CALL TO ORDER

ITEMS FOR DISCUSSION:

(  4)  1. Joint Lakewood’s Promise Advisory Board meeting.

(13)  2. Review of the 2014 Comprehensive Plan amendments. – (Memorandum)

(16)  3. Review of the 2014 budget amendments. – (Memorandum)

(35)  4. Review of the 2015 property tax levy. – (Memorandum)

(50)  5. 2015-2016 Proposed Biennial Budget Department Presentations. – (Memorandum)

- Police
- Municipal Court

BRIEFING BY THE CITY MANAGER

ITEMS TENTATIVELY SCHEDULED FOR THE NOVEMBER 3, 2014 REGULAR CITY COUNCIL MEETING:

1. Proclamation recognizing Lakewood Mayor Emeritus Bill Harrison. – General Bill Harrison, Lakewood Mayor Emeritus

2. Proclamation proclaiming the month of November 2014 as Veterans Appreciation Month. – Ms. Anne Sprute, CEO, RallyPoint/6

3. Proclamation recognizing Carlene Joseph, 2014 Association of United States Army (AUSA) National Award recipient of the Major General Anthony J. Drexel Biddle Medal. – Ms. Carlene Joseph, Vice President of Military Relations, Harborstone Credit Union

http://www.cityoflakewood.us

The City Council Chambers will be closed 15 minutes after adjournment of the meeting.
4. Tacoma Regional Convention & Visitors Bureau Year-to-Date Progress and Activities. – Mr. Bennish Brown, President and CEO

5. This is the date set for a public hearing on the proposed 2015-2016 Biennial Budget and 2015 property tax collection. – (Public Hearings and Appeals – Regular Agenda)

6. This is the date set for a public hearing on the proposed 2013-2014 Biennial Budget amendments. - (Public Hearings and Appeals – Regular Agenda)

7. Authorizing the execution of a purchase and maintenance agreement with Xiologix, in the amount of $95,631.50, to implement an information technology unified storage solution to increase storage capacity. – (Motion – Regular Agenda)

8. Authorizing the execution of an agreement with Tri-Tec Communications, Inc., in the amount of $193,218.77, for a phone system. – (Motion – Regular Agenda)

9. Authorizing the execution of an amendment to the interlocal agreement with West-Pierce Fire District 3 regarding emergency management coordination services. – (Motion – Regular Agenda)

10. Authorizing the execution of a grant agreement with the Washington State Military Department for Homeland Security Emergency Management. – (Motion – Regular Agenda)

11. Approving the 2015-2017 State Legislative Agenda. – (Motion – Regular Agenda)

CITY COUNCIL COMMENTS

ADJOURNMENT

http://www.cityoflakewood.us

The Council Chambers will be closed 15 minutes after adjournment of the meeting.
WEEKLY MEETING SCHEDULE
October 27, 2014 – October 31, 2014

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct 27</td>
<td>7:00 P.M.</td>
<td>City Council Study Session</td>
<td>Lakewood City Hall</td>
</tr>
<tr>
<td></td>
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<td>Council Chambers</td>
</tr>
<tr>
<td>Oct 28</td>
<td></td>
<td>No Meetings Scheduled</td>
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</tr>
<tr>
<td>Oct 28</td>
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<td>No Meetings Scheduled</td>
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<tr>
<td>Oct 29</td>
<td>6:30 P.M.</td>
<td>City Council Special Meeting</td>
<td>Lakewood City Hall</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Conference Room 1E</td>
</tr>
<tr>
<td>Oct 30</td>
<td>6:00 P.M.</td>
<td>Pacific Neighborhood Association</td>
<td>Children of the Light Ministries</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5105 Solberg Drive SW</td>
</tr>
<tr>
<td>Oct 31</td>
<td></td>
<td>No Meetings Scheduled</td>
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</tr>
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</table>

TENTATIVE WEEKLY MEETING SCHEDULE
November 3, 2014 – November 7, 2014

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
<th>Location</th>
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<tbody>
<tr>
<td>Nov 3</td>
<td>4:30 P.M.</td>
<td>Arts Commission</td>
<td>Lakewood City Hall</td>
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<tr>
<td></td>
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<td></td>
<td>3rd Floor, Conference Room 3A</td>
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<tr>
<td></td>
<td>6:00 P.M.</td>
<td>Youth Council</td>
<td>Lakewood City Hall</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3rd Floor, Conference Room 3A</td>
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<tr>
<td></td>
<td>7:00 P.M.</td>
<td>City Council</td>
<td>Lakewood City Hall</td>
</tr>
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<td></td>
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<td></td>
<td>Council Chambers</td>
</tr>
<tr>
<td>Nov 4</td>
<td>5:30 P.M.</td>
<td>Parks and Recreation Advisory Board</td>
<td>Lakewood City Hall</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1st Floor, Conference Room 1D</td>
</tr>
<tr>
<td>Nov 5</td>
<td>5:15 P.M.</td>
<td>Public Safety Advisory Committee</td>
<td>Lakewood Police Station</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Multi-Purpose Room</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>9401 Lakewood Drive SW</td>
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<tr>
<td>Nov 6</td>
<td>9:30 A.M.</td>
<td>Civil Service Commission</td>
<td>Lakewood City Hall</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>1st Floor, Conference Room 1E</td>
</tr>
<tr>
<td></td>
<td>6:30 P.M.</td>
<td>Tillicum/Woodbrook Neighborhood Association</td>
<td>Tillicum Community Center</td>
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<tr>
<td></td>
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<td>14916 Washington Avenue SW</td>
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<tr>
<td>Nov 7</td>
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</table>

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.
2014-15 Lakewood’s Promise Advisory Board (LPAB)

