of the Camp Murray boat launch. Once the master plan is completed, the City and the WA Military Department can apply for state grants to support future development of the site.

### **City Hall Beam Project - Total Obligated \$350,000**

Life-to-date expenditures total \$0.

The City obligated funds to replace, seal and protect the exposed exterior beams on City Hall building.

### **City Reader Boards – Total Obligated \$320,000**

Life-to-date expenditures total \$150,8682.

The City obligated funds to purchase up to 2 Lakewood reader boards to improve the City’s ability to communicate with the community.

### **Edgewater & Downtown Park(s) - Total Obligated \$1,753,900**

Life-to-date expenditures total \$1,799,114.

The City obligated an initial \$724,721 plus any unspent funds from other completed ARPA projects through 2026 for expenditures related to the improvements at Edgewater and the creation of one or two Downtown park(s), including legal fees and property acquisition costs.

Costs above does not include \$871,949 in General Fund source.

### **LPD Body-Worn Cameras & Public Records Administration – Total Obligated \$768,490**

Life-to-date expenditures total \$721,510.

The City obligated funds to support administration of the LPD Body-Worn Camer PRA program. Staffing includes Records Specialist 1.0 FTE beginning August 2021 and Associate Attorney 1.0 FTE beginning in January 2022.

### **Lakewood Street End Pilot Project – Total Obligated \$500,000**

Life-to-date expenditures total \$56,167.

The City obligated funds to design, permit and construct an improved street end at Westlake Avenue SW on Lake Steilacoom. The schedule is to design the project in 2025 and construct it in 2026.

### **Lakewood Urban Forestry Program - Establishment & Administration - Total Obligated \$340,000**

Life-to-date expenditures total \$149,993.

The City obligated funds to establish and administrate an Urban Forestry Program through 2026.

### **Tacoma Rescue Mission Good Neighbor Village Project – Total Obligated \$1,000,000**

Life-to-date expenditures total \$28,428.

The City obligated funds to support the construction of Good Neighbor Village provided funding for Phase One was secured prior to December 31, 2024. The project will place chronically homeless, including veterans, in permanent supportive housing. Good Neighbor Village plans to set aside 25 micro-homes for veterans.

### **Rebuilding Together South Sound - Total Obligated \$341,250**

Life-to-date expenditures total \$184,942.

The City obligated funds to RTSS to make residential unit repairs or modifications within Lakewood for eligible ARPA beneficiaries and participate in at least one community resource fair each year in the city.

### **Tacomaprobona Housing Justice (2022-2026) – Total Obligated \$472,500**

Life-to-date expenditures total \$464,535.

The City obligated funds to provide legal support for Lakewood residents experiencing risk or actual eviction.

### **YMCA Child and Teen Care Service Programs– Total Obligated \$316,853**

Life-to-date expenditures total \$210,711.

The City obligated funds to YMCA to in turn provide Child and Teen Service Programs as follows:

- Child Care before/after, Summer/Winter Day Camp / LTD Exp \$48,472
- Summer Learning Academies (Y on the Fly; Leaders in Training/Teen Memberships / LTD Exp \$77,491
- Water Safety/Swimming Lessons, Youth Sports, and Gymnastics / LTD Exp \$84,748.

## **COMPLETED PROJECTS**

### **Aspen Court**

Completed / Total Expenditures \$300,000

In 2021, the City provided \$1 million (\$300,000 as permanent financing and \$700,000 as a bridge loan), used in combination with funds from the City of Tacoma and Pierce County, by Low Income Housing Institute (LIHI) to purchase the former Comfort Inn building and pay associated costs of closing. The hotel was converted into an emergency shelter through 2023 and then converted to permanent supportive housing. The bridge loan was repaid to the City in October 2022.

### **Buffalo Museum – Labor Day Event**

Completed / Total Expenditures \$5,000

The City provided \$2,500 in both 2023 and 2024 to support the 9<sup>th</sup> and 10<sup>th</sup> Cavalry Buffalo Soldiers Museum Labor Day Festival. The events provided significant educational, historical and cultural resources and honored our military labor force.

### **Emergency Services “Red Alert” Alert & Warning System**

Completed / Total Expenditures \$1,065

The City provided funds for the 2021 annual subscription/personnel costs for membership in the coalition that provides emergency management services to Lakewood, University Place, West Pierce Fire and Rescue and Steilacoom. The system allows the coalition to send emergency messages via reverse 911 to landlines and/or to any cell phone within the alert boundary. It allows residents to subscribe for routine messages from the City.

#### **Habitat for Humanity Boat Street Project**

Completed / Total Expenditures \$242,000

The City provided funds for off-site construction costs (including sanitary sewer extension, water main extension and hydrants, storm drainage, joint utility trench, and public street work (paving sidewalk, traffic control, etc.)) for the Boat Street project building affordable housing units in the Tillicum neighborhood.

#### **Workforce Development Program**

Completed / Total Expenditures \$72,143

Consistent with the City's Community Services Advisory Board (CSAB) and Lakewood's Promise Advisory Board priorities, the City provided funds in 2022 and 2023 to support workforce development programming.

#### **Youth Mental Health Program**

Completed / Total Expenditures \$68,000

Consistent with the City's Community Services Advisory Board (CSAB) and Lakewood's Promise Advisory Board priorities, the City provided funds in 2022 and 2023 to support youth mental health programming in partnership with the Clover Park School District.

#### **2024 Comprehensive Plan Supplemental Environmental Impact Statement (SEIS)**

Completed / Total Expenditures \$86,905

The City funded needed 2024 Comprehensive Plan Periodic Review Transportation Element updates and the expanded SEIS per state laws from HB 1110 and HB 1337, which address the state's acute housing shortage and accessory dwelling units (ADUs) respectively.

#### **American Lake Park Improvement Plan**

Completed / Total Expenditures \$78,500

The City funded improve American Lake Park. These funds were reobligated from a different ARPA proposal that was ultimately canceled (handwashing stations at city parks without restrooms.)

#### **City Hall HVAC Air Handlers and Bipolar Ionization**

Completed / Total Expenditures \$525,000

The City provided funds for the replacement of City Hall's air handlers and, an air cleaning bipolar ionization system to reduce exposure risks to recirculating pathogens throughout City Hall in public and employee spaces. Upgrading the HVAC system at City Hall was also a first step to meet the WA State clean building energy efficiency legislation requirements.

#### **City Hall Space Reconfiguration Study**

Completed / Total Expenditures \$101,412

The City conducted a study exploring how to reconfigure the City's operations in City Hall to the two lower floors in order to open up the 3rd floor for other uses.

#### **City Website and Multilingual Services**

Completed / Total Expenditures \$15,051



The City provided funds for the implementation of transition software and a comprehensive overhaul of the City's website for usability improvements, including adding translation options of City website content.

#### **Energy Audit Improvements**

Completed / Total Expenditures \$500,000

Continuing the work begun with funds obligated to replace the air handlers, the City provided funds to replace the City Hall's low efficiency boilers with high efficiency gas fired condensing boilers.

#### **HR Temporary Staffing for COVID Tracing**

Completed / Total Expenditures \$3,133

The City funded a temporary, part-time position through Human Resources for the purpose of tracking employees who test positive and/or are exposed to COVID-19 and working with affected employees to comply with state COVID protocols.

#### **Indirect ARPA Program Administration through 2024 – Finance Support & ARPA Manager & Coordinator**

Completed / Total Expenditures \$235,266

The City funded several staff positions in charge of indirect ARPA Program administrative costs through 12/31/2024. Finance Department supported the program to ensure compliance with financial accounting, auditing and interim/annual reporting. A part-time ARPA Coordinator position was established to assist the ARPA Program Manager, and serve as the City's point of contact for Lakewood residents and businesses seeking ARPA assistance.

#### **Municipal Court Technology Improvements**

Completed / Total Expenditures \$141,750

The City funded the comprehensive update of technology used in Municipal Court, including to allow for hybrid and remote operations in compliance with COVID protocols and create new recording and archival capacity.

#### **Lakewood Police Department (LPD) Purchase of Body Cameras & Video Storage Equipment**

Completed / Total Expenditures \$102,944

The City partially funded the purchase of 80 body-worn camera technology packages (including cameras, docking stations, software with training, and a 5-year service plan). Other project funding included state legislative funding for police reform of \$238,260 and federal seizure \$18,501.

#### **Lakewood Police Department (LPD) Officer Retention Bonus**

Completed / Total Expenditures \$607,500

The City provided funds to create a one-time \$7,500 retention bonus funded with ARPA funds for 81 police officers in exchange for a commitment to remain with the department for three years and prevent a serious staffing shortage will from multiple concurrent retirements.

#### **Shoreline Master Program/Critical Areas Ordinance**

Completed / Total Expenditures \$16,475

The City funded work to update the City's critical areas regulations (CAO) in LMC Title 14 as part of the 2024 Comprehensive Plan Periodic Review process and perform updates consistent with the 2019 Lakewood Shoreline Master Program (SMP).

#### **Springbrook Connections**

Completed / Total Expenditures \$49,950

The City funded the 2023 costs of office space and operational support for Springbrook Connections, including: rent and utilities; program supplies and staffing for ongoing community outreach and referral services; mailboxes for homeless individuals; and monthly meetings and annual programs managed and maintained by the Springbrook Connections organization. Programs included free community meals, ongoing access to free resources (clothes, baby supplies, food), summer youth programs, community garden and seasonal events.

#### **Emergency Food Network (EFN) Monte Vista Warehouse Funding**

Completed / Total Expenditures \$1,000,000

The City provided funds to EFN to construct a second food bank storage warehouse at its Monte Vista location.

#### **Nourish Pierce County (NPC) Food Bank Building Funding**

Completed / Total Expenditures \$2,000,000

The City provided funds to support Nourish Pierce County's purchase and renovation of a building to relocate and expand its food bank services in Lakewood. The City provided an initial \$1,250,000. The City's proviso to provide a 1-to-1 match of up to \$750,000 in additional funds if Nourish Pierce County successfully raises over \$1,000,000 was met, so the total support was \$2,000,000.

#### **Pierce County BIPOC Business Accelerator Contribution**

Completed / Total Expenditures \$500,000

In 2021 and 2022, the City provided financial support in partnership with Pierce County to fill training and financial gaps and offer opportunities to grow entrepreneurship and help Black, Indigenous and People of color (BIPOC) communities and small and micro businesses grow their companies.

Lakewood's contribution was dedicated to: training for a 6 week Lakewood-specific business 14 member cohort (\$140,000); \$254,030 Matching Grant Awards for Small Business Economic Assistance; \$35,000 Commercial Lease Reimbursements; and \$70,970 Professional Service Grants

#### **Youth Leadership Training Program (Warriors of Change)**

Completed / Total Expenditures \$34,170

In 2021, the City provided funding in partnership with Communities in School of Lakewood (CIS Lakewood) for the Warriors of Change 2021, the pilot program of a 6-week leadership development project-based learning experience for Clover Park High School rising seniors, with the hope that the program can grow to expand and serve more students for futures year. Funding covered CIS Lakewood's portion of the Warriors Change Program as well as cash incentives for student participants (\$14,090 for Program personnel costs; \$14,520 for Students and alumni stipend/incentives; \$4,800 for Administration; \$760 for Other/supplies)

#### **West Pierce Fire & Rescue (WPFR) Technology Upgrades**

Completed / Total Expenditures \$299,990

The City provided funds to: update WPFR's Department Operations Center (DOC) and backup DOCS to better communicate with the City and stakeholders during times of emergency or disaster, including technology to hold virtual meetings and HAM radios; and the translation of basic emergency messages into additional languages to better serve the community.

#### **NW Youth Corps Youth Employment Program**

Completed / Total Expenditures \$84,000

The City funded a traditional Youth Corp work crew program for the 2022, 2023, and 2024 summer seasons. The 12-week program included hands-on work throughout the City as well as leadership and employment readiness training; funds covered 2 recreation leaders \$25,000; 8 youth workers \$57,000; and fuel and program supplies \$1,000.

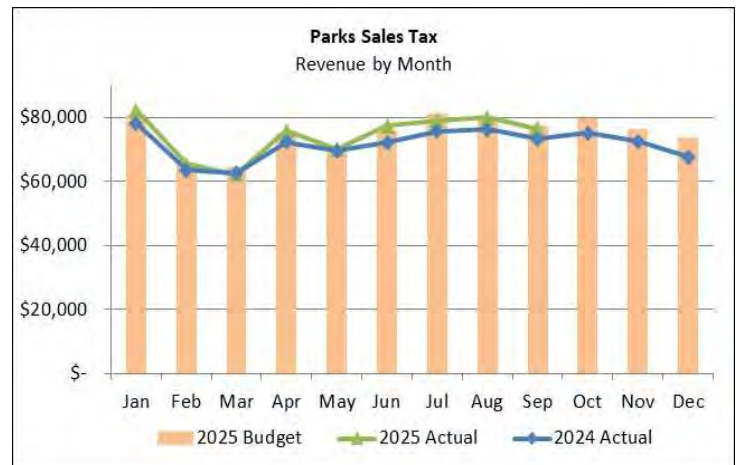
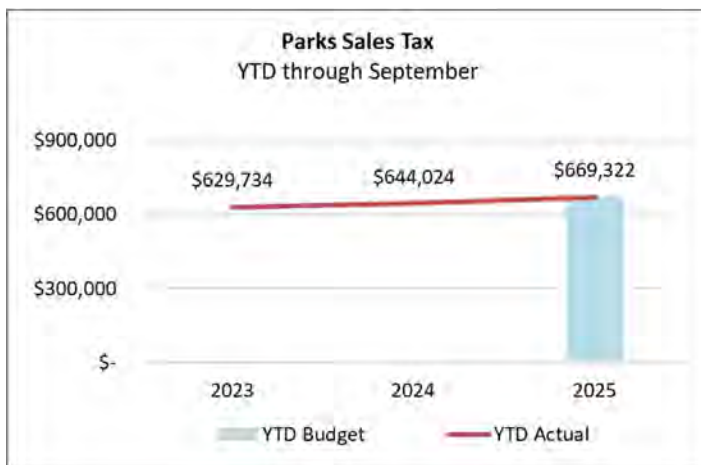
## **PARKS, RECREATION & COMMUNITY SERVICES**

### **Parks Sales Tax**

On September 19, 2000, Pierce County voters approved the ballot measure to increase local sales taxes by one-tenth of 1 percent. A sales and use tax equal to one-tenth of one percent (0.001%) within Pierce County provides funds to acquire, improve, rehabilitate, maintain, or develop regional and local parks; to improve, rehabilitate, maintain or expand accredited zoo, aquarium and wildlife preserves pursuant to RCW 82.14.400(6); for community-based housing; and to implement the creation of a zoo and aquarium advisory authority.

The tax was proposed as a funding mechanism for Tacoma Metro Park District (the zoo). The money collected is shared 50-50 between the Parks District and the cities not contained in the District and the county.

<b>Parks Sales Tax</b>								
<b>Year-to-date through September</b>								
<b>Month</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025</b>		<b>Over / (Under)</b>			
			<b>Budget</b>	<b>Actual</b>	<b>2025 Actual vs 2024 Actual</b>		<b>2025 Actual vs Budget</b>	
					<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>
Jan	\$ 77,404	\$ 78,208	\$ 80,790	\$ 82,379	\$ 4,171	5.3%	\$ 1,589	2.0%
Feb	62,552	63,602	66,119	65,428	1,826	2.9%	(691)	-1.0%
Mar	61,977	62,658	64,467	62,379	(279)	-0.4%	(2,088)	-3.2%
Apr	71,078	72,322	74,794	75,877	3,555	4.9%	1,083	1.4%
May	65,427	69,680	70,690	70,100	420	0.6%	(590)	-0.8%
Jun	70,851	72,130	76,069	77,445	5,315	7.4%	1,376	1.8%
Jul	76,662	75,775	81,229	79,080	3,305	4.4%	(2,149)	-2.6%
Aug	72,700	76,287	79,033	80,083	3,796	5.0%	1,050	1.3%
Sep	71,083	73,362	77,385	76,551	3,189	4.3%	(834)	-1.1%
Oct	73,412	75,302	79,828	-	-	-	-	-
Nov	70,178	72,603	76,428	-	-	-	-	-
Dec	67,285	67,675	73,768	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 629,734</b>	<b>\$ 644,024</b>	<b>\$ 670,576</b>	<b>\$ 669,322</b>	<b>\$ 25,298</b>	<b>3.9%</b>	<b>\$ (1,254)</b>	<b>-0.2%</b>
<b>Total Annual</b>	<b>\$ 840,609</b>	<b>\$ 859,604</b>	<b>\$ 900,600</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):		5.6%						



### **Parks, Recreation & Community Services**

In May 2016, the City Council adopted a set of revised financial policies to include cost recovery. The following is an excerpt of the cost recovery policy as it relates specifically to target cost recovery for parks programs/services:

*Target Cost Recovery Level for Parks Programs/Services.* The cost recovery policy applies to the following parks and recreation programs/services: recreation services; special events and community gathering; senior services; and all parks. The following should be considered when determining pricing levels: The higher the community benefit, the higher the General Fund subsidy level and the higher the individual benefit, the lower the General Fund subsidy level. The overall cost recovery goal for all parks programs and services should be 45%.

Included in the revenues is the parks sales tax, which is allocated to the various parks programs/functions based on prorated share of expenditures. The growth in parks sales tax has helped reduce the general fund subsidy amount.

The table below provides historical annual and current budgeted annual and actual subsidy and recovery ratio by program.

Parks, Recreation & Community Services Year-to-Date through September 30, 2025							
Program	2020 Annual Actual	2021 Annual Actual	2022 Annual Actual	2023 Annual Actual	2024 Annual Actual	2025	
						Annual Budget	YTD Actual
<b>Recreation:</b>							
Revenues	\$ 152,314	\$ 221,709	\$ 317,354	\$ 345,516	\$ 346,541	\$ 346,442	\$ 252,108
Expenditures	\$ 297,314	\$ 359,860	\$ 506,322	\$ 619,482	\$ 584,665	\$ 551,011	\$ 392,149
General Fund Subsidy	\$ 145,000	\$ 138,151	\$ 188,968	\$ 273,966	\$ 238,124	\$ 204,569	\$ 140,041
Recovery Ratio	51%	62%	63%	56%	59%	63%	64%
<b>Senior Services:</b>							
Revenues	\$ 120,842	\$ 80,541	\$ 95,369	\$ 93,178	\$ 97,753	\$ 81,705	\$ 74,028
Expenditures	\$ 180,325	\$ 153,114	\$ 173,804	\$ 206,487	\$ 206,700	\$ 217,150	\$ 144,991
General Fund Subsidy	\$ 59,483	\$ 72,573	\$ 78,435	\$ 113,309	\$ 108,947	\$ 135,445	\$ 70,963
Recovery Ratio	67%	53%	55%	45%	47%	38%	51%
<b>Parks Facilities:</b>							
Revenues	\$ 211,344	\$ 249,287	\$ 279,965	\$ 297,550	\$ 345,828	\$ 361,017	\$ 275,036
Expenditures	\$ 424,886	\$ 499,351	\$ 599,361	\$ 739,043	\$ 884,230	\$ 981,171	\$ 771,368
General Fund Subsidy	\$ 213,542	\$ 250,064	\$ 319,396	\$ 441,493	\$ 538,402	\$ 620,154	\$ 496,332
Recovery Ratio	50%	50%	47%	40%	39%	37%	36%
<b>Fort Steilacoom Park:</b>							
Revenues	\$ 245,841	\$ 329,182	\$ 303,514	\$ 287,426	\$ 319,973	\$ 356,002	\$ 261,834
Expenditures	\$ 619,238	\$ 715,634	\$ 621,533	\$ 710,977	\$ 645,247	\$ 800,848	\$ 592,040
General Fund Subsidy	\$ 373,397	\$ 386,452	\$ 318,019	\$ 423,551	\$ 325,274	\$ 444,846	\$ 330,206
Recovery Ratio	40%	46%	49%	40%	50%	44%	44%
<b>Subtotal Direct Cost:</b>							
Revenues	\$ 730,341	\$ 880,719	\$ 996,202	\$ 1,023,670	\$ 1,110,095	\$ 1,145,166	\$ 863,007
Expenditures	\$ 1,521,763	\$ 1,727,959	\$ 1,901,020	\$ 2,275,989	\$ 2,320,842	\$ 2,550,180	\$ 1,900,548
General Fund Subsidy	\$ 791,422	\$ 847,240	\$ 904,818	\$ 1,252,319	\$ 1,210,747	\$ 1,405,014	\$ 1,037,541
Recovery Ratio	48%	51%	52%	45%	48%	45%	45%
<b>Administration (Indirect Cost):</b>							
Revenues	\$ 122,958	\$ 154,319	\$ 170,708	\$ 131,449	\$ 114,705	\$ 139,534	\$ 117,301
Expenditures	\$ 341,371	\$ 419,838	\$ 471,515	\$ 421,875	\$ 357,379	\$ 467,550	\$ 403,856
General Fund Subsidy	\$ 218,413	\$ 265,519	\$ 300,807	\$ 290,426	\$ 242,674	\$ 328,016	\$ 286,555
Recovery Ratio	36%	37%	36%	31%	32%	30%	29%
<b>Total Direct &amp; Indirect Cost:</b>							
Revenues	\$ 853,299	\$ 1,035,038	\$ 1,166,910	\$ 1,155,120	\$ 1,224,799	\$ 1,284,700	\$ 980,308
Expenditures	\$ 1,863,134	\$ 2,147,797	\$ 2,372,535	\$ 2,697,864	\$ 2,678,221	\$ 3,017,730	\$ 2,304,404
General Fund Subsidy	\$ 1,009,835	\$ 1,112,759	\$ 1,205,625	\$ 1,542,744	\$ 1,453,422	\$ 1,733,030	\$ 1,324,096
Recovery Ratio	46%	48%	49%	43%	46%	43%	43%
5-Year Average General Fund Subsidy (2020 - 2024)							\$ 1,264,877
5-Year Average Recovery Ratio (2020 - 2024)							46%

**Note:**

- COVID-19 caused closure/event cancellation and participant capacity limitations in 2020 and 2021.
- Revenues includes Parks Sales Tax which is prorated based on share of total expenditures.
- Revenues for Administration (Indirect Cost) is the program's prorated share of Parks Sales Tax.
- Expenditures do not include Indirect overhead cost allocation for finance, human resources, legal, legislative & executive support.

## Farmers Market

The 2025 Lakewood Farmers Market runs Tuesdays from 2-7pm at Fort Steilacoom Park with opening day on June 3 and ending August 26.

Farmers Market Activity Year-to-date through September				
Financial Information	2023	2024	2025	
	Annual Actual	Annual Actual	Budget	YTD Actual
Sources:				
Vendor Fees	\$ 30,776	\$ 32,609	\$ 22,000	\$ 25,097
Grants	7,964	9,367	-	4,145
Sponsorships & Donations	10,500	13,000	28,000	16,000
Lodging Tax	57,000	68,260	78,000	78,000
<b>Total Sources</b>	<b>106,240</b>	<b>123,236</b>	<b>128,000</b>	<b>123,243</b>
Uses:				
Temporary Personnel	10,095	-	19,580	-
Office & Operating Supplies	1,701	15,248	4,500	4,204
Professional Services	34,873	27,596	47,500	23,124
Advertising	4,022	3,364	10,000	3,005
Printing & Binding	209	402	-	-
Travel & Training	686	-	570	-
Memberships & Dues	214	-	350	-
Tourism & Promotion	57,000	68,260	78,000	78,000
<b>Total Uses *</b>	<b>108,800</b>	<b>114,868</b>	<b>160,500</b>	<b>108,333</b>
<b>Sources Over/(Under) Uses **</b>	<b>\$ (2,560)</b>	<b>\$ 8,367</b>	<b>\$ (32,500)</b>	<b>\$ 14,909</b>

\* Uses does not include regular employees personnel costs.

Market Sales and Attendance						
Month	Market Sales			Estimated Attendance*		
	2023	2024	2025	2023	2024	2025
May	\$ -	\$ -	\$ -	-	-	-
June	233,709	252,464	304,164	20,030	25,246	30,416
July**	161,311	158,637	188,521	13,827	15,864	18,852
August	165,169	163,498	193,049	14,157	16,350	19,305
September***	98,074	93,833	-	8,406	9,383	-
<b>Total - YTD Sep</b>	<b>\$ 658,263</b>	<b>\$ 668,432</b>	<b>\$ 685,734</b>	<b>56,420</b>	<b>66,843</b>	<b>68,573</b>

\* Estimated attendance assumes average sales of \$35 per person and each person is accompanied by two other people, for a total family or group of three.

\*\*Did not have two markets in July 2025 due to Summerfest

\*\*\*Did not have a September 2025 market.

## Human Services Program

Since incorporation, the City has dedicated 1% of General Fund in for human services programs that support our most vulnerable populations and create conditions that enable people in need to access resources and support services which foster healthy and functional individuals and families where children thrive and achieve their full potential.

Agency	Program	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Allocation
	<b>Total</b>	<b>\$ 354,224</b>	<b>\$ 369,337</b>	<b>\$ 435,000</b>	<b>\$ 440,000</b>	<b>\$ 510,000</b>
<b>Health &amp; Behavior Health</b>		<b>\$ 39,054</b>	<b>\$ 43,946</b>	<b>\$ 84,850</b>	<b>\$ 70,000</b>	<b>\$ 59,000</b>
Community Healthcare	Lakewood Prompt Care	14,000	14,000	15,000	15,000	15,000
Lindquist Dental Clinic	Uncompensated Care	15,000	15,000	25,000	25,000	20,000
Pierce County Aids Foundation	Case Management	-	-	14,850	-	-
Pierce County Project Access	Donated Care	10,054	14,946	15,000	15,000	12,000
Your Money Matters	Youth Financial Literacy	-	-	15,000	15,000	-
Safe Streets Campaign	Health and Wealth Program	-	-	-	-	12,000
<b>Emotional Supports and Youth Programming</b>		<b>\$ 101,670</b>	<b>\$ 115,177</b>	<b>\$ 118,150</b>	<b>\$ 122,650</b>	<b>\$ 168,250</b>
Asian Pacific Cultural Center	Promised Leaders of Tomorrow	20,000	20,000	20,250	22,500	12,000
Children's Therapy Center	Children with Special Needs	-	-	20,250	22,500	-
Communities in Schools	School-wide Supports	25,000	27,500	25,000	25,000	60,000
Lakewood Boys & Girls Club	After School Program	20,000	22,500	-	-	20,000
Lakewood's Promise <sup>(*)</sup>	HSC staff costs, Youth Council & 5 Promises	17,964	19,089	32,650	32,650	35,250
Oasis Youth Center	Center for LGBTQ Youth	10,588	17,500	20,000	20,000	16,000
YMCA of Pierce & Kitsap Counties	Late Night Youth Programs	8,117	8,588	-	-	-
Team Wrk	Wrk Zone Afterschool Program	-	-	-	-	25,000
<b>Housing Assistance and Homelessness Prevention</b>		<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 75,250</b>	<b>\$ 77,500</b>	<b>\$ 83,000</b>
Catholic Community Services	Family Housing Network	14,000	14,000	-	-	-
Lakewood Area Shelter Association (LASA)	Emergency Shelter	-	-	15,000	15,000	20,000
Lakewood Area Shelter Association (LASA)	Hygiene Center	-	-	20,250	22,500	16,000
Rebuilding Together South Sound	Community Revitalization	14,000	14,000	25,000	25,000	-
The Rescue Mission	Shelter Services	12,000	12,000	15,000	15,000	15,000
Tillicum Community Center	Referrals for Assistance	-	-	-	-	20,000
Tacomaprobono Community Layers	Housing Justice Project	-	-	-	-	12,000
<b>Crisis Stabilization and Advocacy</b>		<b>\$ 68,000</b>	<b>\$ 68,000</b>	<b>\$ 40,500</b>	<b>\$ 45,000</b>	<b>\$ 99,750</b>
Greater Lakes Mental Health	Emergency Assistance	25,000	25,000	-	-	25,000
Asian Pacific Cultural Center	Mental Health Program	-	-	-	-	15,000
Rebuilding Hope Sexual Assault Center	Therapy & Advocacy	12,500	12,500	20,250	22,500	24,750
Springbrook Connections	Direct Services & Resource	12,500	12,500	-	-	-
YWCA Pierce County	Crisis Intervention & Advocacy Svcs	18,000	18,000	20,250	22,500	-
Support the Enlisted Project	Mental Health Program	-	-	-	-	20,000
Tacomaprobono Community Layers	Client Support Services	-	-	-	-	15,000
<b>Access to Food</b>		<b>\$ 105,500</b>	<b>\$ 102,214</b>	<b>\$ 116,250</b>	<b>\$ 124,850</b>	<b>\$ 100,000</b>
Emergency Food Network	Home Delivery Program	25,000	25,000	20,250	22,500	12,000
Emergency Food Network	Co-op Food Purchasing	-	-	20,250	22,500	16,000
Eloise's Cooking Pot	Lakewood Food Delivery	15,500	15,500	20,250	19,850	25,000
Multicultural Child and Family Hope	Food Distribution	-	-	20,250	22,500	-
Nourish Pierce Co (Fish Food Banks)	Nutritious Food for Families	25,000	25,000	20,250	22,500	20,000
St. Leo Food Connection	Feeding the Hungry/Mobile	25,000	25,000	15,000	15,000	12,000
Tillicum Community Center	Emergency Services - Food	15,000	11,714	-	-	15,000

\* In 2017, the City brought Lakewood's Promise work back in-house and cancelled the contract with Pierce College.

## Fund 502 Property Management

The following table provides the operating costs of maintaining City Hall, Police Station and Sounder Station and 1-time property management expenditures.



Property Management Sources & Uses Year-to-date through September 30, 2025				
	2023 Annual	2024 Annual	2025 Annual YTD Actual	
<b>Sources:</b>				
M&O Revenue	\$ 735,999	\$ 848,348	\$ 869,262	\$ 655,702
Interest Earnings/Misc	29,700	30,390	-	14,816
AWC-2025 Energy Grant DOC	-	-	-	44,583
Replacement Reserves Collections	100,000	100,000	100,000	75,000
1-Time M&O/Capital Contributions/Transfer	201,763	739,645	824,112	21,999
<b>Total Sources</b>	<b>\$ 1,067,463</b>	<b>\$ 1,718,383</b>	<b>\$ 1,793,374</b>	<b>\$ 812,100</b>
<b>Operating Exp:</b>				
<b>City Hall Facility</b>	<b>\$ 431,731</b>	<b>\$ 491,979</b>	<b>\$ 463,239</b>	<b>\$ 375,169</b>
Personnel	117,994	170,273	180,379	137,763
Supplies	33,245	32,731	35,810	15,560
Services	149,996	163,662	107,760	146,558
Utilities	130,496	125,313	139,290	75,288
<b>Police Station</b>	<b>\$ 305,304</b>	<b>\$ 321,287</b>	<b>\$ 347,421</b>	<b>\$ 255,488</b>
Personnel	44,071	92,364	98,452	74,744
Supplies	18,066	16,080	25,700	17,415
Services	124,672	109,155	97,289	86,547
Utilities	118,496	103,689	125,980	76,783
<b>Souder Transit Station *</b>	<b>\$ 40,233</b>	<b>\$ 65,471</b>	<b>\$ 58,602</b>	<b>\$ 34,860</b>
Personnel	6,154	14,093	15,129	11,481
Supplies	4,463	3,319	5,000	3,902
Services	25,306	43,779	32,473	16,698
Utilities	4,311	4,280	6,000	2,780
<b>Subtotal - Operating Exp</b>	<b>\$ 777,269</b>	<b>\$ 878,737</b>	<b>\$ 869,262</b>	<b>\$ 665,517</b>
<b>Capital &amp; Other 1-Time:</b>				
City Hall Parking Lot Improvements	773	3,657	-	-
Police Firearms Range	-	134,739	-	-
Police Parking Lot Gate Repair & Replace	31,226	-	-	-
City Hall Space Evaluation	-	7,554	-	-
City Hall Boiler & Chiller Fan Replacement	-	360,000	-	-
Fort Steilacoom Park Caretaker House Repairs	24,874	-	8,025	1,895
Front Street O&M New Fuel Tank/Paving of Washdown Station & Salt Cover	-	-	170,000	-
Front Street O&M Shop Security System Repairs	25,994	-	-	-
Police Fuel System Modernization	30,934	-	-	-
Police HVAC Controller Upgrade	10,844	-	-	-
Police Investment Grade Audit	-	-	44,583	44,583
Police Station Impound Yard Security Fence	49,545	-	-	-
City Hall Beam Repair	15,181	26,809	816,927	35,402
City Hall 3rd Floor ADA Improvements	16,775	-	-	-
Police Generator Controls	-	-	75,000	-
City Hall HVAC Upgrade	-	535,659	-	-
City Hall Server Rm Air Conditioner	-	-	25,000	7,423
Fort Steilacoom Park O&M Shop HVAC	-	11,870	-	-
City Hall Fire Alarm Panel	-	-	40,000	-
Police Fire Alarm Panel	-	-	40,000	-
Souder Station Elevator Floor Repair	-	-	25,000	-
Police Traulsen Freezer	-	-	12,682	12,681
City Hall ADA Replace Main Door Hinges	-	-	6,900	-
City Hall ADA Replace Auto Door System	-	-	11,700	-
City Hall Replace HVAC Controllers	-	-	12,500	-
City Hall Pond & Water Fountain	-	-	85,000	-
City Hall City Hall Server Room Portable Air Conditioner	-	22,610	-	-
City Hall Elevator Repairs	-	15,106	-	-
Police Station Floor Tread Replacement	-	12,107	-	-
<b>Subtotal 1-Time/Capital</b>	<b>\$ 206,147</b>	<b>\$ 1,130,112</b>	<b>\$ 1,373,317</b>	<b>\$ 101,985</b>
<b>Total Uses</b>	<b>\$ 983,416</b>	<b>\$ 2,008,849</b>	<b>\$ 2,242,579</b>	<b>\$ 767,502</b>
<b>Sources Over/(Under) Uses</b>	<b>\$ 84,048</b>	<b>\$ (290,465)</b>	<b>\$ (449,205)</b>	<b>\$ 44,598</b>
<b>Beginning Balance</b>	<b>\$ 655,625</b>	<b>\$ 739,672</b>	<b>\$ 449,206</b>	<b>\$ 449,206</b>
<b>Ending Balance</b>	<b>\$ 739,672</b>	<b>\$ 449,206</b>	<b>\$ -</b>	<b>\$ 493,803</b>

\* Reflects the portion Souder Station operating expenditures accounted for in Fund 502 Property Management.

## **Fund 301 – Parks CIP**

The Parks Capital Project Fund accounts for the receipts and disbursements related to the acquisition or construction of major park capital facilities except those facilities financed by proprietary and trust funds.

<b>Fund 301 Parks CIP - As of September 30, 2025</b>		<b>2025 Budget</b>	<b>2025 Actual</b>
<b>Revenues:</b>			
Grants		\$ 9,816,494	\$ 3,529,479
Contributions/Donations		-	475,425
Motor Vehicle Excise Tax		2,500	3,274
Interest/Other		107,102	96,978
Transfer In - Fund 001 General		372,525	-
Transfer In - Fund 303 REET		393,476	135,000
Transfer In - Fund 401 SWM		56,277	-
<b>Total Revenues</b>		<b>\$ 10,748,374</b>	<b>\$ 4,240,157</b>
<b>Expenditures:</b>			
301.0005 Chambers Creek Trail Planning		-	167,708
301.0006 Gateways		67,953	5,500
301.0016 Park Equipment Replacement		58,491	15,035
301.0017 Park Playground Resurfacing		40,114	10,404
301.0018 Project Support		251,526	213,443
301.0019 Edgewater Dock		222,107	-
301.0020 Wards Lake Improvements		5,204,090	3,620,811
301.0027 American Lake Improvement (ADA, Playground)		1,737,094	1,801,681
301.0028 Oakbrook Park Improvements		137,828	18,656
301.0034 Park Sign Replacement		312,608	264,134
301.0038 Property Acquisition & Demolition (Near Washington Park)		315,000	28,794
301.0041 Parks Sign Design		31,356	5,000
301.0042 Downtown Park		300,000	-
301.0043 FSP - H-Barn Complex Restoration and Renovation		1,499,810	259,055
301.0045 Colonial Plaza Up Lighting & Garry Oaks		107,458	93,508
301.0048 Nisqually Partnership Project		299,730	21,278
301.0049 Harry Todd Pickleball Courts		429,700	382,314
301.0050 Ft Steilacoom Park Pavilion Acoustics		50,000	-
301.0053 Ft Steilacoom Park ADA Overflow Parking		275,000	9,527
301.0054 Harry Todd Deferred Maintenance		94,668	105,613
301.0055 Tenzler Log Relocation		49,160	49,160
301.0062 American Lake Boat Launch		115,000	-
301.0063 Edgewater Park - Phase 1 Park Development		2,787,525	178
301.0064 Edgewater Park - Phase 2 Boat Launch		1,360,000	178
<b>Total Expenditures</b>		<b>\$ 15,746,218</b>	<b>\$ 7,071,979</b>
<b>Beginning Fund Balance</b>		<b>\$ 4,997,843</b>	<b>\$ 4,997,843</b>
<b>Ending Fund Balance</b>		<b>\$ (0)</b>	<b>\$ 2,166,021</b>



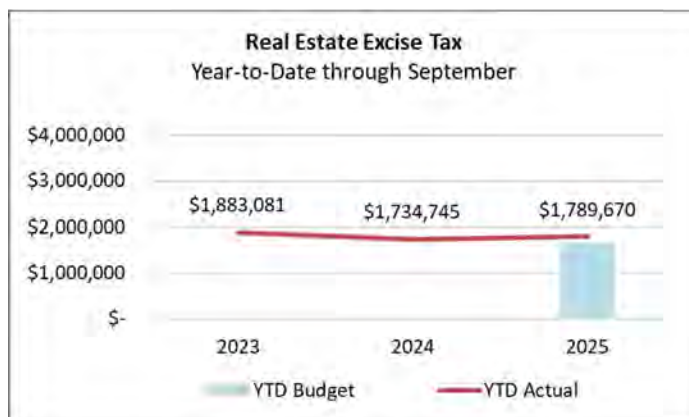
## Fund 303 Real Estate Excise Tax

Prior to January 1, 2020, the State of Washington levied a flat 1.28% real estate excise tax (REET) upon all sales of real estate under chapter 82.45 RCW. Beginning January 1, 2020, the state implemented a graduated tax scale based on the selling price ranging from 1.1% for the portion of sale that is \$500,000 and less to 3.0% on the portion that is greater than \$3M. The selling price thresholds listed above will be reviewed and adjusted every fourth year beginning July 1, 2022 based on the growth of the Consumer Price Index (CPI) for shelter of 5.0%, whichever is less, rounded to the nearest \$1,000. If the CPI growth is negative, the thresholds will remain unchanged. This graduated scale applies only to the state portion of real estate excise tax. The locally imposed REET remains unchanged.

Chapter 82.46 RCW authorizes cities and towns to impose local real estate excise taxes on top of the state rate. The tax is calculated based on the full selling price, including the amount of any liens, mortgages and other debts given to secure the purchase. The City of Lakewood is planning under the Growth Management Act (GMA) and enacted both the first ¼% and second ¼% tax, for a total of 0.50%.

Real estate excise taxes are typically the responsibility of the seller of the property, not the buyer, although the buyer is liable if the tax is not paid. However, sometimes the buyer pays some or all of the tax as part of the negotiated sale agreement. The Pierce County Treasurer collects the real estate excise tax and remits to the City on a monthly basis.

Real Estate Excise Tax Year-to-date through September								
Month	2023	2024	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 258,227	\$ 76,895	139,892	\$ 194,144	\$ 117,249	152.5%	\$ 54,252	38.8%
Feb	194,297	172,639	126,599	146,992	(25,646)	-14.9%	20,394	16.1%
Mar	205,420	163,978	285,917	136,117	(27,861)	-17.0%	(149,800)	-52.4%
Apr	120,296	190,679	150,469	179,324	(11,355)	-6.0%	28,855	19.2%
May	251,166	217,880	180,869	189,185	(28,695)	-13.2%	8,316	4.6%
Jun	299,478	223,914	197,360	167,672	(56,242)	-25.1%	(29,688)	-15.0%
Jul	144,668	277,512	176,802	220,809	(56,703)	-20.4%	44,007	24.9%
Aug	222,602	230,165	167,638	199,289	(30,876)	-13.4%	31,651	18.9%
Sep	186,928	181,084	230,575	356,137	175,053	96.7%	125,562	54.5%
Oct	149,211	171,546	275,933	-	-	-	-	-
Nov	106,979	194,485	255,903	-	-	-	-	-
Dec	171,778	188,255	212,043	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 1,883,081</b>	<b>\$ 1,734,745</b>	<b>\$ 1,656,121</b>	<b>\$ 1,789,670</b>	<b>\$ 54,925</b>	<b>3.2%</b>	<b>\$ 133,549</b>	<b>8.1%</b>
<b>Total Annual</b>	<b>\$ 2,311,049</b>	<b>\$ 2,289,031</b>	<b>\$ 2,400,000</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):			-7.4%					



Transactions that are exempt from REET include (WAC 458-61A):

- Gifts;
- Inheritance of devise;
- Community property, dissolution of marriage or domestic partnership, legal separation, decree of invalidity;
- Tenants in common and joint tenants;
- Governmental transfers\*;
- Condemnation proceedings;
- Bankruptcy;
- Transfers pursuant to deeds of trusts, foreclosure proceedings, executions of judgment, deeds in lieu of foreclosure, and contract forfeiture;
- Rescission of sale;
- Irrevocable trusts;
- Mere change in identity or form – family corporations and partnerships;
- Transfers where gain is not recognized under the Internal Revenue Code;
- IRS “tax deferred” exchange;
- Nominee;
- Clearing or exiting title, and additions to title;
- Mortgage insurers;
- Rerecord;
- Low income housing; and
- Developmentally disabled person-Housing-Transfers and Improvements.

*\* The transfer from a governmental is not subject to the tax. However, transfers to a governmental entity is generally subject to the tax, unless otherwise exempted (condemnation not subject to tax). Transfers to a governmental entity for a public purpose in connection with the development of real property by a developer when the transfer is required for plat approval are not subject to the real estate excise tax (example – a developer who deeds property to the city for streets and utilities).*

The following tables summarize by month, the number of taxable and exempt real estate transactions, and lists major transactions (sales price of \$1M and greater).

