



LAKEWOOD CITY COUNCIL AGENDA

Monday, May 19, 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

PUBLIC COMMENTS

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

- (6) A. Approval of the minutes of the City Council Special meeting of May 3, 2014.
- (8) B. Approval of the minutes of the City Council meeting of May 5, 2014.
- (16) C. Approval of the minutes of the City Council Retreat of May 10, 2014.
- (19) D. Approval of the minutes of the City Council Study Session of May 12, 2014.
- (24) E. Items Filed in the Office of the City Clerk:
 - 1. Public Safety Advisory Committee meeting minutes of April 2, 2014.
 - 2. Redevelopment Advisory Board meeting minutes of April 8, 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.

R E G U L A R A G E N D A**PUBLIC HEARINGS AND APPEALS**

- (30) This is the date set for a public hearing by the City Council a proposal to expand the existing Tax Incentive Urban Use Center and establishing a new Residential Target Area in the Springbrook Neighborhood.

APPOINTMENTS

- (37) Motion No. 2014-26

Reappointing Elvin Bucu, Judy Weldy and Ellie Wilson to serve on the Lakewood's Promise Advisory Board through May 21, 2017. - *Mayor*

- (45) Motion No. 2014-27

Appointing Barbara Vest to serve on the Lakewood Arts Commission through October 15, 2016. – *Mayor*

RESOLUTIONS

- (49) Resolution No. 2014-13

Authorizing the execution of a Section 108 loan agreement with Curbside Motors, in the amount of \$700,000, for the acquisition of property and construction of an automotive dealership in the 9915-10005 block of South Tacoma Way. – *Assistant City Manager for Development Services*

- (85) Resolution No. 2014-14

Expressing the intent to amend the 2014 Comprehensive Plan and zoning classifications. – *Assistant City Manager for Development Services*

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.

UNFINISHED BUSINESS**NEW BUSINESS**(92) Motion No. 2014-28

Authorizing the execution of an amendment to the interlocal agreement with West Pierce Fire & Rescue, in the amount of \$12,284.50, for emergency management coordinator services. – *Police Chief*

(95) Motion No. 2014-29

Awarding a bid to Lincoln Construction, Inc., in the amount of \$154,994.64, for the Lakewood Traffic Signal Upgrades Phase 4A -Traffic Management Center project. – *Public Works Director*

(100) Motion No. 2014-30

Authorizing the execution of an agreement with Transpo Group, in an amount not to exceed \$55,143, for railroad crossing design relative to the Madigan access improvement project. – *Public Works Director*

(105) Motion No. 2014-31

Authorizing the execution of an agreement with Transpo Group, in an amount not to exceed \$59,305, for traffic engineering and planning services relative to the transportation element of the Comprehensive Plan. – *Public Works Director*

(112) Motion No. 2014-32

Authorizing the execution of an agreement with Central Puget Sound Regional Transit Authority. in the amount of \$100,000, for the design and right-of-way acquisition phase for the 112th/111th Street between Bridgeport Way and Kendrick Street improvement project. – *Public Works Director*

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.

(121) Motion No. 2014-33

Approving a Lodging Tax Advisory Committee guideline for lodging taxes. –
City Attorney

BRIEFING BY THE CITY MANAGER

(123) Update on the proposed amphitheater project at Ft. Steilacoom Park.

CITY COUNCIL COMMENTS**ADJOURNMENT**

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.

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

MEETING SCHEDULE
May 19, 2014 – May 23, 2014

Date	Time	Meeting	Location
May 19	6:00 P.M.	Youth Council	Lakewood Library 6300 Wildaire Rd SW
	7:00 P.M.	City Council	Lakewood City Hall Council Chambers
May 20	No Meetings Scheduled		
May 21	6:30 P.M.	Planning Advisory Board	Lakewood City Hall Council Chambers
May 22	6:00 P.M.	Landmarks & Heritage Advisory Board	Lakewood City Hall 3 rd Floor, Conference Room 3A
May 23	No Meetings Scheduled		

TENTATIVE MEETING SCHEDULE
May 26, 2014 – May 30, 2014

Date	Time	Meeting	Location
May 26		City Hall Closed in observance of Memorial Day	
May 27	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 Committee	Lakewood City Hall 1 st Floor, Conference Room 1E
	7:00 P.M.	City Council Study Session	Lakewood City Hall Council Chambers
	<i>Following the City Council Study Session</i>	Transportation Benefit District Board Meeting	Lakewood City Hall Council Chambers
May 28	No Meetings Scheduled		
May 29	3:30 P.M.	City Talk with the Mayor or another Councilmember. Please call 253-589- 2489 for an appointment.	Lakewood City Hall 3 rd Floor, Mayor's Office
May 30	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 SPECIAL MEETING

Saturday, May 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 9:30 a.m.

ATTENDANCE

Councilmembers Present: 6 – Mayor Don Anderson; Deputy Mayor Jason Whalen; Councilmembers Mike Brandstetter, John Simpson, Marie Barth and Paul Bocchi.

Councilmembers Excused: 1- Councilmember Mary Moss.

Others Present: - Major General Bret Daugherty; Lt. Colonel Adam Iwaszuk; Mr. Larry Pierce; Emergency Management Director Robert Ezelle; EOC Assistant Manager Jaye Compton; Intergovernmental Affairs and Policy Director Nancy Bickford; City Manager John Caulfield; and Communications Manager Brent Champaco.

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

CAMP MURRAY TOUR

Major General Daugherty welcomed the Mayor and City Councilmembers to Camp Murray. He provided an overview of the Washington Military Department.

Lt. Colonel Adam Iwaszuk provided an update on the Washington National Guard Facilities.

Mr. Larry Pierce then provided an overview of the Washington Youth Academy Youth Challenge At-Risk Intervention and Credit Recovery Program.

Emergency Management Director Robert Ezelle and EOC Assistant Manager Jaye Compton provided an overview of the Emergency Management Division and provided a tour of the State Emergency Operations Center.

ADJOURNMENT

There being no further business, the meeting adjourned at 12:30 p.m.

DON ANDERSON, MAYOR

ATTEST:

ALICE M. BUSH, MMC
CITY CLERK



LAKWOOD CITY COUNCIL MINUTES

Monday, May 5, 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: 5 –Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, John Simpson and Marie Barth.

Councilmembers Excused: 2- Mayor Don Anderson and Councilmember Paul Bocchi (Mayor Anderson and Councilmember Bocchi joined the Council meeting via teleconference at 7:55 p.m.)

FLAG SALUTE

The Pledge of Allegiance was led by Deputy Mayor Whalen.

REPORTS BY THE CITY MANAGER

City Manager Caulfield deferred his report to the Briefing by the City Manager later in the agenda.

PROCLAMATIONS AND PRESENTATIONS

Proclamation recognizing Claudia Thomas and Andie Gernon for extraordinary service in Lakewood's human services program, the Community Collaboration, Lakewood's Promise and Youth Council.

DEPUTY MAYOR WHALEN PRESENTED PROCLAMATIONS RECOGNIZING CLAUDIA THOMAS AND ANDIE GERON FOR EXTRAORDINARY SERVICE IN LAKEWOOD'S HUMAN SERVICES PROGRAM, THE COMMUNITY COLLABORATION, LAKEWOOD'S PROMISE AND YOUTH COUNCIL.

Youth Council Report.

The Youth Council reported on the Human Services Collaboration Panel, Lakewood United presentation, Fairy Garden Tea Party, Arts Fest Reception, Lions Club Crab Feed activities.

Clover Park School District Board Report.

Clover Park School District (CPSD) Board Director Marty Schafer complimented Claudia Thomas and Andie Gernon for their work on human services. He then commented on the progress of the schools in the District, and the celebration of the Jermaine Kearsse Day event. He spoke about the arts mural project, and the Lakes High School students' photography work being displayed at St. Care Hospital. He then spoke about a building tour that he took of the Harrison Preparatory and the Four Heroes Elementary School.

Proclamation declaring May 12 – 16, 2014 as Small Business Week. – Ms. Linda Smith, President/CEO, Lakewood Chamber of Commerce

DEPUTY MAYOR WHALEN PRESENTED A PROCLAMATION DECLARING MAY 12-16, 2014 AS SMALL BUSINESS WEEK TO MS. LINDA SMITH, PRESIDENT/CEO, LAKEWOOD CHAMBER OF COMMERCE.

Proclamation declaring May 18 – 24, 2014 as National Public Works Week. – Mr. Don Wickstrom, Public Works Director

COUNCILMEMBER SIMPSON PRESENTED A PROCLAMATION DECLARING MAY 18-24, 2014 AS NATIONAL PUBLIC WORKS WEEK TO MR. DON WICKSTROM, PUBLIC WORKS DIRECTOR.

Council recessed at 7:50 p.m. and reconvened at 7:55 p.m.

Mayor Anderson and Councilmember Bocchi joined the Council meeting via teleconference.

PUBLIC COMMENTS

Speaking before the Council were:

Glen Spieth, Lakewood Historical Society, commented on the ribbon cutting ceremony at the Lakewood Historical Society on Saturday, May 3, 2014. He commented on the new book entitled Legendary Locals of Lakewood by Walter Neary and Steve Dunkleberger. He announced that on May 20, 2014 the Historical Society will be touring Lakewold Gardens.

Bryan Thomas, Lakewood resident, announced that the Little Church on the Prairie 75th anniversary open house celebration will be held on May 17, 2014, from 1:00 p.m. - 4:00 p.m.

John Kurlmel, Lakewood resident, spoke about the need to keep the Tillicum Community Center and the services they provide open for citizens.

Dennis Haugen, Lakewood resident, spoke about real estate negotiations. He then spoke about concerns about the EB5 program.

Kris Kauffman, Lakewood resident, recognized his late wife who was privileged to work with Andie Gernon and Claudia Thomas on human services.

Karen Priest, Lakewood resident, expressed concerns about the Tillicum Community Center funding and read aloud a citizen's letter about the need for services that the Center provides to residents of Tillicum/Woodbrook.

Janice Harbor, Parkland resident, spoke about the many services provided by the Tillicum Community Center where help is provided to the needy. She spoke about a \$10,000 A-133 audit which resulted in two questions of a \$538 check and a \$2,000 payroll check.

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

- A. Approval of the minutes of the City Council meeting of April 21, 2014.
- B. Approval of the minutes of the City Council Special Meeting of April 28, 2014.
- C. Approval of the minutes of the City Council Study Session of April 28, 2014.
- D. Approval of payroll checks in the amount of \$2,303,908.04, for the period March 16, 2014 through April 15, 2014.
- E. Approval of claim vouchers in the amount of \$2,184,641.25, for the period March 26, 2014 through April 28, 2014.
- F. Items Filed in the Office of the City Clerk:
 - 1. Human Services Funding Advisory Board minutes of March 20, 2014.
 - 2. Citizens' Transportation Advisory Committee minutes of March 25, 2014.

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

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

Motion No. 2014-23 reappointing James Guerrero and Denise Yochum to serve on the Redevelopment Advisory Board through May 23, 2017.

COUNCILMEMBER MOSS MOVED TO CONFIRM THE REAPPOINTMENT OF JAMES GUERRERO AND DENISE YOCHUM TO SERVE ON THE REDEVELOPMENT ADVISORY BOARD THROUGH MAY 23, 2014. SECONDED BY COUNCILMEMBER BRANDSTETTER. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Motion No. 2014-24 appointing Darin Stavish to serve on the Citizens' Transportation Advisory Committee through November 5, 2015.

COUNCILMEMBER MOSS MOVED TO CONFIRM THE APPOINTMENT OF DARIN STAVISH TO SERVE ON THE CITIZENS' TRANSPORTATION ADVISORY COMMITTEE THROUGH NOVEMBER 5, 2015. SECONDED BY COUNCILMEMBER BARTH. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Motion No. 2014-25 appointing Dennis Dixon to serve on the Landmarks and Heritage Advisory Board through December 31, 2016, and appointing Robert Jones to serve on the Landmarks and Heritage Advisory Board through December 31, 2014.

COUNCILMEMBER SIMPSON MOVED TO CONFIRM THE APPOINTMENT OF DENNIS DIXON TO SERVE ON THE LANDMARKS AND HERITAGE ADVISORY BOARD THROUGH DECEMBER 31, 2016, AND APPOINTING ROBERT JONES TO SERVE ON THE LANDMARKS AND HERITAGE ADVISORY BOARD THROUGH DECEMBER 31, 2014. SECONDED BY COUNCILMEMBER MOSS.

COUNCILMEMBER BRANDSTETTER MOVE TO MODIFY THE APPOINTMENT OF ROBERT JONES TO SERVE ON LANDMARKS AND HERITAGE ADVISORY BOARD THROUGH DECEMBER 31, 2017 . SECONDED BY COUNCILMEMBER BARTH.

COUNCILMEMBER SIMPSON MOVED TO TABLE THE MOTION. SECONDED BY COUNCILMEMBER MOSS. COUNCILMEMBERS SIMPSON AND MOSS WITHDREW THEIR MOTION TO TABLE.

VOICE VOTE WAS TAKEN ON THE MOTION TO MODIFY THE APPOINTMENT OF ROBERT JONES TO SERVE ON THE LANDMARKS AND HERITAGE ADVISORY BOARD THROUGH DECEMBER 31, 2017 AND TO APPOINT DENNIS DIXON TO SERVE ON THE LANDMARKS AND HERITAGE ADVISORY BOARD THROUGH DECEMBER 31, 2016. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Deputy Mayor Whalen deferred from the agenda to consider Resolutions No. 2014-11 and 2014-12 at this time.

RESOLUTIONS

Resolution No. 2014-11 approving the Fiscal Year 2014 Consolidated Annual Action Plan and amendments to the Fiscal Years 2009, 2012 and 2013 Annual Action Plans and proposed use of funds for the Community Development Block Grant and HOME Investment Partnership Act.

COUNCILMEMBER BRANDSTETTER MOVED TO ADOPT RESOLUTION NO. 2014-11. SECONDED BY COUNCILMEMBER BARTH.

COUNCILMEMBER BRANDSTETTER MOVED TO AMEND RESOLUTION NO. 2014-11 BY ADDING A NEW SECTION 2 TO THE RESOLUTION, STATING THAT THE LAKEWOOD CITY COUNCIL EXPRESSES ITS INTENT TO MAKE A FUTURE AMENDMENT TO THE LAKEWOOD PORTION OF THE JOINT TACOMA-LAKEWOOD FY 2014 CONSOLIDATED ANNUAL ACTION PLAN BY REDESIGNATING THE \$50,000 NORTHWEST BUSINESS AND COMMUNITY DEVELOPMENT PROJECT FOR ALLOCATION TO AN ALTERNATIVE AUTHORIZED ACTIVITY. SECONDED BY COUNCILMEMBER BARTH. VOICE VOTE WAS TAKEN ON THE AMENDMENT AND CARRIED UNANIMOUSLY.

VOICE VOTE WAS TAKEN ON THE AMENDED RESOLUTION 2014-11 AND CARRIED UNANIMOUSLY.

Mayor Anderson and Councilmember Bocchi concluded their teleconference call and left the council meeting.

Resolution No. 2014-12 approving a three-year (Fiscal Years 2015, 2016 and 2017) HOME Consortium agreement with the City of Tacoma relative to the Home Investment Partnership Act (HOME) program.

COUNCILMEMBER BARTH MOVED TO ADOPT RESOLUTION NO. 2014-12. SECONDED BY COUNCILMEMBER SIMPSON. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

ORDINANCES**Ordinance No. 581 amending Chapter 3.40 of the Lakewood Municipal Code relative to imprest funds.**

COUNCILMEMBER MOSS MOVED TO ADOPT ORDINANCE NO. 581. SECONDED BY COUNCILMEMBER BRANDSTETTER. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Ordinance No. 582 adopting the 2013-2014 biennial budget amendments.

COUNCILMEMBER SIMPSON MOVED TO ADOPT ORDINANCE NO.582. SECONDED BY COUNCILMEMBER BARTH. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Ordinance No. 583 amending Title 12A of the Lakewood Municipal Code relative to Public Works.

COUNCILMEMBER MOSS MOVED TO ADOPT ORDINANCE NO. 583. SECONDED BY COUNCILMEMBER BARTH. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Ordinance No. 584 amending Chapter 12A.15 of the Lakewood Municipal Code relative to sanitary sewer connections.

COUNCILMEMBER SIMPSON MOVED TO ADOPT ORDINANCE NO.584. SECONDED BY COUNCILMEMBER MOSS. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

BRIEFING BY THE CITY MANAGER

City Manager Caulfield expressed his thanks to the Police Department for escorting the burial procession of USAF Captain Douglas Ferguson.

He then reported that Congressman Denny Heck was able to get an amendment to the commute act to allocate Department of Defense dollars for transportation improvements in the amount of \$600 million over a five year period. Congressman Heck has bipartisan support to sponsor this amendment.

City Manager Caulfield announced that on May 15, 2014, the City sponsored Housing Forum has generated positive interest and feedback. The forum will be held at the McGavick Center at 9:00 a.m.

He then reported that the Public Works Department finalized a traffic report. The City has received \$100,000 in mitigation funds relative to Camp Murray, of which \$85,000 will be set aside for sidewalks improvements on Union Avenue and \$15,000 for traffic calming devices. He thanked JBLM Colonel Hodges for letters of support to conduct an Amtrak traffic study and improvements on Bridgeport Way into Springbrook.

He noted that Public Works submitted six applications to the Puget Sound Regional Council for traffic design improvements. He also noted that the Police Department will be seeking grants for Justice assisted funds for mental health professionals.

He reported that the State Department of Ecology should be finalizing their review of the City's Shoreline Master Plan in the next couple of weeks.

He indicated that the Washington State Transportation Commission, who develops strategies for infrastructure improvements, would like to host one of their meetings in Lakewood on November 19, 2014.

He announced that after the May 27, 2014 Council Study Session, it recommended that a Transportation Benefit District meeting be held to discuss transportation improvements financing.

He announced that on May 7, 2014, the Police Chief Association's annual memorial event will be held at 6:00 p.m., at the McGavick Center.

On May 8, 2014, a community meeting on the proposed amphitheater project will be held at Ft. Steilacoom park.

On May 9, 2014, Big Lots grand opening will be held.

On May 10, 2014, the City Council's Retreat will be held in Conference Room 3A at City Hall. It was the consensus of the Council to start the Retreat at 8:30 a.m.

CITY COUNCIL COMMENTS

Councilmember Brandstetter spoke about the Tillicum/Woodbrook Neighborhood Association meeting he attended and their discussion about the traffic study.

Councilmember Simpson indicated that he will not be able to attend the Council Retreat on May 10, 2014 and the Council Study Session on May 12, 2014. He noted that he will be attending the Lake City Neighborhood Association on May 8, 2014.

Councilmember Barth commented on the Camp Murray tour she attended on May 3, 2014 and the ribbon cutting ceremony at the Lakewood Historical Society.

Deputy Mayor Whalen commented on the Camp Murray tour. He commented on a Life Center Church event he attended over the weekend. He announced that he will be attending the Lakewold Gardens event on Wednesday, May 7, 2014.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:18 p.m.

JASON WHALEN, DEPUTY MAYOR

ATTEST:

ALICE M. BUSH, MMC
CITY CLERK



LAKWOOD CITY COUNCIL RETREAT MINUTES

Saturday, May 10, 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 8:50 p.m.

ROLL CALL

Councilmembers Present: 6 – Mayor Don Anderson; Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, Marie Barth and Paul Bocchi.

Councilmember Excused: 1- Councilmember John Simpson.

Others Present: City Manager John Caulfield, Assistant City Manager for Development Services Dave Bugher, Assistant City Manager for Administrative Services Tho Kraus, City Attorney Heidi Wachter, Assistant to the City Manager Adam Lincoln and City Clerk Alice Bush.

ITEMS FOR DISCUSSION:

Review of the City Council goals and priorities.

City Manager Caulfield provided an overview of the agenda for today's retreat.

Goal 1 – Our City is Fiscally Responsible

City Manager Caulfield reviewed policy objectives and action strategies for fiscal responsibility.

Discussion ensued on the definition on the use of one-time monies when it is unpredictable and how broad is that category (revenues above what is expected and any expenditure savings that will not be used, the accumulation of those monies can be used for one-time activities).

Goal 2 – Our City Provides First-Rate Public Safety Services

City Manager Caulfield reviewed the action strategies for public safety and how to measure public safety. Work plan items include proactive reporting, cost/benefit analysis, CSRT program, impact on homeless and mental illness,

changes in Municipal Court operations including video arraignments and a paperless system; and additional court partnerships.

Goal 3 – Our City Promotes Economic Development

City Manager Caulfield spoke about targeted areas for economic development including the Central Business District, Springbrook, Pacific Highway corridor, South Tacoma Way/International District corridor, Woodbrook business park, Tillicum neighborhood.

Discussion ensued on impediments; improvements on north South Tacoma Way; potential improvements at WSDOT property on Pacific Highway; swap meet impacts expressed by surrounding business owners; amount of warehousing in the Woodbrook industrial park; and does the City have a franchise with the County for sewers.

Goal 4 – Our City Fosters Quality of life for All Citizens, to include maintaining and improving public infrastructure and facilities

City Manager Caulfield reviewed the goals and objectives for developing capital improvements.

Discussion ensued on a legislative agenda for sewers, water and, power in Ft. Steilacoom Park as a capital budget request; potential for a new senior center; bringing State game farm, Seeley lake trail and the Ft. Steilacoom golf course in the parks system; providing for American Lake access at Camp Murray; and a potential Library/Senior Center facility.

Goal 5 – Our City is committed to honest, open and transparent government

City Manager Caulfield reviewed the policy and strategies for taking a proactive approach to open and transparent government and being engaged.

Discussion ensued on SSMCP efforts and its awareness in Washington, DC; developing Council protocols on who responds to communication addressed to the entire Council.

Council recessed at 10:40 p.m. and reconvened at 11:00 a.m.

City Manager Caulfield asked if there were any other goals and objectives that the Council would like to focus on.

Discussion ensued on messaging; professional development of City staff; using CDBG funds for down payment assistance to attract homeownership; livable city issues to make the city attractive to middle class families; considering a form of debt to accomplish some of the priorities identified; pursue being an entrepreneur within the public sector; consider studying impact fees (ie parks

district); selecting performance measures to manage expectations; staying focused; “fight above our weight” cultural outlook; focus on neighborhoods on City messaging and positively promoting Lakewood and how it is perceived relative to JBLM; and not becoming complacent.

Council then prioritized the goals identified using colored dots.

Council recessed at 11:45 a.m. 12:15 p.m.

Priorities identified in no order included being fiscally responsible, public safety, infrastructure improvements and “low hanging fruit” which includes providing for the flexibility to act on situations to capitalize on opportunities as they arise. These priorities are the driving factors to economic development.

Citizens’ advisory boards and committees Council Subcommittee update.

Councilmember Brandstetter provided an overview of the Council Subcommittee’s work on citizens’ advisory boards and committees. He suggested that the Council may consider having fewer standing committees and create a future vision for citizens’ advisory boards and committees.

Councilmember Bocchi indicated that the two required committees are Lodging Tax Advisory Committee and the Planning Advisory Board. He spoke about how public service dollars can be best addressed with CDBG and human services funding and are the Council priorities being addressed in these committees. He suggested that the Council discuss the role of the Council liaison and how to transition committees with having fewer committees. He suggested possibly combining CDBG and Human Services Funding Advisory Board, combining Lakewood’s Promise Advisory Board with Human Services Collaboration, combining Citizens’ Transportation Advisory Committee, Redevelopment Advisory Board and the Planning Advisory Board.

ADJOURNMENT

There being no further business, the meeting adjourned at 1:06 p.m.

DON ANDERSON, MAYOR

ATTEST:

ALICE M. BUSH, MMC
CITY CLERK



LAKWOOD CITY COUNCIL STUDY SESSION MINUTES

May 12, 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: 6 – Mayor Don Anderson; Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, Marie Barth and Paul Bocchi.

Councilmember Excused: 1 – Councilmember John Simpson.

Human Services Funding Advisory Board Members Present: 5 – Chair Mary Green, Vice-Chair Christine Turner, Susan Hart, Mary Bohn, and Catherine Forte.

ITEMS FOR DISCUSSION:

Joint Human Services Funding Advisory Board meeting

Chair Mary Green and members of the Human Services Funding Advisory Board introduced themselves.

Chair Green reviewed the significant accomplishments of the Human Services Funding Advisory Board.

Vice Chair Christine Turner reviewed the 2014 community needs survey analysis.

Ms. Susan Hart reviewed the summary of unmet needs from the survey.

Ms. Catherine Forte reviewed the potential strategic services and areas of focus on needed services.

Ms. Mary Bohn spoke about changing the focus on human services to a service needs approach versus funding in one of four categories (basic needs, safety, health and education) to provide a road map for providing strategic services.

Discussion ensued on leveraging limited dollars with the goal of reaching self-sufficiency; having a human services representative attend the City sponsored housing forum on May 15, 2014; concerns about meeting all the needs - for example in housing, the City has supported large amount of housing dollars such as Habitat for Humanity in

development and construction; focusing on a holistic approach; and prioritizing the range of strategic areas, such as healthy start option, mentorship programs, after school programs, educational enrichment activities, immunizations, and dental services for children.

Review of the City Council 2014 Comprehensive Plan amendments

Assistant City Manager Bugher reviewed the highlights of the proposed 2014 Comprehensive Plan amendments, including the visioning process, land use map revisions with regard to the centers of local importance, land use, housing, urban renewal, air corridor, public and semi-public institutional uses, open space and recreation, environmental quality and nonconforming uses, urban design and community character, economic development, ten year traffic forecast, sewer policies, public services, capital facilities and improvements. He explained that subdivision code regulations and communal housing are being reviewed by the Planning Advisory Board.

He then provided an update on the Ruby Apartments development.

Discussion ensued on how the proposed housing policy guidelines targeted percentages based on household incomes were obtained; how can the City maintain a set amount of land supply for maintaining a certain percentage of household income; why was communal housing brought before the Planning Advisory Board; addressing adult family homes in the land use regulations and Comprehensive Plan prior to filings of applications for such; would the Council be required to provide its own intent to change the zoning of property relative to Ruby Drive and what are the options; will policies be developed that meet the three key proposed housing targeted goals; potentially incorporating pocket parks; will the Washington State Department of Transportation (WSDOT) property be required to be included in the 2014 Comprehensive Plan amendments; and potentially having the Planning Advisory Board review changing the zoning of the Pierce County Housing Authority property in Woodbrook. It was the consensus of the Council for the Planning Advisory Board to review rezoning of the WSDOT property.

Council recessed at 8:53 p.m. and reconvened at 9:05 p.m.

Review of a proposed Section 108 loan agreement with Curbside Motors

Program Manager Gumm reviewed the proposed Section 108 loan agreement, in the amount of \$700,000, with Curbside Motors to acquire three parcels at the 9915-10005 block of South Tacoma Way for a for-profit automobile dealership and associated service and detailing shop business. He explained that \$2,067,000 in Grow Pierce County Fund is being provided through the National Development Council. This project would generate 20 low-moderate income jobs.

Discussion ensued on what has changed since the last review of this proposed project such as the collateral requirements and the construction budget.

Ms. Michelle Morlan, National Development Council, reviewed the loan packaging process and closing upon receiving the building permit and that property acquisition will occur first. She then reviewed the underwriting criteria used for the loan.

Further discussion ensued on a standard inter creditor loan; why was the collateral changed from the previous proposal; and what are the SBA loan fees.

Review of a proposed Lodging Tax Advisory Committee guideline.

City Attorney Wachter reviewed the proposed lodging tax funding guidelines for the Lodging Tax Advisory Committee.

Discussion ensued on maintaining a reserve fund of at least 25 percent for future capital projects and will that reserve be based on the current year funding allocation or the entire lodging tax fund (entire).

BRIEFING BY THE CITY MANAGER

City Manager Caulfield called on City Attorney Wachter who provided an update on marijuana sales applications.

Discussion ensued on the locations of the proposed marijuana retail sales sites.

City Manager Caulfield reported that an update will be provided on the amphitheater meeting at Ft. Steilacoom park at next week's Council meeting.

He announced that on June 2, 2014, Mrs. Humphrey will be attending the Council meeting to recognize Councilmember Larry Humphrey.

He indicated that Sound Transit is interested in providing the Council with an update in early June or July.

He announced that the Community Visioning Committee will hold their first meeting on June 5, 2014 at 1:00 p.m.

The City sponsored Housing Forum will be held on Thursday, May 15, 2014.

The Lakewood Gateway Committee is reviewing two schematics and will be making recommendations to the full Council.

The Public Works Department has submitted three Safe Routes to School Sidewalks Grant applications at John Dower, Steilacoom Boulevard and Phillips Road.

He noted that the Association of Washington Cities is seeking members to serve on a Committee to discuss rail issues. He encouraged Councilmembers to apply for a position on this Committee.

ITEMS TENTATIVELY SCHEDULED FOR THE MAY 19, 2014 REGULAR CITY COUNCIL MEETING:

1. Authorizing the execution of a Section 108 loan agreement with Curbside Motors.
2. Approving a Lodging Tax Advisory Committee guideline.
3. Reappointing Elvin Bucu, Judy Weldy and Ellie Wilson to the Lakewood's Promise Advisory Board through May 21, 2017.
4. Appointing Barbara Vest to the Lakewood Arts Commission through October 15, 2016.
5. This is the date set for a public hearing by the City Council on amending the Lakewood Municipal Code relative to tax incentive urban use centers.
6. Awarding a bid for Lakewood Traffic Signal Upgrades Phase 4A -Traffic Management Center.
7. Authorizing the execution of a supplemental agreement with Transpo Group for railroad design for the Madigan Access project.
8. Authorizing the execution of an agreement with Transpo Group for consulting services for developing a Transportation Element of the Comprehensive Plan.
9. Authorizing the execution of an agreement with Central Puget Sound Regional Transit Authority relative to the 111th and 112th Street improvement project.
10. Authorizing the execution of an interlocal agreement with West Pierce Fire District for emergency management coordinator services.

CITY COUNCIL COMMENTS

Councilmember Moss spoke about the amphitheater meeting she attended and the annual Police memorial ceremony at the McGavick Center. She noted that she will be attending the Housing Forum on May 15, 2014.

Councilmember Bocchi spoke about the meetings he attended with Mayor Anderson in Washington, DC. He noted that he may have a conflict with attending the Pierce County Regional Council meeting on May 15, 2014. He then commented on a Pacific Neighborhood Association meeting he attended a few weeks ago.

Councilmember Brandstetter commented on the May 10, 2014 Council Retreat and thanked the Council for the discussion on the citizens advisory boards and committees project.

Councilmember Barth commented on the amphitheater meeting she attended. She also spoke about the Lakewood Hardware open house and the Big Lots grand opening she attended. She commented on the productive Council Retreat held on May 10, 2014.

Deputy Mayor Whalen also commented on the Council Retreat held on May 10, 2014. He then spoke about the amphitheater meeting and the Big Lots grand opening he attended.

Mayor Anderson commented on the Washington, DC meetings that he and Councilmember Bocchi attended which included meetings with Jami Burgess at Congressman Denny Heck's office about transportation and meeting with Patrick O'Brien and David Larson, and Office of Economic Adjustment staff about the commute act and Tim Ford, Executive Director of the Association of Defense Communities. He then spoke about attending a meeting with the Tacoma Pierce County Chamber group, Deputy Surgeon General, Department of the Army Office of Installations and Housing partnerships, Department of Labor and discussions about veterans' programs, dinner with Norm Dicks, tour of the capitol building, meeting with the Department of Transportation, meeting with Senators Murray and Cantwell, and meeting with Congressman Adam Smith and Congressman Denny Heck. He noted that the letters of support from the JBLM base commander about the need for an Amtrak Station and improving Bridgeport Way access to JBLM were very well-received.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:30 p.m.

DON ANDERSON, MAYOR

ATTEST:

ALICE M. BUSH, MMC
CITY CLERK



PUBLIC SAFETY ADVISORY COMMITTEE

Regular Meeting Minutes
Wednesday, April 2, 2014
Lakewood Police Department
9401 Lakewood Drive SW
Lakewood, WA 98499

CALL TO ORDER

The Meeting was called to order at 5:21 p.m.

ROLL CALL

Public Safety Advisory Committee Members Present: Bryan Thomas, Ray Dotson, Aaron Young, Alan Hart and Julio Perez-Tanahashi

Public Safety Advisory Committee Members Excused: Sheri Badger, Lonnie Lai and Sam Ross

Public Safety Advisory Committee Members Absent: Renee Hanna

City Councilmember Present: Marie Barth

Fire Department Staff Present: No Fire Department Personnel Present

Lakewood Youth Council Present: No Youth Council Present-spring break

Staff Present: Lieutenant Chris Lawler and Committee Staff Support Joanna Nichols, Administrative Assistant

APPROVAL OF MINUTES

Alan Hart motioned to approve the March minutes. All ayes; minutes were approved.

PUBLIC COMMENT

No one from the public was present.

CITY COUNCIL LIAISON COMMENTS

Councilmember Marie Barth mentioned the PD Open House on Sunday the 13th.

Councilmember Marie Barth also stated that the City lost the lawsuit against the railroad/DOT, last Friday. The Council is trying to decide if they will be appealing that decision or not. Discussion ensued.

Councilmember Marie Barth read off some of the ideas the Chief of Police and City Council had come up with as options for future projects for PSAC.

- 1.) Shopping cart ordinance/policy to include what happens after they are picked up, etc.
- 2.) A policy for dealing with abandoned/foreclosed homes- does the code need more teeth in it? Homework would be required to find out if there is already a state ordinance and/or Pierce County's ordinance for this one.
- 3.) Suggestions for how to assist the homeless and mentally ill.
- 4.) Fires/Squatters- people squatting in areas/homes and starting fires.
- 5.) Metal Thieves-Could Committee do some research on this issue? Bryan Thomas asked if someone from the Metal Theft Task Force could come speak to the committee for educational purposes if they decided to tackle this one; Lt. Chris Lawler stated that Investigator Pete Johnson would be the perfect person to speak to. Joanna Nichols will make this happen if the committee decides to look into this further.
- 6.) Any ideas that the Committee wants to work on.

Aaron Young asked about residence tagging, the specific case where the resident/victim was getting in trouble for not cleaning up the tagging quickly enough. There is concern about the victims being punished for someone else's crime. Councilmember Marie Barth stated that might be another good idea.

Bryan Thomas asked if PSAC could hear the breakdown/numbers from the websites for complaints/tips regarding shopping carts and graffiti. Lieutenant Chris Lawler stated he could ask Lieutenant Dave Guttu, as he believes that falls under CSRT, to get those numbers to Joanna Nichols for PSAC.

It was agreed that all of these were great ideas and that Joanna Nichols would send out an email with all of these ideas listed to all PSAC members. PSAC members would pick their top 1, 2, and 3 and bring those with them to the next meeting for discussion. Joanna will also ask Assistant City Attorney Anita Booker-Hay to attend the next meeting for some clarifications on current codes and policies.

Aaron Young asked about the smoking in public parks discussion mentioned from the month before. Councilmember Marie Barth stated it had been decided they had to stay a respectful 50

feet away from an event. The Department will be looking at any violations as an educational opportunity only.

Bryan Thomas asked about the proposed amphitheater in Lakewood that was being considered. Councilmember Marie Barth agreed that this was currently under discussion, the Rotary had asked to be the lead and Council had agreed with this; no money has been committed on the part of the City. It could be a good thing for the City but they did not have enough details yet to make a decision, or even say much about it at this point.

FIRE CHIEF COMMENTS

No Fire Department personnel present.

POLICE CHIEF COMMENTS

Handout-Crime and Incident Report (February 2014)

Alan Hart asked about the spike in prostitution and weapon law violation numbers; Lieutenant Lawler discussed some recent task force arrests as well as other cases. Discussion ensued.

Lieutenant Chris Lawler discussed the Jermaine Kearse event which was happening April 12th at Harry Lang Stadium. There weren't a lot of details as the City was trying to keep it relatively quiet for the moment.

Bryan Thomas asked about the US Open and the City committing to helping with parking at Ft. Steilacoom Park for the event. Lieutenant Chris Lawler stated he did not know anything specific to the parking. Bryan was concerned whether the City would be responsible/liable if those cars were broken into while parked at Ft. Steilacoom. Discussion ensued.

