



LAKWOOD CITY COUNCIL AGENDA

Monday, March 17, 2014

7:00 P.M.

City of Lakewood

City Council Chambers

6000 Main Street SW

Lakewood, WA 98499

Page No.

CALL TO ORDER

ROLL CALL

FLAG SALUTE

CITY MANAGER REPORT

PROCLAMATIONS AND PRESENTATIONS

Proclamation declaring March 2, 2014 through April 24, 2014, as Pierce County Reads. - *Ms. Neel Parikh, Executive Director, Pierce County Library System*

PUBLIC COMMENTS

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

- (4) A. Approval of the minutes of the City Council meeting of March 3, 2014.
- (12) B. Approval of the minutes of the City Council Study Session of March 10, 2014.
- (17) C. Items Filed in the Office of the City Clerk:
 - 1. Community Development Block Grant Citizens Advisory Board meeting minutes of January 22, 2014.
 - 2. Public Safety Advisory Committee meeting minutes of February 5, 2014.

The Council Chambers is accessible to persons with disabilities. Equipment is available for the hearing impaired. Persons requesting special accommodations or language interpreters should contact the City Clerk's Office, 589-2489, 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>

City Hall will be closed 15 minutes after adjournment of the meeting.

3. Redevelopment Advisory Board meeting minutes of January 14, 2014.

(28) D. Resolution No. 2014-05

Setting Monday, April 21, 2014, at approximately 7:00 p.m., as the date for a public hearing by the City Council on the Fiscal Year 2014 and Amendments to the Fiscal Years 2009, 2012 and 2013 Consolidated Annual Action Plans for the Community Development Block Grant and HOME Investment Act Partnership Programs.

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

UNFINISHED BUSINESS

NEW BUSINESS

(31) Motion No. 2014-15

Authorizing the execution of an agreement with AECOM Technical Services, Inc., on behalf of the South Sound Military & Communities Partnership, in the amount of \$360,000, to conduct a Joint Base Lewis McChord Joint Land Use Study. - *Assistant City Manager for Development Services*

BRIEFING BY THE CITY MANAGER

- (53) Public Safety Advisory Committee's proposed work plan.
(54) Lakewood Rotary's proposal for an amphitheater at Ft. Steilacoom Park.

CITY COUNCIL COMMENTS

ADJOURNMENT

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City Hall will be closed 15 minutes after adjournment of the meeting.

LAKWOOD CITY HALL
6000 Main Street SW, Lakewood, WA 98499-5027
(253) 589-2489

MEETING SCHEDULE
March 17, 2014 – March 21, 2014

Date	Time	Meeting	Location
March 17	6:00 P.M.	Youth Council	Clover Park School District Student Services Center, Room 18
	7:00 P.M.	City Council	Lakewood City Hall Council Chambers
March 18	No Meetings Scheduled		
March 19	6:30 P.M.	Planning Advisory Board	Lakewood City Hall Council Chambers
March 20	4:00 P.M.	Human Services Funding Advisory Board	Lakewood City Hall 3rd Floor, Conference Room 3A
March 21	No Meetings Scheduled		

TENTATIVE MEETING SCHEDULE
March 24, 2014 – March 28, 2014

Date	Time	Meeting	Location
March 24	7:00 P.M.	City Council	Lakewood City Hall Council Chambers
March 25	5:30 P.M.	Parks and Recreation Advisory Board	Lakewood City Hall 1 st Floor, Conference Room 1D
	5:30 P.M.	Citizens Transportation Advisory Board	Lakewood City Hall 1 st Floor, Conference Room 1E
March 26	No Meetings Scheduled		
March 27	3:30 P.M.	City Talk with the Mayor or another Councilmember. <i>Please call 253-589- 2489 for an appointment</i>	Lakewood City Hall 3 rd Floor, Mayor's Office
	4:00 P.M.	City Council Tour of Classic Reflections Coachworks	4425 100 th St SW Building 25 - Suite H Lakewood, WA
	6:00 P.M.	Landmarks & Heritage Advisory Board	Lakewood City Hall 3 rd Floor, Conference Room 3A
March 28	No Meetings Scheduled		

NOTE: The City Clerk's Office has made every effort to ensure the accuracy of this information. Please confirm any meeting with the sponsoring City department or entity.



LAKWOOD CITY COUNCIL MINUTES

March 3, 2014
City of Lakewood
City Council Chambers
6000 Main Street SW
Lakewood, WA 98499

CALL TO ORDER

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

ROLL CALL

Councilmembers Present: 7 – Mayor Don Anderson; Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, John Simpson, Marie Barth and Paul Bocchi.

FLAG SALUTE

The Pledge of Allegiance was led by Mayor Anderson.

REPORTS BY THE CITY MANAGER

City Manager Caulfield indicated that he would defer his report until later in the agenda under the Briefing by the City Manager.

PROCLAMATIONS AND PRESENTATIONS

Youth Council Report.

The Youth Council reported on their program activities including the AWC Center for Quality Communities Scholarship program, World Vision, Youth Empower Program, and upcoming events such as the Daddy/Daughter Dance, Human Services Collaboration panel, Lakewood United, Fairy Garden Tea Party, Art Fest and the Lions Club Crab Feed.

Proclamation declaring March 10 - 14, 2014 as Classified Schools Employee week.

Mayor Anderson announced that the President of the Educational Support Personnel of the Clover Park School District was unable to attend tonight's meeting to receive this proclamation. The proclamation will be sent to the President.

Clover Park School District Board Report.

Clover Park School District (CPSD) Board Director Carole Jacobs spoke about the work of the Classified Employees of the School District. She reported on the Lakes High School STEM fair. She spoke about a demographics study of the city and its effect on the School District and how it will be used. She reported that Hudtloff Middle School received the Golden Apple Pathway of Access award that recognizes schools that are making achievements by closing the gap. She then provided a reported on students and staff who were once a part of the Clover Park School District and are returning back to the District. She then recognized a Hudtloff Middle School athlete who won two gold medals at the national athletic track and field event in Houston, Texas. She then provided an update on the construction of the Harrison Preparatory and elementary schools.

PUBLIC COMMENTS

Speaking before the Council were:

Nancy Dilworth, representing three other individuals from the Oakbrook neighborhood, spoke in opposition of the Ruby Apartment complex development and stated that it is not in compliance with the City's Comprehensive Plan. She spoke about her concerns relative to the SEPA checklist on this project and highlighted concerns relative to the environment including soils, storm drainage, vegetation, and wildlife (eagles have been sited). She indicated that an EIS is needed.

Don Macsparran, Lakewood/Oakbrook neighborhood, spoke about a public hearing in Olympia about the proposed rules relative to adult family homes as proposed by the Department of Social and Health Services (DSHS). He expressed concerns about creating adult family homes in Oakbrook.

Dennis Haugen, Lakewood resident, showed a video of a 2011 flood in Fargo and the work of youths that assisted in flood control.

Mike Campbell, Lakewood/Oakbrook neighborhood, expressed concerns about the impacts of adult family homes in the community as well as safety issues, response time to Western State Hospital and being located near schools.

Charlie Maxwell and Ted Weir, Partners for Park, spoke in support of the reconsideration of Ordinance 579 relative to the parks.

Becky Huber, Lakewood Historical Society, spoke about women writers being the topic of discussion at the Lakewood Historical Society's meeting.

Cathy Fiala representing three other residents in the Oakbrook neighborhood, expressed concern about DSHS's adult family homes moving into Oakbrook.

Molly Meyer, Lakewood resident, expressed concern about DSHS's adult family homes proposal and its legal liability to the City and State. She expressed concern about the staffing ratio in these types of homes and how can these facilities hold up to 16 individuals.

Eric Greeson, Oakbrook neighborhood resident, expressed concern about the disproportionate number of adult family homes in the Oakbrook neighborhood.

Mayor Ron Lucas, Steilacoom resident, spoke about 14 break-ins in Steilacoom and thanked the Lakewood Police Department for their assistance.

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

- A. Approval of the minutes of the City Council meeting of February 18, 2014.
- B. Approval of the minutes of the City Council Study Session of February 24, 2014.
- C. Approval of payroll checks in the amount of \$2,216,772.23, for the period January 16, 2014 through February 15, 2014.
- D. Approval of claim vouchers in the amount of \$862,360.63, for the period January 23, 2014 through February 24, 2014.
- E. Items Filed in the Office of the City Clerk:
 - 1. Parks and Recreation Advisory Board meeting minutes of December 9, 2013.
 - 2. Lakewood Arts Commission meeting minutes of January 6, 2014.
 - 3. Planning Advisory Board meeting minutes of January 15, 2014.
 - 4. Human Services Funding Advisory Board meeting minutes of January 16, 2014.
 - 5. Citizens' Transportation Advisory Committee meeting minutes of January 28, 2014.

COUNCILMEMBER SIMPSON MOVED TO ADOPT THE CONSENT AGENDA AS PRESENTED. SECONDED BY COUNCILMEMBER MOSS. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

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

APPOINTMENT

Motion No. 2014-11 reappointing Jason Gerwen to serve on the Parks and Recreation Advisory Board through September 19, 2016.

COUNCILMEMBER BOCCHI MOVED TO CONFIRM THE REAPPOINTMENT OF JASON GERWEN TO SERVE ON THE PARKS AND RECREATION ADVISORY BOARD THROUGH SEPTEMBER 19, 2016. SECONDED BY COUNCILMEMBER BRANDSTETTER. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

RESOLUTION

Resolution No. 2014-04 adopting the Legacy Plan relative to the parks and recreation program.

COUNCILMEMBER BARTH MOVED TO ADOPT RESOLUTION NO.2014-04. SECONDED BY COUNCILMEMBER SIMPSON. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

Amended Ordinance No. 579 relative to Chapter 8.76 of the Lakewood Municipal Code regarding parks.

COUNCILMEMBER MOSS MOVED TO RECONSIDER THE COUNCIL'S FEBRUARY 18, 2014 VOTE ON AMENDED ORDINANCE NO. 579 AND THE AMENDMENT TO SECTIONS 8.76.050 AND 8.76.165 RELATIVE TO ALCOHOL USE IN PARKS. SECONDED BY COUNCILMEMBER BARTH. VOICE VOTE WAS TAKEN ON THE RECONSIDERATION AND CARRIED UNANIMOUSLY.

COUNCILMEMBER BOCCHI MOVED TO AMEND ORDINANCE NO. 579 BY ADOPTING THE LANGUAGE AS RECOMMENDED BY THE PARKS AND RECREATION ADVISORY BOARD FOR SECTIONS 8.76.050 AND 8.76.165 OF THE MUNICIPAL CODE. SECONDED BY COUNCILMEMBER SIMPSON.

ROLL CALL VOTE WAS TAKEN RESULTING AS FOLLOWS:

AYES – 6: COUNCILMEMBERS BARTH, BOCCHI, MOSS, SIMPSON, DEPUTY MAYOR WHALEN AND MAYOR ANDERSON.

NAYS: 1 – COUNCILMEMBER BRANDSTETTER.

THE MOTION TO AMEND CARRIED.

ROLL CALL VOTE WAS TAKEN ON THE AMENDED ORDINANCE NO. 579 RESULTING AS FOLLOWS.

AYES: 7 - COUNCILMEMBERS BARTH, BOCCHI, BRANDSTETTER, MOSS, SIMPSON, DEPUTY MAYOR WHALEN AND MAYOR ANDERSON

THE AMENDED ORDINANCE NO. 579 WAS DECLARED ADOPTED.

NEW BUSINESS

Mayor Anderson commented on the regulatory rule hearing on adult family homes that citizens referred to under public comments. City Manager Caulfield added that the Washington State Department of Social and Health Services (DSHS) is directed to develop new licensing requirements and new regulations for adult family homes as was adopted by the Legislature. DSHS is seeking public comment. He explained that the City's Community Development is in the process of analyzing the impacts to Lakewood and if this is something that can be done legislatively. Mayor Anderson asked if the Council wants to pursue adopting a policy to impact the rule making policy.

COUNCILMEMBER BRANDSTETTER MOVED THAT THE COUNCIL OPPOSE THE INCLUSION OF ADULT FAMILY HOMES IN THE CATEGORY OF ENHANCED SERVICES FACILITIES PROPOSED IN WAC CHAPTER 388-107-0030. SECONDED BY COUNCILMEMBER SIMPSON. VOICE VOTE WAS TAKEN AND CARRIED.

Motion 2014-12 authorizing the execution of an agreement with the United States Golf Association, in the amount of \$40,000, for parking at Ft. Steilacoom Park during the US Open golf tournament from June 15 through 21, 2015.

DEPUTY MAYOR WHALEN MOVED TO AUTHORIZE THE EXECUTION OF AN AGREEMENT WITH THE UNITED STATES GOLF ASSOCIATION, IN THE AMOUNT OF \$40,000, FOR PARKING AT FT. STEILACOOM PARK DURING THE US OPEN GOLF TOURNAMENT FROM JUNE 15 THROUGH 21, 2015. SECONDED BY COUNCILMEMBER BOCCHI. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Motion 2014-13 authorizing the execution of an agreement with Stewart MacNichols Harmell, Inc., for public defense services through January 31, 2015.