Month	Transaction Type			# of Parcels	Major Transactions - 2025		
	Exempt	Taxable	Total		Description	Sales Price	Net Tax
Jan	33	47	80	83	Single Family Residence 9721 Lake Steilacoom Drive SW Biltmore Hotel 12701 Pacific Hwy SW Single Family Residence 9148 Edgewater Drive SW Harborstone Credit Union 6019 Lake Grove SW	\$ 1,075,000 2,480,000 2,950,000 11,347,200	\$ 5,321 12,276 14,603 56,169
Feb	40	55	95	102	Single Family Residence Turquoise Court SW Single Family Residence 10301 Kendrick St SW Vacant Land Undeveloped 5421 Chicago Ave SW Single Family Residence 7324 North St SW Commercial Vacant Land 9816 Gravelly Lake Drive	1,015,000 1,450,000 1,525,000 2,150,000 2,400,000	5,024 7,178 7,549 10,643 11,880
Mar	38	56	94	101	Single Family Residence 12809 Avenue Duboise SW Malibu Apts 4120 109th St SW Southgate Plaza 10310 South Tacoma Way	1,150,000 2,296,500 2,600,000	5,693 11,368 12,870
Apr	45	68	113	114	Single Family Residence 6608 Hilltop Lane SW Single Family Residence 216 Lake Louise Dr SW Single Family Condo 7201 Holly Hedge Lane SW Contractor Services Improvements 8203 Durango St SW	1,230,000 1,430,000 1,850,000 4,000,000	6,089 7,079 9,158 19,800
May	47	74	121	127	13140 Country Club Dr SW #104 Centerforce 5204 Solberg Dr SW	1,800,000 3,436,560	8,910 17,011
Jun	32	67	99	102	Single Family Residence 11725 Madera Dr SW Single Family Residence 12501 Harwood Cove Ln SW Single Family Residence 12442 Harwood Cove Ln SW Wonderland Apts 14402 Washington Ave SW	1,150,000 1,210,000 1,210,000 1,400,000	5,693 5,990 5,990 6,930
Jul	44	71	115	119	McDonald's San Francisco Ave SW Single Family Residence 10815 Evergreen Ter SW Single Family Residence 25 Forest Glen Ln SW Jack-In-the-Box 8814 South Tacoma Way Single Family Residence 11400 Gravelly Lake Dr SW Single Family Residence 88 Country Club Circle SW	1,400,000 1,550,000 1,550,000 1,780,000 2,550,000 4,125,000	6,930 7,673 7,673 8,811 12,623 20,419
Aug	51	59	110	117	Single Family Residence 12421 Harwood Cove Lane SW Single Family Residence 16 Loch Lane SW Single Family Residence 29 Forest Glen Lane SW Single Family Residence 11515 Gravelly Lake Drive SW Single Family Residence 7209 Interlaaken Drive SW Condo 13140 Country Club Drive SW Unit 203 Single Family Residence 7708 Walnut St SW Villa Lane Village 10102 Bridgeport Way SW Single Family Residence 8017 Thorne Lane SW	1,080,000 1,150,000 1,280,000 1,300,000 1,425,000 1,700,000 2,600,000 2,820,000 3,525,000	5,346 5,693 6,336 6,435 7,054 8,415 12,870 13,959 17,449
Sep	41	74	115	120	Single Family Residence 75 Country Club Cir CW Single Family Residence 9138 Edgewater Dr SW Fort Lewis Hotel 12215 Pacific Hwy SW RPAI General Merchandise 5731 Main St SW General Warehouse-New Construction 7402 150th St SW	1,400,000 1,650,000 1,840,000 13,700,000 21,086,500	6,930 8,168 9,108 67,815 104,378
<b>Total YTD Sep</b>	<b>371</b>	<b>571</b>	<b>942</b>	<b>985</b>		<b>\$ 120,666,760</b>	<b>\$ 597,301</b>

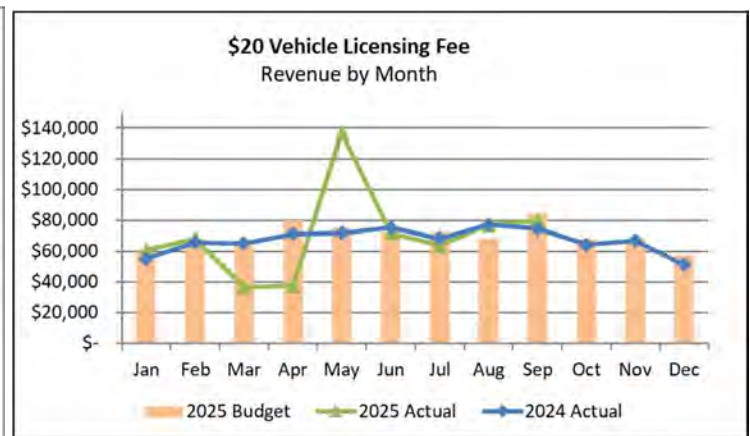
Month	Transaction Type			# of Parcels	Major Transactions - 2024		
	Exempt	Taxable	Total		Description	Sales Price	Net Tax
Jan	52	34	86	93	Single Family Residence 8150 Veterans Dr SW	\$ 1,040,000	\$ 5,148
Feb	37	53	90	100	Convenience Store/Gas Station 11202 S Steele St	1,025,000	5,074
					Tracy Court Duplexes 8324 Washington Blvd SW	1,601,077	7,925
					Mini Mart & Laundry 12706 Bridgeport Way SW	3,500,000	17,325
Mar	44	59	103	115	Single Family Residence 5412 78th St W	1,000,000	4,950
					Single Family Residence 15404 Rose Road SW	1,065,000	5,272
					Single Family Residence 7219 Interlaaken Dr SW	2,400,000	11,880
					First Baptist Church 5509 Arrowhead Road SW	2,800,000	13,860
					Commercial/Multiple 8328 So Tacoma Way	3,050,000	15,098
Apr	33	71	104	112	Single Family Residence 8166 Veterans Drive SW	1,155,000	5,717
					Cascade Apts 4425 Pacific St SW	1,347,200	6,669
					Single Family Residence 8918 Dolly Madison St SW	1,350,000	6,683
					Single Family Residence 106 West Shore Ave	1,545,000	7,648
					Single Family Residence 9828 American Ave SW	1,700,000	8,415
					Single Family Residence 11419 Gravelly Lake Dr SW	2,750,000	13,613
May	49	73	122	135	Gravelly Lake Apts 9502 - 9504 Whitman Ave SW	1,025,000	5,074
					Single Family Residence 11428 Gravelly Lake Dr SW	1,150,000	5,693
					Single Family Residence 13028 Lake City Blvd SW	1,250,000	6,188
					Single Family Residence 7115 Interlaaken Dr SW	1,950,000	9,653
					Other Residential 8902 Frances Folsom St SW	2,375,000	11,756
					Pediatric Dental Assoc 6015 100th St SW	2,525,000	12,499
					76 Union Gas Station 7718 Bridgeport Way W	2,620,000	12,969
Jun	37	74	111	125	Single Family Residence 11719 Madera Drive SW	1,335,000	6,608
					Lakewood Foreign Car Parts 11738 Pacific Hwy So	1,500,000	7,425
					Tillicum Mini Storage 15009 Washington Ave SW	1,585,000	7,846
					Single Family Residence 8002 112th St SW	1,595,000	7,895
					Residential 11201 & xxx Kendrick St SW	1,600,000	7,920
Jul	37	71	108	117	Single Family Residence 11016 Lake Steilacoom Dr SW	1,000,000	4,950
					Single Family Residence 2 Lakeside Country Club Dr SW	1,075,000	5,321
					Dondo 11316 Greystone Drive SW	1,200,000	5,940
					Single Family Residence 7121 Holly Hedge Lane SW	1,250,000	6,188
					Single Family Residence 10435 Lake Steilacoom Dr SW	1,485,000	7,351
					Single Family Dwelling 10427 Lake Steilacoom Dr SW	1,630,000	8,069
					Single Family Dwelling 12501 Gravelly Lake Dr SW	1,700,000	8,415
					Single Family Residence 12115 Gravelly Lake Dr SW	1,800,000	8,910
					Apt Condo 13140 Country Club Dr SW Unit 503	1,980,000	9,801
					Gas Station 11919 Pacific Highway SW	2,400,000	11,880
					Bridgeport Oaks Retail 7801 Bridgeport Way W	2,640,000	13,068
Aug	44	68	112	138	Single Family Residence 10906 Meadow Road SW	1,209,000	5,985
					Single Family Residence 11425 Gravelly Lake Drive	1,235,000	6,113
					Condo 22 Country Club Drive SW Unit C	1,400,000	6,930
					Single Family Residence 17 Country Club Drive SW	1,575,000	7,796
					Single Family Residence 29 Country Club Drive SW	2,650,000	13,118
					General Warehouse Storage 8607 Durango St SW	9,500,000	47,025
Sep	45	60	105	108	Single Family Residence 15008 Silcox Road SW	1,165,000	5,767
					Single Family Residence 11928 Nyanza Drive SW	1,225,000	6,064
					Auto Repair Services 5124 74th St West	1,425,000	7,054
					Single Family Residence 13028 Lake City Blvd SW	1,832,750	9,072
					Single Family Residence 10034 Point Lane SW	1,850,000	9,158
					Fast Food 15116 Union Ave SW	1,950,000	9,653
					Mutli Family Units 15001 Woodbrook Drive SW	2,442,000	12,088
Oct	55	69	124	128	Single Family Residence - 9119 Lake Steilacoom Pt Rd SW	1,125,000	5,569
					Single Family Residence 435 to 435B Lake Louise Dr SW	1,136,800	5,627
					Single Family Residence 51 Lagoon Lane N	1,200,000	5,940
					Land & Improvements - Hotel/Motel 11711 Pac Hwy SW	1,250,000	6,188
					Single Family Residence 10028 Point Ln SW	1,420,000	7,029
					Westland Apts 6124 88th St SW	1,500,000	7,425
Nov	37	56	93	102	Lakeview Apts 4400 111th St SW	1,200,000	5,940
					Single Family Residence 10841 Evergreen Terrace SW	1,600,000	7,920
					Clover Crest Townhomes 5115 to 5127 Solberg Drive SW	2,050,000	10,148
					Single Family Residence 10807 Greendale Drive SW	2,200,000	10,890
					Land & Improve Wholesale Trade 8607 Durango St SW	2,200,000	10,890
					Maple Creek Retirement 10420 Gravelly Lake Dr	7,737,000	38,298
Dec	53	59	112	118	Willamette Dental 9307 Bridgeport Way SW	1,150,000	5,693
					Single Family Residence 3 Ponce De Leon Ter SW	1,224,999	6,064
					Single Family Residence 8508 130th St SW	1,600,000	7,920
					Single Family Residence 11707 Gravelly Lake Dr SW	1,750,000	8,663
					Auto Repair Services 8100 Tacoma Mall Blvd So	2,400,000	11,880
					Freeport Apts 10211 47th Ave SW	2,800,000	13,860
Total YTD Sep	252	364	616	680		\$ 47,838,277	\$ 236,799
Total Annual	523	747	1,270	1,391		\$ 140,163,326	\$ 693,808

Month	Transaction Type			# of Parcels	Major Transactions - 2023		
	Exempt	Taxable	Total		Description	Sales Price	Net Tax
Jan	27	49	76	85	Single Family Residence 7123 Interlaaken Drive SW Lost Lake Forest Apts 7907 Washington Blvd SW Single Family Residence 11419 Gravelly Lake Dr SW Single Family Residence 7119 Interlaaken Dr SW Noursish Land & Improvements 8916 Lakewood Dr SW Pine Ridge Apts 5612 Boston Ave SW Evergreen Court Apts 12805 47th Ave SW Garden Park 12850 Lincoln Ave SW Colonial Court 9120 Lawndale Ave SW	\$ 1,216,500 1,536,000 1,740,750 2,700,000 3,700,000 4,200,000 6,210,000 7,000,000 7,160,000	\$ 6,022 7,603 8,617 13,365 18,315 20,790 30,740 34,650 35,442
Feb	29	54	83	89	Village Studio Apts 4402 110th St SW Synergy Petroleum Enterprises 8533 S Tacoma Way Duplex 37 Country Club Dr SW Unit B BCI IV Lakewood Logistics Center I LLC BCI Lakewood Logistics Center V LLC BCI Lakewood Logistics Center IV LLC IPT Lakewood Logistics Center II LLC	1,000,000 1,100,000 1,295,000 2,858,879 1,781,543 509,764 6,022,566	4,950 5,445 6,410 14,151 8,819 2,523 29,812
Mar	52	88	140	146	Single Family Residence 7602 Langlow St SW Single Family Residence 12108 Gravelly Lake Drive SW	1,100,000 1,535,000	5,445 7,598
Apr	35	51	86	90	Single Family Residence 9123 80th St SW Pennymanor Apts 4001 112th St SW	1,000,000 1,824,000	4,950 9,029
May	42	92	134	137	Single Family Residence 11450 Gravelly Lake Drive SW Single Family Residence 9118 Eagle Point Loop Rd SW Single Family Residence 16 Forest Glen Lane SW General Retail 11111 Bridgeport Way SW Single Family Residence 7914 Nixon Ave SW Single Family Residence 9924 Clara Blvd SW Single Family Residence 109 Country Club Circle SW	1,012,500 1,075,000 1,125,000 1,220,000 1,275,000 1,760,000 2,000,000	5,012 5,321 5,569 6,039 6,311 8,712 9,900
Jun	56	80	136	139	Single Family Residence 12711 Gravelly Lake Drive SW Palace Casino 8108 to 8200 Tacoma Mall Blvd S	1,400,000 27,046,714	6,930 133,881
Jul	24	58	82	82	Single Family Residence 12519 Ave Dubois SW Single Family Residence 11420 Gravelly Lake Drive SW	1,100,000 1,650,000	5,445 8,168
Aug	43	79	122	126	Single Family Residence 11515 Gravelly Lake Drive SW Single Family Residence 10807 Evergreen Terrace SW Single Family Residence 12785 Gravelly Lake Drive SW Commercial Vacant Land 4805 123rd St SW	1,300,000 1,430,000 2,165,000 5,736,925	6,435 7,079 10,717 28,398
Sep	41	81	122	137	Used Car Lot 11205 Pacific Hwy SW Sherwin Williams 5211 100th St SW Sherwin Williams 5211 100th St SW Sizzler Restaurant 10204 South Tacoma Way ARCO 10006 South Tacoma Way	1,100,000 1,525,000 1,525,000 2,225,000 3,400,000	5,445 7,549 7,549 11,014 16,830
Oct	51	60	111	124	Single Family Residence 10036 Dekoven Dr SW Single Family Residence 9012 Edgewater Dr SW Corral Apts 3265 96th St So	1,049,950 1,150,000 1,880,000	5,197 5,693 9,306
Nov	34	46	80	87	Trudeau Automotive 9220 So Tacoma Way Single Family Residence 11014 Kendrick Dr SW	1,050,000 1,200,000	5,198 5,940
Dec	53	50	103	116	Single Family Residence 8142 Veterans Dr SW Single Family Residence 8158 Veterans Dr SW Single Family Residence 11605 Gravelly Lake Dr SW Single Family Condo 7201 Holly Hedge Ln SW Unit 9 Single Family Residence 8 Country Club Dr SW Office Space 3615 Steilacoom Blvd SW Stone/Clay/Glass Manufacturing 4610 114th St SW	1,009,999 1,095,000 1,100,000 1,595,000 1,795,000 4,000,000 5,000,000	5,000 5,420 5,445 7,895 8,885 19,800 24,750
<b>Total YTD Sep</b>	<b>241</b>	<b>414</b>	<b>655</b>	<b>686</b>		<b>\$ 93,404,216</b>	<b>\$ 462,351</b>
<b>Total Annual</b>	<b>487</b>	<b>788</b>	<b>1,275</b>	<b>1,358</b>		<b>\$ 138,486,090</b>	<b>\$ 685,506</b>

## Fund 103 Transportation Benefit District

\$20 Vehicle Licensing Fee Year-to-date through September								
Month	2023 Actual	2024	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 57,880	55,186	\$ 59,794	60,684	\$ 5,498	10.0%	\$ 890	1.5%
Feb	64,093	65,698	67,538	67,973	2,275	3.5%	435	0.6%
Mar	64,370	65,213	63,441	36,549	(28,664)	-44.0%	(26,892)	-42.4%
Apr	78,369	71,183	79,637	37,649	(33,534)	-47.1%	(41,988)	-52.7%
May	68,587	71,643	75,042	137,125	65,482	91.4%	62,083	82.7%
Jun	70,839	75,187	72,797	71,899	(3,288)	-4.4%	(898)	-1.2%
Jul	70,270	68,115	72,713	63,627	(4,488)	-6.6%	(9,086)	-12.5%
Aug	73,686	76,845	68,200	76,849	4	0.0%	8,649	12.7%
Sep	80,825	74,360	84,226	79,544	5,184	7.0%	(4,682)	-5.6%
Oct	65,573	64,292	67,564	-	-	-	-	-
Nov	64,777	66,785	66,930	-	-	-	-	-
Dec	56,542	51,092	57,118	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 628,919</b>	<b>\$ 623,430</b>	<b>\$ 643,388</b>	<b>\$ 631,899</b>	<b>\$ 8,468</b>	<b>1.4%</b>	<b>\$ (11,489)</b>	<b>-1.8%</b>
<b>Annual Total</b>	<b>\$ 815,811</b>	<b>\$ 805,600</b>	<b>\$ 835,000</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

5-Year Ave Change (2020 - 2024): -1.7% Decrease in March & April 2025 due to DOL system upgrade causing their system to down for 5 days, and is offset by increase in May.



On August 6, 2012, the Lakewood City Council adopted Ordinance #550, creating a transportation benefit district (TBD) in the City of Lakewood, referred to as the Lakewood TBD. The TBD is a quasi-municipal corporation and independent taxing district created for the sole purpose of acquiring, constructing, improving, providing and funding transportation improvement within the city limits of Lakewood. It has the authority to impose certain taxes and fees, either through the vote of the people of board action, for transportation purposes. The TBD is governed by the members of the Lakewood City Council as the District's Board of Directors and the Mayor services as Chair of the Board. The Transportation Benefit District authority automatically expires on 12:01 am on July 16, 2032, unless dissolved sooner.

On September 15, 2014, the Lakewood TBD adopted Ordinance #TBD-01, authorizing an annual \$20 vehicle licensing fee for the TBD. The TBD Board found this fee is the best way to preserve, maintain, operate, construct, or reconstruct the transportation infrastructure of the City of Lakewood and fund transportation improvements within the District that are consistent with existing state, regional or local transportation plans necessitated by existing or reasonably foreseeable congestion levels.

The fees are effective for tabs due beginning April 1, 2015. The Washington State Department of Licensing (DOL) collects the fees and distributes the net proceeds to the City on a monthly basis. DOL automatically deducts one percent (1%) of the \$20 fee at the time of collection for administration and collections expenses incurred. The 1% administration fee is the maximum amount permitted by RCW 82.80.140.



On July 1, 2015 the Washington State Legislature enacted Second Engrossed Substitute Bill 5987 (SESSB 5987), which authorizes the City to assume the rights, powers, functions, and obligation of the TBD. On November 22, 2016, the City Council declared its intent to conduct a public hearing to consider the proposed assumption of the rights, powers, function, and obligations of the existing City of Lakewood TBD. The City Council conducted the public hearing on December 5, 2016. On December 12, 2016, the City Council adopted the ordinance to assume the TBD.

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 the list of TBD eligible projects and extended the original sunset date from 12:01 AM on July 16, 2032 unless dissolved sooner to 12:01 AM December 2, 2044 to coincide with the debt service schedule.

On December 19, 2024, the City issued \$3,000,000 principal amount pursuant to the bond ordinance. In order to issue the remaining authorized bonds (not to exceed \$9,200,000), the City Council on May 5, 2025 adopted Lakewood TBD Ordinance #828, extending the date and time for the issuance and delivery of the bonds no later than December 31, 2026, with no change to the original maturity date of December 31, 2044.

On December 20, 2021, the Lakewood TBD adopted Ordinance # 767 listing eligible projects funded by the TBD and identified TBD projects completed. This list was updated via Ordinance #829 adopted by the City Council on May 5, 2025 as follows:

#### Projects Completed:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Steilacoom Boulevard – Lakewood Dr to W of South Tac Way</li> <li>• Lakewood Dr – 100<sup>th</sup> to Steilacoom Blvd</li> <li>• Main Street – Gravelly Lake Drive to 108<sup>th</sup> St</li> <li>• 59<sup>th</sup> – Main Street to 100<sup>th</sup></li> <li>• 108<sup>th</sup> – Bridgeport to Pacific Highway</li> <li>• 108<sup>th</sup> – Main Street to Bridgeport</li> <li>• Steilacoom Boulevard – Lakewood Dr to W of South Tac Way</li> <li>• Pacific Highway – 108<sup>th</sup> to SR 512</li> <li>• Lakewood Dr – 100<sup>th</sup> to Steilacoom Blvd</li> <li>• Lakewood Dr – Flett Creek to N. City Limits</li> </ul> | <ul style="list-style-type: none"> <li>• Main Street – Gravelly Lake Drive to 108<sup>th</sup> St</li> <li>• 59<sup>th</sup> – Main Street to 100<sup>th</sup></li> <li>• 59<sup>th</sup> – 100<sup>th</sup> to Bridgeport</li> <li>• 108<sup>th</sup> – Main Street to Bridgeport</li> <li>• 88<sup>th</sup> – Steilacoom to Custer</li> <li>• Custer – Steilacoom to John Dower</li> <li>• 100<sup>th</sup> – 59<sup>th</sup> to Lakeview</li> <li>• Non-Motorized Trail: Gravelly Lake Drive – Washington Blvd to Nyanza Road SW</li> <li>• Ardmore/Whitman/93<sup>rd</sup> Street</li> <li>• Hipkins Road SW from Steilacoom Boulevard to 104<sup>th</sup> Street SW</li> </ul> |
|--|---|

#### Projects funded with revenue generated by the TBD:

- 100<sup>th</sup> – Lakeview to South Tacoma Way
- New LED Street Lights
- Signal Projects
- Minor Capital Projects
- Neighborhood Traffic Safety
- Personnel, Engineering, Professional Services
- Chip Seal Program – Local Access Roads
- Overlay & Sidewalk Fill-In: Custer Road – John Dower to 500' West of Bridgeport Way
- Nyanza Road SW
- Mt Tacoma Drive SW (Interlaaken to Whitman Ave SW)
- Idlewild Road SW: Idlewild School to 112<sup>th</sup> Street SW
- 112<sup>th</sup> Street SW: Idlewild Road SW to Interlaaken Drive SW
- Interlaaken from 112<sup>th</sup> Street to Washington Boulevard

## Vehicles Subject to the Vehicle Licensing Fee

The annual vehicle fee is due for each vehicle subject to license tab fees and for each vehicle subject to gross weight fees with an unladen (scale) weight of 6,000 pounds or less as described in table below. Vehicles with non-expiring registration, such as Disabled American Veteran and Collector Vehicles, are exempt from the tax. The annual vehicle licensing fee applies only when renewing a vehicle registration, and is effective upon the registration renewal date as provided by the Department of Licensing.

The following vehicles are subject to the vehicle licensing fee under RCW 82.80.140:

Vehicles Subject to the VLF		
Use Type	Description	Authority
CAB	Taxicab	RCW 46.17.350
CMB	Combination	RCW 46.17.355 if scale weight is 6000 pounds or less
CMB (non-powered)	Trailers	RCW 46.16A.450(b)
COM	Commercial vehicle	RCW 46.17.350 if scale weight is 6000 pounds or less
COM non-powered	Commercial	RCW 46.16A.450
CYC	Motorcycle	RCW 46.17.350
FIX	Fixed Load vehicle	RCW 46.17.355 if scale weight is 6000 pounds or less
FRH, 6 seats or less	For Hire	RCW 46.17.350
FRH, 7 seats or more	For Hire	RCW 46.17.355 if scale weight is 6000 pounds or less
HDL	House Moving Dolly	RCW 46.17.350
LOG (powered)	Used Exclusively for hauling logs	RCW 46.17.355 if scale weight is 6000 pounds or less
LOG (non-powered)	Used exclusively for hauling logs	RCW 46.17.355
MHM	Motor home	RCW 46.17.350
MOB	Mobile Home	RCW 46.17.350 (if actually licensed)
PAS	Passenger vehicle	RCW 46.17.350
STA, 6 seats or less	Stage	RCW 46.17.350
STA, 7 seats or more	Stage	RCW 46.17.355 if scale weight is 6000 pounds or less
TLR	Private –use trailer (if over 2000 pounds scale weight)	RCW 46.17.350
TOW	Tow truck	RCW 46.17.350
TRK	Truck	RCW 46.17.355 if scale weight is 6000 pounds or less
TVL	Travel trailer	RCW 46.17.350
NEP	Neighborhood electric passenger vehicle	RCW 46.17.350
NET	Neighborhood electric truck	RCW 46.17.355 if scale weight is 6000 pounds or less
MEP	Medium-speed electric passenger vehicle	RCW 46.17.350
MET	Medium-speed electric truck	RCW 46.17.355 if scale weight is 6000 pounds or less



## Vehicles Exempt from the Vehicle Licensing Fee

The following vehicles are specifically exempted from the vehicle licensing fee:

- a. Campers, as defined in RCW 46.04.085;
- b. Farm tractors or farm vehicles as defined in RCW 46.04.180 and 46.04.181;
- c. Mopeds, as defined in RCW 46.04.304;
- d. Off-road and non-highway vehicles as defined in RCW 46.04.365;
- e. Private use single-axle trailer, as defined in RCW 46.04.422;
- f. Snowmobiles as defined in RCW 46.04.546; and
- g. Vehicles registered under chapter 46.87 RCW and the international registration plan.

The following vehicles are not subject to the vehicle fee under RCW 82.80.140:

Vehicles Exempt from VLF		
Use Type	Description	Reasoning
ATQ	Antique Vehicle (any vehicle 30 years old)	Not subject to license fees
ATV	Motorized Non-highway vehicle	Not subject to RCW 82.80.140
CGR	Converter Gear	Not subject to license fees
CMP	Campers	Exempt under RCW 82.80.140
GOV	State, County, City, Tribal	Not subject to license fees
FAR	Farm	Exempt under RCW 82.80.140
FCB	Farm Combination	Exempt under RCW 82.80.140
FED	Federally Owned	Not subject to license fees
FEX	Farm Exempt	Not subject to license fees
FMC	Federal Motorcycle Trailer	Not subject to license fees
ORV	Off Road Vehicles	Exempt under RCW 82.80.140
PED	Moped	Exempt under RCW 82.80.140
ATQ	Restored and Collector Vehicles	Not subject to license fees
SCH	Private School	Not subject to license fees
SNO, SNV	Snowmobiles	Exempt under RCW 82.80.140
SNV	Vintage snowmobiles	Exempt under RCW 82.80.140
SNX	State, County, City owned snowmobiles	Exempt under RCW 82.80.140
TLR	Personal use trailers, single axle (less than 2,000 pounds scale weight)	Exempt under RCW 82.80.140

## **Fund 302 – Transportation CIP**

The **Transportation Capital Projects Fund** accounts for receipts and disbursements related to acquisition, design, construction and any other related street capital project expenditures. Revenues supporting this fund's activities include motor vehicle fuel tax; direct and indirect federal grants; state grants; GO bond proceeds; transfers in from the Real Estate Excise Tax Fund; contribution from General Fund, Community Development Block Grant, and the councilmanic \$20 vehicle licensing fees from the Transportation Benefit District Fund.

<b>Fund 302 Transportation CIP - As of September 30, 2025</b>		<b>2025 Budget</b>	<b>2025 Actual</b>
<b>Revenues:</b>			
Motor Vehicle Excise Tax	\$	329,500	\$ 222,820
Increased Motor Vehicle Excise Tax		71,600	53,690
Multi-Modal Distribution		81,900	61,359
Grants		23,084,038	8,042,983
Contributions From Utilities/Developers/Partners		2,550,000	440,494
Pavement Degradation		-	54,608
Traffic Mitigation		-	72,900
Interest/Other		160,000	162,676
GO Bond Proceeds		3,394,048	-
Transfer In - Fund 001 General		200,000	-
Transfer In - Fund 303 REET		769,124	769,124
Transfer In - Fund 401 SWM		2,801,635	558,417
<b>Total Revenues</b>	<b>\$</b>	<b>33,441,845</b>	<b>\$ 10,439,072</b>
<b>Expenditures:</b>			
302.0000 Unallocated		153,358	924
302.0001 Personnel, Engineering & Professional Svcs		782,336	155,418
302.0002 New LED Streetlights		450,000	12,694
302.0003 Neighborhood Traffic Safety		76,974	1,840
302.0004 Minor Capital		285,462	182,346
302.0005 Chip Seal Program		560,310	26,775
302.0074 Streets: S Tacoma Way - 88th to 80th St		3,976,919	2,400,776
302.0075 Streets: Mt. Tacoma Drive – Interlaaken to Whitman Avenue		550,000	117,124
302.0076 Streets: Nyanza Road SW		6,594,236	212,276
302.0078 New Traffic Signal - 92nd Street & S Tacoma Way		1,216,684	399,198
302.0096 Streets: Union Avenue – West Thorne Lane to Spruce Street		67,949	-
302.0097 Non-Motorized Access: Lakewood Station Vicinity		248,535	17,438
302.0098 Pedestrian Crossing Signal: 84th St at Pine St S Intersection		25,359	25,360
302.0111 Street & Sidewalks: Kendrick from 111th St. SW to 108th St SW Roadway		2,017,261	105,381
302.0113 Military Road SW - Edgewood to 112th		17,398	410
302.0114 112th Sidewalks: Gravelly Lk Dr SW to Bridgeport Way SW		409,521	128,973
302.0116 Street & Sidewalks: Custer Rd. SW: BPW - Lakewood Dr. SW(East City Limits/74th St.)		3,736,141	20,115
302.0121 Streets: 112th - Farwest Dr SW to Butte Dr SW		1,297,859	59,675
302.0122 Sidewalks: 47th Ave SW - 121st St SW to Pacific Hwy SW		691,586	345,472
302.0131 Overlay & Sidewalk Fill-In: Custer Rd - John Dower to 500' West of BW		1,489,198	21,804
302.0133 Street & Sidewalks: Steilacoom Blvd (Farwest to Weller) ROW Acquisition		6,615,774	4,018,226
302.0136 Street & Sidewalks: 100th St.: 59th Ave. to S. Tacoma Way		467,571	193,348
302.0151 S Tacoma Way between 96th St S & Steilacoom Blvd		797,628	572,918
302.0158 Interlaaken: 112th to WA Blvd		2,966,515	915,910
302.0159 Idlewild Rd SW: Idlewild School to 112th SW		423,040	112,641
302.0160 112th St SW; Idlewild Rd SW to Interlaaken Dr SW		831,281	44,997
302.0164 Sidewalks: Farwest Dr, 112th to Lakes HS, 100th St Ct SW to STL Blvd		30,000	1,824
302.0168 McChord Drive SW - Bridgeport to 47th		562,018	375,276
302.0170 Lincoln Avenue - McChord to San Francisco		84,713	22,301
302.0173 Clover Creek Drive - Pacific Highway to Hillcrest		144,649	7,805
302.0176 112th Street - S Tacoma Way to Steele		71,000	48,238
302.0178 Interlaaken Bridge Repair		200,000	-
302.0179 RAISE Grant - Planning: Lakewood Downtown Transportation Feasibility Study		1,100,000	1,874
<b>Total Expenditures</b>	<b>\$</b>	<b>38,941,275</b>	<b>\$ 10,549,356</b>
<b>Beginning Fund Balance</b>	<b>\$</b>	<b>5,982,372</b>	<b>\$ 5,982,372</b>
<b>Ending Fund Balance</b>	<b>\$</b>	<b>482,941</b>	<b>\$ 5,872,088</b>

## **Sewer CIP Funds**

The Sewer Capital Project CIP Fund accounts for the construction and expansion of a sewer system and related costs to maintain and operate the fund. The City Council also adopted Resolution 2018-19, which supports continuing the sewer surcharge and expanding the geographical area to include the entire city and identifies that the surcharge is to be used for design, construction and other costs associated with sewer projects beyond paying for debt service. This will allow the City to use surcharge revenue to pay for sewer projects both inside and outside of Tillicum and Woodbrook.

<b>Fund 311 Sewer Capital Project - As of September 30, 2025</b>		<b>2025 Budget</b>	<b>2025 Actual</b>
<b>Revenues:</b>			
Interest/Other		\$ -	\$ 91,984
Grant		2,233,491	467,061
Sewer Availability charges		257,900	199,849
Sewer Collection charges		-	2,304
Transfer In - Fund 204 Sewer Project Debt (4.75% Surcharge)		50,000	50,000
<b>Total Revenues</b>		<b>\$ 2,541,391</b>	<b>\$ 811,198</b>
<b>Expenditures:</b>			
311.0000	Unallocated	35,000	12,731
311.0002	Side Sewer CIPS	450,419	-
311.0006	Rose Rd. & Forest Rd. Sewer Extension	1,647,994	1,625,627
311.0007	Wadsworth, Silcox & Boat St. Sewer Extension	2,324,111	43,725
311.0008	Grant Ave & Orchard Sewer Extension	1,219,206	64,203
<b>Total Expenditures</b>		<b>\$ 5,676,730</b>	<b>\$ 1,746,286</b>
<b>Beginning Fund Balance</b>		<b>\$ 3,817,036</b>	<b>\$ 3,817,036</b>
<b>Ending Fund Balance</b>		<b>\$ 681,697</b>	<b>\$ 2,881,949</b>

**Fund 401 – Surface Water Management Operations & CIP**

The Surface Water Management Fund accounts for activities that provide storm water collection and disposal services to the City. Activities include administration, engineering, construction, operation, maintenance, and repairs, which are primarily supported by user fees. The fees are billed by Pierce County and are included in the semi-annual property taxes and remitted by the County to the City.

<b>Fund 401 Surface Water Management - As of September 30, 2025</b>		<b>2025 Budget</b>	<b>2025 Actual</b>
<b>Revenues:</b>			
Storm Drainage Fees & Charges		\$ 5,366,000	\$ 3,185,031
Site Development Permits		50,000	47,720
Special Assessment		43,735	41,436
Interest Earnings / Other		300,000	363,484
Grants/Contributions		447,361	93,648
<b>Total Revenues</b>		<b>\$ 6,207,096</b>	<b>\$ 3,731,319</b>
<b>Expenditures:</b>			
401.0000	Operations & Maintenance	3,866,112	1,710,319
401.0000	Transfers to General Fund	284,700	213,525
401.0000	Transfers to Parks CIP	56,277	-
401.0000	Transfers to Transportation CIP	2,801,635	558,417
401.0000	Debt Service Payment	463,715	-
401.0000	Debt Service Interest	37,283	18,642
401.0012	Outfall Retrofit Feasibility Project	60,000	-
401.0014	Water Quality Improvements - Stormwater Vault	228,531	-
401.0018	Waughop Lake Treatment	48,976	9,421
401.0020	2022 Drainage Pipe Repair Project	85,109	-
401.0021	American Lake Treatment Project	125,900	83,759
401.0023	Clover Creek Flood Risk Reduction Study	269,478	5,000
401.0024	Clover Creek Streambank Restoration Study	134,280	-
401.0025	2023 Drainage Pipe Repair Project	370,719	-
401.0026	2024 Drainage Pipe Repair Project	395,000	-
401.0027	2025 Drainage Pipe Repair Project	430,000	-
401.0034	Annual Catch Basin and Storm Drainage Repair	150,000	3,125
401.9999	Other 1-Time Programs	321,830	2,816
<b>Total Expenditures</b>		<b>\$ 10,129,545</b>	<b>\$ 2,605,023</b>
<b>Beginning Fund Balance</b>		<b>\$ 13,225,149</b>	<b>\$ 13,225,149</b>
<b>Ending Fund Balance</b>		<b>\$ 9,302,700</b>	<b>\$ 14,351,446</b>

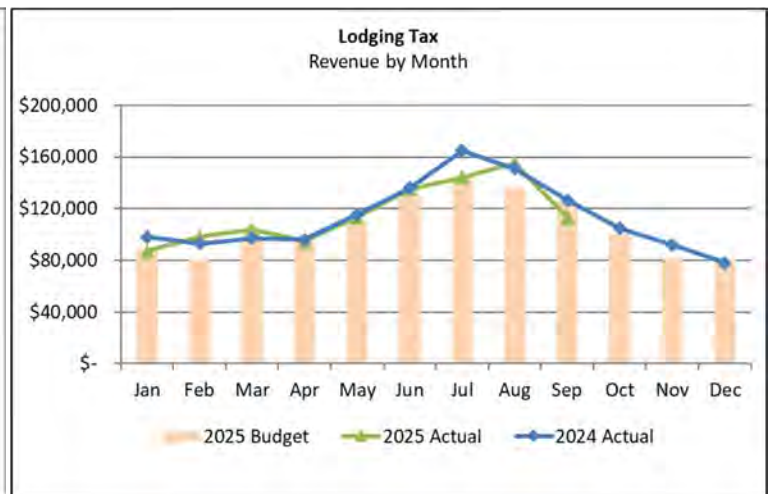
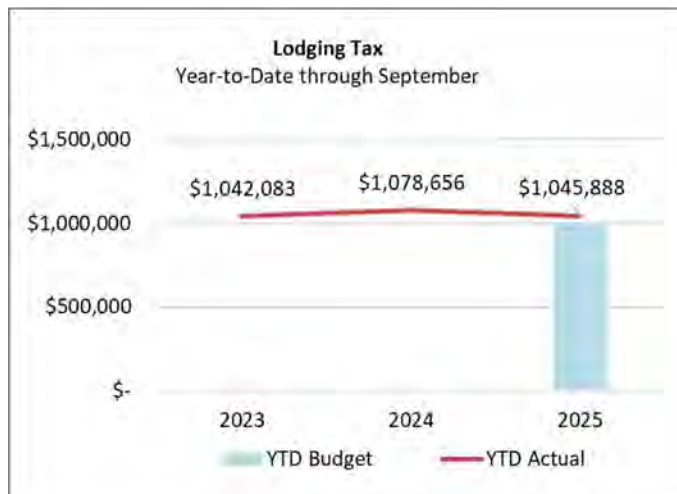
## ADMINISTRATIVE SERVICES

### Fund 104 Lodging Tax

There is an excise tax of 7% on the sale of or charge made for the furnishing of lodging by a hotel, rooming house, tourist court, motel, trailer camp and the granting of similar license to use real property. The hotel/motel taxes generated from the rental of rooms are restricted to the promotion of tourism in the City.

The City's Lodging Tax Advisory Committee makes recommendations to the City Council in how the taxes are to be used.

Lodging Tax Year-to-date through September								
Month	2023 Actual	2024 Actual	2025		Over / (Under)			
			Budget	Actual	2025 Actual vs 2024 Actual		2025 Actual vs Budget	
					\$	%	\$	%
Jan	\$ 88,499	\$ 98,018	\$ 88,682	\$ 87,262	\$ (10,756)	-11.0%	\$ (1,420)	-1.6%
Feb	89,116	92,906	80,460	98,269	5,363	5.8%	17,808	22.1%
Mar	104,450	97,251	98,701	104,085	6,834	7.0%	5,384	5.5%
Apr	106,117	96,236	94,420	94,576	(1,660)	-1.7%	156	0.2%
May	114,605	115,542	108,846	113,286	(2,256)	-2.0%	4,440	4.1%
Jun	132,250	135,934	130,465	135,386	(548)	-0.4%	4,921	3.8%
Jul	154,831	165,028	144,244	144,158	(20,870)	-12.6%	(87)	-0.1%
Aug	131,112	151,014	136,271	155,387	4,373	2.9%	19,116	14.0%
Sep	121,103	126,727	126,031	113,480	(13,247)	-10.5%	(12,551)	-10.0%
Oct	96,359	104,643	100,166	-	-	-	-	-
Nov	79,325	91,916	81,513	-	-	-	-	-
Dec	76,001	78,058	81,452	-	-	-	-	-
<b>Total YTD</b>	<b>\$ 1,042,083</b>	<b>\$ 1,078,656</b>	<b>\$ 1,008,120</b>	<b>\$ 1,045,888</b>	<b>\$ (32,768)</b>	<b>-3.0%</b>	<b>\$ 37,768</b>	<b>3.7%</b>
<b>Annual Total</b>	<b>\$ 1,293,768</b>	<b>\$ 1,353,273</b>	<b>\$ 1,271,250</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
5-Year Ave Change (2020 - 2024):		11.2%						



The following table provides details of lodging tax revenues and grant allocations.

Lodging Tax Summary	2025	
	Annual Budget	Actual YTD Sep
<b>4% Revenue:</b>		
Special Hotel/Motel Tax (2%)	\$ 363,214	\$ 299,757
Transient Rental Income (2%)	363,216	296,494
<b>Subtotal</b>	<b>726,430</b>	<b>596,252</b>
<b>3% Revenue:</b>		
Special Hotel/Motel Tax (3%)	544,820	449,636
<b>Subtotal</b>	<b>544,820</b>	<b>449,636</b>
Interest Earnings	80,000	107,155
<b>Total Revenue</b>	<b>1,351,250</b>	<b>1,153,043</b>
<b>4% Expenditure:</b>		
Asia Pacific Cultural Center	15,000	-
City of Lakewood - Communications - Imaging Promotion	80,000	54,983
City of Lakewood - Concert Series	30,000	30,000
City of Lakewood - MLK Beloved Community	10,000	10,000
City of Lakewood - Saturday Street Festivals on Motor Ave.	10,000	5,409
City of Lakewood - PRCS - Farmers Market	78,000	78,000
City of Lakewood - PRCS - SummerFEST	210,000	202,169
City of Lakewood - PRCS - Fiesta de la Familia	35,000	27,894
City of Lakewood - Sister Cities Gimhae Delegation K-Pop	9,000	7,397
Grave Concerns	15,000	7,595
Historic Fort Steilacoom Association	12,000	5,794
Lakewold Gardens	200,000	77,761
Lakewood Chamber of Commerce	125,000	84,184
Lakewood Chamber of Commerce - Memorial Day Concert	7,500	3,767
Lakewood County Booster Club	7,000	7,000
Lakewood Historical Society & Museum	38,000	10,788
Lakewood Playhouse	100,000	100,000
Lakewood Sister Cities Association - Gimhae	23,500	20,795
Tacoma Regional Convention + Visitor Bureau & Tacoma Sound Sports Commission	150,000	76,043
<b>Subtotal</b>	<b>1,155,000</b>	<b>809,579</b>
<b>3% Expenditure:</b>		
CPTC McGavick Lease Payment	101,850	-
<b>Subtotal</b>	<b>101,850</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 1,256,850</b>	<b>\$ 809,579</b>
<b>Beginning Balance</b>	<b>\$ 4,048,668</b>	<b>\$ 4,048,668</b>
<b>Ending Balance</b>	<b>\$ 4,143,068</b>	<b>\$ 4,392,133</b>

## **Fund 501 Fleet & Equipment**

The Fleet and Equipment Replacement Fund accounts for all costs associated with operating, maintaining and replacing the City's vehicles and other motorized equipment. This fund owns and depreciates all non-proprietary fund assets of this nature. Fleet and equipment user charges are allocated to the operating funds based on usage.