Members:
Clayton DeNault, Chairman - Lakewood Family YMCA
Kathy Bressler, Vice Chair - St Clare Hospital
Elvin Bucu - Lakewood Boys and Girls Club
Mary Dodsworth - City of Lakewood
Dr. Lonnie Howard, Clover Park Technical College
Dr. Michele Johnson - Pierce College
Debbie LeBeau - Clover Park School District
Bianca Vieyra - Lakewood Youth Council
Dr. Claudia Thomas - Community Activist
Judi Weldy - Care Net Pregnancy and Family Services
Ellie Wilson - Community Activist

Council Liaison:
Councilmember Mary Moss

Meeting Schedule:
Second Thursday of each month at 7:30-8:30 a.m. in Room 3A

LPAB Significant Accomplishments To Date:
- Dynamic Board representing agencies that serve youth from birth through college.
- Presentations representing one of the five promises occurring in Lakewood at monthly Board meetings (CIS, CHOICE, Fish Food bank, YMCA).
- Facilitated Lakewood being named 6-time winner of 100 Best Communities for Young People.
- Integrated Youth Council member onto Board.
- Featured Promise activities at monthly Lakewood Community Collaboration meetings.
- Redeveloped Lakewood Promise Website showcasing Lakewood Youth/family activities and incorporating social media and other youth “links”
- Brought partners together in 2013 to implement an inaugural Maker Faire for Lakewood. Doubled enrollment of makers and visitors in 2014.
- Established a presence at the Farmers Market to promote Lakewood’s Promise, youth activities and mentoring opportunities.
- Developed Safe Places Task Force to map safe places, to evaluate teen late night programs and create a plan to expand offerings.

Current Work Plan:
- 1st Promise (Caring Adults)
  Vision: Every youth has ongoing relationships with mentors from an early age through high school graduation and beyond
  • Identify and support mentoring opportunities in Lakewood.
  • Train mentors to be work with teens in late-night activities.

- 2nd Promise (Safe Places)
  Vision: Every youth has safe places to go that include safe structured activities, within walking distance from home or with access to transportation to and from this place, during all their school years.
  • Initiate a “floating” teen late night program using successful models and best practices that is supervised by a traveling staff from various agencies/colleges.
  • Inventory and map safe place resources within Lakewood
  • Maintain website/calendar/blog and promote connections to social media for teen activities
• Work with Youth Council to explore more options to ensure all youth have safe places to go.

• 3rd Promise (A Healthy Start)
  Vision: A culture of healthy start basics ranging from access to medical/dental care, a healthy diet and physical activity is prevalent in Lakewood, both in and out of the home.
  • Utilize the Healthy Start Task Force (HSTF) to meet the “community committee” needs for the CPSD Food Services.
  • The HSTF will develop a pilot program to address school based healthy eating and reduction of food waste in the schools.

• 4th Promise (Effective Education)
  Vision: Every youth is given opportunities to gain marketable skills to help them choose their own career paths of interest.
  • Partner with the Clover Park School District, Pierce College and Clover Park Technical College to support community based programs.
  • Support the College Access Corps (CAC) program at Pierce College to promote college-readiness prior to entering high school.
  • Continue the support of “maker activities” for youth.

• 5th Promise (Opportunities to Help Others)
  Vision: A culture of “giving back to the community” is instilled in youth as they move through middle and high school by presenting a greater number of youth volunteer opportunities.
  • Identify and map out volunteer opportunities in Lakewood. Make this information available online, on phone apps, and through social media.
  • Partner with agencies and the Lakewood Youth Council to create training opportunities for potential teen volunteers.
  • Encourage tracking of volunteer hours and recognition for teen volunteers.
Teen
Late Night Programs

Safe Places Task Force
October 2014
OVERVIEW

In Lakewood, teens are looking for places to go in the evening. The Safe Places Task force was created to look at structured safe places for youth and teens in Lakewood.

FOCUS

The task force identified three areas to look at:
1. Inventorvry Safe Places
2. After School Programs - before 7:00 pm
3. Late Night Programs - after 7:00 pm

This document primarily addresses the needs of teens (ages 13+) and Late Night Programs.

THE RESTAURANT EXAMPLE

Although there are numerous places for teens to physically “hang out”, very few provide structured activities and are available to all. An example that was shared by the Youth Council would be a restaurant open in the evening. Theoretically, teens can hang out in the restaurant with friends, however most would be limited by available funds and the restaurant's desire to have paying customers at the table.

Having safe places where all can attend - for free - is important for youth.

EXISTING PROGRAMS

In Lakewood, the two ongoing examples of Late Night programs for teens are:

- **Clubs, Scouts and Youth Groups.** These programs cater to particular membership and ongoing participation. Faith-based programs, though usually open to all, are designed with purposes that teens/parents may not be comfortable with. In addition, many of these programs are not readily known to the public.
- **YMCA Late Nite.** This program has been around for a long time and is open to all teens - regardless of whether or not they possess a YMCA membership. This program provided the basis for Late Night program discussion for the task force.
DEFINITION OF SAFE PLACE

Three definitions for “safe places” are interconnected:

- **A safe place is where you can find the caring adults.** This was then easily expanded to be
- **A safe place is where all five of the promises are kept.** Of course this is referring to the Five America’s (Lakewood’s Promises) of:
  - Caring Adults
  - Safe Places
  - A Healthy Start
  - Effective Education ( Marketable Skills)
  - Opportunities to Help Others (Youth Volunteerism)
- **A safe place is where the teens want to be.**

BARRIERS FOR TEENS

The task force discussed the barriers that would keep teens from attending Safe Place activities and programs. There were several but the ones that stuck out were:

- Transportation - not able to attend it
- Communication - not knowing about it
- Funding - how will these programs be paid for.

These barriers have popped up in nearly every discussion concerning youth activities in Lakewood.