COUNCILMEMBER MOSS MOVED TO AUTHORIZE THE EXECUTION OF AN AGREEMENT WITH STEWART MACNICHOLS HARMELL, INC., FOR PUBLIC DEFENSE SERVICES THROUGH JANUARY 31, 2015. SECONDED BY COUNCILMEMBER BARTH. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Motion 2014-14 approving the replacement of computers, monitors and purchase of Microsoft Office licenses.

COUNCILMEMBER BRANDSTETTER MOVED TO APPROVE THE REPLACEMENT OF COMPUTERS, MONITORS AND PURCHASE OF MICROSOFT OFFICE LICENSES. SECONDED BY COUNCILMEMBER MOSS. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

BRIEFING BY THE CITY MANAGER

City Manager Caulfield reported that General Lanza has assigned the 2/2 as Lakewood's community partner.

On the Legislative front, City Manager Caulfield reported that Friday, February 28, 2014, was the last day for bills to be passed out of each chamber. Today was the last day for items to be sent out from the budget committee. He explained that the legislature will likely start to take action. The House and Senate have released operational transportation budgets that focus on maintenance, reduced liquor tax distribution to cities to be backfilled by marijuana tax revenues. The Senate provided for the Washington Sheriffs and Police Association to provide a grant program stopping metal theft. The House operational budget includes \$200,000 for reform of the Public Records Act. For capital improvement, \$250,000 has been allocated for the Towne Center Green. For Western State Hospital, \$1.3 million is allocated out of the Senate to upgrade the kitchen and commissary building. The House has allocated \$1.1 million. On the supplemental transportation budget amendment, Senator O'Ban's \$2.4 million in support of the Pt. Defiance Bypass safety improvements will be a work in progress. The Tacoma Dome Neighborhood Association and Freighthouse Square are experiencing the same problems as Lakewood with regard to rail issues and perhaps there can be collaboration on similar issues. He noted that there could be \$350 million for the I-5/JBLM corridor improvements. The matter to surplus Washington State Department of Transportation property can be expected to come back next session. City Manager Caulfield indicated that Mr. Dan Slattery is no longer with RPAI, and it is the City's desire to continue the discussion and progress on the new restaurants RPAI had proposed for the Towne Center.

He reported that the CSRT program will be reporting to the Police Chief.

He then explained that Tacoma Power will be getting out of providing streetlighting maintenance and the City will be responsible for about 700 lights.

He announced that \$750,000 of Pierce County sewer grants is expected to be made available.

He reported that the PCRC Growth Management Committee deferred action on designating centers of local importance. A special meeting is scheduled for March 13, 2014 to look at all centers of local importance.

He then reported that the Mayor, City Manager, Clover Park School District (CPSD) President and CPSD Superintendent met to discuss issues of common interest and the group suggested that the Council and CPSD Board hold joint meetings to discuss areas of common interest.

He announced that Jermaine Kearse, will be at the Verizon store, on Tuesday, March 4, 2014. Communications Manager Brent Champco has been meeting with CPSD about an event to recognize Jermaine Kearse.

He then thanked Puget Sound Model Boat Club volunteers for their help at Waughop Lake.

He suggested that a Council's goal setting retreat be scheduled in April as a follow-up to the December 2013 retreat. He noted that departments are developing work plans that will be shared with the Council.

He then announced that a Council tour of Classic Reflections Coachworks is scheduled for March 27, 2014 and a Council tour of Tactical Tailor is scheduled for April 10, 2014. A tour of Camp Murray is scheduled for May 3, 2014. The Arts Fest and Sister Cities Festival is scheduled for April 25 - 27, 2014. Farmer's Market begins on June 3, 2014.

For the March 10, 2014 Council Study Session agenda items for discussion include the Fiscal Year 2014 Community Development Block Grant and HOME funding proposals, three-year HOME Consortium agreement with the City of Tacoma, South Sound Military and Communities Partnership (SSMCP) 2014 Work Plan and review of the SSMCP Joint Land Use Study agreement.

CITY COUNCIL COMMENTS

Councilmember Moss provided a progress report on Sound Transit. She indicated that she and Councilmember Bocchi serve on the Communities In Schools Board and asked if the Council would be interested having Executive Director Dave O'Keefe provide a report about Communities In Schools. It was suggested that Mr. O'Keefe provide a report under the public comments portion of the March 17, 2014 Council meeting.

Councilmember Bocchi asked for an update on the Comprehensive Plan and Shoreline Master's Plan. Assistant City Manager Bugher provided a timeline for the Plans. Councilmember Bocchi then asked what can the City do to encourage RPAI to move forward on the restaurant development at the Towne Center Green property.

Councilmember Brandstetter asked how is the zoning that allows for the Ruby Apartments development in Oakbrook different and how is it similar to the Camp Murray gate issue.

Councilmember Barth indicated that she will be attending the Tacoma Habitat for Humanity luncheon on March 4, 2014. She indicated that she was interested in seeing the demographics information that CPSD Board Director Jacobs referred to in her report.

Councilmember Simpson thanked the Council and staff for their work.

Deputy Mayor Whalen commented on the Economic Development Board meeting he attended. He thanked the City Manager on the Council meetings schedule and follow-up.

Mayor Anderson asked what is the assessed value of the Oakbrook (Ruby Apartments) property and what would the actual cost be for possible acquisition. Mayor Anderson commented on the CPSD demographic study and noted that the growth has been in the lower economic end and multiple family occupancies in single family residences. He announced that the 446 Air Wing awards banquet is scheduled for March 8, 2014. He indicated that he will not be attending the March 10 and 17, 2014 Council meetings. He then noted that he has been appointed to the Pierce County Executive Alliance Committee.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:15 p.m.

DON ANDERSON, MAYOR

ATTEST:

ALICE M. BUSH, MMC
CITY CLERK



LAKWOOD CITY COUNCIL STUDY SESSION MINUTES

March 10, 2014
City of Lakewood
City Council Chambers
6000 Main Street SW
Lakewood, WA 98499

CALL TO ORDER

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

ROLL CALL

Councilmembers Present: 6 –Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, John Simpson, Marie Barth and Paul Bocchi (arrived at 7:55 p.m.).

Councilmembers Excused: 1- Mayor Don Anderson.

ITEMS FOR DISCUSSION:

Review of the proposed Fiscal Year 2014 Consolidated Annual Action Plan for Community Development Block Grant and HOME Investment Partnership Act funding recommendations.

Program Manager Gumm provided an overview of the U.S. Department of Housing and Urban Development requirements for submitting an annual Consolidated Action Plan on the proposed use of Community Development Block Grant (CDBG) and HOME Investment Act Partnership (HOME) grant funds.

CDBG Chair Edith Owen-Wallace introduced members of the CDBG Citizens Advisory Board and reviewed the projects the Board is recommending for funding in Fiscal Year 2014.

Discussion ensued on what the YMCA Child Care Scholarship program consists of; why were reprogramming funds from prior years for the Tillicum Community Center unspent; what were the reasons for not allocating funds to the Tillicum Community Center for FY 2014; holding recipients of CDBG funding accountable for meeting federal regulations; how does the CDBG Citizens Advisory Board see its role relative to public services funding differently from the 1 percent human services funding that is recommended by the Human Services Funding Advisory Board; what does the Habitat for Humanity physical improvement project consist of; and providing the Council with a copy of the application for the Village Square Apartments.

Review of the proposed Fiscal Year 2015 - 2017 Tacoma-Lakewood HOME Consortium agreement with the City of Tacoma.

Program Manager Gumm reviewed the proposed Tacoma-Lakewood HOME Consortium agreement with the City of Tacoma.

Discussion ensued on the use of CDBG and HOME funds; were there City applications for infrastructure that did not get recommended for funding; and the importance of Council developing goals for the next five year Consolidated Plan.

Review of the 2014 South Sound Military & Communities Partnership Work Plan

Program Manager Penrose and Program Coordinator Huff reviewed the mission of the South Sound Military & Communities Partnership (SSMCP) Work Plan. He then reviewed the major tasks for 2014.

Councilmember Bocchi arrived at 7:55 p.m.

Discussion ensued on what constitutes a general membership and what is the role and responsibility of the general membership; is there a general membership fee (\$500); describe the services component of the partnership relative to Rally Point 6 and United Way; who is tracking the work of the working groups (Steering Committee); when the City started collecting membership and partnership fees, how did it change the way the City accounts for these funds; was there any unexpected data found from the 2013 survey (the percentage of people transitioning who wanted to start businesses in the 55+ category was high, however the sample size was eight); and of the number of people transitioning out of service, 40 percent indicated they plan to remain in Lakewood.

Review of a proposed agreement with AECOM Technical Services, Inc., on behalf of the South Sound Military & Communities Partnership, to conduct a Joint Land Use Study

Program Manager Penrose reviewed a proposed agreement with AECOM Technical Services, Inc., in the amount of \$360,000, to conduct a joint land use study for SSMCP. He explained that the last joint land use study was conducted in 1992. He then reviewed the scope of work for the contract and timeline.

Discussion ensued on what will be the work products generated by the consultant. Program Manager Penrose indicated that the consultant would 1) produce digital maps showing areas that may or may not be suitable for growth or additional uses and identifying compatibilities; 2) proposing recommended policies for elected bodies on development regulations primarily for the air corridor; and 3) a website hosted by the City.

Further discussion ensued on whether the JLUS study will be for the 2015 Comprehensive Plan.

BRIEFING BY THE CITY MANAGER

City Manager Caulfield reported that as of today the legislative reconciliation process on the budget is occurring. It is expected that \$250,000 will be allocated for the Towne Center Green. The supplemental budget for Point Defiance Bypass is to be determined.

Regular videos can be expected on the City's website and a repository will be created of past videos. The video tour book on economic development is being updated. Two CSRT email accounts have been established called eyesore@cityoflakewood.us and shoppingcarts@cityoflakewood.us for citizens to report graffiti, junk and shopping carts in rights-of-way and their neighborhoods.

He reported that a letter has been sent to DSHS regarding the Council's concerns about adult family homes in enhanced services facilities. He noted that the City Attorney will be reviewing the Federal Fair Housing Act as it relates to adult family homes.

He reported that staff has reviewed the proposals received for the Community Visioning Plan and three finalists will be interviewed and the chairs of the Redevelopment Advisory Board, Planning Advisory Board and Parks and Recreation Advisory Board will be involved in the process.

Section 108 Curbside Motors loan agreement will be coming back for Council consideration.

Under City Manager Briefing at the March 17, 2014 Council meeting, the Lakewood Rotary will be coming to present a proposal for Council's endorsement to raise funds for an amphitheater project at Ft. Steilacoom park.

He then reported that the Youth Council has identified a candidate who is a member of the Youth Council for the AWC Center for Quality Committee Scholarship award.

He reported that Chief Farrar will be presenting some projects that the Public Safety Advisory Committee could work on such as abandoned and stolen shopping carts, assisting with reaching out for police recruitments; matters concerning homelessness and the mentally ill; issues with abandoned homes and structure fires and crime reduction goals.

At the March 24, 2014 meeting under the City Manager Briefing, there will be an update on the Ruby Apartments proposal, what it would take for Oakbrook

neighbors to buy the property through a Local Improvement District and how it applies to the Fair Housing Act.

City Manager Caulfield suggested that the next Council's goal setting retreat be scheduled for April 19 or May 10, 2014.

He announced that the Holly Lobby will hold a grand opening on March 24, 2014 at 9:00 a.m.

He then announced that the Council tour of Classic Reflections Coachworks is scheduled for March 27, 2014 and a tour of Tactical Tailor is scheduled for April 10, 2014.

He then announced that at 6:00 p.m. on April 7, 2014 a retake of the Council's group photo is schedule in the Council Chambers.

Councilmember Moss requested that the showcase of City businesses be regularly scheduled at a Council meeting.

ITEMS TENTATIVELY SCHEDULED FOR THE MARCH 17, 2014 REGULAR CITY COUNCIL MEETING:

1. Approving an agreement with AECOM Technical Services, on behalf of the South Sound Military & Communities Partnership, to conduct a joint land use study. – (Motion – Regular Agenda)
2. Proclamation declaring March 2, 2014 through April 24, 2014, as Pierce County Reads. – *Ms. Neel Parikh, Executive Director, Pierce County Library System*)
3. Setting Monday, April 21, 2014, at approximately 7:00 p.m., as the date for a public hearing by the City Council on the Fiscal Year 2014 Consolidated Annual Action Plan for the Community Development Block Grant and HOME Investment Act Partnership Programs. – (Resolution – Regular Agenda)

CITY COUNCIL COMMENTS

Councilmember Moss commented on the 446 award ceremony she attended.

Councilmember Bocchi commented on a meeting he attended with the Boy Scouts Troop and potential projects. Councilmember Bocchi commented on Community Development's work on the City's housing situation. He then spoke about a citizen's letter expressing concerns about loitering and littering. He then announced that he will be attending the Daddy/Daughter dance on March 15, 2014.

Councilmember Brandstetter spoke about the Clover Park School Board meeting he attended and commented on the classified employees' proclamation. He reported that the CPSD Board asked if the adult family homes rule change included any distance from schools. The Board also asked about the final outcome of the final parks code relative to alcohol use in the parks. The Board expressed an interest in creating a partnership with the 2/2.