<b>Fund 501 - Fleet &amp; Equipment Fund</b>				
As of September 30, 2025				
	<b>2023 Annual Actual</b>	<b>2024 Annual Actual</b>	<b>2025</b>	
			<b>Annual Budget</b>	<b>YTD Actual</b>
<b>Sources:</b>				
M&O Revenue	\$ 537,957	\$ 567,108	\$ 765,720	\$ 506,525
Interest Earnings/Misc	232,573	226,797	20,000	123,991
Lease Revenue	12,917	30,000	-	20,000
Replacement Reserves Collections	852,807	-	1,087,312	815,484
Capital Contributions	982,221	532,753	21,000	26,964
Proceeds from Sale of Assets	86,490	51,458	-	57,941
Transfer In from Insurance Recovery	227,531	109,201	81,259	81,259
<b>Total Sources</b>	<b>\$ 2,932,496</b>	<b>\$ 1,517,317</b>	<b>\$ 1,975,291</b>	<b>\$ 1,632,164</b>
Operating Exp:				
Fuel/Gasoline	464,344	405,848	459,150	348,486
Other Supplies	9,647	13,778	3,990	8,477
Repairs & Maintenance	395,447	455,486	322,580	349,678
Other Services & Charges	499	251	-	1,816
<b>Subtotal - Operating Exp</b>	<b>\$ 869,937</b>	<b>\$ 875,363</b>	<b>\$ 785,720</b>	<b>\$ 708,458</b>
Capital & Other 1-Time:				
Fleet & Equipment Replacement	1,822,710	1,589,005	946,549	844,483
<b>Subtotal - Capital &amp; Other 1-Time Exp</b>	<b>\$ 1,822,710</b>	<b>\$ 1,589,005</b>	<b>\$ 946,549</b>	<b>\$ 844,483</b>
<b>Total Uses</b>	<b>\$ 2,692,647</b>	<b>\$ 2,464,368</b>	<b>\$ 1,732,269</b>	<b>\$ 1,552,941</b>
<b>Sources Over/(Under) Uses</b>	<b>\$ 239,849</b>	<b>\$ (947,051)</b>	<b>\$ 243,022</b>	<b>\$ 79,223</b>
<b>Beginning Balance</b>	<b>\$ 5,180,872</b>	<b>\$ 5,420,721</b>	<b>\$ 4,473,670</b>	<b>\$ 4,473,670</b>
<b>Ending Balance</b>	<b>\$ 5,420,721</b>	<b>\$ 4,473,670</b>	<b>\$ 4,716,691</b>	<b>\$ 4,552,893</b>

## **Fund 503 Information Technology**

The Information Technology Fund accounts for all costs and services associated with the City's Information Technology needs. This fund supports all internal systems such as the City's Geographical Information Systems (GIS) needs, Internal & External Web Resources (WWW, Intranet & FTP), E-Mail Systems, business continuity needs, infrastructure resources, applications and overall support. In addition, the fund leverages emerging technologies to reduce cost, limit growth in the workforce, and improve services to citizens and employees; and to provide the most innovative and cost-effective technology services for managing the City of Lakewood. Information technology costs are allocated to the operating funds based on a combination of FTEs and usage.



Fund 503 - Information Technology As of September 30, 2025				
	2023 Annual Actual	2024 Annual Actual	2025	
			Annual Budget	YTD Actual
<b>Sources:</b>				
M&O Revenue	\$ 1,927,692	\$ 2,047,488	\$ 3,228,719	\$ 2,132,438
Interest Earnings/Misc	16,573	17,704	-	4,608
Replacement Reserves Collections	66,844	56,479	-	-
Sale of Surplus	-	10,619	-	-
1-Time M&O/Capital Contributions/Grants	1,299,004	1,008,619	1,557,340	676,937
<b>Total Sources</b>	<b>\$ 3,310,112</b>	<b>3,140,909</b>	<b>\$ 4,786,059</b>	<b>2,813,983</b>
<b>Operating Exp:</b>				
Personnel	751,000	797,884	675,022	496,918
Supplies	86,339	98,980	214,020	37,966
Other Services & Charges	944,165	1,178,946	2,330,096	1,580,582
<b>Subtotal - Operating Exp</b>	<b>\$ 1,781,504</b>	<b>\$ 2,075,810</b>	<b>\$ 3,219,138</b>	<b>\$ 2,115,466</b>
<b>Capital &amp; Other 1-Time:</b>				
CW Wireless Access Point (WI-FI)	-	-	60,000	-
CW Website Update/Redesign	-	4,000	-	-
CW Video Surveillance	-	-	48,000	20,601
CW Server/Hardware Upgrades	64,256	-	30,000	-
CW Computer Replacement	188,685	82,509	180,000	79,851
CW Document Management System	6,206	-	-	-
CD Rental Housing Project	-	39,636	-	-
PD AXON Body Cameras	469,598	556,107	441,590	467,476
CW Server/Hardware Upgrades	-	-	-	-
CW Replacement Copiers	52,251	5,383	15,000	13,390
PD Criminal Investigations Cellebrite System	18,477	-	-	-
CW Replace Firewall	46,944	-	-	-
CW CrowdStrike	73,205	76,901	-	-
CW Co-Location Disaster Recovery Servers	109,851	9,020	-	-
CW Managed Services Provider	127,687	135,093	-	-
CW Microsoft Office 365	-	11,000	10,000	9,900
PD Flock Safety	125,404	-	21,580	21,580
AD ERP Software	-	-	450,000	35,240
CW Incident Response Plan	-	12,550	13,000	-
CW MS Share Point Implementation	-	13,000	-	-
PD Lexipol	-	67,433	-	-
CW Email/Archive/Cloud Migration	-	35,624	8,000	-
CW Contracted Svc ERP System	-	-	133,750	34,966
PD CradlePoint Hardware Maint	-	-	8,500	-
PD Amplified Wireless	-	-	14,090	15,513
CW Computer Software/Hardware	16,440	-	133,410	-
Transfer to General Fund	-	355,786	-	-
<b>Subtotal - Capital &amp; Other 1-Time Exp</b>	<b>\$ 1,299,004</b>	<b>\$ 1,404,042</b>	<b>\$ 1,566,920</b>	<b>\$ 698,517</b>
<b>Total Uses</b>	<b>\$ 3,080,508</b>	<b>\$ 4,071,904</b>	<b>\$ 4,786,058</b>	<b>\$ 2,813,983</b>
<b>Total Sources Over/(Under) Uses</b>	<b>\$ 229,605</b>	<b>\$ (338,943)</b>	<b>\$ -</b>	<b>\$ 0</b>
<b>Other Sources:</b>				
GASB 96 SBITA Subscription Based IT Arrangements	2,055,085	592,052	-	-
<b>Total Other Sources</b>	<b>\$ -</b>	<b>\$ 592,052</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Other Uses:</b>				
GASB 96 - Subscription Principal & Interest	162,761	-	-	-
GASB 96 SBITA Subscription Based IT Arrangements	2,055,085	592,052	-	-
<b>Total Other Uses</b>	<b>\$ -</b>	<b>\$ 592,052</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Balance</b>	<b>\$ 363,717</b>	<b>\$ 338,942</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Balance</b>	<b>\$ 338,942</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



## **Fund 504 Risk Management**

The Risk Management Fund accounts for the financial administration of the City's comprehensive risk management program. The Fund assures that the revenues and assets of the City are protected through an established risk control and risk finance program including risk management goals and objectives, a formalized risk assessment process and methodology for reviewing and monitoring of the effectiveness of the risk management program. Risk management functions include property, casualty and general liability and similar functions. Risk management provides departments with information and assistance about recommended insurance requirements for various City contracts. Through the safety program, information and training is provided on how to reduce the risk of injury to employees, the general public and the City owned and leased property. This fund is funded primarily through user charges allocated to the operating funds based on a combination of FTEs and usage.

<b>Fund 504 - Risk Management</b>				
As of September 30, 2025				
	<b>2023 Annual Actual</b>	<b>2024 Annual Actual</b>	<b>2025</b>	
			<b>Annual Budget</b>	<b>YTD Actual</b>
<b>Sources:</b>				
M&O Revenue	\$ 2,155,675	\$ 3,023,751	\$ 3,341,698	\$ 3,340,068
AWC Retro Refund	-	-	-	-
Insurance Proceeds/3rd Party Recoveries	541,540	390,629	481,259	351,220
Transfer in - SSMCP Fund 192 (Tactical Tailor Reimbursement)	-	-	10,999	6,416
<b>Total Sources</b>	<b>\$ 2,697,215</b>	<b>\$ 3,414,380</b>	<b>\$ 3,833,956</b>	<b>\$ 3,697,704</b>
<b>Uses:</b>				
Safety Program	4,587	5,863	3,980	2,310
AWC Retro Program	8,514	64,824	-	-
WCIA Assessment	2,020,676	2,883,450	3,269,977	3,272,854
Claims/Judgments & Settlements	435,906	351,042	478,740	341,282
Transfer Insurance Proceeds to Fleet & Equipment	227,531	109,201	81,259	81,259
1-Time Insurance Premiums	-	-	-	-
<b>Total Uses</b>	<b>\$ 2,697,215</b>	<b>\$ 3,414,380</b>	<b>\$ 3,833,956</b>	<b>\$ 3,697,704</b>
<b>Sources Over/(Under) Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Debt Service

Under RCW 39.36.020(2), voters may approve general government bond issues up to 2.5% of the City's total assessed property value. Within this overall limit, the City Council may approve bonds without voter approval up to 1.5% of assessed valuation.

Before 1994, council-approved (non-voted) debt was limited to 0.75% for general government purposes, with an additional 0.75% allowed only for lease-purchase contracts. These limits were later combined, allowing the full 1.5% to be used for any municipal purpose, including bonds.

Based on current valuations, the City has \$163.0 million of remaining debt capacity without voter approval, and an additional \$120.6 million available with voter approval. Voter-approved debt, known as unlimited tax general obligation (UTGO) debt, requires 60% approval and voter turnout of at least 40% of the prior state general election. This approval allows the City to levy property taxes above normal constitutional and statutory limits to repay the debt.

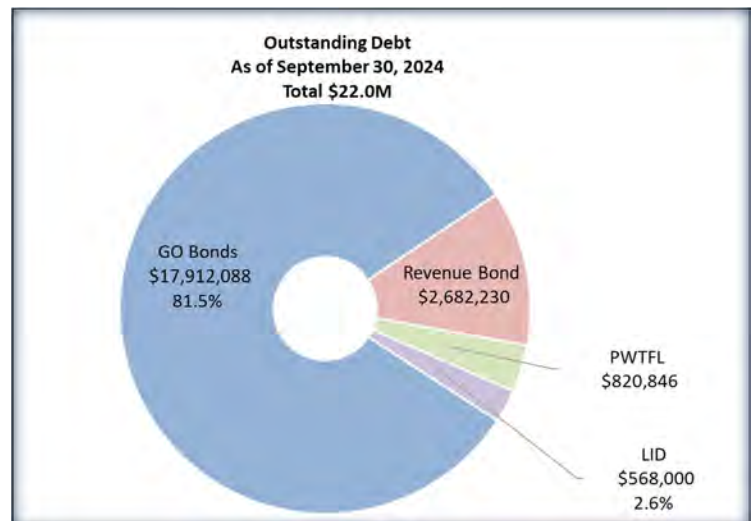
In addition to general government debt, RCW 39.36.030(4) allows voters to approve separate bond issues for park facilities and utilities, each up to 2.5% of assessed valuation. As a result, the City may legally issue bonds totaling up to 7.5% of assessed valuation, or \$886.5 million.

The tables below summarize the City's available debt capacity and outstanding debt as of September 30, 2025.

Computation of Limitation of Indebtedness As of September 30, 2025					
Description	General Purpose		Excess Levy Open Space & (voted)	Excess Levy Utility Purposes (voted)	Total Debt Capacity
	Councilmanic (Limited GO)	Excess Levy (with a vote)			
AV = \$12,059,114,875 (A)					
1.50%	\$ 180,886,723	\$ (180,886,723)			\$ -
2.50%		\$ 301,477,872	\$ 301,477,872	\$ 301,477,872	\$ 904,433,616
Add: Cash on Hand for Redemption (B)	\$ -				\$ -
Less: Bonds Outstanding	\$ (17,912,088)	\$ -	\$ -	\$ -	\$ (17,912,088)
Remaining Debt Capacity	\$162,974,635	\$120,591,149	\$301,477,872	\$301,477,872	\$886,521,527
General Capacity (C)	\$283,565,783				
(A) Certified Values for Tax Year 2025					
(B) Debt Service Prefunding (the City currently does not prefund debt service)					
(C) Combined Total for Councilmanic and Excess Levy Capacities					

## Public Works Trust Fund Loans & SWM Revenue

**Bonds:** The City borrowed a total of \$7.93M at rates between 0.50% and 1.0% for 20 years from the State's Public Works Trust Fund (PWTF) to finance sewer projects. The PWTF is a revolving loan managed by the State to provide below market rate financing for health and safety related public works improvement projects through a competitive application process. The City also issued \$4.0M in SWM Revenue Bonds in 2021. These loans are backed by the rates collected from users thus are not considered as the City's general obligation debt nor are they subject to the limitation of calculation.



Summary of Outstanding Debt As of September 30, 2025								
Description	Purpose	Issue Date	Final Maturity	Interest Rate %	Amount Issued	Outstanding Debt	Average Annual Payment	Funding Source
2024 LTGO	Transportation Projects	12/19/2024	12/01/2034	4.45%	\$ 3,000,000	\$ 2,873,000	\$ 374,000	TBD \$20 VLF
2021B LTGO	Transportation Projects	10/16/2021	12/01/2037	2.00%	\$ 5,971,635	\$ 5,600,375	\$ 491,000	REET
2020 LTGO	Transportation Projects	12/9/2020	12/1/2035	2.00%	\$ 3,029,885	\$ 2,306,755	\$ 236,000	REET
2019 LTGO	Transportation Projects	5/8/2019	12/1/2038	3.0 - 5%	\$ 7,460,000	\$ 6,030,000	\$ 540,000	REET
2016 LTGO	Refunding 2009 LTGO	4/19/2016	12/1/2028	1.40 - 2.41%	\$ 1,884,032	\$ 796,958	\$ 211,000	General Fund
LOCAL Financing	LED Streetlight Retrofit	3/24/2015	6/1/2027	2.33%	\$ 1,460,000	\$ 305,000	\$ 157,000	General Fund
Subtotal					\$ 22,805,552	\$ 17,912,088	\$ 2,009,000	
2021 SWM Revenue Bond	Surface Water Management Projects	10/16/2021	12/01/2030	1.50%	\$ 4,028,365	\$ 2,682,230	\$ 468,000	SWM
Subtotal					\$ 4,028,365	\$ 2,682,230	\$ 468,000	
PWTFL 06-962-022	American Lake Gardens/ Tillicum Sewer	9/18/2006	6/1/2026	0.50%	\$ 5,000,000	\$ 294,482	\$ 296,000	Assessments on all Lakewood Sewer Accounts
PWTFL 08-951-025	American Lake Gardens/ Tillicum Sewer	3/1/2008	6/1/2028	0.50%	\$ 1,840,000	\$ 312,078	\$ 105,000	Assessments on all Lakewood Sewer Accounts
PWTFL 12-951-025	American Lake Gardens/ Tillicum Sewer	6/1/2012	6/1/2031	0.50%	\$ 500,000	\$ 214,286	\$ 36,000	Assessments on all Lakewood Sewer Accounts
Subtotal					\$ 7,340,000	\$ 820,846	\$ 437,000	
Local Improvement District (LID) 1109	Street Improvements	3/2/2020	3/1/2033	2.76 - 3.47%	\$ 922,757	\$ 568,000	\$ 71,000	Assessment on Single Business
Subtotal					\$ 922,757	\$ 568,000	\$ 71,000	
Total					\$ 35,096,674	\$ 21,983,165	\$ 2,985,000	

Compensated absences are an unfunded liability comprised of all outstanding vacation pay and accrued compensatory time that is recorded as an expenditure when paid. This occurs when an employee is paid out for unused vacation or compensatory time when an employee leaves the City. The calculation is made on an annual basis. As of December 31, 2024, this unfunded liability totals \$4.76M.

Legacy Cost as of December 31								
Group	2021		2022		2023		2024	
	FTE	Liability	FTE	Liability	FTE	Liability	FTE	Liability
Non-Rep	35.00	\$ 600,304	36.00	\$ 669,160	36.00	\$ 1,049,600	34.00	\$ 1,561,667
AFSCME	90.50	711,374	94.75	740,049	101.00	725,308	100.50	828,262
LPMG	4.00	215,585	5.00	275,003	5.00	296,898	5.00	313,373
LPIG	95.00	1,443,539	96.00	1,691,570	99.00	1,875,883	99.00	2,047,354
Teamsters	2.00	18,163	2.00	17,299	2.00	15,820	2.00	15,309
Total	226.50	\$ 2,988,965	233.75	\$ 3,393,081	243.00	\$ 3,963,509	240.50	\$ 4,765,964

## Cash & Investments

The City currently maintains cash in its bank account to earn earnings credit, which offsets banking service fees. The remainder is invested with the Local Government Investment Pool (LGIP). As of September 30, 2025, the total invested with the LGIP is \$38.1M with net earnings of 4.29% compared to the average quarterly yield on the 6-month Treasury Bill of 4.13%.

LGIP Net Earnings Rate					
Month	2021	2022	2023	2024	2025
Jan	0.14%	0.09%	4.40%	5.42%	4.45%
Feb	0.13%	0.11%	4.61%	5.41%	4.43%
Mar	0.11%	0.22%	4.76%	5.41%	4.40%
Apr	0.10%	0.40%	4.93%	5.40%	4.39%
May	0.08%	0.70%	5.15%	5.40%	4.37%
Jun	0.08%	1.01%	5.20%	5.40%	4.38%
Jul	0.18%	1.61%	5.24%	5.41%	4.39%
Aug	0.08%	2.25%	5.34%	5.40%	4.38%
Sep	0.09%	2.56%	5.39%	5.23%	4.29%
Oct	0.09%	3.03%	5.40%	4.93%	
Nov	0.09%	3.76%	5.43%	4.72%	
Dec	0.09%	4.12%	5.43%	4.60%	
Average	0.10%	1.66%	5.11%	5.23%	4.39%

## By Fund Summary

The following table provides a summary of each fund's activity as of September 30, 2025.

Fund	Beginning Fund Balance 1/1/2025	YTD Activity		Revenue Over/(Under) Expenditures	Ending Fund Balance 9/30/2025	Cash Balance <sup>(3)</sup> 9/30/2025
		Revenues <sup>(1)</sup>	Expenditures <sup>(2)</sup>			
<b>Total All Funds</b>	<b>\$ 55,474,200</b>	<b>\$ 82,239,824</b>	<b>\$ 81,384,499</b>	<b>\$ 855,325</b>	<b>\$ 56,329,522</b>	<b>\$ 44,434,546</b>
<b>001 General Fund</b>	<b>\$ 12,877,258</b>	<b>\$ 43,400,797</b>	<b>\$ 42,099,165</b>	<b>\$ 1,301,632</b>	<b>\$ 14,178,890</b>	<b>\$ 8,215,295</b>
<b>1XX Special Revenue Funds</b>	<b>\$ 8,682,324</b>	<b>\$6,312,315</b>	<b>\$5,072,951</b>	<b>\$1,239,364</b>	<b>\$9,921,687</b>	<b>\$7,318,298</b>
101 Street Operations & Maintenance	-	2,000,641	2,000,641	-	-	(68,632)
103 Transportation Benefit District	22,529	633,038	187,075	445,963	468,492	468,492
104 Hotel/Motel Lodging Tax	4,048,671	1,153,043	809,579	343,465	4,392,136	4,128,738
105 Property Abatement/RHSP/1406 Funds	661,796	520,009	307,451	212,558	874,353	605,740
106 Public Art	32,067	9,933	9,031	901	32,968	32,969
180 Narcotics Seizure	1,565	53,271	44,471	8,800	10,365	11,228
181 Felony Seizure	779	10,495	10,553	(58)	721	1,870
182 Federal Seizure	2,771	25,105	26,663	(1,558)	1,213	1,214
190 CDBG	2,294,732	429,427	476,906	(47,479)	2,247,253	(50,725)
191 Neighborhood Stabilization Program	14,148	-	-	-	14,148	14,148
192 South Sound Military Partnership	(45,465)	430,216	217,774	212,442	166,977	219,582
195 Public Safety Grants	-	341,535	345,499	(3,964)	(3,964)	(31,213)
196 ARPA (American Rescue Plan Act)	1,648,731	705,602	637,308	68,294	1,717,025	1,984,887
<b>2XX Debt Service Fund</b>	<b>\$930,647</b>	<b>\$1,339,443</b>	<b>\$1,108,959</b>	<b>\$230,483</b>	<b>\$1,161,129</b>	<b>\$1,161,219</b>
201 General Obligation Bond Debt Service	-	528,679	528,679	-	-	-
202 Local Improvement District Debt Service	150,473	4,081	89,782	(85,701)	64,771	64,770
204 Sewer Project Debt Service	685,604	803,863	490,498	313,365	998,969	999,058
251 Local Improvement District Guaranty	94,571	2,819	-	2,819	97,390	97,391
<b>3XX Capital Project Funds</b>	<b>\$14,797,250</b>	<b>\$17,281,183</b>	<b>\$20,451,035</b>	<b>(\$3,169,851)</b>	<b>\$11,627,399</b>	<b>\$8,158,127</b>
301 Parks CIP	4,997,843	4,240,157	7,071,979	(2,831,822)	2,166,020	1,199,647
302 Transportation CIP	5,982,371	10,439,072	10,549,356	(110,284)	5,872,088	3,722,205
303 Real Estate Excise Tax	-	1,790,757	1,083,415	707,342	707,342	349,692
311 Sewer Project CIP	3,817,036	811,198	1,746,286	(935,088)	2,881,948	2,886,582
<b>4XX Enterprise Funds</b>	<b>\$13,225,152</b>	<b>\$3,731,319</b>	<b>\$2,605,022</b>	<b>\$1,126,297</b>	<b>\$14,351,449</b>	<b>\$14,304,650</b>
401 Surface Water Management	13,225,152	3,731,319	2,605,022	1,126,297	14,351,448	14,304,650
<b>5XX Internal Service Funds</b>	<b>\$4,922,874</b>	<b>\$8,955,952</b>	<b>\$8,832,131</b>	<b>\$123,821</b>	<b>\$5,046,695</b>	<b>\$5,234,686</b>
501 Fleet & Equipment	4,473,670	1,632,164	1,552,941	79,223	4,552,893	4,552,965
502 Property Management	449,206	812,100	767,502	44,598	493,804	526,974
503 Information Technology	-	2,813,984	2,813,984	-	-	148,314
504 Risk Management	-	3,697,704	3,697,704	-	-	6,433
<b>6XX Fiduciary Funds</b>	<b>\$38,694</b>	<b>\$1,218,815</b>	<b>\$1,215,236</b>	<b>\$3,579</b>	<b>\$42,273</b>	<b>\$42,272</b>
631 Custodial Funds	38,694	1,218,815	1,215,236	3,579	42,273	42,272

(1) Revenues includes all sources, ongoing and one-time.

(2) Expenditures includes all uses, ongoing and one-time.

(3) Negative cash balance due to timing of grant reimbursements and/or revenue collection.

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>(001) GENERAL FUND</b>					
REVENUES:					
<b>Taxes</b>	<b>\$33,680,724</b>	<b>\$34,067,545</b>	<b>\$26,669,351</b>	<b>\$35,781,436</b>	<b>\$28,362,298</b>
Property Tax	7,762,883	7,887,849	7,293,853	8,063,806	7,588,259
Local Sales & Use Tax	14,221,039	15,005,306	11,132,764	15,530,800	11,768,632
Sales/Parks	840,609	859,604	644,024	900,600	669,322
Brokered Natural Gas Use Tax	74,873	52,405	38,388	46,400	39,912
Criminal Justice Sales Tax	1,495,607	1,538,344	1,141,783	1,602,100	1,185,510
Admissions Tax	484,965	451,853	322,298	436,300	258,068
Utility Tax	5,732,027	5,688,057	4,169,246	6,624,030	4,974,371
Leasehold Tax	20,084	9,596	7,343	6,700	7,188
Gambling Tax	3,048,637	2,574,532	1,919,652	2,570,700	1,871,037
<b>Franchise Fees</b>	<b>4,606,254</b>	<b>4,662,778</b>	<b>3,504,627</b>	<b>4,901,300</b>	<b>3,608,784</b>
Cable, Water, Sewer, Solid Waste	3,362,288	3,371,221	2,535,959	3,571,100	2,620,131
Tacoma Power	1,243,966	1,291,557	968,668	1,330,200	983,094
Small Cell	-	-	-	-	5,559
<b>Development Service Fees</b>	<b>2,348,200</b>	<b>5,283,125</b>	<b>4,086,623</b>	<b>6,297,185</b>	<b>5,384,818</b>
Building Permits	945,734	1,765,453	1,196,216	3,011,185	2,925,058
Other Building Permit Fees	331,334	1,128,768	817,710	1,081,500	1,565,383
Plan Review/Plan Check Fees	958,219	2,253,598	1,976,742	2,107,000	812,174
Other Zoning/Development Fees	112,913	135,305	95,955	97,500	82,203
<b>Licenses &amp; Permits</b>	<b>410,011</b>	<b>463,137</b>	<b>322,453</b>	<b>575,000</b>	<b>418,229</b>
Business License	288,640	298,315	231,460	446,200	331,970
Alarm Permits & Fees	89,556	136,481	63,433	95,000	61,881
Animal Licenses	31,815	28,341	27,561	33,800	24,378
<b>State Shared Revenues</b>	<b>1,436,289</b>	<b>1,398,084</b>	<b>1,051,209</b>	<b>1,469,700</b>	<b>1,060,299</b>
Criminal Justice	216,693	263,373	194,562	197,500	213,807
Criminal Justice High Crime	282,159	213,303	159,480	296,300	168,250
Liquor Excise Tax	449,632	437,143	333,963	487,000	316,920
Liquor Board Profits	487,806	484,265	363,204	488,900	361,322
<b>Intergovernmental</b>	<b>491,598</b>	<b>548,669</b>	<b>410,765</b>	<b>462,354</b>	<b>346,415</b>
Police FBI & Other Misc	11,790	12,860	12,860	12,900	10,760
Police-Animal Svcs-Steilacoom	21,710	22,123	15,557	21,700	16,883
Police-Animal Svcs-Dupont	37,992	38,710	30,552	39,400	29,583
Police-South Sound 911 Background Investigations	36,716	47,690	37,842	49,000	35,197
Muni Court-Town of Steilacoom Contract	213,840	66,242	53,010	88,476	66,727
Muni Court-City of Dupont	169,551	361,044	260,944	250,878	187,265

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>(001) GENERAL FUND-continued</b>					
<b>Charges for Services &amp; Fees</b>	<b>1,341,673</b>	<b>1,690,326</b>	<b>1,099,722</b>	<b>1,406,400</b>	<b>1,493,858</b>
Parks & Recreation Fees	224,581	280,557	249,667	250,800	218,353
Police - Various Contracts	5,776	35,616	13,733	14,500	23,662
Police - Extra Duty	913,138	1,175,816	687,979	775,000	900,445
Police - Western State Hospital Community Policing	197,145	197,390	148,043	365,000	348,555
Other	1,033	946	301	1,100	2,843
<b>Fines &amp; Forfeitures</b>	<b>1,212,915</b>	<b>1,312,331</b>	<b>978,984</b>	<b>1,263,600</b>	<b>1,054,911</b>
Municipal Court	239,322	291,236	209,175	263,600	278,384
Photo Infraction	973,592	1,021,095	769,809	1,000,000	776,527
<b>Miscellaneous/Interest/Other</b>	<b>775,270</b>	<b>628,779</b>	<b>454,754</b>	<b>698,972</b>	<b>546,012</b>
Interest Earnings	686,146	531,966	401,229	482,472	334,765
Penalties & Interest - Taxes	2,619	26,201	3,147	155,000	180,418
Miscellaneous/Other	86,504	70,613	50,378	61,500	30,829
<b>Interfund Transfers</b>	<b>284,700</b>	<b>284,700</b>	<b>213,525</b>	<b>284,700</b>	<b>213,525</b>
Transfers In - Fund 401 SWM	284,700	284,700	213,525	284,700	213,525
<b>Subtotal Operating Revenues</b>	<b>\$46,587,634</b>	<b>\$50,339,475</b>	<b>\$38,792,013</b>	<b>\$53,140,647</b>	<b>\$42,489,147</b>
<b>EXPENDITURES:</b>					
<b>City Council</b>	<b>169,119</b>	<b>181,860</b>	<b>135,631</b>	<b>188,158</b>	<b>133,197</b>
Legislative	167,931	181,860	135,631	184,708	133,171
Sister City	1,188	-	-	3,450	26
<b>City Manager</b>	<b>1,017,897</b>	<b>1,082,243</b>	<b>833,775</b>	<b>1,187,155</b>	<b>856,993</b>
Executive	667,671	711,751	556,063	810,413	575,107
Communications	350,227	370,492	277,712	376,742	281,886
<b>Municipal Court</b>	<b>1,473,378</b>	<b>1,547,336</b>	<b>1,157,076</b>	<b>1,518,679</b>	<b>1,114,080</b>
Judicial Services	1,158,311	1,216,631	937,384	1,126,242	868,642
Professional Services	85,356	96,818	64,212	55,000	52,068
Probation & Detention	229,711	233,887	155,480	337,437	193,370
<b>Administrative Services</b>	<b>3,031,904</b>	<b>3,276,674</b>	<b>2,464,383</b>	<b>3,873,461</b>	<b>2,673,976</b>
Finance	1,539,453	1,693,456	1,325,177	2,007,788	1,261,808
Non-Departmental (City-Wide & Public Defender)	686,161	842,198	574,468	1,101,528	712,581
Human Resources (Previously Under Legal Dept 2021-2024)	806,289	741,020	564,739	764,145	699,587
<b>Legal</b>	<b>1,772,449</b>	<b>1,711,962</b>	<b>1,228,448</b>	<b>2,019,327</b>	<b>1,400,589</b>
Civil Legal Services	1,080,778	1,045,034	793,926	1,281,785	792,591
Criminal Prosecution Services	243,426	173,797	149,274	226,434	247,381
City Clerk	239,289	388,491	285,247	331,108	360,617
Election	208,956	104,640	-	180,000	-

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>(001) GENERAL FUND-continued</b>					
<b>Planning &amp; Public Works (formerly CED)</b>	<b>3,342,796</b>	<b>4,083,279</b>	<b>2,893,673</b>	<b>3,819,067</b>	<b>3,215,557</b>
Current Planning	1,140,589	1,266,657	978,691	-	-
Long Range Planning	302,435	307,879	268,506	-	-
Planning	-	-	-	1,477,811	1,333,441
Geographical Information Systems	-	33,218	-	156,497	118,708
Building	1,583,794	2,114,616	1,359,049	1,785,098	1,469,255
Economic Development	315,978	360,910	287,427	399,661	294,153
<b>Parks, Recreation &amp; Community Services</b>	<b>3,455,544</b>	<b>3,468,708</b>	<b>2,553,481</b>	<b>4,077,395</b>	<b>2,996,841</b>
Human Services	495,033	480,517	237,190	598,003	332,813
Administration	421,875	357,379	284,308	467,550	403,856
Recreation	619,482	584,665	436,138	551,011	392,149
Senior Services	206,487	206,700	161,483	217,150	144,991
Parks Facilities	739,043	884,024	683,444	981,171	771,368
Fort Steilacoom Park	710,977	645,453	517,967	800,848	592,040
Street Landscape Maintenance	262,646	309,969	232,951	461,662	359,624
<b>Police</b>	<b>28,949,671</b>	<b>31,160,970</b>	<b>23,164,334</b>	<b>32,427,350</b>	<b>25,321,915</b>
Command	5,804,904	5,543,599	4,391,360	7,055,166	5,595,825
Jail Service	799,450	1,032,138	841,827	1,330,000	625,664
Dispatch Services/SS911	2,070,342	2,118,965	1,589,547	2,157,580	1,534,780
Investigations	4,329,076	4,804,757	3,463,137	4,582,351	4,285,417
Patrol	9,721,009	10,934,912	8,101,347	11,544,010	7,545,908
Special Units	89,797	137,859	107,693	139,712	108,295
Special Response Team (SRT)	104,332	91,386	21,262	91,300	26,043
Neighborhood Policing Unit	1,453,132	1,344,466	920,635	1,060,080	1,246,506
Contracted Services (Extra Duty, offset by Revenue)	1,057,846	1,337,373	978,620	775,000	1,257,614
Community Safety Resource Team (CSRT)	569,321	587,041	439,823	613,543	449,837
Training	640,090	763,739	539,631	660,825	595,721
Traffic Policing	950,848	1,069,684	719,356	1,017,559	967,497
Property Room	348,982	394,361	280,646	383,039	284,054
Reimbursements	155,586	180,176	147,460	114,022	167,313
Support Services/Emergency Management	53,479	557	-	72,695	1,253
Animal Control	414,596	441,010	331,831	440,469	345,525
Road & Street/Camera Enforcement	386,880	378,947	290,160	390,000	284,662
<b>Interfund Transfers</b>	<b>1,920,222</b>	<b>1,938,816</b>	<b>1,201,506</b>	<b>2,435,006</b>	<b>1,254,128</b>
Transfer to Fund 101 Street O&M	1,438,241	1,461,060	931,891	2,059,234	1,091,815
Transfer to Fund 105/190 Abatement Program	35,000	35,000	35,000	-	-
Transfer to Fund 201 GO Bond Debt Service	446,981	442,756	234,615	375,772	162,313
<b>Subtotal Operating Expenditures</b>	<b>\$45,132,979</b>	<b>\$48,451,848</b>	<b>\$35,632,307</b>	<b>\$51,545,598</b>	<b>\$38,967,276</b>
<b>% Expenditure Change over Prior Year</b>	<b>9.3%</b>	<b>48.1%</b>		<b>2.4%</b>	<b>-22.7%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>1,454,655</b>	<b>1,887,628</b>	<b>3,159,706</b>	<b>1,595,049</b>	<b>3,521,872</b>
<b>As a % of Operating Expenditures</b>	<b>3.2%</b>	<b>3.9%</b>	<b>8.9%</b>	<b>3.1%</b>	<b>9.0%</b>



	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>(001) GENERAL FUND-continued</b>					
<i>OTHER FINANCING SOURCES:</i>					
<b>Grants, Donations/Contrib, 1-Time</b>	<b>801,216</b>	<b>1,273,719</b>	<b>1,084,092</b>	<b>1,145,242</b>	<b>911,650</b>
Contributions/Donations/Other	83,456	812,133	721,592	397,873	287,235
Property Tax - for Future TIF Debt Service	-	-	-	24,374	74,091
Grants	717,760	461,586	362,500	722,995	550,323
<b>Transfers In</b>	<b>-</b>	<b>1,380,955</b>	<b>1,380,955</b>	<b>632,764</b>	<b>-</b>
Transfer In - Fund 105 Property Abatement	-	640,000	640,000	-	-
Transfer In - Fund 202 LID Debt Service	-	332,169	332,169	55,764	-
Transfer In - Fund 251 LID Guaranty	-	53,000	53,000	-	-
Transfer In - Fund 302	-	-	-	577,000	-
Transfer In - Fund 503 Information Technology	-	355,786	355,786	-	-
<b>Subtotal Other Financing Sources</b>	<b>\$801,216</b>	<b>\$2,654,674</b>	<b>\$2,465,047</b>	<b>\$1,778,006</b>	<b>\$911,650</b>
<i>OTHER FINANCING USES:</i>					
<b>Capital &amp; Other 1-Time</b>	<b>4,497,671</b>	<b>3,047,366</b>	<b>2,160,810</b>	<b>6,185,600</b>	<b>2,892,827</b>
City Council	8,237	22,111	22,111	55,160	40,006
City Manager	143,914	164,627	106,317	215,609	63,976
Administrative Services	24,693	66,885	43,806	671,985	123,135
City-Wide COVID-19 Grants	326,617	6,191	6,191	-	-
Planning & Public Works (formerly CED)	496,688	389,539	277,726	2,521,894	1,694,109
Legal	149,595	175,687	116,114	1,076,435	39,256
Municipal Court	153,830	223,036	149,991	451,965	157,179
Parks, Recreation & Community Services	347,636	294,531	225,111	409,777	143,261
Police	2,846,461	1,704,759	1,213,444	782,775	631,904
<b>Interfund Transfers</b>	<b>3,732,387</b>	<b>2,115,542</b>	<b>2,022,339</b>	<b>2,364,920</b>	<b>239,063</b>
Transfer Out - Fund 101 Street	449,339	243,730	150,527	831,696	150,313
Transfer Out - Fund 105 Property Abatement/RHSP	50,000	50,000	50,000	-	-
Transfer Out - Fund 106 Public Art	22,000	22,000	22,000	-	-
Transfer Out - Fund 192 SSMCP	75,000	75,000	75,000	88,750	88,749
Transfer Out - Fund 196 AR(A	-	-	-	871,949	-
Transfer Out - Fund 301 Parks CIP	2,620,877	1,415,000	1,415,000	372,525	-
Transfer Out - Fund 302 Transportation CIP	515,171	309,812	309,812	200,000	-
<b>Subtotal Other Financing Uses</b>	<b>\$8,230,057</b>	<b>\$5,162,908</b>	<b>\$4,183,149</b>	<b>\$8,550,520</b>	<b>\$3,131,889</b>
<b>Total Revenues and Other Sources</b>	<b>\$47,388,850</b>	<b>\$52,994,149</b>	<b>\$41,257,060</b>	<b>\$54,918,653</b>	<b>\$43,400,797</b>
<b>Total Expenditures and other Uses</b>	<b>\$53,363,036</b>	<b>\$53,614,756</b>	<b>\$39,815,456</b>	<b>\$60,096,118</b>	<b>\$42,099,165</b>
<b>Beginning Fund Balance:</b>	<b>\$19,472,051</b>	<b>\$13,497,864</b>	<b>\$13,497,864</b>	<b>\$12,877,258</b>	<b>\$12,877,258</b>
<b>Ending Fund Balance:</b>	<b>\$13,497,864</b>	<b>\$12,877,258</b>	<b>\$14,939,468</b>	<b>\$7,699,792</b>	<b>\$14,178,890</b>
Ending Fund Balance as a % of Gen/Street Operating Rev	28.3%	25.1%	37.8%	14.2%	32.8%
Reserve - Total Target 12% Reserves	\$5,718,043	\$12,168,082	\$6,013,147	\$6,500,238	\$5,189,472
2% Contingency Reserves	\$953,007	\$1,025,822	\$1,002,191	\$1,083,373	\$864,912
5% General Fund Reserves	\$2,382,518	\$2,564,556	\$2,505,478	\$2,708,432	\$2,162,280
5% Strategic Reserves	\$2,382,518	\$2,564,556	\$2,505,478	\$2,708,432	\$2,162,280
Set Aside for Economic Development Opportunity Fund	\$2,000,000	\$2,000,000	\$0	\$0	\$0
Set Aside TIF Property Tax for TIF Debt Svc	\$0	\$0	\$0	24,374	74,091
Unreserved/Designated	\$5,779,822	\$4,722,323	\$8,926,320	\$1,199,555	\$8,989,418



	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 101 STREET OPERATIONS &amp; MAINTENANCE</b>					
<i>REVENUES:</i>					
Permits	201,015	136,434	98,077	198,700	157,114
Engineering Review Fees	74,704	59,432	44,160	77,300	45,800
Motor Vehicle Fuel Tax	787,006	755,782	573,043	752,000	553,542
<b>Subtotal Operating Revenues</b>	<b>\$ 1,062,724</b>	<b>\$ 951,648</b>	<b>\$ 715,280</b>	<b>\$ 1,028,000</b>	<b>\$ 756,456</b>
<i>EXPENDITURES:</i>					
Street Lighting	413,973	278,742	162,711	472,210	174,718
Traffic Control Devices	423,769	465,120	253,110	501,850	265,979
Snow & Ice Response	27,286	23,457	3,104	45,500	23,358
Road & Street Preservation	1,626,560	1,667,639	1,239,706	2,067,674	1,386,274
<b>Subtotal Operating Expenditures</b>	<b>2,491,588</b>	<b>2,434,958</b>	<b>1,658,631</b>	<b>\$3,087,234</b>	<b>\$1,850,328</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(\$1,428,864)</b>	<b>(\$1,483,310)</b>	<b>(\$943,351)</b>	<b>(\$2,059,234)</b>	<b>(\$1,093,872)</b>
<i>OTHER FINANCING SOURCES:</i>					
Grants/Donations/Contributions	-	19,350	9,000	-	-
Judgments, Settlements/Miscellaneous	482	2,901	2,157	2,000	2,057
Transfer In From General Fund	\$1,887,579	1,704,789	1,082,418	2,890,929	1,242,128
<b>Subtotal Other Financing Sources</b>	<b>\$1,888,062</b>	<b>\$1,727,040</b>	<b>\$1,093,574</b>	<b>\$2,892,929</b>	<b>\$1,244,185</b>
<i>OTHER FINANCING USES:</i>					
Building, Vehicles, Equipment & Other 1-Time	459,198	243,730	150,224	833,695	150,313
<b>Subtotal Other Financing Uses</b>	<b>\$459,198</b>	<b>\$243,730</b>	<b>\$150,224</b>	<b>833,695</b>	<b>150,313</b>
<b>Total Revenues and Other Sources</b>	<b>\$2,950,786</b>	<b>\$2,678,688</b>	<b>\$1,808,855</b>	<b>\$3,920,929</b>	<b>\$2,000,641</b>
<b>Total Expenditures and other Uses</b>	<b>\$2,950,786</b>	<b>\$2,678,688</b>	<b>\$1,808,855</b>	<b>\$3,920,929</b>	<b>\$2,000,641</b>
<b>Beginning Fund Balance:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 103 LAKEWOOD TRANSPORTATION BENEFIT DISTRICT</b>					
<i>REVENUES:</i>					
\$20 Vehicle License Fee (Net of State Admin Fee)	815,810	805,600	623,430	835,000	631,899
Interest Earnings	4,870	4,565	3,473	-	1,139
<b>Total Revenue</b>	<b>\$820,680</b>	<b>\$810,165</b>	<b>\$626,903</b>	<b>\$835,000</b>	<b>\$633,038</b>
<i>EXPENDITURES:</i>					
Transfer to Fund 201 Debt Service	-	-	-	835,000	187,075
Transfer to Fund 302 Transportation Capital	699,532	999,924	838,924	-	-
<b>Total Expenditures</b>	<b>\$699,532</b>	<b>\$999,924</b>	<b>\$838,924</b>	<b>\$835,000</b>	<b>\$187,075</b>
<b>Beginning Fund Balance:</b>	<b>\$91,140</b>	<b>\$212,288</b>	<b>\$212,288</b>	<b>\$22,529</b>	<b>\$22,529</b>
<b>Ending Fund Balance:</b>	<b>\$212,288</b>	<b>\$22,529</b>	<b>\$267</b>	<b>\$22,529</b>	<b>\$468,492</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 104 HOTEL/MOTEL LODGING TAX</b>					
<i>REVENUES:</i>					
Special Hotel/Motel Lodging Tax (5%)	\$921,994	\$963,847	\$767,691	\$908,034	\$749,394
Transient Rental income Tax (2%)	371,775	389,426	310,964	363,216	296,494
Interest Earnings	138,869	162,928	124,509	80,000	107,155
GASB 86 Lease	-	144,163	-	-	-
<b>Total Revenues</b>	<b>\$1,432,637</b>	<b>\$1,660,364</b>	<b>\$1,203,165</b>	<b>\$1,351,250</b>	<b>\$1,153,043</b>
<i>EXPENDITURES:</i>					
Lodging Tax Programs	774,951	985,694	713,607	1,256,850	809,579
GASB 86 Lease	74,850	219,013	-	-	-
<b>Total Expenditures</b>	<b>\$849,801</b>	<b>\$1,204,706</b>	<b>\$713,607</b>	<b>\$1,256,850</b>	<b>\$809,579</b>
<b>Beginning Fund Balance:</b>	<b>\$3,010,175</b>	<b>\$3,593,011</b>	<b>\$3,593,011</b>	<b>\$4,048,668</b>	<b>\$4,048,668</b>
<b>Ending Fund Balance</b> <i>(earmarked for next year's grant awards)</i>	<b>\$3,593,011</b>	<b>\$4,048,668</b>	<b>\$4,082,569</b>	<b>\$4,143,068</b>	<b>\$4,392,133</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 105 PROPERTY ABATEMENT/RENTAL HOUSING SAFETY PROGRAM/1406 FUNDS</b>					
<i>REVENUES:</i>					
<b>Abatement Program:</b>	<b>143,305</b>	<b>1,174,858</b>	<b>1,163,688</b>	<b>406,800</b>	<b>197,013</b>
Abatement Charges	68,001	1,084,316	1,076,982	401,300	174,826
Interest Earnings	27,954	55,542	51,706	5,500	22,187
Judgments & Settlements/Other Misc	12,350	-	-	-	-
Transfer In - Fund 001 General	35,000	35,000	35,000	-	-
<b>Rental Housing Safety Program:</b>	<b>210,512</b>	<b>341,219</b>	<b>218,982</b>	<b>273,000</b>	<b>254,931</b>
Transfer In - Fund 001 General	50,000	50,000	50,000	-	-
Rental Housing Safety Program Fees	160,512	291,219	168,982	273,000	254,931
<b>1406 Affordable Housing Program:</b>	<b>97,453</b>	<b>104,033</b>	<b>70,397</b>	<b>98,000</b>	<b>68,065</b>
Sales Tax	97,384	103,484	70,032	98,000	67,184
Loan Interest	69	549	365	-	881
<b>Total Revenues</b>	<b>\$451,270</b>	<b>\$1,620,110</b>	<b>\$1,453,067</b>	<b>\$777,800</b>	<b>\$520,009</b>
<i>EXPENDITURES:</i>					
Abatement	331,083	217,869	151,498	569,196	120,040
Abatement - Transfer Out - Fund 001 General Fund	-	640,000	640,000	-	-
Rental Housing Safety Program	220,713	231,620	170,037	332,127	172,820
1406 Affordable Housing Program	74,680	(28,284)	(20,906)	538,274	14,591
<b>Total Expenditures</b>	<b>\$626,476</b>	<b>\$1,061,206</b>	<b>\$940,629</b>	<b>\$1,439,597</b>	<b>\$307,451</b>
<b>Beginning Fund Balance:</b>	<b>\$278,099</b>	<b>\$102,892</b>	<b>\$102,892</b>	<b>\$661,796</b>	<b>\$661,796</b>
<b>Ending Fund Balance:</b>	<b>\$102,892</b>	<b>\$661,796</b>	<b>\$615,329</b>	<b>\$0</b>	<b>\$874,354</b>
Abatement Program	(\$154,593)	\$162,396	\$217,596	(\$0)	\$239,368
Rental Housing Safety Program	(\$50,472)	\$59,127	(\$1,527)	(\$0)	\$141,238
1406 Affordable Housing Program	\$307,958	\$440,275	\$399,261	(\$0)	\$493,749