YOUTH COUNCIL COMMENTS

No Youth Council attendance as it was Spring Break.

NEW BUSINESS

Bryan Thomas discussed the Tillicum Association Meeting and stated that they had a lot to say about the smoking in public parks issues. He also said that they felt very strongly about the train issue and would probably have a lot of questions about the City's next steps, as well as costs of lawsuit and appeal, etc.

UNFINISHED BUSINESS

Bryan Thomas went over the email from Renee Hanna regarding the cost of the dunk tank for SummerFest. Ray Dotson brought his flyer from the base with their prices. It became clear

that the base was the better deal. Discussion ensued. Joanna Nichols will get Bryan an appointment to meet with the Charity Board as soon as possible to present the idea to them.

Bryan Thomas stated the things we need to work on next month are:

- 1.) How much are we going to charge for the citizens to play?
- 2.) Commitments from the Command Staff to be in the dunk tank
- 3.) Who would be the money handler?

REPORTS FROM BOARD MEMBERS & STAFF

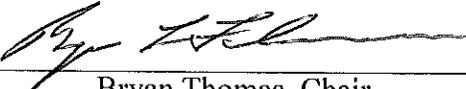
Alan Hart stated he had gone onto the Seattle PD website to look into how they promote diversity recruitment. Discussion/brainstorming session for recruitment ideas ensued.

ADJOURNMENT

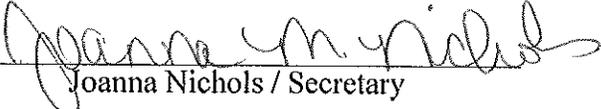
Ray Dotson motioned to adjourn the meeting; all ayes. Meeting adjourned at 6:20 p.m.

Public Safety Advisory Committee

Attest:



Bryan Thomas, Chair



Joanna Nichols / Secretary



REDEVELOPMENT ADVISORY BOARD (REDAB)

TUESDAY – APRIL 8, 2014 – 7:30 a.m.
Lakewood City Hall, Conference Room 1E
6000 Main Street SW, Lakewood, WA 98499

CALL TO ORDER: Chair Jim Charboneau called the meeting to order at 7:30 a.m.

ROLL CALL

REDAB Members Present: Bruce Bodine, Chair Jim Charboneau, Dan Durr, James Guerrero, Louis Imhof, Timothy Johnson and Denise Yochum

REDAB Members Absent: Robert Estrada and Matthew Wallin

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: Denise Yochum moved, and Dan Durr seconded the motion, to approve the March 11, 2013, REDAB minutes. The motion passed unanimously.

PUBLIC COMMENTS: None.

COMMUNITY ENCOURAGEMENT: Assistant City Manager of Development/Community Development Director David Bugher advised RPAI submitted conceptual drawings for the Lakewood Towne Center. He also talked about a new building abatement process and hoped the city would complete eight abatements in 2014.

OLD BUSINESS: Mr. Bugher advised the city lost the Point Defiance Bypass suit in Court. The City Council is reviewing the decision, and staff is waiting to hear from them.

Sound Transit is installing five radio transmitters along their railroad tracks for added safety. They will be able to monitor the movement of their trains.

NEW BUSINESS

Economic Development Update to Council March 24, 2014

Mr. Bugher and Economic Development Manager Ellie Chambers-Grady presented to REDAB the March 24, 2014, update that was given to Council.

Housing Forum

Ms. Chambers-Grady talked about plans for the May 15, 2014, Housing Forum. This city has 64% of low, extremely low and very low income housing. We have 25% of upper income housing, primarily around the lakes. We have only 11% of middle income housing, and the goal is to encourage the building of more of these homes in the \$250,000-\$500,000 range. Councilmember Jason Whalen acknowledged that scraping parcels and building new owner-occupied homes is the objective.

City Projects and Sewer Pretreatment

New city projects that have opened recently, will open, or are in progress were provided. A new business working to move into the old Lakewood Pub and Grill was notified by Pierce County Sewer Pretreatment that they need to install a new \$50,000 grease

interceptor instead of using the existing one. The County believes that most Lakewood grease interceptors need to be replaced due to their age. The restaurateur was advised to work on resolving the issue with Lakewood's Pierce County Councilmember Douglas Richardson.

REDAB members talked about sewer pretreatment situations that have come up in buildings they owned or leased, and that Pierce County Inspectors have the authority to add 10-20% to a tenant's cost. Mr. Bugher said that tenants often enter into leases before finding out about Pierce County expenses, and they find themselves stuck.

Mr. Durr advised the city needs to be an advocate for these inexperienced business owners, because \$50,000 is too high a cost for small tenants to shoulder. Mr. Bugher responded that the city has made substantial progress in working with the County. We are more aggressive than we used to be, and Pierce County Council Councilmember Richardson has been pulling County staff together to discuss the problems.

Mr. Durr said engineers can overstate the need, and the city needs to negotiate with the County.

Bruce Bodine asked why the city doesn't go directly to the County Executive? Lakewood can't change the sewer pretreatment. Changing tenants to another 'like' tenant shouldn't require new grease interceptors. The city needs to change 'the Dance', do something different, don't Dance. He still thinks this city has been the most successful in working with the County.

Ms. Chambers-Grady commented that Washington State did a performance measurement review for Kitsap County that cut two weeks off their processes. Perhaps a process like that could be helpful to a situation like this.

OTHER BUSINESS: Mr. Bugher stated RPAI has identified some green space and it's called out in plans. A major concept in Towne Center is to bring back mixed retail and consolidate property owners.

James Guerrero talked about the city's Gateway Committee and announced a Public Meeting that same evening, April 8th, at 6:00 p.m. There will be some concepts to show.

Chair Charboneau talked about his experience on an interview panel talking to vendors about the city's future Visioning process. A contract for services is being negotiated.

NEXT MEETING DATE: May 13, 2014 at 7:30 a.m.

ADJOURNMENT: Chair Charboneau adjourned the meeting at 8:31 a.m.



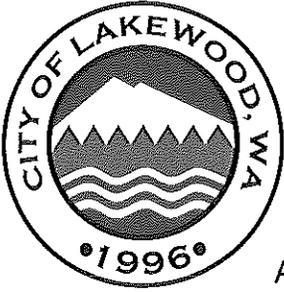
Jim Charboneau, Chair
5/13/14

Dated



Melody Perrussel, Secretary
5/13/14

Dated



April 22, 2014

NOTICE OF **PUBLIC HEARING**

Don Anderson
Mayor

Jason Whalen
Deputy Mayor

Mary Moss
Councilmember

Michael D. Brandstetter
Councilmember

John Simpson
Councilmember

Marie Barth
Councilmember

Paul Bocch
Councilmember

John J. Caulfield
City Manager

Notice is hereby given that on Monday, May 19, 2014, at 7:00 PM, or soon thereafter, the Lakewood City Council will hear public testimony to consider expanding the existing Tax Incentive Urban Use Center and establishing a new Residential Target Area in the Springbrook Neighborhood. If approved these changes would allow qualifying housing projects to be exempt from property taxes on the value of housing improvements for a period for eight to twelve years on the assessed improvements that create four or more additional housing units. The latter 12 year option requires at least 20% affordable units. The Springbrook Neighborhood is bounded by Interstate 5, New York Avenue SW, McChord Drive SW, and Joint Base Lewis McChord (JBLM).

If you have comment regarding these proposals and want them to be known and considered, they must be presented at the hearing, or written comments can be submitted to the City Clerk, 6000 Main Street SW, Lakewood, WA 98499-5027, prior to the hearing.

The public hearing will take place at the City of Lakewood, City Council Chambers, 6000 Main Street SW, Lakewood, Washington.

For further information, please contact Mr. David Bugher, Assistant City Manager for Development Services at (253) 512-2261.

Alice M. Bush, MMC
City Clerk

(Resolution No. 2014-07)

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.

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: May 19, 2014	TITLE: Setting Monday, May 19, 2014 as the date for a public hearing by the City Council to consider amending the City's Tax Incentive Urban Use Centers	TYPE OF ACTION: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> MOTION <input checked="" type="checkbox"/> OTHER
REVIEW: February 24, 2014 April 21, 2014	ATTACHMENTS: <ul style="list-style-type: none"> ▪ Exhibit "A" - Map of Proposed Tax (Expanded) Incentive Urban Use Center & Residential Target Area ▪ Financial Benefit Analysis Prepared by AHBL 	

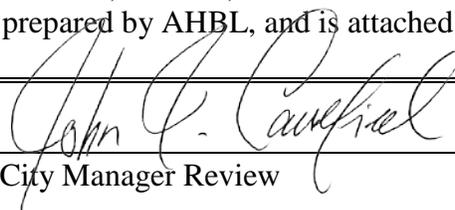
SUBMITTED BY: David Bugher, Assistant City Manager for Development Services/Community Development Director

RECOMMENDATION: It is recommended that the Mayor and City Council open the Public Hearing to accept comments amending the City's Tax Incentive Urban Use Centers and establishing a Residential Target Area.

DISCUSSION: This proposal came before the City Council on February 24, 2014. The request from the Fir Acres Development Company (FADC), through their consultant, AHBL, to obtain a multifamily tax exemption for property located at 12623 Bridgeport Way. The exemption would be used to redevelop the now defunct Fir Acres Mobile Home Park into a 208-unit multifamily development on a 5.08 acre site. The development is referred to as the Springbrook Apartments. The subject property is located in the Springbrook Neighborhood. The property is zoned MF3 which would allow up to 54 units per acre or 274-units. To allow the tax exemption, the City Council would be required to create a new and/or revised Urban Use Center and Residential Target Area (RTA). *(Continued)*

ALTERNATIVE(S): Specific to the Public Hearing, there are no other alternatives.

FISCAL IMPACT: Paradoxically, if the Tax Incentive Urban Use Centers and the Residential Target Area were established for the proposed Springbrook Apartments, it would have a positive impact on the City's property tax revenues. The underlying reason for this unusual situation is the blighted condition of the neighborhood, and, thus, the under-performing property values. Without the tax incentive, development would likely not occur, or at least be stalled. Under this scenario, the City's annual property tax would remain at its current level, \$1,113. With the incentive, even though the City would not collect taxes on the structures, and only the land, there would be an increase in property values, and, thus, property taxes. Estimated annual property taxes would be \$5,725, a fivefold increase. City permit fees are estimated at \$250,000. City would also receive \$131,790 in sales tax related to construction costs, and \$20,000 in Real Estate Excise Taxes (REET). A more detailed financial analysis has been prepared by AHBL, and is attached to this report.

Prepared by _____ _____ Department Director	 _____ City Manager Review
---	--

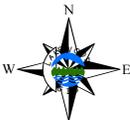
DISCUSSION, CONTINUED: To take such action, the City Council is required to conduct a Public Hearing pursuant to the Lakewood Municipal Code (LMC) 3.64.020(B). Previously, on April 21, 2014, the City Council set the Public Hearing date and passed a resolution to this effect (Resolution No. 2014-07).

The Public Hearing was noticed in the City's newspaper of record, *The News Tribune* on May 1, 2014, and May 8, 2014. A hearing notice was also published on the City's website beginning on April 22, 2014. Both the Clover Park School District and the West Pierce Fire District were also contacted.

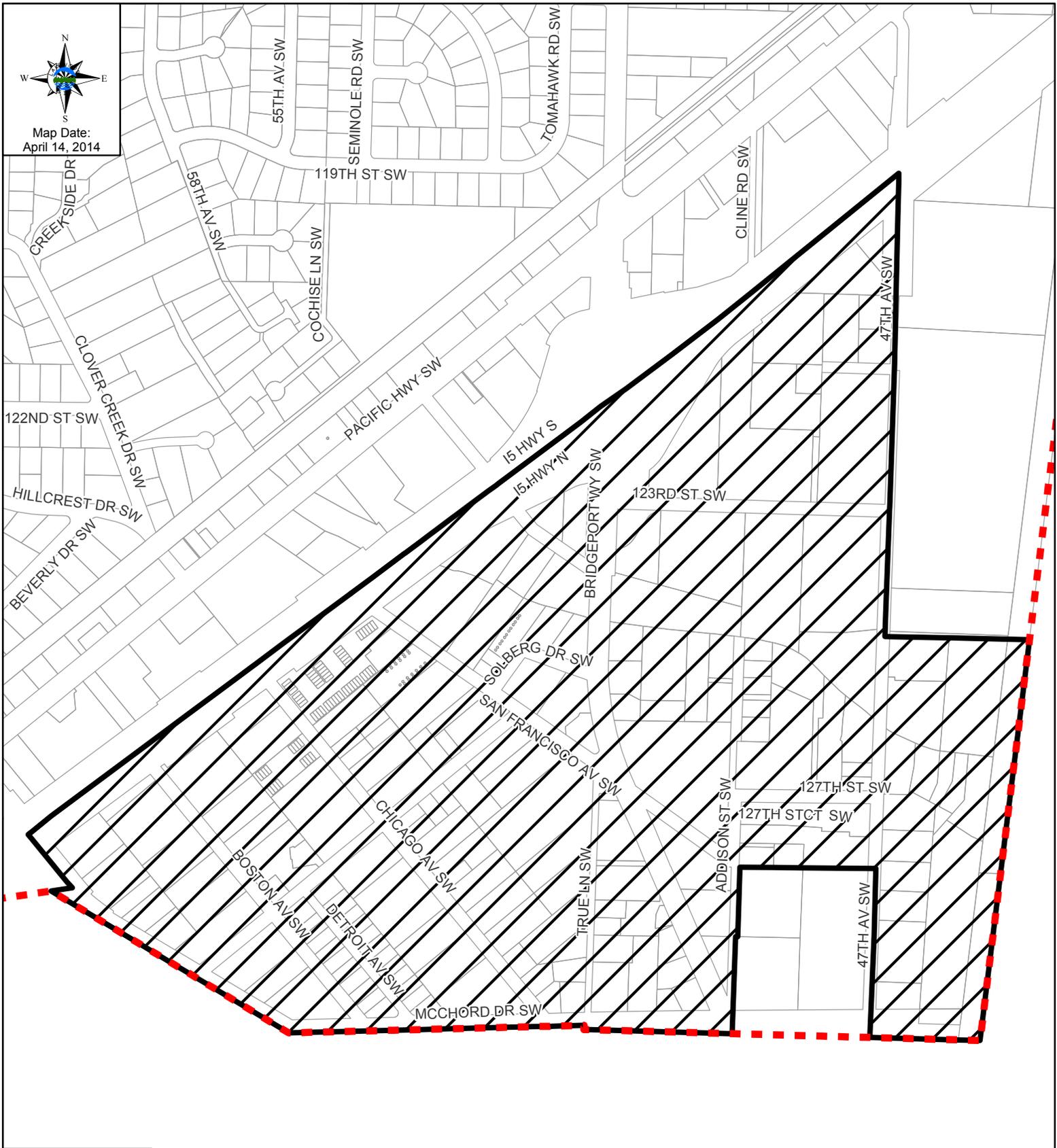
Review by Advisory Boards: By way of information, the Planning Advisory and the Redevelopment Advisory Boards reviewed the proposal on March 19 and April 8, respectively. Both boards recommended approval of the amended boundaries.

Timeline:

May 1, 2014 and May 8, 2014	Publish Public Hearing Notice in <i>The News Tribune</i>
May 19, 2014	Council conducts Public Hearing
June 2, 2014	Adopt an Ordinance amending the Tax Incentive Urban Use Center; and Adopt an Ordinance designating the Residential Target Area within the Tax Incentive Urban Use Center.
July 30, 201	Date Ordinances take effect.



Map Date:
April 14, 2014



-  Tax Parcel
-  City Limit

Exhibit "A"



Tax Incentive Urban Use Center & Residential Target Area (Springbrook)

This product was prepared with care by City of Lakewood GIS. City of Lakewood expressly disclaims any liability for any inaccuracies which may yet be present. This is not a survey. Datasets were collected at different accuracy levels by various sources. **033** Information on this map may be shown at scales larger than its original compilation. Call 253-589-2489 for further information.

May 14, 2014



Mr. Dave Bugher
Assistant City Manager for Development/Community Development Director
City of Lakewood
6000 Main Street SW
Lakewood, WA 98499-5027

Project: Springbrook Apartments, AHBL No. 2130594.30
RE: Tax Exemption Residential Target Area Designation for Springbrook Apartments
Financial Benefit Analysis

Civil Engineers

Dear Mr. Bugher:

Structural Engineers

I represent Fir Acres Investment Company LLC, and we understand that City Council is holding a public hearing on May 19, 2014, regarding the expansion of the multi-family Tax Exemption Residential Target Area designations in the City, which includes the Springbrook neighborhood. We are owners of the old Fir Acres Mobile Home Park in the Springbrook neighborhood and enthusiastically support the proposal. The exemption, if passed, would be used to redevelop the 5-acre blighted property into a new 208-unit, multi-family apartment complex. As described in more detail below, the direct and indirect benefits of the proposed temporary tax exemption will result in an overall net gain in property tax income, as well as serve as a catalyst for revitalization of the neighborhood.

Landscape Architects

Community Planners

Land Surveyors

Neighbors

Benefits from Increased Property Tax

The 5.08-acre property is located at 12623 Bridgeport Way. The formal vacation process of the property was completed in 2013, and the remaining mobile homes will soon be demolished.

The following compares the current 2014 property tax assessment with what the City can expect to see in 2015 through the eight-year tax exemption period. Our property tax estimates are based on the current City of Lakewood tax rate of 1.431230 for the area and estimated assessed values based on comparable property, The Eschelon.

Springbrook Apartments Projected Property Tax (with tax exemption for buildings)					
Tax Year	Assessed Value Land	Assessed Value Buildings	Total Assessed Value	Property Tax per Year	Total Property Tax Paid to City
2014	\$776,900	\$1,000	\$777,900	\$1,113	\$1,113
2015* (Year 1)	\$4,000,000	\$23,000,000	\$27,000,000	\$5,725 (land only)	\$5,725 (land only)
2016 - 2023* (Years 2 - 8)	\$4,748,300	\$23,000,000	\$27,748,000	\$6,796 (land only, per year)	\$47,571
Total property tax (land only) for eight years:				\$53,296	
2023*	\$6,015,004	\$25,244,955	\$31,259,959	\$44,740 (land and buildings)	

*Estimate of future values.

*The land-only property tax for the proposed Springbrook Apartment project represents an increase in total property tax per year from the existing condition of approximately **\$6,796**. Over the course of the eight-year period, this is a total gain in property tax of **\$53,296**.*

TACOMA

2215 North 30th Street
Suite 300
Tacoma, WA 98403-3350
253.383.2422 TEL
253.383.2572 FAX

www.ahbl.com



Eschelon Apartments Comparable Historical Assessor's Data Parcel Number: 0220355031 Site Address: 5901 88TH ST CT SW, LAKEWOOD, WA			
Tax Year	Assessed Value Land	Assessed Value Buildings	Total Assessed Value
2014	\$4,074,700	\$22,003,600	\$26,078,300
2013	4,748,300	\$19,928,600	\$24,676,900
2012	\$4,748,300	\$19,928,600	\$24,676,900
2011	\$5,002,200	\$13,180,800*	\$18,183,000

*Improvement value based on cost to construct stated in permit.

Building Permit Fees

The construction cost estimate is \$23 million. We estimate \$250,000 will be paid to the City in 2014 and 2015 as building permit fees, in addition to other land use, plan review, and site development permit fees.

Other Taxes and Benefits

Of the \$1,474,789 Washington State sales tax to be paid by the developer for the construction costs, the City will receive \$131,790 as its portion. The City will receive \$20,000 in the form of its portion of the Real Estate Sales Excise Tax to be paid by the developer at the time of commencement of construction.

Other Indirect Benefits

The City will receive other indirect benefits from the development of this project. The Springbrook neighborhood will greatly improve through the replacement of the blighted mobile home park with a new apartment community designed following the City's current design standards, which include requirements for modern architectural details, landscaping, and recreation space.

The developer will be paying approximately \$370,000 for street frontage improvements to Bridgeport Way SW, San Francisco Avenue SW, and 49th Avenue SW that include curbs, gutters, sidewalks, streetlights, and pavement rehabilitation. These improvements will increase the property values of the neighborhood and promote further redevelopment. In addition, the new residents will frequent the City's businesses, providing those businesses with needed revenue and the City with additional sales tax dollars. The project will employ many people during the construction phase and will have from five to ten permanent employees to operate and maintain the complex.

As you are aware, over the years the City has spent considerable effort and taxpayer money to respond to safety issues at the old Fir Acres Mobile Home Park. Police calls to the property have been frequent, and building, public health, and electrical code violations have required the City to step in when the old landlord defaulted. In 2009, the City issued a "Notice to Abate" to the owner at that time to rectify numerous building code violations. When we purchased the property, we reimbursed the City for the abatement costs in the amount of \$85,000. We have also cleaned up the trash and hazardous conditions.

Mr. Dave Bugher
May 14, 2014
2130594.30
Page 3 of 3



Squatters and illegal activity have been ongoing, and the City has responded to at least three fires destroying four of the mobile homes since the park closure. In the last few months, we have hired a 24-hour-a-day security guard at the expense of \$13,000 per month to control these ongoing issues. This is saving the City emergency services time and expense.

We believe the tax exemption designation for the Springbrook Apartments project will be a catalyst for revitalization of the Springbrook neighborhood and will have both measurable and immeasurable benefits to the city of Lakewood.

Thank you for your consideration of the tax exemption designation.

Sincerely,

A handwritten signature in blue ink that reads "Lisa Klein". The signature is fluid and cursive.

Lisa Klein, AICP
Associate Principal

LK/lk

Q:\2013\2130594\WORDPROC\Letters\20140514 Ltr (Council Fiscal Impact) 2130594.30.docx

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: May 19, 2014 REVIEW:	TITLE: Reappointing Elvin Bucu, Judi Weldy and Ellie Wilson to serve on the Lakewood's Promise Advisory Board through May 21, 2017. ATTACHMENTS: Candidate application	TYPE OF ACTION: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> MOTION 2014-26 <input type="checkbox"/> OTHER
---	--	---

SUBMITTED BY: Alice M. Bush, MMC/City Clerk on behalf of Mayor Don Anderson.

RECOMMENDATION: It is recommended that the City Council confirm the Mayor's appointment of Elvin Bucu, Judi Weldy and Ellie Wilson to serve on the Lakewood's Promise Advisory Board through May 21, 2017.

DISCUSSION: A Notice of Vacancy was sent to The News Tribune and The Suburban Times and posted at the Tillicum Community Center, Tillicum Library, Lakewood Community Center, Lakewood Library and City Hall to fill three vacant positions. The Mayor's appointment is listed on the attached table.

The Lakewood's Promise Advisory Board is created to assist the City Council in the following areas:

A. The Lakewood's Promise Advisory Board shall advise the Mayor, the City Council and city staff regarding the availability and delivery of the five promises within the City.

- Continued to page 2 -

ALTERNATIVE(S): The Council could choose not to confirm the appointments or re-advertise for the position(s).

FISCAL IMPACT: There is no fiscal impact.

_____ Prepared by _____ Department Director	 _____ City Manager Review
--	--

B. The Lakewood's Promise Advisory Board shall look for ways to develop ongoing relationships among Lakewood citizens and businesses to better deliver Promise activities to youth. To do this, the Lakewood's Promise Advisory Board will recommend individuals to serve on task forces pertaining to each of the Five Promises.

C. The Lakewood's Promise Advisory Board shall advise the City Council in connection with Lakewood's Promise issues as may be referred to the Lakewood's Promise Advisory Board by the City Council which may include, but is not limited to, the following:

1. Facilitate cooperation and coordination with City staff, citizens' groups and other entities, agencies and organizations on Lakewood's Promise issues;
2. Recommend to the City Council strategies to enhance awareness of, and interest in, Lakewood's Promise which may be in cooperation with any appropriate private, civic or public agency of the City, county, state or of the federal government;
3. Recommend ways and means of obtaining private, local, county, state or federal funds for the promotion of Lakewood's Promise programs and projects within the City, and
4. Represent the community and the City of Lakewood as requested by the City Council to address Lakewood's Promise related issues.

LAKESWOOD'S PROMISE ADVISORY BOARD APPLICATIONS FILED

April 21, 2014

NAME	MAYOR'S APPOINTMENT 3 - through May 21, 2017
*Elvin Bucu	Appoint
*Judy Weldy	Appoint
*Ellie Wilson	Appoint

*incumbent

CITY OF LAKEWOOD
6000 Main Street SW
Lakewood, WA 98499
Phone: (253) 589-2489 Fax: (253) 589-3774

APPLICATION FOR APPOINTMENT

The information in this document is subject to public disclosure and can be made available to the public.

I wish to be considered for appointment to the following committee, board or commission:

- Arts Commission
- Citizens' Transportation Advisory Committee
- *Civil Service Commission – (Please see box below for additional questions.)
- Community Development Block Grant (CDBG) Citizens Advisory Board
- Human Services Funding Advisory Board
- Lakewood's Promise Advisory Board
- Landmarks and Heritage Advisory Board
- Lodging Tax Advisory Committee- (Organizations representing businesses required to collect hotel/motel tax, and organizations involving in activities authorized to be funded by hotel/motel taxes and local agencies involved in tourism promotion.)
- Parks and Recreation Advisory Board
- Planning Advisory Board
- Public Safety Advisory Committee
- Redevelopment Advisory Board

Name: Elvin Bueh

Current Home Address: 6418 63rd St. W (Please Print)

City: University Place State: WA Zip: 98467

Home Phone Number: 206-354-6838 E-mail: bueh@bgcsp.s.org

Present Employer: Boys & Girls Clubs of South Puget Sound

Address: 10402 Kline St SW Work Phone: 253-582-4661
Lakewood, WA 98499

CIVIL SERVICES COMMISSION APPLICANTS. PLEASE ANSWER QUESTIONS BELOW.

*How long have you resided at the home address above? ___ Years ___ Months

*Prior Home Address: _____ For how long? _____

*Are you a citizen of the United States? Yes ___ No ___ (*Submit I-9 Form attached)

*Are you a registered voter of Pierce County? Yes ___ No ___

*What political party are you affiliated with? _____

*Requirement of RCW 41.12 for Civil Service Commission appointments

(-OVER-)

Hobbies/Interests: Sports + music performance

Have you previously served or are you currently on one of the Boards or Commissions listed above? Yes No If yes, please explain: Lakewood's Promise
for ~1 year

Date available for appointment: ASAP

Are you available to attend evening meetings? Yes No

Are you available to attend daytime meetings? Yes No

Approximately how many hours each month can you devote to City business? ~5-10

Recommended by: Kurt Sample

Education: BA - Univ of Washington

Professional and/or community activities: Rotary (Parkland/Spokane), LP board, Youth Development partnerships

Please share some of your experiences or qualifications that you have relating to the work of this board, committee or commission: 10 years exp
working in youth development

Please explain why you would like to be part of this board, committee or commission:

I would like to continue to contribute to Lakewood's youth population

If necessary, are you available for an interview prior to appointment? Yes No
Attach additional pages, if needed.

ATTENDANCE: Individuals appointed are expected to attend meetings regularly. The Council expects to be informed in the event any Committee, Board or Commission member has three unexcused absences. The Council, may in the event of three unexcused absences, dismiss the individual from service.

EXPECTATIONS: Adhere to City of Lakewood's Code of Ethics, regular attendance at meetings (three or more unexcused absences may be cause for removal), mutual respect among members, good listener, and flexible.

PLEASE RETURN THIS FORM TO: City of Lakewood
City Clerk's Office
6000 Main Street SW
Lakewood, WA 98499
(253) 589-2489 Fax: (253) 589-3774

I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.

Signature: [Signature] Date: 4/23/14

RECEIVED

APR 15 2014

CITY OF LAKEWOOD
City Clerk's Office

CITY OF LAKEWOOD
6000 Main Street SW
Lakewood, WA 98499
Phone: (253) 589-2489 Fax: (253) 589-3774

APPLICATION FOR APPOINTMENT

The information in this document is subject to public disclosure and can be made available to the public.

I wish to be considered for appointment to the following committee, board or commission:

- Arts Commission
- Citizens' Transportation Advisory Committee
- *Civil Service Commission – (Please see box below for additional questions.)
- Community Development Block Grant (CDBG) Citizens Advisory Board
- Human Services Funding Advisory Board
- Lakewood's Promise Advisory Board
- Landmarks and Heritage Advisory Board
- Lodging Tax Advisory Committee- (Organizations representing businesses required to collect hotel/motel tax, and organizations involving in activities authorized to be funded by hotel/motel taxes and local agencies involved in tourism promotion.)
- Parks and Recreation Advisory Board
- Planning Advisory Board
- Public Safety Advisory Committee
- Redevelopment Advisory Board

Name: Judi Weldy

Current Home Address: 10213 Hopkins Rd SW #B (Please Print)

City: Lakewood State: WA Zip: 98498

Home Phone Number: 253-219-9339 E-mail: jweldy@carenetps.org

Present Employer: Care Net of Puget Sound

Address: 10828 Gravelly Lk Dr SW #101 Work Phone: 253-235-4690

CIVIL SERVICES COMMISSION APPLICANTS. PLEASE ANSWER QUESTIONS BELOW.

*How long have you resided at the home address above? Years Months

*Prior Home Address: _____ For how long? _____

*Are you a citizen of the United States? Yes _____ No _____ (*Submit I-9 Form attached)

*Are you a registered voter of Pierce County? Yes _____ No _____

*What political party are you affiliated with? _____

*Requirement of RCW 41.12 for Civil Service Commission appointments

(-OVER-)

CITY OF LAKEWOOD
6000 Main Street SW
Lakewood, WA 98499
Phone: (253) 589-2489 Fax: (253) 589-3774

RECEIVED

APR 22 2014

APPLICATION FOR APPOINTMENT

LAKESIDE LEGAL DEPARTMENT

The information in this document is subject to public disclosure and can be made available to the public.

I wish to be considered for appointment to the following committee, board or commission:

- Arts Commission
- Citizens' Transportation Advisory Committee
- *Civil Service Commission – (Please see box below for additional questions.)
- Community Development Block Grant (CDBG) Citizens Advisory Board
- Human Services Funding Advisory Board
- Lakewood's Promise Advisory Board
- Landmarks and Heritage Advisory Board
- Lodging Tax Advisory Committee- (Organizations representing businesses required to collect hotel/motel tax, and organizations involving in activities authorized to be funded by hotel/motel taxes and local agencies involved in tourism promotion.)
- Parks and Recreation Advisory Board
- Planning Advisory Board
- Public Safety Advisory Committee
- Redevelopment Advisory Board

Name: Ellie Wilson

Current Home Address: 7620 - 98th Ave SW (Please Print)

City: Lakewood State: WA Zip: 98498 - 3271

Home Phone Number: 253-582-9249 E-mail: emwilson@comcast.net

Present Employer: Retired Teacher

Address: _____ Work Phone: _____

CIVIL SERVICES COMMISSION APPLICANTS. PLEASE ANSWER QUESTIONS BELOW.

*How long have you resided at the home address above? ____ Years ____ Months

*Prior Home Address: _____ For how long? ____

*Are you a citizen of the United States? Yes ____ No ____ (*Submit I-9 Form attached)

*Are you a registered voter of Pierce County? Yes ____ No ____

*What political party are you affiliated with? _____

*Requirement of RCW 41.12 for Civil Service Commission appointments

Hobbies/Interests: Reading, gardening, tennis, skiing, travel,

Have you previously served or are you currently on one of the Boards or Commissions listed above? Yes No If yes, please explain: _____

Currently serving on Lakewood's Promise Advisory Board

Date available for appointment: immediately

Are you available to attend evening meetings? Yes No

Are you available to attend daytime meetings? Yes No

Approximately how many hours each month can you devote to City business? 6-8

Recommended by: Claudia Thomas

Education: San Jose State University graduate, Teaching credential,

Post Graduate work - University of Wisconsin

Professional and/or community activities: Variety of positions on several

community boards: PTA, PTO, Citizen's Committee, CPSD Levy

+ Bond Campaign Coordinator, Boy Scouts, Blue Birds, CSL Board, Mentor, etc.

Please share some of your experiences or qualifications that you have relating to the work of this board, committee or commission: My passion is serving with

and for youth as a teacher and now as an advocate for our youth

Please explain why you would like to be part of this board, committee or commission:

To advocate for our Lakewood youth and continue the work

our Lakewood Advisory Board has begun on behalf of our young people.

If necessary, are you available for an interview prior to appointment? Yes No

Attach additional pages, if needed.

ATTENDANCE: Individuals appointed are expected to attend meetings regularly. The Council expects to be informed in the event any Committee, Board or Commission member has three unexcused absences. The Council, may in the event of three unexcused absences, dismiss the individual from service.

EXPECTATIONS: Adhere to City of Lakewood's Code of Ethics, regular attendance at meetings (three or more unexcused absences may be cause for removal), mutual respect among members, good listener, and flexible.

PLEASE RETURN THIS FORM TO:

City of Lakewood
City Clerk's Office
6000 Main Street SW
Lakewood, WA 98499
(253) 589-2489 Fax: (253) 589-3774

I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.

Signature: Ellie Wilson

Date: April 16, 2014

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: May 19, 2014 REVIEW:	TITLE: Appointing Barbara Vest to serve on the Lakewood Arts Commission through October 15, 2016. ATTACHMENTS: Candidate application	TYPE OF ACTION: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> MOTION NO. 2014-27 <input type="checkbox"/> OTHER
---	--	---

SUBMITTED BY: Alice M. Bush, MMC, City Clerk for Mayor Don Anderson

RECOMMENDATION: It is recommended that the City Council confirm the Mayor’s appointment of Barbara to serve on the Lakewood Arts Commission through October 15, 2016.

DISCUSSION: A news release was sent to THE NEWS TRIBUNE AND THE SUBURBAN TIMES advertising four (4) vacancies on the Lakewood Arts Commission in October, 2013, January, February and April 2014. The deadline for recruitment in the April advertisement was left as “open until filled.” Notices were posted at the Tillicum Community Center, Tillicum Library, Lakewood Community Center, Lakewood Library and City Hall. One (1) application was received and transmitted to the Council on April 21, 2014. Three (3) vacant positions still remain.

The role of the Lakewood Arts Commission is to assess needs, establish priorities and make recommendations for enrichment of the community and promotion of its cultural vitality through the arts.

The Lakewood Arts Commission will do the following:

- Promote the visual, performing and literary arts;
- Encourage the creative contribution of local artists;
- Make recommendations for Public Art to the City Council;
- Support community-building events; and
- Foster the City’s cultural heritage.

ALTERNATIVE(S): The Council could choose not to confirm the appointments or re-advertise for these positions.

FISCAL IMPACT: There is no fiscal impact.

_____ Prepared by _____ Department Director	 _____ City Manager Review
--	--

ARTS COMMISSION
APPLICATION FILED

	MAYOR'S APPOINTMENTS	TERMS
		2 - unexpired term through 10/15/14 2 - unexpired terms through 10/15/2016
Barbara Vest	Appoint	Appoint through 10/15/2016

CITY OF LAKEWOOD
6000 Main Street SW
Lakewood, WA 98499
Phone: (253) 589-2489 Fax: (253) 589-3774

RECEIVED
APR 14 2014
CITY OF LAKEWOOD
City Clerk's Office

APPLICATION FOR APPOINTMENT

The information in this document is subject to public disclosure and can be made available to the public.

I wish to be considered for appointment to the following committee, board or commission:

- Arts Commission
- Citizens' Transportation Advisory Committee
- *Civil Service Commission -- (Please see box below for additional questions.)
- Community Development Block Grant (CDBG) Citizens Advisory Board
- Human Services Funding Advisory Board
- Lakewood's Promise Advisory Board
- Landmarks and Heritage Advisory Board
- Lodging Tax Advisory Committee- (Organizations representing businesses required to collect hotel/motel tax, and organizations involving in activities authorized to be funded by hotel/motel taxes and local agencies involved in tourism promotion.)
- Parks and Recreation Advisory Board
- Planning Advisory Board
- Public Safety Advisory Committee
- Redevelopment Advisory Board

Name: Barbara J. VEST

Current Home Address: 8405 Amber Dr. S.W.
(Please Print)

City: LAKEWOOD State: WA Zip: 98498

Home Phone Number: 253-588-2014 E-mail: BVEST1@COMCAST.NET

Present Employer: RETIRED

Address: _____ Work Phone: _____

CIVIL SERVICES COMMISSION APPLICANTS. PLEASE ANSWER QUESTIONS BELOW.