Councilmember Barth commented on the Habitat for Humanity luncheon she attended. She noted that she will be attending the 4/2 inactivation ceremony on Friday and that Mr. Steve Mauer, Western State Hospital will be presenting at the Lakewood United meeting this week.

Councilmember Simpson spoke about the Tillicum/Woodbrook Neighborhood Association meeting he attended. He indicated that he will be attending the inactivation ceremony of the 4th brigade on Friday, March 14, 2014.

Deputy Mayor Whalen indicated that he will be attending the Coffee with the Mayor meeting at 7:30 a.m.

Deputy Mayor Whalen disclosed that he has been hired as legal counsel by the Oakbrook neighborhood relative to the Ruby Apartments development.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:20 p.m.

JASON WHALEN, DEPUTY MAYOR

ATTEST:

ALICE M. BUSH, MMC
CITY CLERK



**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CITIZENS ADVISORY BOARD
Regular Meeting Minutes
WEDNESDAY – January 22, 2014
Lakewood City Hall, Conference Room 3A
6000 Main Street SW, Lakewood, WA**

CALL TO ORDER

Chair Edith Owen Wallace called the meeting to order at 5:30 p.m.

ATTENDANCE

Board Members Present: Chair Edith Owen Wallace, Michael Lacadie, Mumbi Ngari-Turner, Kathleen Lind, Laurie Maus and Sharon Taylor

Board Members Excused: Helen Bloodsaw

Council Liaison Present: Councilmember Marie Barth

City Staff Present: Jeff Gumm, Martha Larkin

APPROVAL OF JANUARY 15, 2014 MINUTES

MICHAEL LACADIE MOVED TO APPROVE THE JANUARY 15, 2014 CDBG CITIZENS ADVISORY BOARD MEETING MINUTES AS WRITTEN. THE MOTION WAS SECONDED BY SHARON TAYLOR. VOICE VOTE WAS TAKEN AND THE MOTION CARRIED UNANIMOUSLY.

PUBLIC COMMENTS

There was no one present who wished to comment.

NEW BUSINESS

Oral Presentations by FY 2014 Applicants

CenterForce – Kitchen Remodel

Rick Guild, Director of Development

Mr. Guild stated that CenterForce provided work skills training, life skills, social activities, and rehabilitative training to disabled individuals. Their programs place special emphasis on job development and job training skills to help disabled individuals secure meaningful jobs within the current workforce. Mr. Guild said their organization works with employers to help place individuals in jobs throughout the community. Once an individual with a disability is placed in a job, CenterForce staff follows up with support by working with the businesses to solve potential problems, provide additional training if necessary, and assist the individual with financial issues. He said the Center was seeking CDBG funding to provide job training skills for individuals interested in a career in the foodservice industry, as well as preliminary training for individuals who intend to work in the Center's food truck (Hometown Dogs). The food truck is a new endeavor the Center is working to gather funds for to provide both a job opportunity for disabled individuals as well as a revenue source for CenterForce. He explained that in the future, they hope to have a dedicated site for the truck. CenterForce is partnering with Catalyst Kitchens to provide the training and the outcomes for this program are to be 60% program completion and 65% graduation/employed.

Mr. Lacadie asked how clients are recommended for the participation in the program. Mr. Guild explained that CenterForce staff works together with other agencies (such as Pierce County Community Connections) and with the family and support system for the client to assess their ability to successfully complete the training.

Rebuilding Together South Sound – Rebuilding Together

Amy Hoyt, Executive Director

Ms. Hoyt explained that Rebuilding South Sound is seeking funding to make repairs and/or modifications to single-family, owner-occupied homes for low to moderate income seniors, disabled persons or families with children. The repairs would be made through Rebuilding Day in April, and/or throughout the year as part of the Year-Round Repair Program. Ms. Hoyt stated that because the repairs are completed by volunteers, the program is able to convert each dollar donated into three to four dollars of repairs/services to homeowners. Additionally, partnerships with Paint Tacoma-Pierce Beautiful and South Sound Outreach allow them to stretch their repair dollars and provide financial counseling services to each of their clients. In 2013, Ms. Hoyt said their programs served 12 Lakewood homeowners, or 24% of total clients.

Mr. Lacadie commented that the program seemed to have a large number of private donors listed in their annual report and Ms. Lind asked if the larger groups provided funding for events. Ms. Hoyt explained that the larger groups listed (such as Tacoma Symphony) were often providers of auction items for fund raising events.

Pierce County Housing Authority – Village Square Apartments

Rodd Kowalski, Project Administrator

Mr. Kowalski explained that the Housing Authority was seeking to complete its project funding for the replacement of deck posts and stairways at the Lakewood Village Apartments, a 38-unit complex consisting of one two-story and two single story buildings. Construction would repair the deteriorating deck posts on the two-story building and bring the stairways up to current building code.

Mr. Lacadie asked if the number of residents (54) was low for a 38 unit apartment. Mr. Kowalski explained that the community consists of mostly single occupants, especially in the one-bedroom units.

Associated Ministries – Paint Tacoma-Pierce Beautiful

Amy Allison, Program Manager/Director of Community Mobilization

Ms. Allison told the Board that the program has been running since 1985 and in that time, volunteers have painted 2,100+ homes. She stated that homeowners must meet the HUD low-income eligibility requirements and homeownership must be verified. In addition, they verify income and check to make sure the home is not in a floodplain, and that is located in the city limits. Last year was the first time that non-elderly homeowners with families were assisted. She explained that these families are often able to assist in painting their own homes and then help others. Ms. Allison said that this year a "paint specialist" has been hired to help with evaluations and recruiting volunteer crews. The program is now faced with having to find a new paint supplier as well. Parker Paint, the store that has always helped in the past, has been bought by Sherwin-Williams and the store is slated for closing.

Mr. Lacadie asked if they ever paint homes just before they are sold. Ms. Allison explained that they try to avoid that by asking homeowners if they plan to sell in the next 2 years.

YMCA - Child Care Scholarships

Jessie Palmer, Grants Director

Mr. Palmer introduced two of his colleagues, Laura and Diane. Together they explained that 80% of a student's time is spent out of school and that one in three children currently getting before and after school care is in need of financial assistance. The YMCA employs 130 staff to provide licensed care for 1,000 students at school locations. Approximately 100 of those students are in Lakewood. Their goal is to provide the highest quality care possible. The State licensing allows them to accept DSHS vouchers for care and

other forms of assistance, however, more help is needed. Laura shared the story of a young boy who was able to get tutoring to help him catch up to his grade level in school.

Ms. Lind asked if the program runs year-round. Diane explained that at the school locations, they only provide licensed care during the school year, but the YMCA provides a day-camp program in the summer

DELIBERATION AND RECOMMENDATION FOR FUNDING FY 2014 CDBG AND HOME PROJECTS TO BE INCORPORATED IN FY 2014 ANNUAL ACTION PLAN

Mr. Gumm provided the Board with a breakdown of proposed FY 2014 CDBG and HOME allocations, program income, and reprogrammed funding. The Board then reviewed the FY 2014 allocations and policies and priorities adopted by the City Council and reviewed the merits of each application's request. They discussed the merits of each application and agreed on the following recommendations:

Council's first priority being Physical/Infrastructure Improvements and recommended to fund City of Lakewood Public Works – Springbrook Sidewalks in the amount of \$160,000 to support the construction of new sidewalks, street lighting, and road improvements on San Francisco Avenue from Bridgeport Way SW to Addison SW.

The Council's second priority of Public Service was discussed and the Board recommended the following: South Sound Outreach Services – Financial and Housing Counseling Program - \$9,500 for financial counseling and foreclosure workshops for low-income individuals; CenterForce, Food Service Training - \$11,500 to provide education, training and employment opportunities for developmentally disabled; YMCA Child Care Scholarships - \$14,000; and Living Access Support Alliance (LASA), Housing Services for Families Experiencing Homelessness Program - \$29,000 to provide case management and other housing related services for families experiencing homelessness.

The Board then discussed the Council's third priority of Housing and recommended the following housing projects be funded: Associated Ministries Paint Tacoma-Pierce Beautiful - \$21,600 to fund a low-income house painting program for seniors and/or disabled individuals; City of Lakewood Major Home Repair/Sewer Loan Program - \$50,000 to fund a city-wide program to preserve owner-occupied housing, including funding sewer connections in the Tillicum/Woodbrook neighborhoods, and to fund city program staff; City of Lakewood Emergency Assistance for Displaced Residents - \$12,000 for emergency assistance for citizens displaced due to code enforcement, building code closures, property closures, and fires; Pierce County Housing Authority – Village Square Apartments Deck Post and Stairways - \$34,099 to replace the deck posts and stairways at Lakewood Village Apartments, located at 10810 Lakeview Avenue SW.

Funding for Economic Development, Council's third priority, was discussed with the following project being recommended for funding: Northwest Business and Community Development Center - \$50,000 for a program which provides small business counseling, business development workshops, and loan packaging services to assist low income veterans with the development or expansion of small business opportunities.

The Tillicum/American Lake Gardens Community Service Center Operations was not recommended for funding and all outstanding unexpended funding from FY 2012 (\$28,416.10) and FY 2013 (\$11,538.30) be reprogrammed to fund FY 2014 projects as recommended. The Board agreed that although the Center has made some progress on correcting deficiencies identified in the past two years, they have operated for the past year without submitting any financial reimbursement requests, reports, or other requested information. No funding was recommended for Rebuilding Together South Sound, Tacoma-Pierce County Habitat for Humanity, or House of Prayer due to limited funds remaining. Funding for Administration was recommended at \$90,000 in accordance with HUD's 20% cap. No other projects were recommended for funding.

The Board reviewed the proposed funding allocation of \$250,000 of HOME funds and recommended that \$225,000 be allocated for Affordable Housing Projects, and that \$25,000 (10%) be allocated to the City of Tacoma (per the HOME Consortium agreement) for fiscal administration of the grant.

MICHAEL LACADIE MOVED TO RECOMMEND THAT THE PROPOSED FY 2014 CDBG AWARD OF APPROXIMATELY \$450,000 AND THE PROPOSED REPROGRAMMING OF FY 2009, 2012, and 2013 FUNDS IN THE AMOUNT OF \$41,580.60 AND FY 2014 HOME FUNDS OF APPROXIMATELY \$250,000 BE ALLOCATED TO PROGRAMS AS DISCUSSED AND SUMMARIZED IN THE ATTACHED CHART AS SHOWN. KATHLEEN LIND SECONDED THE MOTION. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

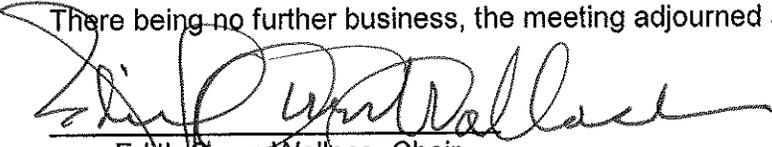
OTHER

NEXT MEETING

The next meeting of the CDBG Citizens Advisory Board is to be held on Wednesday, February 5, 2014, at 5:30 p.m. in Conference Room 3A.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:15 p.m.


Edith Owen Wallace, Chair

7/26/2014
Dated

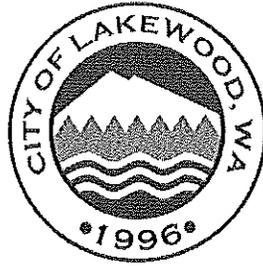
**ESTIMATED FY 2014 CDBG & HOME FUNDING,
INCLUDING REPROGRAMMED FY 2009, 2012, AND 2013 CDBG
FUNDING**

CDBG

Estimated FY 2014 CDBG Allocation:	\$450,000.00
Reprogram: FY 2009 (Contingency & Minor Repair):	\$ 1,626.20
Reprogram: FY 2012 & 2013 (Tillicum Community Ctr.):	<u>\$ 42,032.04</u>
Total:	<u>\$493,658.24</u>
Administration (funded at 20% cap):	\$90,000.00
Physical/Infrastructure Improvements:	
1. San Francisco Avenue Sidewalk Extension	\$160,000.00
2. Tacoma-Pierce County Habitat for Humanity	\$0
3. Living Access Support Alliance	\$0
• Council Priority #1	
Public Service (15% cap = \$67,500 max):	
1. CenterForce	\$11,500.00
2. Living Access Support Alliance	\$29,000.00
3. South Sound Outreach Services	\$9,500.00
4. YMCA	\$14,000.00
5. House of Prayer	\$0
6. Tillicum Community Center	\$0
• Council Priority #2	
Housing:	
1. Major Home Repair/Sewer Loan Program	\$52,077.64
2. Emergency Assistance for Displaced Residents	\$12,000.00
3. Associated Ministries	\$21,600.00
4. Pierce County Housing Authority	\$34,099.00
5. Rebuilding Together South Sound	\$0
• Council Priority #3	
Economic Development:	
1. Northwest Business and Community Development Center	\$50,000.00
• Council Priority #4	
Contingency (5% max.):	<u>\$9,881.60</u>
CDBG Total:	<u>\$493,658.24</u>

HOME

Administration (10% Tacoma):	\$24,000.00
Affordable Housing Fund:	<u>\$216,000.00</u>
Total:	<u>\$240,000.00</u>



PUBLIC SAFETY ADVISORY COMMITTEE

Regular Meeting Minutes
Wednesday, February 5, 2014
Lakewood Police Department
9401 Lakewood Drive SW
Lakewood, WA 98499

CALL TO ORDER

The Meeting was called to order at 5:15 p.m.