PARTNERS AT THE TABLE

The Task Force is comprised of members from:

- Lakewood Family YMCA
- Pierce College
- Lakewood Boys and Girls Club
- Clover Park School District
- Choice Coalition
- Lakewood Playhouse
- Lake City Community Church
- Pierce County Library System - Lakewood Branch
- The City of Lakewood
- Tillicum Youth and Family Center
- Lakewood Computer Clubhouse
CROSS-MARKETING

It was agreed that cross-marketing of programs would be extremely important to ensure that all youth in Lakewood are being served. Youth leaders representing agencies should consider inviting other agencies to special events to promote their programs.

POTENTIAL PLACES ARE IN PLENTY

Before doing an official inventory of potential safe places, the task force discussed what we have “around the table” and the ability for the custodians of the potential places to “think outside the box” and expand what they traditionally do.

- The Lakewood Boys and Girls Club traditionally closes at 7:00 pm yet should be able to look at later evening programs with their remarkable facility.
- The Lakewood Playhouse has a great teen program and the ability to offer a truly unique improv program.
- The Lakewood Library is already a popular place for teens - with a dedicated teen librarian - and could easily stay open later at night.
- The Pierce College Science Dome / Rainier is uniquely set up to be a place for teens and can inspire them to look at college.

The task force was curious as to where other potential safe place sites could be and stressed that an inventory be implemented.

A map of potential safe places is located at http://lakewoodspromise.us/map
THE “FLOATING” TEEN LATE NIGHT PROGRAM

The concept of a “floating” late night program was adopted by the task force. Late night programs will occur at least quarterly in Lakewood at different locations each time. The kick-off for this concept will occur in November, 2014. Some of the advantages of developing a program that shifts location would include:

- The ability for teens to experience more of Lakewood.
- The ability for teens with transportation issues to occasionally attend activities closer to their neighborhoods.
- The ability for a site to really put their best effort into an event
- A chance for the agency teens to be host and gain leadership skills.
- An opportunity for businesses to contribute towards a local program.
- A chance to let social media generate excitement as to where the next late night program will be.

STAFFING

Each Floating Late Night program will be staffed by the permanent “floating task force” and supplemented by staff/volunteers recruited by the host site and other approved programs.

Floating Task Force

The floating task force will be represented by:

- Pierce College
- Lakewood Library
- Boys and Girls Club
- City of Lakewood
- Lakewood Family YMCA

Site Volunteers are recruited by the host site as per their own method of recruiting volunteers.

Other Approved Programs will include those volunteers screened by the floating task force as well as service learning programs coordinated by Pierce College and Clover Park Technical College.

No volunteer will be put in a situation where he/she will be alone with a teen unless he/she has had appropriate training and a background check.
FLOATING LATE NIGHT PROGRAM CRITERIA

- Program must be free
- Program must have free food
- Program must run at least two hours and go past 7:00 pm
- Program must include staffing by members of the floating task force
- Program must include activities relevant to all Five Promises
  - Caring Adults. Examples would include:
    - appropriate staffing
    - getting new people involved
  - Safe Places. Examples would include:
    - ability for agencies to market other programs
    - site being secure and safe
    - local safety officer informed of activity
  - A Healthy Start. Examples would include:
    - Healthy food choices
    - Physical activities to promote fitness
    - Activities to promote a healthy lifestyle
  - Effective Education. Examples would include:
    - Internship and job shadowing opportunities
    - Activities that are hands-on and embrace job skills
    - Workshops on college-readiness
    - STEM activities
  - Opportunities to Help Others. Examples would include:
    - Participant ownership in set-up and break-down of site or a service project.
    - Fliers promoting volunteer activities
    - Peer mentoring
- Program must have a feedback system in place for the teens to participate in
- A final write-up of the program must be shared on social media and shared with task force and teen participants.
2014-15 TEEN LATE NIGHT CALENDAR

November 15 - The Library

December - No Program

January - TBA

February 13 - Location TBA

March - TBA

April - TBA

SAFE PLACES TASK FORCE MEETINGS

The task force meets the 2nd Wednesday of the month at City hall at 8:30 am. The meeting precede the Lakewood Community Collaboration meeting. All are welcome.
TO: Mayor and City Council
FROM: David Bugher, Assistant City Manager/Community Development Director
THROUGH: John Caulfield, City Manager
DATE: October 27, 2014 (Study Session)
SUBJECT: 2014 Comprehensive Plan & Zoning Amendments

This memorandum summarizes the proposed 2015 comprehensive plan and zoning amendments and conveys the Planning Advisory Board’s recommendations and items of record\(^1\) for Council discussion and review.

As the record was developed before the Board, the Council may accept that record as it currently exists, or it may supplement that record through an additional public hearing pursuant to LMC 18A.02.560H and 565.G. In reviewing the record, there was one controversial amendment, CPA-2014-01. Generally, though, the amendments were non-controversial. Staff believes that the record is complete, and that there is no need for an additional public hearing.

The 2014 comprehensive plan and zoning amendments were merged with one standalone regulatory amendment, comprised of several components that underwent a parallel review process. The proposed actions include:

A. CPA-2014-01; 7701 Ruby Drive SW (City Initiated). Redesignate the subject property on the Future Land-Use Map from Multifamily to Single Family, and rezone it from Multifamily 1 (MF1) to Residential 3 (R3). Assessor’s Tax Parcel No. is 6430403850. Current taxpayer name is Ruby 62 Holdings, LLC.

B. CPA-2014-02; 12301 Pacific Highway SW (City Initiated). Redesignate the subject property on the Future Land Use Map from Corridor Commercial to Open Space and Recreation, and rezone it from Corridor Commercial (CC) to Open Space and Recreation 1 to OSR1. The site is 1.132 acres in size and comprises the Clover Creek channel. Assessor’s Tax Parcel No. is 0219118037. Current taxpayer name is Fred Roberson.