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 106 PUBLIC ART</b>					
<i>REVENUES:</i>					
Interest Earnings	2,209	1,762	1,415	-	933
Facility Rentals	21,000	16,500	13,500	15,000	9,000
Transfer In - Fund 001 General	22,000	22,000	22,000	-	-
<b>Total Revenues</b>	<b>\$45,209</b>	<b>\$40,262</b>	<b>\$36,915</b>	<b>\$15,000</b>	<b>\$9,933</b>
<i>EXPENDITURES:</i>					
Arts Commission Programs	1,190	1,068	808	2,000	1,166
Public Art	67,704	34,029	-	40,620	7,865
<b>Total Expenditures</b>	<b>\$68,894</b>	<b>\$35,097</b>	<b>\$808</b>	<b>\$42,620</b>	<b>\$9,031</b>
<b>Beginning Fund Balance:</b>	<b>\$50,587</b>	<b>\$26,902</b>	<b>\$26,902</b>	<b>\$32,067</b>	<b>\$32,067</b>
<b>Ending Fund Balance:</b>	<b>\$26,902</b>	<b>\$32,067</b>	<b>\$63,010</b>	<b>\$4,447</b>	<b>\$32,969</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 180 NARCOTICS SEIZURE</b>					
<i>REVENUES:</i>					
Forfeitures	127,096	24,332	18,902	38,494	38,494
Law Enforcement Contracts/Grants	35,989	16,891	11,711	16,290	14,174
Interest Earnings	3,695	2,347	1,864	602	602
<b>Total Revenues</b>	<b>\$166,780</b>	<b>\$43,569</b>	<b>\$32,477</b>	<b>\$55,386</b>	<b>\$53,271</b>
<i>EXPENDITURES:</i>					
Investigations	128,423	76,875	56,223	56,950	44,471
Capital	17,795	41,359	67,201	-	-
<b>Total Expenditures</b>	<b>\$146,218</b>	<b>\$118,234</b>	<b>\$123,424</b>	<b>\$56,950</b>	<b>\$44,471</b>
<b>Beginning Fund Balance:</b>	<b>\$55,667</b>	<b>\$76,230</b>	<b>\$76,230</b>	<b>\$1,565</b>	<b>\$1,565</b>
<b>Ending Fund Balance:</b>	<b>\$76,230</b>	<b>\$1,565</b>	<b>(\$14,717)</b>	<b>\$1</b>	<b>\$10,364</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 181 FELONY SEIZURE</b>					
<i>REVENUES:</i>					
Forfeitures/Misc/Interest	3,523	781	639	10,495	10,495
<b>Total Revenues</b>	<b>\$3,523</b>	<b>\$781</b>	<b>\$639</b>	<b>\$10,495</b>	<b>\$10,495</b>
<i>EXPENDITURES:</i>					
Investigations/Predictive Policing	4,457	9,084	7,424	11,274	10,553
Capital Purchases	-	13,288	-	-	-
<b>Total Expenditures</b>	<b>\$4,457</b>	<b>\$22,372</b>	<b>\$7,424</b>	<b>\$11,274</b>	<b>\$10,553</b>
<b>Beginning Fund Balance:</b>	<b>\$23,305</b>	<b>\$22,371</b>	<b>\$22,371</b>	<b>\$779</b>	<b>\$779</b>
<b>Ending Fund Balance:</b>	<b>\$22,371</b>	<b>\$779</b>	<b>\$15,586</b>	<b>\$0</b>	<b>\$721</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 182 FEDERAL SEIZURE</b>					
<i>REVENUES:</i>					
Forfeitures	29,214	11,243	8,514	24,835	24,835
Interest Earnings	77	303	210	271	271
<b>Total Revenues</b>	<b>\$29,291</b>	<b>\$11,546</b>	<b>\$8,723</b>	<b>\$25,106</b>	<b>\$25,105</b>
<i>EXPENDITURES:</i>					
Crime Prevention	5,776	892	892	27,878	26,663
Capital	19,547	12,554	-	-	-
<b>Total Expenditures</b>	<b>\$25,323</b>	<b>\$13,446</b>	<b>\$892</b>	<b>\$27,878</b>	<b>\$26,663</b>
<b>Beginning Fund Balance:</b>	<b>\$703</b>	<b>\$4,671</b>	<b>\$4,671</b>	<b>\$2,771</b>	<b>\$2,771</b>
<b>Ending Fund Balance:</b>	<b>\$4,671</b>	<b>\$2,771</b>	<b>\$12,502</b>	<b>\$0</b>	<b>\$1,213</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 190 CDBG</b>					
<i>REVENUES:</i>					
Grants	760,091	822,705	396,467	3,907,724	427,627
Miscellaneous/Contributions	1,075	500	-	-	1,800
<b>Total Revenues</b>	<b>\$761,166</b>	<b>\$823,205</b>	<b>\$396,467</b>	<b>\$3,907,724</b>	<b>\$429,427</b>
<i>EXPENDITURES:</i>					
Grants	772,859	380,513	105,291	6,202,456	476,906
<b>Total Expenditures</b>	<b>\$772,859</b>	<b>\$380,513</b>	<b>\$105,291</b>	<b>\$6,202,456</b>	<b>\$476,906</b>
<b>Beginning Fund Balance:</b>	<b>\$1,863,733</b>	<b>\$1,852,040</b>	<b>\$1,852,040</b>	<b>\$2,294,732</b>	<b>\$2,294,732</b>
<b>Ending Fund Balance:</b>	<b>\$1,852,040</b>	<b>\$2,294,732</b>	<b>\$2,143,216</b>	<b>\$0</b>	<b>\$2,247,254</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 191 NEIGHBORHOOD STABILIZATION PROGRAM</b>					
<i>REVENUES:</i>					
Abatement Charges	-	-	-	316,047	-
Abatement Interest	-	-	-	3,000	-
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$319,047</b>	<b>\$0</b>
<i>EXPENDITURES:</i>					
Grant-NSP 1	-	-	-	319,047	-
Grant-NSP 3	-	-	-	14,148	-
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$333,195</b>	<b>\$0</b>
<b>Beginning Fund Balance:</b>	<b>\$14,148</b>	<b>\$14,148</b>	<b>\$14,148</b>	<b>\$14,148</b>	<b>\$14,148</b>
<b>Ending Fund Balance:</b>	<b>\$14,148</b>	<b>\$14,148</b>	<b>\$14,148</b>	<b>\$0</b>	<b>\$14,148</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 192 SSMCP (SOUTH SOUND MILITARY COMMUNITIES PARTNERSHIP)</b>					
<i>REVENUES:</i>					
Grants	431,965	256,566	165,484	-	-
Partner Participation	276,758	281,050	275,550	277,550	265,050
Misc/Other	165,769	130,999	87,333	130,999	76,416
Transfer In From Fund 001 General	75,000	75,000	75,000	88,750	88,749
<b>Total Revenues</b>	<b>\$949,492</b>	<b>\$743,616</b>	<b>\$603,367</b>	<b>\$497,299</b>	<b>\$430,216</b>
<i>EXPENDITURES:</i>					
SSMCP Capital & 1-Time	759,450	591,873	409,903	352,550	211,357
Transfer to Fund 501 Tactical Tailor Insurance	-	32,436	28,770	10,999	6,416
<b>Total Expenditures</b>	<b>\$759,450</b>	<b>624,309</b>	<b>438,672</b>	<b>363,549</b>	<b>217,774</b>
<b>Beginning Fund Balance:</b>	<b>(\$354,814)</b>	<b>(\$164,772)</b>	<b>(\$164,772)</b>	<b>(\$45,465)</b>	<b>(\$45,465)</b>
<b>Ending Fund Balance:</b>	<b>(\$164,772)</b>	<b>(\$45,465)</b>	<b>(\$77)</b>	<b>\$88,285</b>	<b>\$166,977</b>

Note: The negative ending fund balance is due to accounting of the General Fund interfund loan as a liability in this fund.

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 195 PUBLIC SAFETY GRANTS</b>					
<i>REVENUES:</i>					
Grants	560,631	681,596	543,031	1,124,369	341,535
<b>Total Revenues</b>	<b>\$560,631</b>	<b>\$681,596</b>	<b>\$543,031</b>	<b>\$1,124,369</b>	<b>\$341,535</b>
<i>EXPENDITURES:</i>					
Grants	560,631	681,596	543,031	1,124,369	345,499
<b>Total Expenditures</b>	<b>\$560,631</b>	<b>\$681,596</b>	<b>\$543,031</b>	<b>\$1,124,369</b>	<b>\$345,499</b>
<b>Beginning Fund Balance:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$3,964)</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 196 ARPA (AMERICAN RESCUE PLAN ACT) GRANT</b>					
<i>REVENUES:</i>					
Grants	3,609,353	6,149,028	2,470,096	805,527	637,308
Program Income	-	-	-	-	-
Interest	474,790	347,654	277,021	-	68,294
Transfer In - General Fund		-		871,949	-
<b>Total Revenues</b>	<b>4,084,143</b>	<b>6,496,681</b>	<b>2,747,117</b>	<b>1,677,476</b>	<b>705,602</b>
<i>EXPENDITURES:</i>					
Grants	3,609,353	6,149,028	2,470,096	3,326,206	637,308
General Fund Source		-		-	
<b>Total Expenditures</b>	<b>\$3,609,353</b>	<b>\$6,149,028</b>	<b>\$2,470,096</b>	<b>\$3,326,206</b>	<b>\$637,308</b>
<b>Beginning Fund Balance:</b>	<b>\$826,287</b>	<b>\$1,301,077</b>	<b>\$1,301,077</b>	<b>\$1,648,731</b>	<b>\$1,648,731</b>
<b>Ending Fund Balance:</b>	<b>\$1,301,077</b>	<b>\$1,648,731</b>	<b>\$1,578,098</b>	<b>\$1</b>	<b>\$1,717,025</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 201 GENERAL OBLIGATION BOND DEBT SERVICE</b>					
<i>REVENUES:</i>					
Transfer-In From General Fund	446,981	442,756	234,615	375,772	162,313
Transfer-In REET Fund	1,239,997	1,239,998	193,787	1,240,000	179,291
Transfer-In TBD Fund (\$20 VLF)	-	-	-	835,000	187,075
<b>Total Revenues</b>	<b>\$1,686,978</b>	<b>\$1,682,754</b>	<b>\$428,402</b>	<b>\$2,450,772</b>	<b>\$528,679</b>
<i>EXPENDITURES:</i>					
Principal & Interest - 59th Avenue	77,000	77,000	77,000	-	-
Principal & Interest - Police Station - 2009/2016	213,581	210,981	11,040	217,997	9,113
Principal & Interest - LOCAL LED Streetlight	156,400	154,775	146,575	157,775	153,200
Principal & Interest - Transp CIP - LTGO 2019	540,150	540,150	112,575	539,400	104,700
Principal & Interest - Transp CIP - LTGO 2020	235,701	235,697	24,926	235,700	23,068
Principal & Interest - Transp CIP - LTGO 2021	464,146	464,151	56,286	464,900	51,523
Principal & Interest - TBD \$20 VLF Bonds	-	-	-	835,000	187,075
<b>Total Expenditures</b>	<b>\$1,686,978</b>	<b>\$1,682,754</b>	<b>\$428,402</b>	<b>2,450,772</b>	<b>\$528,679</b>
<b>Beginning Fund Balance:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 202 LOCAL IMPROVEMENT DISTRICT (LID) DEBT SERVICE</b>					
<i>REVENUES:</i>					
Interest	6,610	13,221	10,517	-	4,080
Assessments	332,731	217,392	69,293	145,328	1
<b>Total Revenues</b>	<b>\$339,340</b>	<b>\$230,613</b>	<b>\$79,810</b>	<b>\$145,328</b>	<b>\$4,081</b>
<i>EXPENDITURES:</i>					
LID 1101/1103	361	283	283	-	-
LID 1108	10,642	208	142	-	203
LID 1109	93,634	91,770	91,504	180,859	89,579
Transfer Out - Fund 001 General Fund	-	332,169	332,169	55,764	-
<b>Total Expenditures</b>	<b>104,636</b>	<b>\$424,430</b>	<b>\$424,098</b>	<b>\$236,623</b>	<b>\$89,782</b>
<b>Beginning Fund Balance:</b>	<b>\$109,585</b>	<b>\$344,289</b>	<b>\$344,289</b>	<b>\$150,473</b>	<b>\$150,473</b>
<b>Ending Fund Balance:</b>	<b>\$344,289</b>	<b>\$150,473</b>	<b>\$1</b>	<b>\$59,178</b>	<b>\$64,772</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 204 SEWER PROJECT DEBT SERVICE</b>					
<i>REVENUES:</i>					
Sewer Charges (4.75% Sewer Surcharge)	902,554	929,777	706,709	957,500	778,703
Interest Earnings/Other	53,967	67,471	54,222	20,000	25,113
Sanitary Side Sewer Connection Home Loan Repayment	-	-	-	948	47
<b>Total Revenues</b>	<b>\$956,520</b>	<b>\$997,248</b>	<b>\$760,931</b>	<b>\$978,448</b>	<b>\$803,863</b>
<i>EXPENDITURES:</i>					
Principal & Interest	475,150	472,681	472,681	440,498	440,498
Transfer To Fund 311 Sewer Capital	50,000	1,390,658	1,390,658	50,000	50,000
<b>Total Expenditures</b>	<b>\$525,150</b>	<b>\$1,863,339</b>	<b>\$1,863,339</b>	<b>\$490,498</b>	<b>\$490,498</b>
<b>Beginning Fund Balance:</b>	<b>\$1,120,324</b>	<b>\$1,551,695</b>	<b>\$1,551,695</b>	<b>\$685,604</b>	<b>\$685,604</b>
<b>Ending Fund Balance:</b>	<b>\$1,551,695</b>	<b>\$685,604</b>	<b>\$449,287</b>	<b>\$1,173,554</b>	<b>\$998,969</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 251 LOCAL IMPROVEMENT DISTRICT (LID) GUARANTY DEBT SERVICE</b>					
<i>REVENUES:</i>					
Interest Earnings	6,153	6,230	4,927	-	2,819
<b>Total Revenues</b>	<b>\$6,153</b>	<b>\$6,230</b>	<b>\$4,927</b>	<b>\$0</b>	<b>\$2,819</b>
<i>EXPENDITURES:</i>					
Transfer Out - Fund 001 General	-	53,000	53,000	-	-
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$53,000</b>	<b>\$53,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Beginning Fund Balance:</b>	<b>\$135,188</b>	<b>\$141,341</b>	<b>\$141,341</b>	<b>\$94,571</b>	<b>\$94,571</b>
<b>Ending Fund Balance:</b>	<b>\$141,341</b>	<b>\$94,571</b>	<b>\$93,268</b>	<b>\$94,571</b>	<b>\$97,390</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 301 PARKS CAPITAL</b>					
<i>REVENUES:</i>					
Grants	6,775,931	2,342,717	1,968,765	9,816,494	3,529,479
Motor Vehicle Excise Tax for Paths & Trails	4,656	4,471	3,390	2,500	3,274
Interest Earnings	185,592	162,472	122,461	107,102	96,978
Contributions/Donations/Utility & Developers	-	36,466	-	-	475,425
Transfer In From Fund 001 General	2,620,877	1,415,000	1,415,000	372,525	-
Transfer In From Fund 102 REET	614,124	470,788	470,788	393,476	135,000
Transfer In From Fund 401 Surface Water Mgmt	-	150,000	-	56,277	-
<b>Total Revenues</b>	<b>\$10,201,180</b>	<b>\$4,581,914</b>	<b>\$3,980,404</b>	<b>\$10,748,374</b>	<b>\$4,240,157</b>
<i>EXPENDITURES:</i>					
Capital	8,487,624	5,244,996	2,856,291	15,746,218	7,071,979
<b>Total Expenditures</b>	<b>\$8,487,624</b>	<b>\$5,244,996</b>	<b>\$2,856,291</b>	<b>\$15,746,218</b>	<b>\$7,071,979</b>
<b>Beginning Fund Balance:</b>	<b>\$3,947,369</b>	<b>\$5,660,925</b>	<b>\$5,660,925</b>	<b>\$4,997,843</b>	<b>\$4,997,843</b>
<b>Ending Fund Balance:</b>	<b>\$5,660,925</b>	<b>\$4,997,843</b>	<b>\$6,785,038</b>	<b>(\$0)</b>	<b>\$2,166,021</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 302 TRANSPORATION CAPITAL PROJECT</b>					
<i>REVENUES:</i>					
Motor Vehicle Excise Tax	316,797	304,509	230,670	329,500	222,820
State Transportation Package - Multi-Modal Distribution	82,842	82,240	61,681	81,900	61,359
State Transportation Package - Increased Gas Tax (MVET)	72,487	71,681	53,972	71,600	53,690
Traffic Mitigation Fees	10,807	39,046	7,419	-	72,900
Pavement Degradation Fees	50,554	33,639	24,272	-	54,608
Grants/Congressional Direct Spending	2,895,084	3,349,056	2,904,382	23,084,038	8,042,983
Contributions from Utilities/Developers/Partners	1,283,480	1,579,791	1,534,324	2,550,000	440,494
Proceeds from Sale of Asset/Street Vacation	340,000	120,000	25,000	-	-
Interest/Other	574,576	346,055	275,120	160,000	162,676
GO Bond Proceeds	-	3,000,000	-	3,394,048	-
Transfer In - Fund 001 General	515,171	309,812	309,812	200,000	-
Transfer In - Fund 102/303 REET	2,746,007	870,407	942,166	769,124	769,124
Transfer In - Fund 103 TBD	699,532	999,924	838,924	-	-
Transfer In - Fund 401 SWM	836,832	834,326	605,926	2,801,635	558,417
<b>Total Revenues</b>	<b>\$10,424,169</b>	<b>\$11,940,487</b>	<b>\$7,813,667</b>	<b>\$33,441,845</b>	<b>\$10,439,072</b>
<i>EXPENDITURES:</i>					
Capital Projects	14,684,251	14,619,527	12,697,826	38,364,275	10,549,356
Debt Issue Cost	-	32,500	-	-	-
Transfer Out - Fund 001 General Fund	-	-	-	577,000	-
Transfer Out - Fund 303 REET	153,500	-	-	-	-
<b>Total Expenditures</b>	<b>\$14,837,751</b>	<b>\$14,652,027</b>	<b>\$12,697,826</b>	<b>\$38,941,275</b>	<b>\$10,549,356</b>
<b>Beginning Fund Balance:</b>	<b>\$13,107,493</b>	<b>\$8,693,911</b>	<b>\$8,693,911</b>	<b>\$5,982,371</b>	<b>\$5,982,371</b>
<b>Ending Fund Balance:</b>	<b>\$8,693,911</b>	<b>\$5,982,371</b>	<b>\$3,809,753</b>	<b>\$482,941</b>	<b>\$5,872,087</b>



	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 303 REAL ESTATE EXCISE TAX</b>					
<i>REVENUES:</i>					
Real Estate Excise Tax	2,311,049	2,289,031	1,734,745	2,400,000	1,789,670
Interest Earnings	78,647	12,735	10,540	2,600	1,087
Transfer In - Transportation CIP	231,084	-	-	-	-
<b>Total Revenue</b>	<b>2,620,780</b>	<b>2,301,765</b>	<b>1,745,285</b>	<b>2,402,600</b>	<b>1,790,757</b>
<i>EXPENDITURES:</i>					
Transfer Out - Fund 106 Public Art	-	-	-	-	-
Transfer Out - Fund 201 GO Bond Debt Service	1,239,997	1,239,998	193,787	1,240,000	179,291
Transfer Out - Fund 301 Parks CIP	614,124	470,788	470,788	393,476	135,000
Transfer Out - Fund 302 Transportation CIP	2,746,007	870,407	942,166	769,124	769,124
<b>Total Expenditures</b>	<b>\$4,600,128</b>	<b>\$2,581,193</b>	<b>\$1,606,741</b>	<b>\$2,402,600</b>	<b>\$1,083,415</b>
<b>Beginning Fund Balance:</b>	<b>\$2,258,775</b>	<b>\$279,427</b>	<b>\$279,427</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance:</b>	<b>\$279,427</b>	<b>\$0</b>	<b>\$417,971</b>	<b>\$0</b>	<b>\$707,342</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 311 SEWER CAPITAL PROJECT</b>					
<i>REVENUES:</i>					
Grants	369,878	172,049	102,708	2,233,491	467,061
Sewer Availability Charge	289,242	261,161	179,431	257,900	202,153
Interest Earnings	83,746	104,513	76,456	-	91,088
Proceeds from Lien	4,612	1,408	1,152	-	896
Transfer In Fund 204 Sewer Debt (Sewer Surcharge 4.75%)	50,000	467,178	467,178	50,000	50,000
Transfer In Fund 312 Sanitary Sewer Connection Capital	-	923,480	923,480	-	-
<b>Total Revenues</b>	<b>\$797,478</b>	<b>\$1,929,789</b>	<b>\$1,750,404</b>	<b>\$2,541,391</b>	<b>\$811,198</b>
<i>EXPENDITURES:</i>					
Capital/Administration	406,209	289,051	191,495	5,676,730	1,746,286
<b>Total Expenditures</b>	<b>406,209</b>	<b>\$289,051</b>	<b>\$191,495</b>	<b>5,676,730</b>	<b>1,746,286</b>
<b>Beginning Fund Balance:</b>	<b>\$1,785,029</b>	<b>\$2,176,298</b>	<b>\$2,176,298</b>	<b>\$3,817,036</b>	<b>\$3,817,036</b>
<b>Ending Fund Balance:</b>	<b>\$2,176,298</b>	<b>\$3,817,036</b>	<b>\$3,735,207</b>	<b>\$681,697</b>	<b>\$2,881,949</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 401 SURFACE WATER MANAGEMENT</b>					
<i>REVENUES:</i>					
Storm Drainage Fees	5,235,163	5,401,298	3,129,802	5,366,000	3,185,031
Site Development Permit Fee	164,935	116,355	82,775	50,000	47,720
Interest Earnings & Misc	438,758	524,312	399,577	300,000	363,484
<b>Subtotal Operating Revenues</b>	<b>\$5,838,856</b>	<b>\$6,041,965</b>	<b>\$3,612,153</b>	<b>\$5,716,000</b>	<b>\$3,596,235</b>
<i>EXPENDITURES:</i>					
Engineering Services	1,547,245	1,667,070	1,176,731	2,358,766	1,234,117
Operations & Maintenance	579,384	523,875	394,743	1,307,345	474,928
Revenue Bonds - Debt Service (15-Year Life, 4%)	500,995	500,995	21,820	500,998	18,642
Transfer to Fund 001 General Admin Support	284,700	284,700	213,525	284,700	213,525
<b>Subtotal Operating Expenditures</b>	<b>\$2,912,324</b>	<b>\$2,976,641</b>	<b>\$1,806,819</b>	<b>\$4,451,809</b>	<b>\$1,941,211</b>
<b>OPERATING INCOME (LOSS)</b>	<b>\$2,926,533</b>	<b>\$3,065,324</b>	<b>\$1,805,334</b>	<b>\$1,264,191</b>	<b>\$1,655,024</b>
<b>As a % of Operating Expenditures</b>	<b>100.5%</b>	<b>103.0%</b>	<b>99.9%</b>	<b>28.4%</b>	<b>85.3%</b>
<i>OTHER FINANCING SOURCES:</i>					
Grants/Contributions/Settlements/Misc	152,615	176,599	46,599	372,361	93,648
American Lake Management District	24,406	44,827	21,231	118,735	41,436
<b>Subtotal Other Financing Sources</b>	<b>\$177,021</b>	<b>\$221,425</b>	<b>\$67,830</b>	<b>\$491,096</b>	<b>\$135,084</b>
<i>OTHER FINANCING USES:</i>					
Capital/1-Time	250,574	233,712	69,005	2,693,923	21,634
American Lake Management District	25,275	63,179	28,118	125,900	83,759
Transfer to Fund 301 Parks CIP	-	150,000	-	56,277	-
Transfer to Fund 302 Transportation Capital	836,832	834,326	605,926	2,801,635	558,417
<b>Subtotal Other Financing Uses</b>	<b>\$1,112,682</b>	<b>\$1,281,217</b>	<b>\$703,049</b>	<b>\$5,677,735</b>	<b>\$663,810</b>
<b>Total Revenues and Other Sources</b>	<b>\$6,015,877</b>	<b>\$6,263,390</b>	<b>\$3,679,983</b>	<b>\$6,207,096</b>	<b>\$3,731,319</b>
<b>Total Expenditures and other Uses</b>	<b>\$4,025,006</b>	<b>\$4,257,857</b>	<b>\$2,509,869</b>	<b>\$10,129,544</b>	<b>\$2,605,022</b>
		13,225,149			
<b>Beginning Fund Balance:</b>	<b>\$9,228,747</b>	<b>\$11,219,619</b>	<b>\$11,219,619</b>	<b>\$13,225,152</b>	<b>\$13,225,152</b>
<b>Ending Fund Balance:</b>	<b>\$11,219,619</b>	<b>\$13,225,152</b>	<b>\$12,389,734</b>	<b>\$9,302,704</b>	<b>\$14,351,449</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 501 FLEET &amp; EQUIPMENT</b>					
<i>OPERATING REVENUES:</i>					
M&O Revenue	537,957	574,514	399,766	765,720	506,525
Proceeds From Sale of Assets	86,490	51,458	17,789	-	57,941
Lease Revenue	12,917	30,000	22,500	-	20,000
Interest Earnings	232,573	226,797	176,000	20,000	123,991
<b>Total Revenues</b>	<b>\$869,937</b>	<b>\$882,768</b>	<b>\$616,055</b>	<b>\$785,720</b>	<b>\$708,458</b>
<i>OPERATING EXPENDITURES:</i>					
Fuel/Gasoline	464,344	405,848	305,579	459,150	348,486
Other Supplies	9,647	13,778	9,941	3,990	8,477
Repairs & Maintenance	394,988	462,892	300,232	322,580	349,678
Other Services & Charges	958	251	183	-	1,816
<b>Total Expenditures</b>	<b>\$869,937</b>	<b>\$882,768</b>	<b>\$615,934</b>	<b>\$785,720</b>	<b>\$708,458</b>
<b>Operating Revenue Over/(Under) Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120</b>	<b>\$0</b>	<b>\$0</b>
<i>OTHER FINANCING SOURCES:</i>					
Replacement Reserves Collections	852,807	-	-	1,087,312	815,484
Capital Contribution	982,221	532,753	396,625	21,000	26,964
Transfer In From Fund 504 Risk Management	227,531	109,201	27,596	81,259	81,259
<b>Total Other Financing Sources</b>	<b>\$2,062,559</b>	<b>\$641,954</b>	<b>\$424,221</b>	<b>\$1,189,571</b>	<b>\$923,707</b>
<i>OTHER FINANCING USES:</i>					
Fleet & Equipment New & Replacement	1,822,710	1,589,005	1,300,434	946,549	844,483
<b>Total Other Financing Uses</b>	<b>\$1,822,710</b>	<b>\$1,589,005</b>	<b>\$1,300,434</b>	<b>\$946,549</b>	<b>\$844,483</b>
<b>Total Revenues</b>	<b>\$2,932,496</b>	<b>\$1,524,722</b>	<b>\$1,040,276</b>	<b>\$1,975,291</b>	<b>\$1,632,164</b>
<b>Total Expenditures</b>	<b>\$2,692,647</b>	<b>\$2,471,773</b>	<b>\$1,916,369</b>	<b>\$1,732,269</b>	<b>\$1,552,941</b>
<b>Beginning Fund Balance:</b>	<b>\$5,180,872</b>	<b>\$5,420,721</b>	<b>\$5,420,721</b>	<b>\$4,473,670</b>	<b>\$4,473,670</b>
<b>Ending Fund Balance:</b>	<b>\$5,420,721</b>	<b>\$4,473,670</b>	<b>\$4,544,628</b>	<b>\$4,716,692</b>	<b>\$4,552,893</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 502 PROPERTY MANAGEMENT</b>					
<i>OPERATING REVENUES:</i>					
M&O Revenue	735,999	848,348	638,581	\$869,262	\$655,702
Interest Earnings	29,700	30,390	24,529	-	14,816
<b>Total Operating Revenues</b>	<b>\$ 765,700</b>	<b>\$ 878,738</b>	<b>\$ 663,110</b>	<b>\$ 869,262</b>	<b>\$ 670,518</b>
<i>OPERATING EXPENDITURES:</i>					
City Hall Facility	431,731	491,980	368,373	463,239	375,169
Police Station	293,735	321,287	242,332	347,421	255,488
Sounder Transit Station	40,233	65,471	52,405	58,602	34,861
<b>Total Operating Expenditures</b>	<b>\$ 765,700</b>	<b>\$ 878,738</b>	<b>\$ 663,110</b>	<b>\$ 869,262</b>	<b>\$ 665,518</b>
<b>Operating Revenue Over/(Under) Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>
<i>OTHER FINANCING SOURCES:</i>					
2025 Energy Grant	-	-	-	-	44,583
Annual Replacement Reserve Collections / Other 1-Time	301,763	839,645	472,497	924,112	96,999
<b>Total Other Financing Sources</b>	<b>\$ 301,763</b>	<b>\$ 839,645</b>	<b>\$ 472,497</b>	<b>\$ 924,112</b>	<b>\$ 141,582</b>
<i>OTHER FINANCING USES:</i>					
Capital/1-Time/6-Year Property Management Plan	217,717	1,130,112	779,589	1,373,317	101,985
<b>Total Other Financing Uses</b>	<b>\$ 217,717</b>	<b>\$ 1,130,112</b>	<b>\$ 779,589</b>	<b>\$ 1,373,317</b>	<b>\$ 101,985</b>
<b>Total Revenues</b>	<b>\$ 1,067,463</b>	<b>\$ 1,718,383</b>	<b>\$ 1,135,607</b>	<b>\$ 1,793,374</b>	<b>\$ 812,100</b>
<b>Total Expenditures</b>	<b>\$ 983,416</b>	<b>\$ 2,008,850</b>	<b>\$ 1,442,698</b>	<b>\$ 2,242,579</b>	<b>\$ 767,502</b>
<b>Beginning Fund Balance:</b>	<b>\$655,626</b>	<b>\$739,672</b>	<b>\$739,672</b>	<b>\$449,206</b>	<b>\$449,206</b>
<b>Ending Fund Balance:</b>	<b>\$739,672</b>	<b>\$449,206</b>	<b>\$432,581</b>	<b>\$0</b>	<b>\$493,804</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 503 INFORMATION TECHNOLOGY</b>					
<i>REVENUES:</i>					
M&O Revenue	1,764,931	2,047,488	1,681,243	3,237,219	2,132,438
Misc/Interest/Other	16,573	28,323	24,612	-	4,608
<b>Total Operating Revenues</b>	<b>\$ 1,781,503</b>	<b>\$ 2,075,810</b>	<b>\$ 1,705,856</b>	<b>\$ 3,237,219</b>	<b>\$ 2,137,045</b>
<i>EXPENDITURES:</i>					
Personnel	751,000	797,884	598,704	675,022	496,918
Supplies	86,182	98,980	54,434	214,020	37,966
Services & Charges	944,322	953,996	1,052,718	2,330,096	1,580,582
<b>Total Operating Expenditures</b>	<b>\$1,781,504</b>	<b>\$1,850,860</b>	<b>\$1,705,856</b>	<b>\$3,219,139</b>	<b>\$2,115,467</b>
<b>Operating Revenue Over/(Under) Expenditures</b>	<b>(\$0)</b>	<b>\$224,950</b>	<b>\$0</b>	<b>\$18,080</b>	<b>\$ 21,580</b>
<i>OTHER FINANCING SOURCES:</i>					
Replacement Reserve Collection	66,844	56,479	50,132	-	-
Capital Contrib & Other 1-Time /6-Year Strategic Plan	1,461,765	1,008,619	795,449	1,548,840	676,937
GASB 96 SBITA	2,055,085	18,141	-	-	-
<b>Total Other Financing Sources</b>	<b>\$3,583,693</b>	<b>\$1,083,239</b>	<b>\$845,581</b>	<b>\$1,548,840</b>	<b>\$676,937</b>
<i>OTHER FINANCING USES:</i>					
One-Time/Capital	950,043	699,293	795,449	1,566,920	698,517
Transfer Out - Fund 001 General Fund	-	355,786	355,786	-	-
GASB 96 SBITA	2,566,807	592,052	-	-	-
<b>Total Other Financing Uses</b>	<b>\$3,516,849</b>	<b>\$1,647,131</b>	<b>\$1,151,235</b>	<b>\$1,566,920</b>	<b>\$698,517</b>
<b>Total Revenues</b>	<b>\$5,365,197</b>	<b>\$3,159,049</b>	<b>\$2,551,437</b>	<b>\$4,786,059</b>	<b>\$2,813,983</b>
<b>Total Expenditures</b>	<b>\$5,298,353</b>	<b>\$3,497,991</b>	<b>\$2,857,090</b>	<b>\$4,786,059</b>	<b>\$2,813,984</b>
<b>Beginning Fund Balance:</b>	<b>\$272,098</b>	<b>\$338,942</b>	<b>\$338,942</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance:</b>	<b>\$338,942</b>	<b>\$0</b>	<b>\$33,289</b>	<b>\$0</b>	<b>\$0</b>

	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 504 RISK MANAGEMENT</b>					
<i>REVENUES:</i>					
M&O Revenue	2,155,675	3,023,751	2,886,675	3,422,957	3,340,068
Insurance Proceeds/3rd Party Recoveries	541,540	358,193	218,813	400,000	351,220
<b>Total Revenues</b>	<b>\$2,697,215</b>	<b>\$3,381,944</b>	<b>\$3,105,487</b>	<b>\$3,822,957</b>	<b>\$3,691,288</b>
<i>EXPENDITURES:</i>					
Safety Program	5,236	5,863	4,099	3,980	2,360
AWC Retro Program	8,514	64,824	64,824	78,740	74,643
WCIA Assessment	2,020,676	2,883,449	2,883,449	3,269,977	3,272,854
Claims/Judgments & Settlements	435,257	350,887	154,133	400,000	266,335
<b>Total Expenditures</b>	<b>\$2,469,683</b>	<b>\$3,305,023</b>	<b>\$3,106,505</b>	<b>\$3,752,697</b>	<b>\$3,616,192</b>
<i>OTHER FINANCING SOURCES:</i>					
Transfer from Fund 192 SSMCP Tactical Tailor Reimbursement	-	32,436	28,770	10,999	6,416
<b>Total Other Financing Sources</b>	<b>-</b>	<b>\$32,436</b>	<b>\$28,770</b>	<b>10,999</b>	<b>6,416</b>
<i>OTHER FINANCING USES:</i>					
One-Time/Capital	-	156	156	-	254
Transfer To Fund 501 Fleet & Equipment	227,531	109,201	27,596	81,259	81,259
<b>Total Other Financing Uses</b>	<b>\$227,531</b>	<b>\$109,357</b>	<b>\$27,752</b>	<b>\$81,259</b>	<b>\$81,512</b>
<b>Total Revenues</b>	<b>\$2,697,215</b>	<b>\$3,414,380</b>	<b>\$3,134,257</b>	<b>\$3,833,956</b>	<b>\$3,697,704</b>
<b>Total Expenditures</b>	<b>\$2,697,215</b>	<b>\$3,414,380</b>	<b>\$3,134,257</b>	<b>\$3,833,956</b>	<b>\$3,697,704</b>
<b>Beginning Fund Balance:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

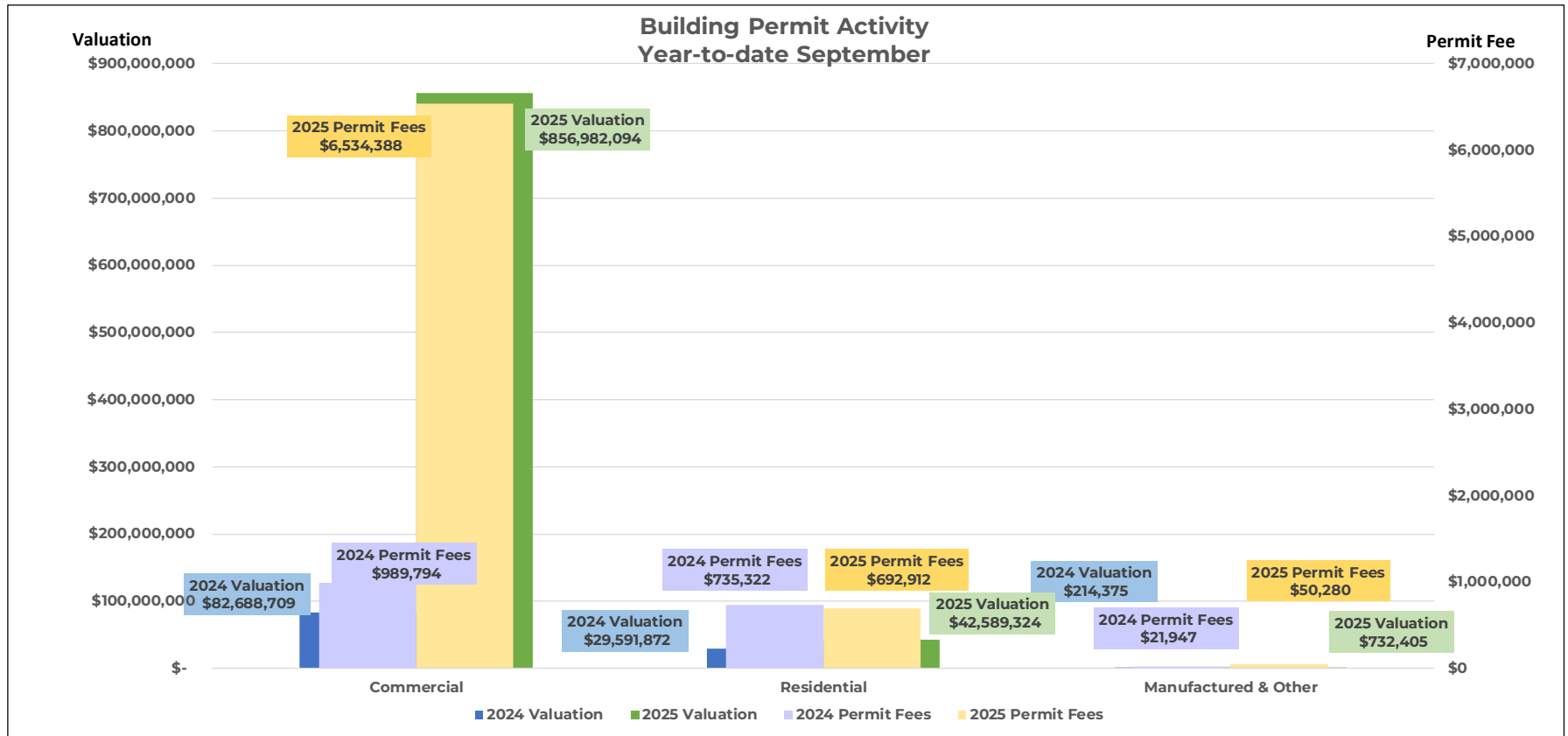
	2023 Annual Actual	2024 Annual Actual	2024 Actual YTD	2025 Revised Budget	2025 Actual YTD
<b>FUND 631 CUSTODIAL FUNDS</b>					
<i>REVENUES:</i>					
Municipal Court	1,525,354	2,587,959	1,980,181	-	1,101,887
Parks	9,902	9,559	9,559	-	9,394
Sales & Use Tax	146,622	160,478	110,651	-	107,534
<b>Total Revenues</b>	<b>\$1,681,878</b>	<b>\$2,757,996</b>	<b>\$2,100,391</b>	<b>\$0</b>	<b>\$1,218,815</b>
<i>EXPENDITURES:</i>					
Municipal Court	1,514,554	2,576,451	1,972,115	-	1,091,220
Parks	9,171	8,912	8,808	-	7,935
Sales & Use Tax	146,622	160,478	110,651	-	107,534
Custodial Activities	10,800	11,508	7,189	-	8,547
<b>Total Expenditures</b>	<b>\$1,681,147</b>	<b>\$2,757,349</b>	<b>\$2,098,762</b>	<b>\$0</b>	<b>\$1,215,236</b>
<b>Beginning Fund Balance:</b>	<b>\$37,316</b>	<b>\$38,047</b>	<b>\$38,047</b>	<b>\$38,694</b>	<b>\$38,694</b>
<b>Ending Fund Balance:</b>	<b>\$38,047</b>	<b>\$38,694</b>	<b>\$39,676</b>	<b>\$38,694</b>	<b>\$42,273</b>