ROLL CALL

Public Safety Advisory Committee Members Present: Bryan Thomas, Sheri Badger, Aaron Young, Lonnie Lai and Alan Hart

Public Safety Advisory Committee Members Excused: Sam Ross, Ray Dotson and Renee Hanna

Public Safety Advisory Committee Members Absent: Julio Perez-Tanahashi

City Councilmember Present: Marie Barth

Fire Department Staff Present: no Fire Department Staff present

Lakewood Youth Council Present: Riki Takeuchi and Amanda Thomas

Staff Present: Assistant Chief Mike Zaro, Assistant City Attorney Anita Booker-Hay and Committee Staff Support Joanna Nichols, Administrative Assistant

APPROVAL OF MINUTES

Sheri Badger motioned to approve the December minutes. All ayes; minutes were approved.

PUBLIC COMMENT

No one from the public was present.

UNFINISHED BUSINESS

We moved the agenda around because our guest speaker needed to leave early for another meeting.

Handout-Fun Run Planning 101

Mary Dodsworth spoke about what was entailed in hosting a 5K run/walk as part of the LPD's 10th Anniversary Celebration. Discussion ensued. It seemed that everyone was in agreement, after Mary's presentation, that this was a tremendous amount of work that was a bit too much for PSAC to tackle. Other ideas were suggested for doing something at SummerFest such as a dunk tank or selling the 10th Anniversary hats and maybe t-shirts.

It was agreed that we would discuss this further at the next meeting and Joanna Nichols will ask Sergeant Andrew Gildehaus, from the Lakewood Officer's Charity board, to come to the next meeting; perhaps PSAC can work with the Charity in regards to doing something fundraising-wise at SummerFest.

CITY COUNCIL LIAISON COMMENTS

Councilmember Marie Barth stated that we have a new "State of the City" PowerPoint presentation which we can schedule a viewing of here at one of our PSAC meetings if we would like. It's also available online on the website. The highlights were discussed.

Councilmember Marie Barth stated that graffiti seemed to be a recurring issue they were trying to tackle right now. Discussion ensued.

FIRE CHIEF COMMENTS

No Fire Department personnel present.

POLICE CHIEF COMMENTS

Handout-Crime and Incident Report (December 2013)

Assistant Chief Mike Zaro went over the Crime and Incident Report. Discussion ensued.

Assistant Chief Mike Zaro discussed structure fires and the seemingly high number we have seen recently. Assistant Chief Zaro stated he has already asked for some numbers from West Pierce Fire and Rescue and this is something they are looking at following up on; it seems to be an issue we need to look at and see if we can address somehow.

Assistant Chief Mike Zaro stated that we have hired 3 new, entry-level, officers who will be starting the Academy next week. We are in the process of scrubbing our entry-level list and creating a new one with new applicants; there are some new ideas for targeted recruitment that they're getting ready to implement as well, so we're excited about that. Bryan Thomas stated that the Pierce County Civil Service Commission had discussed recruitment and we are hopefully going to be getting some material from the Sheriff's Department regarding their recruitment processes.

Assistant Chief Mike Zaro stated that we have had to change our plans a little for our 10 year anniversary celebration. Instead of doing an event every month we will be having one big celebration at the end of the year/close to our actual anniversary date. More info will be forthcoming as plans for that celebration solidify.

YOUTH COUNCIL COMMENTS

Amanda Thomas and Rikki Takeuchi discussed the various events the Youth Council has been involved in, as well as some of the upcoming events they are looking forward to participating in. Bryan Thomas stated that PSAC was especially interested in having the Youth Council's presence at PSAC meetings so they could share with the group issues/concerns regarding safety that face them and their peers.

Amanda Thomas stated that a big concern right now was the fact that Lakewood teens currently have nowhere to go after school; a "youth center" was a big need for kids to have a safe place to hang out, where they could get homework help, that was free (no charge) for all.

Rikki Takeuchi stated that he was working on a Student Court program (possibly part of his Senior Project) and Bryan Thomas stated that PSAC would be interested in hearing what he finds out in his research of this project. Discussion ensued.

NEW BUSINESS

Bryan Thomas stated that the Tillicum/Woodbrook Association meeting tomorrow would be discussing the "No smoking in Lakewood parks" proposal which was scheduled to be voted on by City Council on Monday. Discussion ensued.

UNFINISHED BUSINESS

We moved the agenda around because our guest speaker needed to leave early for another meeting; the rest of "Unfinished Business" was discussed later/in its usual placement on the agenda.

Bryan Thomas stated that at the January PSAC meeting Sheri Badger had been nominated for the Vice-Chair position for another year and we were now asking if she would be willing to accept that nomination. Sheri accepted. Aaron Young motioned for Sheri Badger to be Vice-Chair. All ayes; Sheri is the Vice-Chair.

REPORTS FROM BOARD MEMBERS & STAFF

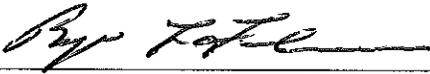
No new reports.

ADJOURNMENT

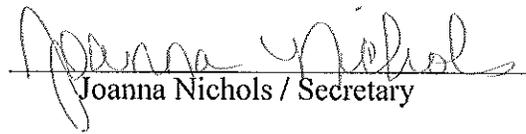
Alan Hart motioned to adjourn the meeting; all ayes. Meeting adjourned at 6:50 p.m.

Public Safety Advisory Committee

Attest:



Bryan Thomas, Chair



Joanna Nichols / Secretary



REDEVELOPMENT ADVISORY BOARD (REDAB)

TUESDAY – JANUARY 14, 2014 – 7:30 a.m.
Lakewood City Hall, Conference Room 1E
6000 Main Street SW, Lakewood, WA 98499

CALL TO ORDER: Dan Durr called the meeting to order at 7:32 a.m.

ROLL CALL

REDAB Members Present: Chair Jim Charboneau (arrived late), Dan Durr, Robert Estrada, James Guerrero, Louis Imhof, Timothy Johnson and Denise Yochum

REDAB Members Absent: Bruce Bodine

City Council Liaison Present: Deputy Mayor Jason Whalen

Staff Present: Assistant City Manager of Development/Community Development Director David Bugher, Economic Development Manager Ellie Chambers-Grady, Economic Development Specialist Becky Newton and Administrative Assistant Melody Perrussel

APPROVAL OF MINUTES: Louis Imhof moved and Chair Jim Charboneau seconded the motion to approve the October 8, 2013, REDAB minutes. The motion passed unanimously.

PUBLIC COMMENTS: None.

COMMUNITY ENCOURAGEMENT: Economic Development Manager Ellie Chambers-Grady displayed a map showing locations of economic development projects and job creation currently being worked on. She stated there are two projects planning to use National Development Council (NDC) funds on their projects, and the two Marriott hotels are working with Henry Liebman of American Life, Inc. on EB-5 funding.

The old Ruby Tuesday restaurant along I-5 is being updated by a Tumwater company (efairies.com) into a tourism destination named 'The Fairy Store.' It will sell all things fairies. Other new businesses coming to Lakewood are Hobby Lobby, the just opened MultiCare, three Towne Center restaurants, and Bablin Babs moving into the old Kimberly's restaurant spot.

Lakewood Council will meet with Washington D.C. legislators around the EB-5 program. The Colonial Center is negotiating with a business they hope will be a big anchor, and other tenants may be waiting to get the anchor's identity.

Ms. Chambers-Grady advised staff met with another EB-5 developer who has a regional overlay of Pierce County. The group appears to have a different model and configuration.

Denise Yochum commented that the RallyPoint/6 building, behind the Black Angus, is strikingly beautiful inside. The remodel, done by Mr. Charboneau's company, is a great transformation and will provide one-stop assistance for Veterans. Mr. Charboneau stated the city's permit counter has been quite helpful.

OLD BUSINESS: EB-5 Memo to Council

REDAB discussed the EB-5 memo and didn't have any changes.

Louis Imhof moved and Dan Durr seconded the motion to approve the EB-5 memo for the Lakewood Council as written. The motion passed unanimously.

Motorist Informational & Service Club Signs

Assistant City Manager of Development/Community Development Director David Bugher relayed it was determined the placement of these types of signs is an administrative act. The city has audited and mapped the current service club and Pierce County signs. Public service signs are under review, and wayfinding signage locations have been identified. Mr. Bugher is hoping to finalize these in February-2014.

Comprehensive Plan Update

Mr. Bugher talked about a Request for Qualifications (RFQ) sent out a week earlier for a city visioning plan. The city's last such process was in 1998. Among its focus would be "Where the city went, and Where does the city want to go." Public participation is necessary.

Lakewood's demographics indicate one-third of Lakewood's population doesn't speak English, and the community is growing older. There is a lot of interest in visioning, but there is currently no budget. A study would require up to \$100,000.

The two elements of economic development and community image would be in any study done. The Comprehensive Plan is being updated for 2015. About one-half of the work is done, and Lakewood won't finish in time. It's the same for other cities too.

Mr. Bugher talked about possibly revising the zoning codes, rules, and regulations for homeowners who want to lease their bedrooms. This is happening more frequently through businesses like Airbnb, and he'd like to get in front of the problem.

Ms. Yochum expressed surprise that one-third of Lakewood citizens don't speak English! She described a new teaching approach Pierce College is pioneering to teach it, and students are significantly learning more quickly.

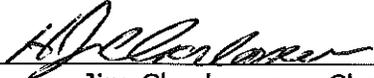
NEW BUSINESS: Government Contracting

Economic Development Specialist Becky Newton mentioned the city will partner with Thurston EDC this spring and offer a forum on Procurement and Government Contracting. Over 700 businesses are expected to attend the annual "Alliance" Procurement event on March 13th at the Puyallup Fair Grounds.

OTHER BUSINESS: None.

NEXT MEETING DATE: February 11, 2014 at 7:30 a.m. - Mr. Charboneau will be absent in February, and Mr. Durr will act as Chair.

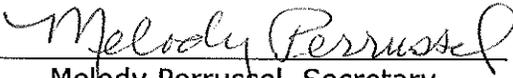
ADJOURNMENT: Chair Charboneau adjourned the meeting at 8:14 a.m.



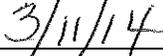
Jim Charboneau, Chair



Dated



Melody Perrussel, Secretary



Dated

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: March 17, 2014	TITLE: Setting Monday, April 21, 2014 as the date for a public hearing by the City Council on the Draft FY 2014 Annual Action Plan, including Amendments to FY 2009, 2012 and 2013 Annual Action Plans and proposed use of funds.	TYPE OF ACTION: <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> RESOLUTION NO. 2014-05 <input type="checkbox"/> MOTION <input type="checkbox"/> OTHER
REVIEW: March 10, 2013	ATTACHMENTS: Resolution	

SUBMITTED BY: David Bugher, Assistant City Manager for Development Services/Community Development Director

RECOMMENDATION: : It is recommended that the Mayor and City Council set Monday, April 21, 2014, at approximately 7:00 p.m., as the date for a public hearing by the City Council on the Draft FY 2014 Annual Action Plan, including Amendments to FY 2009, 2012 and 2013 Annual Action Plans and proposed use of funds.

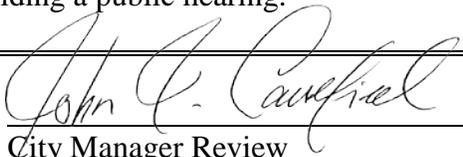
DISCUSSION: Each year, the U. S. Department of Housing and Urban Development (HUD) requires Community Development Block Grant (CDBG) and Home Investment Partnership Act (HOME) participating jurisdictions to submit a Consolidated Annual Action Plan identifying housing and community development needs, strategies for meeting those needs, and how funds will be used. For FY 2014 (July 1, 2014 – June 30, 2015), the City is proposing a Plan that includes proposed funding allocations as part its FY 2014 Annual Action Plan, including Amendments to FY 2009, 2012 and 2013 Annual Action Plans.

Pursuant to the Citizens Participation Plan for the CDBG and HOME programs (Resolution No. 1999-38) citizens must be provided a 30-day period (April 1, 2014 – April 30, 2014) to review and comment on the Plans and a public hearing held by the City Council to receive public testimony and written comments on the Plans.

Staff is recommending that the Council schedule April 21, 2014 as the date for the public hearing, followed by adoption of the Plans on May 5, 2014. The Tacoma City Council is scheduled to hold their public hearing on April 15, 2014, followed by adoption on May 6, 2014. The Plan must be submitted to HUD no later than May 15, 2014. The Plans are available for public review at the Tillicum and Lakewood libraries, Tacoma Public Library and Lakewood and Tacoma City Halls. Limited copies will be made available upon request.

ALTERNATIVE(S): The Council can choose to hold the public hearing on another date; however, if another date is selected, it will need to be coordinated with Tacoma’s time schedule to ensure that there is sufficient time to provide for a 30-day citizen comment period, finalize the plan and adopt the plan to meet the May 15, 2014 HUD deadline.

FISCAL IMPACT: There is no fiscal impact to holding a public hearing.