\(^1\) Intermediate staff reports and other material which are largely or fully redundant with the information appended here are not included for brevity’s sake. The record is being conveyed to the Council for the October 27 study session to be followed by a draft ordinance for the December 1 regular meeting. Between October 27 and December 1, the Council is scheduled to conduct a second study session on November 10.
C. CPA-2014-03; 11211 41st Avenue SW (City Initiated). Redesignate the subject property on the Future Land-Use Map from Public, Semi-Public Institutional (PI) to Corridor Commercial (CC), and rezone it from Public Institutional (PI) to Transit Oriented Commercial (TOC). The site is 4.9 acres in size. Assessor’s Tax Parcel No. is 0219121004. Current taxpayer name is Washington State Transportation Department.

D. CPA-2014-04; 8807 25th Avenue SW (City Initiated). Redesignate the subject property on the Future Land-Use Map from Single Family to Open Space and Recreation, and rezone it from Residential 3 (R3) to Open Space and Recreation 1 (OSR1). The site is 4.4 acres in size. The proposal would accommodate the expansion of Ward’s Lake Park. Assessor’s Tax Parcel Nos. are 0320314042 and 0320314043. Current property owner is the City of Lakewood.

E. CPA-2014-05; 4723 127th Avenue SW (City Initiated). Redesignate the subject property on the Future Land-Use Map from High Density Multifamily to Open Space and Recreation, and rezone it from Multifamily 2 (MF2) to Open Space and Recreation 1 (OSR1). The site is 1.7 acres in size. The proposal would accommodate the expansion of Springbrook Park. Assessor’s Tax Parcel No. is 0219123106. Current property owner is the City of Lakewood.

F. CPA-2014-06; 13000 Block of Pacific Highway SW (City Initiated). Redesignate the subject property on the Future Land-Use Map from Single Family to Open Space and Recreation, and rezone it from Residential 3 (R3) to Open Space and Recreation 2 (OSR2). The site is 30,269 square feet in area. The proposal would establish a new urban park. There is no Assessor’s Tax Parcel Number since the property is currently unused street right-of-way. Current property owner is the City of Lakewood.

G. CPA-2014-07; Citywide applicability (City Initiated). In response to RCW 36.70A.130 (5) this amendment updates Lakewood’s Comprehensive Plan, Chapters 2, 3, 5, and 7.

The PAB has reviewed these amendments at various times throughout 2013 and 2014. Key dates include:

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
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</thead>
<tbody>
<tr>
<td>January 26, 2013</td>
<td>Review of PSRC land use forecast data</td>
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<tr>
<td>April 17, 2013</td>
<td>2015 comprehensive plan update</td>
</tr>
<tr>
<td>May 1, 2013</td>
<td>2015 comprehensive plan update</td>
</tr>
<tr>
<td>June 19, 2013</td>
<td>2015 comprehensive plan update &amp; Joint Land Use Study</td>
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<tr>
<td>November 6, 2013</td>
<td>2015 comprehensive plan update/ existing conditions report</td>
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<td>November 20, 2013</td>
<td>2015 comprehensive plan update/housing policies</td>
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<td>December 18, 2013</td>
<td>Review of the 2015 comprehensive plan checklist</td>
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<td>January 15, 2014</td>
<td>Centers of Local Importance</td>
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<tr>
<td>February 19, 2013</td>
<td>2015 comprehensive plan update: land use; &amp; building capacity</td>
</tr>
<tr>
<td>March 19, 2014</td>
<td>Board considered an amendment to the comprehensive plan &amp; zoning for 7701 Ruby Drive SW; conducted further review of housing policies</td>
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2 Throughout 2014, the City Council has also reviewed comprehensive plan amendments. The review has oftentimes been piecemeal, but nonetheless, specific in content. Topics have included the application cycle, Centers of Local Importance, relationship of the recently adopted Shoreline Master Plan to the comprehensive plan update, specific policy statements on a wide variety of topics, community visioning, the inclusion of the Legacy Plan into the comprehensive plan, City Council initiated amendments, etc. Dates of review include January 6, January 21, April 7, April 14, May 5, May 19, May 27, and August 27.
April 2, 2014  Board adopted a resolution of intent to amend the comprehensive plan & zoning for 7701 Ruby drive SW
August 20, 2014  Board conducted a physical tour
September 3, 2014  Board conducted a public hearing
September 17, 2014  Board closes public hearing for verbal testimony, but allows the submission of written testimony
October 1, 2014  Board continues public hearing allowing for additional written testimony
October 15, 2014  Board closes the public hearing. The Board also takes action adopting Resolution No. 2014-02 formalizing its recommendations on the 2014 amendments package

The PAB recommended approval of all of the proposals on a 5-1 vote. Board member Calta voted against the resolution because he was not in favor of changing the comprehensive plan and zoning for 7701 Ruby Drive SW. Mr. Calta explained that the property owner/developer had in good faith purchased the property for multifamily development and should be allowed to continue. Staff will be present at the study session in order to present additional information about the proposed amendments and to answer any Council questions.

Amendments can be adopted no later than December 31, 2014, in order to avoid deferral to the 2015 amendment cycle. RCW 36.70A.130(2)(a) limits amendments to “no more frequently than once every year.” In the past, staff has been advised by the department of Commerce that if one year’s amendments roll forward into the succeeding year, they effectively take the place of amendments for that next year.

Attachments:
1. General Public Notification Process
2. SEPA Checklist & SEPA Threshold Determination
3. Notice of Application (NOA)/part of SEPA process; precedes public hearing, allows interested parties early comment on environmental issues
4. NOA comments
5. PAB Public Hearing
6. PAB minutes
7. Staff report
8. PAB resolution (contains map and text amendments)
To: Mayor and City Councilmembers  
From: Tho Kraus, Assistant City Manager/Administrative Services  
Through: John J. Caulfield, City Manager  
Date: October 27, 2014  
Subject: 2014 Year-End/Housekeeping Budget Adjustment

**BACKGROUND**

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

- Incorporate year-end and housekeeping adjustments
- Appropriate projects funded by grants/contributions

**PROPOSED BUDGET ADJUSTMENT SUMMARY**

The proposed budget adjustment:

- Makes no change to beginning fund balance;
- Increases total revenues for all funds by $23K, resulting in a total revised revenue estimate of $76.55M;
- Increases total expenditures for all funds by $181K, resulting in a total revised expenditure estimate of $79.55M; and
- Decreases total ending fund balance for all funds by $158K, resulting in a total revised ending fund balance estimate of $16.94M.