# Building Permit Activity Report

Permit Type Description	2024 Total YTD Sep			2025 Total YTD Sep			2025 Change over 2024					
	# of Permits	Permit Fees	Valuation	# of Permits	Permit Fees	Valuation	Increase/(Decrease)					
							# of Permits		Permit Fees		Valuation	
<b>Commercial</b>	<b>340</b>	<b>\$ 989,794</b>	<b>\$ 82,688,709</b>	<b>371</b>	<b>\$ 6,534,388</b>	<b>\$ 856,982,094</b>	<b>31</b>	<b>9%</b>	<b>\$ 5,544,593</b>	<b>560%</b>	<b>\$ 774,293,384</b>	<b>936%</b>
Commercial Addition	4	\$ 5,177	\$ 187,956	5	\$ 37,397	\$ 3,379,035	1	25%	\$ 32,220	622%	\$ 3,191,079	1698%
Commercial Demolition Permit	11	\$ 3,341	\$ 932,750	7	\$ 2,331	\$ 861,525	(4)	-36%	\$ (1,010)	-30%	\$ (71,225)	-8%
Commercial Gate	4	\$ 3,481	\$ 82,230	5	\$ 4,842	\$ 121,160	1	25%	\$ 1,360	39%	\$ 38,930	47%
Commercial Mechanical	81	\$ 149,886	\$ 6,060,930	72	\$ 1,693,681	\$ 107,656,665	(9)	-11%	\$ 1,543,795	1030%	\$ 101,595,735	1676%
New Commercial Building	10	\$ 269,249	\$ 36,063,927	16	\$ 3,709,046	\$ 680,867,828	6	60%	\$ 3,439,797	1278%	\$ 644,803,901	1788%
New Commercial Bldg - Multi-Family	7	\$ 139,320	\$ 11,450,341	4	\$ 95,344	\$ 9,456,925	(3)	-43%	\$ (43,976)	-32%	\$ (1,993,416)	-17%
Commercial Plumbing	79	\$ 79,992	\$ 3,139,344	88	\$ 665,041	\$ 39,103,292	9	11%	\$ 585,049	731%	\$ 35,963,948	1146%
Commercial Retaining Wall	5	\$ 15,428	\$ 950,000	-	\$ -	\$ -	(5)	-100%	\$ (15,428)	-100%	\$ (950,000)	-100%
Commercial Remodel	121	\$ 302,907	\$ 23,211,547	156	\$ 298,952	\$ 14,349,129	35	29%	\$ (3,955)	-1%	\$ (8,862,418)	-38%
Commercial Re-roof	15	\$ 20,172	\$ 600,134	15	\$ 26,880	\$ 1,183,270	0	0%	\$ 6,707	33%	\$ 583,136	97%
Commercial Window Replacement	3	\$ 842	\$ 9,550	3	\$ 874	\$ 3,265	0	0%	\$ 32	4%	\$ (6,284)	-66%
<b>Residential</b>	<b>1,066</b>	<b>\$ 735,322</b>	<b>\$ 29,591,872</b>	<b>796</b>	<b>\$ 692,912</b>	<b>\$ 42,589,324</b>	<b>(270)</b>	<b>-25%</b>	<b>\$ (42,410)</b>	<b>-6%</b>	<b>\$ 12,997,452</b>	<b>44%</b>
Residential Accessory Structure	9	\$ 12,126	\$ 504,372	10	\$ 13,480	\$ 629,611	1	11%	\$ 1,354	11%	\$ 125,239	25%
Residential Addition	42	\$ 54,526	\$ 1,780,442	21	\$ 41,083	\$ 1,820,732	(21)	-50%	\$ (13,443)	-25%	\$ 40,290	2%
Residential Accessory Dwelling Unit	2	\$ 6,649	\$ 318,478	4	\$ 17,039	\$ 1,091,519	2	100%	\$ 10,390	156%	\$ 773,041	243%
Residential Demolition Permit	44	\$ 9,758	\$ 2,107,281	15	\$ 5,147	\$ 11,564,700	(29)	-66%	\$ (4,611)	-47%	\$ 9,457,419	449%
Residential Gate	3	\$ 1,962	\$ 39,090	1	\$ 342	\$ 13,000	(2)	-67%	\$ (1,621)	-83%	\$ (26,090)	-67%
Residential Mechanical	430	\$ 142,400	\$ 2,846,827	323	\$ 137,321	\$ 2,323,190	(107)	-25%	\$ (5,079)	-4%	\$ (523,638)	-18%
New Single Family Residence	32	\$ 174,596	\$ 10,433,785	29	\$ 183,428	\$ 11,010,063	(3)	-9%	\$ 8,832	5%	\$ 576,278	6%
Residential Plumbing	174	\$ 36,676	\$ 406,407	123	\$ 38,704	\$ 547,502	(51)	-29%	\$ 2,028	6%	\$ 141,096	35%
Residential Re-roof	80	\$ 36,318	\$ 1,605,082	85	\$ 34,481	\$ 989,158	5	6%	\$ (1,837)	-5%	\$ (615,924)	-38%
Residential Remodel/Repair	172	\$ 192,517	\$ 7,547,504	126	\$ 172,761	\$ 11,343,135	(46)	-27%	\$ (19,756)	-10%	\$ 3,795,631	50%
Solar - Residential Prescriptive OTC	45	\$ 49,984	\$ 1,505,276	25	\$ 31,278	\$ 902,826	(20)	-44%	\$ (18,706)	-37%	\$ (602,450)	-40%
Residential Window Replacement	33	\$ 17,810	\$ 497,329	34	\$ 17,848	\$ 353,889	1	3%	\$ 38	0%	\$ (143,440)	-29%
<b>Manufactured Home</b>	<b>6</b>	<b>\$ 1,985</b>	<b>\$ 39,700</b>	<b>19</b>	<b>\$ 14,561</b>	<b>\$ 514,255</b>	<b>13</b>	<b>217%</b>	<b>\$ 12,576</b>	<b>634%</b>	<b>\$ 474,555</b>	<b>1195%</b>
Manufactured Home - MH Park	1	\$ 241	\$ -	3	\$ 1,106	\$ -	2	200%	\$ 865	360%	\$ -	n/a
Monument Sign	5	\$ 1,745	\$ 39,700	16	\$ 13,455	\$ 514,255	11	220%	\$ 11,711	671%	\$ 474,555	1195%
<b>Other</b>	<b>80</b>	<b>\$ 19,962</b>	<b>\$ 174,675</b>	<b>101</b>	<b>\$ 35,719</b>	<b>\$ 218,150</b>	<b>21</b>	<b>26%</b>	<b>\$ 15,757</b>	<b>79%</b>	<b>\$ 43,475</b>	<b>25%</b>
Change of Use	14	\$ 3,570	\$ -	38	\$ 15,145	\$ 45,532	24	171%	\$ 11,575	324%	\$ 45,532	n/a
Day Care	-	\$ -	\$ -	2	\$ 1,127	\$ 9,996	2	n/a	\$ 1,127	n/a	\$ 9,996	n/a
Pole Sign	5	\$ 2,583	\$ 68,378	-	\$ -	\$ -	(5)	-100%	\$ (2,583)	-100%	\$ (68,378)	-100%
Wall Sign	22	\$ 6,383	\$ 106,297	27	\$ 9,557	\$ 162,622	5	23%	\$ 3,174	50%	\$ 56,325	53%
Adult Family Home	39	\$ 7,426	\$ -	34	\$ 9,890	\$ -	(5)	-13%	\$ 2,464	33%	\$ -	n/a
	<b>1,492</b>	<b>\$ 1,747,064</b>	<b>\$ 112,494,956</b>	<b>1,287</b>	<b>\$ 7,277,580</b>	<b>\$ 900,303,823</b>	<b>(205)</b>	<b>-14%</b>	<b>\$ 5,530,516</b>	<b>317%</b>	<b>\$ 787,808,867</b>	<b>700%</b>

## Note:

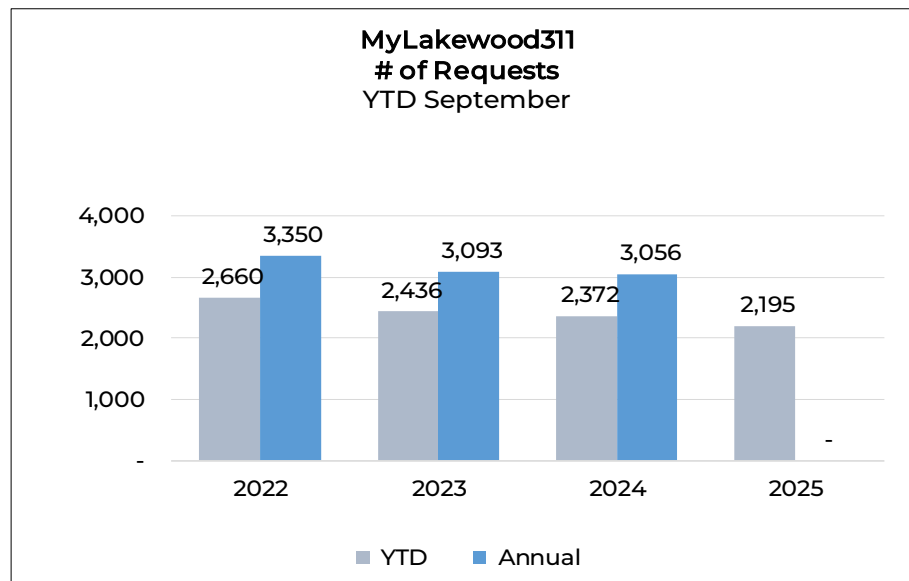
- Reports generated in the permits module are based either on application date range or issued date range and are meant to show activity.
- At application a portion of the fees are collected with the balance being collected at issuance which could fall in two different reporting periods.
- The report is not intended to be a revenue report, rather it is intended to show the number and types of permits and information on what those permits generated overall in permit fees and valuation.
- The Building Permit Report only reflects the building division and does not include planning and public works.
- The revenue reported on this spreadsheet is based on issued permits and will never match the financial revenue report as it does not include monies collected on permits that have not yet been issued.



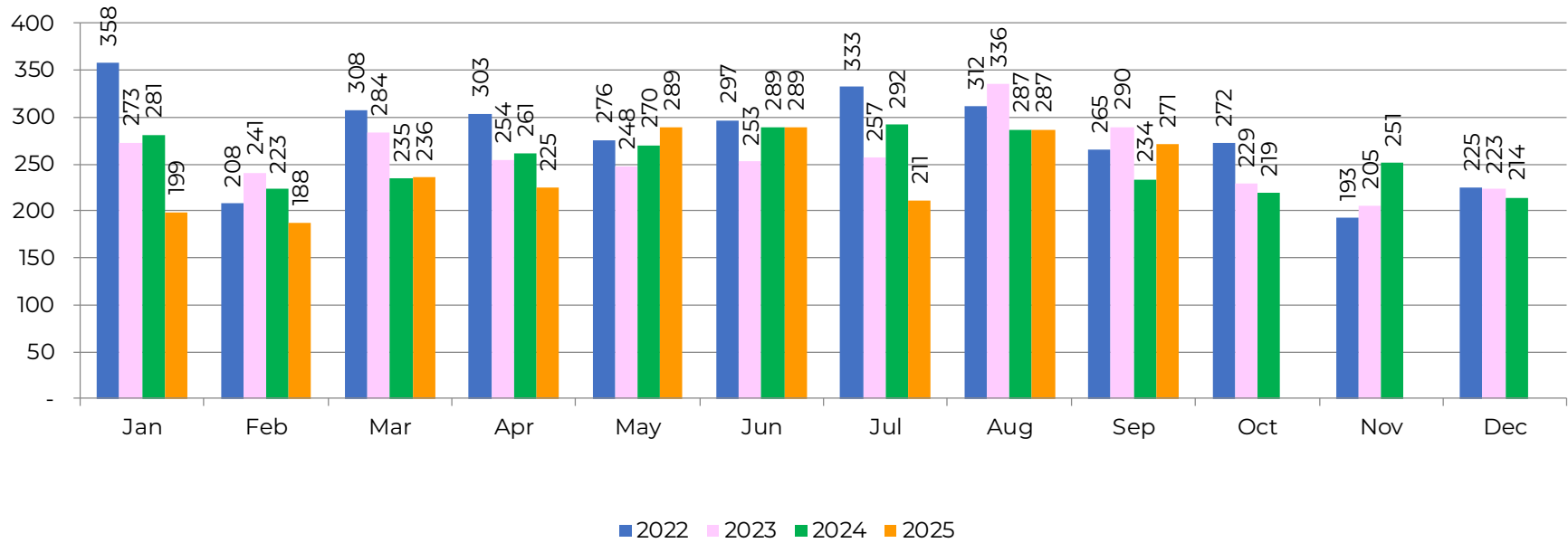
Annual Totals	2024 # Permits	2025 # Permits	2024 Permit Fees	2025 Permit Fees	2024 Valuation	2025 Valuation
Commercial	340	371	\$ 989,794	\$ 6,534,388	\$ 82,688,709	\$ 856,982,094
Residential	1,066	796	\$ 735,322	\$ 692,912	\$ 29,591,872	\$ 42,589,324
Manufactured & Other	86	120	\$ 21,947	\$ 50,280	\$ 214,375	\$ 732,405
Total	1,492	1,287	\$ 1,747,064	\$ 7,277,580	\$ 112,494,956	\$ 900,303,823

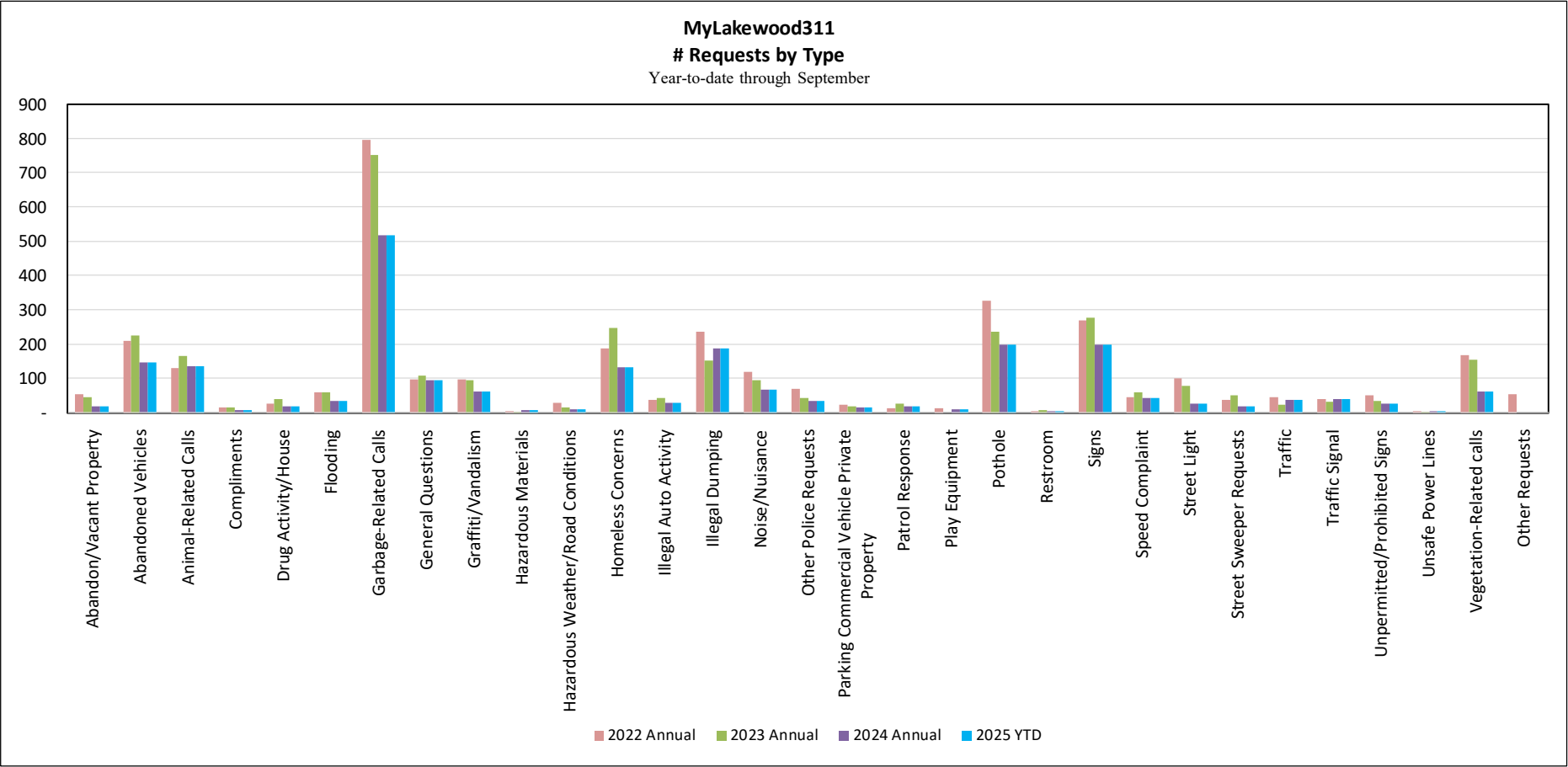


MyLakewood311 # of Requests by Type							
	2022	2022	2023	2023	2024	2024	2025
Type	YTD	Annual	YTD	Annual	YTD	Annual	YTD
Abandon/Vacant Property	44	52	36	46	35	40	19
Abandoned Vehicles	158	210	191	226	157	185	147
Animal-Related Calls	106	129	120	164	134	176	136
Compliments	14	15	12	15	9	11	6
Drug Activity/House	21	25	36	39	24	27	18
Flooding	45	60	22	59	28	59	34
Garbage-Related Calls	618	794	610	752	551	691	516
General Questions	61	96	87	108	76	98	95
Graffiti/Vandalism	77	97	74	94	78	90	62
Hazardous Materials	3	4	2	2	3	5	6
Hazardous Weather/Road Conditions	27	30	15	16	12	20	9
Homeless Concerns	137	188	207	246	142	187	132
Illegal Auto Activity	34	37	35	43	37	44	30
Illegal Dumping	189	235	116	152	126	176	186
Noise/Nuisance	103	119	80	93	65	77	66
Other Police Requests	47	70	36	42	48	67	35
Parking Commercial Vehicle Private Property	20	24	17	18	12	19	16
Patrol Response	6	11	23	26	14	20	17
Play Equipment	10	11	-	-	10	11	9
Pothole	291	326	190	237	189	230	197
Restroom	4	4	4	6	2	2	5
Signs	211	270	202	276	241	326	199
Speed Complaint	39	45	51	58	43	48	42
Street Light	78	101	56	79	48	71	26
Street Sweeper Requests	25	37	23	51	29	54	18
Traffic	38	44	19	23	25	33	38
Traffic Signal	32	39	26	32	28	33	40
Unpermitted/Prohibited Signs	35	50	21	33	39	42	26
Unsafe Power Lines	5	5	1	2	4	5	3
Vegetation-Related calls	141	169	124	155	163	209	62
Other Requests	41	53	-	-	-	-	-
<b>Total</b>	<b>2,660</b>	<b>3,350</b>	<b>2,436</b>	<b>3,093</b>	<b>2,372</b>	<b>3,056</b>	<b>2,195</b>



## MyLakewood311 # of Requests by Month





MyLakewood311 # of Requests by Type														
Year 2022														
Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Sep	Total Annual
Abandon/Vacant Property	9	1	6	5	-	10	5	6	2	4	1	3	44	52
Abandoned Vehicles	18	12	21	22	17	25	21	12	10	22	17	13	158	210
Animal-Related Calls	13	1	10	11	13	9	14	21	14	11	4	8	106	129
Compliments	1	1	2	1	-	-	-	5	4	1	-	-	14	15
Drug Activity/House	6	1	1	1	2	5	1	2	2	1	1	2	21	25
Flooding	32	2	2	-	4	2	2	1	-	4	8	3	45	60
Garbage-Related Calls	63	54	80	70	72	46	77	81	75	64	56	56	618	794
General Questions	5	3	4	4	6	3	15	13	8	12	9	14	61	96
Graffiti/Vandalism	7	7	9	19	11	7	6	6	5	7	6	7	77	97
Hazardous Materials	-	-	1	-	1	-	1	-	-	-	1	-	3	4
Hazardous Weather/Road Conditions	7	1	-	3	2	4	5	2	3	1	-	2	27	30
Homeless Concerns	8	5	14	18	11	11	19	28	23	26	15	10	137	188
Illegal Auto Activity	6	4	3	4	4	5	4	2	2	1	2	-	34	37
Illegal Dumping	18	29	24	18	16	14	23	17	30	22	14	10	189	235
Noise/Nuisance	8	10	8	8	5	20	22	12	10	8	5	3	103	119
Other Police Requests	11	6	6	1	3	6	7	4	3	9	4	10	47	70
Parking Commercial Vehicle Private Property	3	2	4	-	-	2	5	2	2	1	1	2	20	24
Patrol Response	1	-	-	-	-	1	1	1	2	3	1	1	6	11
Play Equipment	-	-	2	1	-	1	1	2	3	1	-	-	10	11
Pothole	75	13	51	37	39	35	21	11	9	6	8	21	291	326
Restroom	-	-	3	-	-	-	1	-	-	-	-	-	4	4
Signs	42	26	26	31	20	13	17	23	13	18	21	20	211	270
Speed Complaint	6	2	6	4	4	4	4	5	4	5	-	1	39	45
Street Light	10	16	8	6	6	6	5	12	9	10	2	11	78	101
Street Sweeper Requests	1	1	2	7	3	1	4	3	3	4	5	3	25	37
Traffic	2	4	5	4	2	8	1	8	4	5	1	-	38	44
Traffic Signal	2	2	-	2	5	5	10	3	3	2	3	2	32	39
Unpermitted/Prohibited Signs	1	3	2	6	2	4	6	4	7	6	3	6	35	50
Unsafe Power Lines	-	-	-	-	-	2	3	-	-	-	-	-	5	5
Vegetation-Related calls	-	-	6	11	16	42	31	20	15	14	3	11	141	169
Other Requests	3	2	2	9	12	6	1	6	-	4	2	6	41	53
Total	358	208	308	303	276	297	333	312	265	272	193	225	2,660	3,350

MyLakewood311 # of Requests by Type Year 2023														
Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Sep	Total Annual
Abandon/Vacant Property	2	4	-	5	9	5	5	4	2	6	-	4	36	46
Abandoned Vehicles	22	20	25	16	18	18	28	24	20	19	12	4	191	226
Animal-Related Calls	10	10	15	15	14	12	14	17	13	19	15	10	120	164
Compliments	1	2	2	1	1	-	1	2	2	1	1	1	12	15
Drug Activity/House	-	3	5	3	6	10	1	3	5	1	1	1	36	39
Flooding	7	-	2	3	-	-	-	1	9	5	12	20	22	59
Garbage-Related Calls	74	53	84	47	43	73	67	93	76	57	27	58	610	752
General Questions	4	9	13	9	14	7	10	14	7	13	7	1	87	108
Graffiti/Vandalism	7	4	13	5	4	4	12	4	21	6	7	7	74	94
Hazardous Materials	1	-	-	-	-	1	-	-	-	-	-	-	2	2
Hazardous Weather/Road Conditions	1	5	1	2	-	3	1	-	2	-	1	-	15	16
Homeless Concerns	23	11	18	27	18	24	30	29	27	15	15	9	207	246
Illegal Auto Activity	7	3	2	1	7	4	1	5	5	2	2	4	35	43
Illegal Dumping	13	15	14	16	14	4	9	21	10	13	10	13	116	152
Noise/Nuisance	6	8	7	7	9	8	8	17	10	4	4	5	80	93
Other Police Requests	2	4	3	6	4	3	4	6	4	3	2	1	36	42
Parking Commercial Vehicle Private Property	4	-	2	3	2	1	1	4	-	-	-	1	17	18
Patrol Response	1	-	1	10	5	1	1	3	1	2	1	-	23	26
Pothole	39	29	27	36	14	13	7	22	3	14	12	21	190	237
Restroom	-	-	-	-	2	1	-	1	-	1	-	1	4	6
Signs	17	38	30	13	20	20	22	20	22	18	29	27	202	276
Speed Complaint	3	5	4	2	9	9	-	8	11	3	2	2	51	58
Street Light	18	5	1	4	9	2	6	4	7	8	7	8	56	79
Street Sweeper Requests	1	3	5	3	3	-	1	4	3	2	22	4	23	51
Traffic	1	1	3	1	2	1	-	6	4	3	-	1	19	23
Traffic Signal	3	2	2	1	2	4	3	3	6	2	-	4	26	32
Unpermitted/Prohibited Signs	1	3	1	5	2	-	1	3	5	-	2	10	21	33
Unsafe Power Lines	-	1	-	-	-	-	-	-	-	1	-	-	1	2
Vegetation-Related calls	5	3	4	13	17	25	24	18	15	11	14	6	124	155
Total	273	241	284	254	248	253	257	336	290	229	205	223	2,436	3,093

MyLakewood311 # of Requests by Type															
Year 2024															
Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Sep	Total Annual	
Abandon/Vacant Property	2	7	1	5	2	4	8	2	4	-	2	3	35	40	
Abandoned Vehicles	19	19	21	13	16	18	17	21	13	7	11	10	157	185	
Animal-Related Calls	12	16	11	10	11	16	19	25	14	15	15	12	134	176	
Compliments	1	-	2	1	-	1	1	2	1	-	-	2	9	11	
Drug Activity/House	3	2	2	2	3	3	3	4	2	-	3	-	24	27	
Flooding	18	1	1	1	1	-	1	3	2	4	12	15	28	59	
Garbage-Related Calls	43	49	41	70	69	62	68	88	61	57	52	31	551	691	
General Questions	7	5	6	7	8	12	10	11	10	7	9	6	76	98	
Graffiti/Vandalism	3	6	10	9	4	15	13	7	11	3	8	1	78	90	
Hazardous Materials	1	-	1	-	-	-	1	-	-	-	1	1	3	5	
Hazardous Weather/Road Conditions	3	1	1	1	-	3	-	3	-	3	2	3	12	20	
Homeless Concerns	14	19	14	19	17	18	21	4	16	17	16	12	142	187	
Illegal Auto Activity	4	4	6	1	3	2	7	3	7	3	2	2	37	44	
Illegal Dumping	12	14	16	17	25	15	8	9	10	15	12	23	126	176	
Noise/Nuisance	10	1	7	8	12	10	6	4	7	4	1	7	65	77	
Other Police Requests	2	2	5	3	6	8	10	5	7	5	7	7	48	67	
Parking Commercial Vehicle Private Property	-	1	-	-	-	5	-	3	3	2	3	2	12	19	
Patrol Response	-	-	2	-	2	1	3	4	2	-	5	1	14	20	
Play Equipment	-	2	-	1	1	2	4	-	-	1	-	-	10	11	
Pothole	44	27	36	30	20	8	11	9	4	10	11	20	189	230	
Restroom	-	-	-	1	-	-	1	-	-	-	-	-	2	2	
Signs	46	24	21	37	22	21	23	28	19	21	33	31	241	326	
Speed Complaint	2	4	2	3	4	6	6	6	10	1	4	-	43	48	
Street Light	12	3	10	4	8	6	-	3	2	10	9	4	48	71	
Street Sweeper Requests	7	-	2	1	4	7	2	3	3	9	9	7	29	54	
Traffic	1	2	2	4	1	-	7	3	5	2	5	1	25	33	
Traffic Signal	2	3	6	-	6	6	-	2	3	-	2	3	28	33	
Unpermitted/Prohibited Signs	2	1	2	-	1	2	19	9	3	-	2	1	39	42	
Unsafe Power Lines	1	-	1	1	-	-	-	1	-	-	1	-	4	5	
Vegetation-Related calls	10	10	6	12	24	38	23	25	15	23	14	9	163	209	
Total	281	223	235	261	270	289	292	287	234	219	251	214	2,372	3,056	

MyLakewood311 # of Requests by Type Year 2025										
Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YTD Sep
Abandon/Vacant Property	3	1	2		3	3	4	-	3	19
Abandoned Vehicles	12	8	17	9	17	28	12	29	15	147
Animal-Related Calls	12	10	17	17	17	21	16	12	14	136
Compliments				1	2		-	1	2	6
Drug Activity/House	3	2	2	1	4	2	2	1	1	18
Flooding	2	6	7	6	3	1	1	3	5	34
Garbage-Related Calls	44	33	52	48	64	71	51	86	67	516
General Questions	3	2	11	13	15	11	13	14	13	95
Graffiti/Vandalism	3	3	6	3	13	10	2	13	9	62
Hazardous Materials				3			3	-	-	6
Hazardous Weather/Road Conditions		3		-	1	3	1	-	1	9
Homeless Concerns	10	10	12	7	23	21	19	13	17	132
Illegal Auto Activity	2	5		2		1	5	3	12	30
Illegal Dumping	18	18	14	11	26	23	20	29	27	186
Noise/Nuisance	5	4	6	6	6	12	9	6	12	66
Other Police Requests	1	1	3	4	5	8	2	7	4	35
Parking Commercial Vehicle Private Property	1	4	1	4	1	1	-	3	1	16
Patrol Response	1	1	4		2	3	2	3	1	17
Play Equipment	1		1	1	1		-	3	2	9
Pothole	29	19	22	38	29	19	18	11	12	197
Restroom	1	1		1			-	-	2	5
Signs	22	26	38	24	22	14	12	20	21	199
Speed Complaint	1	2	4	3	13	6	4	3	6	42
Street Light	6	2	2	1	4	1	2	1	7	26
Street Sweeper Requests	1	3		2	3	2	2	3	2	18
Traffic	6	9	2	2	5	3	2	5	4	38
Traffic Signal	6	9	1	6	2	2	-	8	6	40
Unpermitted/Prohibited Signs			4		2	1	7	7	5	26
Unsafe Power Lines					2	-	1	-	-	3
Vegetation-Related calls	6	6	8	12	4	22	1	3	-	62
Other Requests	-	-	-	-	-	-	-	-	-	-
Total	199	188	236	225	289	289	211	287	271	2,195

## City Council

Performance Measures	Target	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
# of City Council retreats	1 time this year	0	1	1	3	2	1	1
# of City Council sponsored/supported events	20 per year	46	51	38	25	21	5	33

MLK Beloved Community Welcome Walk  
 WA- Tacoma Korean American Association 25th Anniversary of Korean American Night  
 Caring for Kids Happy Hearts Fundraising Auction and Dinner  
 27th Annual Asia Pacific New Year Celebration Opening Ceremony  
 Boys and Girls Clubs of the South Puget Sound, 2025 Legacy of HOPE Event  
 2025 UW Tacoma Military Connected Alumni Ceremony and Dinner  
 3rd Annual Dr. Claudia Thomas Community Service Award Gala  
 Boy Scout Troop 53 Centennial Celebration  
 Tacoma African American Family History Event  
 Spring Community Clean Up Event  
 Youth Empowerment Summit  
 Lakewood Rotary Festival  
 Lakewood Chamber of Commerce Scholarship Event  
 Beloved Community in Action Workshop  
 Cops v. Teacher Basketball Game  
 2025 Communities in Schools of Lakewood (CIS) Community Breakfast  
 Lakeview Light and Power Annual Meeting  
 Parks Appreciation Day  
 Emergency Food Network Hunger Walk  
 La'u Samoa Academic & Samoan Cultural Competition 2025  
 Pierce County Law Enforcement Memorial  
 Youth Council Cook and Craft Event  
 Youth Fishing Event  
 Clover Park School District Arlington Project  
 2025 Memorial Day Event  
 Street Festival  
 St. Clare Hospital Celebration of Art  
 Volunteer Recognition Event  
 Summer Nights at the Pavilion  
 Farmers Market  
 SummerFEST  
 Sister City Gimhae Delegation Visit  
 Desserts on the Driveway  
 Asia Pacific Cultural Center Samoa Cultural Day  
 Korean American Association of Tacoma Liberation Day Celebration  
 Historic Fort Steilacoom Sign Dedication  
 Asia Pacific Cultural Center Building Grand Opening Event  
 Buffalo Soldiers Labor Day Festival  
 Tacoma GardeN Club 100th Anniversary Celebration  
 Beloved Community Mural Dedication  
 Fiesta de la Familia  
 Mi Centro Back to School Event  
 9/11 Remembrance Ceremony  
 American Lake Park Ribbon Cutting Ceremony  
 Friendship City Danzhou, China Delegation Visit  
 78th Annual Airforce Ball  
 Asia Pacific Cultural Center 9th Annual Korean Chuseok Festival  
 Truck and Tractor Day  
 Fall Community Clean Up Event  
 Korea Women's Association Community Expo  
 Gimhae Sister City Delegation Event  
 Housing Developer Forum  
 Emergency Food Network Empty Bowls Event  
 Holiday Parade and Tree Lighting  
 2/2 SBCT Community Connector Event



## City Manager

Performance Measures	Target	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
Average # of items on study session agenda	6	3	4	4	4	5	5	4
# of presentations of the State of the City	10	2	3	10	5	6	6	11

		2025 YTD	Previous Year Ends					
Information Measures	Historic Average	Q3	2024	2023	2022	2021	2020	2019
Facebook								
Audience Growth Rate %: City	tbd	6%	2.65	2.4	N/A	N/A	N/A	N/A
Total impressions: City	tbd	4,160,951	5,130,634	1,830,263	N/A	N/A	N/A	N/A
Total engagement: City	tbd	145,693	113,139	123,057	N/A	N/A	N/A	N/A
Total Video views: City	tbd	517,836	515,119	1,966,655	N/A	N/A	N/A	N/A
Audience Growth Rate %: LPD	tbd	6.8%	2	1	N/A	N/A	N/A	N/A
Total impressions: LPD	tbd	2,630,311	1,746,151	1,401,881	N/A	N/A	N/A	N/A
Total engagement: LPD	tbd	196,331	223,076	65,250	N/A	N/A	N/A	N/A
Total Video views: LPD	tbd	186,466	37,516	53,889	N/A	N/A	N/A	N/A
Instagram								
Audience Growth Rate %: City	tbd	30%	3	4	N/A	N/A	N/A	N/A
Total impressions: City	tbd	498,846	399,628	417,884	N/A	N/A	N/A	N/A
Total engagement:City	tbd	16,825	16,761	20,340	N/A	N/A	N/A	N/A
Audience Growth Rate %: LPD	tbd	46%	10	24	N/A	N/A	N/A	N/A
Total impressions: LPD	tbd	169,379	88,128	68,904	N/A	N/A	N/A	N/A
Total engagement: LPD	tbd	4,550	4,849	3,924	N/A	N/A	N/A	N/A
X*								
Audience Growth Rate %: City	tbd	1%	-2	1	N/A	N/A	N/A	N/A
Total impressions: City	tbd	1,335	15,004	176,117	N/A	N/A	N/A	N/A
Total engagement:City	tbd	15	382	7,052	N/A	N/A	N/A	N/A
Audience Growth Rate %: LPD	tbd	2.80%	-1	1	N/A	N/A	N/A	N/A
Total impressions: LPD	tbd	139,999	128,164	435,330	N/A	N/A	N/A	N/A
Total engagement:LPD	tbd	18,074	8,930	29,172	N/A	N/A	N/A	N/A
YouTube								
Total Video views: City Channel	tbd	717,977	395,484	726,700	N/A	N/A	N/A	N/A

### Executive Leadership Team

Performance Measures	Target	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
Percentage of performance evaluations due during quarter completed	100%	67%	41%	22%	48%	31%	38%	44%

Informational Measures	Historic Average	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
Percentage of employees in compliance with quarterly mandatory training	91%	N/A	96%	95%	97%	81%	91%	89%
Percentage of performance evaluations due during quarter completed	40%	67%	41%	22%	48%	31%	38%	44%
Worker's Compensation Experience Factor (not cumulative)	<1.0	1.3295	1.0636	0.9151	0.90	0.89	1.01	1.02
Percentage of new hires from underutilized EEO category	25%	50%	27%	32%	25%	N/A	N/A	N/A

## Finance

Performance Measures	Target	Q3	Previous Year Ends					
			2024	2023	2022	2021	2020	2019
% of accounts receivable aged balances over 60 days versus annual billing	5%	1.46%	0.58%	0.70%	1.47%	0.17%	0.07%	1.54%
GFOA Award Received for the Annual Comprehensive Financial Report (ACFR) (2013-2023) <sup>(1)</sup>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
GFOA Award Received for the Popular Annual Financial Report (PAFR) (2013-2023)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
GFOA Award Received for 2025 & 2026 Biennium's Budget Document <sup>(1)</sup>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Clean Audit for Prior Fiscal Year <sup>(2)</sup>	Yes	Pending	Yes	No	Yes	Yes	Yes	Yes
Bond Rating Per Standard & Poor's <sup>(3)</sup>	AA	AA	AA	AA	AA	AA	AA	AA

Informational Measures	Historic Average	Q3	Previous Year Ends					
			2024	2023	2022	2021	2020	2019
# of invoices paid annually	7577	6,246	8,211	7,986	7,453	7,221	7,160	8,350
% of invoices paid within 30 days of invoice date <sup>(4)</sup>	95%	90.4%	88.6%	88.7%	89%	89.25%	89.18%	89.83%

(1) Received Triple Crown Medallion Award which signifies government has received all three GFOA awards (the Certificate of Achievement for Excellence in Financial Reporting Award (FY 2023), the Distinguished Budget Presentation Award (2025/2026 Budget), and the Popular annual Financial Report (FY 2023).

(2) <https://sao.wa.gov/reports-data/audit-reports>

(3) Bond rating upgraded June 2018.

(4) Requires coordination with departments to ensure Accounts Payable receives invoices timely.

## Information Technology

Performance Measures	Target	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
Overall Phish-Phone Percentage (Cyber Phishing)	29%	12%	8%	N/A	7%	5%	19%	N/A

Informational Measures	Historic Average	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
# of users served	248	240	240	250	250	259	223	259
# of personal computers maintained	466	345	380	450	500	492	444	428
# of applications maintained	140	140	135	143	140	140	139	139
# of servers maintained (LAN/WAN)	83	40	45	49	85	81	82	83
# of Cell Phones maintained	222	225	250	230	250	205	205	229
# of Shoretel phones operated and maintained	290	290	290	290	290	290	290	290
% of IT system up-time during normal business hours	97%	99%	99%	100%	90%	100%	100%	99%
% of communications up-time during normal business hours	98%	99%	99%	100%	90%	100%	100%	100%
Number of help desk requests received (YTD)	1612	1396	2060	2315	1,498	1,601	1,466	1,885
Help desk requests resolved: Total requests resolved (YTD)	1570	1348	1950	2286	1,732	1,478	1,311	1,759

## Human Resources

		2025 YTD	Previous Years					
Informational Measures	Historic Average	Q3	2024	2023	2022	2021	2020	2019
Human Resources								
Number of current (unexpired) Collective Bargaining Agreements as of EOQ (not cumulative)	3	4	4	3	2	3	4	3
Voluntary Employee Turnover Rate	<12%	1.80%	5.00%	1.80%	12.33%	7.79%	8.17%	7.97%
Number of recruitments in progress (not cumulative)	N/A	5	9	19	23	31	10	40
Percentage of employees hired during the quarter last year and still employed	86%	72%	84%	80%	90%	88%	77.5%	93%
Average number of days to complete external recruitment (excluding Police Officers)(not cumulative)	<45	80	49.38	38.5	44	41.25	58.00	36
Percentage of Applicants who are People of Color	45%	46%	45%	45%	45%	N/A	N/A	N/A
Percentage of new hires from underutilized EEO category	29%	50%	27%	32%	25%	N/A	N/A	N/A
Risk Management								
Percentage of employees in compliance with quarterly mandatory training (not cumulative).	91%	N/A	96%	95%	97%	85.25%	91.25%	88.75%
Percentage Stay at Work applications of total medical releases to light duty	26%	0%	50%	38%	6%	33%	0	66%
Percentage workers comp developed claim expense of total annual premium cost = Loss Ratio%	164%			62%	471%	149%	7.3%	131%
Worker's Compensation Experience Factor (not cumulative)	0.95	1.3295	1.0636	0.9151	0.8988	0.8908	1.0137	1.01587

## Legal

Performance Measures	Target	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
# of days on average to review/process a contract	2.3	1	1.9	3.1	2.57	2.78	2.12	1.8
Average days from incident to charging decision by Prosecutor	14	1.5	5.6	11.3	2	N/A	N/A	N/A
Average days from charging decision to filing complaint in Municipal Court	5	2.83	5.5	10.5	6.06	N/A	N/A	N/A

Informational Measures	Historic Average	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
# of criminal citation cases filed	2,131	1,870	2,145	1,646	1,623	1,576	2,274	3,050
# of days on average for PRA response (Next Request)	27	11.00	12.4	12.4	27.57	34	21	24
# of days on average for PRA response (GovQA)	26	9.69	14.54	11.46	15.73	21.82	13.31	52.19

## Parks, Recreation, and Community Services

		2025 YTD	Previous Year Ends					
Performance Measures	Target	Q3	2024	2023	2022	2021	2020	2019
Street Operations and Maintenance								
% of completed MyLakewood311 requests	100%	99%	96%	98%	90%	97%	97%	98%
# of illegal dumping requests responded to	tbd	548	658	683	N/A	N/A	N/A	N/A
# of potholes responded to	<275	180	213	216	326	187	289	259

		2025 YTD	Previous Year Ends					
Informational Measures	Historic Average	Q3	2024	2023	2022	2021	2020	2019
Admin								
Cost Recovery % Target - 45% for parks and recreation services *	45 %	43%	46%	43%	49%	49%	44%	46%
Human Services								
Monthly average attendance at Lakewood Community Collaboration Meetings (duplicate participants)	40 each month	26	25	24.25	28.5	102	145	150
# of human services contracts managed	22	28	21	21	22	26	26	24
Recreation								
\$ vendor sales generated from Farmers Market	\$352,635	\$685,734	671,273	657,708	\$462,041	\$520,000	\$56,000	\$372,500
# of partners at SummerFEST	105	193	260	190	200	N/A	20	95
\$ vendor fees generated from SummerFest	\$9,460	\$23,185	\$22,275	\$21,105	\$13,220	N/A	\$5,700	N/A
\$ sponsorship, grants and in-kind service	\$87,813	60,500 sponsors, 373,000 grants total 433,500	40,000	183,000	123,800	\$52,150	\$62,000	\$113,300
# of dollars distributed for SNAP for Farmers Market	tbd	17103	18392	N/A	N/A	N/A	N/A	N/A
Senior Center								
# of unduplicated seniors served	1,149	880	1,393	1,248	1,144	687	1,074	1,692
\$ revenue generated from grants, fees, donations & in-kind support	\$45,638	\$32,679	\$31,257	\$26,102	\$30,865	\$26,514	\$46,607	\$78,566
# of volunteer hours	1,035	186	269	294	255	552	1192	2140
Park Facilities								
# of special use permits generated at park site (not FSP)	102	94	137	140	129	100	36	144
Boat Launch Revenue	\$57,190	\$38,096	\$47,128	\$56,658	\$54,242	\$61,932	\$60,869	\$51,716
# of returning customers	39	51	52	52	53	39	11	52
Fort Steilacoom								
# of special use permits for park use	234	330	340	321	315	313	66	241
# of returning customers	82	193	209	162	142	111	24	52
Property Management								
# of unscheduled system failures	25	0	9	12	19	26	12	44
# of service requests	457	299	4439	312	237	547	356	689
Street Operations and Maintenance								
# of MyLakewood311 service requests regarding street maintenance	1,652	1,069	1,502	1,431	1,656	1,943	1,183	1,824
# of reported downed signs	337	183	306	256	253	326	385	385
# of traffic signal major equipment failures	0	0	0	0	0	0	0	0
# of after hour call outs	93	58	58	86	84	112	119	59

**Planning and Public Works - Short Range Planning**

Permit Type- Current Planning	Target # of Days to first review	Quarter 3					Total Permits at Year End					
		Target # of Days	Total Permits	Average Days	% w/in Target?	# Outside Target	2024?	2023	2022	2021	2020	2019
Zoning Certification	30	30	5	20	80%	1	61	33	55	43	28	38
Conditional use	60	60	0	0	0%	0	7	1	2	1	4	4
Design Review	30	30	1	29	100%	0	37	17	18	19	10	12
Preliminary plat	60	60	0	0.00	0%	0	0	0	1	0	0	0
Sign permit	30	30	3	31	67%	1	126	64	40	62	55	51
SEPA Environmental	40	40	0	0	0	0	25	14	39	20	13	9
Shoreline permit	40	40	1	24	100%	0	46	25	19	21	27	19