_____ Prepared by	 _____ City Manager Review
_____ Department Director	

RESOLUTION NO. 2014-05

A RESOLUTION of the City Council of the City of Lakewood, Washington, setting a public hearing for the consideration of the Draft Fiscal Year 2014 Joint Tacoma and Lakewood Consolidated Plan, including Amendments to FY 2009, 2012 and 2013 Annual Action Plans and proposed use of funds.

WHEREAS, the City of Lakewood sought to become a Community Development Block Grant (CDBG) Entitlement City, giving it greater control and direction on how CDBG funds are used within the City; and,

WHEREAS, the City of Lakewood also entered into an agreement with the City of Tacoma for participation in their Home Investment Partnership Act (HOME) Consortium Programs; and,

WHEREAS, in connection with such status and programs, the City of Lakewood seeks to enhance community housing and development needs; and,

WHEREAS, pursuant to the citizens' participation plan for the CDBG and HOME programs, previously adopted by Resolution No. 1999-38 by the Lakewood City Council, the public process and a 30-day citizen review and comment period is provided; and,

WHEREAS, in connection with the CDBG and HOME programs, it would be appropriate to set a public hearing for the programs during the 30-day citizen review and comment period.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON HEREBY RESOLVES, as Follows:

Section 1. That a public hearing on the City of Lakewood's Draft Joint Tacoma and Lakewood Consolidated Plan for Fiscal Year 2014, including Amendments to FY 2009, 2012 and 2013 Consolidated Plans and proposed use of funds be, and the same hereby is, set for 7:00 p.m., or as soon thereafter as the matter may be heard, on Monday, April 21, 2014, at City of

Lakewood City Council Chambers, 6000 Main Street S.W., Lakewood, Washington.

Section 2. This Resolution shall be in full force and effect upon passage and signatures hereon.

PASSED by the City Council this 17th day of March, 2013.

CITY OF LAKEWOOD

Don Anderson, Mayor

Attest:

Alice M. Bush, MMC, City Clerk

Approved as to Form:

Heidi Ann Wachter, City Attorney

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: March 17, 2014	TITLE: Motion authorizing the City Manager to execute a \$360,000 contract with AECOM for JBLM Joint Land Use Study.	TYPE OF ACTION: — ORDINANCE — RESOLUTION
REVIEW: March 10, 2014	ATTACHMENTS: Contract, Scope, Contractual Services Budget	X MOTION NO. 2014-15 — OTHER

SUBMITTED BY: Dan Penrose, Program Manager, South Sound Military & Communities Partnership

RECOMMENDATION: It is recommended that the City Council authorize the City Manager to execute a \$360,000 contract for professional services with AECOM, using Office of Economic Adjustment grant funds awarded to the City.

DISCUSSION: On September 13, 2013, OEA approved a federal grant award to fund a Joint Land Use Study (JLUS) for Joint Base Lewis McChord and the surrounding communities. The JLUS will identify and analyze areas of existing, likely, and reasonably foreseeable incompatible development and/or encroachment on the military mission at JBLM. The study will reinforce the importance of a central point of coordination for stakeholders who are impacted by the current and projected size/shape/mission of the installation and will provide regional stakeholders with specific recommendations, including both regulatory and non-regulatory actions to protect the military mission at JBLM and high quality of life experienced in the surrounding communities. *(Continued on page 2)*

ALTERNATIVE(S): An alternative would be to decline executing this contract which would require additional consultant interviews, contract negotiations and a delay to the completion of the planning process.

FISCAL IMPACT: The total budget for this contract is \$360,000. The grant requires a minimum of 10% non-federal funding match, which has been obtained from Steering Committee members of SSMCP. There are currently 16 members of the Steering Committee and pursuant to the Memorandum of Agreement, each has pledged cash toward this grant request. Costs for this professional services agreement will be paid from the OEA grant award. The grant reimburses the SSMCP \$66,003 for staff time to administer the project. The City of Lakewood will act as the fiscal agent in support of the JLUS activities of the Steering Committee.

Dan Penrose – Program Manager, SSMCP Prepared by	 City Manager Review

Department Director	

DISCUSSION (continued from page 1):

The City conducted a competitive RFP process as required by federal procurement regulations. The City received three responses for this project, and conducted interviews with the top two firms as scored by a multi-agency selection panel. AECOM was chosen as the firm whose professional qualifications and experience were most well-suited to complete the project.

The scope of work (Exhibit A) and contractual services budget (Exhibit B) of \$360,000 accommodates the completion of five main phases of the JLUS:

- Task 1 – Project Initiation and Administration (*March – April 2014*)
 - Subtask 1.1 Project Definition
 - Subtask 1.2 Stakeholder and Public Engagement
- Task 2 – Review and Research (*March –November 2014*)
 - Subtask 2.1 Assessment of Existing Conditions
 - Subtask 2.2 Regional and Comprehensive Plan Review
 - Subtask 2.3 GIS Basemap
- Task 3 – Compatibility and Development Potential Analysis (*November 2014 – March 2015*)
- Task 4 – Prepare JLUS Report (*February –September 2015*)
 - Subtask 4.1 Study Refinement
 - Subtask 4.2 Study Production
- Task 5 – Implementation Plan (*September 2015*)

The initial JLUS kickoff meeting is expected on April 15, 2014 and the grant concludes no later than December 31, 2015. This schedule accommodates the various community meetings, data requests and report generation that the stakeholders have come to expect from a regional planning process (see attached exhibits).

CITY OF LAKEWOOD AGREEMENT FOR CONSULTING SERVICES

THIS AGREEMENT made and entered into on this ____ day of _____, 2014, by and between the City of Lakewood, incorporating as a municipal corporation of the State of Washington, hereinafter referred to as "City" and AECOM Technical Services, Inc., hereinafter referred to as "the Consultant."

WITNESSETH:

WHEREAS, the City is in need of services of individuals, employees or firms to assist the South Sound Military and Communities Partnership (hereinafter referred to as "The Partnership") and other regional stakeholders with furthering the goals of the 2010 Joint Base Lewis-McChord Growth Coordination Plan; and

WHEREAS, the City has entered into a binding agreement with the Office of Economic Adjustment (Federal Award Identifier Number HQ00051310125) as the fiduciary agent of The Partnership to conduct a Joint Land Use Study for Joint Base Lewis-McChord and the surrounding and other affected communities; and,

WHEREAS, the City desires to retain the Consultant to provide certain services in connection with the Partnership's work on the Joint Base Lewis-McChord Joint Land Use Study; and,

WHEREAS, the Consultant is qualified in the area of planning services and stakeholder coordination and is able to provide consulting services in connection with the City's needs for the above described work, and is willing to provide such services upon the terms and conditions herein contained.

NOW, THEREFORE, the parties hereto agree as follows:

1. Scope of Services.
The Consultant, consistent with the Acceptable Standards in Article 6 herein, agrees to perform in a good and professional manner the tasks described on Exhibit "A" attached hereto and incorporated herein by this reference. (The tasks described on Exhibit "A" shall be individually referred to as a "task", and collectively referred to as the "services".) The Consultant shall perform the services as an independent contractor and shall not be deemed, by virtue of this Agreement and the performance thereof, to have entered into any partnership, joint venture, employment or other relationship with the City.
2. Additional Services.
From time to time hereafter, the parties hereto may agree to the performance by the Consultant of additional services with respect to related work or projects. Any such agreement(s) shall be set forth in writing and shall be executed by the respective parties prior to the Consultant's performance of the services thereunder, except as may be provided to the

contrary in Section 3 of this Agreement. Upon proper completion and execution of an addendum (agreement for additional services), such addendum shall be incorporated into this Agreement and shall have the same force and effect as if the terms of such addendum were a part of this Agreement as originally executed. The performance of services pursuant to an addendum shall be subject to the terms and conditions of this Agreement except where the addendum provides to the contrary, in which case the terms and conditions of any such addendum shall control. In all other respects, any addendum shall supplement and be construed in accordance with the terms and conditions of this Agreement.

3. Performance of Additional Services Prior to Execution of an Addendum.

The parties hereby agree that situations may arise in which services other than those described on Exhibit "A" are desired by the City and the time period for the completion of such services makes the execution of addendum impractical prior to the commencement of the Consultant's performance of the requested services. The Consultant hereby agrees that it shall perform such services upon the oral request, which shall be confirmed by City in writing within one (1) business day after such request, of an authorized representative of the City pending execution of an addendum, at a rate of compensation to be agreed to in connection therewith. The invoice procedure for any such additional services shall be as described in Section 7 of this Agreement. Notwithstanding the foregoing, Consultant shall not be obligated to perform these Additional Services if Consultant in its reasonable discretion believes that is not qualified to perform such or if Consultant does not have the resources available to perform these services.

4. Consultant's Representations.

The Consultant hereby represents and warrants that he has all necessary licenses and certifications to perform the services provided for herein, and is qualified to perform such services.

5. City's Responsibilities.

The City shall do the following in a timely manner so as not to delay the services of the Consultant:

- a. Designate in writing a person to act as the City's representative with respect to the services. The City's designee shall have complete authority to transmit instructions, receive information, interpret and define the City's policies and decisions with respect to the services.
- b. Furnish the Consultant with all information, criteria, objectives, schedules and standards for the project and the services provided for herein, all of which the Consultant, subject to the Acceptable Standards in Article 6 herein, shall be entitled to rely upon.
- c. Arrange for access to the property or facilities as required for the Consultant to perform the services provided for herein.
- d. Examine and evaluate all studies, reports, memoranda, plans, sketches, and other

documents prepared by the Consultant and render decisions regarding such documents in a timely manner to prevent delay of the services.

6. Acceptable Standards.

The Consultant shall be responsible to provide, in connection with the services contemplated in this Agreement, work product and services of a quality and professional standard acceptable to the City which is consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing with similar circumstances.

7. Compensation.

As compensation for the Consultant's performance of the services provided for herein, the City shall pay the Consultant the fees and costs specified on Exhibit "B" attached hereto and made a part hereof (or as specified in an addendum). The Consultant shall submit to the City an invoice or statement of time spent on tasks included in the scope of work provided herein, and the City shall process the invoice or statement in the next billing/claim cycle following receipt of the invoice or statement, and shall remit payment to the Consultant thereafter in the normal course, subject to any conditions or provisions in this Agreement or addendum.

8. Time for Performance.

The Consultant shall perform the services provided for herein in accordance with the direction and scheduling provided on Exhibit "A" attached hereto and incorporated herein by this reference, unless otherwise agreed to in writing by the parties. The Term of this Agreement shall commence on the date hereof, and shall be terminated upon completion of the performance of the scope of work provided herein, or on December 31, 2015, whichever is earlier, unless otherwise agreed to in writing by the parties. The Consultant shall not be responsible for any unavoidable delays caused by an act of GOD or governmental actions or other conditions beyond the control of the Consultant.

9. Ownership and Use of Documents.

The City acknowledges Consultant's documents as instruments of professional service. Nevertheless, All documents, reports, memoranda, diagrams, sketches, plans, surveys, design calculations, working drawings and any other materials created or otherwise prepared by the Consultant as part of his performance of this Agreement (the "Work Products") shall be owned by and become the property of the City, and may be used by the City for any purpose beneficial to the City. However, any reuse of these materials by the City for projects or purposes other than those that fall within the scope of this Agreement and the Project to which it relates, without written concurrence by Consultant, will be at the sole risk of the City.

10. Records Inspection and Audit.

All compensation payments shall be subject to the adjustments for any amounts found upon audit or otherwise to have been improperly invoiced, and all records and books of accounts pertaining to any work performed on a reimbursable basis under this Agreement shall be subject to inspection and audit by the City for a period of up to three (3) years from the final

payment for work performed under this Agreement.

11. Continuation of Performance.

In the event that any dispute or conflict arises between the parties while this Contract is in effect, the Consultant agrees that, notwithstanding such dispute or conflict, the Consultant shall continue to make a good faith effort to cooperate and continue work toward successful completion of assigned duties and responsibilities and City shall continue to make payments when due of undisputed amounts.

12. Administration of Agreement.

This Agreement shall be administered by Geoff Appel, on behalf of the Consultant, and by the City Manager of the City, or designee, on behalf of the City. Any written notices required by the terms of this Agreement shall be served on or mailed to the following addresses:

City of Lakewood
Lakewood City Hall
6000 Main Street SW
Lakewood, WA 98499-5027
Attn: Dan Penrose

Consultant
AECOM Technical Services, Inc.
710 2nd Avenue, Suite 1000
Seattle, WA 98104
Attn: Geoff Appel

13. Notices.

All notices or communications permitted or required to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered in person or deposited in the United States mail, postage prepaid, for mailing by certified mail, return receipt requested, and addressed, if to a party of this Agreement, to the address set forth next to such party's signature at the end of this Agreement, or if to a person not a party to this Agreement, to the address designated by a party to this Agreement in the foregoing manner. Any party may change his or its address by giving notice in writing, stating his or its new address, to any other party, all pursuant to the procedure set forth in this section of the Agreement.

14. Insurance.

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

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

law.

- c. Professional liability insurance with minimum liability limits of \$1,000,000.00.

15. Indemnification.

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

16. Contractor's Employees – Employment Eligibility Requirements

The Contractor and any subcontractors shall comply with E-Verify as set forth in Lakewood Municipal Code Chapter 1.42. E-Verify is an Internet-based system operated by United States Citizenship and Immigration Services in partnership with the Social Security Administration. E-Verify is free to employers and is available in all 50 states. E-Verify provides an automated link to federal databases to help employers determine employment eligibility of new hires and the validity of their Social Security numbers. The 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 participation 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.