The table below provides a breakout of the proposed 2014 budget adjustment totals by fund group.
PROPOSED BUDGET ADJUSTMENT HIGHLIGHTS

The narrative below provides detailed information on the proposed adjustments. A summary list is included as an attachment.

Fund 001 – General

Administrative Services:

- **WCIA Liability Assessment** – Prorated assessment (10/10/14 – 12/31/2014) of $568 for the Lakewood Transportation Benefit District. Charge the expenditure to the General Fund due to the relatively small amount and the Lakewood TBD not receiving vehicle license fees until March 2015. Future liability assessments will be charged directly to the TBD.

Police:

- **United States Coast Guard (USCG) Vessel Registration Fee Entitlement** – Appropriate $13,525 in expenditures for Marine Patrol, offset by vessel registration fee entitlement revenue. The amount was not known at the time of the July 2014 Budget Adjustment.

- **USCG Vessel Registration Fee Entitlement Expenditures** – Appropriate $11,232 in expenditures for Marine Patrol, funded by the balance of previous years’ vessel registration fee entitlement revenue. In future years, balances from prior years’ revenue will be included in the Carry Forward Budget Adjustment.

- **Bulletproof Vest Partnership 2013 Local Match** - Transfer $3,216 to Fund 195 Public Safety Grant Fund for the required local match on the balance of the 2013 grant. This is a change from past practice so that the grant and required local match is accounted for in the grant fund. The source of funding for the local match is funds earmarked in the Police Department budget for this purpose.

- **Bulletproof Vest Partnership 2014 Local Match** - Transfer $7,632 to Fund 195 Public Safety Grant Fund for the required local match on the 2014 grant. This is a change from past practice so that the grant and required local match is accounted for in the grant fund. The source of funding for the local match is funds earmarked in the Police Department budget for this purpose.

### Fund Group Summary

<table>
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<tr>
<th>Fund Group</th>
<th>Beginning Fund Balance</th>
<th>Revenue</th>
<th>Expenditure</th>
<th>Ending Fund Balance</th>
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<td>Proposed Adjusted</td>
<td>Revised Budget</td>
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<td>6,204,969</td>
<td>3,367,841</td>
</tr>
<tr>
<td>Replace Reserves</td>
<td>5,546,590</td>
<td>-</td>
<td>5,546,590</td>
<td>1,222,970</td>
</tr>
</tbody>
</table>
**Fund 102 Street Capital Projects**

- **Bridgeport Way (83rd – 75th) Street Improvement Project** – Increase project costs by $216,000 and decrease project funding by $19,000 based on updated estimates. The change in project funding is comprised of: $106,800 increase in TIB grant estimate; $80,000 increase from Lakewood Water; offset by $205,800 decrease in transfers in from the Surface Water Management Fund.

**Fund 180 Narcotics Seizure**

- **Reader Board** – Appropriate $23,000 for Police Station reader board.
- **Vehicle** – Appropriate $26,000 for vehicle purchase.

**Fund 181 Felony Seizure**

- **Supplies** – Appropriate $14,061 for investigative supplies.

**Fund 195 Public Safety Grants**

- **Washington Traffic Safety Commission Target Zero Team Grant** – Reduce grant revenues and expenditures by $6,800 due to reduction in grant amount of impaired driving.
- **USCG Boater Safety Grant** – Appropriate $17,067 in expenditures for Marine Patrol, offset by grant revenue. The amount was not known at the time of the July 2014 Budget Adjustment.
- **Bulletproof Vest Partnership 2013 Grant** – Appropriate $3,216 for the required 50% local match for the balance of the 2013 grant. The source of funding for the local match is a transfer in from the General Fund (funds earmarked in the Police Department budget for this purpose).
- **Bulletproof Vest Partnership 2014 Grant** – Appropriate $15,264 in expenditures of which 50% is funded by grant revenues and 50% is funded by the required local match. The source of funding for the local match is a transfer in from the General Fund (funds earmarked in the Police Department budget for this purpose).

**Fund 401 Surface Water Management Fund**

- **Bridgeport Way (83rd – 75th) Street Improvement Project** – Reduce transfer to Street Capital Fund by $205,800 based on updated estimate.

**Fund 502 – City Hall Services (Property Management Fund)**

- **City Hall Space Planning Consultant, 1-Time** – Increase contract funding by $3,700 for an estimated total contract of $10,000, funded by City Hall Reserves. Consultant retained to provide two space studies (low impact and higher impact schemes) of City Hall. The consultant will evaluate the City’s delivery of service, locations of departments and optimization of building space.
- **City Hall Space Reconfiguration, 1-Time** – Appropriate $50,000 for space reconfiguration, funded by City Hall Reserves.