*How long have you resided at the home address above? 36 Years - _____ Months

*Prior Home Address: 7823 ZIRCON DR. LKWD For how long? 4 yrs

*Are you a citizen of the United States? Yes No _____ (*Submit I-9 Form attached)

*Are you a registered voter of Pierce County? Yes No _____

*What political party are you affiliated with? _____

*Requirement of RCW 41.12 for Civil Service Commission appointments

Hobbies/Interests: writing Historical novels

Have you previously served or are you currently on one of the Boards or Commissions listed above? Yes No If yes, please explain: Former member of

Arts Commission: resigned due to husband's illness

Date available for appointment: _____

Are you available to attend evening meetings? Yes No

Are you available to attend daytime meetings? Yes No

Approximately how many hours each month can you devote to City business? ?

Recommended by: _____

Education: 16 yrs

Professional and/or community activities: Member L.R.W., Interlaken Garden Club, Lakewood Women in Business, former Docent Wash. History Museum, recent position: secretary L. Play House.

Please share some of your experiences or qualifications that you have relating to the work of this board, committee or commission: _____

I have been a member of the LAC and feel like I am familiar with the Commission's mission

Please explain why you would like to be part of this board, committee or commission: _____

If necessary, are you available for an interview prior to appointment? Yes No
Attach additional pages, if needed.

ATTENDANCE: Individuals appointed are expected to attend meetings regularly. The Council expects to be informed in the event any Committee, Board or Commission member has three unexcused absences. The Council, may in the event of three unexcused absences, dismiss the individual from service.

EXPECTATIONS: Adhere to City of Lakewood's Code of Ethics, regular attendance at meetings (three or more unexcused absences may be cause for removal), mutual respect among members, good listener, and flexible.

PLEASE RETURN THIS FORM TO: City of Lakewood
City Clerk's Office
6000 Main Street SW
Lakewood, WA 98499
(253) 589-2489 Fax: (253) 589-3774

I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.

Signature: Barbara Vest

Date: 4-9-14

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: May 19, 2014	TITLE: Authorization of Section 108 Loan Guarantee assistance for the Curbside Motors project	TYPE OF ACTION: — ORDINANCE ✓ RESOLUTION 2014-13 — MOTION — OTHER
REVIEW: May 12, 2014	ATTACHMENTS: 1. Resolution 2. Section 108 Loan Application and Project-Specific Review 3. FY 2013 Annual Action Plan Fifth Amendment	

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

RECOMMENDATION: It is recommended that the Mayor and City Council authorize the City Manager to execute a HUD Contract for Loan Guarantee Assistance, Note, and all other documents, agreements and amendments necessary to secure HUD Section 108 loan in the amount of \$700,000 for the Curbside Motors project which proposes to assist a for-profit business to acquire and combine three adjacent parcels located at 9915 – 10005 South Tacoma Way to construct a pre-owned automotive dealership and associated service and detailing shops.

DISCUSSION: The Section 108 Loan Guarantee program, as authorized under Section 108 of the Housing and Community Development Act of 1974, provides entitlement communities with a source of financing for large scale, capital-intensive economic development, public facilities, housing, and large-scale community development projects. The program enables CDBG grantees to access additional CDBG funding by borrowing up to five times their annual entitlement grant, minus any outstanding Section 108 commitments and/or principal balances of Section 108 loans.

In July 2012, the city successfully applied to the Department of Housing and Urban Development for Section 108 loan guarantee assistance in the principal amount of \$2,888,000 for a term of five years, ending September 30, 2017. The proposed application by owner Steve Guiberson of \$700,000 for the Curbside Motors project would be the City’s second Section 108 loan, the first being the \$310,000 in assistance provided to the LASA Prairie Oaks Client Services Center. *(Continued to page 2)*

ALTERNATIVE(S): The Council may choose not to authorize the Section Loan Application to HUD.

FISCAL IMPACT: Funding for the \$700,000 Section 108 Loan Guarantee is to be provided through the U.S. Department of Housing and Urban Development. Debt service payments are to be repaid by the borrower from cash flow received through operations.

_____ Prepared by _____ Department Director	 _____ City Manager Review
--	--

DISCUSSION CONTINUED:

The purpose of the Section 108 application in 2012 was to create a loan pool to assist with economic and community development activities throughout the city. Loan proceeds are to be used as gap financing primarily for development and business loans to facilitate economic development. Eligible activities include the following - 1) acquisition, clearance, demolition, and redevelopment of property for economic development purposes; 2) other economic development activities; 3) housing rehabilitation; and 4) public facilities and infrastructure improvements.

Projects assisted with Section 108 assistance are required to benefit low and moderate income individuals by creating jobs, providing an area benefit, providing affordable housing or serving limited clientele. The loan fund may also be used to help eliminate conditions of blight.

Project Information: The Curbside Motors Project proposes to assist a for-profit business to acquire and combine three adjacent parcels (0319062016, 0319062017, and 0319062044) located along the 9915 -10005 block of South Tacoma Way for the purpose of constructing a pre-owned automotive dealership and associated service and detailing shops. This project proposes to consolidate and relocate two separate car lots, both of which are currently located within the Tacoma city limits (5011 & 6802 S. Tacoma Way), on to one large lot in Lakewood. The proposed site is located along the east side of South Tacoma Way near the intersection of 100th St. SW and South Tacoma Way. Total costs for the project are approximately \$2.88 million; proposed funding sources are outlined below (shaded column of Table 1). Steve Guiberson is the principal business owner.

Redevelopment of the site would include the acquisition and demolition of the Rainier Inn Apartments, a dilapidated 50-unit apartment complex which is currently closed due to building and code violations, and a vacant parcel that was the former home of the recently demolished Gloria Motel.

Additional project details are provided in the Project-Specific Review attached.

Site Information: The properties are zoned Arterial Commercial Two (C2) and are therefore consistent with the intended use. Permitted uses of the property include storage, storage-related, and auto sales; continued operation of the Rainier Inn will not be permitted.

Two of the parcels, 0139063017 and 0319062016, front South Tacoma Way with the third, 0139062044, being landlocked with no access to any public or private streets. Given the properties locations adjacent to one of the City’s busiest arterials, access to this site remain challenged with only right-in and right-out turning movements permitted.

All three parcels have been identified by the Washington State Department of Transportation as being part of a future highway realignment project for the I-5/Highway 512 interchange, and while no funds have been set aside for the interchange, the three parcels would eventually be acquired by the estate for highway construction.

Proposed Funding Sources & Uses:

TABLE 1				
Project Uses	Grow Pierce County Fund- SBA 7(a) guarantee	Section 108	Owner Equity	Total
Real property acquisition	\$432,450	\$648,000	\$120,050	\$1,200,500
Construction	\$1,220,000			\$1,220,000
Construction Contingency	\$133,050			\$133,050
Construction Soft Costs	\$166,500			\$166,500
Closing & Soft Costs	\$115,000			\$115,000
Section 108 Closing Costs		\$52,000		\$52,000
Total Development Costs	\$2,067,000	\$700,000	\$120,050	\$2,887,050

Structure of the Proposed Section 108: The proposed \$700,000 loan will carry a 20-year term with a 4.25% initial rate, and is subject to adjustment at the time of HUD public offering. Rate to be set at HUD’s cost of funds plus a 50 basis point (0.5%) spread. Borrower will make monthly payment to the City. Borrower must meet an 80% combined loan to value on all real property with the City in co-first lien position (pari passu) with the GAF on all real property. Complete structuring details are provided in the Project-Specific Review attached.

Project Schedule/ Development Requirements: The project has been through the pre-application process with the Public Works department to determine both on- and off-site requirements of the project. The properties have a combined South Tacoma Way street frontage of 257 feet. City is requiring street frontage improvements including curb, gutter, sidewalk, and street trees with on-site development requirements likely to include an “enhanced” community design review and general site and landscaping improvements. The project is scheduled for closing this summer, with construction to begin late summer to early fall. Construction is expected to take approximately 9 months to complete.

Fiscal Impact: Curbside Motors has experienced a steady increase in revenues over the most recent three years, with a marked increase (44%) from 2012 to 2013; annual revenues are detailed in the chart below. Projections for 2014 and 2015 show an increase in revenue of 15% to \$10,244,277 in 2014 and \$11,780,918 in 2015. Staff believes the growth projections are conservative based on: 1) historic growth rates of the business; 2) the fact that the current business operates on two separate, undersized lots which prohibits the display of almost half of Curbside’s car inventory at one time; and 3) the dealership will be able to reduce expenses and further increase revenue by adding services and detailing as part of its in-house expansion.

Sales tax generated as a result of this project, if sales remained constant at \$8,908,067 would be (\$8,908,067 x .84%) \$74,828. Based on revenue projections for 2015 (the first year of full operations within Lakewood), sales tax generated by this project could reach (\$11,780,918 x .84%) \$98,960.

Year	Revenue
2010	\$3,672,745
2011	\$4,337,012
2012	\$5,855,746
2013	\$8,908,067
2014	\$10,244,277*
2015	\$11,780,918*

*Projected at 15% growth

NDC Involvement: As part of this project, NDC is providing the borrower with access to \$2,067,000 in funding through the Grow Pierce County Fund, as well as providing general underwriting, loan structuring, and project management services for the project as a whole. An agreement between the City and Curbside Motors has been executed which will pass all NDC contract expenses through the City and on to the borrower.

Actions to Date:

March 12, 2014 – Publish proposed amendment to FY 2013 Annual Action Plan (AAP) for \$700,000 in Section 108 assistance.

March 13, 2014 – April 11, 2014 – 30-day public comment period on AAP Amendment. Comment period closed at 5:00 pm on April 11th.

April 9, 2014 – Public hearing on AAP Amendment held by CDBG Citizens Advisory Board.

May 12, 2014 – Council review of proposed Curbside project includes \$2,067,000 in NDC GAF financing and \$700,000 Section 108 loan guarantee financing.

Actions Pending:

May 19, 2014 – Council approval of proposed \$700,000 Section 108 loan application.

May 20, 2014 – Submittal of loan application to HUD for initial review and approval. Preparation of final loan documents in accordance with HUD Section 108 loan terms sheet.

July/August 2014 – Loan closing.

Consistency with Approved Five-Year FY 2010-2014 Consolidated Plan for Housing and Community Development and FY 2013 Consolidated Annual Action Plan: The proposed use of Section 108 funds is consistent with the 5-Yr Consolidated Plan and FY 2013 Consolidated Annual Action Plan as adopted by Council on May 6, 2013. As part of the Plan's proposed use of funds, CDBG funding may be used to support and expand economic development opportunities that provide or retain livable wage jobs for low and moderate income individuals.

Staff is requesting concurrence with the proposal to authorize the City Manager to execute a Section 108 Loan Guarantee Agreement in the amount of \$700,000, which funds will be used for the purpose of funding Curbside Motors for the redevelopment of multiple parcels along South Tacoma Way for the purpose of constructing a pre-owned automotive dealership and associated service and detailing shop.

RESOLUTION NO. 2014-13

A resolution of the City Council of the City of Lakewood, Washington, authorizing the submission of a project-specific application and subsequent execution of the Contract for Loan Guarantee Assistance and issuance of the related Note and other implementing documentation with the U.S. Department of Housing and Urban Development and as a condition pledges the City of Lakewood's current and future Community Development Block Grant funds as additional collateral for a Section 108 loan up to the amount of \$700,000 to develop the Curbside Motors project located at 9915 – 10005 South Tacoma Way.

WHEREAS, the U.S. Department of Housing and Urban Development (“HUD”) has established the Section 108 Loan Guarantee Program (“Program”) in order to provide below-market rate loans for qualified projects that serve the needs of low and moderate income persons; and,

WHEREAS, the City of Lakewood meets the criteria to participate in the Program as an entitlement city, receiving funds through the Community Development Block Grant Program (“CDBG”); and,

WHEREAS, the City Council conducted a public hearing and approved Resolution 2012-07 authorizing application and participation in the Program on February 6, 2012 in order to provide a \$2,888,000 loan pool to provide loan funding for eligible economic and community development activities which benefit low and moderate income persons in Lakewood; and,

WHEREAS, the City Council acknowledges the requirement that the City pledge current and future CDBG funds as additional collateral to guarantee loans provided through the Program; and,

WHEREAS, in connection with such application process, a project-specific amendment to the City of Lakewood FY 2013 Consolidated Annual Action Plan was made public on March

12, 2014, providing a 30-day citizen comment period on the proposed action; and,

WHEREAS, a public hearing was held on April 9, 2014, before the CDBG Citizens Advisory Board to discuss the Curbside Motors project Section 108 loan up to \$700,000, which is eligible for funding under the Program in accordance with requirements set forth by the Program; and,

WHEREAS, the City Council acknowledges an unconditional pledge of current and future CDBG funds in the amount up to \$700,000 in order to secure a loan for the Curbside Motors project; and,

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

Section 1. That the City Manager or designee is authorized to submit a project-specific Section 108 application and Consolidated Annual Action Plan Amendment, to execute a HUD Contract for Loan Guarantee Assistance, Note, other implementing documentation, and take all other necessary acts associated with the U.S. Department of Housing and Urban Development Section 108 Loan up to \$700,000 for the Curbside Motors project located at 9915 - 10005 South Tacoma Way.

Section 2. The City Council of the City of Lakewood approves the use of Community Development Block Grant funds as additional collateral to participate in the HUD Section 108 Loan Guarantee Program and authorizes the use of current and future Community Development Block Grant Funds as additional security and loan collateral in order to secure a loan for the Curbside Motors project.

Section 3. That this Resolution shall be in full force and effect upon passage and signatures hereon.

PASSED by the City Council this 19th day of May, 2014.

CITY OF LAKEWOOD

Don Anderson, Mayor

Attest:

Alice M. Bush, MMC, City Clerk

Approved as to Form:

Heidi Wachter, City Attorney

SECTION 108 PROJECT-SPECIFIC REVIEW

PROJECT: CURBSIDE MOTORS RELOCATION/EXPANSION	
APPLICANT: CURBSIDE MOTORS	LOAN AMOUNT: \$700,000

PROJECT SUMMARY

Section 108 Guaranteed Loan Funds are requested to finance a portion of the property acquisition for the expansion of Curbside Motors, Inc., a 10-year old car dealership operated by Steve Guiberson in South Tacoma. Mr. Guiberson proposes to relocate his business to Lakewood with redevelopment of parcels located opposite the intersection of South Tacoma Way and 100th Street SW into a pre-owned auto dealership with related mechanic and auto detailing operations. One of the existing parcels is the site of the former Gloria Motel (now demolished) while the other is the site of the former Rainier Inn Apartments, which is abandoned. The project will enable the consolidation of Curbside's current operations, which are now located on two separate sites nearly ten blocks apart in South Tacoma. The consolidation will enable greater efficiency in operations and a significant expansion of the business with the larger location and improved visibility in Lakewood. A large portion of Curbside's customer base are the military and other families with employment related to nearby Joint Base Lewis McCord. The typical Curbside customer has household median income between \$35,000 and \$60,000 per year and is financing a vehicle with an average sales price of \$8,000. The median income for Pierce County is \$59,105 and for the City of Lakewood is \$42,241 (per census.gov). Curbside Motors was established to provide affordable, quality used vehicle sales and service to its customers and has established a strong local reputation that attracts customers from throughout the Pacific Northwest using traditional marketing, referrals, repeat business and internet advertising sources. Mr. Guiberson is the sole owner of the business with more than 30 years of experience in the car sales industry and more than 25 years' experience as a dealership owner.

For the past several years in its current locations, Curbside has endured significant operating inefficiencies due to the 10 block distance between its two car lots and the limited capacity to park cars on each. The lots are so small that cars are essentially parked valet-style and Curbside must lease a separate storage facility to park its overflow. The practical effect of this is that some customers who come to the dealership based on a car listed on the website must search both locations or wait as much as thirty minutes for the sales staff to locate their car. Despite these hurdles, the business has managed year over year growth in sales and operates in a positive financial position. The elimination of these hurdles will only increase the drive-by visibility and accessibility of the operation, providing a more sustainable climate in which to grow the business. The expansion of both its sales and service departments is expected to generate at least 25 new FTE jobs within the next 2-3 years as the business reaches full operation. These jobs will include a range of vehicle technician, auto detailing and administrative positions as well as new sales positions for the company. In addition, the project will significantly improve an abandon stretch of commercial-zoned South Tacoma Way and restore it to commercial use.

Development Program:

Development plans include the construction of a 5,527 square foot two-story office building (1,926 will be unfinished), a 4,500 square foot attached garage and 5,000 square foot detached garage that will

SECTION 108 PROJECT-SPECIFIC REVIEW

house a six-bay service center and auto detailing facility. Additional improvements will consist of surface asphalt parking, lighting, landscape and street frontage improvements per city code. Curbside has hired Incite Management Group, LLC to provide overall construction and project management. Design plans are currently underway, with expected permit submittal scheduled for early June. Construction is expected to begin in late August upon closing, with a nine month construction duration. The business expects to relocate over a week long period from its current leased locations to the new site by June 2015.

PROJECT REVIEW

Criteria for review of project-specific Section 108 loan applications is detailed in the approved Section 108 Loan Fund Policies. These underwriting and review guidelines will be applied to all prospective Section 108 loan proposals under this Loan Fund, regardless of whether required under Section 570.203.

- A. HUD National Priority Areas
The expansion of Curbside Motors meets one of the three National Priorities identified by HUD under the **Expanded Economic Opportunities** category. Specifically, the additional job creation and growth of a small local business supports category **3-a and b: job creation and retention and stabilization and expansion of small business.**
- B. Community Development Objectives of the City
The redevelopment of these parcels furthers the City's Economic Development Goals as referenced in the City's 2010 – 2014 Consolidated Plan, including development of planned, coordinated approaches to economic development and job creation involving partnerships with bankers, realtors, developers and entrepreneurs. In addition, it addresses the City's community development objective of removing blighted and abandoned buildings, as stated in the City's 5-year Consolidated Plan. The existing Rainier Inn Apartments has been vacant since code violations and bankruptcy forced its closure in 2012.
- C. Section 108 eligible Activity under 24CFR 570.703
The acquisition of the property to support the Curbside Motors expansion meets an eligible activity per Section 570.703(i) – Special Economic Development as eligible under Section 570.203(b) – the **provision of assistance to a private for-profit business, including but not limited to grants loans, loan guarantees, interest supplements... for any activity where the assistance is appropriate to carry out an economic development project.**
- D. National Objective under 24 CFR 570.208
The project will meet a National Objective of job creation as required by Section 570.208(a)(4) – an activity designed to create or retain permanent jobs where at least 51 percent of the jobs, computed on a full time equivalent basis, involve the employment of low- and moderate-income (LMI) persons. The proposed job creation will be documented by the business and monitored by Lakewood Community Development staff as required in this section to confirm the jobs that are created meet the 51% LMI test.

SECTION 108 PROJECT-SPECIFIC REVIEW

- E. Public Benefit Standard as required for projects qualifying under 570.703(i) and 570.203 or 570.204 activities.

As a Special Economic Development activity, the project will be required to meet the Public Benefit Standard, which requires documentation of a certain number of new FTE jobs in relation to the amount of Section 108 assistance. Specifically, by receiving \$700,000 of proposed Section 108 assistance, the business must create a total of 20 FTE jobs (at 1 job: \$35,000). Curbside anticipates creating at least 20 new FTE jobs and has agreed to comply with the HUD reporting requirements.

- F. Citizen Participation Requirements: the City has fulfilled its Citizen Participation requirements to date by publishing the proposed actions and soliciting public comment on March 12, 2014. It held a Public Hearing on April 9, 2014 to receive input from the public on the proposed Action Plan amendment as well as the proposed use of Section 108 funds for the Project. The 30-day comment period closed on April 11th. See Required Attachments for documentation of citizen participation plan compliance. Council approval will be required to submit a proposed loan package to HUD.
- G. Financial Underwriting Guidelines: The project was analyzed using the City's approved Loan Fund underwriting guidelines.

1. Project management

Curbside Motors has hired Incite Management Group, an experienced real estate development and management company, to oversee the process of land use entitlement and permitting, coordination of the design team, project management and construction oversight. Incite provides full service real estate development expertise to a variety of property development projects including churches, commercial, medical office, multifamily and retail projects. The Incite team is headed by Craig Milton and Landon Bayler, P.E. – with a combined 40 years of real estate development experience. Incite will manage all aspects of the development process, which will enable the business to continue its operations during construction.

2. Public Benefit

The redevelopment of the subject site with an expanded commercial business provides several public benefits to Lakewood. A significant number of FTE jobs will be created to help the local employment base. A currently vacant and abandoned property will be redeveloped and restored to commercial use – thus removing a blighted building from the site. By expanding in Lakewood, the business will also generate significant new sales tax revenue for the City. Current estimates based on 2013 year end revenue indicates Lakewood's share alone would be more than \$90,000 in annual sales tax revenue, with significant growth potential projected.

3. Proposed Costs

Site acquisition is per executed Purchase and Sale Agreement with the two banks that currently own the parcels. Incite Management has obtained construction cost estimates through a third party cost estimating firm based on preliminary schematic design. The cost equates to approximately \$67/square foot for site demolition and proposed development of the three buildings and related site improvements. This figure is consistent with building construction of this type (light commercial retail/office construction with concrete panel siding and metal roofing and storefront glazing). In addition, the project has a construction contingency of \$133,050 (more than 10%) budgeted for any additional or unforeseen costs. Soft costs are budgeted at \$333,500 for a total development cost of \$2,887,050.

SECTION 108 PROJECT-SPECIFIC REVIEW

4. Commitment of Funds

The proposed financing structure consists of borrower equity, an SBA 7a guaranteed loan from the Grow Pierce County Fund and the proposed Section 108 Guaranteed loan from Lakewood. A breakdown of proposed sources and uses is as follows:

Project Uses	Grow Pierce County Fund- SBA 7(a) guarantee	Section 108	Owner Equity	Total
Real property acquisition	\$432,450	\$648,000	\$120,050	\$1,200,500
Construction	\$1,220,000			\$1,220,000
Construction Contingency	\$133,050			\$133,050
Construction Soft Costs	\$166,500			\$166,500
Closing & Soft Costs	\$115,000			\$115,000
Section 108 Closing Costs		\$52,000		\$52,000
Total Development Costs	\$2,067,000	\$700,000	\$120,050	\$2,887,050

5. Need for Section 108 Assistance / Non-substitution of Funds:

Curbside Motors has sought conventional financing from a variety of sources for the new development. It also owns two other commercial properties – one in Bremerton and one in Auburn – which have been financed through Sterling Savings Bank. While the business operations have been strong and improving and recent years, Curbside has been unable to obtain commercial financing at a rate or terms that are supportable or sustainable for the current expansion. The combination of the Grow Pierce County Funds, which will provide a competitive rate of prime plus one percent (variable during construction, fixed for a 25-year term upon completion) and the proposed Section 108 Guaranteed Loan at a below market interest rate (anticipated to be about 4.5% fixed) are necessary to provide the business with the cash flow coverage to service its loans in a sustainable manner. Without this combination of flexible financing, the business would not be able to relocate or expand in this location.

6. Evidence of Site Control

Curbside has an executed Purchase Option Agreement with Homestreet Bank for the Rainier site, and with BSBC Properties, LLC for the former Gloria Motel site. The purchase option provides for a financing contingency expiration of June 26th with an extension on closing provided through end of September to allow for the issuance of the building permit. It is intended that the loans will not close until the building permit is issued to mitigate any risk associated with development/constructability or entitlements.

7. Loan Structure (Term, Interest Rate, Origination Fee, other expenses)

The proposed loan will carry a 20-year term with interest-only payments during construction

SECTION 108 PROJECT-SPECIFIC REVIEW

(expected to be a nine-month duration). Amortization would be done for the balance of the term with monthly payments throughout. The interest rate is proposed to be fixed at closing at 4.25% (Initial Rate) and will be subject to conversion at such time when this loan is included in any HUD public offering. The Conversion Rate shall be based on the rate due on each of the City's Principal Payments plus 50 basis points or 0.5% (HUD Public Offering Rate). The loan will carry a 1% loan origination fee to be paid to the City upon closing to cover costs associated with loan packaging, underwriting and documentation (eligible Program Delivery costs pursuant to Section 570.500). Repayment shall be from Borrower from project operations. As mentioned above, the loan will share a co-lien position with the proposed GAF loan for the project. All collateral will be shared proportionate to the respective loan size. Borrower shall pay all other out of pocket costs borne by the City in the closing of the loan, including title, closing or legal expense, as well as any expense associated with the public offering issuance or the HUD Trustee.

8. Financial Feasibility

- a. Ability to Repay – Adjusted cash flow for the business was analyzed through the reporting periods of 2010, 2011, 2012 and 2013. The historical adjusted cash flow has been relatively thin but improving over this period, with an actual coverage (based on internal financials in 2013) of 1.21 as stated above. Projected cash flow for the 2014 and 2015 years appears to be significantly stronger (1.78 and 2.14, respectively). This is consistent with the anticipated growth potential due to the improved operating efficiencies of having all vehicles located on a single property with increased visibility. In addition, the borrower has a strong credit history and has demonstrated a willingness and commitment to contribute capital into the business in lean times.
- b. Collateral – All commercial property (including the subject site) and all other business assets are proposed to be shared pari passu (co-lien position) with the Grow Pierce County Fund loan (GAF) to reach an acceptable 80% loan to value (LTV) coverage. Specifically if the business defaults on the loan, the collateral will be split pro rata between the two entities, based on respective loan size. Below is the proposed collateral schedule:

1.	A first mortgage lien, pari passu with GAF, on commercial property located at 9915 S. Tacoma Way and 10005 S. Tacoma Way (Subject property and primary collateral). An appraisal completed on January 15, 2014 estimated the as-is value at \$1,205,000 and the as-completed value at \$3,200,000.
2.	A second mortgage lien, pari passu with GAF, on commercial 2306 and 2316 Auburn Way N Auburn, WA, subordinate only to an existing lien held by Sterling Bank. Based on the outstanding balance and current appraisal, this property has a net (unencumbered) value of approx. \$120,000.
3.	A second mortgage lien, solely held by City of Lakewood, on a vacant commercial Parcel 3972-000-003-0005 Bremerton, WA, subordinate to an existing lien held by Sterling Bank. Current appraisal assesses no additional unencumbered value at present. The property is a currently unimproved commercial parcel of 1.62 acres.
4.	A second lien, pari passu with GAF, on all business assets, subordinate only to an existing Commercial Line of Credit lien held by Fife Commercial Bank. Business assets include cars, repair equipment, lifts and office equipment.
5.	A first lien, pari passu with GAF, on all Accounts Receivable for the business at the subject location.
6.	A first lien, pari passu with GAF, (purchase money interest) on all machinery and equipment, furniture and fixtures acquired with loan proceeds.
7.	Unlimited personal guarantees of Steve Guiberson and Darlene Guiberson, secured by a third mortgage lien, pari passu with GAF, on primary residence.

SECTION 108 PROJECT-SPECIFIC REVIEW

9. Business Owner Capacity & Experience

Steve Guiberson has been an owner of independent used car dealerships for over 25 years and has had more than 30 years of experience in car sales overall. Prior to Curbside Motors, Steve owned other used car dealerships with various partners, including his brother Rod Guiberson, who now owns his own car dealership in Puyallup. He has built good relationships with other local new and used car dealers, which helps him when negotiating for the purchase and sale of cars between the dealerships. In addition, Steve's wife, Darlene, also works with the business. Curbside has a strong adjusted cash flow for the 2013 fiscal year (1.21) without rental income for the Auburn property/ 1.43 if the rental income was included. In addition, the businesses financial management practices were analyzed with a review of the Cost of Goods Sold (COGS) and Sales and General Administration (SGA) as a percentage of gross revenue. These measures should show stability throughout the review period, with any anomalies adequately explained. Both appear stable, with a combined 90% (2010), 90% (2011), 92% (2012) and 91% (2013). Both The business owner and his wife have good personal credit, each in the 700s. Based on the development team that Curbside has retained, construction will not interfere with current operations so the company can continue to operate at its current locations until the new site is ready.

10. Borrower Background and Character

Mr. Guiberson has had a successful track record of owning and operating auto dealerships in the area for the past 25 years. He and his family have lived in the area for decades and have had a strong relationship with the local community throughout that timeframe. Mr. Guiberson has been in the business for over 30 years (since age 18) and has built very strong relationships with many dealers in the area. The company has three outstanding loans, all of which are in good standing. Two loans are from Sterling Bank for the purchase of commercial properties in Auburn and Bremerton, and a line of credit loan is provided by Fife Commercial Bank. Both banks indicate a good payment history and good standing on the current loans. Both banks have further indicated no issues related to the City or GAF having subordinate positions on their loans.

11. Pro Rata Disbursement of Section 108 Funds with Other Funding Sources

Section 108 funds are to be used specifically for the purpose of funding a portion of the acquisition cost of \$1.2 million. The funds will be advanced to escrow at closing for that purpose, along with the GAF funds for acquisition and the borrower equity. The balance of GAF funds will then be disbursed on a monthly basis throughout construction for the remaining development and soft costs.

12. Project Monitoring

The City of Lakewood CDBG Program Manager will be responsible for monitoring the project on behalf of the city. As funds will be used for acquisition, however, there is minimal documentation that will be needed for the construction period. Use of funds will be documented via the HUD settlement statement provided by escrow. The construction-period monitoring will be primarily the responsibility of the Grow America Fund, which will retain a third-party construction inspector to review monthly construction progress prior to

SECTION 108 PROJECT-SPECIFIC REVIEW

disbursement of funds. The City will be able to receive copies of the monthly construction monitor reports if requested. Once the development is complete, the Lakewood CDBG Program Manager will monitor ongoing compliance and reporting requirements, including job creation verification to comply with the National Objective and Public Benefit standards. The business will be required to provide job creation documentation using City-approved job tracking forms developed for that purpose. Such forms will be included as an exhibit to the Section 108 loan agreement.

13. Interim Benchmark Measurements

The job creation requirement (for number of jobs per dollar of assistance) may be met within the first 2-3 years of operation. The business will be required to regularly report its progress towards the job requirement until such time as the targeted number of jobs has been created. In addition, the business will be required to provide supporting documentation to substantiate that at least 51% of the new FTE job creation has been provided for LMI persons. This can be done through a variety of means, including detailed position descriptions or other forms of income verification as provided by HUD. Once the job requirements have been met, no ongoing reporting of job creation is required.

14. Project Readiness

The project is ready to proceed. The GAF has provided a term sheet and expects to bring its proposed loan for approval by its investment committee within the next two weeks. The borrower has demonstrated that his equity requirement is available (and has largely been paid in already through creditable option payments to the sellers). The design plans are under development with a permit submittal expected within three to four weeks. The contractor selection will occur during that timeframe through a competitive bid process, managed by Incite Management Group. It is anticipated that the permit review will take approximately six to eight weeks, with a permit issuance in early August. Closing on acquisition and construction start would occur immediately thereafter.

Conclusion and Recommendation:

The project meets both the HUD eligibility requirements and the financial feasibility guidelines of the approved Lakewood Section 108 Loan Fund. Based on this review and the proposed Loan structure, it is recommended that the Curbside Motors expansion be approved for up to \$700,000 in Section 108 Loan Guarantee funds subject to the following terms and conditions:

Loan structure:

- 20-year term with interest-only payments during construction (up to 12 months) with full amortization for the balance of the term of 20 years;
- Interest Rate fixed at closing at 4.25%, subject to Conversion at time of HUD public offering at the blended rate due on each of the City's Principal Payments plus 50 basis points or 0.5% (HUD Public Offering Rate).
- Loan Fee: a 1% loan origination fee shall be paid to the City upon closing to cover costs associated with loan packaging, underwriting and documentation.

SECTION 108 PROJECT-SPECIFIC REVIEW

Repayment:

Repayment from Borrower from business operations at the subject site.

Primary & Secondary Collateral:

- Primary collateral consists of a first position lien (deed of trust) on the subject property, a blanket UCC filing on all machinery, equipment, furnishings and fixtures associated with the subject and all accounts receivable of the business (pari passu with GAF); subordinate liens (deeds of trust) on two other commercial properties (one improved and leased, the other unimproved); subordinate liens (UCC filing) on all inventory and primary residence; an unlimited personal guarantee of the business owner and his spouse.
- Pledge of all current and future City CDBG entitlement funds or funds eligible to be received under Section 570.705(b)(2).

Recommended Conditions prior to Closing:

- Receipt of executed term sheet and investment committee approval confirmation from GAF
- Satisfaction of insurance requirements including General Liability, Builder's Risk and Property
- Receipt of an updated Lender's Title Policy in favor of the City of Lakewood Section 108
- Completion of HUD Environmental clearance
- Approval and execution of construction contract
- Confirmation of lien and judgment-free status (search) prior to closing
- Receipt of approval from HUD
- Receipt and execution of Loan documents from HUD to City
- Receipt of updated documents (budgets, contracts, other documents) as requested

H. Pledge of CDBG Guarantee

The City of Lakewood understands that if the participants in this Section 108 loan fund fail to make timely payments and the City of Lakewood therefore fails to make a required payment on its notes, HUD will deduct that payment from the City of Lakewood's CDBG Letter of Credit and in accepting this loan guarantee, the City of Lakewood will pledge its CDBG funds and all other applicable grants as security for the guarantee.

I. Schedule for City's Repayment of Loan

In requesting approval of this loan guarantee, the City of Lakewood is requesting a commitment for a 20-year term. The City of Lakewood will act as borrower and issue the guaranteed debt obligations, consistent with RCW 35.21.735. The source of repayment will be payment on the loans from Curbside Motors. Please use the proposed principal repayment schedule in Attachment #1.

SECTION 108 PROJECT-SPECIFIC REVIEW

Proposed Principal Repayment Schedule:

Yr	Principal	Yr	Principal
2014	\$0	2024	\$35,000
2015	\$24,000	2025	\$36,000
2016	\$25,000	2026	\$38,000
2017	\$26,000	2027	\$40,000
2018	\$27,000	2028	\$41,000
2019	\$28,000	2029	\$43,000
2020	\$30,000	2030	\$45,000
2021	\$31,000	2031	\$47,000
2022	\$32,000	2032	\$49,000
2023	\$33,000	2033	\$51,000
		2034	\$19,000
		TOTAL	\$700,000

J. City of Lakewood Contact:

Jeff Gumm, CDBG Program Manager
City of Lakewood
6000 Main St. SW
Lakewood, WA 98499
Ph: (253) 983-7773
E-mail: jgumm@cityoflakewood.us

Required Attachments:

1. Principal Repayment Schedule
2. Combined Federal Certifications
3. SF424 – Application for Federal Assistance
4. Lobbying Certification
5. Annual Action Plan Amendment excerpt
6. Approved Council Resolution and Council meeting minutes
7. Public Comments and City responses as applicable
8. Evidence of compliance with Environmental Review

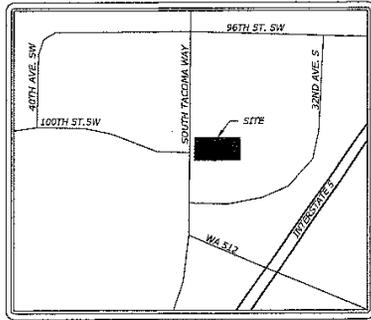
Appendix:

1. Detailed Sources & Uses and Analysis of Cash Flow
2. Property Appraisal
3. Site Plan & Schematics

A PORTION OF SECTION 06, TOWNSHIP 19 N., RANGE 03 E., W.M.