17. Assignment.

Neither party to this Agreement shall assign any right or obligation hereunder in whole or in part, without the prior written consent of the other party hereto. No assignment or transfer of any interest under this Agreement shall be deemed to release the assignor from any liability or obligation under this Agreement, or to cause any such liability or obligation to be reduced to a secondary liability or obligation.

18. Amendment, Modification or Waiver.

No amendment, modification or waiver of any condition, provision or term of this Agreement shall be valid or of any effect unless made in writing, signed by the party or parties to be bound, or such party's or parties' duly authorized representative(s) and specifying with particularity the nature and extent of such amendment, modification or waiver. Any waiver by any party of any default of the other party shall not effect or impair any right arising from any subsequent default. Nothing herein shall limit the remedies or

rights of the parties hereto under and pursuant to this Agreement.

19. Data Sharing Agreement.

Consultant shall supply, at a minimum, the following deliverables in a digital format to the City of Lakewood GIS Division:

- All GIS data generated and/or collected during the duration of this project in a shapefile format and accompanying metadata following accepted GIS standards.
- Any geo-referenced imagery used during the project such as LIDAR, pictures, orthophotography, etc.
- All ancillary data files such as MS Excel tables or databases associated with the analysis and data processing which occurred during the duration of the project.
- All map finalized map document files (e.g., .mxd files) which were used to make determinations regarding specific decisions around the SMP and which will be used in the final documents, including the name of the software that the files were generated in.
- Methodologies and any summaries of processes used during the duration of the project.
- Original GPS data files and associated data dictionaries as applicable.
- Attribute descriptions for any specific data key codes/values in shapefile attribute fields.

20. Termination and Suspension.

Either party may terminate this Agreement upon written notice to the other party if the other party fails substantially to perform in accordance with the terms of this Agreement through no fault of the party terminating the Agreement.

The City may terminate this Agreement upon not less than seven (7) days written notice to the Consultant if, in the discretion of the City Manager, the services provided for herein are no longer needed from the Consultant.

If this Agreement is terminated, the Consultant shall be compensated for services satisfactorily performed (see paragraph 6) prior to termination in accordance with the rate of compensation provided in Exhibit "B" hereof.

21. Parties in Interest.

This Agreement shall be binding upon, and the benefits and obligations provided for herein shall inure to and bind, the parties hereto and their respective successors and assigns, provided that this section shall not be deemed to permit any transfer or assignment otherwise prohibited by this Agreement. This Agreement is for the exclusive benefit of the parties hereto and it does not create a contractual relationship with or exist for the benefit of any third party, including contractors, sub-contractors and their sureties.

22. Costs to Prevailing Party.

In the event of such litigation or other legal action, to enforce any rights, responsibilities or

obligations under this Agreement, the prevailing party shall be entitled to receive its reasonable costs and attorney's fees.

23. Applicable Law.

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

24. Captions, Headings and Titles.

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

25. Severable Provisions.

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

26. Entire Agreement.

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

27. Counterparts.

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

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed effective the day and year first set forth above.

CITY OF LAKEWOOD

AECOM Technical Services, Inc.

John J. Caulfield, City Manager

Title:

Dated: _____

Dated: _____

Attest:

Alice Bush, MMC, City Clerk

Dated: _____

Approved as to Form:

Heidi Ann Wachter, City Attorney

Dated: _____

Exhibit A Scope of Services

Task 1 – Project Initiation and Administration

Task 1 consists of refining the project scope, defining project goals, and establishing protocols for communication, information management, and project management. As part of this task, the Consultant will develop a detailed **Work Plan** and **Schedule**, produce an **Outreach Plan**, and create a public-facing **project website** that is linked to the current SSMCP website. Task 1 also includes ongoing project management for the duration of the project.

Subtask 1.1 Project Definition

The Consultant will work with the Client to develop a detailed Project Work Plan that refines the scope of work and project goals and outlines the day-to-day coordination and management required for the project. This plan will include a critical path schedule of milestones, deliverables, and meetings; provisions for semi-monthly progress reports to the Client; and protocols for communication, information sharing, and stakeholder engagement.

A web-based Sharepoint site (or similar) will be established to facilitate internal team data sharing and communication. A project website will be established that links to the existing SSMCP website (www.jblm-growth.com) and allows for links to other participating local government websites.

A facilitated kickoff meeting with the JLUS Subcommittee, Technical Working Group (TWG), and Elected Officials Council (EOC) will be held to establish study objectives, review the project schedule, set milestones, and identify data needs.

The Consultant will coordinate an installation tour for Subcommittee and TWG members. The purpose of the tour is for team members and committee members to develop a common understanding of installation operations and missions and see and hear first-hand the concerns and priorities of the installation. The installation tour will be held in conjunction with the kick-off meeting, if possible, or on a separate date, depending on logistics. The SSMCP will coordinate with JBLM staff to schedule time, tour agenda, and base access requirements.

Meetings/Milestones

- **Team Kick-off meeting (March 2014)**
 - Internal kick-off meeting to review project goals, scope, and schedule to be held at AECOM's Seattle office, and via teleconference.
 - Meeting to be attended by Dan Penrose and Mary Huff of the SSMCP and by key Consultant and subconsultant staff including:
 - Geoff Appel (AECOM)
 - Ellen Heath (AECOM)
 - Liz Drake (AECOM)
 - Kim Anderson (AECOM)
 - Fang Yang (AECOM)
 - Julia Walton (Studio 3MW)
 - Marcia Wagoner (Studio 3MW)
 - Jon Pascal (Transpo Group)
- **Kick-off meeting** (estimated April 15 2014)

- Project kick-off meeting with JLUS Subcommittee, Technical Working Group (TWG), Consultant, and Client.
- Purpose is to introduce project, present work plan, schedule, and outreach plan.
- Kick-off meeting will be approximately four hours, followed by the installation tour.
- Meeting to be attended by key Consultant and subconsultant staff including:
 - Geoff Appel (AECOM)
 - Ellen Heath (AECOM)
 - Liz Drake (AECOM)
 - Kim Anderson (AECOM)
 - Julia Walton (Studio 3MW)
 - Marcia Wagoner (Studio 3MW)
 - Jon Pascal (Transpo Group)
- **Installation tour** (April 2014, following kick-off meeting)
- **Public Kick-off open house** (April 2014)
 - Meeting to be attended by key Consultant and subconsultant staff including:
 - Geoff Appel (AECOM)
 - Ellen Heath (AECOM)
 - Liz Drake (AECOM)
 - Julia Walton (Studio 3MW)
 - Marcia Wagoner (Studio 3MW)
- **Progress reports** (biweekly)
 - Biweekly conference calls between Consultant and Client to track progress.

Deliverables

- **Project Work Plan** (April 2014 to be presented at kick-off meeting)
- **Project Schedule** (April 2014 to be presented at kick-off meeting)
- **JLUS website** (April 2014)

Projected Completion Date

April 2014

Subtask 1.2 Stakeholder and Public Engagement

The Consultant will work closely with the Client to develop an **Outreach Plan** that lays out overall stakeholder and public engagement objectives; a proposed meeting schedule; general meeting content, venues and format; alternate outreach platforms; key stakeholders to engage; website content; notification methods; and outreach materials. The Outreach Plan will identify potential Subcommittee and TWG members. The Outreach Plan will contain protocols for establishing and maintaining the public facing project website.

A series of meetings will be planned with the Subcommittee, TWG, and EOC as well as general public meetings. Subcommittee meetings will be used to establish overall project objectives and direction as well as offer an advanced review of all public outreach materials and facilitate discussion of findings, public input, and recommendations. TWG meetings are typically structured as more intensive facilitated work sessions to foster understanding of specific operational and compatibility issues and evaluating initial encroachment reduction tools. These sessions then produce options to be further evaluated and prioritized by the JLUS Subcommittee.

Three rounds of public meetings (three meetings in three different locations per round for a total of nine meetings) will be held to correspond with the kick-off, compatibility analysis, and final draft plan phases. The Consultant will collaborate with the stakeholder committees to determine the location, timing, and format of the meetings as part of the Outreach Plan.

The timing and frequency of such meetings will be determined within the Outreach Plan but generally will occur as follows:

- **Subcommittee:** The JLUS Subcommittee will meet monthly for the duration of the project.
 - Meetings to be attended by key Consultant and subconsultant staff including:
 - Geoff Appel (AECOM)
 - Marcia Wagoner (Studio 3MW)
- **TWG:** The TWG will meet as needed during the course of the project.
 - Meetings to be attended by key Consultant and subconsultant staff including:
 - Geoff Appel (AECOM)
 - Marcia Wagoner (Studio 3MW)
 - Other staff to be determined
- **EOC:** The EOC will be briefed throughout the project at key decision points. A minimum of four EOC briefings are expected: at project kick-off, for presentation of the land use compatibility findings, to present the draft JLUS report, and to present the implementation plan.
 - Meetings to be attended by key Consultant and subconsultant staff including:
 - Geoff Appel (AECOM)
 - Ellen Heath (AECOM)
 - Liz Drake (AECOM)
 - Julia Walton (Studio 3MW)
 - Marcia Wagoner (Studio 3MW)
- **Public:** Public meetings will be held to present project information and receive comments in three phases (seven total meetings), corresponding with the kick-off, compatibility analysis, and final JLUS report phases. The first two phases will consist of three meetings each phase at different locations and times to reach a wide audience. The final phase will consist of a single public meeting at a central location to present the final study.
 - Meetings to be attended by key Consultant and subconsultant staff including:
 - Geoff Appel (AECOM)
 - Ellen Heath (AECOM)
 - Liz Drake (AECOM)
 - Julia Walton (Studio 3MW)
 - Marcia Wagoner (Studio 3MW)

Additionally, up to 30 stakeholder interviews will be held with representatives from the military, landowners, government officials, Tribal representatives, environmental interests, and economic development organizations that are designed to gather early feedback on desired plan outcomes, organizational goals, priorities, new projects, and data needs.

Up to 10 small group meetings may be held, if necessary, with landowners, community associations, specific neighborhoods or underserved populations that replicate public meeting content but in a focused setting that connects with a targeted audience.

Meetings/Milestones

- **JLUS Subcommittee meetings** (monthly, beginning April 2014)
- **TWG meetings** (estimated four total, beginning April 2014)
- **Public meetings** (seven total meetings)
- **EOC briefings** (estimated four total)
- **Stakeholder interviews** (up to 30 interviews, scheduled as needed)
- **Small group interviews** (up to 10, scheduled as needed)

Deliverables

- **Outreach Plan** (April 2014 to be presented at kick-off meeting), including:
 - Overview of stakeholder engagement process, plan, and meeting schedule
 - Identification of stakeholders, including JLUS Subcommittee and TWG members
 - Scope of work for stakeholder groups and committees

Projected Completion Date

Ongoing

Task 2 – Review and Research

Task 2 provides a summary of existing background data that form the basis for subsequent analyses. Data to be considered include geographical data and relevant plans, policies, and studies. The results of the Task 2 review and research are to be summarized in an **Existing Conditions Summary Report**, to include summaries of the project physical setting and applicable plans, policies, and studies, with supporting maps and other figures, as necessary. The report will be delivered in electronic (PDF) format, with printed review drafts produced as necessary for distribution at Subcommittee and TWG meetings. The summary report will be included as a technical appendix to the final JLUS report.

The Existing Conditions Summary Report will organize findings from Task 2, including map products, and outline the federal, state, and local regulatory environment, gaps in current local land use policies to promote compatibility, current and foreseeable military missions, large-scale commercial projects, military operational issues, existing mitigation methods, environmental resources and constraints, growth and development trends, and infrastructure capacity. Through analysis of existing conditions, the Summary Report will also clearly identify JBLM’s Military Influence Area (MIA). A variety of factors will be considered when establishing the MIA, including clearly definable boundaries such as operational and airfield noise contours, airfield accident potential and clear zones, and jurisdictional boundaries in addition to other factors such as transportation routes and environmental features. This baseline document, which will be combined with conflict identification results, will lay the groundwork for subsequent phases of plan development.

Task 2 will also address potential issues of concern that may arise from the comprehensive plan updates in relation to the JLUS. Memoranda addressing these potential issues will be produced for each jurisdiction and included in the Summary Report.

The Consultant will compile available geographical data and and create an **online regional GIS database** that will be accessible via the project website.