**Next Step**

- Public Hearing on November 3, 2014
- Adoption on November 17, 2014

**Attachments**

- Summary of Proposed Adjustments
- Draft Budget Ordinance & Related Exhibits
  - Exhibit A(1) – Current Revised Budget By Fund- Year 2014
  - Exhibit A(2) – Proposed Revised Budget By Fund- Year 2014
## Summary of Proposed Adjustments

### 2014 Year-End/Housekeeping Budget Adjustment

<table>
<thead>
<tr>
<th>Year 2014</th>
<th>Revenue</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grand Total - All Funds</td>
<td>$23,272</td>
<td>$181,033</td>
</tr>
<tr>
<td>Grand Total - Fund 001 General</td>
<td>$13,525</td>
<td>$25,325</td>
</tr>
<tr>
<td>WCIA Liability Assessment for Lakewood Transportation Benefit District (Pro-rated 10/10/14 - 12/31/14)</td>
<td>-</td>
<td>$568</td>
</tr>
<tr>
<td>Charge to General Fund (amount is immaterial, Lakewood TBD won’t start receiving VLF $ until March 2015)</td>
<td>13,525</td>
<td>13,525</td>
</tr>
<tr>
<td>Subtotal - Administrative Services</td>
<td>-</td>
<td>$568</td>
</tr>
<tr>
<td>United States Coast Guard (USCG) Vessel Registration Fee Entitlement Used to Pay for Marine Patrol</td>
<td>13,525</td>
<td>13,525</td>
</tr>
<tr>
<td>Marine Patrol - Funded by prior year's Vessel Registration Fee Entitlements (In future years, the balance will be included in the Carry Forward Budget Adjustment)</td>
<td>-</td>
<td>11,232</td>
</tr>
<tr>
<td>Transfer to Fund 195 for Bulletproof Vest Partnership 2013 Local Match</td>
<td>-</td>
<td>3,216</td>
</tr>
<tr>
<td>Reduce Police Line item to accommodate Transfer to Fund 195 Bulletproof Vest Partnership 2013 Local Match</td>
<td>-</td>
<td>(3,216)</td>
</tr>
<tr>
<td>Transfer to Fund 195 for Bulletproof Vest Partnership 2014 Local Match</td>
<td>-</td>
<td>7,632</td>
</tr>
<tr>
<td>Reduce Police Line item to accommodate Transfer to Fund 195 Bulletproof Vest Partnership 2014 Local Match</td>
<td>-</td>
<td>(7,632)</td>
</tr>
<tr>
<td>Subtotal - Police</td>
<td>13,525</td>
<td>$24,757</td>
</tr>
<tr>
<td>Grand Total - Special Revenue Funds</td>
<td>$9,747</td>
<td>$307,808</td>
</tr>
<tr>
<td>Total - Fund 102 Street Capital</td>
<td>$(19,000)</td>
<td>$216,000</td>
</tr>
<tr>
<td>Bridgeport Way (83rd to 75th) Street Improvement Project Based on Updated Estimates (Increase construction by $216,000 and reduce funding sources by $19,000 Results in Total Sources = $4,381,000 and Uses = $4,381,000)</td>
<td>$(19,000)</td>
<td>216,000</td>
</tr>
<tr>
<td>Total - Fund 180 Narcotics Seizure</td>
<td>-</td>
<td>$49,000</td>
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<tr>
<td>Police Station Reader Board</td>
<td>-</td>
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<tr>
<td>Vehicle Purchase</td>
<td>-</td>
<td>26,000</td>
</tr>
<tr>
<td>Total - Fund 181 Felony Seizure</td>
<td>-</td>
<td>$14,061</td>
</tr>
<tr>
<td>Investigative Supplies</td>
<td>-</td>
<td>14,061</td>
</tr>
<tr>
<td>Total - Fund 195 Public Safety Grants</td>
<td>$28,747</td>
<td>$28,747</td>
</tr>
<tr>
<td>WTSC Target Zero Team - Grant was reduced by grantor</td>
<td>(6,800)</td>
<td>(6,800)</td>
</tr>
<tr>
<td>USCG Boater Safety Grant Award</td>
<td>17,067</td>
<td>17,067</td>
</tr>
<tr>
<td>Bulletproof Vest Partnership 2013 - Local Match - Funded by transfer in from General Fund</td>
<td>3,216</td>
<td>3,216</td>
</tr>
<tr>
<td>Bulletproof Vest Partnership 2014 Grant Award</td>
<td>7,632</td>
<td>7,632</td>
</tr>
<tr>
<td>Bulletproof Vest Partnership 2014 - Local Match - Funded by transfer in from General Fund</td>
<td>7,632</td>
<td>7,632</td>
</tr>
<tr>
<td>Grand Total - Enterprise Funds</td>
<td>-</td>
<td>$(205,800)</td>
</tr>
<tr>
<td>Total - Fund 401 Surface Water Management</td>
<td>-</td>
<td>$(205,800)</td>
</tr>
<tr>
<td>Reduce Transfer to Bridgeport Way (83rd to 75th) Street Improvement Project Based on Updated Estimates</td>
<td>-</td>
<td>(205,800)</td>
</tr>
<tr>
<td>Grand Total - Replacement Funds</td>
<td>-</td>
<td>$53,700</td>
</tr>
<tr>
<td>Total - Fund 502 City Hall Services</td>
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<td>$53,700</td>
</tr>
<tr>
<td>Space Consultant - Estimated Total Contract Amount</td>
<td>-</td>
<td>3,700</td>
</tr>
<tr>
<td>City Hall Reconfiguration</td>
<td>-</td>
<td>50,000</td>
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</tbody>
</table>
## EXHIBIT A(1)
CURRENT REVISED BUDGET BY FUND - YEAR 2014

<table>
<thead>
<tr>
<th>Fund</th>
<th>Beginning Fund Balance</th>
<th>Revenue</th>
<th>Expenditure</th>
<th>Ending Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Prior Amount</td>
<td>Adjustment</td>
<td>Revised</td>
<td>Prior Amount</td>
</tr>
<tr>
<td>General Fund (001)</td>
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### Special Revenue Funds:

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<th>Adjustment</th>
<th>Revised</th>
<th>Prior Amount</th>
<th>Adjustment</th>
<th>Revised</th>
<th>Prior Amount</th>
<th>Adjustment</th>
<th>Revised</th>
<th>Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>101 Street Operations &amp; Maintenance</td>
<td>82,969</td>
<td>-</td>
<td>82,969</td>
<td>2,057,214</td>
<td>37,000</td>
<td>2,094,214</td>
<td>2,066,478</td>
<td>37,000</td>
<td>2,103,478</td>
<td>73,705</td>
</tr>
<tr>
<td>102 Street Capital Projects</td>
<td>841,124</td>
<td>-</td>
<td>841,124</td>
<td>26,908,790</td>
<td>100,000</td>
<td>27,008,790</td>
<td>25,992,138</td>
<td>100,000</td>
<td>26,092,138</td>
<td>1,757,776</td>
</tr>
<tr>
<td>103 Transportation Benefit District</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<td>-</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td>104 Hotel/Motel Lodging Tax</td>
<td>935,374</td>
<td>-</td>
<td>935,374</td>
<td>430,000</td>
<td>-</td>
<td>430,000</td>
<td>497,850</td>
<td>-</td>
<td>497,850</td>
<td>867,524</td>
</tr>
<tr>
<td>105 Property Abatement</td>
<td>238,171</td>
<td>-</td>
<td>238,171</td>
<td>50,000</td>
<td>-</td>
<td>50,000</td>
<td>100,000</td>
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<td>100,000</td>
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</tr>
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<td>5,000</td>
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<tr>
<td>181 Felony Seizure</td>
<td>101,662</td>
<td>-</td>
<td>101,662</td>
<td>87,601</td>
<td>-</td>
<td>87,601</td>
<td>14,061</td>
<td>-</td>
<td>14,061</td>
<td>14,061</td>
</tr>
<tr>
<td>182 Federal Seizure</td>
<td>40,240</td>
<td>-</td>
<td>40,240</td>
<td>69,520</td>
<td>-</td>
<td>69,520</td>
<td>69,520</td>
<td>-</td>
<td>69,520</td>
<td>40,240</td>
</tr>
<tr>
<td>190 CDBG</td>
<td>841,268</td>
<td>-</td>
<td>841,268</td>
<td>2,758,382</td>
<td>-</td>
<td>2,758,382</td>
<td>3,598,439</td>
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<td>192 Office of Economic Adj (OEA) Grant</td>
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<td>28,652</td>
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<td>-</td>
<td>651,277</td>
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<td>674,536</td>
<td>5,393</td>
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<td>193 Police ARRA Grant</td>
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<td>-</td>
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<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>195 Public Safety Grants</td>
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<td>-</td>
<td>198,882</td>
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### Debt Service Funds:

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<th>Revised</th>
<th>Prior Amount</th>
<th>Adjustment</th>
<th>Revised</th>
<th>Prior Amount</th>
<th>Adjustment</th>
<th>Revised</th>
<th>Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>201 Debt Service - General Obligation Bond</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>287,758</td>
<td>-</td>
<td>287,758</td>
<td>287,758</td>
<td>-</td>
<td>287,758</td>
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</tr>
<tr>
<td>204 Debt Service - Sewer Project</td>
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<td>508,250</td>
<td>540,000</td>
<td>-</td>
<td>540,000</td>
<td>458,435</td>
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<td>458,435</td>
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<td>251 Debt Service - LID Guaranty</td>
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### Capital Project Funds:

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<th>Revised</th>
<th>Prior Amount</th>
<th>Adjustment</th>
<th>Revised</th>
<th>Prior Amount</th>
<th>Adjustment</th>
<th>Revised</th>
<th>Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
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<td>-</td>
<td>276</td>
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<td>-</td>
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<td>-</td>
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<td>311 Sewer Project CIP</td>
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<td>185,650</td>
<td>184,830</td>
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<td>184,830</td>
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<tr>
<td>312 Sanitary Sewer Connection</td>
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<td>519,811</td>
<td>372,530</td>
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### Enterprise Fund:

<table>
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<tr>
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<th>Adjustment</th>
<th>Revised</th>
<th>Prior Amount</th>
<th>Adjustment</th>
<th>Revised</th>
<th>Prior Amount</th>
<th>Adjustment</th>
<th>Revised</th>
<th>Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>401 Surface Water Management</td>
<td>6,267,610</td>
<td>(62,641)</td>
<td>6,204,969</td>
<td>3,367,841</td>
<td>-</td>
<td>3,367,841</td>
<td>6,237,284</td>
<td>-</td>
<td>6,237,284</td>
<td>3,335,526</td>
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</table>

### Replacement Reserve Funds:

<table>
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<tr>
<th>Fund</th>
<th>Prior Amount</th>
<th>Adjustment</th>
<th>Revised</th>
<th>Prior Amount</th>
<th>Adjustment</th>
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<th>Prior Amount</th>
<th>Adjustment</th>
<th>Revised</th>
<th>Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>501 Equipment Replacement</td>
<td>5,093,748</td>
<td>-</td>
<td>5,093,748</td>
<td>1,923,840</td>
<td>(700,870)</td>
<td>1,222,970</td>
<td>1,132,796</td>
<td>1,117,000</td>
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<td>502 City Hall Service</td>
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<td>-</td>
<td>6,300</td>
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### Total All Funds