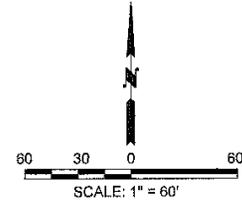
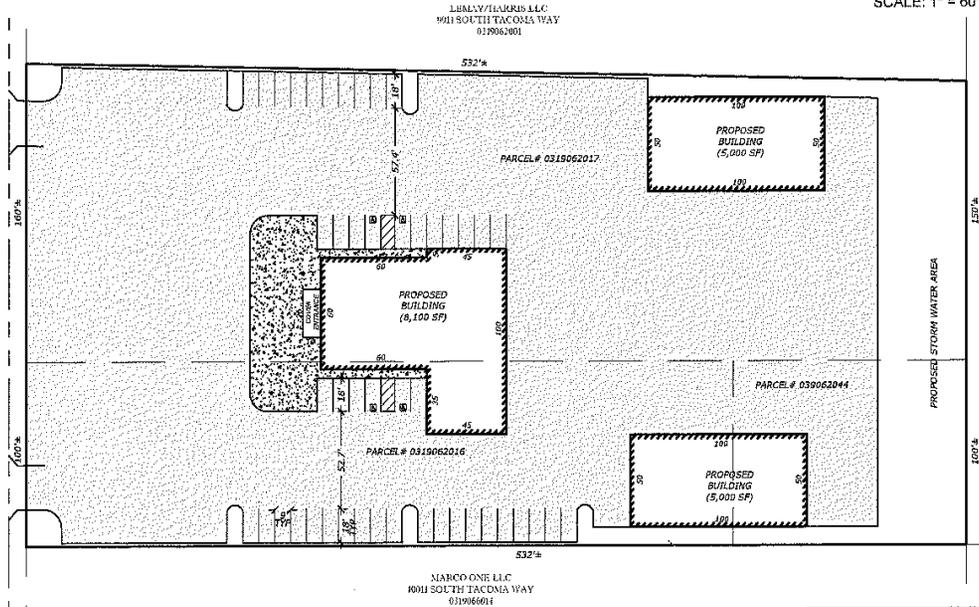
IMG, LLC CURBSIDE MOTORS SITE PLAN

PARCEL # 0319062016, 0319062017, 0319062044



VICINITY MAP
N.T.S.

SOUTH TACOMA WAY



TAX DESCRIPTION

SECTION 06 TOWNSHIP 19 RANGE 03 QUARTER 22 : COM
50 FT S 89 DEG 49 MIN E OF NW COR OF LOT 4 TH S 00
DEG 22 MIN E PAR WITH C/L OF STATE HWY 1157 FT TO
POB TH N 89 DEG 25 MIN E 531.59 FT TH S 01 DEG W 149.7
FT TO S L/L OF LOT 4 TH S 89 DEG 15 MIN W 325.45 FT TO E
L/L OF STATE HWY TH N ALSO E L/L OF SD HWY 160.45 FT TO
POB SUBJ TO EASE

TOPOGRAPHIC NOTE

THIS IS NOT A SURVEY. THE EXISTING CULTURAL AND
TOPOGRAPHICAL DATA, SITE FEATURES, ELEVATIONS, AND
PROPERTY BOUNDARIES SHOWN ON THESE DRAWINGS HAVE
BEEN PREPARED BASED UPON INFORMATION FURNISHED BY
THE OWNER, PIERCE COUNTY RECORDS, AND OTHER PUBLIC
GIS INFORMATION. WHILE THIS INFORMATION IS BELIEVED
TO BE RELIABLE, BEYLER CONSULTING CANNOT ENSURE
ACCURACY AND THIS IS NOT RESPONSIBLE FOR THE
ACCURACY OF THAT INFORMATION OR FOR ANY ERRORS OR
OMISSIONS WHICH MAY HAVE BEEN INCORPORATED INTO
THESE DRAWINGS AS A RESULT. IT IS RECOMMENDED THAT
A LICENSED SURVEYOR ALWAYS BE USED TO SET CORNERS,
ESTABLISH LOT LINES AND DETERMINE ELEVATIONS. IT IS
THE SOLE RESPONSIBILITY OF THE OWNER AND/OR Hired
CONTRACTORS TO VERIFY ALL INFORMATION PRIOR TO
PLACEMENT OF STRUCTURES ON THE PROPERTY.

SITE DATA	
PARCEL NUMBER:	0319062016, 0319062017, 0319062044
SITE ADDRESS:	9915 S TACOMA WAY LAKEWOOD, WA 98499
SITE AREA:	139,311 SF (3.20 ACRES)
ZONING:	C2, A/C1, (COMMERCIAL TWO, 4/R CORRIDOR ONE)
SETBACKS:	
FRONT:	0'
BACK:	0'
INTERIOR:	0'

PROJECT INFO	
OWNER/CLIENT:	ENGINEER:
STEVE GUIBERSON 6802 SOUTH TACOMA WAY TACOMA, WA 98409 TEL: 253-307-0295	BEYLER CONSULTING 10314 100TH ST SW LAKEWOOD, WA 98498 TEL: 253-301-4157

INCITE
MANAGEMENT GROUP
MARKETING/STRATEGIC PLANNING

PREPARE FOR:
7002 BRIDGEPORT WAY, SUITE 10, LAKEWOOD WA 98499

CONTACT:
PHONE: 253-301-4157
FAX: 253-306-3950
www.incitemanagement.com

OFFICE:
10314 100TH ST SW
LAKEWOOD, WA 98498

PREPARED BY:
BEYLER CONSULTING
Plan, Design, Manage

WASHINGT
STATE REGISTERED PROFESSIONAL ENGINEER
NO. 12100

SCALE: 1" = 60'

DATE: 12-18-13

CITY OF LAKEWOOD,
WASHINGTON

JOB NUMBER:
13-318

SHEET 1 OF 1
SP1



Rainier Inn – 9915 South Tacoma Way	1.88 acres
Gloria Motel - 10005 South Tacoma Way	1.32 acres total
Total both properties (3 parcels)	3.20 acres

ATTACHMENTS

SECTION 108 LOAN GUARANTEE
ENTITLEMENT Public Entity Certifications

In accordance with Section 108 of the Housing and Community Development Act of 1974, as amended (the "Act"), and with 24 CFR Part 570.704(b), the public entity certifies that:

- (3) It possesses the legal authority to make the pledge of grants required under §570.705(b)(2).
- (4) It has made efforts to obtain financing for activities described in the application without the use of the loan guarantee and cannot complete such financing consistent with the timely execution of the program plans without such guarantee.

In accordance with Section 108 of the Housing and Community Development Act of 1974, as amended (the "Act"), and with 24 CFR Part 570.704(b)(8), the public entity further certifies that:

- (i) It possesses the legal authority to submit the application for assistance under this subpart and to use the guaranteed loan funds in accordance with the requirements of this subpart.
- (ii) Its governing body has duly adopted or passed as an official act a resolution, motion or similar official action:
 - (A) Authorizing the person identified as the official representative of the public entity to submit the application and amendments thereto and all understandings and assurances containing therein, and directing and authorizing the person identified as the official representative of the public entity to act in connection with the application to provide such additional information as may be required; and
 - (B) Authorizing such official representative to execute such documents as may be required in order to implement the application and issue debt obligations pursuant thereto (provided that the authorization required by this paragraph (B) may be given by the local governing body after submission of the application but prior to execution of the contract required by §570.705(b).
- (iii) Before submission of its application to HUD, the public entity has:
 - (A) Furnished citizens with information required by §570.704(a)(2)(i);
 - (B) Held at least one public hearing to obtain the views of citizens on community development and housing needs; and
 - (C) Prepared its application in accordance with by §570.704(a)(1)(v) and made the application available to the public.
- (iv) It is following a detailed citizen participation plan which meets the requirements described in by §570.704(a)(2).
- (v) The public entity will affirmatively further fair housing, and the guaranteed loan funds will be administered in compliance with:
 - (A) Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d *et seq.*); and
 - (B) The Fair Housing Act (42 U.S.C. 3601-3619).
- (vi) In the aggregate, at least 70 percent of all CDBG funds, as defined at §570.3, to be expended during the one, two, or three consecutive years specified by the public entity for its CDBG program will be for activities which benefit low and moderate income persons, as described in criteria at §570.208(a).
- (vii) It will comply with the requirements governing displacement, relocation, real property acquisition, and the replacement of low and moderate income housing described in §570.606.
- (viii) It will comply with the requirements of §570.200(c)(2) with regard to the use of special assessments to recover the capital costs of activities assisted with guaranteed loan funds.
- (ix) (Where applicable.) It lacks sufficient resources from funds provided under this subpart or program income to allow it to comply with the provisions of §570.200(c)(2), and it must therefore assess properties owned and occupied by moderate income persons, to recover the guaranteed loan funded portion of the capital cost without paying such assessments in their behalf from guaranteed loan funds.
- (x) It will comply with the other provisions of the Act and with other applicable laws.

Public Entity's Legal Name _____ Date _____

Signature of Authorized Representative _____

Printed Name and Title _____

24 CFR Part 87-- Certification Regarding Lobbying

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature

Date

Name of Authorized Official

Title

**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approved No. 3076-0006

Version 7/03

1. TYPE OF SUBMISSION: Application		2. DATE SUBMITTED	Applicant Identifier
<input type="checkbox"/> Construction	<input type="checkbox"/> Pre-application	3. DATE RECEIVED BY STATE	State Application Identifier
<input checked="" type="checkbox"/> Non-Construction	<input type="checkbox"/> Construction	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
<input type="checkbox"/> Non-Construction	<input type="checkbox"/> Non-Construction		
5. APPLICANT INFORMATION			
Legal Name:		Organizational Unit:	
Organizational DUNS:		Department:	
Address:		Division:	
Street:		Name and telephone number of person to be contacted on matters involving this application (give area code)	
City:		Prefix:	First Name:
County:		Middle Name	
State:		Last Name	
Zip Code	Suffix:		
Country:		Email:	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): □□-□□□□□□		Phone Number (give area code)	Fax Number (give area code)
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): Labor Management Cooperation Program □□-□□□□		9. NAME OF FEDERAL AGENCY:	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:	
13. PROPOSED PROJECT Start Date: Ending Date:		14. CONGRESSIONAL DISTRICTS OF: a. Applicant b. Project	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$.00	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON	
b. Applicant	\$.00	DATE:	
c. State	\$.00	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
d. Local	\$.00	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
e. Other	\$.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
f. Program Income	\$.00	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input type="checkbox"/> No	
g. TOTAL	\$.00		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix	First Name	Middle Name	
Last Name		Suffix	
b. Title		c. Telephone Number (give area code)	
d. Signature of Authorized Representative		e. Date Signed	

Previous Edition Usable
Authorized for Local Reproduction

Standard Form 424 (Rev. 9-2003)
Prescribed by OMB Circular A-102



**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CITIZENS ADVISORY BOARD
Regular Meeting Minutes
WEDNESDAY – April 9, 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 5:35 p.m.

ATTENDANCE

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

Board Members Not Excused: Helen Bloodsaw

Council Liaison Excused: Marie Barth

City Staff Present: Jeff Gumm, Martha Larkin

Guest Present: Michelle Morlan, National Development Council Director

APPROVAL OF FEBRUARY 26, 2014 MINUTES

LAURIE MAUS MADE A MOTION TO APPROVE THE FEBRUARY 26, 2014 CDBG CITIZENS ADVISORY BOARD MEETING MINUTES. 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

Discussion and review of Curbside Motors Section 108 project and funding sources

Mr. Gumm reviewed the proposed Section 108 Curbside Motors project which would be located on 9915 – 10005 South Tacoma Way. He introduced Ms. Morlan who provided additional information about the project's eligibility, proposed loan structure, terms, and other funding provided through the Grow Pierce County Fund. Ms. Morlan also described how the public would benefit through the creation of jobs.

PUBLIC HEARING

Public Hearing on the proposed FY 2013 Fifth Annual Action Plan Amendment for the proposed \$700,000 Section 108 Loan Guarantee Application for the Curbside Motors project.

There was no one present who wished to comment.

MICHAEL LACADIE MADE A MOTION TO APPROVE THE FY 2013 FIFTH ANNUAL ACTION PLAN AMENDMENT FOR THE PROPOSED \$700,000 SECTION 108 LOAN GUARANTEE APPLICATION FOR THE CURBSIDE MOTORS PROJECT. THE MOTION WAS SECONDED BY LAURIE MAUS. VOICE VOTE WAS TAKEN AND THE MOTION CARRIED UNANIMOUSLY.

CDBG Citizens Advisory Board Minutes
April 9, 2014
Page 2

OTHER

Mr. Gumm discussed the recent Habitat for Humanity open-house/dedication of 14826 Portland Ave. SW for the Wakianda/Wamagata family. The Wakianda/Wamagata family recently took ownership of their newly constructed residence, a four bedroom, two bath home in the Tillicum neighborhood. Attendees included John Caulfield, Lakewood City Manager; Jack Peters, Director, Office of Community Planning and Development, Region X; Genny Matteson, NSP Program Manager, Washington State Department of Commerce; Edith Owen Wallace, CDBG Citizens Advisory Board Chair; and Maureen Fife, Director, Tacoma-Pierce County Habitat for Humanity.

NEXT MEETING

The next meeting will be a City Council Public Hearing on the FY 2014 Annual Action Plan, held on April 21, 2014 in the Lakewood City Hall Council Chambers at 7:00 pm.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:28 p.m.

Edith Owen Wallace, Chair

Date

City of Lakewood

FY 2013 Consolidated Annual
Action Plan Fifth Amendment



Tacoma-Lakewood
HOME Consortium

May 13, 2014

This document was prepared in accordance with the requirements established by the Department of Housing and Urban Development for local jurisdictions requesting federal housing assistance through provision of the National Affordable Housing Act of 1990, as amended.

Tacoma City Council

Marilyn Strickland, Mayor
Marty Campbell, Deputy Mayor
Anders Ibsen
Robert Thoms
Joe Lonergan
David Boe
Lauren Walker
Ryan Mello
Victoria Woodards

T.C. Broadnax, City Manager

Lakewood City Council

Don Anderson, Mayor
Jason Whalen, Deputy Mayor
Mary Moss
Michael D. Brandstetter
Marie Barth
Paul Bocchi
John Simpson

John J. Caulfield, City Manager

Tacoma Human Services Commission

Becky Fontaine, Chair
Sharon Wilhelm, Vice Chair
Ronald Dowd, Secretary
Christopher Thompson
Gloria Morehouse
Edwina Magrum
Allen Ratcliffe
Aaron Blaisdell
Holy Chea
Brian Boyd
Julian Bray
Julie Cantrell
Lamont Green
Don Rennegarbe
Vijaya Rao

Lakewood CDBG Citizen Advisory Board

Edith Owen-Wallace, Chair
Michael Lacadie
Sharon Taylor
Laurie Maus
Helen Bloodsaw
Kathleen Lind
Mumbi Ngari-Turner

Tacoma Community Redevelopment Authority

Edward D. Curtis, President
Lucy Clifthorne, Secretary
W. Michael Buchanan, Treasurer
Michael McNeil
Rea Lynn Hagen

Tess Colby
Steve Snider
Chris Van Vechten
Jason Kors
Helen H. Tran

**Tacoma Community & Economic
Development Department**

Ricardo Noguera, Director
Carey Jenkins, Housing Division Manager
Cathy Morton, Management Analyst
Shannon Johnson, Contract & Program Auditor

Lakewood Community Development Department

Dave Bugher, Assistant City Manager for Development
Jeff Gumm, Program Manager
Martha Larkin, Program Coordinator

TABLE OF CONTENTS

	<u>Page</u>
I. <u>FY 2013 ANNUAL ACTION PLAN FIFTH AMENDMENT</u>	1
INTRODUCTION	1
CITIZEN PARTICIPATION PROCESS	1
FY 2013 PROJECT ACTIVITIES AMENDMENT	1
II. CITIZENS COMMENTS ON FY 2013 ANNUAL ACTION PLAN FIFTH AMENDMENT	2
III. NOTICE OF PUBLICATION	3
IV. CERTIFICATIONS	5

I. FY 2013 ANNUAL ACTION PLAN FIFTH AMENDMENT

INTRODUCTION

In April 2012, the City of Lakewood requested \$2,888,000 under Section 108 of the Housing and Community Development Act of 1974, as amended, to establish a loan pool to assist with economic and community development activities. The loan pool will be used as gap financing for development and as business loans to facilitate development projects that will have positive economic and community benefits, including job creation. The City's application was approved by the Department of Housing and Urban Development (HUD) on July 27, 2012.

The Fifth Amendment to the FY 2013 Consolidated Annual Action Plan involves the application of \$700,000 in Section 108 assistance for the Curbside Motors project as described below. This Amendment was prepared in accordance with requirements established by the Department of Housing and Urban Development for local jurisdictions receiving assistance through Section 108 of the Housing and Community Development Act of 1974, as amended, and the Community Development Block Grant funding through the provisions of the National Affordable Housing Act of 1990, as amended.

PURPOSE

The purpose of this Chapter is to describe the amendment to the FY 2013 Consolidated Annual Action Plan for Housing and Community Development.

CITIZEN PARTICIPATION PROCESS

In accordance with Lakewood's Citizens Participation Plan, projects that are substantially changed are submitted to the CDBG Citizens Advisory Board for comments or recommendations prior to implementation by the City Council. On April 9, 2014, the CDBG Citizens Advisory Board reviewed the Fifth Amendment to the FY 2013 Consolidated Annual Action Plan to apply for \$700,000 in Section 108 assistance to support the Curbside Motors project. Notification of the proposed amendment to the FY 2013 Consolidated Annual Action Plan was published in THE NEWS TRIBUNE, a paper of general circulation, on March 12, 2014. The notification provides for a 30-day citizen comment period (March 13, 2014 – April 11, 2014). An opportunity for citizens, general public, local agencies and other interested parties to provide public comment was afforded at the CDBG Citizens Advisory Board meeting of April 9, 2014.

FY 2013 PROJECT ACTIVITIES AMENDMENT

The amendment to the FY 2013 Consolidated Annual Action Plan provides for the City of Lakewood to apply to the Department of Housing and Urban Development for a Section 108 loan in the amount of \$700,000 for the Curbside Motors project located at 9915 -10005 South Tacoma Way, Lakewood, WA. The project proposes the redevelopment of multiple parcels along South Tacoma Way for the purpose of constructing an automotive dealership and associated service and detailing shop. The project will meet a national objective of 570.208(a)(4) Job Creation or Retention through the creation of job opportunities for low and moderate income individuals.

II. CITIZEN COMMENTS ON FY 2013 ANNUAL ACTION PLAN FIFTH AMENDMENT

The following comments were received as part of the Fiscal Year 2013 Annual Action Plan Fifth Amendment citizen participation process. The public comment period includes the 30-day comment period from March 13, 2014 – April 11, 2014 and the public hearing held by the CDBG Citizens Advisory Board on April 9, 2014.

CDBG Citizens Advisory Board Public Hearing – April 9, 2014:

No public comments were provided.

30-day Public Comment Period (March 13, 2014 – April 11, 2014):

No public comments were provided.

III. NOTICE OF PUBLICATION

City of Lakewood

**2013 Consolidated Annual Action Plan Amendment
Section 108 Loan Guarantee Program**

Notice of Public Hearing and Comment Period

The City of Lakewood is proposing to amend its Fiscal Year 2013 Consolidated Annual Action Plan (AAP) to allow for the application and approval of a Section 108 Loan Guarantee from the U.S. Department of Housing and Urban Development (HUD) up to \$700,000 for the following activity:

FY 2013 Curbside Motors

A public hearing will be conducted to provide citizens and agencies opportunity to provide testimony on the activity described above. The public hearing will be held on Wednesday, April 9, 2014 at 5:30 p.m. in Conference Room 3A of Lakewood City Hall, 6000 Main St. SW, Lakewood, WA.

Persons requiring special accommodations during the hearing are requested to call 253-589-2489 before 5:00 p.m., April 1, 2014.

The Draft FY 2013 AAP Amendment for the Section 108 application will be available for public review for a period of 30 days from March 13, 2014 to April 11, 2014. Copies of the amendment and application are available for review at the City of Lakewood Community Development Department or on the City's website at <https://www.cityoflakewood.us/government/departments/community-development/community-development-block-grant>.

The proposed amendment will be submitted to the Department of Housing and Urban Development for review and approval. Any citizen who wishes to submit written comments regarding this document may do so up to 5:00 pm, April 11, 2014 at:

City of Lakewood, Community Development Department,
Attn: Dave Bugher, Assistant City Manager for Development
6000 Main St. SW, Lakewood, WA 98499

Ad published in the Tacoma News Tribune on March 12, 2014

IV. CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

Title: City Manager

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year 2013 shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Signature/Authorized Official

Date

Title: City Manager

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: May 19, 2014	TITLE: Resolution of Intent to amend the Comprehensive Plan & Zoning	TYPE OF ACTION: <input type="checkbox"/> ORDINANCE NO. <input checked="" type="checkbox"/> RESOLUTION NO. 2014-14 <input type="checkbox"/> MOTION NO. <input type="checkbox"/> OTHER
REVIEW: May 12, 2014	ATTACHMENTS: Draft Resolution	

SUBMITTED BY: Dave Bugher, Assistant City Manager/Community Development Director.

RECOMMENDATION: It is recommended that the Mayor and City Council adopt the attached Draft Resolution amending the comprehensive plan designations and zoning classifications for the following properties:

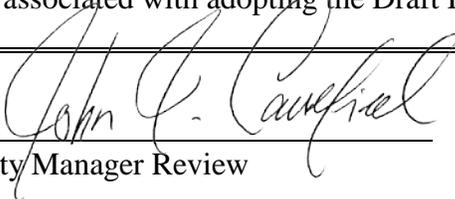
Description	Comprehensive Plan		Zoning	
	From	To	From	To
11211 41 st Avenue SW	Public & Semi Public Institutional	Corridor Commercial	PI	TOC
12301 Pacific Highway SW	Corridor Commercial	Open Space & Recreation	C1	OSR1
13000 block of Pacific Highway SW	Single Family	Open Space & Recreation	R3	OSR2

Please see the exhibits attached to the Draft Resolution for additional details.

DISCUSSION: Please see next page.

ALTERNATIVE(S): Do not adopt the Draft Resolution in which case the underlying land use designations would stay the same.

FISCAL IMPACT: There is no negative fiscal impact associated with adopting the Draft Resolution.

Prepared by _____ Department Director _____	 _____ City Manager Review
--	--

DISCUSSION, CONTINUED: On May 12th, the City Council conducted a study session and discussed possible land use amendments. City Council reached consensus to make amendments for three properties. The process by which to make amendments is outlined in Lakewood Municipal Code (LMC) 18A.2.410, in which case the City Council is to initiate a Resolution of Intent. A Draft Resolution of Intent has been prepared and is attached hereto.

If adopted, case files would be assembled for 11211 41st Avenue SW, 12301 Pacific Highway SW, and the 13000 block of Pacific Highway SW. The amendments would be processed as Type IV applications. This application type requires the distribution of a Notice of Application, a public hearing before the Planning Advisory Board, and the preparation of a staff report. Final action on the amendments would take place before the City Council in October/November, 2014.

RESOLUTION NO. 2014-14

A resolution of intent of the City Council of the City of Lakewood to consider amending the Lakewood Comprehensive Plan and land use development regulations.

WHEREAS, on May 12, 2014 the City Council conducted a study session and discussed possible land use amendments. City Council reached consensus to make amendments for three properties; and

WHEREAS, the Lakewood Municipal Code, Chapter 18A.410, allows the City Council to initiate land use amendments by the adoption of a Resolution of Intent.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, DOES RESOLVE as follows:

Section 1. The City of Lakewood hereby gives notice of its intent to amend its Comprehensive Plans and zoning classifications for the below-identified properties, and as depicted on the attached maps identified below as exhibits to this Resolution:

Description	Comprehensive Plan		Zoning		Exhibit
	From	To	From	To	
11211 41 st Avenue SW	Public & Semi Public Institutional	Corridor Commercial	PI	TOC	Exhibit A
12301 Pacific Highway SW	Corridor Commercial	Open Space & Recreation	C1	OSR1	Exhibit B
13000 block of Pacific Highway SW	Single Family	Open Space & Recreation	R3	OSR2	Exhibit C

Section 2. The Planning Advisory Board of the City of Lakewood (PAB) is directed to hold a public hearing on the proposed amendments, which shall be held no later than July 31, 2014. The City Clerk is authorized to provide notice of this public hearing as required by law. Upon the conclusion of such hearing, in accordance with LMC 02.12.110, the PAB shall forward to the City Council its recommendations on the proposed amendments.

Section 3. Severability. If any sections, sentence, clause or phrase of this Resolution shall be held to be invalid or unconstitutional by a court of competent jurisdiction, or its application held inapplicable to any person, property or circumstance, such invalidity or unconstitutionality or inapplicability shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Resolution or its application to any other person, property or circumstance.

Section 4. That this Resolution shall be in full force and effect upon passage and signatures hereon.

PASSED by the City Council this 19th day of May, 2014.

CITY OF LAKEWOOD

Don Anderson, Mayor

Attest:

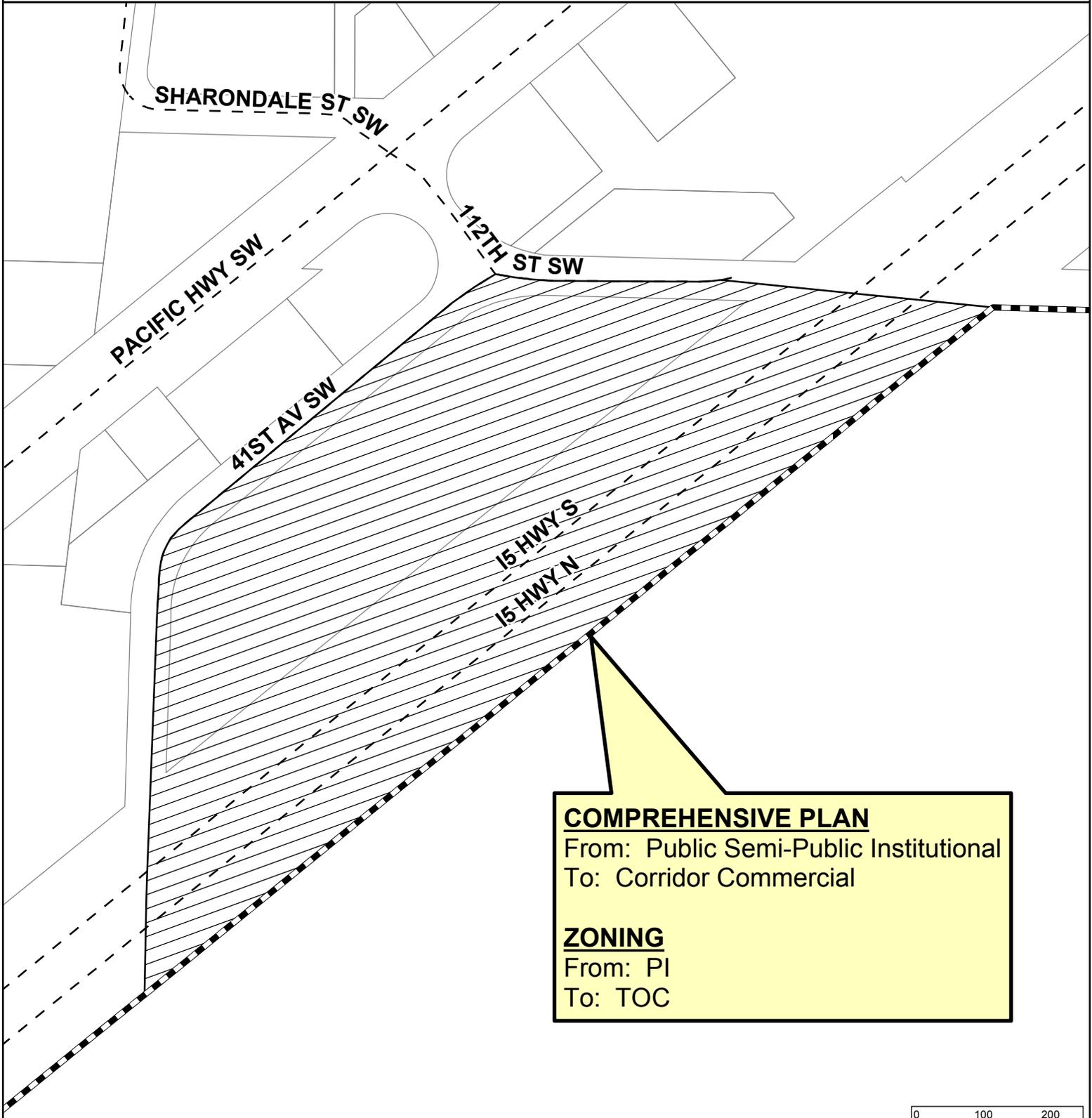
Alice M. Bush, MMC, City Clerk

Approved as to Form:

Heidi Ann Wachter, City Attorney

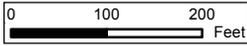
Exhibit "A"

11211 41st Ave SW



COMPREHENSIVE PLAN
 From: Public Semi-Public Institutional
 To: Corridor Commercial

ZONING
 From: PI
 To: TOC



Map Date: May 13, 2014

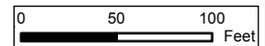
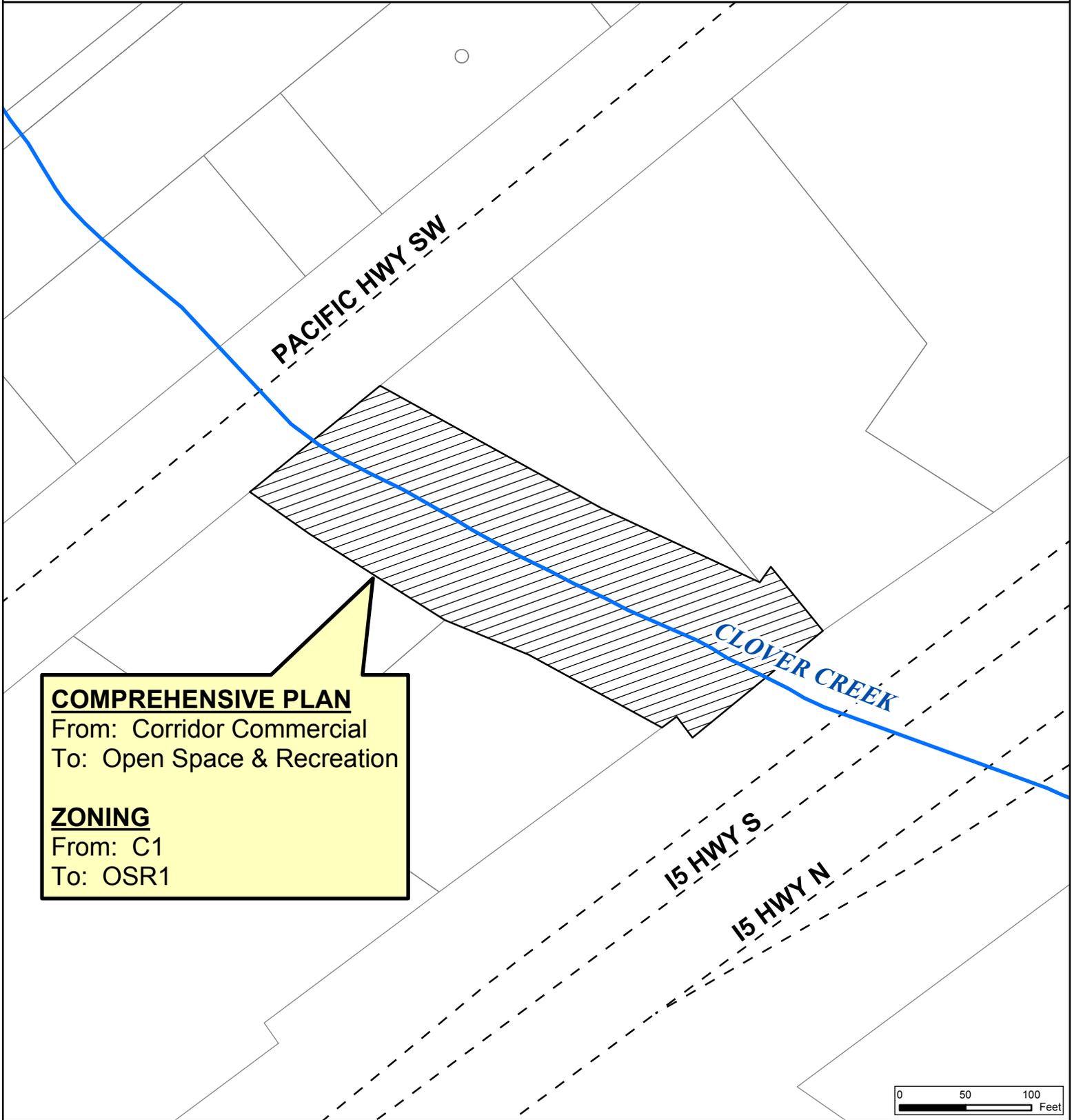
:\projects\cd\CompPlan\Amendments\Exhibit A.mxd

-  Proposed Change Area
-  Tax Parcel
-  Lakewood City Limit

This product was prepared with care by City of Lakewood GIS. City of Lakewood expressly disclaims any liability for any inaccuracies which may yet be present. This is not a survey. Datasets were collected at different accuracy levels by various sources. Data on this map may be shown at scales larger than its original compilation. Call 253-589-2489 for further information.

Exhibit "B"

12301 Pacific Hwy SW



Map Date: May 13, 2014

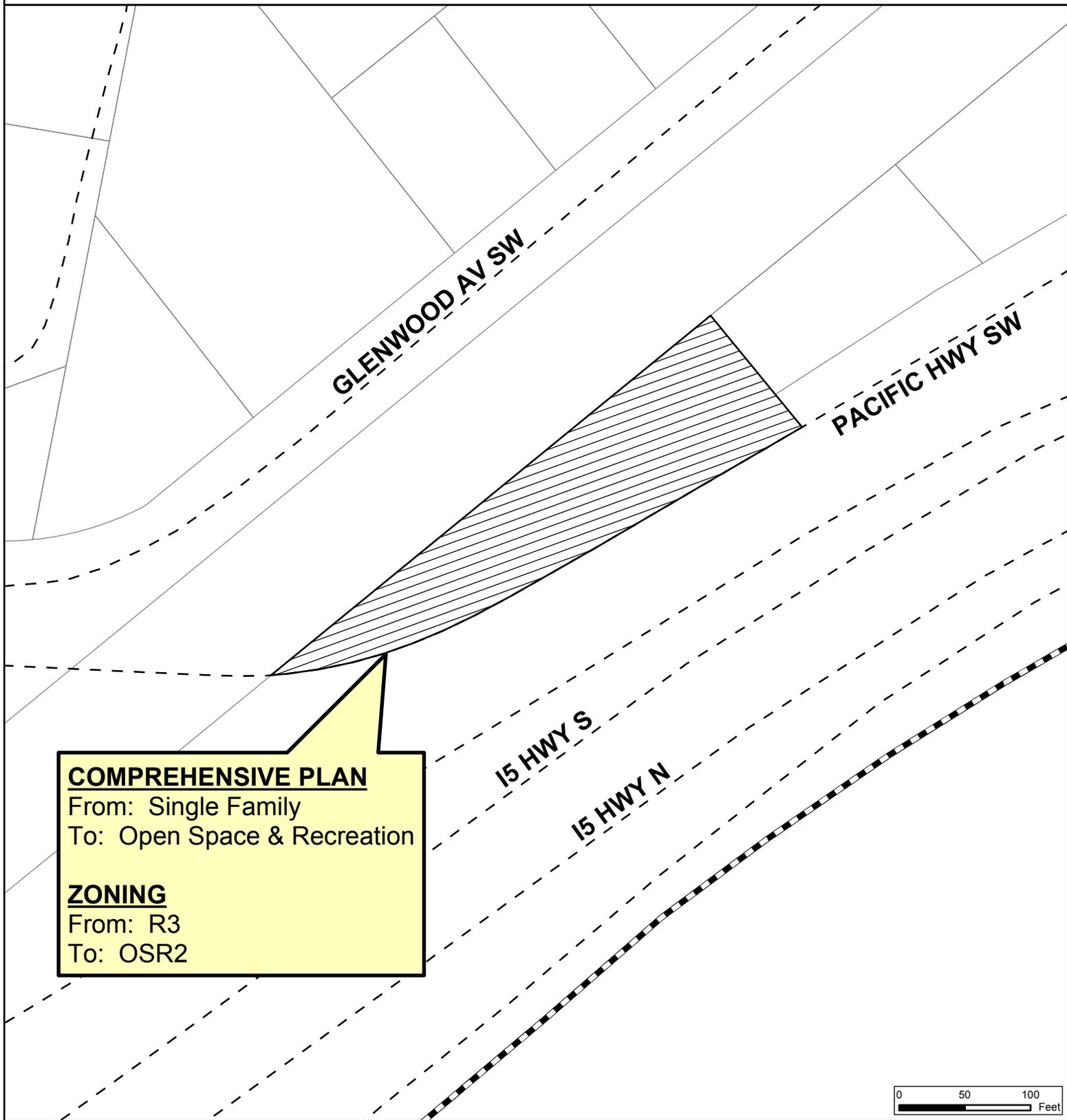
\\projects\cd\CompPlan\Amendments\Exhibit B.mxd

-  Proposed Change Area
-  Tax Parcel

This product was prepared with care by City of Lakewood GIS. City of Lakewood expressly disclaims any liability for any inaccuracies which may yet be present. This is not a survey. Datasets were collected at different accuracy levels by various sources. Data on this map may be shown at scales larger than its original compilation. Call 253-589-2489 for further information.