Permit Type	Target # of Days to first review	Target # of Days	Total Permits	Average Days	% w/in Target?	# Outside Target
Commercial Building Permits	30	30	39	192	62%	14
New commercial buildings	30	30	9	35	22%	7
New multi-family	30	30	0	0	0%	0
Residential Building Permits	30	30	43	24	65%	9
New Single Family Homes	30	30	1	1	45%	1
Mechanical	30	30	81	16	92%	6
Plumbing	30	30	34	21	76%	4
Accessory Dwelling Unit	30	30	2	50	50%	1



Planning and Public Works - Long Range Planning

Performance Measures	Target	Q3	Previous Year Ends					
			2024	2023	2022	2021	2020	2019
<b>CDBG</b>								
# of owner-occupied units rehabilitated	16	2	8	10	10	7	11	4
# of new affordable housing units constructed	8	3	5	0- Boat St underway	Boat St not started	0	0	5
# persons assisted with CDBG emergency payments programs,	50	53	109	142	122	394	n/a	n/a
# persons with access to affordable housing through fair housing activities or emergency relocation assistance	42	4	32	8580	138	0	15	7
<b>Nuisances and Abatements</b>								
# of dangerous building abatements completed	25	4	17	12	18	16	14	5
<b>RHSP</b>								
# rental properties inspected	913	158	760	479	369	254	283	232
# rental units inspected	2,451	407	1189	1380	498	394	735	787
# of household units provided relocation assistance	< 20	9	18	54	22	N/A	N/A	N/A
<b>Economic Development</b>								
# of participants attending forums, focus groups, or special events	500	185	542	649	560	153	36	495

Informational Measures	Historic Average	Q3	Previous Year Ends					
			2024	2023	2022	2021	2020	2019
<b>Measure- CDBG</b>								
# of persons with new or improved access to public facility or infrastructure	0	0	\$0	0	5,345	0	875	5,115
# units assisted that are occupied by the elderly	12	3	\$4	20	12	28	5	4
\$ program income received (CDBG & NSP)	\$176,307	\$11,835	\$47,405	\$103,156	\$364,600	\$270,294	\$171,163	\$101,225
<b>Measure - Nuisances and Abatements**</b>								
#of dangerous building abatements pending	65	10	\$21	46	8	78	75	41
# of public nuisances completed annually	3	2	\$2	4	6	5	14	3
# of public nuisances pending	10	5	\$19	18	5	16	7	6
<b>Measure- RHSP</b>								
# rental properties registered	3,732	208	\$2,582	1,913	5,120	1,921	2,499	198
# rental units registered	13,915	569	\$20,712	14,950	29,474	11,629	13,902	1,116
<b>Measure- Economic Development</b>								
\$ investment created through economic dev efforts	\$320,000,000	\$241,568,134	\$427,407,802	\$228,284,777	\$569,306,864	\$470,001,046	\$488, 375,205	\$303,316,305
# of business retention/expansion of interviews conducted	80	65	87	110	103	106	127	101
# of new market rate, owner-occupied housing units constructed annually	40	29	46	49	143	89	25	48
# of projects where permit assistance was provided	40	109	51	99	80	60	37	48
# of special projects completed	50	33	42	58	55	64	46	71
# of economic development inquiries received	200	162	264	229	306	277	266	636
# of new business licenses issued in Lakewood	700	442	787	648	760	732	755	553
# of new development projects assisted	30	25	38	36	42	32	38	32
<b>Measure- Building Permit</b>								
# of permits issued	tbd	1,278	1,972	1,789	2,405	tbd	1,769	1,716
# of plan reviews performed	tbd	618	1,322	1,339	1,111	tbd	875	1,057
# of inspections performed	tbd	3,344	4,012	4,140	6,117	tbd	5,443	7,174
Average turnaround time for 1st review - Site Development Permits	tbd	NOT UNDER BLDG	108	62	50	30	30	29

Informational Measures	Historic Average	Q3	Previous Year Ends					
			2024	2023	2022	2021	2020	2019
<b>Measure- Long Range Planning</b>								
Annual Comprehensive Plan & Development Regulation Amendments (setting docket, drafting city-initiated amendments, SEPA review of city-initiated amendments and privately-initiated amendments)	N/A	In-process	Completed	In-process	Completed	Completed for 2021	Completed for 2020	In-process
Annual Development Regulation Amendments	N/A	Completed	Completed	In-process	Completed	Not started	Completed for 2020	Not started
Annual Shoreline Restoration Plan and Master Program Review	N/A	N/A	Completed		Completed	Completed for 2021	Completed for 2020	Completed
Biennial Review of Downtown Subarea Plan (2024, then every 5 years thereafter)	N/A	N/A	Completed	In-process	Completed	n/a	Completed for 2020	In-process
Biennial Review of Lakewood Station District Subarea Plan (2024, then every 5 years thereafter)	N/A	N/A	Completed	In-process	Not started	Subarea Plan app'd in 2021; next review 2023	N/A	Not started
American Rescue Plan Act (ARPA) Program - Distribute Funds, Quarterly Reports to Treasury, Quarterly Reports to City Council, Technical Assistance to Subrecipients	N/A	In-process	In-process	In-process	In-process	In-process	In-process	In-process
Statutory Periodic Review of Comprehensive Plan per GMA (every 10 years)	N/A	N/A	Completed	In-process	In-process	Not started in '21	Not started in '20	Not Started in '19
Participation on Countywide and Regional Planning Bodies (GMCC, PSRC Regional Staff Committee, SSHAP Staff Working Group, PC CPEH Implementation Advisory Board, Continuum of Care, Other Appointed Positions)	N/A	Continual	Continual	Continual	Ongoing	Continual	Continual	Continual
Reporting to City Council re Projects and Programs	N/A	Continual	Continual	Continual	Ongoing	Continual	Continual	Continual
Monthly Lakewood Planning Commission Meetings	N/A	4	3	20+	20+	20-24	20-24	20-24
Buildable Lands Report - Development and Tracking	N/A	N/A in 2025	N/A in 2024	N/A in 2023	Update completed in '22	Completed in '21	In-process for '20	In-process '19
City Population and Employment Growth Targets - Development and Tracking	N/A	Continual	Continual	N/A in 2023	Completed	In-process	In-process for '20	In-process
Dicennial Census Data Development and Tracking	N/A	N/A in 2025	N/A in 2024	N/A in 2023	Completed	In-process/ nearing completion	In-process for '20	In-process for '19

Planning and Public Works - Public Works Engineering

Performance Measures	Target	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
<b>SWM Operations &amp; Maintenance</b>								
# of City street curb miles swept	3,600	791	1,870	2,753	3,918	4,270	4,234	3,776
# of catch basins cleaned or inspected	3,400	0	116	2,041	3,501	3,242	3,269	4,765
<b>Engineering Services</b>								
Average turnaround time for 1st review - Site Development Permits	30	68	56	40	30	30	30	29
Average turnaround time for 1st review-Right of Way Permits	30	31	5	5	5	5	5	6
% of time traffic signals are repaired within 30 days	100%	100%	100%	100%	100%	N/A	N/A	N/A
% of time street lights are repaired within 30 days	100%	0%	23%	0%	86%	N/A	N/A	N/A

Informational Measures	Historic Average	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
<b>SWM Operations &amp; Maintenance</b>								
# of hours of storm drain pipe video inspections recorded	642	0	0	296	150	1,267	442	709
# of linear feet of storm drain pipe cleaned	23,597	0	0	3,820	53	1,752	21,586	47,452
# of tons of sweeping and vactor waste disposed of	1,150	252	93	274	796	1,538	886	1,381
<b>Engineering Services</b>								
# of businesses/properties inspected for SWM compliance	197	77	49	193	257	110	189	234
# of traffic signals operated and maintained	68	62	64	64	64	68	69	69
# of City maintained street lights	2,555	2,941	2,786	2,736	2,637	2555	2372	2372

Municipal Court

Performance Measures	Target	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
# of community group road tours	8	9	15	14	12	15	6	16
Cost saved from reduced number of court transports	\$35,000	\$29,426	\$73,278	\$103,218	\$21,249	\$30,516	\$25,708	\$24,113
Number of Veteran's Court participants	18	7	8	10	7	29	26	33

Informational Measures	Historic Average	2025 YTD	Previous Year Ends					
		Q3	2024	2023	2022	2021	2020	2019
# of work crew hours performed in lieu of jail	1,048	104	120	232	408	568	872	2,344
Cost saved by using alternative sentencing	\$47,406	\$32,383	\$111,290	\$85,302	\$83,048	\$30,426	\$46,751	\$29,399
Number of Veteran's Court graduates	5	2	4	1	2	7	5	5

Lakewood Police Department

		2025 YTD	Previous Year Ends					
Performance Measures	Target	Q3	2024	2023	2022	2021	2020	2019
Specialty Units								
Successful Property Room Audits (percentage)	100%	100%	100%	100%	100%	100%	100%	100%
K9 training hours	tbd	901.3	682	860.7	1,017	128	N/A	N/A
Marine Service Hours	90	247	193	300	501	131	216	363
Criminal Investigations								
Cases assigned for follow up	1000	527	1047	924	1,186	1,284	619	1,914
# of findings during Special Operations quarterly audits	0	0	0	0	0	0	0	0
Patrol								
Non-Priority Calls (Priority 2-9): # of minutes to respond to call for service	25	22.1	27.2	26.3	22.9	20.2	19.0	23.6
Top Priority calls (Priority 1): Average time from receipt to dispatch (in minutes)	4	3.3	3.9	4.05	3.5	2.8	2.9	3.3
Top Priority calls (Priority 1): Average time from dispatch to arrival on scene (in minutes)	3.5	4.3	4.6	4.3	2.7	4.1	4.0	4.4
Professional Standards								
% of officers meeting state requirements for annual training hours	100%	na	100%	100%	100%	100%	100%	100%
# of training hours provided	8,080	7,766	14,963	16,407	18,318	12,453	11,190	11,199
Use of force as percent of arrests	5%	5.10%	5.97%	7.35%	6.92%	7%	6.25%	5.25%
Uses of force as percent of calls for service	0.20%	0.20%	0.25%	0.25%	0.21%	0.23%	0.21%	0.20%
CSRT								
Average calendar days: Code complaint to first investigation	7	3.5	1.5	2	4	2.5	2.25	2.25

**Lakewood Police Department**

		2025 YTD	Previous Year Ends					
Informational Measures	Historic Average	Q3	2024	2023	2022	2021	2020	2019
Specialty Units								
# of traffic stops	5,467	5,894	5,025	4,631	4,477	3,437	5,021	8,934
Animal Complaints	1,763	1,535	1,875	1,733	1,847	1,366	1,301	2,538
# of captures by K9	17	22	35	42	15	17	16	22
Special Response Team (SRT) Missions/Callout	13	13	21	26	14	15	10	14
Special Response Team (SRT) Training Days	33	37	49	44	39	30	32	30
Civil Disturbance missions	3	0	0	0	0	1	9	0
Civil Disturbance Team Training Days	3	3	4	0	1	4	2	6
Vehicle Collisions (Fatality)	3	0	4	4	3	3	3	3
Vehicle Collisions (Injury)	196	117	269	266	245	231	194	233
Vehicle Collisions (Non-Injury)	1087	380	809	759	858	992	832	1000
Narcotics Detections	40	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Criminal Investigations								
Cases cleared by investigation	956	588	849	811	743	1,284	621	1,177
Amount of narcotics seized (lbs)	37	273.5	55	N/A	4	62	45	n/a
Patrol								
# of arrests	1,752	1,548	2,059	1,876	1,474	1,455	1,806	2,271
# of self-initiated calls for service	14,353	14,909	16,481	14,955	10,772	10,792	14,399	21,448
Total calls for service	50,943	34,258	49,810	53,921	48,964	48,496	49,474	56,838
Professional Standards								
Successful WASPC accreditation	Yes	na	n/a	NA	Yes	Yes	Yes	Yes
# of internal investigations conducted	9	4	2	8	5	6	13	12
Pursuits	32	55	91	29	29	25	39	34
Pursuit Terminations	11	22	32	5	4	6	16	17
Promotional processes completed	2	2	1	4	4	2	0	3
Hiring processes completed	8	3	3	16	13	12	2	5
Resignations/Retirements/Termination	9	10	4	14	11	17	3	5
CSRT								
Total number of code enforcement complaints received	664	411	572	561	649	708	619	680
Total code enforcement cases initiated during the reporting period	617	332	564	546	596	671	503	700
Code enforcement cases resolved through voluntary compliance	224	131	175	235	220	242	202	234
Code enforcement cases resolved through forced compliance	63	13	22	22	71	65	72	45
Code enforcement: Average calendar days, Inspection to Forced Compliance	9	7.33	5	5.25	1	24	10	2
Code enforcement: Average calendar days, Inspection to Voluntary Compliance	26	18.33	18.75	19	37	41	14	11.25
Code enforcement: Average calendar days, Inspection to Compliance	49	12.83	11.875	12.1	14	65	59	58
Community Meetings Attended	85	31	29	47	62	92	28	159



TO: Mayor and City Councilmembers

THROUGH: Doug Russell, City Manager *Doug Russell*

FROM: Troy Pokswinski, Capital Projects Division Manager and  
Jeff Rimack, Planning and Public Works Director

DATE: January 20, 2026

SUBJECT: Review of 112<sup>th</sup> Street – Farwest to Holden project

**PURPOSE:** The purpose of this discussion is to present to City Council the status of 112<sup>th</sup> Street – Farwest to Holden project slated for construction in early 2026.

**BACKGROUND:**

112<sup>th</sup> Street – Farwest Drive to Holden Road: Sidewalks and bike lanes will be extended along both sides of 112<sup>th</sup> Street from Farwest Drive to Holden Road through this project. Improvements include replacing existing paved shoulders with bike lanes and sidewalk. Storm drainage will be replaced. Street lighting will be installed on the north side of 112<sup>th</sup>. A radar feedback speed sign will be installed to slow vehicle traffic along the corridor. The existing travel surface along 112<sup>th</sup> Street will not be affected.

The project is primarily funded through a State of Washington Safe Routes to School grant.

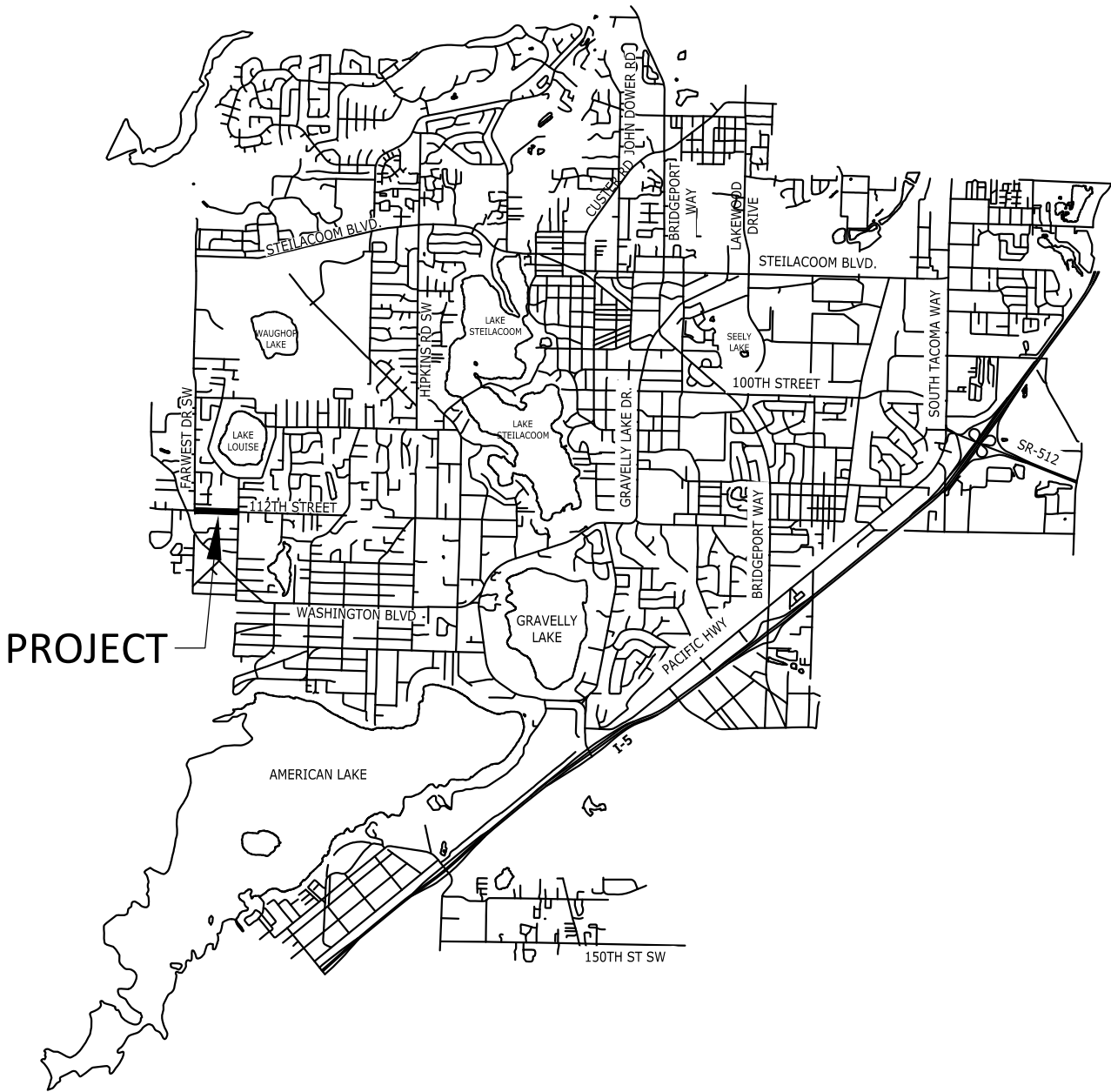
	Projected Prebid Budget
<b>112<sup>th</sup> – Farwest to Holden</b>	
<b>Funding Sources</b>	
State Safe Routes to School Grant	\$ 1,142,720
Surface Water Management (401)	\$ 162,000
<b>Total Funding Sources</b>	<b>\$ 1,304,720</b>
<b>Anticipated Expenditures</b>	
Preliminary Engineering	\$ 85,000
Construction Contract (including 10% contingency)	\$ 1,169,720
Construction Management	\$ 50,000
<b>Total Expenditures</b>	<b>\$ 1,304,720</b>



# 112TH ST SW – LAKE LOUISE SCHOOL SIDEWALK

SRTS NO. HLP-SR23(022)

CITY PROJECT NO. 302.0121



## PROJECT CONTACT NUMBER

STEPHEN C. STEWART, P.E.  
PROJECT ENGINEER/MANAGER  
(253) 983-7853 DESK  
(253) 343-7145 CELL  
[SSTEWART@CITYOFLAKEWOOD.US](mailto:SSTEWART@CITYOFLAKEWOOD.US)

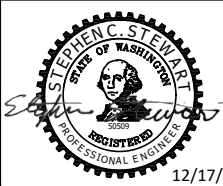
CITY OF LAKEWOOD PUBLIC WORKS 253-983-7795

## DRAWING INDEX

SHEET	DRAWING	SHEET DESCRIPTION
1	CV	COVER SHEET
2	LA	LEGENDS AND ABBREVIATIONS
3	AL	ALIGNMENT AND SURVEY CONTROL
4	RS	TYPICAL ROAD SECTIONS
5	SP-1	SITE PREPARATION PLAN STA - 10+00 TO STA 17+50
6	SP-2	SITE PREPARATION PLAN STA - 17+50 TO STA 23+50
7	PP-1	PLAN AND PROFILE STA - 10+00 TO STA 13+50
8	PP-2	PLAN AND PROFILE STA - 13+50 TO STA 17+50
9	PP-3	PLAN AND PROFILE STA - 17+50 TO STA 21+50
10	PP-4	PLAN AND PROFILE STA - 21+50 TO STA 23+50
11	DT-1	ROADWAY DETAILS
12	DT-2	ROADWAY DETAILS
13	CH-1	ILLUM./CHANNELIZATION - STA 10+00 TO STA 17+50
14	CH-2	ILLUM./CHANNELIZATION - STA 17+50 TO STA 23+50

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NO.	RELEASE/REVISION	DATE	BY	STEPHEN C. STEWART PROJECT ENGINEER	PROJECT NAME	PROJECT
△				STEPHEN C. STEWART DESIGN ENGINEER	112th St SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
△				STEPHEN C. STEWART DRAWN BY	DRAWING NAME	CV
△				WESTON OTT, P.E. CITY ENGINEER	COVER SHEET	
△				DESIGN START 01-2025		1320 of 14
△				SCALE AS SHOWN		



12/17/25











S:\C3D Projects\302.0121 112th St SW - Lake Louise School Sidewalk\Design\Sheets\LA.dwg 12/17/2025 9:10 AM

ABBREVIATIONS



ABAND.....	ABANDON
ACP.....	ASPHALT CONCRETE PAVEMENT
AP.....	ANGLE POINT
APPROX.....	APPROXIMATELY
ARV.....	AIR RELEASE VALVE
ASPH.....	ASPHALT
AVE.....	AVENUE
BOT.....	BOTTOM
BLDG.....	BUILDING
BLVD.....	BOULEVARD
BSW.....	BACK OF SIDEWALK
CB.....	CATCH BASIN
CDF.....	CONTROLLED DENSITY FILL
CL.....	CENTERLINE
CO.....	CLEAN OUT
COL.....	CITY OF LAKEWOOD
CONC.....	CONCRETE
CONT.....	CONTINUE
CMP.....	CORRUGATED METAL PIPE
CPEP.....	CORRUGATED POLYETHYLENE PIPE
CR.....	CROWN
CSTC.....	CRUSHED SURFACING TOP COURSE
CU.FT.....	CUBIC FEET
CU.YD.....	CUBIC YARD
DEG.....	DEGREE
DBL.....	DOUBLE
DI.....	DUCTILE
DRWY.....	DRIVEWAY
E.....	EAST
EA.....	EACH
EG.....	EDGE OF GRAVEL
EL.....	ELEVATION
EP.....	EDGE OF PAVEMENT
EXC.....	EXCAVATION
EX.,EXIST.....	EXISTING
FG.....	FINISHED GROUND
FH.....	FIRE HYDRANT
FND.....	FOUND
FT.....	FOOT
FL.....	FLOW LINE
FM.....	FORCE MAIN
G.....	GAS
GV.....	GAS VALVE
GE.....	GRATE ELEVATION
GRVL.....	GRAVEL
GS.....	GROUND SHOT
HDPE.....	HIGH DENSITY POLYETHYLENE
HORIZ.....	HORIZONTAL
HMA.....	HOT MIX ASPHALT
HPG.....	HIGH PRESSURE GAS
IE.....	INVERT ELEVATION
INT.....	INTERSECTION
IRR.....	IRRIGATION
L.....	LENGTH
LF.....	LINEAR FOOT/FEET
LT.....	LEFT
MH.....	MANHOLE
MJ.....	MECHANICAL JOINT
MAX.....	MAXIMUM
MIN.....	MINIMUM
MISC.....	MISCELLANEOUS
MON.....	MONUMENT
MUTCD.....	MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES

N.....	NORTH
NE.....	NORTH EAST
NO.....	NUMBER
NTS.....	NOT TO SCALE
N.U.....	NOT USED
NW.....	NORTH WEST
O.C.....	ON CENTER
PVMT.....	PAVEMENT
PED.....	PEDESTRIAN
PL.....	PROPERTY LINE
PC.....	POINT OF CURVE
P.C.....	PIERCE COUNTY
PERF.....	PERFORATED
PT.....	POINT OF TANGENT
PI.....	POINT OF INTERSECTION
PROP.....	PROPOSED
PVC.....	POINT OF VERTICAL CURVE
PVC.....	POLYVINYL CHLORIDE
PVI.....	POINT OF VERTICAL INTERSECTION
PVT.....	POINT OF VERTICAL TANGENT
R.....	RADIUS
RCP.....	REINFORCED CONCRETE PIPE
RE.....	RELEASE
RGE.....	RANGE
RT.....	RIGHT
R/W.....	RIGHT-OF-WAY
RD.....	ROAD
S.....	SOUTH
SS.....	SANITARY SEWER
SAN.....	SANITARY
SD.....	STORM DRAIN
SDMH.....	STORM DRAIN MANHOLE
SDR.....	STANDARD DIMENSION RATIO
SE.....	SOUTH EAST
SEC.....	SECTION
S/W.....	SIDEWALK
SPECS.....	SPECIFICATIONS
SSMH.....	SANITARY SEWER MANHOLE
STD.....	STANDARD
STA.....	STATION
ST.....	STREET
SW.....	SOUTH WEST
T.....	TELEPHONE
T.B.C.....	TOP BACK OF CURB
T.O.C.....	TOP OF CURB
TWP.....	TOWNSHIP
TYP.....	TYPICAL
U.P.....	UTILITY POLE
UNK.....	UNKNOWN
V.....	VALVE
VAP.....	VERTICAL ANGLE POINT
V.C.....	VERTICAL CURVE
VERT.....	VERTICAL
VRV.....	VACUUM RELEASE VALVE
W.....	WEST
W/.....	WITH
WM.....	WATER METER
W.M.....	WILLAMETTE MERIDIAN
W.V.....	WATER VALVE
WQ.....	WATER QUALITY
WSDOT.....	WASHINGTON STATE DEPARTMENT OF TRANSPORTATION
Z.....	ZONE









GAS /POWER /TELEPHONE SYMBOLS

EXIST.	PROP.	DESCRIPTION
		POWER POLE
		POWER VAULT
		COMMUNICATIONS VAULT
		GUY ANCHOR
		GAS VALVE
		UTILITY RISER (GENERIC/UNKNOWN)
		UNKNOWN VAULT
		TRAFFIC SIGNAL POLE




WATER SYMBOLS

EXIST.	PROP.	DESCRIPTION
		WATER METER
		FIRE HYDRANT
		GATE VALVE





















































SANITARY /STORM SEWER SYMBOLS

EXIST.	PROP.	DESCRIPTION
		SANITARY SEWER CLEANOUT
		SANITARY SEWER MANHOLE
		STORM DRAIN CATCH BASIN, TYPE I
		STORM DRAIN CATCH BASIN, TYPE II
		STORM DRAIN CATCH BASIN, TYPE II




























SURVEY SYMBOLS

EXIST.	PROP.	DESCRIPTION
		MONUMENT IN CASE
		SURFACE MONUMENT
		SURVEY CONTROL (AS DESCRIBED)
		REBAR & CAP

LINE TYPES LEGEND

EXIST.	PROP.	DESCRIPTION
		ILLUMINATION CONDUIT
		CONSTRUCTION CENTERLINE
		EDGE OF SIDEWALK
		EDGE OF PAVEMENT
		FIBER OPTIC AERIAL
		FIBER OPTIC UNDERGROUND
		INFILTRATION PIPE
		GAS
		PAVEMENT MARKING REMOVAL
		POWER (UTILITIES)
		POWER (UNDERGROUND)
		PROJECT LIMITS
		PROPERTY LINE
		LIMITS OF CUT
		LIMITS OF FILL
		SANITARY SEWER
		STORM DRAIN
		TELEPHONE OVERHEAD
		TELEPHONE UNDERGROUND
		WATER
		EDGE OF LANDSCAPE
		EDGE OF ASPHALT
		EDGE OF GRAVEL
		SAW CUT
		WOOD FENCE
		CHAINLINK FENCE

SURFACE FEATURE /LANDSCAPE SYMBOLS

EXIST.	PROP. /RELOCATE	DESCRIPTION
		JUNCTION BOX (TYPE I, II, III)
		MAILBOX/CLUSTER MAILBOX UNIT(CBU)
		BOLLARD
		SHRUB /HEDGE
		STREET SIGN
		GATE POST
		STREET LIGHT ASSEMBLY
		TREE (CONIFEROUS)F - FIR, C - CEDAR, U - UNKNOWN
		TREE (DECIDUOUS)M - MAPLE, CH -CHERRY, MAD - MADRONA
		ASPHALT/HMA
		CONCRETE
		GRAVEL
		GRASS/LANDSCAPING
		REMOVAL OF STRUCTURE AND OBSTRUCTION

GENERAL NOTES

- ALL CURB RETURN ELEVATIONS SHOWN ON PLANS ARE TOP OF CURB AND DO NOT ACCOUNT FOR CURB RAMPS.
- ALL TOP OF CURB ELEVATIONS SHOWN REFLECT FULL 6" CURB HEIGHT AND DO NOT ACCOUNT FOR DEPRESSED CURB AT DRIVEWAY.
- ALL MATERIALS AND WORKMANSHIP SHALL BE FURNISHED AND SUPPLIED IN ACCORDANCE WITH THE 2025 WASHINGTON STATE DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD, BRIDGE AND MUNICIPAL CONSTRUCTION AND CITY OF LAKEWOOD PUBLIC WORKS STANDARDS UNLESS OTHERWISE SPECIFICALLY NOTED.
- THE CONTRACTOR SHALL BE RESPONSIBLE TO CONTACT AND COORDINATE WITH ALL UTILITY COMPANIES IN ORDER TO ASSURE THAT ALL LINES, PIPES, POLES AND OTHER APPURTENANCES ARE PROPERLY LOCATED, SECURED, AND/OR PROTECTED. BURED UTILITIES (WHERE KNOWN) ARE SHOWN IN THEIR APPROXIMATE LOCATION. THE CONTRACTOR SHALL HAVE UTILITIES VERIFIED ON THE GROUND PRIOR TO ANY EXCAVATION CONSTRUCTION. NOTIFY THE UNDERGROUND UTILITIES LOCATE CENTER: 811
- ALL PAVEMENT MARKINGS SHALL BE INSTALLED/REINSTALLED IN CONFORMANCE TO THE REQUIREMENTS OE THESE PLANS, CONTRACT SPECIFICATIONS, AND THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
- THE CONTRACTOR SHALL HAVE A COPY OF THESE PLANS, ANY ADDENDA, CHANGE ORDERS AND THE CONTRACT SPECIFICATIONS ON THE JOB SITE WHENEVER CONSTRUCTION IS IN PROGRESS.
- THE CONTRACTOR SHALL REPORT ALL SPILLS OR DISCHARGE OF POLLUTANTS WITHIN 24 HOURS TO THE CONTRACTING AGENCY.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL IN ACCORDANCE WITH MUTCD. PRIOR TO DISRUPTION OF ANY TRAFFIC, TRAFFIC CONTROL PLANS SHALL BE PREPARED AND SUBMITTED TO THE CITY FOR APPROVAL. NO WORK SHALL COMMENCE UNTIL ALL APPROVED TRAFFIC CONTROL IS IN PLACE.
- THE CONTRACTOR SHALL PROMPTLY NOTIFY THE ENGINEER IN THE EVENT OR DISCOVERY OF UNSUITABLE SOILS OR HIGH GROUND WATER CONDITIONS OR DISCREPANCIES FROM THE PLANS.
- WHEREVER PLANS REFER TO "SAWCUT "OF ASPHALT CONCRETE PAVEMENT OR OIL MAT, OR CONCRETE SURFACE, THE CONTRACTOR SHALL PERFORM A "NEAT LINE CUT"PER SPECIFICATIONS.
- CATCH BASINS AND CURB INLETS AT FLOWLINES HAVE BEEN SHOWN IN GENERAL WITH A RELATIVE STATION AND OFFSET. THE INTENT OF THIS PROJECT IS TO LOCATE THE CATCH BASINS AND CURB INLETS IN THE FLOWLINE AT THEIR RESPECTIVE ELEVATIONS.
- THE CONTRACTOR SHALL MAINTAIN A CLEAN LEGIBLE SET OF RECORD (AS-BUILT) DRAWINGS AND PROVIDE A SET TO THE OWNER PRIOR TO DEMOBILIZATION OF THE SITE. SEE SPECIFICATIONS.



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DRAINS TO STREAMS

NO.	RELEASE/REVISION	DATE	BY	STEPHEN C. STEWART PROJECT ENGINEER			PROJECT NAME	PROJECT
				STEPHEN C. STEWART DESIGN ENGINEER			112TH ST SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
				STEPHEN C. STEWART DRAWN BY			DRAWING NAME	DRAWING
				WESTON OTT, P.E. CITY ENGINEER			LEGENDS AND ABBREVIATIONS	LA
				DESIGN START 10-2024				2321 of 14
				SCALE N/A		12/17/25		

NOTES

1. SURVEY PERFORMED WITHOUT BENEFIT OF TITLE REPORT. RIGHTS-OF-WAY SHOWN HEREON PER PUBLICLY AVAILABLE ASSESSOR'S RECORDS AND MAPS.
2. 3" TOTAL STATION UTILIZING STANDARD FIELD TRAVERSE METHODS FOR CONTROL AND STAKING.
3. SURFACE UTILITY FACILITIES ARE SHOWN HEREON PER FIELD LOCATED VISIBLE EVIDENCE. THERE MAY BE UTILITIES THAT EXIST ON THIS SITE OTHER THAN THOSE GRAPHICALLY DEPICTED HEREON.
4. UNDERGROUND (BURIED) UTILITIES SHOWN HEREON ARE BASED ON COMBINATIONS OF VISIBLE SURFACE EVIDENCE, UTILITY LOCATOR MARKINGS AND RECORD DATA (SUCH AS AS-BUILT OR UTILITY DESIGN DRAWINGS). ALL UNDERGROUND UTILITIES SHOWN HEREON ARE APPROXIMATE AND, IN SOME CASES, ARE SHOWN AS STRAIGHT LINES BETWEEN FIELD LOCATED SURFACE UTILITY FACILITIES. UNDERGROUND UTILITIES MAY HAVE BENDS, CURVES OR CONNECTIONS WHICH ARE NOT SHOWN.
5. THIS SURVEY HAS BEEN COMPLETED IN COMPLIANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT, CHAPTER 58.09 R.C.W. AND 332-130 W.A.C., AT THE REQUEST OF CITY OF LAKEWOOD.

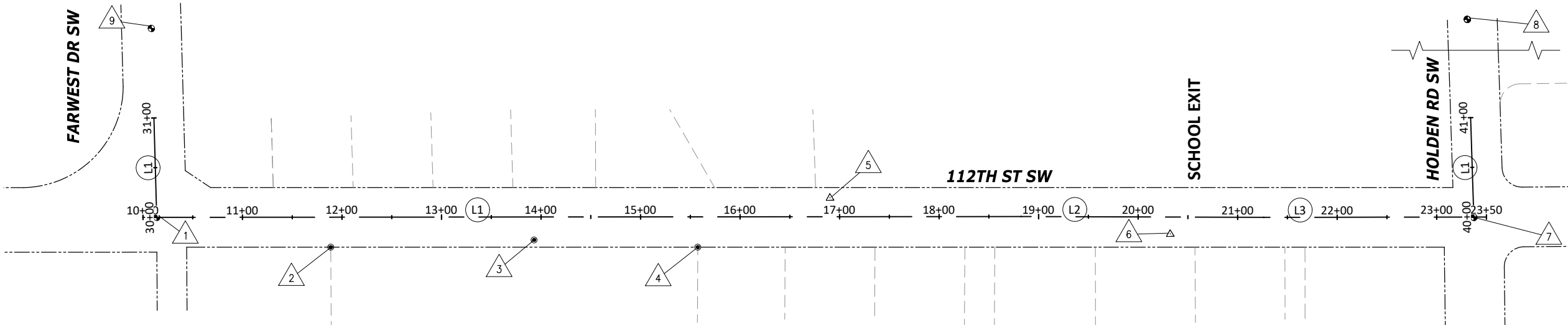
SECTIONS 5 & 8, TOWNSHIP 19N, RANGE 2E

BASIS OF BEARING

NAD 1983/11  
WASHINGTON STATE PLANE SOUTH PROJECTION, BASED ON GPS  
OBSERVATIONS USING WSRN AND GEOID 2012A. US SURVEY FEET.

VERTICAL DATUM

NAVD 1988 VERTICAL DATUM ON ORTHOMETRICALLY  
CORRECTED GPS OBSERVATIONS USING WSRN AND GEOID 2012A.

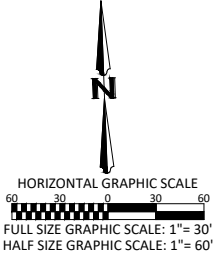


SURVEY CONTROL POINTS				
POINT NO.	NORTHING	EASTING	ELEVATION	DESCRIPTION
1	671449.97	1124544.89	315.14'	FOUND 3" SURFACE BRASS WITH "X"
2	671413.60	1124718.59	319.15'	REBAR AND CAP
3	671415.61	1124926.90	318.48'	NAIL AND WASHER
4	671400.14	1125087.20	315.51'	FOUND 5/8" REBAR AND CAP "HDA INC" PLS 36795
5	671444.59	1125221.70	305.51'	AHBL #107 NAIL AND WASHER
6	671395.80	1125562.04	275.21'	AHBL #105 NAIL AND WASHER
7	671413.60	1125867.53	266.24'	FOUND 3" BRASSIE WITH PUNCH
8	672000.07	1125870.14	274.00'	FOUND MON IN CASE
9	671640.02	1124546.53	314.86'	SURFACE MON

112TH ST SW											
NO.	START STATION	END STATION	RADIUS	DELTA	TANGENT	LENGTH	BEARING	START NORTHING	STARTING EASTING	END NORTHING	END EASTING
L1	10+00.00	18+82.46				882.46'	S87° 57' 20"E	671450.48'	1124531.09'	671419.00'	1125412.99'
L2	18+82.46	21+26.27				243.82'	S87° 42' 15"E	671419.00'	1125412.99'	671409.23'	1125656.61'
L3	21+26.27	23+50.00				223.73'	S87° 59' 05"E	671409.23'	1125656.61'	671401.36'	1125880.20'

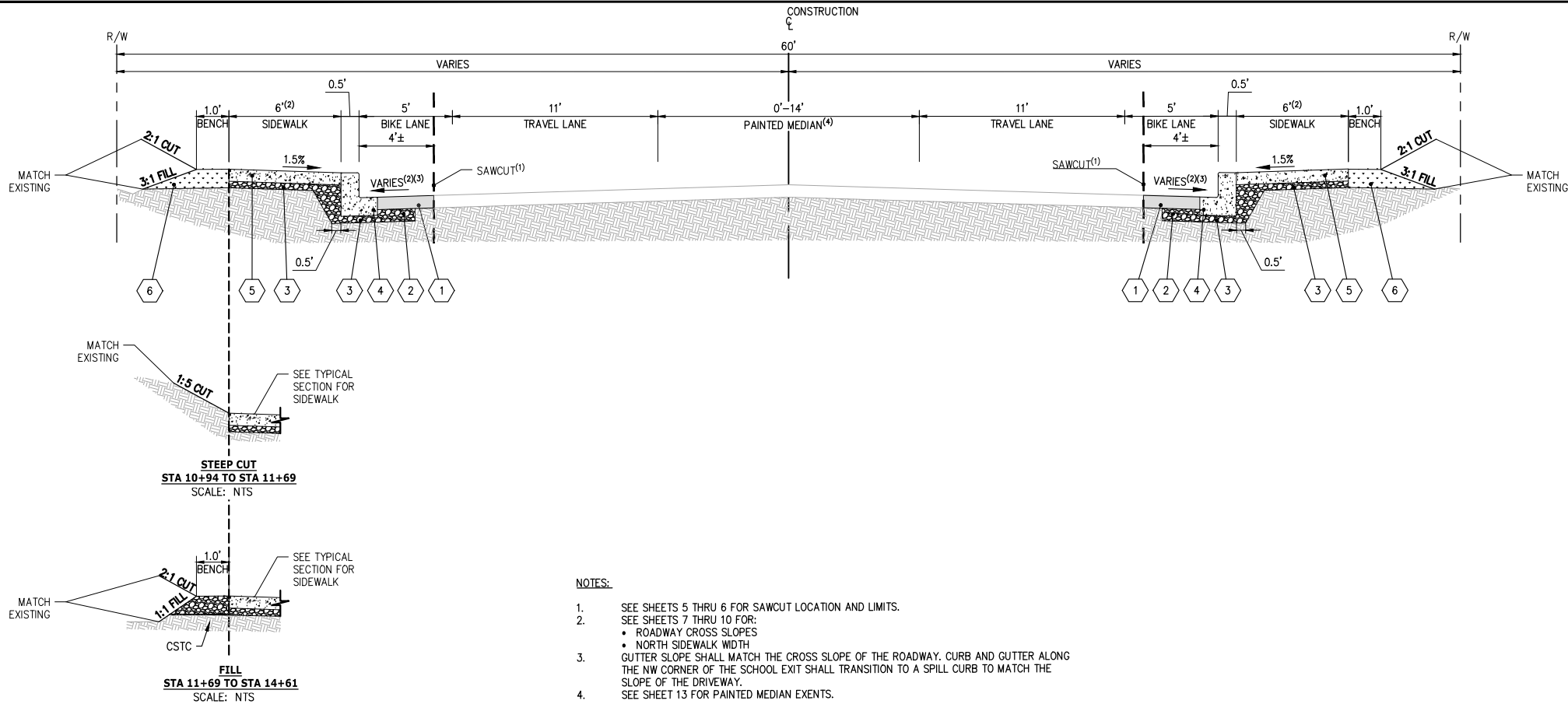
FARWEST DR SW											
NO.	START STATION	END STATION	RADIUS	DELTA	TANGENT	LENGTH	BEARING	START NORTHING	STARTING EASTING	END NORTHING	END EASTING
L1	30+00.00	31+00.00				100.00'	N0° 29' 44"E	671449.97'	1124544.90'	671549.97'	1124545.76'

HOLDEN ST SW											
NO.	START STATION	END STATION	RADIUS	DELTA	TANGENT	LENGTH	BEARING	START NORTHING	STARTING EASTING	END NORTHING	END EASTING
L1	40+00.00	41+00.00				100.00'	N0° 14' 59"E	671401.81'	1125867.54'	671501.80'	1125867.98'



NO.	RELEASE/REVISION	DATE	BY	STEPHEN C. STEWART PROJECT ENGINEER			PROJECT NAME	PROJECT
				STEPHEN C. STEWART DESIGN ENGINEER			112TH ST SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
				STEPHEN C. STEWART DRAWN BY			DRAWING NAME	AL
				WESTON OTT, P.E. CITY ENGINEER			ALIGNMENT AND SURVEY CONTROL	322 of 14
				DESIGN START 10-2024 SCALE N/A				

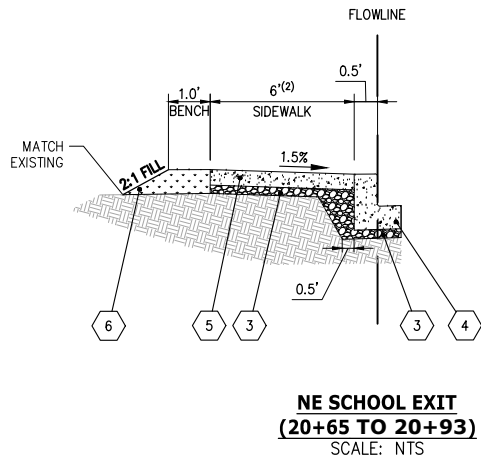
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- SECTION NOTES**
- 4" HMA CLASS  $\frac{1}{2}$ " PG 58H-22
  - 4" CSTC
  - 2" CSTC
  - CEMENT CONCRETE TRAFFIC CURB AND GUTTER PER COL STD PLAN FR-04<sup>(3)</sup>
  - CEMENT CONCRETE SIDEWALK PER COL STD PLAN FR-03
  - 0.5' TOPSOIL TYPE A. SEED FERTILIZE AND MULCH PER THE PROJECT SPECIFICATIONS

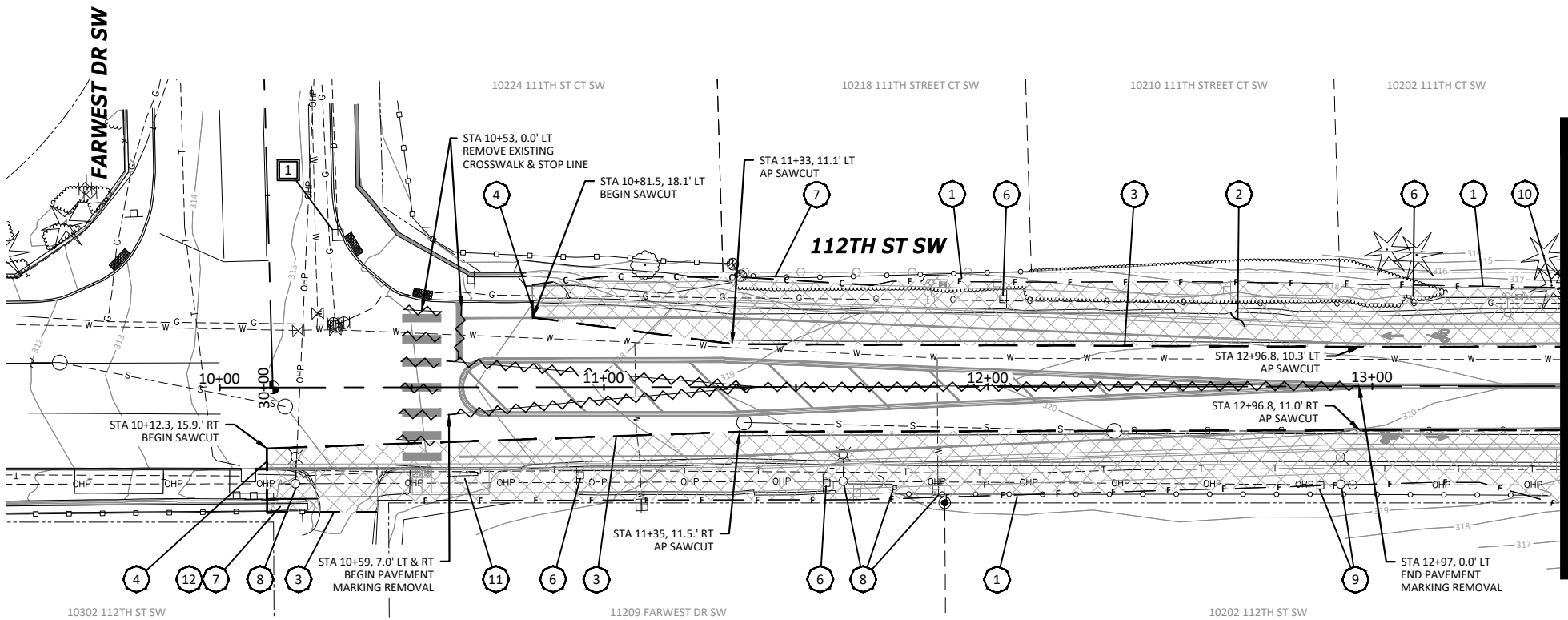
- NOTES:**
- ALL SURFACING AND PAVING DEPTHS ARE COMPACTED DEPTHS.
  - SEE PLAN AND PROFILE SHEETS FOR ROADWAY ELEVATIONS.