Deliverables

- **Existing Conditions Summary Report** (November 2014), including:
 - GIS database

- Existing plan, policy, and study summaries
- Comprehensive plan update memoranda for each jurisdiction
- Supporting maps and figures

Projected Completion Date

November 2014

Subtask 2.1 Assessment of Existing Conditions

The Consultant will conduct a thorough evaluation of relevant community plans and documents for the South Sound region, along with military-related documents identified in the RFP. The Consultant will work with the Client, Subcommittee, and TWG to identify sources for relevant community documents. Analysis conducted as part of this subtask will include the following:

JBLM Document Review

- Identify and evaluate JBLM plans, identify growth objectives, and review the impact of growth objectives on air traffic patterns and volumes
- Identify existing land uses and approved land use developments located within the current Air Installation Compatible Use Zones (AICUZ) noise and potential air hazard zones
- Analyze impacts of current and future base operations, including firing ranges, training areas, electromagnetic radiation, radio frequency interference, and AICUZ noise and potential air hazard zone impacts
- Evaluate existing and proposed rotary aircraft operational routes
- Evaluate standard operating procedures (SOPs) for the base and analyze how they impact the surrounding community, and what, if anything, may be done to eliminate or minimize these impacts
- Plans may include:
 - JBLM Master Plan
 - Installation Sustainability Program
 - Forestry Plan
 - Range Management and Integrated Training Area Management (ITAM) programs
 - Integrated Natural Resources Management Plan
 - Integrated Cultural Resources Management Plan
 - AICUZ study
 - Installation Operational Noise Management Plan (IONMP)

Community Document Review

- Review, summarize, and assess pertinent sections of existing local zoning ordinances
- Review, summarize, and assess pertinent sections of building code ordinances and health department regulations, paying special attention to noise attenuation requirements
- Review, summarize, and assess critical areas ordinances
- Review, summarize, and assess pertinent sections of water quality regulations by watershed
- Review, summarize, and assess federal regulatory documents such as U.S. Fish and Wildlife Service rules relating to Threatened and Endangered Species and designation of Critical Habitats for those species.
- Review, summarize, and assess other regulatory documents as determined by the TWG

Projected Completion Date

November 2014

Subtask 2.2 Regional and Comprehensive Plan Review

The Consultant will identify, review, and summarize those local and regional long-range planning documents that are required by the state GMA including local comprehensive plans and supporting studies, countywide comprehensive plans and planning policies, and regional plans. The Consultant will also meet with local jurisdictions to determine the timing and focus of comprehensive plan updates and identify opportunities for the integration of JLUS recommendations.

Relevant plans will include:

- Puget Sound Regional Council (PSRC) Vision 2040
- Thurston Regional Planning Council (TRPC) Regional Plan
- Pierce County Comprehensive Plan
- County Buildable Lands Reports
- Thurston County Comprehensive Plan
- Lakewood Comprehensive Plan
- DuPont Comprehensive Plan
- Steilacoom Comprehensive Plan
- Lacey Comprehensive Plan
- Yelm Comprehensive Plan
- Roy Comprehensive Plan
- Rainier Comprehensive Plan
- Nisqually Tribe Reservation land use and zoning
- Nisqually National Wildlife Refuge planning documents and management plans
- Other Plans as identified by the Steering Committee
- JBLM Master Plan

Projected Completion Date

November 2014

Subtask 2.3 GIS Basemap

The Consultant will gather available mapping information to produce a working GIS database that can be used to produce multiple map products as required for the JLUS analyses and final report. Based on the GIS data gathered, the Consultant will create a series of maps showing both baseline and foreseeable conditions for the study area.

The GIS database will contain layers depicting a broad range of available regional data, including:

- Jurisdictional boundaries [municipal boundaries, county boundaries, Urban Growth Areas (UGAs), utility and emergency management service district boundaries, etc.]
- Aerial photography
- Future land use patterns, zoning designations, and planned growth areas identified in communities' adopted Comprehensive Plans and the JBLM Master Plan
- Uses that do not conform with the underlying zoning regulations
- Development activity within the study area during the past five years
- Development proposed within the study area
- Locations of proposed capital improvement plan/projects, using jurisdiction's 6-year Capital Improvement Plan (CIP)
- Sensitive biological and/or cultural resource areas, including wetlands, habitat and species data

- Special resources areas, i.e. aquifer recharge zones, wellhead protection zones, agricultural, parcel layer, streets, water bodies, etc.
- Noise contours for military operations
- Military flight operations, i.e. Clear Zones, Accident Potential Zones (APZs)
- Military range Safety Danger Zones (SDZs)
- Military operation line of sight corridors
- Commercial airport flight paths and commercial port access and shipping lanes
- Land mobility corridors and the regional transportation system
- Compile and create GIS layers depicting projected growth trends related to population forecasts
- Compile and review military documents to map footprint for military operations, and any other pertinent documents
- Electromagnetic/radio frequencies

Deliverables

- **Regional online GIS database** (November 2014)

Projected Completion Date

November 2014

Task 3 – Compatibility and Development Potential Analysis

Based on data gathered in the previous phase, the Consultant will assess land use compatibility issues around JBLM. Definitions for compatible and incompatible uses will be established that relate to the local planning environment, considering the GMA and other state planning statutes as well as local conditions and issues.

The Consultant will create “green/yellow/red” maps that color code parcels within the study area to show current and future compatibility with military activities, including use of training areas, firing ranges, and flight corridors. Green colors indicate areas of compatibility to include environmental areas and resolved areas; yellow parcels demonstrate areas of conditional compatibility where added land use controls or communications may be appropriate to mitigate impacts; red parcels clearly highlight areas of conflict that may warrant stronger regulatory control and possibly voluntary land or development rights acquisition strategies. The map will also identify areas in transition or susceptible to change based on factors such as vacancy, land transfers, existing city and county policies, current zoning, future land use designations, transportation access and infrastructure capacity, sensitive natural and cultural resources including Tribal interests, and areas with incomplete mapping. If there are areas with incomplete mapping, best available information will be used and recommendations will be provided to establish compatibility in these areas, should such situations arise.

In addition to a visual overview of land use compatibility, the Consultant will use the project GIS database to assess the extent of conflict and summarize results in a tabular form that totals the number of acres, people or housing units exposed to noise or other training impacts.

The results of this analysis will be organized into a Compatibility Analysis Report, outlining existing conditions, the impacts of military operations on surrounding jurisdictions, and the reciprocal effects of growth and development on the missions of JBLM.

The Consultant will evaluate the ability of current policies and codes to guide growth in a pattern that reduces the identified conflicts. Along with local compatibility tools, the Consultant will review federal and state measures and evaluate current communication and coordination procedures among the surrounding communities and JBLM.

The Consultant will explore a set of best practices adopted in defense communities across the US. This will emphasize a mix of tools that balances communication and coordination, land use regulation,

performance-based construction measures, conservation and working lands preservation, and non-regulatory or incentive-based strategies. The Consultant will work with the stakeholder committees to narrow the range of options based on criteria such as potential effectiveness, likely political support, legislative authority, and needed implementation resources and degree of impact compared to the degree of incompatibility and relative priority of the issue.

Meetings/Milestones

- Summary of compatibility analysis to be presented for discussion at February 2015 Subcommittee meeting.
- Interim policy recommendations and implementation measures to be presented at March 2015 public meeting.

Deliverables

- **Compatibility analysis report** (February 2015)
- **Online GIS compatibility mapping** (February 2015)
- **Maps/display materials for meetings** (February 2015)
- **Interim recommended policy and implementation measures** (March 2015)

Projected Completion Date

March 2015

Task 4 – Prepare JLUS Report

Task 4 consists of compiling the results of analyses performed in previous tasks into a final **JLUS Report**.

Meetings/Milestones

- Public meeting to be held in June 2015 to present draft JLUS report and receive comments.

Deliverables

- **Final JLUS report** (September 2015)
 - 20 full color, hard copy reports
 - Appendices in PDF format
 - Five disks
 - Supporting maps and GIS data
- **Final presentation of findings and recommendations** (June 2015)
- **Project overview for OEA website** (September 2015)

Projected Completion Date

September 2015

Subtask 4.1 Study Refinement

The Consultant will assemble all prior deliverables into a draft report and circulate it to the JLUS Subcommittee, TWG, EOC, and other agencies as indicated, for review, comment, and study refinement.

Meetings/Milestones

- Subcommittee and EOC meeting to be held in June to present draft JLUS report and receive comments.

Deliverables

- **Draft report sections** (June 2015)
- **PowerPoint summary presentation** (June 2015)
- **Prioritized set of improvements** (June 2015)
- **Recommended steps for coordination** (June 2015)
- **Opportunities for partnerships** (June 2015)
- **Summary of next steps** (June 2015)

Projected Completion Date

June 2015

Subtask 4.2 Study Production

Following review of the draft report, the Consultant will finalize the documents based on comments received from the JLUS Subcommittee, TWG, EOC, other stakeholders, and the public. The final JLUS documents will be delivered in printed, electronic, and web-based form, along with all supporting GIS data. The final plan will include a separate four-page Project Overview that will be posted on the OEA website and which, in printed form, will serve as an Executive Summary. Detailed technical analyses and critical project records, such as meeting minutes and comments received, will be included as appendices. All final deliverables will emphasize ease of readability and graphical clarity with the intention that the information conveyed is accessible to a broad audience while ensuring accuracy and the appropriate level of detail.

The Consultant will conduct final briefings with the stakeholder committees, the EOC, and local legislative bodies to support the formal adoption and implementation of the plan.

Projected Completion Date

September 2015

Task 5 – Implementation Plan

The Consultant will produce an **Implementation Plan** that organizes the final recommendations by several criteria, including geographic area; priority; and partner, including DoD, non-DoD federal, state, local and non-governmental agencies. The document will include an implementation matrix that links each action to responsible parties, timeframes, potential funding sources, estimated costs, appropriate financing mechanisms, supporting data, and monitoring metrics.

The Consultant will also develop detailed project sheets that provide additional detail on the top priority action steps of the study. A supporting Technical Appendix will be provided that includes model real estate disclosure/disclaimer forms; co-use agreements; sample laws, regulations, and ordinances for state and local governments; potential sound attenuation standards; sample memoranda of understanding; conservation and buffer area protection initiatives; partnerships; and development rights acquisition strategies.

The final Implementation Plan will be delivered in both hard copy and electronic format.

Meetings/Milestones

- Final Subcommittee meeting (September 2015)
- Final EOC briefing (September 2015)

Deliverables

- **Final implementation plan** (September 2015)
 - 20 full color, hard copies

- 5 disks containing PDF versions of plan documents and editable versions of sample documents contained in the Technical Appendix.

Projected Completion Date

September 2015

EXHIBIT B
Compensation, Invoicing, Payment

1. Consultant's compensation shall be as follows:

Task 1 Project Initiation and Administration	35%	\$126,000
Subtask 1.1 Project Definition	3%	\$10,800
Subtask 1.2 Stakeholder and Public Engagement	26%	\$93,600
Project Management (ongoing)	6%	\$21,600
Task 2 Review and Research	22%	\$79,200
Subtask 2.1 Assessment of Existing Conditions	6%	\$21,600
Subtask 2.2 Regional and Comprehensive Plan Review	6%	\$21,600
Subtask 2.3 GIS Basemap	10%	\$36,000
Task 3 Compatibility and Development Potential Analysis	20%	\$72,000
Task 4 Prepare JLUS Report	10%	\$36,000
Subtask 4.1 Study Refinement	5%	\$18,000
Subtask 4.2 Study Production	5%	\$18,000
Task 5 Implementation Plan	5%	\$18,000
Expenses	8%	\$28,800
Total Fee	100%	\$360,000

*Billing Rates:

Geoff Appel (Project Manager):	\$110/hr
Ellen Heath (Principal-in-Charge):	\$230/hr
Liz Drake:	\$150/hr
Kim Anderson:	\$130/hr
Fang Yang:	\$175/hr
Julia Walton (Subconsultant):	\$150/hr
Marcia Wagoner (Subconsultant):	\$150/hr
Jon Pascal (Subconsultant):	\$195/hr
Planning Staff:	\$100/hr
Technical Staff (GIS, editing, etc):	\$100/hr
Administrative Staff:	\$60/hr

2. Client shall pay Consultant within thirty (30) days from the date of Consultant's invoice. Amounts remaining unpaid thirty (30) days after the invoice date shall bear interest at the rate of 12% per annum, or the maximum legal rate, whichever is less. Additionally, Consultant shall be entitled to suspend its Services on the Project until payment in full, including interest, is received. Should such suspension exceed sixty (60) consecutive days, Consultant may elect to terminate this Agreement and shall be entitled to payment for all Services performed prior to the date of termination.

3. If the Project is suspended by Client for more than thirty (30) consecutive days, Consultant shall be compensated for all Services performed prior to the effective date of suspension. Upon resumption of the Project, Consultant's compensation shall be adjusted by mutual agreement of the Parties to compensate Consultant for expenses incurred as a result of the interruption and resumption of Consultant's Services.

4. If, through no fault of the Consultant, Consultant's Services have not been completed within three (3) months of the effective date of this Agreement, Consultant's compensation shall be adjusted by mutual agreement of the Parties.
5. Except as otherwise specifically provided herein, Client shall pay directly or reimburse Consultant, as appropriate, for all categories of taxes including, but not limited to the following: sales, consumer, use, value-added, gross receipts, and privilege, and local license taxes (other than professional regulatory fees) and end taxes which are calculated based upon payroll charged to this Project.
6. Payments shall be made to the following lockbox or electronic funds or wire transfer in accordance with the "Important Payment Information" attached hereto.

AECOM Technical Services, Inc.
1178 Paysphere Circle
Chicago, IL 60674

Lakewood Police Department

Memo



Date: 3-10-14

To: City Manager John Caulfield

Cc: Chief Bret Farrar

From: Assistant Chief Michael Zaro

Subject: Public Safety Advisory Committee

Discussion at a recent meeting of the Public Safety Advisory Committee (PSAC) indicated some members perceived a lack of direction for the committee. With that in mind, the purpose of this memo is to provide several topics for the Council to consider as areas of study for PSAC.