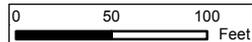
Exhibit "C"

13000 Block of Pacific Hwy SW



COMPREHENSIVE PLAN
 From: Single Family
 To: Open Space & Recreation

ZONING
 From: R3
 To: OSR2



- Proposed Change Area**
- Tax Parcel
- Lakewood City Limit

Map Date: May 14, 2014

\\projects\cd\CompPlan\Amendments\Exhibit C.mxd

This product was prepared with care by City of Lakewood GIS. City of Lakewood expressly disclaims any liability for any inaccuracies which may yet be present. This is not a survey. Datasets were collected at different accuracy levels by various sources. Data on this map may be shown at scales larger than its original compilation. Call 253-589-2489 for further information.

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED:	TITLE: ILA addendum to WPFR for EM Coordinator Services	TYPE OF ACTION:
May 19, 2014		<input type="checkbox"/> ORDINANCE
	ATTACHMENTS: Addendum between WPFR and City	<input type="checkbox"/> RESOLUTION
REVIEW:		<input checked="" type="checkbox"/> MOTION NO. 2014-28
		<input type="checkbox"/> OTHER

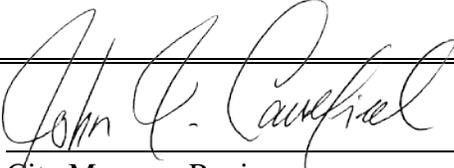
SUBMITTED BY: Bret Farrar, Chief of Police

RECOMMENDATION: It is recommended that the Council authorize the City Manager to execute an addendum with West Pierce Fire and Rescue to the ILA approved in March 2012. This ILA in conjunction with continuing grants from Homeland Security at the Washington State Military Department is for the purpose of paying the salary and benefits of an emergency management coordinator cooperatively. The addendum to the ILA with the West Pierce Fire Department describes the 50/50 split of costs which exceed the grant award due to the shrinking availability of grant funds from the state.

DISCUSSION: The City currently has an ILA in place with WPFR and wishes to clarify terms as they relate to a reduced grant award. Grant funds shared between WPFR and the city provide immediately responsive emergency management facilitation, and the City and WPFR agree to pay equally any amounts not covered by the grant award in order to maintain this service.

ALTERNATIVE(S): An alternative would be for the Council to decline executing this agreement and leave the City with no dedicated coordinator.

FISCAL IMPACT: The grant will pay \$48,177 of the contract for services; the remaining from non-departmental Emergency Management funds (\$12,284.50 for contract in 2014).

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 10px;"/> Prepared by	 <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> City Manager Review
<hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/> Department Director	

**CITY OF LAKEWOOD and
PIERCE COUNTY FIRE DISTRICT 3**

**INTERLOCAL AGREEMENT
EMERGENCY MANAGEMENT SERVICES
ADDENDUM - 2014**

THIS AGREEMENT is made and entered into by and between the City of Lakewood, incorporated under the laws of the State of Washington (hereinafter referred to as the “City”) and Pierce County Fire District 3, a municipal corporation of the State of Washington (hereinafter referred to as the “District”).

WITNESSETH:

WHEREAS the City and the District currently have an Interlocal Agreement in place for Emergency Management Services; and,

WHEREAS, the ILA defines payment parameters in Section 7; and,

WHEREAS, per section 7.b of the ILA, should EMGP grant funding be diminished and/or eliminated the parties agreed to determine if the program should continue and/or be altered by mutual agreement of the parties; and,

WHEREAS, the parties have met and determined the program shall continue with the following payment modifications;

1. The District and the City agree to share the reduction in EMPG grant funds equally. (\$14,284.50 each, reduced by a \$4,000 payment of grant funds made in August 2013, making the final amount \$12,284.50 each).
2. The City shall utilize EMPG grant funds of \$48,177 along with their share of the reduction as defined above in item 1 to fund the ILA with the District.
3. All other terms of the ILA shall remain unchanged.

IN WITNESS THEREOF, the parties acting in their official capacities have hereby executed this Agreement by affixing thereto the signatures of the proper officers on the date indicated.

FOR: City of Lakewood

FOR Pierce County Fire District 3:

John J. Caulfield, City Manager

Jim Sharp, Chief

ATTEST:

ATTEST:

Alice M. Bush, City Clerk

Kandace Jones, District Secretary

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Heidi Ann Wachter, City Attorney

Joseph Quinn, District Attorney

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED:	TITLE: Motion authorizing the award of a contract in the amount of \$154,994.64 to Lincoln Construction, Inc. for the Lakewood Traffic Signal Upgrade Project - ITS – Phase 4A – Traffic Management Center (TMC).	TYPE OF ACTION:
May 19, 2014		<input type="checkbox"/> ORDINANCE
		<input type="checkbox"/> RESOLUTION
REVIEW:	ATTACHMENTS:	<input checked="" type="checkbox"/> MOTION NO. 2014-29
May 19, 2014	Bid Tabulations Project Plan Sheet	<input type="checkbox"/> OTHER

SUBMITTED BY: Don Wickstrom, P.E., Public Works Director/City Engineer.

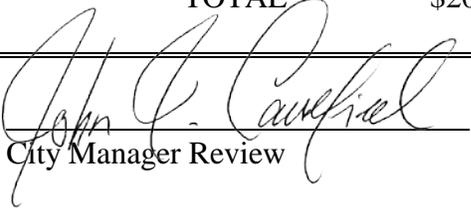
RECOMMENDATION: It is recommended that the City Council award a contract in the amount of \$154,994.64 to Lincoln Construction, Inc. for the Lakewood Traffic Signal Upgrade Project - ITS (Intelligent Transportation System) – Phase 4A – Traffic Management Center (TMC).

DISCUSSION: Through this project, existing conference room 2A will be converted to the city’s Traffic Management Center (TMC) and a replacement conference room 2A constructed at the west end of the 2nd floor foyer. The TMC will ultimately provide the ability to view real-traffic via a closed-circuit video surveillance system and respond with changes in signal timing and coordination. The TMC also provides an analysis tool to record traffic patterns and make modifications to time-of-day coordination plans.

ALTERNATIVE(S): There are no practical alternatives other than to reject all bids and not move forward with the project.

FISCAL IMPACT: The project is primarily funded by a Federal Congestion Management and Air Quality (CMAQ) grant. Matching funds will be funded from the Street Capital 102 Fund as outlined in the current approved budget.

<u>Funding Source</u>	<u>Amount</u>	<u>Construction Item</u>	<u>Costs</u>
Grant- CMAQ	\$173,000	Contract + contingency	\$170,000
Street Capital Fund-102	\$ 27,000	Construction Engineering	\$ 30,000
TOTAL	\$200,000	TOTAL	\$200,000

	 City Manager Review
Prepared by	
Department Director	

BID TABULATIONS

PROJECT NAME: Lakewood Traffic Signal System Upgrade - Phase 4A - Traffic Management Center

PROJECT NO.: e1168A

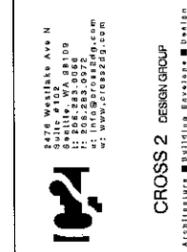
BID OPENING DATE: May 13, 2014

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

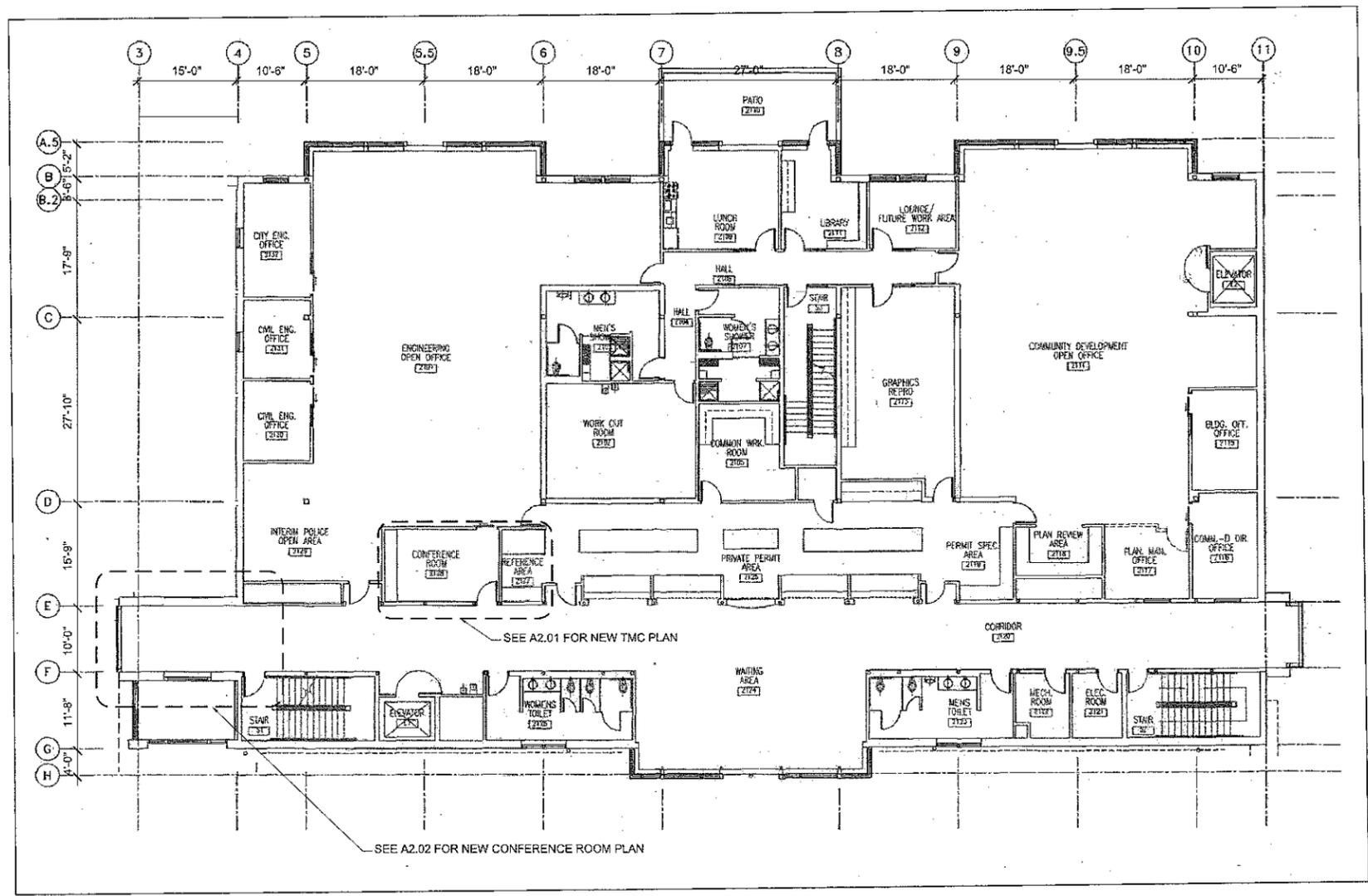
DSW

ITEM	DESCRIPTION	QTY	UNIT	ENGINEER'S ESTIMATE		Lincoln Construction, Inc.		Berschauer Construction, Inc.		Westmark Construction, Inc.	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Minor Change	1	FA	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
2	TMC and Conference Room Remodel (not including mechanical, electrical, or low voltage)	1	LS	\$137,000.00	\$137,000.00	\$72,222.00	\$72,222.00	\$99,364.00	\$99,364.00	\$95,582.84	\$95,582.84
3	TMC and Conference Room Remodel Mechanical Upgrades	1	LS	\$45,000.00	\$45,000.00	\$36,500.00	\$36,500.00	\$32,160.00	\$32,160.00	\$43,700.00	\$43,700.00
4	TMC and Conference Room Remodel Electrical Upgrades	1	LS	\$42,000.00	\$42,000.00	\$10,483.00	\$10,483.00	\$18,531.00	\$18,531.00	\$24,150.00	\$24,150.00
4	TMC and Conference Room Remodel Low Voltage Upgrades	1	LS	\$18,000.00	\$18,000.00	\$17,472.00	\$17,472.00	\$14,254.00	\$14,254.00	\$21,275.00	\$21,275.00
Sub Total				\$247,000.00		\$141,677.00		\$169,309.00		\$189,707.84	
Tax 9.40%						\$13,317.64		\$15,915.05		\$17,832.54	
Grand Total						\$154,994.64		\$185,224.05		\$207,540.38	
						corrected error in bid					

**CITY OF LAKEWOOD
TMC AND CONFERENCE ROOM**
6000 MAIN STREET SW
LAKEWOOD, WA 98499



KEY PLAN



SITE PLAN 1
1" = 10'

60% CD	09-03-13
90% CD	12-13-13
100% CD	02-21-14
CONSTRUCTION	
REVISION	▲

COPYRIGHT © 2014 CROSS 2 DESIGN GROUP. THESE DOCUMENTS, THE DESIGN AND DESIGN INFORMATION HEREIN ARE AN INSTRUMENT OF SERVICE AND THE PROPERTY OF CROSS 2 DESIGN GROUP AND ARE NOT TO BE USED BY WHOMEVER OR IN ANY MANNER WITHOUT WRITTEN AUTHORIZATION OF CROSS 2 DESIGN GROUP.

DESIGN	
DRAWN	JR
CHECK	BM

A1.01

**CITY OF LAKEWOOD
TMC AND CONFERENCE ROOM**
6000 MAIN STREET SW
LAKEWOOD, WA 98499

6724 Westlake Ave N
Seattle, WA 98108
Tel: 206.288.0978
Fax: 206.288.0979
www.cross2design.com

CROSS 2 DESIGN GROUP
Architecture ■ Planning ■ Interiors ■ Design

**TMC DEMO PLAN,
FLOOR PLAN & RCP**

6888 REGISTERED ARCHITECT
John Brad Minkovic
JOHN BRAD MINKOVIC
STATE OF WASHINGTON

60% CD	09-03-13
90% CD	12-13-13
100% CD	02-21-14
CONSTRUCTION	
REVISION 1	
REVISION 2	
REVISION 3	
REVISION 4	

© COPYRIGHT © 2013 BY CROSS 2 DESIGN GROUP. THESE DOCUMENTS, THE IDEAS AND DESIGN INFORMATION HEREIN ARE THE PROPERTY OF CROSS 2 DESIGN GROUP AND ARE NOT TO BE USED IN WHOLE OR IN PART WITHOUT WRITTEN AUTHORIZATION OF CROSS 2 DESIGN GROUP.

DESIGN	JR
DRAWN	JR
CHECK	BM

A2.01

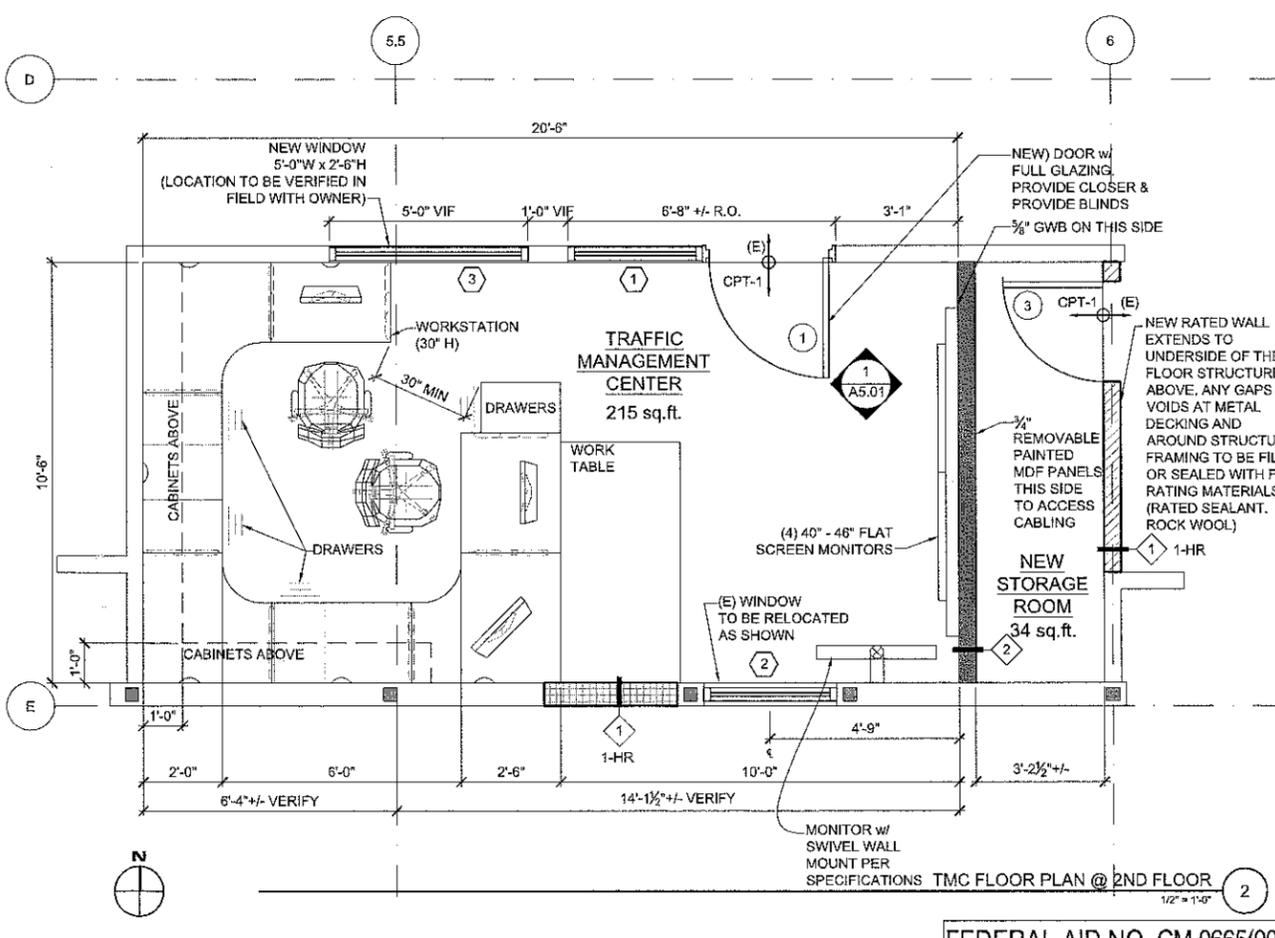
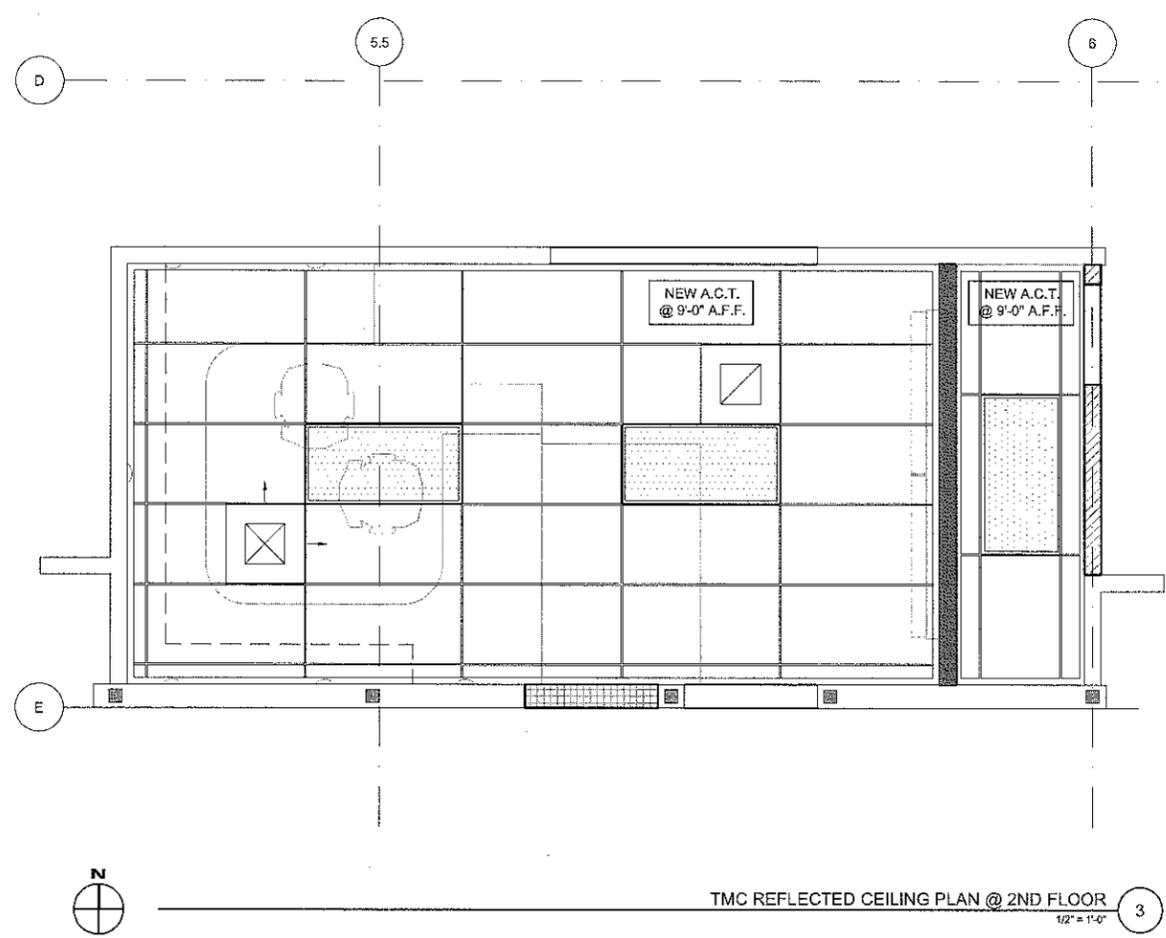
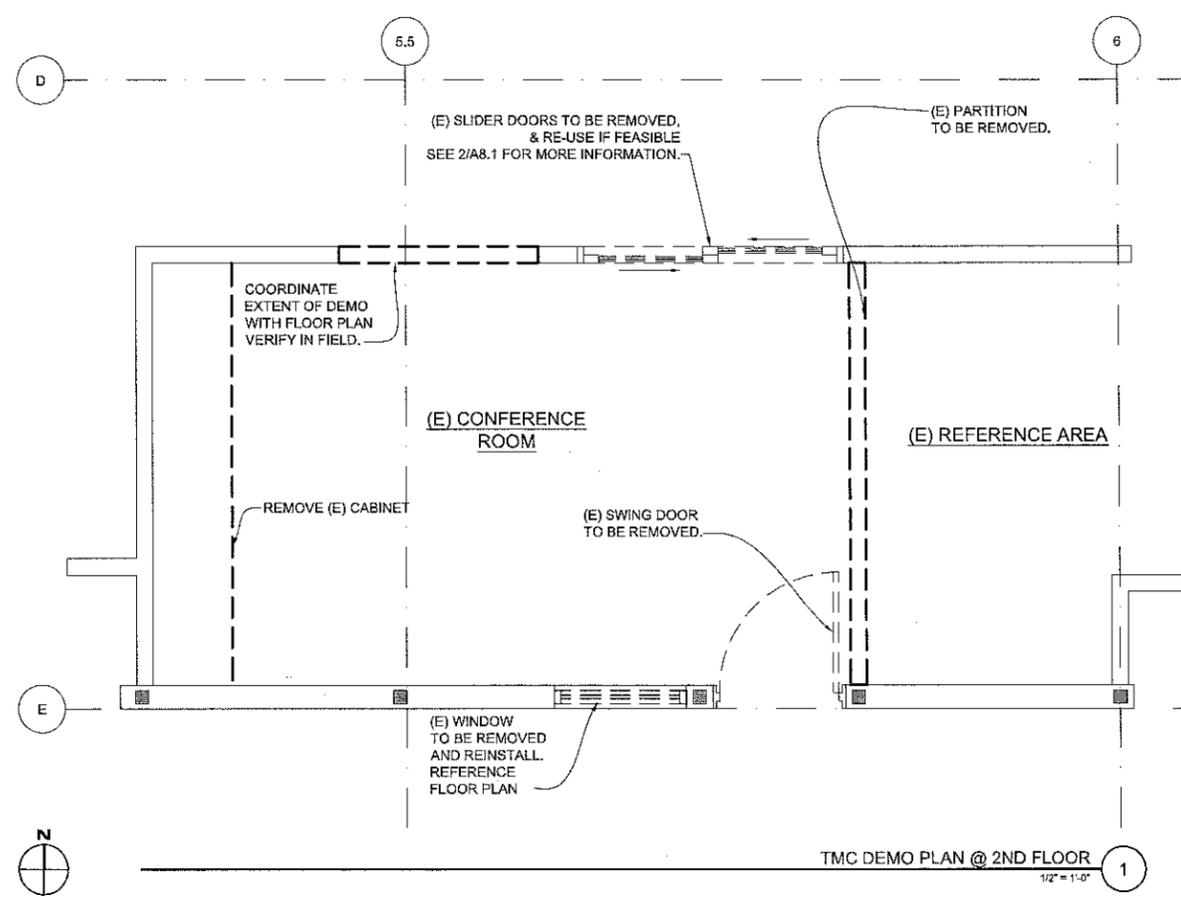
- GENERAL NOTES:**
- PARTITION DIMENSIONS ARE TO FACE OF STUD / U.N.O.
 - CONTRACTOR MUST USE EXTREME CARE DURING DEMOLITION AND CONSTRUCTION
 - FIELD VERIFY ALL (E) DIMENSIONS & NOTIFY ARCHITECT OF DISCREPANCIES
 - PER ICC/ANSI A 117.1 HANDLES, PULLS, LATCHES, LOCKS AND OTHER OPERABLE PARTS ON ACCESSIBLE DOORS SHALL HAVE A SHAPE THAT IS EASY TO GRASP WITH ONE HAND AND DOES NOT REQUIRE TIGHT GRASPING, PINCHING OR TWISTING OF THE WRIST TO OPERATE. OPERABLE PARTS OF SUCH HARDWARE SHALL BE 34" MIN. AND 48" MAX. ABOVE FLOOR.
 - REFERENCE AND COORDINATE WITH CABINET MANUFACTURER DRAWINGS FOR ALL CASEWORK ITEMS
 - EXPOSED STRUCTURE - BEAMS, COLUMNS & JOISTS - TO REMAIN
 - PATCH AND REPAIR ALL (E) WALLS AS REQUIRED.
 - DURING DEMO AND CONSTRUCTION, EXISTING FLOORING SHALL BE PROTECTED
 - ALL WALL SURFACES TO BE CLEAN, FLUSH, AND FREE OF DEBRIS AND RESIDUE.

- WALL LEGEND**
- EXISTING WALLS / COLUMNS
 - NEW WINDOW INFILL
6" 25ga STEEL STUDS OR MATCH EXISTING WIDTH @ 16" o/c w/ 3/8" TYPE "X" GWB
 - NEW FULL HEIGHT INTERIOR PARTITIONS
3 1/2" 25ga STEEL STUDS @ 16" o/c w/ 3/8" TYPE "X" GWB
 - NEW FULL HEIGHT INTERIOR PARTITIONS
6" 18ga STEEL STUDS @ 16" o/c w/ 3/8" GWB ON TMC SIDE AND MDF PANELS ON STORAGE SIDE
 - EXISTING PARTITION TO BE DEMOLISHED

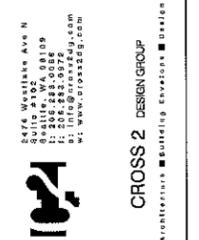
- FLOOR FINISH LEGEND:**
- (E) EXISTING FLOORING TO REMAIN
 - CPT-1 CARPET TILE 1
 - CPT-2 CARPET TILE 3
 - RB-1 4" RUBBER BASE

- LIGHT FIXTURE LEGEND**
- NEW 2X4 DIMMABLE FLUORESCENT NON-GLARE UP LIGHTING
 - NEW 8' LINEAR FLUORESCENT STRIP FIXTURE

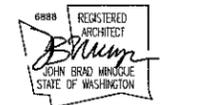
- WALL TYPE KEY**
- | TYPE | DETAIL |
|------|---------|
| 1 | 1/A7.01 |
| 2 | 2/A7.01 |



CITY OF LAKEWOOD
TMC AND CONFERENCE ROOM
6000 MAIN STREET SW
LAKEWOOD, WA 98499



CONFERENCE ROOM
FLOOR PLAN
& RCP



60% CD	09-03-13
90% CD	12-13-13
100% CD	02-21-14
CONSTRUCTION	
REVISION	
REVISION	
REVISION	

COPYRIGHT © 2014 CROSS 2 DESIGN GROUP. THESE DOCUMENTS, THE IDEAS AND DESIGN INCORPORATED HEREIN ARE AN INSTRUMENT OF SERVICE, ARE THE PROPERTY OF CROSS 2 DESIGN GROUP AND ARE NOT TO BE REPRODUCED OR IN ANY MANNER USED WITHOUT WRITTEN AUTHORIZATION OF CROSS 2 DESIGN GROUP.

DESIGN	
DRAWN	JR
CHECK	BM

A2.02

GENERAL NOTES:

- A. PARTITION DIMENSIONS ARE TO FACE OF STUD / U.N.O.
- B. CONTRACTOR MUST USE EXTREME CARE DURING DEMOLITION AND CONSTRUCTION
- C. FIELD VERIFY ALL (E) DIMENSIONS & NOTIFY ARCHITECT OF DISCREPANCIES
- D. PER ICC/ANSI A 117.1 HANDLES, PULLS, LATCHES, LOCKS AND OTHER OPERABLE PARTS ON ACCESSIBLE DOORS SHALL HAVE A SHAPE THAT IS EASY TO GRASP WITH ONE HAND AND DOES NOT REQUIRE TIGHT GRASPING, PINCHING OR TWISTING OF THE WRIST TO OPERATE. OPERABLE PARTS OF SUCH HARDWARE SHALL BE 34" MIN. AND 48" MAX. ABOVE FLOOR.
- E. REFERENCE AND COORDINATE WITH CABINET MANUFACTURER DRAWINGS FOR ALL CASEWORK ITEMS
- F. EXPOSED STRUCTURE - BEAMS, COLUMNS & JOISTS - TO REMAIN
- G. PATCH AND REPAIR ALL (E) WALLS AS REQUIRED.
- H. DURING DEMO AND CONSTRUCTION, EXISTING FLOORING SHALL BE PROTECTED
- I. ALL WALL SURFACES TO BE CLEAN, FLUSH, AND FREE OF DEBRIS AND RESIDUE.

WALL LEGEND

- EXISTING WALLS / COLUMNS
- NEW WINDOW INFILL
6" 25ga STEEL STUDS OR MATCH EXISTING WIDTH @ 16" o/c w/ 5/8" TYPE "X" GWB
- NEW FULL HEIGHT INTERIOR PARTITIONS
3 1/2" 25ga STEEL STUDS @ 16" o/c w/ 5/8" TYPE "X" GWB
- NEW FULL HEIGHT INTERIOR PARTITIONS
6" 16ga STEEL STUDS @ 16" o/c w/ 5/8" GWB ON TMC SIDE AND MDF PANELS ON STORAGE SIDE
- EXISTING PARTITION TO BE DEMOLISHED

FLOOR FINISH LEGEND:

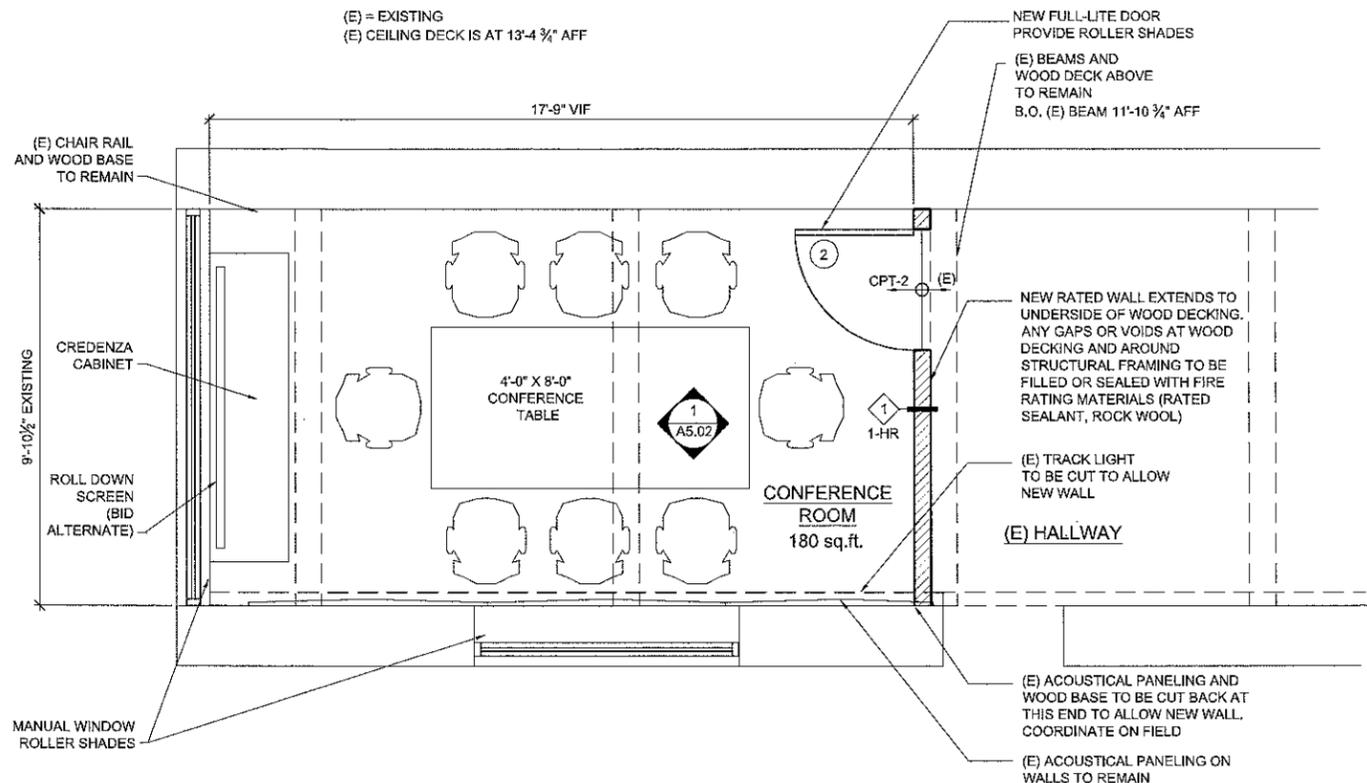
- (E) EXISTING FLOORING TO REMAIN
- CPT-1 CARPET TILE 1
- CPT-2 CARPET TILE 3
- RB-1 4" RUBBER BASE

LIGHT FIXTURE LEGEND

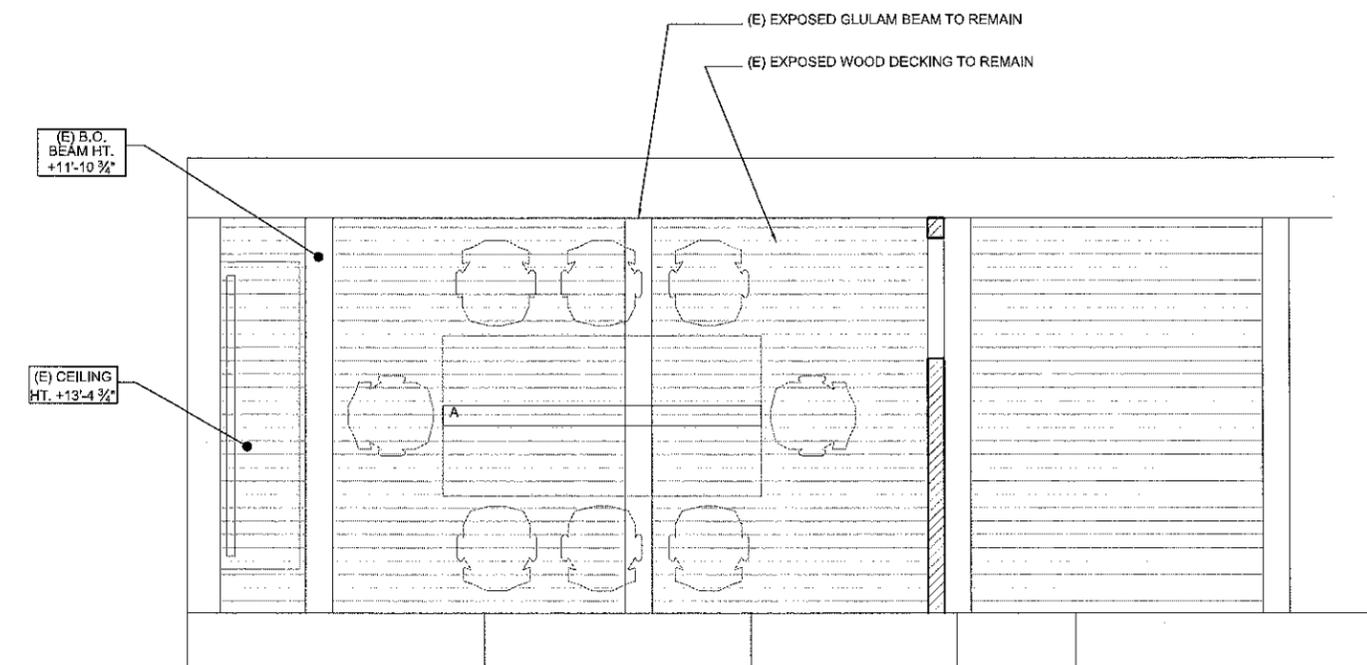
- NEW 2X4 DIMMABLE FLUORESCENT NON-GLARE UP LIGHTING
- NEW 8' LINEAR FLUORESCENT STRIP FIXTURE

WALL TYPE KEY

- | TYPE | DETAIL |
|------|---------|
| 1 | 1/A7.01 |
| 2 | 2/A7.01 |



CONFERENCE ROOM FLOOR PLAN @ 2ND FLOOR 1/2" = 1'-0" 1



CONFERENCE ROOM REFLECTED CEILING PLAN @ 2ND FLOOR 1/2" = 1'-0" 2

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED:	TITLE: Motion authorizing the City Manager to supplement the current professional services agreement with the Transpo Group in the amount not to exceed \$55,143.00 to a new total contract amount of \$259,058.00 for railroad crossing signal design related to the Madigan Access Improvement Project.	TYPE OF ACTION:
May 19, 2014		— ORDINANCE
		— RESOLUTION
REVIEW:		<input checked="" type="checkbox"/> MOTION NO. 2014-30
May 19, 2014		
	ATTACHMENTS:	— OTHER
	Supplement No. 3 Scope and Budget	

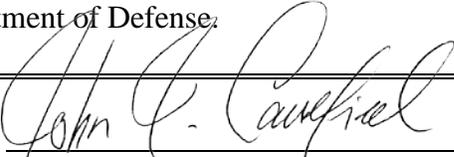
SUBMITTED BY: Don Wickstrom, P.E., Public Works Director/City Engineer

RECOMMENDATION: It is recommended that the City Council authorize the City Manager to supplement the current professional services agreement with the Transpo Group in the amount not to exceed \$55,143.00 to a new total contract amount of \$259,058.00 for railroad crossing signal design related to the Madigan Access Improvement Project.