**TYPICAL ROADWAY SECTION**  
**112TH ST SW (10+12 TO 22+84)**  
SCALE: NTS



NO.	RELEASE/REVISION	DATE	BY	STEPHEN C. STEWART PROJECT ENGINEER	 	PROJECT NAME	PROJECT
▲				STEPHEN C. STEWART DESIGN ENGINEER		112TH ST SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
▲				STEPHEN C. STEWART DRAWN BY		DRAWING NAME	DRAWING
▲				WESTON OTT, P.E. CITY ENGINEER		TYPICAL ROAD SECTIONS	RS
▲				DESIGN START 10-2024 SCALE N/A			4323 of 14

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EROSION AND SEDIMENT CONTROL NOTES:

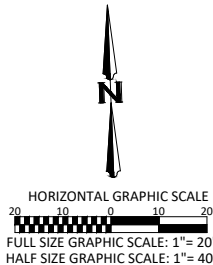
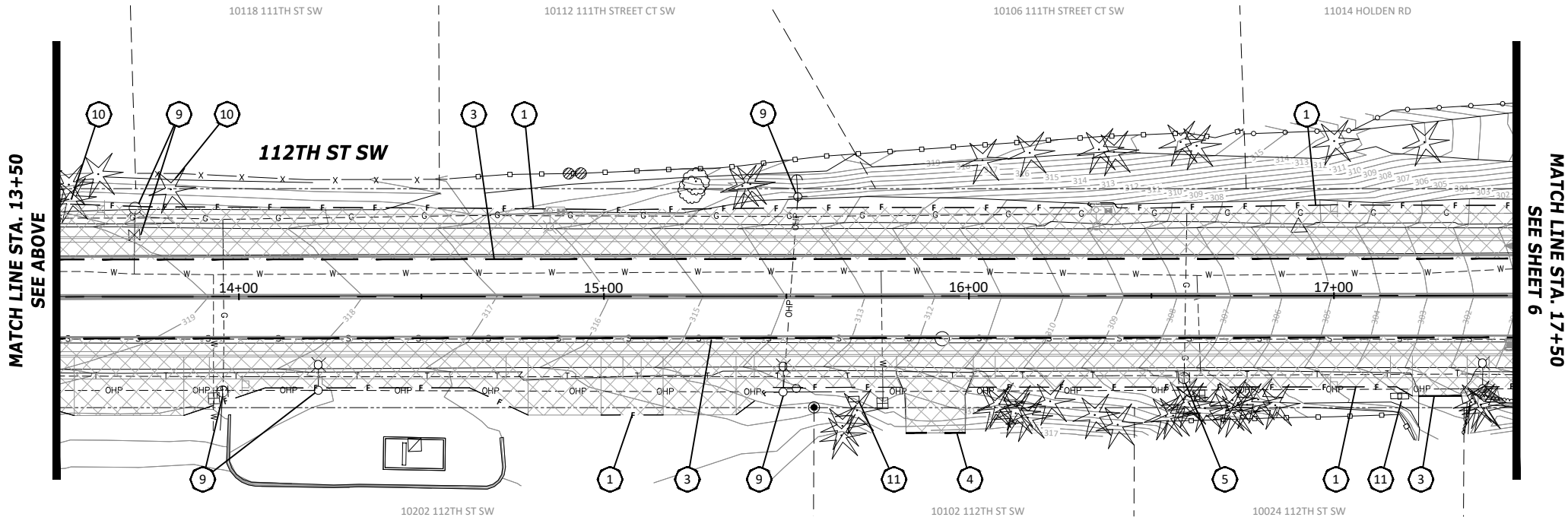
1. INSTALL INLET PROTECTION PER WSDOT STD PLAN I-40.20-00

SITE PREPARATION NOTES

- PROJECT/CLEARING LIMITS
- REMOVE EXISTING CURB, GUTTER, SIDEWALK, PAVEMENT, RETAINING WALL, CONCRETE DEBRIS, DRIVEWAYS, FENCING, LANDSCAPING. COORDINATE WITH PROPERTY OWNER(S) AS REQUIRED. THIS WORK TO BE INCLUDED IN REMOVAL OF STRUCTURE AND OBSTRUCTION.
- SAWCUT EXISTING PAVEMENT.
- SAWCUT EXISTING CURB AND/OR SIDEWALK TO NEAREST FULL JOINT AND PROVIDE CLEAN EDGE.
- LOWER EXISTING SEWER MANHOLE, CATCH BASIN, WATER VALVE, OR GAS VALVE PRIOR TO PAVING
- REMOVE EXISTING SIGN, POST AND FOUNDATION. SEE CH-PLANS FOR NEW LOCATION IF ANY.
- REMOVE AND SALVAGE EXISTING FENCING MATERIAL TO PROPERTY OWNER. SEE PP-SHEETS FOR NEW FENCE LOCATION.
- EXISTING UTILITY TO BE REMOVED/RELOCATED BY OTHERS. COORDINATE WORK WITH UTILITY REPRESENTATIVE. UTILITY PURVEYORS SHALL COORDINATE BETWEEN ONE ANOTHER WHEN RELOCATING A SHARED UTILITY.
- PROTECT EXISTING UTILITY POLE, METER BOX, SIGN, PEDESTAL, VAULT, JUNCTION BOX, CABINET DURING CONSTRUCTION.
- REMOVE EXISTING TREE.
- REMOVE THE EXISTING MAILBOX AND TEMPORARILY RELOCATE TO A TEMPORARY POST DURING CONSTRUCTION. SEE SHEETS 7-10 FOR PROPOSED PLACEMENT.
- SALVAGE EXISTING ROCKS FROM ROCK WALL FOR INSTALLATION AFTER UTILITY POLE RELOCATION.

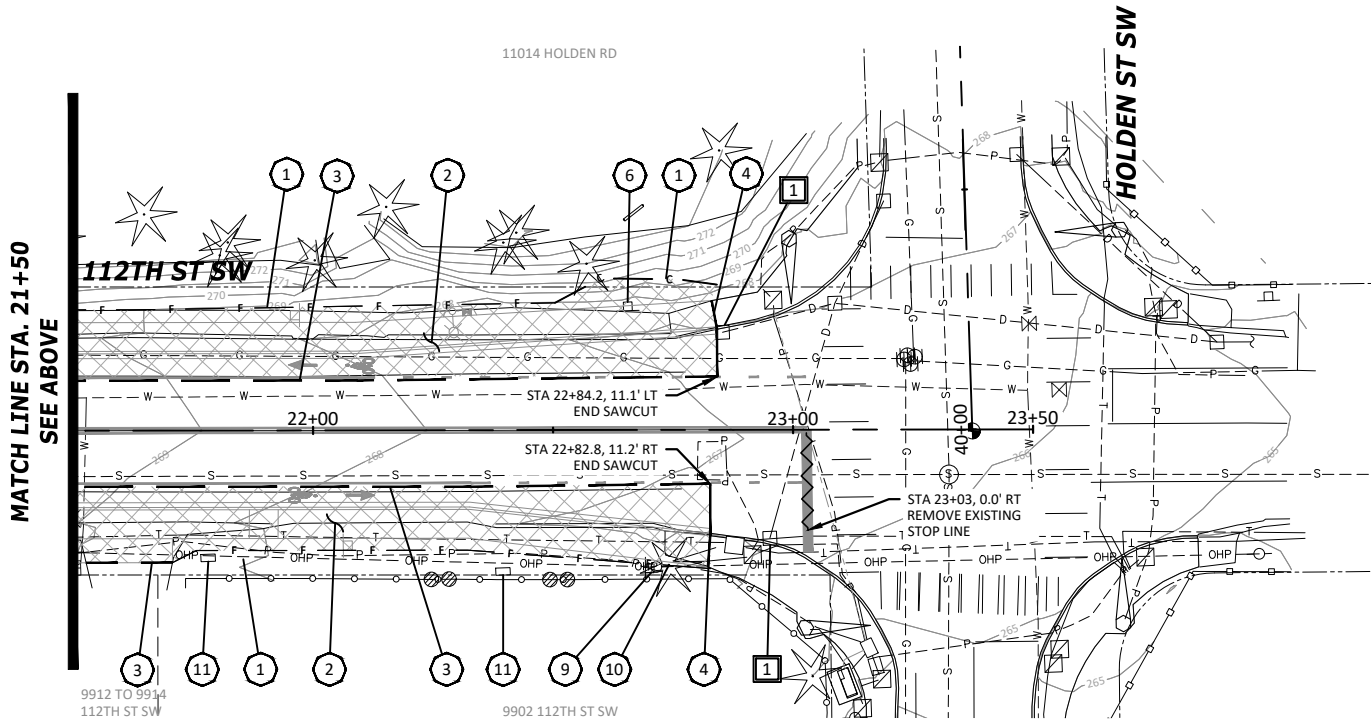
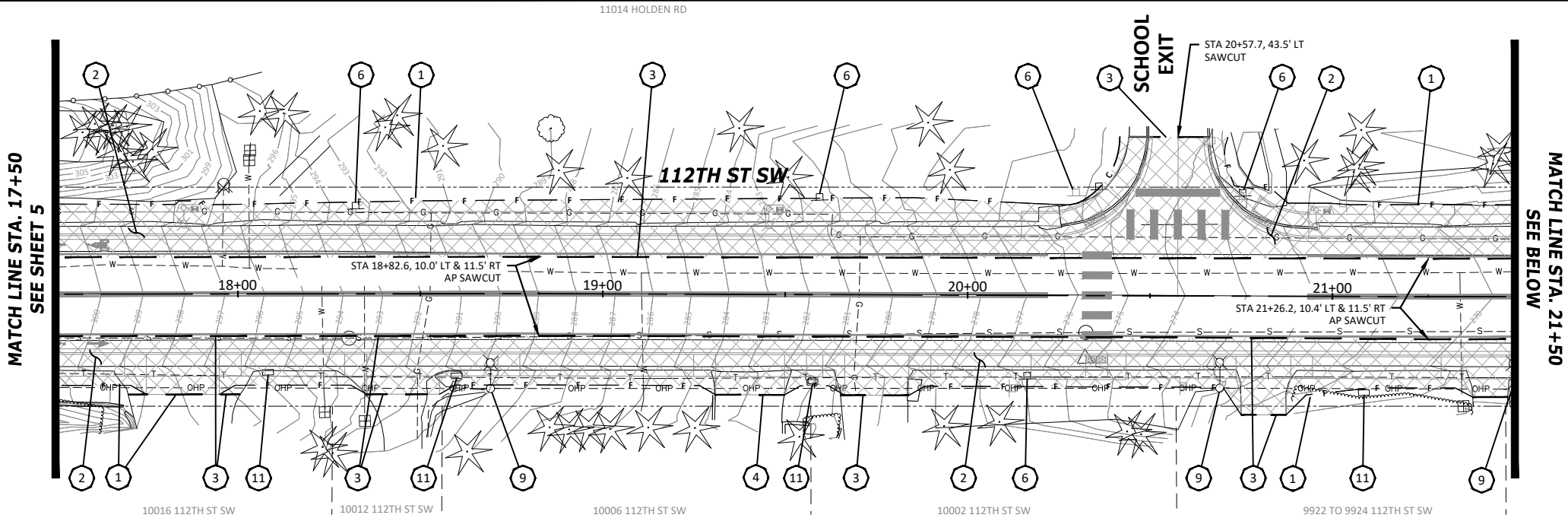
NOTES:

- THE ASPHALT/CONCRETE REMOVAL LIMITS SHOWN MAY BE ADJUSTED IN THE FIELD TO ACCOMMODATE CONSTRUCTION WITH APPROVAL OF THE CITY OF LAKEWOOD.
- CONTRACTOR SHALL SUBMIT TEMPORARY WATER POLLUTION/EROSION CONTROL PLAN PER THE CONTRACT SPECIFICATIONS.
- ALL LIMITS OF CLEARING AND AREAS OF VEGETATION PRESERVATION SHALL BE OBSERVED DURING CONSTRUCTION.
- THE EROSION AND SEDIMENTATION CONTROL SYSTEMS SHOWN ON THE DRAWING ARE INTENDED TO BE MINIMUM REQUIREMENTS TO MEET ANTICIPATED SITE CONDITIONS. AS CONSTRUCTION PROGRESSES OR CONDITIONS DICTATE, THE CONTRACTOR SHOULD ANTICIPATE THAT MORE EROSION AND SEDIMENTATION CONTROL FACILITIES WILL BE NECESSARY TO ENSURE COMPLETE SILTATION CONTROL ON THE PROPOSED SITE DURING THE COURSE OF CONSTRUCTION IT SHALL BE THE OBLIGATION AND RESPONSIBILITY OF THE CONTRACTOR TO ADDRESS ANY NEW CONDITIONS THAT MAY BE CREATED BY HIS ACTIVITIES AND TO PROVIDE ADDITIONAL FACILITIES, OVER AND ABOVE MINIMUM REQUIREMENTS, AS MAY BE NEEDED TO PROTECT ADJACENT PROPERTIES AND THE WATER QUALITY OF THE RECEIVING DRAINAGE SYSTEM.
- AT NO TIME SHALL MORE THAN ONE FOOT OF SEDIMENT BE ALLOWED TO ACCUMULATE WITHIN A CATCH BASIN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND DISPOSING OF THE SEDIMENT. ALL CATCH BASINS, CONVEYANCE LINES AND DITCHES SHALL BE CLEANED PRIOR TO PAVING.
- THE CONTRACTOR SHALL REMOVE MATERIAL DROPPED, WASHED OR TRACKED FROM VEHICLES ONTO THE CITY RIGHT-OF-WAY OR INTO THE EXISTING STORM DRAINAGE SYSTEM, DEBRIS SHALL NOT BE WASHED INTO THE STORM DRAINAGE SYSTEM.
- ALL STORM DRAIN INLETS MADE OPERABLE DURING CONSTRUCTION SHALL BE PROTECTED SO THAT STORMWATER RUNOFF SHALL NOT ENTER THE CONVEYANCE SYSTEM WITHOUT FIRST BEING FILTERED OR OTHERWISE TREATED TO REMOVE SEDIMENT.
- NO DISTURBED SOIL SHALL REMAIN UNSTABILIZED FOR MORE THAN TWO DAYS.



NO.	RELEASE/REVISION	DATE	BY	STEPHEN C. STEWART PROJECT ENGINEER	PROJECT NAME	PROJECT
▲				STEPHEN C. STEWART DESIGN ENGINEER	112TH ST SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
▲				STEPHEN C. STEWART DRAWN BY	DRAWING NAME	DRAWING
▲				WESTON OTT, P.E. CITY ENGINEER	SITE PREPARATION PLAN STA - 10+00 TO STA 17+50	SP-1
▲				DESIGN START 10-2024		5324 of 14
▲				SCALE N/A		

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EROSION AND SEDIMENT CONTROL NOTES:

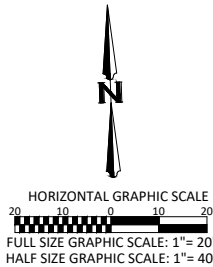
1. INSTALL INLET PROTECTION PER WSDOT STD PLAN I-40.20-00

SITE PREPARATION NOTES

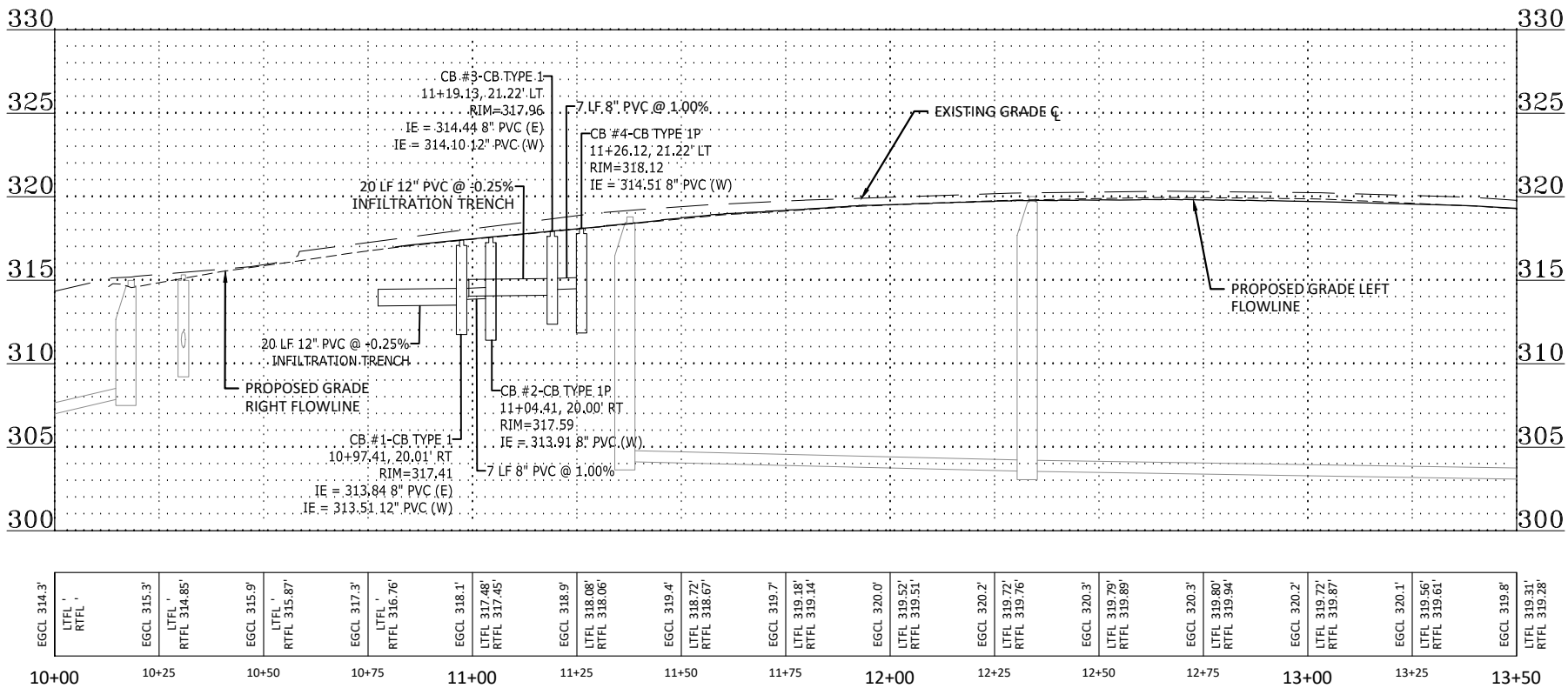
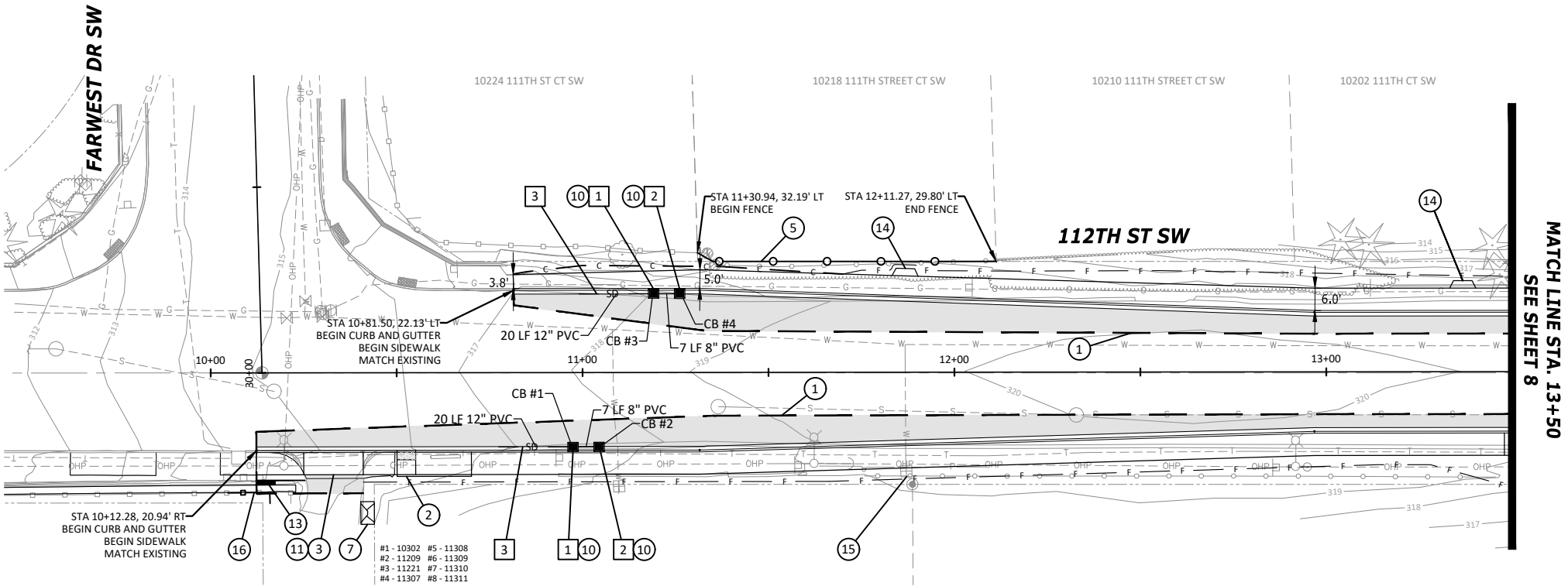
- PROJECT/CLEARING LIMITS
- REMOVE EXISTING CURB, GUTTER, SIDEWALK, PAVEMENT, RETAINING WALL, CONCRETE DEBRIS, DRIVEWAYS, FENCING, LANDSCAPING. COORDINATE WITH PROPERTY OWNER(S) AS REQUIRED. THIS WORK TO BE INCLUDED IN REMOVAL OF STRUCTURE AND OBSTRUCTION.
- SAWCUT EXISTING PAVEMENT.
- SAWCUT EXISTING CURB AND/OR SIDEWALK TO NEAREST FULL JOINT AND PROVIDE CLEAN EDGE.
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- REMOVE EXISTING SIGN, POST AND FOUNDATION. SEE CH-PLANS FOR NEW LOCATION IF ANY.
- REMOVE AND SALVAGE EXISTING FENCING MATERIAL TO PROPERTY OWNER. SEE PP-SHEETS FOR NEW FENCE LOCATION.
- EXISTING UTILITY TO BE REMOVED/RELOCATED BY OTHERS. COORDINATE WORK WITH UTILITY REPRESENTATIVE. UTILITY PURVEYORS SHALL COORDINATE BETWEEN ONE ANOTHER WHEN RELOCATING A SHARED UTILITY.
- PROTECT EXISTING UTILITY POLE, METER BOX, SIGN, PEDESTAL, VAULT, JUNCTION BOX, CABINET DURING CONSTRUCTION.
- REMOVE EXISTING TREE.
- REMOVE THE EXISTING MAILBOX AND TEMPORARILY RELOCATE TO A TEMPORARY POST DURING CONSTRUCTION. SEE SHEETS 7-10 FOR PROPOSED PLACEMENT.
- SALVAGE EXISTING ROCKS FROM ROCK WALL FOR INSTALLATION AFTER UTILITY POLE RELOCATION.

NOTES:

- THE ASPHALT/CONCRETE REMOVAL LIMITS SHOWN MAY BE ADJUSTED IN THE FIELD TO ACCOMMODATE CONSTRUCTION WITH APPROVAL OF THE CITY OF LAKEWOOD.
- CONTRACTOR SHALL SUBMIT TEMPORARY WATER POLLUTION/EROSION CONTROL PLAN PER THE CONTRACT SPECIFICATIONS.
- ALL LIMITS OF CLEARING AND AREAS OF VEGETATION PRESERVATION SHALL BE OBSERVED DURING CONSTRUCTION.
- THE EROSION AND SEDIMENTATION CONTROL SYSTEMS SHOWN ON THE DRAWING ARE INTENDED TO BE MINIMUM REQUIREMENTS TO MEET ANTICIPATED SITE CONDITIONS. AS CONSTRUCTION PROGRESSES OR CONDITIONS DICTATE, THE CONTRACTOR SHOULD ANTICIPATE THAT MORE EROSION AND SEDIMENTATION CONTROL FACILITIES WILL BE NECESSARY TO ENSURE COMPLETE SILTATION CONTROL ON THE PROPOSED SITE DURING THE COURSE OF CONSTRUCTION IT SHALL BE THE OBLIGATION AND RESPONSIBILITY OF THE CONTRACTOR TO ADDRESS ANY NEW CONDITIONS THAT MAY BE CREATED BY HIS ACTIVITIES AND TO PROVIDE ADDITIONAL FACILITIES, OVER AND ABOVE MINIMUM REQUIREMENTS, AS MAY BE NEEDED TO PROTECT ADJACENT PROPERTIES AND THE WATER QUALITY OF THE RECEIVING DRAINAGE SYSTEM.
- AT NO TIME SHALL MORE THAN ONE FOOT OF SEDIMENT BE ALLOWED TO ACCUMULATE WITHIN A CATCH BASIN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND DISPOSING OF THE SEDIMENT. ALL CATCH BASINS, CONVEYANCE LINES AND DITCHES SHALL BE CLEANED PRIOR TO PAVING.
- THE CONTRACTOR SHALL REMOVE MATERIAL DROPPED, WASHED OR TRACKED FROM VEHICLES ONTO THE CITY RIGHT-OF-WAY OR INTO THE EXISTING STORM DRAINAGE SYSTEM, DEBRIS SHALL NOT BE WASHED INTO THE STORM DRAINAGE SYSTEM.
- ALL STORM DRAIN INLETS MADE OPERABLE DURING CONSTRUCTION SHALL BE PROTECTED SO THAT STORMWATER RUNOFF SHALL NOT ENTER THE CONVEYANCE SYSTEM WITHOUT FIRST BEING FILTERED OR OTHERWISE TREATED TO REMOVE SEDIMENT.
- NO DISTURBED SOIL SHALL REMAIN UNSTABILIZED FOR MORE THAN TWO DAYS.



NO.	RELEASE/REVISION	DATE	BY	STEPHEN C. STEWART PROJECT ENGINEER	PROJECT NAME	PROJECT
▲				STEPHEN C. STEWART DESIGN ENGINEER	112TH ST SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
▲				STEPHEN C. STEWART DRAWN BY	DRAWING NAME	DRAWING
▲				WESTON OTT, P.E. CITY ENGINEER	SITE PREPARATION PLAN STA - 17+50 TO STA 23+50	SP-2
▲				DESIGN START 10-2024		6325 of 14
▲				SCALE N/A		



- 
- CONSTRUCTION NOTES
1.

SEAL JOINT THEN APPLY SAND BLANKET TO THE SURFACE JOINT.
2.

CEMENT CONC. CURB RAMP TYPE PARALLEL PER WSDOT STD PLAN F-40.12-02 AND DETAILS ON SHEET 11.
3.

INSTALL CEMENT CONCRETE DRIVEWAY ENTRANCE TYPE 1 PER WSDOT STD PLAN F-80.10-04.
4.

ADJUST MANHOLE/UTILITY BOX/VALVE CASING TO FINISHED GRADE. VALVE CASING(S) SHALL USE COL STANDARD PLAN MI-03.
5.

CONSTRUCT NEW CHAIN LINK FENCE, TYPE 3, W/VINYL COATING PER WSDOT STD PLAN L-20.10-03.
6.

INSTALL NEW MAILBOX ON MAILBOX SUPPORT TYPE 1 PER WSDOT STD PLAN H-70.10-02. SALVAGE EXISTING MAILBOX TO PROPERTY OWNER.
7.

INSTALL CLUSTER MAILBOX TYPE I PER DETAIL ON SHEET 12. SALVAGE EXISTING MAILBOXES TO PROPERTY OWNER.
8.

INSTALL CONCRETE SPILLWAY PER DETAIL ON SHEET 12.
9.

INSTALL CURB TRANSITION PER DETAIL ON SHEET 12.
10.

POTENTIAL UTILITY CONFLICT. VERIFY (POTHOLE) EXACT LOCATION AND DEPTH OF EXISTING UTILITY.
11.

INSTALL HMA DRIVEWAY APRON PER COL STD PLAN FR-01.
12.

INSTALL CEMENT CONCRETE DRIVEWAY APRON PER COL STD PLAN FR-01. SURFACING TYPE SHALL MATCH EXISTING. (I.E. EXPOSED AGGREGATE, BROOM FINISH, SHINER STRIPS ETC.)
13.

REINSTALL EXISTING ROCKS FOR THE ROCK WALL AND BACKFILL WITH CSTC.
14.

INSTALL SIDEWALK LIGHT BUMP OUT PER DETAIL ON SHEET 12.
15.

WATER METER BOX TO BE ADJUSTED TO GRADE BY LAKEWOOD WATER DISTRICT. CONTRACTOR SHALL COORDINATE WITH LAKEWOOD WATER DISTRICT FOR THE ADJUSTMENT.
16.

CONSTRUCT NEW WOOD FENCE. NEW FENCING MATERIAL SHALL MATCH THE EXISTING IN BOTH MATERIAL TYPE AND DIMENSIONS.

- 
- STORM DRAINAGE NOTES
1.

CATCH BASIN TYPE 1 PER WSDOT STD PLAN B-5.20-03
2.

CATCH BASIN TYPE 1P PER WSDOT STD PLAN B-5.60-02 AND COL STD PLAN SW-03
3.

INFILTRATION TRENCH PER DETAIL SHEET 12.
4.

INSTALL CURB INLET FRAME AND COVER PER COL STD PLAN SW-01.

- GENERAL NOTES
1.

ALIGNMENT AND STATIONING PER SURVEYED MONUMENTS, SEE SHEET 3.
2.

THESE PLANS HAVE BEEN PREPARED FOR THE CONTRACTOR'S CONVENIENCE IN LOCATING, PROTECTING AND AVOIDING CONFLICTS WITH EXISTING UTILITIES. IT IS BASED UPON THE BEST AVAILALE INFORMATION BUT IS NOT INTENDED TO BE A COMPLETE RECORD.
3.

UTILITY PIPE TRENCH RESTORATION SHALL BE PER WSDOT STD. PLAN B-55.20-03.
4.

CONSTRUCTION ACTIVITIES SHALL BE PHASED TO MAINTAIN TRAFFIC AND PEDESTRIAN ACCESS TO THE AREA.

DRIVEWAY SCHEDULE				
ALIGNMENT	STATION	OFFSET	WIDTH	SAWCUT (BACK OF HMA D/W)
112TH	10+33.00	21.43' RT	16'	5.0'
*DRIVEWAY CENTERLINE STATION AND BACK OF CURB OFFSET*				



20 10 0 10 20  
SCALE: H: 1"= 20'  
V: 1"= 5'

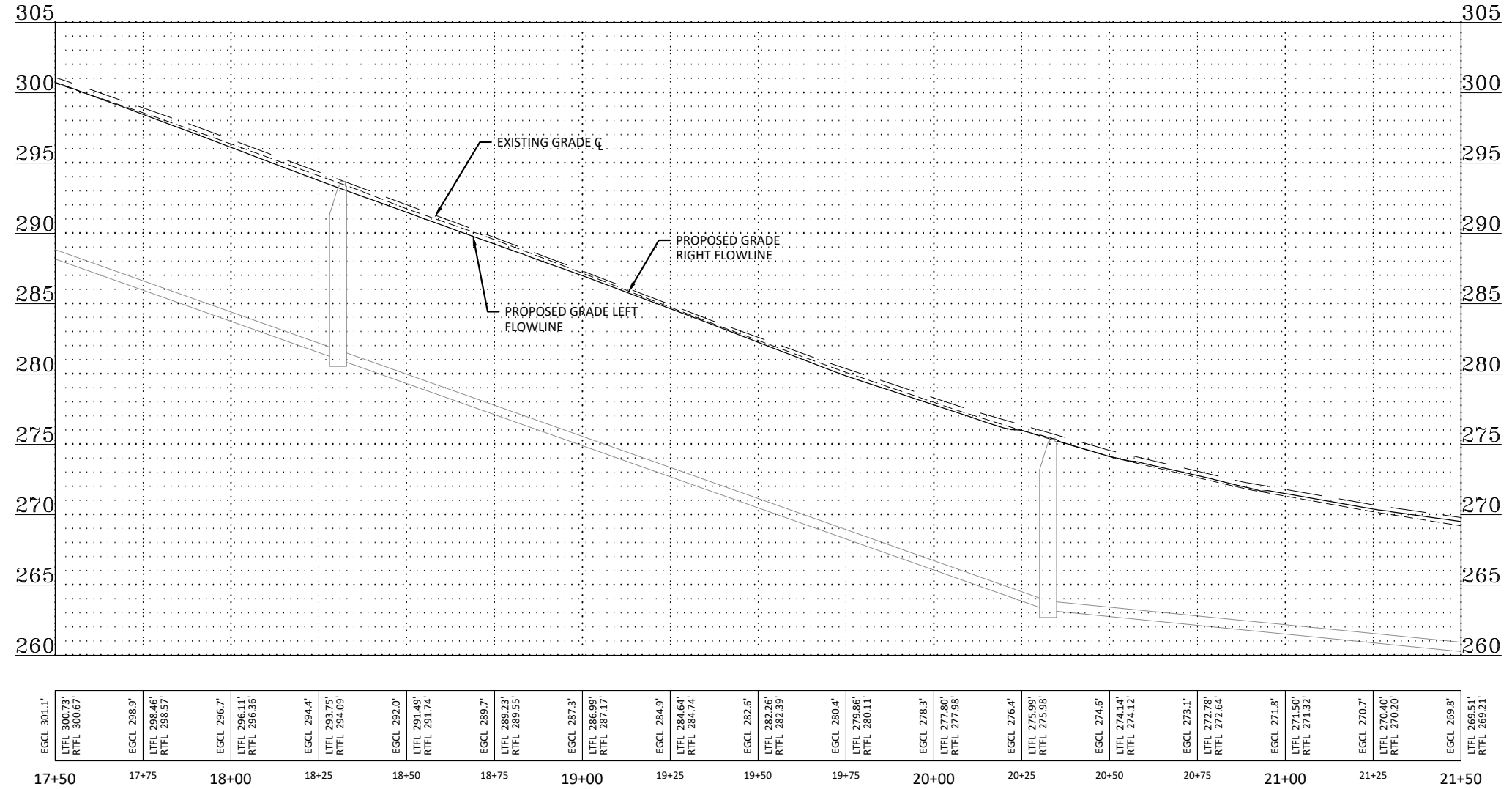
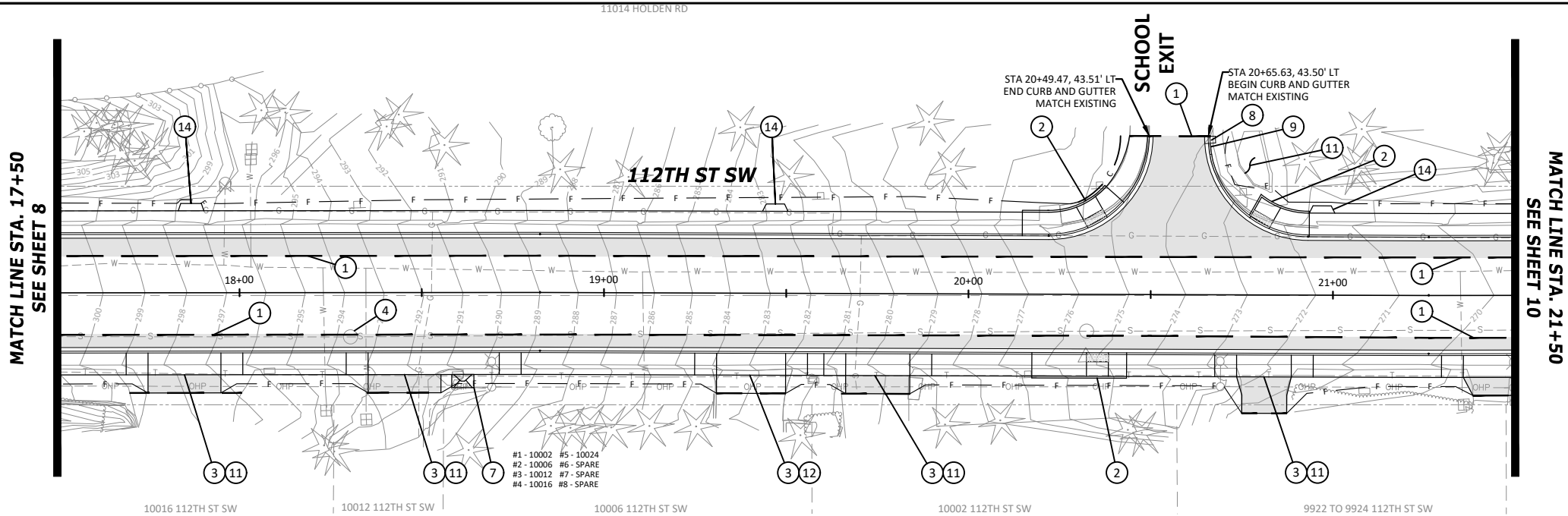
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NO.	RELEASE/REVISION	DATE	BY	STEPHEN C. STEWART PROJECT ENGINEER			PROJECT NAME	PROJECT
△				STEPHEN C. STEWART DESIGN ENGINEER			112TH ST SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
△				STEPHEN C. STEWART DRAWN BY			DRAWING NAME	PP-1
△				WESTON OTT, P.E. CITY ENGINEER			PLAN AND PROFILE STA - 10+00 TO STA 13+50	726 of 14
△				DESIGN START 10-2024	SCALE N/A	12/17/25		





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## CONSTRUCTION NOTES

- SEAL JOINT THEN APPLY SAND BLANKET TO THE SURFACE JOINT.
- CEMENT CONC. CURB RAMP TYPE PARALLEL PER WSDOT STD PLAN F-40.12-02 AND DETAILS ON SHEET 11.
- INSTALL CEMENT CONCRETE DRIVEWAY ENTRANCE TYPE 1 PER WSDOT STD PLAN F-80.10-04.
- ADJUST MANHOLE/UTILITY BOX/VALVE CASING TO FINISHED GRADE. VALVE CASING(S) SHALL USE COL STANDARD PLAN MI-03.
- CONSTRUCT NEW CHAIN LINK FENCE, TYPE 3, W/VINYL COATING PER WSDOT STD PLAN L-20.10-03.
- INSTALL NEW MAILBOX ON MAILBOX SUPPORT TYPE 1 PER WSDOT STD PLAN H-70.10-02. SALVAGE EXISTING MAILBOX TO PROPERTY OWNER.
- INSTALL CLUSTER MAILBOX TYPE I PER DETAIL ON SHEET 12. SALVAGE EXISTING MAILBOXES TO PROPERTY OWNER.
- INSTALL CONCRETE SPILLWAY PER DETAIL ON SHEET 12.
- INSTALL CURB TRANSITION PER DETAIL ON SHEET 12.
- POTENTIAL UTILITY CONFLICT. VERIFY (POTHOLE) EXACT LOCATION AND DEPTH OF EXISTING UTILITY.
- INSTALL HMA DRIVEWAY APRON PER COL STD PLAN FR-01.
- INSTALL CEMENT CONCRETE DRIVEWAY APRON PER COL STD PLAN FR-01. SURFACING TYPE SHALL MATCH EXISTING. (I.E. EXPOSED AGGREGATE, BROOM FINISH, SHINER STRIPS ETC.)
- REINSTALL EXISTING ROCKS FOR THE ROCK WALL AND BACKFILL WITH CSTC.
- INSTALL SIDEWALK LIGHT BUMP OUT PER DETAIL ON SHEET 12.
- WATER METER BOX TO BE ADJUSTED TO GRADE BY LAKEWOOD WATER DISTRICT. CONTRACTOR SHALL COORDINATE WITH LAKEWOOD WATER DISTRICT FOR THE ADJUSTMENT.
- CONSTRUCT NEW WOOD FENCE. NEW FENCING MATERIAL SHALL MATCH THE EXISTING IN BOTH MATERIAL TYPE AND DIMENSIONS.

## STORM DRAINAGE NOTES

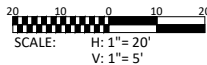
- CATCH BASIN TYPE 1 PER WSDOT STD PLAN B-5.20-03
- CATCH BASIN TYPE 1P PER WSDOT STD PLAN B-5.60-02 AND COL STD PLAN SW-03
- INFILTRATION TRENCH PER DETAIL SHEET 12.
- INSTALL CURB INLET FRAME AND COVER PER COL STD PLAN SW-01.