- **Abandoned and Stolen Shopping Cart Ordinance:** PSAC could work with the Community Safety and Resource Team and the Legal Department to identify code language that would allow us to better address the issue of shopping carts that are either stolen or abandoned in public areas.
- **Police Department Recruiting:** The topic of developing diversity in the Police Department through recruiting has been mentioned at previous meetings however no specific practices were recommended and the topic was tabled until we were ready for another entry-level testing process. We anticipate that process starting in the Spring.
- **Homelessness and Mentally Ill:** These topics can be addressed separately but a large component of homelessness is mental illness so a solution that addresses the larger issue of both might be more appropriate. PSAC could aid in identifying and recommending courses of action and resources to address the issue.
- **Abandoned Homes:** Through a variety of reasons many homes or other structures sit vacant and invite vandalism and trespass. Particularly with some members' connections to the real estate market, PSAC could be helpful in locating the vacant homes and providing options for monitoring abandoned homes or preventing the crimes and blight associated with them.
- **Increased Structure Fires:** Over the last three years there has been a significant increase in structure fires (14 in 2010 and 30 in 2013). PSAC could evaluate the data surrounding the fires, try to identify a commonality, and work towards prevention.

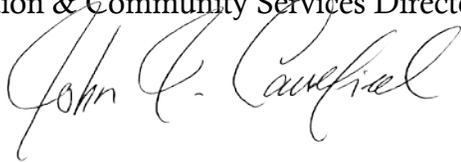
Respectfully,

Assistant Chief Michael Zaro



To: Mayor and City Councilmembers

From: Mary Dodsworth, Parks, Recreation & Community Services Director

Through: John J. Caulfield, City Manager 

Date: March 12, 2014

Subject: Rotary Amphitheatre Proposal

Summary: The Rotary Club of Lakewood is proposing to support the funding and development of an amphitheatre structure at Fort Steilacoom Park. The project is included in the City's Legacy Plan and the City's six year parks capital improvement project list.

Background: In 2010, the Council authorized resources from the lodging tax program to fund a Fort Steilacoom Park planning and feasibility study. The purpose of the study was to review park related uses that would improve the economic value we could offer our local community and regional visitors. The study included ideas, concepts and strategies, not specific project details. An amphitheatre concept was discussed in the plan.

Current Status: The Rotary Club of Lakewood is interested in leading a conversation which could bring the amphitheatre project forward. They are proposing to raise awareness and funds to build an amphitheater structure in the central area of the park near Waughop Lake and historic barn structures. The project would architecturally fit within the farm style setting and barn buildings and include a structure that would support a large covered stage, framework for sound and lights, storage room, greenroom and seating for up to 2500 people.

The Rotary Club is looking to develop a partnership with the City, other civic organizations, business leaders, the military, Pierce College and a multitude of donors. They are looking for Council support to move the project forward so they can announce the project and start fundraising at the April 12, 2014 Rotary's Sportsman's Dinner and Auction.

Club members will be at the March 17, 2014 Council meeting to share their vision and discuss the project in more detail.

To: The City Council
City of Lakewood

From: The Rotary Club of Lakewood - Board of Directors
Mark Blanchard, President

Re: Amphitheater for Fort Steilacoom Park

Date: March 10, 2014

As a service club with a longstanding commitment to the betterment of the City of Lakewood, it has come to our attention that one of city government's priorities is the construction of an amphitheater within Fort Steilacoom Park. It is our understanding that one potential site is the area east of Waughop Lake that includes the barns. We join you in this vision, and the belief that at some point in the future this area could become the centerpiece of the park. We also want to join you in moving ahead on that future now.

Long known for its major projects, becoming the lead organization with the initial energy and funds to move something of substance forward in our community, the Rotary Club of Lakewood proposes the Amphitheater Project for Fort Steilacoom Park.

We envision an outdoor lawn covered bowl that would seat 2000 to 2500 people with a building that would include a large covered stage, framework for sound and lights, storage room, and a greenroom; a building whose architecture fits in with the surrounding farm style buildings; a facility that would be a visual, practical, and vital asset to the city.

We envision a summer concert series, outdoor movie nights, picnic events, theater, and a stage for events sponsored by the city, schools, and other civic organizations. We envision that the amphitheater could become an important part of our Parks and Recreation programs. We believe that the children, youth, adults and their families of Lakewood will benefit from this facility and the programs that pass through it for many years to come.

We believe that such a project will necessitate a vibrant partnership of Rotary, other civic organizations, business leaders, the military, Pierce College, a multitude of donors, and the City of Lakewood. It is our desire to announce our leadership in this project to the community when it gathers on April 12th for Rotary's Annual Sportsman's Dinner and Auction.

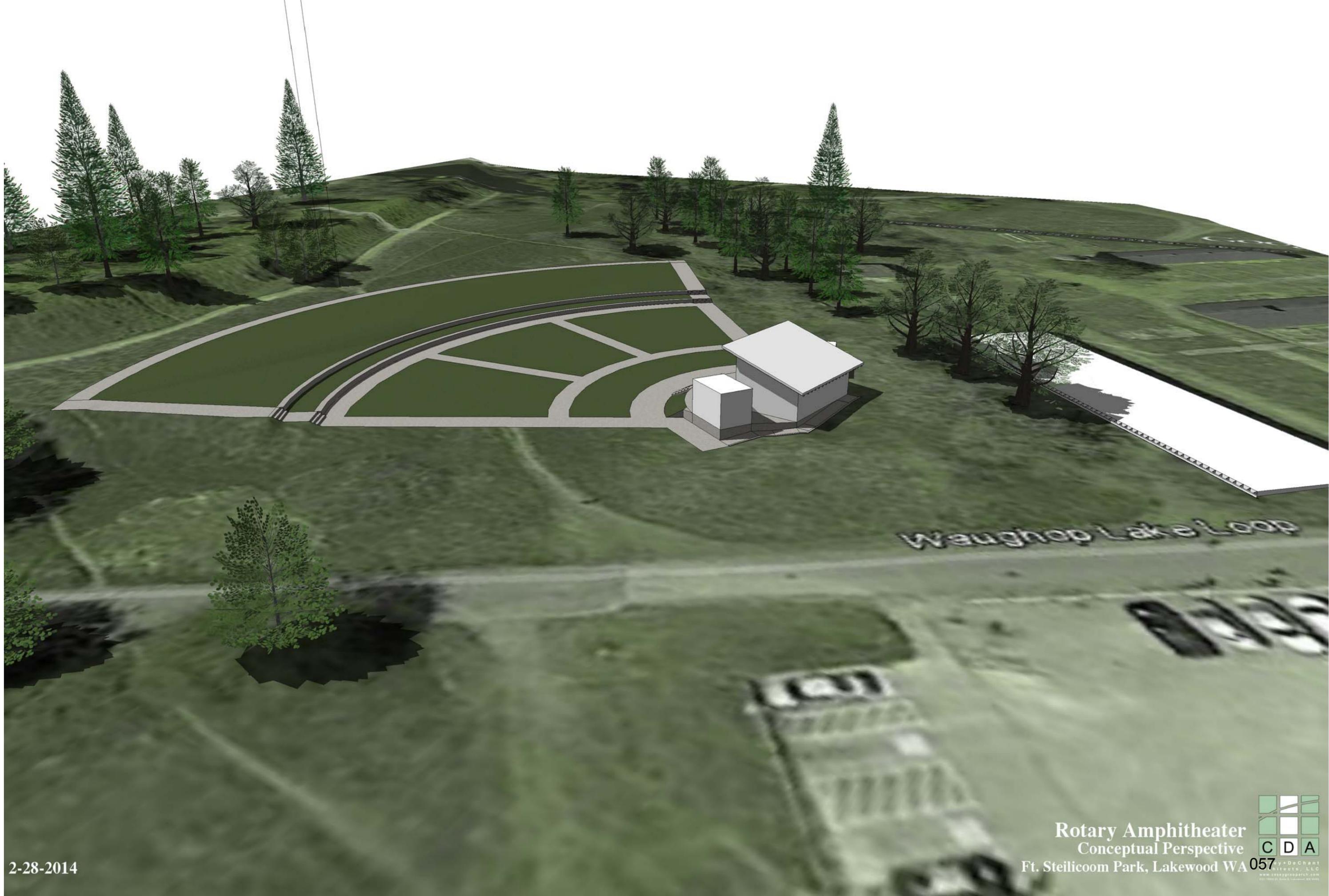
Therefore, we are asking for the City of Lakewood's endorsement and support of this project, and that this endorsement would be placed in the form of a resolution that could be included in our presentation on April 12th. We desire to begin moving forward with fundraising, facility planning, and an implementation strategy. With this in mind, we thank you for your consideration.



2-28-2014

Rotary Amphitheater
Conceptual Section
Ft. Steilacoom Park, Lakewood WA



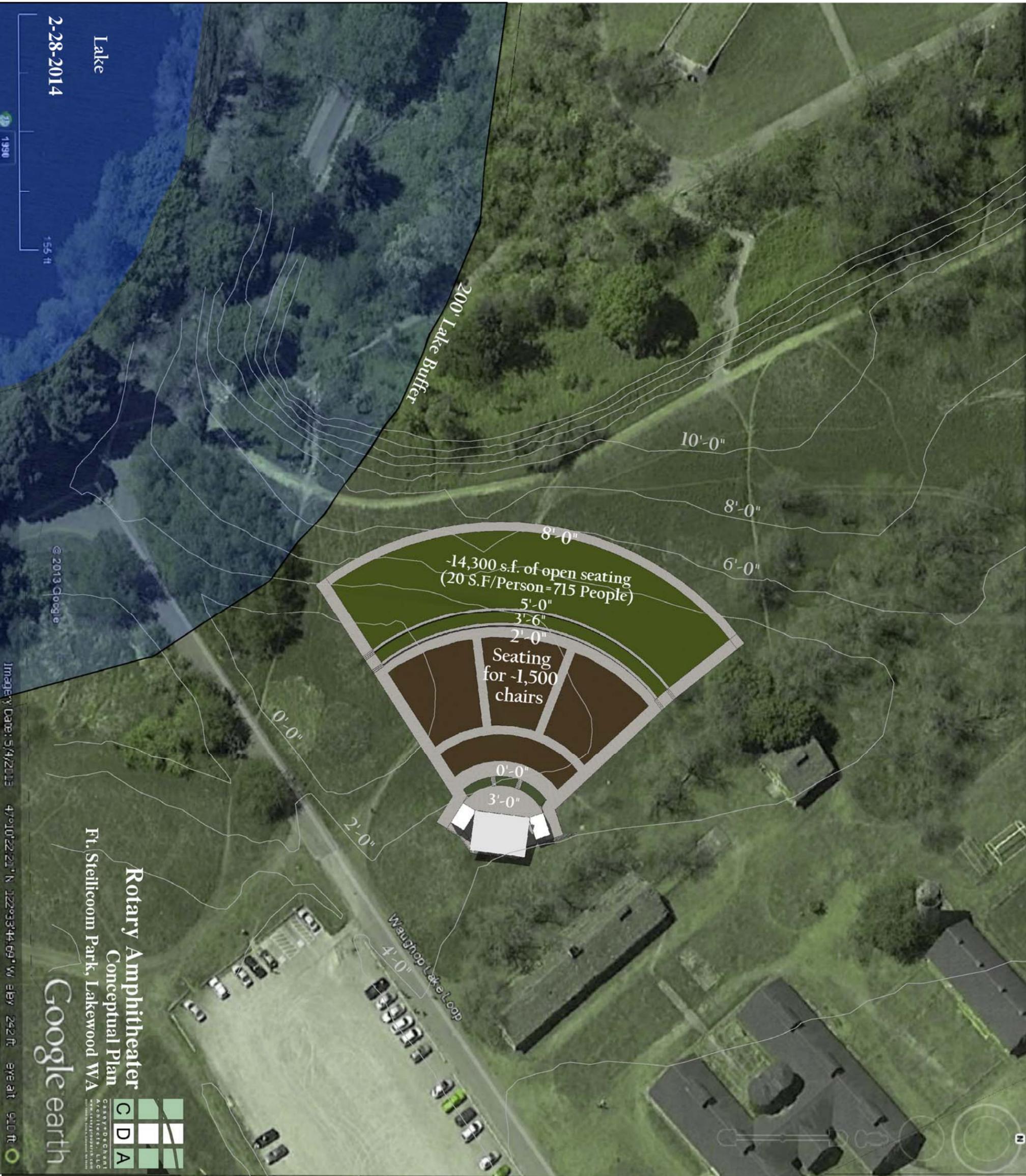


2-28-2014

Rotary Amphitheater
Conceptual Perspective
Ft. Steilicoom Park, Lakewood WA 057



Cory DeChant
ARCHITECTS, LLC
WWW.CORYDECHANT.COM
PHOTOGRAPHY BY JEFFREY W. HARRIS



Lake
2-28-2014

Rotary Amphitheater
Conceptual Plan
Ft. Steilcoom Park, Lakewood WA
Google earth
CDA
CONTACT: CDA
ARCHITECTS
10000 1st Ave. S.
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PH: 206.835.1234
WWW.CDAARCHITECTS.COM