DISCUSSION: This project will provide for vehicle and pedestrian improvements to Berkley Street, Union Avenue, and the I-5 interchange at Berkeley Street including widening of the overpass and approaching roadways by one travel lane requiring the upgrade of the Berkeley Street railroad crossing. This supplement provides for specialized sub-consultant services to support the Transpo Group in the design of the railroad crossing upgrades including: gates, lights, and railroad signalization. There are only two railroad firms that are familiar with Sound Transit / BNSF rail standards, one of which will be utilized for this project.

ALTERNATIVE(S): There is no practical alternative to completion of this work as it is highly specialized and neither current staff nor consultant firm have the expertise to complete this scope of work.

FISCAL IMPACT: Costs for this professional services agreement will be paid from the Capital Fund for the Madigan Access Improvement Project as identified in the 2014 Budget. Revenue source for these expenditures is from a grant to the City by the Department of Defense.

Prepared by	 _____ City Manager Review
Department Director	

**Transpo Group
Supplement 3
SCOPE OF SERVICES
Federal Aid Number HQ00051210036**

Madigan Access Improvement Project

Preliminary and Final Design – Railroad Crossing Signal

PROJECT UNDERSTANDING

The City of Lakewood plans to upgrade the highway traffic signal system near the vicinity of the railroad/highway crossing intersection with Berkeley Street and Sound Transit. This scope of services is for the preliminary and final design of the railroad highway crossing warning system in the City of Lakewood.

The City of Lakewood will retain a Contractor to provide design management services for this project. The City of Lakewood will provide normal and typical design services related to the overall design of this project, with Transpo Group providing signal design for the intersections of Berkeley Street with Union Avenue, and the I-5 ramp terminals.

A generalized description of the design activities to be undertaken as part of the project includes:

- A. Reconstruction of roadway, at the Interstate 5 and Berkeley Street intersection in the City of Lakewood WA.
- B. Installation of all new highway traffic signal system with operable interconnection with the grade crossing warning system within the Sound Transit right-of-way.
- C. Construction of new grade crossing warning devices at Berkeley Street. New grade crossing warning systems (controls, flashing lights, gates, cantilever-mounted flashing lights and wayside horns).

It is assumed that the Sound Transit and the City of Lakewood will provide all approvals or acceptance of the design work.

SCOPE OF SERVICES

Signal Design

Progress Rail – Hudson (hereafter referred to as Subcontractor) will provide signal design of the railway/highway crossing warning systems. The design will show the overall proposed plan for installation of warning devices, including but not limited to crossing gates with flashing lights, bells, cantilever mounted flashers, wayside horn and traffic signal interconnection.

Transpo Group will provide support services to Subcontractor to ensure that Subcontractor submittals comply with the intent of the design, response to Subcontractor design related questions, and review of proposed changes to the design. These work elements are detailed in the following task descriptions.

Crossing signal design, including number and types of warning devices, will be based on site survey information that was approved by the state and local road authorities. Approved preemption study and calculations will be provided for the design by others.

Task 1 Project Management

Deliverables

Invoices and Monthly Status Reports

Subcontractor shall be responsible for internal project management and monthly invoicing of Subcontractors activities. Subcontractor will provide the resources necessary to complete this task and provide quality control and quality assurance of design prepared by Subcontractor.

Task 2 Preliminary Design Services

Deliverables

The following deliverables will represent 30% design.

Foundation placement sketch detailing locations of railway/highway crossing warning devices and control house in relation to Berkeley Street and the railroad tracks.

Cable layout detailing proposed cable sizes, types and location to be installed for the railway crossing warning system requirements.

Railroad signal profile. The existing Sound Transit signal profile will be revised to show the proposed changes.

Preliminary cost estimate for the design, procurement, factory acceptance testing, installation and in-service testing of the proposed railway/highway crossing warning system.

It is assumed that Transpo Group will manage all subcontractor provided submittals to Sound Transit and the City of Lakewood

It is assumed that preliminary design submittals will not require the seal and signature of a registered PE.

Task 3 Final Design Services

Deliverables

Complete AutoCAD circuit plan drawings for the Berkeley Street highway/railway crossing warning systems location. These drawings will be submitted at 90% and 100% final design stages. The final drawings will be checked, sealed and signed by a PE registered in the State of Washington for each submittal.

Cable layout will be included as part of the Berkeley Street circuit design plan.

Railroad signal profile. The existing Sound Transit signal profile will be revised to show the proposed changes.

Cost estimate for the design, procurement, factory acceptance testing, installation and in-service testing of the proposed railway/highway crossing warning system.

It is assumed that Transpo Group will manage all subcontractor provided submittals to Sound Transit and the City of Lakewood

Task 4 Project Record Drawings

Deliverables

Electronic Project Record Drawings

Subcontractor will provide CADD files at each of the final design stages..

END OF SCOPE

Transpo Group
RR Crossing Signal
Supplment 3

Task 1 Project Management				151.23	132.56	80.94	61.56	
Key	Name	Description	Location Type	Sen. Engr.	Proj. Engr.	Jr. Engr.	Admin	
Project Management	Craig Bristow	As Matt's manager, Craig will coordinate the resources		8				8
Project Management	Matt Roberts	Matt will coordinate the design questions with Ryan of Transpo Group			40			40
Project Management	Andy Enloe	Andy will coordinate contract issues and schedules		32				32
Monthly Invoicing	Colleen Butler	Colleen will coordinate invoicing with someone at Transpo Group		4		16		20
Invoicing	Amie Wetterlin	Amie will coordinate contract or payment issues with someone at Transpo Group		8		4		12

Totals				Sen. Engr.	Proj. Engr.	Jr. Engr.	Admin	
Sub Total Hours:				52	40	20	0	112
Total Dollars:				\$7,864	\$5,302	\$1,619	\$0	\$14,785

Task 2 Preliminary Design - 30%								
Key	Name	Description	Location Type	Sen. Engr.	Proj. Engr.	Jr. Engr.	Admin	
Create Front sheet (s)	Andy, Matt, Bryan, John	Front sheet(s) of Berkeley Street		4	4	32		40
Create Foundation Placement Sk	Andy, Matt, Bryan, John	Berkeley St		4	4	16		24
Create Cable Layout	Andy, Matt, Bryan, John	Cable layouts of Berkeley St		2	2	12		16
update existing profile(s)	Andy, Matt, Bryan, John			1	1	4		6
PE check, sign and stamp		not required per scope agreement						0
								0
Preliminary Cost Estimate	Brian, Thomas			8	8	24		40
Financial Mgmt								0
								0

Totals				Sen. Engr.	Proj. Engr.	Jr. Engr.	Admin	
Sub Total Hours:				19	19	88	0	126
Total Dollars:				\$2,873	\$2,519	\$7,123	\$0	\$12,515

Task 3 Final Design								
Key	Name	Description	Location Type	Sen. Engr.	Proj. Engr.	Jr. Engr.	Admin	
90% design	Andy, Matt, Bryan, John	Create Berkeley plans, revise profiles.	XNG	8	40	72		120
90% Cost Estimate	Brian, Thomas	Review and update cost estimate		4	2	16		
Internal QC	Andy, Jeremy Tilsen	Review crossing design and cost estimate		16				16
PE Check, seal and sign	Rob Burkhardt	Check, seal and sign						0
100% final design	Andy, Matt, Bryan, John	Create Berkeley plans, revise profiles.	XNG	8	24	24		56
100% Final Cost Estimate	Brian, Thomas	Review and update cost estimate		4	2	16		22
Internal QC check	Andy, Jeremy Tilsen	Review crossing design and cost estimate		16				
PE Check, seal and sign	Rob Burkhardt	Check, seal and sign						0
								0
Misc	Misc							0

Totals				Sen. Engr.	Proj. Engr.	Jr. Engr.	Admin	
Sub Total Hours:				56	68	128	0	252
Total Dollars:				\$8,469	\$9,014	\$10,360	\$0	\$27,843

Totals				Sen. Engr.	Proj. Engr.	Jr. Engr.	Admin	
Sub Total Hours:				127	127	236	0	490
Total Dollars:				\$19,206	\$16,835	\$19,102	\$0	\$55,143

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: May 19, 2014	TITLE: Motion authorizing the City Manager to enter into a professional services agreement with the Transpo Group in the amount not to exceed \$59,305.00 for professional traffic engineering and planning services related to the transportation element of the Comprehensive Plan update.	TYPE OF ACTION: — ORDINANCE — RESOLUTION <u>X</u> MOTION NO. 2014-31 — OTHER
REVIEW: May 19, 2014	ATTACHMENTS: Scope and Budget	

SUBMITTED BY: Don Wickstrom, P.E., Public Works Director/City Engineer

RECOMMENDATION: It is recommended that the City Council authorize the City Manager to enter into a professional services agreement with the Transpo Group in the amount not to exceed \$59,305.00 for professional traffic engineering and planning services related to the transportation element of the Comprehensive Plan update.

DISCUSSION: The city is in the process of updating its Comprehensive Plan as required by state law. The Comprehensive Plan update shall include a transportation element outlining policies related to providing transportation needs to support proposed land use patterns and growth. The Transpo Group develops and maintains the city’s transportation model and is therefore instrumental in providing the technical support required to complete the transportation element of the Comprehensive Plan. In addition, the Transpo Group is well-versed and qualified in the state and regional requirements related to updating the transportation policy elements.

ALTERNATIVE(S): There is no practical alternative other than to not update the transportation element of the comprehensive plan. The City does not have the in-house expertise to complete the necessary modeling.

FISCAL IMPACT: Costs for this professional services agreement will be paid from the professional services budget identified in the 2014 Budget. This current 2014 budget is identified at \$50,000. It was assumed that work for the Comprehensive Plan Update would take place over two years (2014-2015), however, this scope of work has been accelerated to be completed in 2014. It is anticipated that additional budget for this line item will be required with a subsequent budget amendment. Revenue source is identified to be from Real Estate Excise Tax (REET).

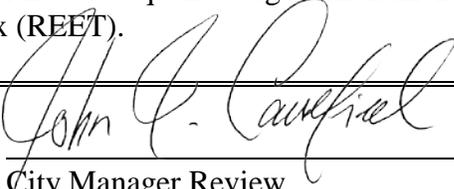
<hr style="border: none; border-top: 1px solid black;"/> Prepared by	 <hr style="border: none; border-top: 1px solid black;"/> City Manager Review
<hr style="border: none; border-top: 1px solid black;"/> Department Director	

EXHIBIT A

Scope of Services

Client Name:	City of Lakewood	
Project Name:	Transportation Element Update	
Exhibit Dated:	May 1, 2014	TG: 13318.P1

Task Approach

Based on discussions with City staff and past history supporting the existing Transportation Element and traffic model development, the following scope of services has been prepared for the 2014 update of Lakewood's Transportation Element. The primary study area will be the existing City limits.

Scope of Work

The following describes the scope of work for each of the main project tasks. It identifies the consultant work program, deliverables, and anticipated support from the City. The scope is organized into eight main tasks, as follows:

- Subtask 1: Meetings
- Subtask 2: Transportation Policy Review
- Subtask 3: Existing Transportation Conditions
- Subtask 4: Future Transportation Conditions
- Subtask 5: Long-term Transportation Project List
- Subtask 6: Transportation Element Documentation

Subtask 01 Meetings & Public Involvement Support

Team Meetings

This task covers team meetings associated with the transportation analysis. A total of three meetings with the project team are anticipated. The meetings will be scheduled in accordance with the following key project milestones:

1. Discussion of the existing transportation issues, future land use, and policies;
2. Discussion of the future needs analysis and long-term project lists;
3. Review draft Transportation Element.

Any additional meetings and/or efforts will be covered under a time and materials basis and are not included as part of this scope or budget.

Transpo Deliverables

- *Meeting materials (3 meetings).*

City Responsibilities

- *Organize and host meetings.*

Public Involvement Support

Provide meeting support to City staff during the course of the project to seek feedback and direction at key project milestones. The consultant will attend up to two meetings with either the City Council, Planning Advisory Board, Citizen Transportation Advisory Committee, or the general public. It is assumed the City is leading all public involvement efforts as established for the Comprehensive Plan Update adoption process. The consultant will prepare materials and/or presentations to support the transportation component of the Comprehensive Plan process.

Consultant Deliverables

- *Meeting attendance and presentation materials (2 meetings)*

City Responsibilities

- *Arrange and lead meetings*
- *Distribution of pre-meeting materials*

Subtask 02 Transportation Policy Review

The consultant will review the City's existing transportation and non-motorized goals and policies as documented in the current Comprehensive Plan to ensure they are consistent and supportive of state and regional policies. A focus will be on consistency with Vision 2040 requirements and a review of the City's level of service standards.

Consistency with Vision 2040

Existing goals and policies will be reviewed and possible changes will be identified to address updates to state and federal requirements. The existing Transportation Element will be reviewed to identify how and where the City's policies address the Vision 2040 requirements. It will be noted whether the City's existing policies fully comply, partially comply, or do not currently comply with Vision 2040. Strategies or revisions will be identified that the City could/should consider to meet the Vision 2040 requirements. These may be revisions to existing policies, new policies, or strategies to address the issue as part of a future update of the Comprehensive Plan.

Level of Service Standard Review

The City's existing level of service standard will be reviewed throughout the update of the Transportation Element. This will lead to potential options for refining the standard to better align with the City's overall Comprehensive Plan goals and vision.

State Highway Facilities

Comprehensive Plan policies and information regarding Washington State Department of Transportation facilities located within City limits will be reviewed and developed in coordination with City staff. Policies and information about state facilities will be consistent with current Growth Management Act requirements.

Consultant Deliverables

- *Recommended updates to the goals and policies with edits to current policies shown and recommended changes indicated (Word electronic version using the "Tracked Changes" software feature)*
- *Options for modifying the City's LOS standards*

City Responsibilities

- *Direction/comment on potential policy updates*

Subtask 03 Existing Transportation Conditions

The work completed as part of this task will provide the starting point for determining future needs. This task reviews existing LOS of roadways and intersections throughout the City based on the adopted LOS standards.

- **Existing Plans** – Transpo will review the existing Transportation Element to use as a starting point for the existing conditions evaluation.
- **Identify Areas of Focus** – The specific corridors and intersection locations to evaluate will be consistent with efforts completed in 2009/2010 as part of the model development project.
- **Traffic Data Analysis** – Transpo will collect and summarize new and/or recent traffic count data for all locations to be assessed. Roadway tube counts will be provided by the City for identified roadway segments and PM peak hour intersection turning movements will be collected for identified intersection locations.
- **Traffic Operations** – Transpo will update the City's Synchro model to evaluate intersection LOS at all locations identified previously. A spreadsheet will be used to summarize volume-to-capacity ratios for all roadway segments (similar to the tables in the existing Comprehensive Plan). Transpo will also evaluate roadway and intersection level of service and identify the existing LOS and any operational deficiencies. The findings will be summarized in an updated LOS table.

Transpo Deliverables

- *Collect up to 30 intersection turning movement counts*
- *Assemble and summarize available traffic data*
- *Update City traffic operations model*
- *Prepare summary maps of existing volumes and LOS*
- *Prepare summary table of existing roadway and intersection LOS*

City Responsibilities

- *Provide and/or collect recent roadway tube counts or intersection turning movement counts*
- *Review existing traffic volumes and resulting LOS*

Subtask 04 Future Transportation Conditions

This task will identify future transportation deficiencies based on forecasts from the City's travel demand model, consistent with recent updates used for the I-5 JBLM Vicinity IJR project. The model's future horizon year is anticipated to be 2030, and the traffic operations analysis will be updated to be consistent with the future year. Pierce County's 2030 land use report will be reviewed and compared to household information included in the current model. Transpo will coordinate with City staff regarding any necessary revisions to the model or change to the anticipated horizon year. The findings will be used to identify/confirm needed transportation improvements.

- **Model Update** – Transpo will revise the updated model being used on the I-5 JBLM Vicinity IJR project (which has a 2040 horizon year) so that it is consistent with a 2030 horizon year and the assumptions in the City's Land Use Element. This will require reviewing the model land use assumptions, as well as the regional land uses for each of the model TAZs. The City's currently planned transportation related improvements will be reviewed to verify they are reflected within the model.
- **Future Traffic Volumes** – Transpo will summarize the 2040 traffic forecasts from the model. The raw model volumes will be post-processed based on the existing conditions summary. The focus of the analysis will be on corridors and intersections evaluated as part of the existing conditions analysis. PM peak hour roadway and intersection volumes will be summarized in table and map format.

- **Future Traffic Operations** – Transpo will evaluate the 2040 PM peak hour volumes along the identified corridors and intersections, consistent with the existing conditions evaluation. The findings will be summarized in an updated LOS table.
- **Identification of Deficiencies** – Transpo will summarize the LOS deficiencies identified from the traffic operations analysis.

Transpo Deliverables

- *Updated 2030 forecast traffic model for the City*
- *Summary of future land use estimates and long-range (2040 or other) travel demand forecasts*
- *Updated traffic operations model and identification of future deficiencies*
- *Summary table of future roadway and intersection volumes and LOS*

City Responsibilities

- *Provide future land use estimates*
- *Review of traffic forecasts and resulting LOS*

Subtask 05 Long-term Transportation Project List

Transpo will work with the City in updating the long-range (20-year) transportation project list. The updated project list will include the 6-year TIP projects, plus other projects identified from previous studies. Other projects will be added to the list to address any remaining future deficiencies.

- **Improvement Evaluation** –A preliminary long-term project list will be prepared that builds from the adopted Comprehensive Plan list, the recent 6-year TIP, and results from other recent efforts. The consultant will work with the City to identify improvements that will be needed to improve transportation conditions, and which address all LOS deficiencies.
- **Project List** – The City and Transpo will work together to develop a recommended list of roadway and intersection improvement projects. Other non-capacity improvements will be integrated into the list such as safety, sidewalk, bicycle, maintenance, and transit related projects. The City will provide input on the list of projects that address safety, maintenance, transit, and roadway reconstruction or upgrades. Pedestrian and bicycle improvements will be incorporated from the City’s Non-motorized Plan. The improvements will be classified by the following types:
 - Roadway and intersection capacity improvements
 - Roadway reconstruction and upgrades
 - Safety improvements
 - Maintenance
 - Transit improvements
 - Non-motorized improvements
- **Cost Estimates** – The City will prepare planning level cost estimates for each project. The costs will be built-off cost estimates that have already been developed as part of the 6-year TIP process. The cost estimates will include items such as possible permitting and right-of-way costs.
- **Priority Tier** – The City will assign each project into one of three priority tiers that will be used to evaluate various funding strategies.

Transpo Deliverables

- *Comprehensive multimodal project list with costs estimates and summarized by priority tier*

City Responsibilities

- *City 6-year TIP*

- *Map of the future projects*
- *Planning level project cost estimates*
- *Project priorities*
- *Feedback on project list*

Subtask 06 *Transportation Element Documentation*

The Transportation Element chapter of the Comprehensive Plan will be updated based on the prior tasks to meet GMA requirements and PSRC's certification review. In addition, a background report will be prepared summarizing existing and future conditions throughout the City, and a long-term transportation project list based on the analysis findings. This document is intended to be incorporated in the City's updated Comprehensive Plan by reference.

Draft Transportation Element

A draft of the Transportation Element will be provided to City staff for review in electronic format (Microsoft Word format). It is assumed the City will make necessary updates to the document as it is reviewed by the Planning Advisory Board and City Council. The document format is assumed to be consistent with other chapters of the Comprehensive Plan.

Draft and Final Transportation Background Report

A draft Transportation Background Report will be provided to City staff for review in electronic format (e.g., a Microsoft Word and or Adobe Acrobat PDF file) that summarizes the detailed technical analysis conducted as part of the Transportation Element update. Based on comments from the City, a final report document will be prepared that can be referenced in the Transportation Element.

Consultant Deliverables

- *Draft Transportation Element Document (Word electronic version)*
- *Draft and Final Transportation Background Report (Word and PDF electronic version)*

City Responsibilities

- *Direction and file formatting of the Transportation Element to be consistent with Comprehensive Plan*
- *Review and consolidate comments on the draft Transportation Background Report*

The Transpo Group, Inc.
Cost Estimate Worksheet

Number / Project Name
13318.01 Tran. Element Update

Pay rates are effective from June 29, 2013 through June 27, 2014, within the ranges shown in the attachment.
 Only key staff are shown and other staff may work on and charge to the project as needed by the project manager.

	Project Manager	Senior Planner	Senior Engineer/Modeler	Project Engineer	Project Planner	GIS/Graphics	Project Admin
initials	JCP	PBL	BMT	JBB	KLL	TRS	AMC
job title	Prin L7	Plnr L6	Eng L5	Eng L4	Eng L1	Plnr L2	PA L3
cost rate	\$195.00	\$170.00	\$140.00	\$135.00	\$95.00	\$105.00	\$95.00

Labor:

	Work Task							Hours	Cost
1									
2	TASK 1 - Meetings and Public Support								
3	Team Meetings	12		4				16	\$2,880
4	Public Meetings	8		6		4		18	\$2,790
5	TASK 2 - Transportation Policy Review								
6	Trans. Policy Review	2	16	8				26	\$4,190
7	LOS Standards	2	12	2				16	\$2,700
8	State highway facilities	2	4	8				14	\$2,150
9	TASK 3 - Existing Conditions								
10	Count Coordination and Summary			4	10			14	\$1,490
	Traffic Operations Analysis	1		8	24		1	34	\$3,650
11	Prepare Maps	1		2		16		19	\$2,145
12	TASK 4 - Future Conditions								
13	Modeling	2	32	4		8		46	\$6,250
	Future Operations Analysis	2		4	36		1	43	\$4,445
14	Mapping of Deficiencies	1		2		8		11	\$1,305
15	TASK 5 - Project List								
16	Capital Project List / Maps	6		8	40	16	1	71	\$7,825
17	Costing and Priorities	2		4	8			14	\$1,690
18	TASK 6 - Documentation								
19	Transportation Element	18	6	4	2		1	31	\$5,355
20	Background Document	16	2	12	16		2	48	\$6,790
21									
22									
23									
24									
25									

Total Hours	75	40	32	80	136	52	6	421	
Labor Costs	\$14,625	\$6,800	\$4,480	\$10,800	\$12,920	\$5,460	\$570		\$55,655
	18%	10%	8%	19%	32%	12%	1%		

Reimbursable Expenses:

Item	Reimburs. Cost
1 Application	
2 Business Meals	
3 Mileage	\$150
4 Miscellaneous	
5 Models/Renderings/Photos	
6 Parking	
7 Records Filing	
8 Registrations	
9 Reproductions	
10 Shipping/Courier	
11 Specialty Software	
12 Supplies	
13 Bluemac data collection	
14 Traffic Counts (30 locations)	\$3,500
15 Travel, Hotel, Taxi, & Air Fare	
Sub Total	\$3,650
Total Cost	\$3,650

Subconsultants:

Firm	Subs. Cost
1	
2	
3	
4	
5	
Sub Total	\$0
Total Cost	\$0

TOTAL ESTIMATE	\$59,305
-----------------------	-----------------

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: May 19, 2014	TITLE: Inter-local Agreement with Central Puget Sound Regional Transit Authority for financial assistance in the funding of the design and right-of-way acquisition phase for 112 th / 111 th – Bridgeport to Kendrick Street Improvement project.	TYPE OF ACTION: — ORDINANCE — RESOLUTION <u>X</u> MOTION 2014-32 — OTHER
REVIEW: May 19, 2014	ATTACHMENTS: Agreement & Project Map	

SUBMITTED BY: Don E. Wickstrom, Public Works Director

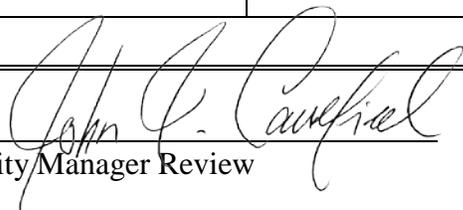
RECOMMENDATION: It is recommended that the City Council authorize the City Manager to enter into an inter-local agreement with Central Puget Sound Regional Transit Authority (Sound Transit) (WSDOT) for their financial assistance in the funding of the design and right-of-way acquisition phase of the 112th / 111th Street (Bridgeport to Kendrick) improvement project.

DISCUSSION: The City of Lakewood was awarded a Federal Transportation Alternatives Program (TAP) Grant for the design and right-of-way acquisition for roadway improvements along 112th/111th Street between Bridgeport Way and Kendrick Street. **(Continued on Page 2).**

ALTERNATIVE(S): Execution of this inter-local agreement is required to receive Sound Transit’s financial participation. An alternative would be not to execute the inter-local agreement and have the City make up the \$100,000 loss which is necessary to move forward with this grant project.

FISCAL IMPACT: Between the Federal grant and Sound Transit’s participation the City match necessary to move this project forward is limited to \$4000 as denoted in the following table. The City match will be funded by Real Estate Excise Tax (REET) funds.

	Design	Right-of-Way	TOTAL
City (REET)	4,000	0	4,000
Sound Transit	80,000	20,000	100,000
Grant	126,000	30,000	156,000
TOTAL	210,000	50,000	260,000

Prepared by _____ _____ Department Director	 _____ City Manager Review
---	--

AGENDA BILL

Inter-local Agreement with Central Puget Sound Regional Transit Authority (Sound Transit)

May 19, 2014

Page 2 of 2

DISCUSSION (Continued from Page 1):

In conjunction with submitting for said grant the City secured a commitment from Sound Transit to financial participation in the project. The project will improve 112th /111th St between Bridgeport Way and Kendrick St with curb, gutter, sidewalk, bicycle lanes, street lighting, asphalt overlay, and associated storm drainage. These improvements provide a gap closure between the sidewalks on Bridgeport Way and the completed sidewalks and pedestrian railroad overcrossing on Kendrick Street.

Lakewood Station Access Funding Agreement 2014

This agreement is dated April 11, 2014, and is between the City of Lakewood and the Central Puget Sound Regional Transit Authority (“Sound Transit”), collectively the “Parties” and individually, “Party.”

In 2008, voters approved ST2, which provides immediate and long-term funding for commuter rail and station access expansions.

The City, as part of its comprehensive plan update, created the Lakewood Station District and an urban design framework for the district. Under the plan, the district will include a mixture of intensive land uses (office, retail and high density residential), a pedestrian-oriented urban environment, and activities supportive of regional transportation. Goal LU 27.4 of the plan is to improve pedestrian and vehicular connections across the railroad tracks, Pacific Highway Southwest, and I-5.

Funding under this agreement will help the City leverage grant funding from the Washington State Department of Transportation to build upon the pedestrian crossing that it constructed in partnership with Sound Transit in 2013 to provide greater connectivity for pedestrians and bicycles coming from north and west of the rail line.

The Parties therefore agree as follows:

1. Project

The City will design and construct the project known as 112th/111th - Bridgeport to Kendrick (the “Project”) and more particularly described in Attachment A. The City will employ all persons or contractors necessary to perform the tasks and is responsible for their management.

2. Payment for Work

- 2.1 **Reimbursement.** Sound Transit will reimburse the City a maximum amount of \$100,000 for the design and right-of-way acquisition for the Project.
- 2.2 **Invoices.** The City will submit an invoice and supporting documents detailing the work completed and associated costs on the Project. Sound Transit will make a payment to the City within 30 days of receipt of appropriately detailed and documented invoices. An example of an invoice is provided in Attachment B.
- 2.3 **Insufficient Supporting Documents.** If Sound Transit determines that the invoice lacks sufficient documentation to support payment, Sound Transit will notify the City of its determination and request that City provide additional documentation. Sound Transit may withhold reimbursement for contested portions of the invoice until supporting documentation for the contested portions are provided.
- 2.4 **Overpayment.** In the event that a Sound Transit audit indicates an overpayment to the City, the City will refund the overpayment to Sound Transit within 30 days of notice from Sound Transit. However, if the City disagrees with the auditor's findings, the City may retain the alleged overpayment until the issue is resolved through an informal or formal dispute resolution process.

3. **Term**

This agreement is effective from the date in the introductory paragraph of this agreement, and will remain in effect until December 31, 2016, unless extended by written amendment to this agreement.

4. **Maintenance of Records**

4.1 **Six Years.** The City will maintain for six years after the date of payment by Sound Transit all records necessary to disclose fully the amount and disposition of the funds provided to the City by Sound Transit, supported by documents evidencing in detail the nature and propriety of the charges, the total cost of each undertaking for which the payment was given or used, the amount of the costs of the undertaking supplied by other sources, and other books, records, and documents needed for a full and complete verification of the City's responsibilities and all payments and charges under this agreement.

4.2 **Litigation.** In the event that litigation, claim, or audit is initiated prior to the expiration of the six-year period, the City will retain the records until the litigation, claim, or audit is complete.

5. **Termination for Fault**

Should either Sound Transit or the City substantially fail to perform its respective obligations under this agreement, then the Party not in default may, after first giving 10 business days written notice to cure by certified mail to the Party in default, terminate this agreement and seek relief from a court of law. A party's termination of this agreement does not waive other rights it may have against the other party such as recovery of damages.

6. **Assignment and Succession**

The City may not assign or transfer this agreement or any right or privilege under this agreement without the prior written consent of Sound Transit. Nothing in this agreement may be construed to permit any other person, corporation, government entity, or association, directly or indirectly, to possess any right or privilege under this agreement.

7. **Notices**

Any legal notice, request, consent, demand, statement, or submission that is required or permitted to be given under this agreement must be in writing and delivered to the Party representative below unless otherwise provided under a task order.

7.1 Notices in the Case of Sound Transit:

Sound Transit
Attention: Michael Williams
401 S. Jackson St.
Seattle, WA 98104
Phone: (206) 398-5000

Email: michael.williams@soundtransit.org

Should this representative become unavailable, Sound Transit consents to allowing the legal notices to be sent to Sound Transit's General Counsel at the same address.

7.2 Notices in the Case of the City:

City of Lakewood
Attention: Don Wickstrom
6000 Main St.
Lakewood, WA 98499-5027
Phone (253) 983-7737
Email: dwickstrom@cityoflakewood.us

8. Interpretation

8.1 No Third Party Rights. This agreement is for the exclusive benefit of the Parties and not for the benefit of any third party. Nothing contained in this agreement may be taken as creating or increasing any right of a third party to recover by way of damages or otherwise against the Parties.

8.2 Any forbearance of the Parties in exercising any right or remedy does not waive or preclude the exercise of that or any other right or remedy.

9. Independent Contractor

The City is an independent contractor for all purposes and the employees of the City or any of its contractors, subcontractors, lessees, and its employees, may not be deemed the employees or agents of Sound Transit. The City and its contractors will not suggest or imply any obligation or liability of Sound Transit in its contracts with its contractors.

10. Liabilities and Indemnities

To the extent permitted by law, the City will indemnify and hold harmless Sound Transit and all of its officers and employees, and will process and defend at its own expense all claims, demands, fines, penalties, charges, or suits at law or equity arising out of this agreement and caused by the acts or omissions of the City, or any of its employees, officers, or agents, or the City's breach of this agreement; provided that the City is only required to indemnify or hold Sound Transit harmless against claims, demands, or suits that are not based solely upon the negligent conduct of Sound Transit, its officers or employees; and provided further that if the claims, demands or suit is caused by, or results from, the concurrent negligence of the Parties or its officers, agents, or employees, and involves those actions covered by RCW 4.24.115, this indemnity provision with respect to claims or suits based upon such negligence are valid and enforceable only to the extent of Sound Transit's negligence or its officers, agents or employees. In the event that Sound Transit seeks indemnification for a judgment entered in an action brought by an employee of the City, the City agrees to waive, as to Sound Transit only, any immunity it may have under Title 51 RCW. The Parties acknowledge that this waiver was the subject of mutual negotiation. This waiver is limited to actions by and between Sound Transit and the City only and does not extend to the employees of either Party. The City

expressly does not waive its immunity against claims brought against it by its own employees. This indemnification and waiver will survive the termination of this agreement.

11. Complete Agreement and Amendments

This document and referenced exhibits contain all covenants, stipulations and provisions agreed upon by the Parties with respect to the Project and Project funding. All changes to this agreement must be in writing and signed by authorized representatives of the Parties.