## GENERAL NOTES

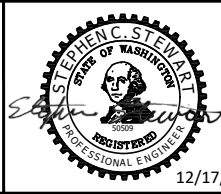
- ALIGNMENT AND STATIONING PER SURVEYED MONUMENTS, SEE SHEET 3.
- THESE PLANS HAVE BEEN PREPARED FOR THE CONTRACTOR'S CONVENIENCE IN LOCATING, PROTECTING AND AVOIDING CONFLICTS WITH EXISTING UTILITIES. IT IS BASED UPON THE BEST AVAILALE INFORMATION BUT IS NOT INTENDED TO BE A COMPLETE RECORD.
- UTILITY PIPE TRENCH RESTORATION SHALL BE PER WSDOT STD. PLAN B-55.20-03.
- CONSTRUCTION ACTIVITIES SHALL BE PHASED TO MAINTAIN TRAFFIC AND PEDESTRIAN ACCESS TO THE AREA.

### DRIVEWAY SCHEDULE

ALIGNMENT	STATION	OFFSET	WIDTH	SAWCUT (BACK OF HMA D/W)
112TH	17+85.00	16.50' RT	20'	5.0'
112TH	18+53.00	16.50' RT	36'	5.0'
112TH	19+40.00	16.50' RT	19'	5.0'
112TH	19+74.00	16.50' RT	18'	5.0'
112TH	20+81.00	16.50' RT	15'	10.0'
*DRIVEWAY CENTERLINE STATION AND BACK OF CURB OFFSET*				



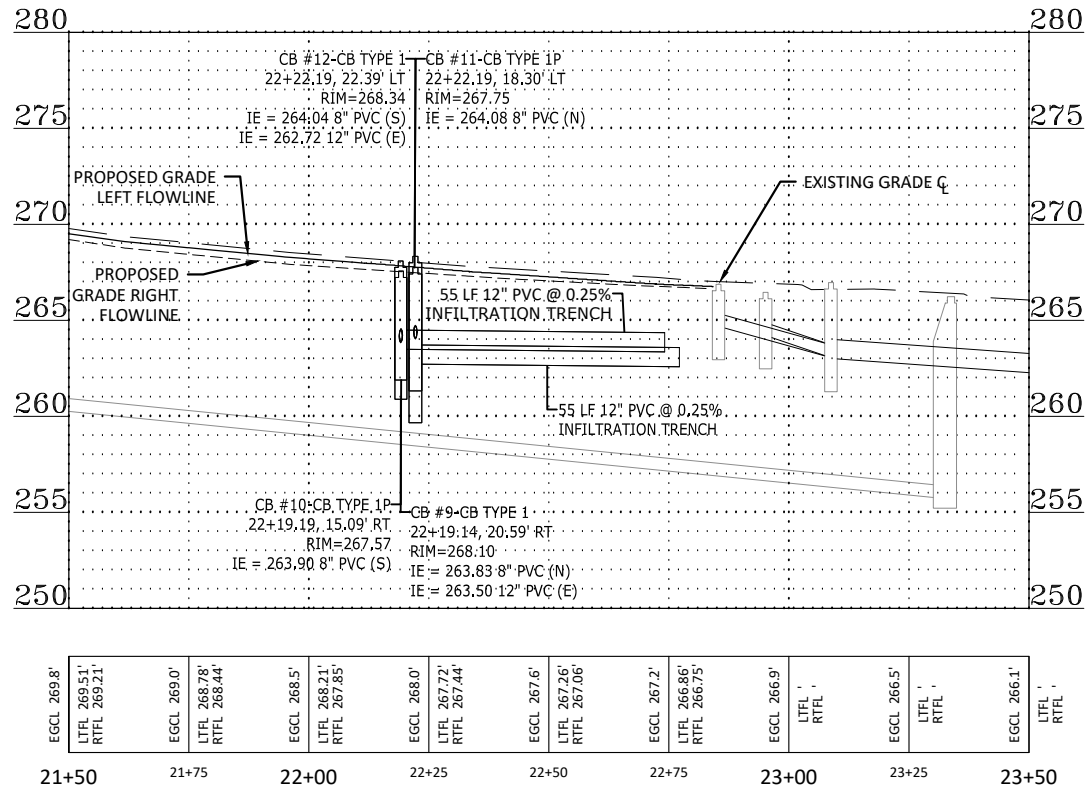
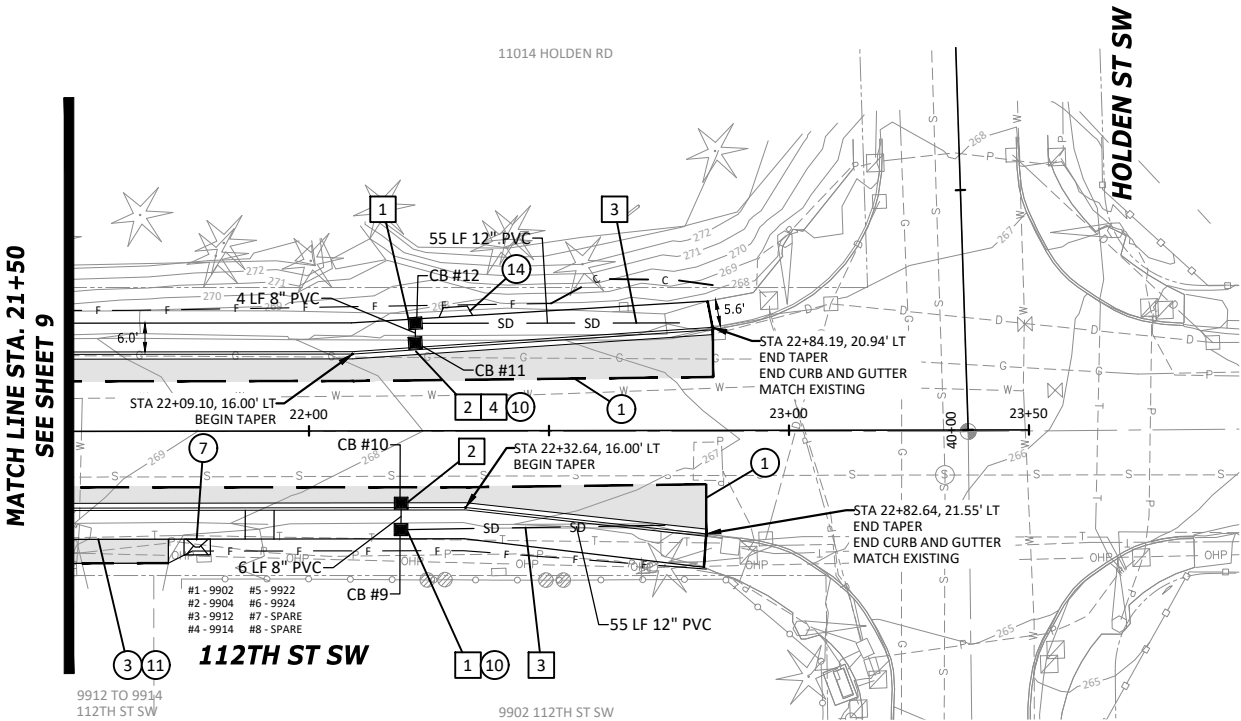
NO.	RELEASE/REVISION	DATE	BY
△			STEPHEN C. STEWART PROJECT ENGINEER
△			STEPHEN C. STEWART DESIGN ENGINEER
△			STEPHEN C. STEWART DRAWN BY
△			WESTON OTT, P.E. CITY ENGINEER
△			DESIGN START 10-2024 SCALE N/A



PROJECT NAME	PROJECT
112TH ST SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
DRAWING NAME	DRAWING
PLAN AND PROFILE STA - 17+50 TO STA 21+50	PP-3
	9328 of 14



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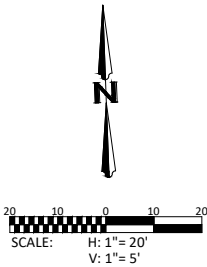


- CONSTRUCTION NOTES**
1. SEAL JOINT THEN APPLY SAND BLANKET TO THE SURFACE JOINT.
  2. CEMENT CONC. CURB RAMP TYPE PARALLEL PER WSDOT STD PLAN F-40.12-02 AND DETAILS ON SHEET 11.
  3. INSTALL CEMENT CONCRETE DRIVEWAY ENTRANCE TYPE 1 PER WSDOT STD PLAN F-80.10-04.
  4. ADJUST MANHOLE/UTILITY BOX/VALVE CASING TO FINISHED GRADE. VALVE CASING(S) SHALL USE COL STANDARD PLAN MI-03.
  5. CONSTRUCT NEW CHAIN LINK FENCE, TYPE 3, W/VINYL COATING PER WSDOT STD PLAN L-20.10-03.
  6. INSTALL NEW MAILBOX ON MAILBOX SUPPORT TYPE 1 PER WSDOT STD PLAN H-70.10-02. SALVAGE EXISTING MAILBOX TO PROPERTY OWNER.
  7. INSTALL CLUSTER MAILBOX TYPE I PER DETAIL ON SHEET 12. SALVAGE EXISTING MAILBOXES TO PROPERTY OWNER.
  8. INSTALL CONCRETE SPILLWAY PER DETAIL ON SHEET 12.
  9. INSTALL CURB TRANSITION PER DETAIL ON SHEET 12.
  10. POTENTIAL UTILITY CONFLICT. VERIFY (POTHOLE) EXACT LOCATION AND DEPTH OF EXISTING UTILITY.
  11. INSTALL HMA DRIVEWAY APRON PER COL STD PLAN FR-01.
  12. INSTALL CEMENT CONCRETE DRIVEWAY APRON PER COL STD PLAN FR-01. SURFACING TYPE SHALL MATCH EXISTING. (I.E. EXPOSED AGGREGATE, BROOM FINISH, SHINER STRIPS ETC.)
  13. REINSTALL EXISTING ROCKS FOR THE ROCK WALL AND BACKFILL WITH CSTC.
  14. INSTALL SIDEWALK LIGHT BUMP OUT PER DETAIL ON SHEET 12.
  15. WATER METER BOX TO BE ADJUSTED TO GRADE BY LAKEWOOD WATER DISTRICT. CONTRACTOR SHALL COORDINATE WITH LAKEWOOD WATER DISTRICT FOR THE ADJUSTMENT.
  16. CONSTRUCT NEW WOOD FENCE. NEW FENCING MATERIAL SHALL MATCH THE EXISTING IN BOTH MATERIAL TYPE AND DIMENSIONS.

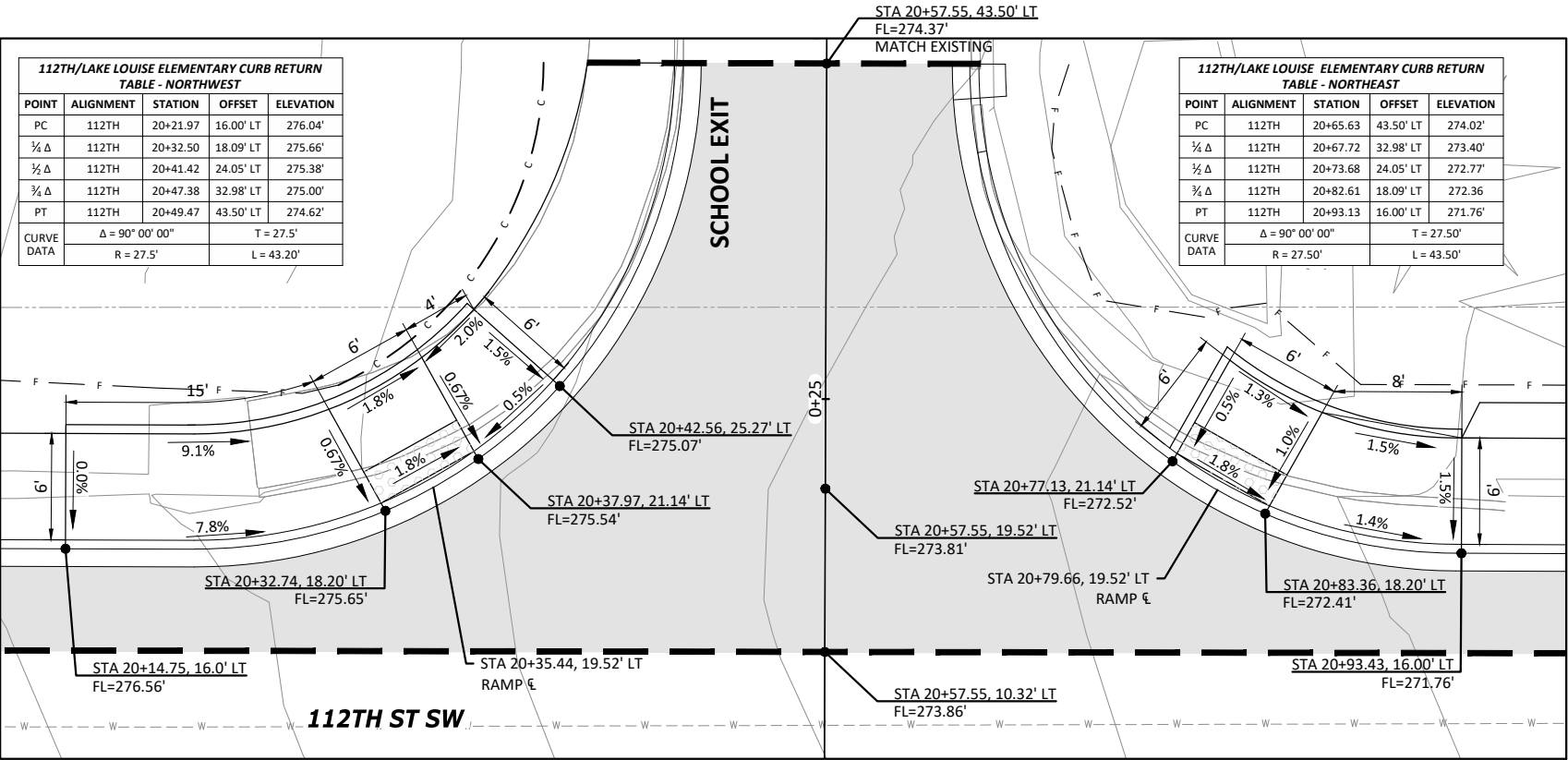
- STORM DRAINAGE NOTES**
1. CATCH BASIN TYPE 1 PER WSDOT STD PLAN B-5.20-03
  2. CATCH BASIN TYPE 1P PER WSDOT STD PLAN B-5.60-02 AND COL STD PLAN SW-03
  3. INFILTRATION TRENCH PER DETAIL SHEET 12.
  4. INSTALL CURB INLET FRAME AND COVER PER COL STD PLAN SW-01.

- GENERAL NOTES**
1. ALIGNMENT AND STATIONING PER SURVEYED MONUMENTS, SEE SHEET 3.
  2. THESE PLANS HAVE BEEN PREPARED FOR THE CONTRACTOR'S CONVENIENCE IN LOCATING, PROTECTING AND AVOIDING CONFLICTS WITH EXISTING UTILITIES. IT IS BASED UPON THE BEST AVAILABLE INFORMATION BUT IS NOT INTENDED TO BE A COMPLETE RECORD.
  3. UTILITY PIPE TRENCH RESTORATION SHALL BE PER WSDOT STD. PLAN B-55.20-03.
  4. CONSTRUCTION ACTIVITIES SHALL BE PHASED TO MAINTAIN TRAFFIC AND PEDESTRIAN ACCESS TO THE AREA.

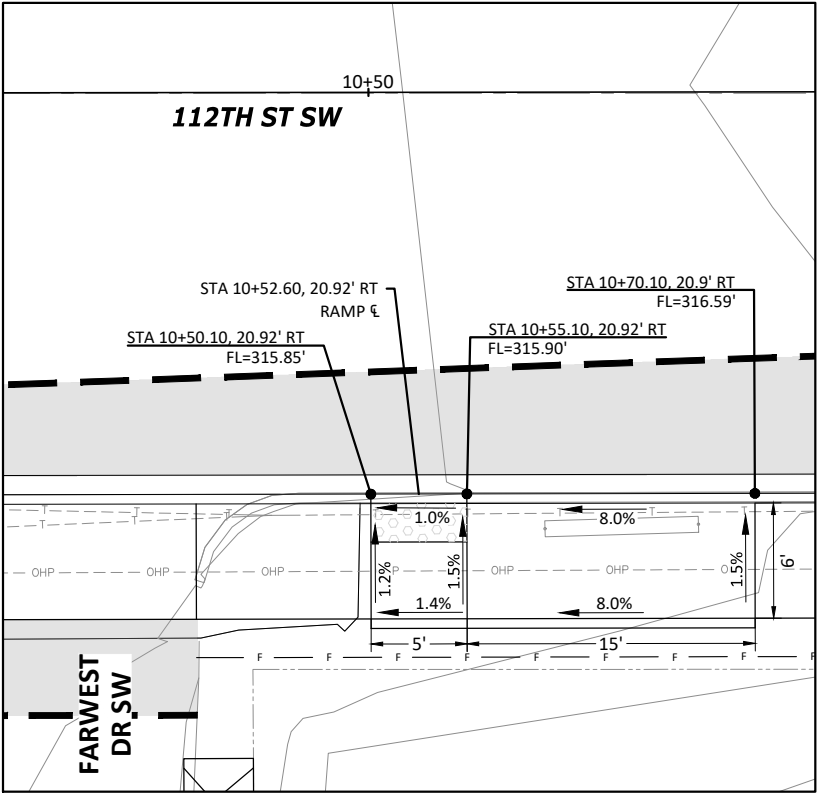
DRIVEWAY SCHEDULE				
ALIGNMENT	STATION	OFFSET	WIDTH	SAWCUT (BACK OF HMA D/W)
112TH	21+61.00	16.50' RT	51'	5.0'
*DRIVEWAY CENTERLINE STATION AND BACK OF CURB OFFSET*				



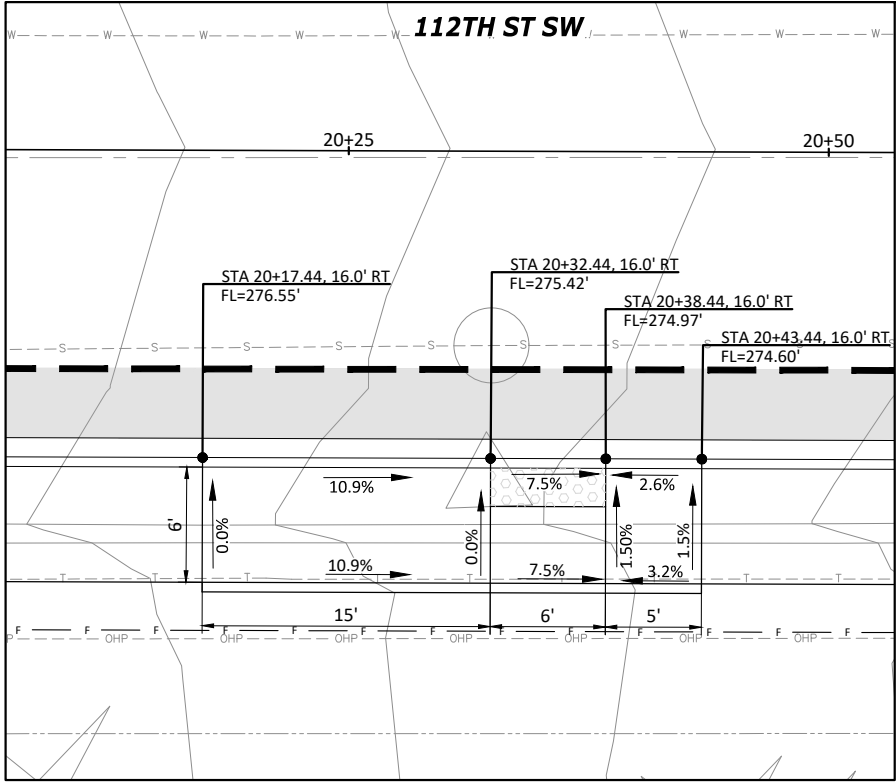
NO.	RELEASE/REVISION	DATE	BY	STEPHEN C. STEWART PROJECT ENGINEER			PROJECT NAME	PROJECT
				STEPHEN C. STEWART DESIGN ENGINEER			112TH ST SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
				STEPHEN C. STEWART DRAWN BY			DRAWING NAME	DRAWING
				WESTON OTT, P.E. CITY ENGINEER			PLAN AND PROFILE STA - 21+50 TO STA 23+50	PP-4
				DESIGN START 10-2024				10 <sup>29</sup> of 14
				SCALE N/A		12/17/25		



**CURB RAMP: NW CORNER OF LAKE LOUISE ELEMENTARY SCHOOL EXIT/112TH ST SW**



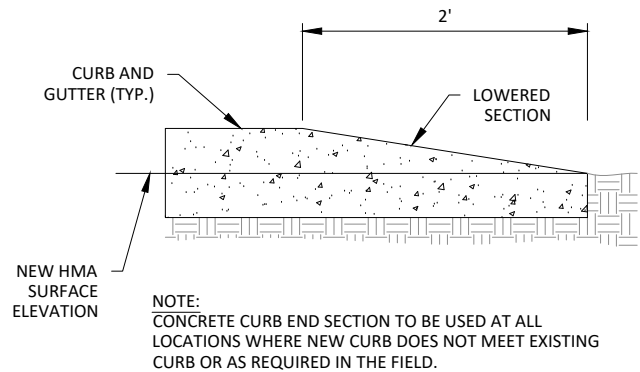
**CURB RAMP: FARWEST DR SW/112TH ST SW**



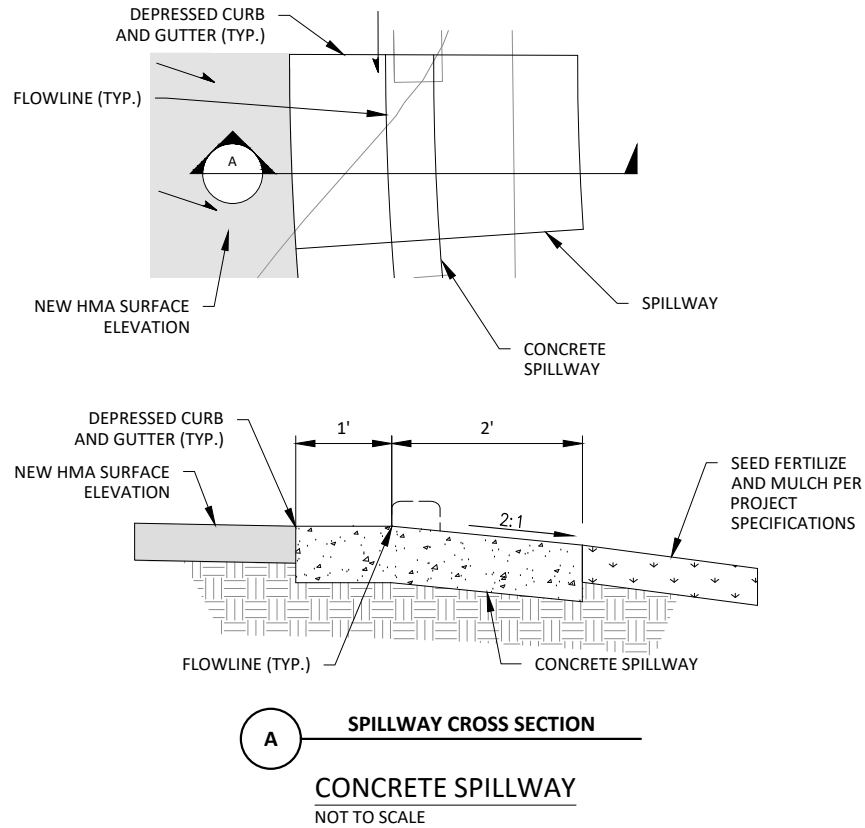
**CURB RAMP: SOUTH CROSSING OF LAKE LOUISE ELEMENTARY SCHOOL EXIT/112TH ST SW**

NO.	RELEASE/REVISION	DATE	BY	STEPHEN C. STEWART PROJECT ENGINEER	PROJECT NAME	PROJECT
1				STEPHEN C. STEWART DESIGN ENGINEER	112TH ST SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
2				STEPHEN C. STEWART DRAWN BY	DRAWING NAME	DRAWING
3				WESTON OTT, P.E. CITY ENGINEER	ROADWAY DETAILS	DT-1
4				DESIGN START 10-2024		130 of 14
5				SCALE N/A		

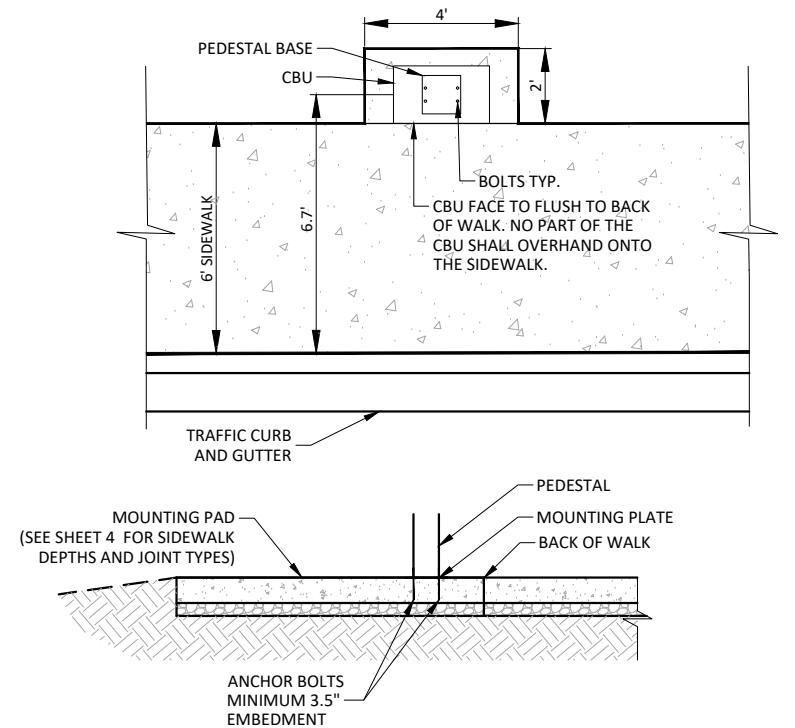
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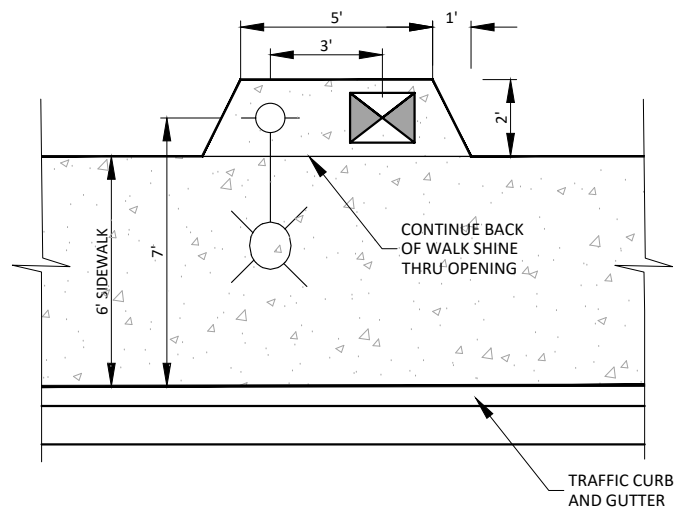
**CURB TRANSITION**  
NOT TO SCALE



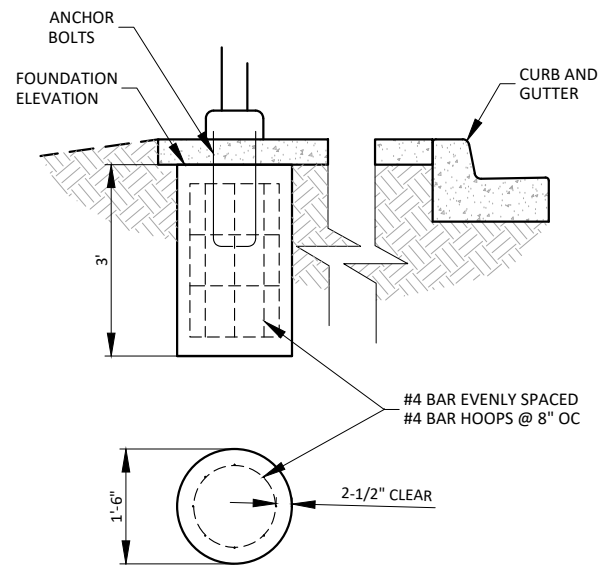
**SPILLWAY CROSS SECTION**  
**CONCRETE SPILLWAY**  
NOT TO SCALE



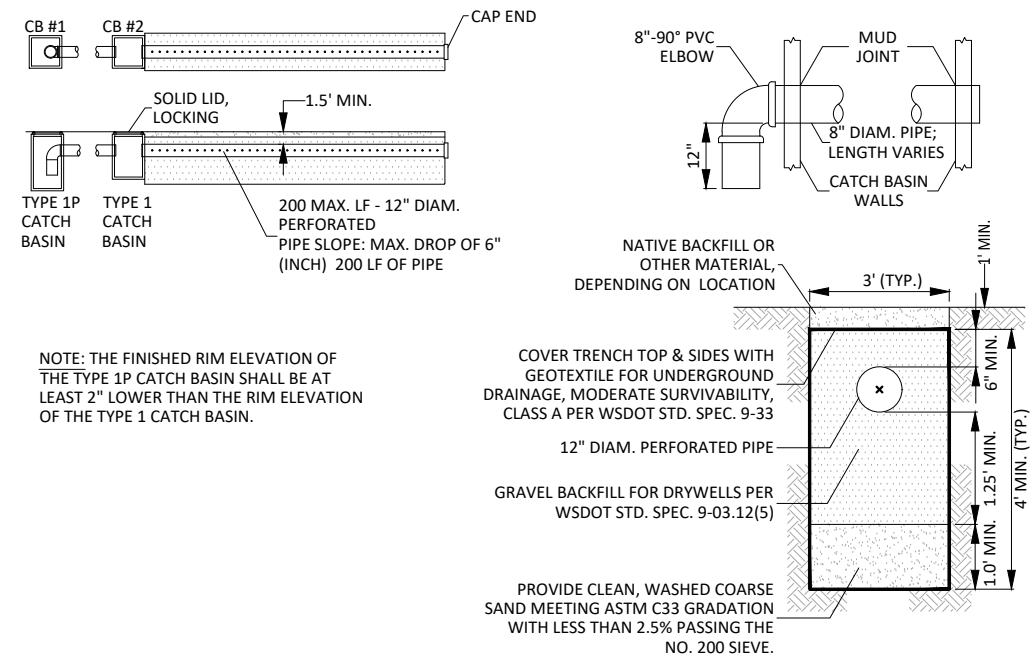
**CLUSTER MAILBOX UNIT (CBU) INSTALLATION DETAIL**  
NOT TO SCALE



**SIDEWALK LIGHT BUMP OUT**  
NOT TO SCALE



**LIGHT FOUNDATION DETAIL TYPICAL SIDEWALK**  
NOT TO SCALE

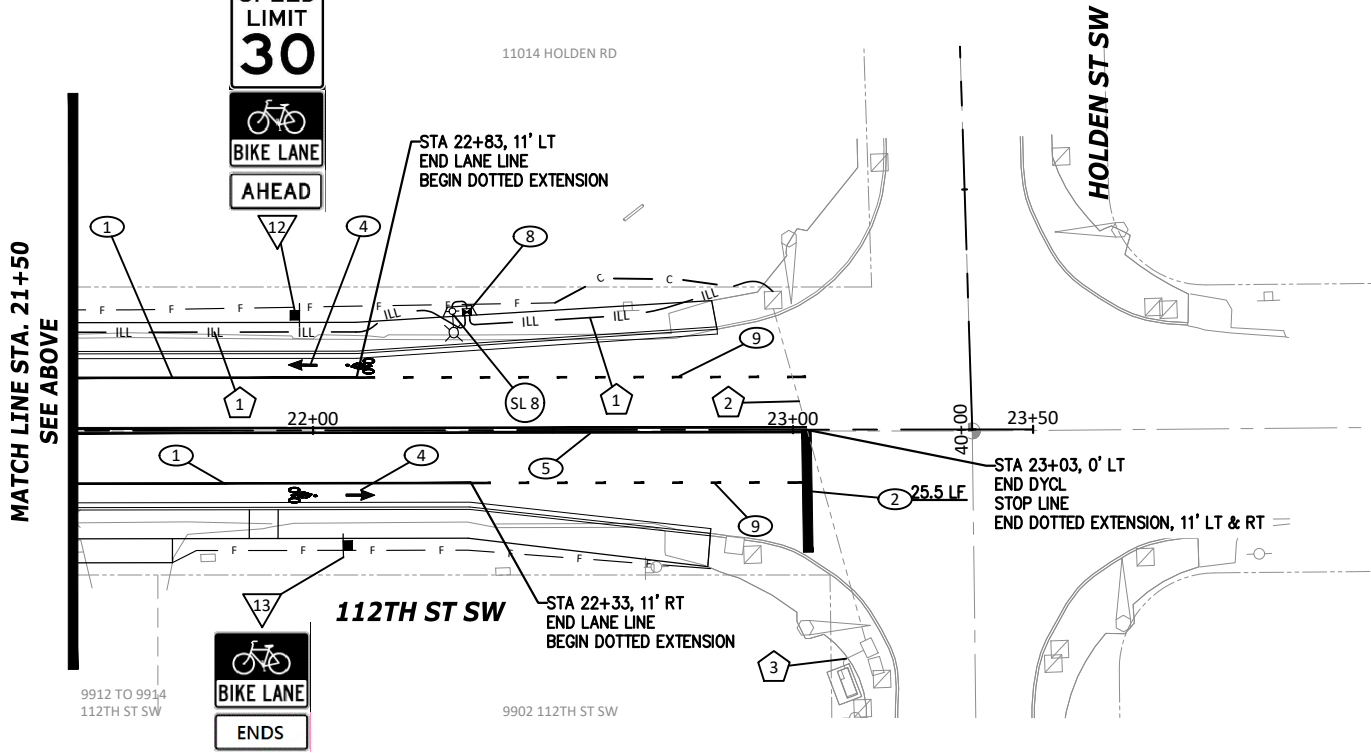
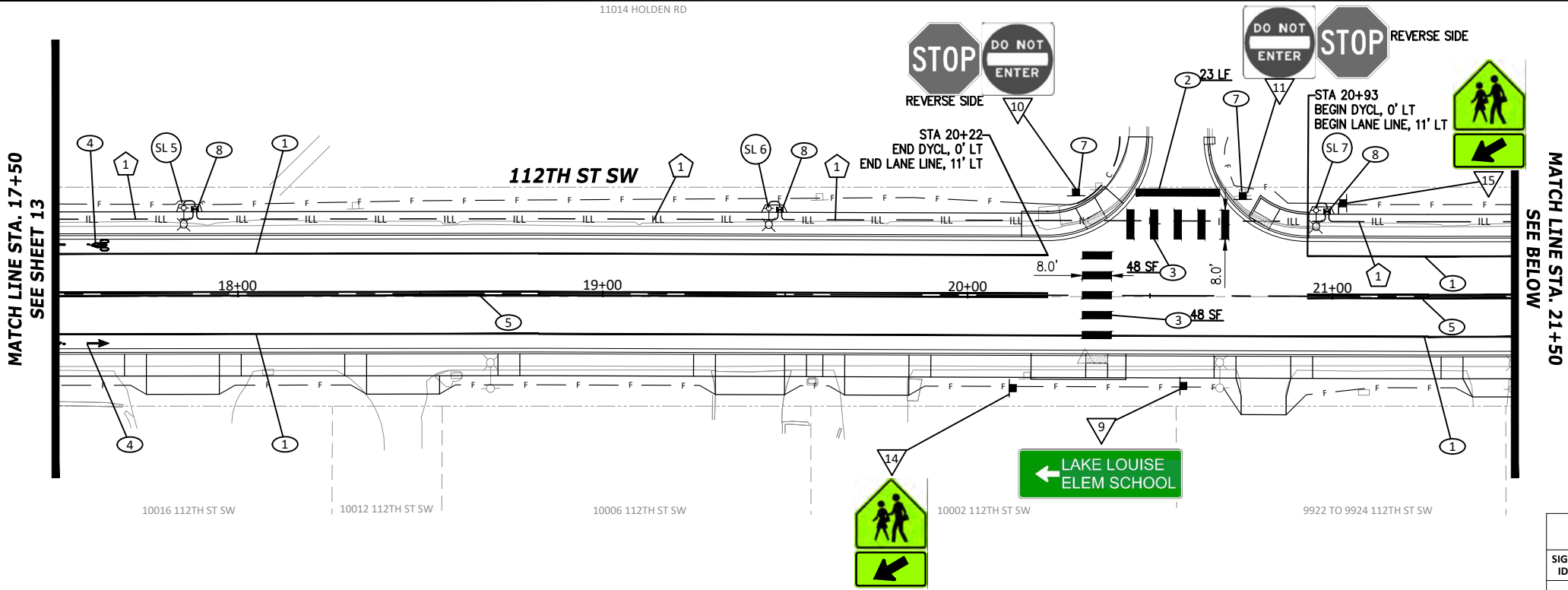


**INFILTRATION GALLERY DETAIL**  
NOT TO SCALE

NO.	RELEASE/REVISION	DATE	BY	STEPHEN C. STEWART PROJECT ENGINEER			PROJECT NAME	PROJECT
				STEPHEN C. STEWART DESIGN ENGINEER			112TH ST SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
				STEPHEN C. STEWART DRAWN BY			DRAWING NAME	DRAWING
				WESTON OTT, P.E. CITY ENGINEER			ROADWAY DETAILS	DT-2
				DESIGN START 10-2024				12 <sup>31</sup> of 14
				SCALE N/A				



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CHANNELIZATION/ILLUMINATION NOTES							
1.	PROFILED PLASTIC LANE LINE PER WSDOT STANDARD PLAN M-20.20-02 AND M-20.10-04.						
2.	PLASTIC STOP LINE COL STANDARD PLAN PS-05.						
3.	PLASTIC CROSSWALK LINE COL STANDARD PLAN PS-05.						
4.	PLASTIC BICYCLE LANE SYMBOL COL STANDARD PLAN PS-04.						
5.	PROFILED PLASTIC DYCL PER WSDOT STANDARD PLAN M-20.20-02 AND M-20.10-04.						
6.	PLASTIC CROSSHATCH PER WSDOT STANDARD PLAN M-3.40-04 AND M-24.60-04.						
7.	RELOCATE EXISTING SIGN TO NEW POST AND FOUNDATION. REINSTALL WITH NEW ANCHOR BOLTS AND ASSOCIATED HARDWARE.						
8.	TYPE 1 JUNCTION BOX PER WSDOT STD PLAN J-40.10-04.						
9.	PLASTIC DOTTED EXTENSION LINE PER WSDOT STANDARD PLAN M-20.20-02 AND M-20.10-04.						
GENERAL NOTES							
1.	ALL SIGN TYPES, COLORS, AND DIMENSIONS ARE STANDARD PER THE MUTCD UNLESS OTHERWISE INDICATED.						
2.	SIGNS SHALL BE CONSTRUCTED ENTIRELY OF TYPE 4 REFLECTIVE SHEETING PER WSDOT SPECIFICATIONS SECTION 9-28.12.						
3.	PLASTIC PAVEMENT MARKINGS SHALL BE PER THE PROJECT SPECIFICATIONS.						

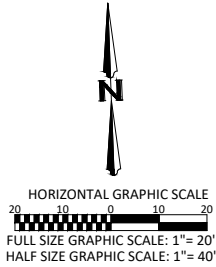
SIGN SCHEDULE							
SIGN ID	ALIGNMENT	STATION	OFFSET	TYPE	W X H	DESCRIPTION	COMMENTS
9	112	20+58	24.5' RT	D1-1(CUSTOM)	36" X 12"	LAKE LOUISE ELEM SCHOOL	REPLACE
10	112	20+29	27.3' LT	R5-1	EXISTING	DO NOT ENTER	RELOCATE <sup>(5)</sup>
				R1-1	EXISTING	STOP	
11	112	20+75	26.5' LT	R5-1	EXISTING	DO NOT ENTER	RELOCATE <sup>(5)</sup>
				R1-1	EXISTING	STOP	
12	112	22+07	24.0' LT	R2-1	30" X 36"	SPEED LIMIT	NEW
				R3-17	30" X 24"	BIKE LANE	
				R3-17aP	30" X 12"	AHEAD	
13	112	22+07	24.0' RT	R3-17	30" X 24"	BIKE LANE	NEW
				R3-17bP	30" X 12"	ENDS	
14	112	20+11.5	25.5' RT	S1-1	36" X 36"	SCHOOL CROSSING	NEW
				W16-7PL	24" X 12"	ASSEMBLY	
15	112	21+04	25.5' LT	S1-1	36" X 36"	SCHOOL CROSSING	NEW
				W16-7PL	24" X 12"	ASSEMBLY	

NOTE:

- ALL NEW AND RELOCATED SIGNS SHALL BE MOUNTED ON NEW METAL POLES PER CITY OF LAKEWOOD STANDARD PS-03.
- SIGNS MOUNTED TO STREET LIGHTS SHALL USE METAL BANDS.
- SIGN COLOR SHALL BE AS SHOWN IN THE PLANS.
- SIGNS SHALL BE PLACED SO THAT THE EDGE OF THE SIGN NEAREST THE ROADWAY IS EVEN WITH THE EDGE OF THE SIDEWALK.
- RFP SHALL BE ATTACHED TO A 2 1/2" ROUND GALVANIZED STEEL POST WITH TYPE ST-4 FOUNDATION PER WSDOT STD. PLAN G-24.50-05.

LUMINAIRE SCHEDULE						
SL#	ALIGNMENT	STATION	OFFSET	HEIGHT	MAST ARM	FOUNDATION TOP ELEV.
5	112TH	17+85	24.5' LT	14.5'	4'	298.10
6	112TH	19+45	23.5' LT	14.5'	4'	283.26
7	112TH	20+95	23.5' LT	14.5'	4'	272.26
8	112TH	22+19	24.0' LT	14.5'	4'	268.40
NOTE: SEE ILLUMINATION SYSTEM WIRING SCHEMATIC FOR CIRCUITS.						

CONDUIT AND WIRING SCHEDULE				
NO.	CONDUIT	SYSTEM	CONDUCTORS	COMMENTS
1	2"	ILLUMINATION	2 - #6	CIRCUIT-ILLUM. B
2	EX 3"	EX SIGNAL	2 - #6	PULL BACK THRU EXISTING CONDUIT
3	EX 1.25"	EX SCHOOL	2 - #6	PULL BACK THRU EXISTING CONDUIT
NOTES: 1. MINIMUM 2' COVER 2. PVC CONDUIT WITH CONDUCTORS SHALL CONTAIN GROUND WIRE, SEE WSDOT STD. PLAN J-28.70-04. 3. CONDUIT SHALL CONTAIN NYLON PULL STRING.				



NO.	RELEASE/REVISION	DATE	BY	STEPHEN C. STEWART PROJECT ENGINEER	 		PROJECT NAME	PROJECT
▲				STEPHEN C. STEWART DESIGN ENGINEER			112TH ST SW - LAKE LOUISE SCHOOL SIDEWALK	302.0121
▲				STEPHEN C. STEWART DRAWN BY			DRAWING NAME	CH-2
▲				WESTON OTT, P.E. CITY ENGINEER			ILLUM./CHANNELIZATION - STA 17+50 TO STA 23+50	14 <sup>33</sup> of 14
▲				DESIGN START 10-2024				
▲				SCALE N/A				