12. Counterparts

This agreement may be executed in two counterparts, each of which is deemed to be an original having identical legal effect.

The Parties have executed this agreement the date last signed by the Parties below:

City of Lakewood

John Caulfield, City Manager

Date

Attest:

Alice Bush, MMC/AAE, City Clerk

Date

Approved as to form:

Heidi A. Wachter, City Attorney

Date

Sound Transit



Joan M. Earl, Chief Executive Officer

4/22/18

Date

Approved as to Form:



Jordan Wagner
Senior Legal Counsel

4/11/14

Date

Attachment A

Project Description

Provide curb, gutter, sidewalks, bicycle lanes, street lighting, and HMA overlay and associated storm drainage on both sides of 112th / 111th Street between Bridgeport Way and Kendrick Street.

Attachment B

Invoice Form

Invoice No. _____ Dated: _____

TO: Sound Transit
401 S. Jackson Street
Seattle, WA 98104

Attention: Account Payable and Chelsea Levy

Re: Lakewood Station Pedestrian and Bicycle Access Funding Agreement (the "Agreement").

The City's Authorized Representative certifies that the amount of \$100,000 is due and payable to the City in accordance with the provisions of the Agreement. As supported by the attached invoice and supporting documentation.

The City makes the following representations and warranties to Sound Transit in connection with this Invoice:

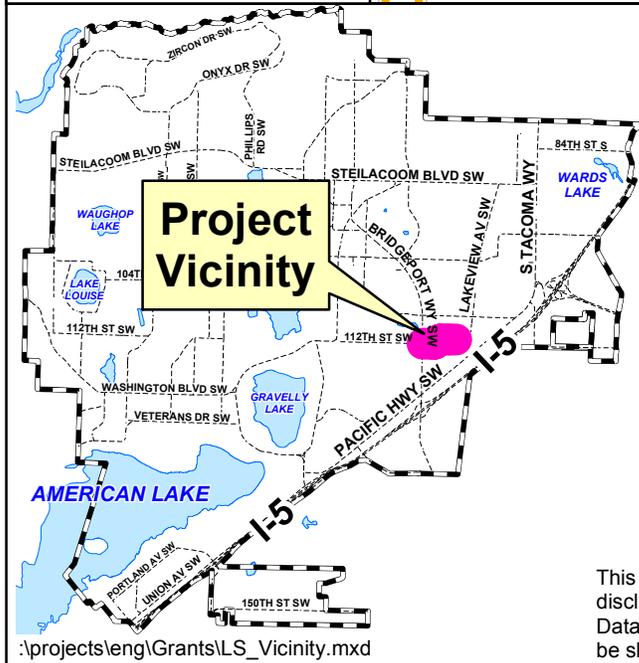
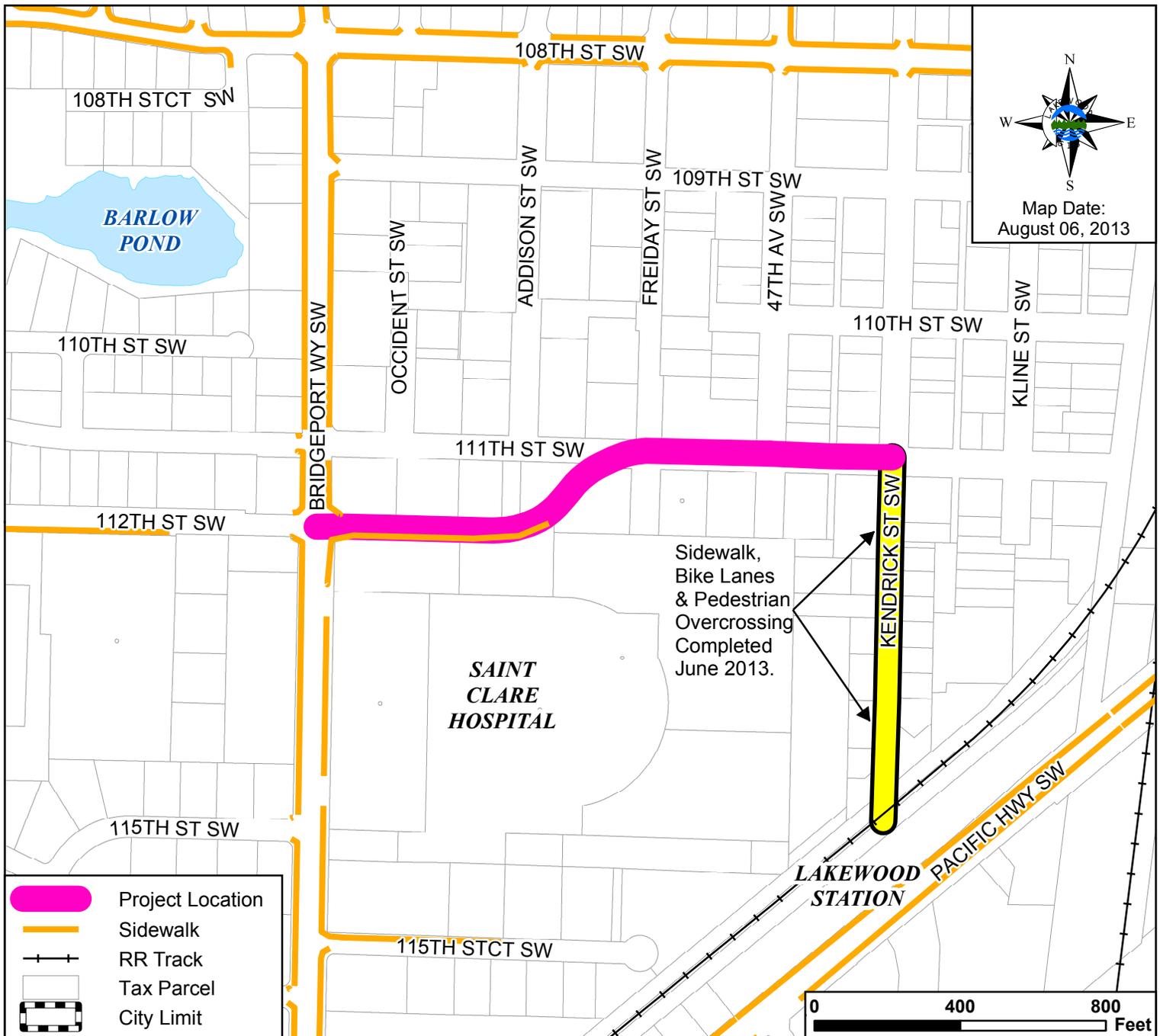
- All work performed to date has been, unless otherwise specifically stated by the City, performed in accordance with the terms and conditions of this agreement.
- The amount specified above has been computed in accordance with, and is due and payable under, the terms and conditions of the agreement, has not been the subject of any previous invoice (unless disputed or rejected for payment) and is not the subject of any pending invoice from the City.
- The Project is completed.

Any liability of Sound Transit arising from these representations and warranties are governed by the terms and conditions of the agreement.

City of Lakewood

By: _____

Date: _____



City of Lakewood Public Works

112th/111th St SW from Bridgeport Way SW to Kendrick St SW

This product was prepared with care by City of Lakewood GIS. City of Lakewood expressly disclaims any liability for any inaccuracies which may yet be present. This is not a survey. Datasets were collected at different accuracy levels by various sources. Data on this map may be shown at scales larger than its original compilation. Call 253-589-2489 for further information.

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED:	TITLE:	TYPE OF ACTION:
5/19/2014	Adoption of Lodging Tax Funding Guidelines	<input type="checkbox"/> ORDINANCE NO. <input type="checkbox"/> RESOLUTION NO. <input type="checkbox"/> MOTION NO. 2014-33 <input type="checkbox"/> OTHER
REVIEW: 5/12/2014	ATTACHMENTS: Proposed City of Lakewood Lodging Tax Funding Guidelines	

SUBMITTED BY: Heidi Ann Wachter, City Attorney

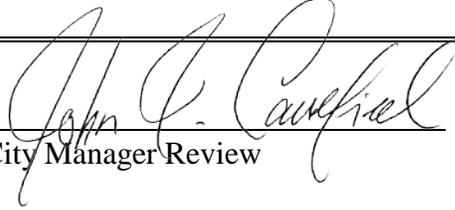
RECOMMENDATION: It is recommended that the City Council adopt the Lodging Tax Funding Guidelines.

DISCUSSION: On April 7, 2014, the City Council adopted new Code language regarding collection and expenditure of Hotel-Motel Lodging Tax. Discussion leading up to that legislative action included the need for relevant guidelines for the Lodging Tax Advisory Committee (LTAC) to use in approving submittals to recommend to the City Council for funding.

The guidelines serve as the primary policy document reflecting the City Council’s intent for use of Hotel-Motel Lodging tax revenue. Although the recommendation must come from the LTAC, the City Council has final authority over whether a particular recommendation is funded with this revenue. The guidelines can serve as the foundation for communication between the LTAC and the City Council to achieve the best use of the funds. Attached is a copy of the proposed guidelines.

ALTERNATIVE(S): The City Council can choose not approve the guidelines as proposed.

FISCAL IMPACT: The fiscal impact depends on continuing to collect the tax and the degree to which Council chooses to restrict the funds.

_____ Prepared by _____ Department Director	 _____ City Manager Review
--	--

City of Lakewood

Lodging Tax Funding Guidelines

Background

The objective of the City of Lakewood Lodging Tax Advisory Committee process is to support projects, which encourage eligible tourism and cultural activities and support tourism facilities in Lakewood. The process is reviewed annually and the guidelines are updated in accordance with reported success of existing programs, potential for new programs and changes in state law. A calendar for the application process will be established but will allow for emerging opportunities as they arise.

Objectives for Hotel/Motel Tax Funds:

- Generate increased tourism in Lakewood resulting in over-night stays at local hotels.
- Generate maximum economic benefit through overnight lodging, sale of meals and goods, and construction of tourism-related facilities.
- Increase recognition of Lakewood throughout the region as a destination for tourism.
- Increase opportunities for tourism by developing new visitor activities.

Allocation Guidelines:

- The City shall seek proposals for funding on an annual basis from organizations seeking to use Hotel/Motel Tax funds for promoting tourism or for acquisition, construction or operation of tourism related facilities.
- Organizations seeking funding must complete an application form.
- The Lodging Tax Advisory Committee shall review the proposals and make recommendations to City Council as to which applications should receive funding.
- The final funding decision will be made by City Council in the form of approval or denial of the recommendation as recommended – no amendments to recommendations will be made by the City Council.
- Once approved for funding an organization must enter into a contract and funding will be provided in quarterly installments or on a reimbursable basis.
- Organizations receiving funding must submit a report at the end of the calendar year.
- \$101,850.00 will be paid annually to the Sharon McGavick Student Center through 2027 pursuant to the City's agreement with Clover Park Technical College.
- 4% - Can be used for tourism promotion, or the acquisition of tourism-related facilities, or operation of tourism-related facilities.
- 3%- Can only be used for the acquisition, construction, expansion, marketing, management, and financing of convention facilities, and facilities necessary to support major tourism destination attractions that serve a minimum of one million visitors per year.
- The City shall maintain a reserve fund of at least 25% for future capital projects.



To: Mayor and City Councilmembers

From: Mary Dodsworth, Parks, Recreation and Com Services Director

Through: John J. Caulfield, City Manager

A handwritten signature in black ink that reads "John J. Caulfield".

Date: May 13, 2014

Subject: Amphitheatre Briefing

Staff will provide an update on the proposed amphitheater project during the City Manager's briefing to the City Council at the May 19 Council meeting. The briefing will include a summary of activities to date, review of comments from the May 8 community meeting and a copy of all correspondence received regarding this topic to date.



To: Mayor and City Councilmembers

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

Through: John J. Caulfield, City Manager 

Date: May 14, 2014

Subject: Rotary Amphitheater Proposal Update

Attachments:

1. Council Resolution # 2014-06
2. Planning Outline
3. Community Meeting Notes and Comments
4. Correspondence regarding amphitheater

Summary: The Rotary Club of Lakewood proposed supporting the funding and development of an amphitheater structure at Fort Steilacoom Park. Staff is providing an update to Council regarding the project proposal to include planning information and community response.

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 as well as how we could use this resource to help sustain site maintenance and operations. The study included ideas, concepts and strategies, not specific project details. The amphitheater concept was discussed in the plan. The amphitheater was also mentioned in the Legacy Plan and noted in the parks six year CIP.

The Rotary Club of Lakewood (Club) was interested in creating a legacy project and considered several options. They proposed raising awareness and funds to build an amphitheater structure in the central area of Fort Steilacoom Park near Waughop Lake and historic barn structures. The concept was to create a new structure that would look like a historic barn and would architecturally fit within the parks farm style setting. The structure could support a large covered stage, framework for sound and lights, storage room, greenroom and seating for up to 2500 people.

At the March 17, 2014 Council meeting the Club presented their ideas to Council for review. They indicated that they wanted to develop a partnership with the City and other civic organizations, business leaders and donors. They wanted approval from the Council so they could move the project forward and announce the project and start fundraising at the April 12, 2014 Rotary's Sportsman's Dinner and Auction. Council passed a resolution of support for the project (attachment 1).

In response to the proposed project, staff prepared a summary of site issues and possible planning requirements (attachment 2). Staff met with Pierce College, Club members and King County staff, who manage the amphitheater at Marymoor Park, to gather more information. The Parks and Recreation Advisory Board (PRAB) suggested hosting a community meeting to gather input from the Club along with park users, neighbors and other interested parties. The meeting announcement was posted in several places at the park as well as advertised in the TNT, Sub Times, Patch and City website and sent out through various social media sources. Also, anyone who e-mailed a comment in advance of the meeting was informed of the meeting date and time. On May 8, 2014 at 6:00 p.m. the PRAB hosted a meeting at Fort Steilacoom Park to review the project with the community. Despite heavy rain, approximately 100 people attended the park meeting to learn more about the project and share their ideas, issues and concerns. Staff reviewed the meeting format and emphasized that this was an information gathering meeting. Staff shared the process the City typically uses for park development projects. We reviewed potential site issues, permitting and planning requirements and noted that no City funds have been appropriated to this project (except staff time to prepare for the meeting). We also reminded everyone that they would have a chance to speak regarding the issue. If they preferred to write down their comments, we provided comment cards for them to use.

Community Response: The majority of the people attending the May 8 park meeting were not in support of the amphitheater. Most had little information regarding the project but were fearful of the impact and changes to the park that they believe would occur from the construction and events associated with the new structure. A few were open to learning more and a few stated that they thought the amphitheater was a good idea. Attachment 3 is a summary of the comments (both verbal and written) provided at the community meeting.

Correspondence: Following that are copies of correspondence received by the City regarding this issue - Attachment 4. Some comments came by post, others were e-mailed. All correspondence has been copied and pasted together to reduce space.

Next Steps: Many believed that the amphitheater project was a “done deal”. Staff emphasized that council endorsed the idea but understood that a lot of information was still needed in order to move the project forward. Staff promised to keep all interested parties informed of any updates, briefings, meetings, or actions regarding this topic.

Staff will attend the May 19 Council meeting to provide a briefing regarding the process to date. Direction is needed regarding next steps. Suggested next steps could include:

- Meeting with Club to determine their current perspective regarding project.
- More community meetings to gather input.
- More research regarding project scale.
- Business and operation information regarding similar sized outdoor facilities in the area (Marymoor or St. Michelle Winery).
- Research regarding SEPA categories and impacts.

Let me know if you have additional questions or need more information regarding a specific topic.

RESOLUTION NO. 2014-06

A RESOLUTION of the City Council of the City of Lakewood, Washington, endorsing the efforts of the Lakewood Rotary to develop an amphitheater at Fort Steilacoom Park that is in agreement with the master plan for Lakewood Parks.

WHEREAS: The Legacy Plan Capital Improvement Program (CIP) includes an amphitheater project at Fort Steilacoom Park; and

WHEREAS: The CIP lists funding from donations, sponsorships and other contributions as the funding sources for the amphitheater project; and

WHEREAS: The Rotary Club of Lakewood is requesting permission from the City to promote the amphitheatre project and start raising funds to design and construct an amphitheatre at Fort Steilacoom Park as a major club project for the community; and

WHEREAS: The Rotary Club of Lakewood has a history of successful fundraising and project implementation in the City of Lakewood; and

WHEREAS: The Rotary Club of Lakewood has represented that partnership with the City, including endorsement of the amphitheater project is the necessary first step to enable the Rotary to successfully promote awareness and raise the funds necessary to complete this project;

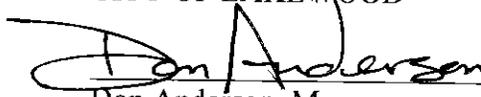
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON HEREBY RESOLVES as follows:

Section 1. The Lakewood City Council endorses the efforts of the Rotary Club of Lakewood to start the necessary planning and community information and awareness process needed to raise funds and develop an amphitheater project at Fort Steilacoom Park that is in agreement with the Lakewood master plan documents.

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, 2014.

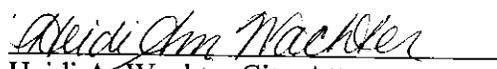
CITY OF LAKEWOOD


Don Anderson, Mayor

Attest:


Alice M. Bush, MMC, City Clerk

Approved as to Form:


Heidi A. Wachter City Attorney

ATTACHMENT 2

Amphitheatre at Fort Steilacoom Park Process Requirements and potential issues

- Community meeting(s) to discuss the topic
 - Impacts to current user groups
 - Follow up meeting or update on any changes per community input
- Project Concept
 - Scale – how will it fit in proposed site
 - Seating capacity
 - Walls and fences – permanent or temporary. Area to be accessible when not in use.
 - Barn and farming theme / aesthetics
- Business planning - Expenses (maintenance and operations, venue management, event management, security) programming and events options and potential revenue sources.
- State approval - land owner, Western State Impacts, DSHS review

Permits required:

- Conditional Use Permit – requires a hearings examiner (\$2,000)
 - SEPA – noise, light, earth, habitat, traffic, parking, etc... how wet is the land?
 - If there is no significant impact – DNS
 - Identified impacts could trigger EIS, traffic impact study, etc...
 - Archeology – meet State requirements
- Site Development Permit – grading, filling, storm water impacts
- Shoreline Permit – not sure if this is in the buffer area
- Building Permit - this is a commercial structure
 - Sewer – a building permit will require Pierce County sewer connection.
 - Water – no flow pressure (West Pierce Fire Rescue won't sign off) New facility would need to hook up to Lakewood Water.
 - Electrical – need to extend service to either PSE or Tacoma Public Utility
 - ADA access
 - Parking – may require paving of lot
- Who gets the permit - City would have to get the permits since we control the land.
- Who constructs – to be determined

ATTACHMENT 3

Meeting Notes / Questions / Themes

1. Community Involvement:
 - a. How can citizens be more involved?
 - b. How will Council hear from / respond to citizens regarding this issue?
 - c. Can the community vote on this?
 - d. Can you mail letters to neighbors when meetings occur?
 - e. How will you inform those who are not aware of the project yet?
2. Planning Efforts:
 - a. Do we have a FSP Master Plan? If not, should we follow the County Plan?
 - b. Capital Improvement Plan vs a Parks Master Plan
 - c. Have you considered any other sites – not passive and natural areas?
 - d. Is this a done deal?
3. Project Issues / Concerns:
 - a. What size is building or seating capacity?
 - b. Who will maintain building? Who will manage building, Who will clean up the site after event, (garbage / drug paraphernalia)
 - c. How often will it be used – seasonal (Washington rain)
 - d. How will we deal with traffic / parking (it will overflow into neighborhoods)
 - e. Noise, crime, reduction in property values
 - f. What are costs of similar operations / what partnerships have worked?
 - g. Permanent Restrooms?
4. Funding:
 - a. How much will this cost? How will this be funded? Will you raise my taxes to cover new costs / operations? How much have you spent to date?
 - b. Use other / current facilities – our taxes already support these operations.
 - c. Charge for parking
5. Options:
 - a. Improve water quality in lake instead
 - b. Improve entrance to park instead
 - c. Put funding into barns.
 - d. Utilize Pierce College for parking.
 - e. Get real facts before you make a decision
6. Passive Recreation – should be valued and not developed.
 - a. Keep it natural, quiet, peaceful
7. Positive response – I like the idea.
 - a. Share the park with others. Multi-use is good (but be responsible).

Amphitheatre Public Meeting
May 8, 2014 – 6:00 pm

COMMENT CARDS SUBMITTED BY ATTENDEES

- Whose ridiculous idea was this – it would ruin the entire area.
- I absolutely hate this idea. It is slippery slope to more costs. Less available to regular users. The traffic will be horrible. The park is already full on a warm afternoon or evening. When you add more traffic, you add more parking lots and bathrooms. Please scrap the whole idea. This is not an improvement.
- What is the status of the Fort Steilacoom Master Park Plan?
- With the input from the meeting this p.m. regarding a proposal for an amphitheater, how about the Rotary Club going back to the drawing board with other suggestions for their project. Allow people to respond to multiple proposals for \$\$ spent.
- Don't forget the historical value that comes with this park. Thanks.
- What about the wetland area? It is not!
- What about using the old Gottschalks location in Towne center? Parking already available.
- Would like to see the Rotary provide the \$300,000 to remove nutrient rich sediment from the bottom of the lake to eliminate recurring toxic algae blooms, i.e. make the lake safe for recreational use by park goers.
- Stay open to all comments; understand impacts. Can there be balance and resolve?
- Didn't speak tonight, but here are comments I brought. Needless to say, I'm opposed to current option.
 - This park is a treasure – a safe, serene, quiet, natural area to walk, fish, bird watch – elderly, young, etc. It is used 52 weeks a year. Only other natural park for enjoying nature is Pt. Defiance Park
 - Waughop is enjoyable through all seasons.
 - Fort Steilacoom Park already has 4 developed baseball fields, softball and soccer facilities, playground equipment, as well as a dog walk area. Please don't develop any more of the natural area.
 - If developed into a bandstand, it could become noisy – with needs involving garbage, food concessions, sewer and water development, restrooms, parking and frequent police monitor. It would be used only seasonally, but need maintenance year around and severely limit the current natural environment.
 - Less than one mile away, Steilacoom already has Pioneer Park on the waterfront, which has free weekly concerns during the summer and is also available for other concerts and weddings.
 - Sunnyside Beach Park on the Sound in Steilacoom is available for family outings
 - Pierce College, one block away, has a Performance Lounge and Theatre and has band concerts, choir concerns and jazz ensemble concerts.

- Clover Park High School and Voc Teach are within the area with grandstand facilities and ample parking.
 - Developing this lovely natural area for grandstand use with the associated concerns is not only expensive, but a detriment to the area. Many of us love this peaceful, historic area and use it frequently. It could cease to be a Lakewood treasure. I would be very, very sad to see this happen. I feel very strongly about this proposal.
- Proposed amphitheater in Park – typed comments submitted
 - Publicity for the project, especially for this public meeting, was not timely. The assumption that all people with interest in the project would be glued to The Suburban Times and/or the City Parks and Recreation web site is faulty. I know this is beyond belief, but many of the taxpayers don't even have a computer.
 - History: In past years, some very 'interesting' people have from time to time taken up temporary residence in the park. Back in those unenlightened days, what they were smoking was illegal, and apparently expensive. To supplement their income they burglarized nearby homes and rifled mailboxes.

Although I cannot attribute the mugging of an elderly jogger, whose life, health and activities were forever changed, to drugged up concert goers, I do think their presence ups the likelihood of a repeat occurrence.

A few years ago, a concert was held downhill from the college toward the lake. The crowd created a disturbance which affected the residents to the south of the site along Farwest Drive. I have no first hand knowledge of the incident, since I was out of town at the time. I'm sure the school, The News Tribune or the police can fill you in. History does not have to repeat itself!

The noise of the Civil War Re-enactment and the model boat races is infrequent and occurs during acceptable hours.

Nothing would bring back the buconic (bucolic) peace and quiet of the pigs and cows who were daily visitors at the end of our streets, and believe we, we would not want it that again. It is a joy to roam the park and see the wide variety of activities enjoyed by diverse age groups.

- Suggestions:
 - Let us know what variety of uses the new amphitheater will be allowed to host. Some of us fear a mini-'gorge' and the attendant drug induced behavior resulting in property damage and a dangerous environment. This would ruin our neighborhoods which are already suffering a downhill slide in the form of abandoned houses and unkempt lawns. The requirement for added law enforcement during and after a 'gorge' type event would be expensive, even for those of you who live far enough away to not be personally affected. As near as I can determine in the short time allowed us to prepare, that includes the City Council members, the Parks/Rec Director, and the Police Chief.
 - The soccer and baseball facilities are well located. You probably receive very few noise complaints from the hospital or the traffic on Steilacoom Blvd. Why not

site the facility on the hillside near Farwest Drive, facing the hospital, below the large parking lots instead of the proposed site that will take parking away from all the present users? I'm sure you have carefully considered this option.

- If it is too late to modify decisions apparently already made by well-meaning city officials and the Rotary Club (where do they fit in the chain of government authority?) then parking problems on event days in surrounding neighborhoods and street lighting for streets that abut the park should be added to the costs of the project.
 - I hope that a concert schedule similar to Steilacoom's (but expanded) can be worked out. Let nature and those who enjoy it retain a corner of the park. Portapotties, permanent toilets and concession stands have no place along the trails, in the woods and around the lake.
 - In any case, no matter what plan is implemented, let's not forget what our two lady state senators tried to do a few years ago, i.e., construct condos around the lake so that the park could become a source of revenue. Some of us still have enough of our marbles left to remember, even if others' don't.
 - Sorry to be (I hope) a fly in the ointment, but I/we feel somewhat blindsided by this plan. It seems to be a way of life, or at least a way of doing business for the good of the citizens of Lakewood, who don't know what is best for them. For example, the money spent on some of the Hipkins Road improvements might have been better used if some timely public input had been solicited and used during the planning phase. The same goes for some of the continual planning paving, re-planning, repaving, etc., at a few of our major intersections. We are tired of traveling through an oft-repeated maze of cones and barrels. Let's slow down and do it right the first time. It is much less expensive that way.
- Thank you for your hard work on our behalf. I know it seems like a thankless job and most of the feedback you receive is somewhat negative. The silence that seems very loud is really approval. When things go well, we often feel that is what we hired/elected you for. Thanks.
 - Great idea!

ATTACHMENT 4 CORRESPONDENCE (received as of 5/15/14)

6405 Wildaire Road, SW
Lakewood 98499-1322
May 12, 2014

Mayor Don Anderson
And the entire City Council

Dear Mister Mayor and the Council Members:

I just want to make my voice heard to advise you that the idea of creating an amphitheater in Lakewood stinks.

If the idea is to create a source of income for the city I would suggest that there must be better ways to do so.

I don't know if any of you were members of the council years ago when they came up with the idea of creating a large commercial recreation park in the area where Lakewood Ford is now located. That too was a stupid idea and thank goodness the idea fell on its face.

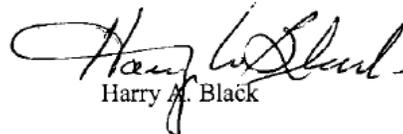
The best idea you folks should come up with is to bury the idea and let the existing park on Steilacoom Boulevard remain as it is.

I'm sure that you will make many of the people who live by the park very, very happy.

Also, if the proposal is put to the voters you're probably going to get a very big no vote.

I guarantee you that mine will be a no vote.

Sincerely,



Harry A. Black

From: Richard Sokolowski [rjsoko@comcast.net]

Sent: Tuesday, May 13, 2014 2:04 PM

To: Parks

Subject: amphitheater, Fort Steilacoom Park

As a frequent user of the park I am concerned that the Rotary Club has set the agenda for what is, or is not, appropriate regarding the park's development. Why is the Rotary determining the usage and raising funds before any public process to determine what the citizens of Lakewood and surrounding communities want in the park. Frankly, the monies raised should be spent on improving the infrastructure in the park (roads, paved parking lots, trail improvements etc.). What is the master plan for this park? Should it be a natural/nature park or full of venues for all types of activities from concerts to indoor sports facilities? Most of the people using the park prefer its natural spaces for dog walking, hiking trails, walks around the lake and the various events held there (dirt bike races, cross country races , dogathon etc.) An amphitheater I believe takes the events up a notch in noise level, potential evening events and greater congestion and environmental impacts. Unless the infrastructure issues are addressed I believe the amphitheater is not appropriate at this time and further consideration should be given for public input on a master plan for the park's future. Richard Sokolowski

From: erickson8418@comcast.net [erickson8418@comcast.net]

Sent: Monday, May 12, 2014 10:33 PM

To: Parks; Parks

Subject: park

Please don't build an amphitheater at Ft. Steilacoom Park. I think instead a band shell could be build in the town center near city hall. There is plenty of parking and it would be good for businesses.

Jeff Erickson

Rita W. (Happy) Ely
116 Haman Lane W.
Lakewood, Washington 98499

14 April 2014

Mark Blanchard
Rotary Club of Lakewood
PO Box 99786
Lakewood, WA 98496

Dear Mr. Blanchard:

I am a great fan of Rotary. I appreciate the high level of community service and involvement. However, it is necessary for you to reconsider participating in development of an amphitheater in Fort Steilacoom Park, which is a National Historic District.

The National Register of Historic Places requires caretakers to preserve the integrity of significant sites. The Fort Steilacoom Historic District includes the open prairie spaces, historic structures on both sides of Steilacoom Boulevard, the cemeteries and more. Nothing is to be constructed in a historic district that would impact the elements of the district and prevent future generations from making connections to the past. Fences for baseball fields and the play structures are not "permanent." An amphitheater would destroy the integrity of the district.

I worked with a small committee to document the features of the historic district for the National Register of Historic Places. I worked with officials of the Department of the Interior when the federal government was deciding terms of the transfer of the land and buildings on the south side of Steilacoom Boulevard for use as recreational property. Significant agreements are still in force.

An amphitheater in Lakewood is a great cause, but creating it in the National Historic District makes no more sense than an earlier plan to build a football stadium there. It does not matter what the park development plan includes. As caretaker of one of Washington's most significant historic sites, Lakewood does not have the right to destroy remnants of the Hudson's Bay farm, the U.S. Army's Fort Steilacoom nor the relics that represent development of agricultural therapy at Western State Hospital. Thank you for choosing to protect this site.

Sincerely,

Rita W. (Happy) Ely

From: Jim Taylor [mailto:taylorjc33@yahoo.com]
Sent: Saturday, May 10, 2014 12:11 PM
To: Mary Dodsworth
Cc: David Bugher
Subject: Amphitheater

Mary;

I believe the idea of the city spending a lot of money for this proposed project is bad idea for several reasons.

1 this project was proposed by an organization whose members are all people with a lot of money and even though they donate a lot of money to good causes in the community, I believe this proposal would be more self serving for them and that city funds should NOT be used for this purpose.

#2 The city is struggling to find money to maintain the facilities they have at this time. The city should NOT use its money for maintenance either.

#3 This facility would more than likely be used more often by people and organizations with greater financial resources than most people that live in the city of Lakewood.

#4 It is more than likely that a fee would have to be charged for the use of this facility and for the city to be able to recover expenses that fee would too high for most people and organizations to afford.

The basic conclusion to this is that this facility will be available the the "well to do" and everyone else gets to stay home or go else where.

I would also let you know that I have spoken to several people and every one of them has said they were against this proposal.

Jim Taylor

From: fairwind1@comcast.net [fairwind1@comcast.net]
Sent: Friday, May 09, 2014 2:59 PM
To: Parks
Subject: Proposed Amphitheater for Steilicoom Park

Dear Sirs,

We attended the tent meeting on the proposed amphitheatre on Thursday May8th. We live on Lake Louise Dr SW, about 100 yards from the Park boundary. We take a 3.5 mile walk in the park 4 to 6 times a week. We are also enrolled in Pierce Collage where we take gym classes. We own an environmental consulting business which we run out of offices in our home. We think an amphitheater in the proposed location is a bad idea for the following reasons.

1. We do not believe the venue would be used enough to justify the building and maintenance and security costs it would require. Further, the events that may be staged would bring undesirable elements that would harm the current bucolic nature of the park. Drugs, alcohol, gang activities, graffiti, traffic and even some form of taxation to support it.

2. No edifice built by man seems to be immune from the plague of graffiti. I've been all over the world, including villages in the arctic, and its everywhere, no matter how persistent the efforts to mitigate it. Even remnants are not immune, as the foundation of the old men's dorm

above the area proposed for the amphitheatre sadly shows. One of the many nice things about grass, trees and shrubbery is its very difficult to deface with graffiti!

3. There is already space in the park to hold concerts and other events as the annual Ft. Steilacoom days activities proves every year, and there is no edifice to vandalize. The collapsed barn floor could be used to build temporary platforms for bands or plays, then taken apart and stored, safe from the morons.

4. The current proposed location would be difficult if not impossible to protect from vandals. Look at the green park benches already in the park. They are built like bridges and yet **they** have been bent and broken and de-faced. I wonder how many calories it takes to vandalize one of those benches?

5. If you absolutely **had** to build an amphitheatre a much better location would be the natural bowl on the south east side of the Pierce College Campus, about 300 yards up the lake perimeter road from the proposed site. This a far superior location since it is not only a natural bowl that has the same view orientation (Mt. Rainer **and** the Lake), it doesn't get mushy from groundwater in the spring like the proposed location, and being adjoined to the campus, it would be easy for campus security to keep an eye on it. As an alumni of the theatre department at Pierce College I know that both Theatre Director Fred Metzger and Theatre Professor Patrick Daugherty would be ecstatic to have such venue for outdoor performances, classes, etc. as would not doubt the music department. That area is also state owned, like the proposed site, and is not much closer to the lake. There is already paved parking on the campus, and a couple of the buildings close to the bowl could be opened during events, (as they are now) for access to restrooms, so the sanitation issue is solved, no troublesome porta-potties. All in all it would be a wonderful addition to the campus.

I can't help but think that his whole idea is somehow a monument to some good hearted people's ambition. The desire to build something in an altruistic effort to make one's energy immortal. I think Rotary is a good organization filled with people that want to do **something-maybe anything** with all that energy. I think their energy and money would be much better spent on mitigating problems currently plaguing our community, homelessness, gang activity, child/family abuse, high school drop out rate, etc. than building something that is not necessary, that is a duplication of already existing resources, and that will inevitably become a target for illegal activity, a tax burden and a blight on a beautiful and pristine park.

I am a native Montanan. My wife is from University Place. We spent 20 years in Alaska. For 16 of it we lived 25 miles from Anchorage literally on the edge of the wilderness. The primary reason we bought the house on Lake Louise dr. was it's proximity to Steilacoom Park. To be in the middle of the megalopolis and have a little bit of pristine outdoors 100 yards away is not only our best health insurance but a true blessing. Please don't do this. Its a really bad idea. Direct your energies where they will do the most good. This is not it.

Regards, David & Leslie Pearson

From: Mike Kanter [<mailto:mikekanter98439@hotmail.com>]

Sent: Friday, May 09, 2014 4:08 AM

To: Mary Dodsworth

Subject: Amphitheater comments.

Thanks for the first opportunity for public input to speak as an interested citizen about the proposal to erect an amphitheater in Ft. Steilacoom Park. Since there has been no public information released on the amphitheater, of which I am aware, these comments have been prepared without information that may have been presented prior to my opportunity to speak.

I hope that others will also voice their opinions on the amphitheater during this public forum. Some have told me that the amphitheater is already a done deal and that coming to voice their opinions would be a waste of breath. I'm hoping that is not true and that public opinions will be considered before any final decision is made.

A Rotary member has used Marymoor Park in Seattle as an example of the possible success for an amphitheater in our park. If you include all of King and Snohomish Counties as possible areas from which to draw patrons, the number was 2 million 644 thousand, in 2010, compared to Pierce and Thurston Counties total SMSA (Standard Metropolitan Statistical Area) of 1 million 47 thousand, or almost 2 1/2 times the possible draw.

Marymoor's concert facility is a concrete pad, for the stage, and metal tubing to support lighting, audio equipment, etc. Seating is on the grass, there is no permanent seating. A net fence is erected around the concert area prior to each performance and is removed after each event. Performances are held rain or shine. Umbrellas may be used during performances. Both parking and entrance fees are required for concerts. ADA parking and provisions are made for each concert. Concerts are limited to the time between 1 June and Labor Day, although there may be an extension to the end of September this year. The concerts are no smoking, no spirits events, however they do have beer and wine concessions, from which the parks get a percentage of the concession's income.

Some of King County Park's concerns include noise bleed from the concerts (there is a sound ordinance in force) and they have a noise meter that they move around the park's perimeters. They have amplification reduced if the noise level exceeds the sound ordinance level. Another of their concerns is traffic control into and out of the park prior to and after the concerts.

I had a variety of concerns about the operational aspects of events, equipment, safety, lighting, etc. A discussion with a representative of the King County Parks staff indicated that their contracted concert promoter/producer at Marymoor Park was required to provide many services that were of concern to me. The park provides office space and "green rooms" in the mansion in the park for the promoter and entertainers.

The concerns and contracting by King County Parks should also be of concern and resolved before a final decision is made on the feasibility and construction of an amphitheater. One primary issue would be if there is a promoter/producer that would be willing to contract with Lakewood. Another is other nearby venues that might conflict with concert dates, such as Summerfest, Tacoma Dome events, Freedom Fair, Western Washington Fair events, etc.

There are a number of other issues that are of concern to me.

Who will establish the rules and regulations concerning events, their impact on the environment, and assuring that events abide by the rules and regulations? The city staff, which is probably overworked as it is? Will a new staff member be hired to oversee the amphitheater, either full or part time? If so, we the taxpayers will be responsible for that person's salary. Marymoor Park has a full time staff member dealing with the promoter and securing additional sponsorship for concerts. Has this been considered?

Who will be responsible for the continued maintenance of the amphitheater and avoid misuse of the facility by vandals, graffiti artists, etc.? Will it be the same person just mentioned, or will the Parks Dept. need additional staff for the purpose? Marymoor has little more than a concrete slab and metal tubing to consider in this area. Has this been considered?

The park's roads are already in poor condition and require regular patching of potholes. Who will be responsible for the repaving necessary to avoid regular patching with the additional traffic from the amphitheater? Where will the ADA parking and facilities be located, with assurance that mobility

impaired patrons will have an accessible walk way to and from accessible parking and toilet facilities? Has this been considered?

Who will be responsible for the installation and maintenance of lighting so that attendees leaving the amphitheater after dark will have lighting to safely get to their vehicles? Marymoor has limited lighting and patrons traverse grassy areas to get to parking places. Our graveled parking areas can be hazardous, if unlighted at night. Has this been considered?

Where will the funding come from for the operation of the amphitheater? I've been told that it might come from hotel/motel taxes, which already have their distributions determined in advance. Will this result in reduction of funding for those already receiving it, or will the taxes be increased? If the latter, will the increase result in using hotel/motel facilities in other jurisdictions which may have a lower tax rate? King County parks estimates that it costs them between \$6,000 and \$8,000 per concert for staff and staff activities at Marymoor. Most costs are covered by parking, admission fee percentages provided King County and concessionaires. They estimate that they must sell 2,000 tickets to cover expenses for each concert. How many tickets will need to be sold for Ft. Steilacoom concerts to cover city expenses. Has this been considered or determined? Will income cover expenses?

I've been told by a Rotary member that among the activities for which the amphitheater may be used is weddings. My query about the erection of permanent toilet facilities at the amphitheater site that would accommodate up to 2,500 patrons. The single porta-potty by the dog park, paid for by Protect our Pets, would be insufficient. The response, we will bring in "porta-potties." I wonder how many women, including bridal party members, dressed for a wedding, would be willing to use a porta-potty. Weddings are not held at the concert site at Marymoor. Has this been considered?

If there were to be an entry fee for concerts, etc. what would prevent individuals from sitting outside the amphitheater on blankets or on lawn chairs on the hill above the amphitheater, or outside its boundaries from enjoying the concert? Has this been considered?

The Rotary International website indicates that one of their purposes is "park maintenance." I'm not sure if erecting an amphitheater qualifies as "park maintenance." Ft. Steilacoom Park needs major road repaving, and the road around the lake needs to be replaced because of numerous areas that have been worn/eroded away. Might this be considered as a better use for Rotary funds?

Thank you.

From: rabbitmom [a.rabbitmom@yahoo.com]

Sent: Friday, May 09, 2014 12:47 AM

To: Parks

Subject: tonight's meeting

Thank you for attending tonight's meeting and allowing the citizens to voice their concerns over this proposed project. When questioned regarding statements made by yourself and Mayor Anderson in regards to the future of the park and the promise of no visible changes you said you could not recall either of you making such a statement. I have attached the two articles in which you both basically state the same thing about the park remaining as is. I hope the overwhelming negative response from those in attendance tonight will have some bearing in the decision making process. These immediate park neighbors are the folks who will be impacted the most and although outnumbered by the overall population of Lakewood should have a strong voice. As a matter of fact, I will invite you and some board members over for a BBQ some evening when an event is going on, like last years Luna Fun Run, as this may help you to get a better appreciation of what the immediate community is concerned with and the impact on those just wanting to enjoy a quiet summer evening. Thanks for your time concerning this matter.

Angela R.

From: Susan Small [susucoyote2@gmail.com]
Sent: Thursday, May 08, 2014 6:13 PM
To: Parks
Subject: Amphitheater Proposal at Fort Steilacoom Park

I am opposed to the proposal put forth by the Rotary Club to construct an amphitheater at Fort Steilacoom Park.

1. Poor infrastructure: Roads leading to the site are already crowded and would be highly inadequate for moving higher volume of traffic. Who is paying to create more unwelcome roads and traffic and where are you planning to build these roads? And what part of the park do you plan to level and cover with concrete?
2. Residential areas: This park is surrounded by many residential areas and I suspect residents would not welcome the presence of an amphitheater.
3. Noise pollution: Events of the nature envisioned for this amphitheater are loud, very loud. The performance noise from Summer Fest carries over into Steilacoom, let alone home adjacent to the park. Summer Fest is a fairly small event - certainly 3,000 people are not involved.
4. Depredation of the park lands:
 - a. People attending event will enter the park from all directions. They will trample the meadows and leave trash behind.
 - b. This park is home to one of the very few stands of Gary Oaks, a native tree. These trees are unique and support the reproduction of the rapidly disappearing Camus lily.
 - c. Birds and animals make this park their home and have no other environment in which to live, aside from yards. If this park's forests and meadow are damaged, we will suffer from that loss.
5. Lakewood has extremely limited green space. Seeley Lake hardly counts as green space and that exercise park is pathetic. In order for people to be healthy, happy and fully functional, they must have access to green spaces - not amphitheaters and huge parking lots and even more cars and traffic. This is not simply my opinion. I quote now from an article, "A Prescription for Nature," by Daphne Miller, MD, pages 54 and 55, published by The National Parks Association in their Spring 2014 issue of National Parks, their official magazine.

"Hundreds of studies have documented the effect of green space on health outcomes: In Copenhagen, living a short distance from a garden or parks has been linked to less stress and a lower body mass index. In the United States, children diagnosed with attention-deficit hyperactivity disorder (ADHD) were more able to focus in a natural setting than in either a built outdoor environment or an indoor one. Another study from the United States revealed that children in low-income housing households lowered their risk for asthma by living near areas with higher tree density. In Japan, greener neighborhoods and more parks were associated with greater longevity among the elderly. One study, published in the medical journal "Lancet," even suggests that nature exposure can help reduce health disparities, improving outcomes in poorer communities so they more closely match those of wealthier neighborhoods.

What I have noticed in my practice mirrors what has been observed in the studies: Inactive patients who initiate a new exercise regimen outdoors are more likely to stick with than those who join a gym or work out in the confines of a basement. It seems that a number of things contribute to the "stickiness": The constantly varying scenery, the camaraderie of the trail. . . my patients report a host of other benefits from their nature routine: less fatigue throughout the day, a sense of calm, better sleep, a drop in weight, and even lower blood pressure."

I am a park user for all of the reasons listed in this letter. I love this park and I am careful to leave it as a blessing of nature, paying attention to my footprint, giving thanks for this beautiful, healing place.

An amphitheater would not be a blessing.

Susan Small

From: dellenj@comcast.net [dellenj@comcast.net]
Sent: Wednesday, May 07, 2014 2:59 PM
To: Parks
Subject: amphitheater

To whom it may concern,
My husband and I are strongly opposed to the amphitheater idea. Our park is for active recreation and enjoyment of nature. The park is filled with people on sunny afternoons and evenings. They are walking their dogs, pushing baby strollers and carriages, riding bikes, walking on the open trails and around the lake. They're enjoying the peace and quiet, listening and watching for birds and visiting with friends and family.

We have NEVER heard anyone say that they wished there was an amphitheater in the park. Far from it! We don't want the noise, more crowded parking lots and being excluded from our enjoyment of the park. It seems that this huge amount of money could be much better spent on projects that need to be done in the city and also in Fort Steilacoom Park. The trail around the lake needs improvement, the broken down barn needs to be removed or money could be given to LASA for their building project to help people from becoming homeless to name a few.

An amphitheater would take away yet more of the park that the bulk of the people currently enjoy. The amphitheater would be covered with graffiti in no time. Who knows whether people would come to concerts. Some years ago Lakewood sponsored FREE concerts in the afternoon at American Lake Park. They were discontinued because of low attendance.

PLEASE do not continue to support this project.

Dr. Burton and Doris Johnson

From: Hetty Martin [HBmar54@comcast.net]
Sent: Wednesday, May 07, 2014 2:16 PM
To: Parks
Subject: ft. steilacoom park

We live across from the park, having an Amphitheater there would create a lot of traffic and noise. Lets keep the park as is.

Hetty Martin
8723 Dresden Lane S W
Lakewood.

From: Bob Martin [bhmar10@comcast.net]
Sent: Wednesday, May 07, 2014 12:30 PM
To: Parks
Subject: Amphitheater

I live across the entrance into the Park ,I there for would not like to see more traffic going into the park at night. Special events are not too bad but having the noise at night is a no- no. I do not agree with your plans.

Robert B Martin
8723 Dresden Lane SW
Lakewood, WA 98498

From: jane carter [nucrx91@gmail.com]
Sent: Wednesday, May 07, 2014 1:13 PM
To: Parks
Subject: Proposed amphitheater

Dear Lakewood Parks,
If I were to give a short answer to the proposed amphitheater it would be No; I am against it.

The long answer, while still the same, is as follows:

In the twenty some years I have been a park user I have seen many changes. The fee booth went away, baseball and soccer fields put in, the old rubble of the hospital removed, a nice playground for the kids, even a fenced play area for the four legged kids. None of which intruded on the natural wonder of the park since many of the afore mentioned changes were along a busy road. This proposal would encroach upon the park proper and lessen the quiet serenity of the environment. I have to wonder at the sheer arrogance of the Rotary to assume that their "project" would be welcomed with open arms. Who will end up paying for running the sewer line to the venue; not the Rotary I bet. Nor do I think they will pay for maintenance, cleanup and security of the venue. Perhaps the Rotary, while so officiously and assiduously raising money for a project that has not been approved as yet, ought to look at options that all park users might benefit from; repaving the lake loop, or putting a bandstand up on the road side of the park if they are so concerned about the community.

Lakewood already has a gem. Leave the park alone.

jane carter
253.968.1213

From: Sheryl Hall [sherhal01@aol.com]
Sent: Tuesday, May 06, 2014 2:24 PM
To: Parks
Subject: Proposed Amphitheater Comment

I would like to voice my disapproval of the plan to build an amphitheater at Fort Steilacoom Park. This park is a unique natural setting that is enjoyed daily by many walkers, joggers, bicyclists, bird watchers, and others. All of these activities would be negatively impacted by an amphitheater. This venue would create traffic congestion, parking issues, and unacceptable levels of noise. The proposed site is in the middle of the park, near the lake, and anyone enjoying quiet activities in the area would be overwhelmed by amplified music and disrupted by crowds and traffic. The noise and traffic issues would also impact homes surrounding the park. As examples of the park's ability to accommodate large activities, the annual Civil War Reenactment and the Dog-a-thon have been mentioned. These are isolated events that are acceptable because they occur only once a year - and many park regular users simply avoid the park when these events occur to avoid the associated congestion. An amphitheater and the traffic, congestion, and noise associated would disrupt the entire park on a regular basis and there would be no way to avoid it except to avoid the park altogether. While entertaining for the attendee's, their enjoyment would be at the expense of everyone else. For these reasons I hope that this plan is not approved.

Sheryl Hall

From: Eva Meassick [evam1@msn.com]
Sent: Tuesday, May 06, 2014 10:21 AM
To: Parks
Subject: No to Amphitheater

As a 34 year resident of the area and almost daily walker in Fort Steilacoom Park, I am opposed to the proposed amphitheater.
I still remember the problems with Hill Ward ruin and the vagrants and gang activities.
Is Lakewood prepared for the after concert activities?
The proposed location is in a very sensitive, peaceful area, close to the lake.
If the amphitheater has to be built than it should be on the slope facing Steilacoom Blvd and Far West Drive which offers a view of the Sound.
Leave the area near the Lake quiet and peaceful.

Eva Meassick
2522 Natalie Lane
Steilacoom
584 7629

From: don peters [donpeters007@gmail.com]
Sent: Tuesday, May 06, 2014 9:07 AM
To: Parks
Subject: Fort Steilacoom Park

I sure hope this project dies. What a horrible idea!

With the Town of Steilacoom concerts, Curran Apple Orchard concerts and Chambers Bay all nearby, why would this project even be considered as necessary?
Why destroy a tranquil setting, disrupt wildlife and undo a setting that is near perfect?

This park is already overburdened by soccer, baseball, playground space and is one of the last of its kind. Certainly there is nothing else like it in this vicinity.

Doesn't the Rotary have anything better to do than to ruin a one of a kind park?
Do they really think it is needed to wreck a tranquil environment?
Are they arrogant to the point they think this is a good idea?

I have yet to speak with anyone that thinks this is a good idea.

Because it is clearly one of worst things possible for this park.

Please print the name of the individual responsible for this potential calamity.

Thanks,

Don Peters

Dear Lakewood City Council Members:

This letter is in **opposition** to the development of an amphitheater at Fort Steilacoom Park.
We assume best intent on the part of the Lakewood Rotary when they decided to rush to sponsor a 2500 seat concert venue built in historic Fort Steilacoom Park. In the past the Lakewood Rotary has been at the helm of many wonderful contributions to the city. However, good intentions can have negative outcomes; especially when ideas are implemented without regard to the effects the proposed projects may have on city residents and the integrity of the Park itself. We wondered why the Lakewood City Council eagerly approved such a plan and handed it over to the Rotary without first sharing impact studies with the public. We assume those studies have been done. Our

questions led us to the newly published Lakewood Legacy Plan for Parks and we quickly realized why a Rotary member unfortunately called the amphitheater a “done deal” before citizens had any input.

We were shocked at the magnitude of projects listed in the Legacy Plan for Fort Steilacoom Park. The twenty year vision and plan for this park, which has managed to remain one of the most unspoiled treasures in Lakewood, is disturbing. The list of future projects left no doubt that the intent of our City Council and Park Department was to turn Fort Steilacoom Park into something unrecognizable from its current natural state. Artificial turf, a promenade around Waughop Lake, a paintball course, BMX track, soccer fields built off of the Angle Lane entrance, increased parking inside the Park and along Angle Lane, a multipurpose center, tennis courts, a wedding venue and an amphitheater are just a few from the array of proposed projects within the plan. We doubt many Lakewood residents are aware of the Legacy Plan, but the Rotary was already acting on plans for the amphitheater as early as February 11th before the Legacy Plan was published on the City’s website in March.

To further our disappointment in the way this project has been pushed ahead, there are multiple reports that citizens who question the wisdom of an amphitheater being built in the Park are rudely being dismissed; an attitude that if the Lakewood Rotary wants it, then be quiet. Perhaps the resistance being expressed by citizens is due to the many unanswered questions about how the proposed amphitheater impacts neighborhoods, noise, wildlife, plant life, traffic, access to areas within the park, security, and the very real possibility of alcohol consumption at sponsored events. Is it just a coincidence that our City Council reversed its ban on alcohol in Lakewood parks at the same time a Fort Steilacoom Park wedding venue and amphitheater were being championed in the TNT? Is the City ready to promise that alcohol will not be allowed at or sold at any concert at the amphitheater? How about smoking of any kind? A Rotary member, who is quite vocal in support of the amphitheater, has stated that no alcohol will be allowed. This seems in opposition to views some Council Members have made about the consumption of alcohol in parks. What is the plan and just who is in charge?

Given the lack of adequate and clear information offered up to this time by our City Council, we remain strongly opposed to an amphitheater being constructed at Fort Steilacoom Park. We look forward to all questions being answered by the **Lakewood City Council** at the May 8th informational meeting. In a TNT article Mary Dodsworth was reported to have said that public input would be sought. We appreciate this and hope that not only will input be sought, but it will be valued and taken seriously by our elected officials proving that this is far from a “done deal”.

Respectfully,

Mike and Cheri Arkell

10101 Hipkins Rd. SW

Lakewood, WA 98498

(253)584-0550

Dear Ms. Dodsworth:

Thank you for the courtesy of responding to our letter concerning the proposed amphitheater. None of the City Council members have responded to us. We sent the letter to those we felt directly responsible for the confusing and messy unfolding of the proposed amphitheater project; the City Council. You confirmed that they put this plan into motion.

You must be very aware that citizens are being told conflicting accounts of what is actually happening with this project. We have been told that Lakewood has completed all impact studies and that this project has already been approved by the City Council. Copies of detailed drawings of the proposed

amphitheater to seat 3300 people are being circulated. We trust you speak for the City Council with your assurances that no amphitheater plan has been approved and that this is far from a "done deal".

We look forward to the May 8th informational meeting and hope that all questions will be answered so rumors and/or misinformation can be addressed and corrected. We need facts. If environmental, social, economic and cultural studies have actually been completed as required in Chapter Two of the Legacy Plan, we expect them to be made public as they are essential in order for the citizens of Lakewood to make informed decisions.

We appreciate your efforts to improve communication with the residents of Lakewood. The required transparency and accountability called for in Lakewood's Legacy Plan will be welcomed.

Sincerely,
Mike and Cheri Arkell

From: James Guerrero [james@jgarch.net]
Sent: Thursday, May 01, 2014 10:27 AM
To: 'Mark Blanchard'
Cc: Parks
Subject: Rotary Amphitheater

Hi Mark,

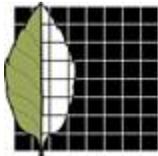
Regarding the Amphitheater project, the design is looking great! The Rotary committee and Paul Casey and Jake Galey have done a great job creating a building that works well with the barn theme and will be a great addition to the park.

The selected location is certainly very efficient in being near the current parking and services so I'm sure it is the most economical spot to locate the amphitheater. The park does, however, have a couple of other spots that are more remote, but offer some really nice views. Attached is a proposed location where, with a see-through stage the seating area could have a great view of Lake Waughop and Mount Rainier.

Can you envision a summer evening concert with the lake in the foreground and the mountain turning pink reflecting the sunset in the background? This could be a real gem for the entire region.

Attached is a simple aerial photo with a possible location. This could be moved further to the east depending on views, etc. Also attached are a couple of photos from that area showing the view of the mountain and lake. Please consider this location for the amphitheater.

Thanks,
James Guerrero, AIA



James Guerrero Architects, Inc.
7520 Bridgeport Way W.
Lakewood, WA 98499
Phone: 253/581-6000
Fax: 253/581-7239

April 27, 2014

Dear Lakewood Council Members and Park's and Recreation Board:

We are asking you to reconsider the plan to build an amphitheater in Fort Steilacoom Park.

Unless thorough impact studies are completed and made public on the effects this project will have on existing park wildlife, vegetation, historical artifacts and the adjoining neighborhoods, we are adamantly opposed to any amphitheater plan moving forward.

We also find the scope of Lakewood's Legacy Plan for Fort Steilacoom Park to be a huge concern (pp.53-55 *Lakewood Legacy Plan –A parks and Recreation Master Plan, March 2014*)

The Legacy Plan proposals are a laundry list of things to "add" to an already pristine and beautiful park; a treasured place to reflect, walk, play and enjoy wildlife and nature at its best. Please explain how artificial turf, a wedding venue, destroying fields and trees for more soccer fields, tennis courts, and concession stands, (just to name a few) help preserve the integrity of what is already there?

You might say that the Legacy Plan proposals are only a dream list and that they are not likely to happen. We disagree. The rush to draw up plans for a 2500 seat amphitheater is a clear example that whatever is on the list can happen without critical input from citizens and necessary research. You also might say that increased revenue to fund the maintenance of the Park is needed and that it can be generated by these projects. If revenue is needed, then let the Lakewood citizens know the amount and invite concerned citizens to help with solutions. We strongly suggest that those neighborhoods directly impacted by noise, traffic, parking, alcohol consumption, lights, and evening activities be represented.

Please step back from implementing the amphitheater plan while necessary steps are taken to fully research the impact this project has on Fort Steilacoom Park, Lakewood citizens and neighborhoods.

Sincerely,
Bob and Karen Colleran
6415 Wildaire Rd. SW
Lakewood WA. 98499
253-588-7592

From: Foxxlair@aol.com [mailto:Foxxlair@aol.com]
Sent: Tuesday, April 22, 2014 3:35 PM
To: daveb@pacwestlumber.com
Subject: The Lakewood Rotarian Amphitheater PROPOSAL

Dave Betz, President
Lakewood Community Foundation Fund

Dave,

Made it intact to Virginia – driving Wyoming mostly treacherous, Nebraska occasionally. We in WA, have had an easy time of winter ('14), and here, the unfurling of redbud, even today, remains tentative. But now I'm on my second load of laundry, so it's time to communicate concerns.

My purpose in writing is to discuss the “Amphitheater.” At our LCFF meeting 7 Apr, I was frankly taken aback by the apparent momentum of related events, and feel concerned for the reputation of LCFF as a supportive but prudent partner with both Rotary and City going forward.

I think it is important to pay attention to words, as words convey intent and ultimately define objective and task, prospect and outlook. My primary focus in this respect is the explicit injection of “project,” where, “proposal” seems appropriate. All parties, save a few cool heads, seem swept into this inversion of logic, pace and public participation.

The issues surrounding the *Lakewood Rotarian Amphitheater Proposal* (LRAP) are many and large. That the native tendency of City Council to become enraptured by Rotarian creative zeal now yields an implicit perfunctory swoon to suggestion solves nothing, but invites incautious advance. And at least one Rotary response to public inquiry that, “it’s a done deal,” suggest the kind of hubris and disregard that welcomes folly and misfortune for all concerned.

When one traces the antecedents of the LRAP to origin, one may find that it all hangs by a rather rudimentary notion on a someday wish list of barely practical considerations. The apparent fact of virtual realization, minus a few bucks, and consensus should be more troubling than it seems to be.

So wherefore the LCFF – How to moderate and muster Rotary and City attention to procedural and practical requirements, while acting to protect and advance the mission and integrity of the LCFF toward responsible attainment of broadly embraced community interests? That’s above my pay grade, hence I write.

I realize fully, that I am a neophyte around the table of august Rotarians, movers and shakers of Lakewood, and may be ignorant of protocol and prospect. But I am not one to miss an opportunity to engage, where responsibility and constructive action call.

I have no reservation about your sharing my communications to good purpose; hoping in particular that Larry and Judy are attuned to related concerns.

Up with thoughtful unity, and respectfully,

Bob Warfield

TEL in Lakewood, WA: 253-588-5880 (expecting return by 15 June)

TEL in the virtual city of Lansdowne, VA: 703-723-5125

From: Foxclair@aol.com
Sent: Monday, May 12, 2014 7:55 AM
To: hoseaj@bgcsps.org
Cc: daveb@pacwestlumber.com
Subject: Re: Meeting - Will the tail wag the dog?

Judy,

THANK YOU and DAVE for your note and invitation to comment. In fact, I have serious reservations about the "project" (foremost that it should be considered a PROPOSAL), and apparent assumptions that seem to *impose* rather than *propose*.

My chief concern is that LCFF not get sucked into a Rotary whirlwind without caution for public process and attendant community consideration. I tried to express this in a note to the top of our flagpole (Dave); and shared with Mary Dodsworth some information about the remarkable venue serving Ketchum - Sun Valley. I think there's a great deal to be learned from them/it. A *truly active* amphitheater in Fort Steilacoom Park could change the park and surrounding community in ways we may not foresee.

Mary has info; ... and we might keep in mind that Ketchum - Sun Valley may envy our reputation for inclement weather.

Are we too eager to emboss the edifice of "achievement/progress" with heraldry? We ALL should be careful that "Service above self" is not inverted, leaving a plaque to label a dysfunctional or unused monument laying abandoned claim to public space.

I'm ignorant of result from any convocation about the amphitheater at city hall; but it may be wise for LCFF to counsel moderation of enthusiasm pending process and a reasoned consideration of broader implications. It would be a mistake, I think, to confuse this proposal, and its complexities of venue operations, with the playground installation at Fort Steilacoom Park.

Whatever decisions ensue, we should do our best to keep LCFF on top of the game while maintaining solid and cordial relations with Rotary friends and City. And should not forget that contributions to the RME could become *the sustaining enabling basis* for similar enhancements (projects) in years to come. What would it take for us to raise a million for Lakewood?

Regards to all, with appreciation,

Bob W

PS: Expect to return to Lakewood around 15 June.

From: A GARDNER
Sent: Thursday, May 15, 2014 3:40 PM
To: Mary Dodsworth
Subject: Amphitheater Project

The following Northway SW households are represented by this presentation: Johnson, Heyman, Weinberg, Gardner, Russell, Semrau and Spence. As immediate neighbors of Ft. Steilacoom Park (FSP) and, therefore, directly impacted by its use, we are unanimously opposed to the proposed FSP amphitheater project. Our objections are based not on capricious, knee-jerk reactions to something new and different but, rather, on years of experience living next to the park. The first household among us was established in the neighborhood in 1963 and the most recent in 1998. While we appreciate that the intent of the project is to provide an entertainment venue and increase commerce for the City of Lakewood (CoL), FSP is not an appropriate location for such an undertaking.

According to Parks Director Mary Dodsworth's comments at the 8 May 14 community meeting regarding the amphitheater, just under one million people visit the park annually. As FSP neighbors, we live with that every day and fully appreciate the draw of such a beautiful, historic and open space. We don't mind sharing the jewel in our backyards. To date, sports events in the park have been relatively unobtrusive. Parking is contained within the designated areas, we hear cheering and clapping in the distance and, in the case of tournaments, the occasional individual on a microphone. The dog park has blended reasonably well into FSP, but related parking is a problem for some, primarily in the vicinity of the Elwood/Angle intersection. Two or three times each summer there are large, loud and crowded community events. Speakers blare, the music thumps away all day, and traffic in and out of the neighborhood and within the park becomes clogged. Our homes vibrate and our windows rattle all day and into the night. All of this occurs during summer months when residents enjoy the opportunity to throw open windows, to spend time gardening, or to simply relax outside. It is also a time when the majority, without air conditioning, must open windows late in the day to cool their homes. Instead, the noise drives us into our homes, trapped behind closed windows and doors, which still cannot protect us from the incessant thumping. Two or three times a year this activity is tolerable. We understand that these are large, family-oriented events not easily accommodated elsewhere in the city at this time. However, having to endure this scenario every weekend, throughout the summer months, would significantly and adversely impact the quality of life of every person living around the perimeter of the park. One also has to wonder about the potential emotional impact on the Western State Hospital (WSH) population and, thereby, the working conditions and safety of the staff there. Realistically, if the amphitheater is to be a money-making endeavor, events would have to be scheduled for as many summer days/weekends as humanly possible to compensate for the nine months of the year when guaranteed use would not be practical. This would effectively destroy our ability to enjoy relaxed, peaceful weekends in our own homes and gardens and, ultimately, significantly lower our property values.

Some project proponents at the 8 May 14 meeting suggested that previous changes to other CoL parks had not resulted in increased crime or other issues, with specific reference to the skate park off Bridgeport Way. However, that is a very different situation. That park was a patch of green the size of a postage stamp sitting immediately adjacent to one of the busiest streets and near one of the busiest intersections in Lakewood. It was also an opportunity to give mostly good kids, frustrated by the lack of an outlet for their chosen sport, somewhere legitimate to congregate and enjoy that sport, thereby occupying their time with something other than mischief and, consequently, freeing up law enforcement time that had been occupied by that mischief. FSP is a far different story.

As neighbors of the huge FSP property and the road that hugs its eastern border, we already suffer traffic screaming back and forth on that road at all hours of the night, stereos booming. We frequently cannot enter the park from Elwood via any of the footpaths without both humans and animals having to carefully navigate the broken glass scattered across the pathways from alcohol bottles which appear to have been tossed from those vehicles. On 8 May, in broad daylight, with a crowd of people clearly visible mere yards from the parking lot, we couldn't even get through a 90 minute meeting without someone's car apparently being broken into and items stolen. With park use increased by perhaps an additional million visitors and weekly events involving hundreds of vehicles, it is unrealistic to believe those problems won't explode exponentially and carry on into the night, long after the event has ended and additional law enforcement has left the area. Historically, without any event taking place in the park, it has not been at all uncommon to hear multiple gunshots coming from FSP during the night, which have no connection to law enforcement activity in the area. It is highly probable, regardless of any alcohol and drug regulations which might be imposed, that substance abuse will occur at or around such large gatherings. That will leave us, neighbors and passive users of FSP, with broken glass, discarded drugs and drug paraphernalia and, very probably, used condoms scattered about the area, all presenting a significant health and safety hazard, not only to children and pets, but to walkers, runners, or anyone who wants to relax on a bench or sit on a log. In order to fully address the issue, law enforcement patrols would have to be added well into the night following any event simply to ensure the safety of our neighborhoods.

We are also gravely concerned about the impact the noise and human activity related to an amphitheater would have on the flora and fauna of the park, and the increased potential for a serious fire incident. With FSP hydrants apparently not meeting current industry standards and increased human activity packed into a fuel-rich environment, the likelihood is high that a fire could have catastrophic consequences for residents of both FSP and the surrounding neighborhoods. There are multiple bird species nesting around the lake and birds of prey, deer, fox, coyotes and rabbits throughout the park. The incursion into their homes of massive numbers of humans, combined with the noise repeatedly blasting from speakers for hours at a time, cannot help but have a profound impact on those creatures and the natural world in which they live. This would only be compounded by emissions and contaminated run-off from thousands of vehicles additional to what FSP must already absorb. Once such damage has been done to our park, and to those who inhabit it, it is unlikely it would ever be undone.

While those of us living in the immediate vicinity of FSP would be most significantly impacted, we have to wonder about the traffic impact on the balance of the city by major regional events held at FSP, as has been suggested. There are no simple and direct routes from I-5 to FSP that would not severely increase traffic through any number of neighborhoods, unlike an event held at an alternate site, such as Clover Park High School (CPHS) or the Lakewood Towne Center (LTC). Certainly both of those locations have large areas of paved parking, an abundance of lighting, plumbing to accommodate rest rooms (if they don't already exist), and already experience noise levels far exceeding the "norm" of FSP. Perhaps the money generously offered by the Rotary Club would be better spent expanding or renovating the existing CPHS stadium facilities or partnering with the LTC ownership to turn the old Gottschalks site into a useable space to draw concert goers not only into the city, but into the heart of its retail center.

As alluded to previously in this letter, there are innumerable issues which accompany placing a venue such as the proposed amphitheater project within the "wild" setting of a property like FSP and within a residential neighborhood. Although half of the construction project cost has been offered by

Rotary, the cost of related issues such as maintenance , security and increased law enforcement in surrounding neighborhoods is likely to far outweigh income from events, thereby shifting the burden of those issues to the same taxpayers whose quality of life has been diminished by its very existence.

We greatly appreciate Rotary's offer to provide something positive for the community, but we feel the placement of the amphitheater project is ill-advised, at best. If the Rotary Club wishes to provide positive enhancement to FSP, perhaps they could partner with CoL and the State of Washington to upgrade the water and hydrant lines to the current industry standard, thereby providing better protection for historic FSP, WSH, and area neighbors. Granted, this is not as glamorous a project, but certainly one vital to FSP and the immediate vicinity and, thereby, to the City of Lakewood.

Amphitheater Concerns

- 1) Environmental impact assessment needed regarding:
 - a) traffic
 - b) increased emissions/run off from additional vehicles/parking
 - c) noise levels
 - d) impact on wildlife (including pushing them out of available space and nesting birds/animals)
 - e) impact on native plants/grasses
- 2) Traffic patterns/control (i.e. access to the park, routing from I-5, etc.)
- 3) Venues
 - a) Will additional charges be added to performers' contracts to pay for additional law enforcement patrols in surrounding neighborhoods for several hours after each event?
 - b) How will the City protect against discarded drug paraphernalia and drug remnants?
 - c) What measures will the City take to ensure cleanup AROUND the park of discarded alcohol containers/garbage and drug paraphernalia?
- 4) What, exactly, is included in the \$300,000 projected cost for the amphitheater?
 - a) Which additional projects will be completed in conjunction with the amphitheater itself?
 - b) What is the time frame for support projects?
 - c) Who/what will cover the costs of related projects needed?

Additional concerns regarding maintaining family-oriented nature of venue.

1) Family-oriented

How will that be ensured so those trying to enjoy the park or living around it will not be offended by content and do not have their children exposed to inappropriate material?

2) Control

If the amphitheater is to be rented, how does the City ensure "the right" groups are allowed without being sued over discriminatory practices? (Will someone be reading through all lyrics of proposed musical presentations?)

April 28, 2014

Dear Members of the Lakewood City Council:

Imagine this: Every summer week-end is anything but restful. You live in one the neighborhoods across from Fort Steilacoom Park where the city is sponsoring concerts, hosting weddings and allowing alcohol to be sold and consumed. The noise you are forced to hear prevents you from enjoying the solitude of your own backyard. Is this what you would choose for your own family? We are writing to strongly oppose the planned installation of an amphitheater and wedding venue where the current barns exist and we question the wisdom of the City of Lakewood's Legacy Plan for Fort Steilacoom Park.

First of all, it appears that the cart got ahead of the horse when the Lakewood Rotary shared their amphitheater plans and design in the Tacoma News Tribune. A quick check of Lakewood City Council minutes as well as minutes of Rotary meetings indicates that the idea of an amphitheater was suddenly embraced because it was on a master plan of proposed projects known as the Legacy Plan. We were unable to locate any published accounts of environmental studies done to support the building of a concert venue next to Waughop Lake. Nor were we able to find any studies conducted on the impact to neighborhoods which are directly affected by the noise. Current concerts performed at the Park already impact neighborhoods. Did anyone not think to ask? That noise is tolerated because it is infrequent; a Summer Festival is not a weekly event.

Besides the noise effects, we are concerned about the City Council's abrupt change of view concerning the consumption of alcohol at city parks. It appears that the long term plan may be to use concerts and wedding venue rentals as a way to generate revenue with alcohol permits allowed. If this is true, then the effects of that decision have implications for those who live near the park and for those families who use the park as intended; a place for simple walks and time enjoying nature. Encountering intoxicated party goers, drunk drivers, and increased fences and security is not something that enhances the park experience.

Perhaps the rationale behind turning Fort Steilacoom Park into a party attraction means increased revenue for the city, but it does not mean those ideas are well founded. The Legacy Plan is alarming; an amphitheater being just one of dozens of proposed projects designed to modernize the Park experience. We are not opposed to improvements. However, ideas being pushed forward without adequate study and the input from neighborhoods most affected are not acceptable.

We live on Elwood Drive which is directly across from the Park. We already experience the increased noise and traffic during special events. And, we walk regularly in the Park along with many other Lakewood families who are there to enjoy what nature has provided. We strongly oppose an amphitheater, wedding venue, alcohol consumption and quite a few of the very troubling "projects" listed on the Legacy Plan for Fort Steilacoom Park. Please take more time to thoroughly investigate the wisdom of a 2500 seat concert venue.

Sincerely,

A handwritten signature in cursive script that reads "Dave + Marilyn George". The signature is written in dark ink and is positioned above the typed name.

Dave and Marilyn George

9201 Elwood Dr. SW

Lakewood, WA 98498