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<tr>
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<th>Adjustment</th>
<th>Revised</th>
<th>Prior Amount</th>
<th>Adjustment</th>
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<th>Prior Amount</th>
<th>Adjustment</th>
<th>Revised</th>
<th>Fund Balance</th>
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<tbody>
<tr>
<td>19,542,083</td>
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<td>17,101,776</td>
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</tr>
<tr>
<td>Fund</td>
<td>Beginning Fund Balance</td>
<td>Revenue</td>
<td>Expenditure</td>
<td>Ending Fund Balance</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------------------------</td>
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<td>Prior Amount</td>
<td>Adjustment</td>
<td>Revised</td>
<td>Prior Amount</td>
<td>Adjustment</td>
<td>Revised</td>
<td>Prior Amount</td>
<td>Adjustment</td>
<td>Revised</td>
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</tr>
<tr>
<td>Special Revenue Funds:</td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>101 Street Operations &amp; Maintenance</td>
<td>82,969</td>
<td>-</td>
<td>82,969</td>
<td>2,094,214</td>
<td>-</td>
<td>2,094,214</td>
<td>2,103,478</td>
<td>-</td>
<td>2,103,478</td>
<td>73,705</td>
</tr>
<tr>
<td>102 Street Capital Projects</td>
<td>841,124</td>
<td>(0)</td>
<td>841,124</td>
<td>27,008,790</td>
<td>(19,000)</td>
<td>26,989,790</td>
<td>26,092,138</td>
<td>216,000</td>
<td>26,308,138</td>
<td>1,522,776</td>
</tr>
<tr>
<td>103 Transportation Benefit District</td>
<td>-</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>104 Hotel/Motel Lodging Tax</td>
<td>935,374</td>
<td>0</td>
<td>935,374</td>
<td>430,000</td>
<td>-</td>
<td>430,000</td>
<td>497,850</td>
<td>-</td>
<td>497,850</td>
<td>867,524</td>
</tr>
<tr>
<td>105 Property Abatement</td>
<td>238,171</td>
<td>0</td>
<td>238,171</td>
<td>50,000</td>
<td>-</td>
<td>50,000</td>
<td>100,000</td>
<td>-</td>
<td>100,000</td>
<td>188,171</td>
</tr>
<tr>
<td>106 Public Art</td>
<td>12,001</td>
<td>0</td>
<td>12,001</td>
<td>5,000</td>
<td>-</td>
<td>5,000</td>
<td>7,000</td>
<td>-</td>
<td>7,000</td>
<td>10,001</td>
</tr>
<tr>
<td>180 Narcotics Seizure</td>
<td>778,173</td>
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<td>778,173</td>
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<td>366,966</td>
<td>343,440</td>
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<td>392,440</td>
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<tr>
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<td>-</td>
<td>-</td>
<td>87,601</td>
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<tr>
<td>182 Federal Seizure</td>
<td>40,240</td>
<td>(0)</td>
<td>40,240</td>
<td>69,520</td>
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<td>69,520</td>
<td>69,520</td>
<td>-</td>
<td>69,520</td>
<td>40,240</td>
</tr>
<tr>
<td>190 CDBG</td>
<td>841,268</td>
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<td>841,268</td>
<td>2,758,382</td>
<td>-</td>
<td>2,758,382</td>
<td>3,598,439</td>
<td>-</td>
<td>3,598,439</td>
<td>1,211</td>
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<td>191 Neighborhood Stabilization Program</td>
<td>171,345</td>
<td>0</td>
<td>171,345</td>
<td>254,580</td>
<td>-</td>
<td>254,580</td>
<td>254,580</td>
<td>-</td>
<td>254,580</td>
<td>171,345</td>
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<td>192 Office of Economic Adj (OEA) Grant</td>
<td>28,652</td>
<td>0</td>
<td>28,652</td>
<td>651,277</td>
<td>-</td>
<td>651,277</td>
<td>674,536</td>
<td>-</td>
<td>674,536</td>
<td>5,393</td>
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<td>193 Police ARRA Grant</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>198,882</td>
<td>28,747</td>
<td>227,629</td>
<td>198,882</td>
<td>28,747</td>
<td>227,629</td>
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<tr>
<td>Debt Service Funds:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>201 Debt Service - General Obligation Bonds</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>287,758</td>
<td>-</td>
<td>287,758</td>
<td>287,758</td>
<td>-</td>
<td>287,758</td>
<td></td>
</tr>
<tr>
<td>202 Debt Service - LID</td>
<td>149</td>
<td>(0)</td>
<td>149</td>
<td>288,470</td>
<td>-</td>
<td>288,470</td>
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<td>-</td>
<td>288,470</td>
<td>149</td>
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<td>204 Debt Service - Sewer Project</td>
<td>508,250</td>
<td>(0)</td>
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<td>540,000</td>
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<td>458,435</td>
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<td>458,435</td>
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<td>251 Debt Service - LID Guaranty</td>
<td>391,858</td>
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<td>-</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>391,858</td>
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<td>Capital Project Funds:</td>
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<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>301 General Government CIP</td>
<td>276</td>
<td>(0)</td>
<td>276</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>276</td>
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<tr>
<td>311 Sewer Project CIP</td>
<td>126,208</td>
<td>0</td>
<td>126,208</td>
<td>185,650</td>
<td>-</td>
<td>185,650</td>
<td>184,830</td>
<td>-</td>
<td>184,830</td>
<td>127,028</td>
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<tr>
<td>312 Sanitary Sewer Connection</td>
<td>519,811</td>
<td>0</td>
<td>519,811</td>
<td>372,530</td>
<td>-</td>
<td>372,530</td>
<td>92,290</td>
<td>-</td>
<td>92,290</td>
<td>800,051</td>
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<td>Enterprise Fund:</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>401 Surface Water Management</td>
<td>6,204,969</td>
<td>(0)</td>
<td>6,204,969</td>
<td>3,367,841</td>
<td>-</td>
<td>3,367,841</td>
<td>6,237,284</td>
<td>(205,800)</td>
<td>6,031,484</td>
<td>3,541,326</td>
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<tr>
<td>Replacement Reserve Funds:</td>
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<td></td>
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<td></td>
<td></td>
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<tr>
<td>501 Equipment Replacement</td>
<td>5,093,748</td>
<td>-</td>
<td>5,093,748</td>
<td>1,222,970</td>
<td>-</td>
<td>1,222,970</td>
<td>2,249,796</td>
<td>-</td>
<td>2,249,796</td>
<td>4,066,922</td>
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<tr>
<td>502 City Hall Service</td>
<td>452,842</td>
<td>-</td>
<td>452,842</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>6,300</td>
<td>53,700</td>
<td>60,000</td>
<td>392,842</td>
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<tr>
<td>Total All Funds</td>
<td>$19,949,770</td>
<td>(0)</td>
<td>$19,949,770</td>
<td>$76,522,835</td>
<td>23,272</td>
<td>$76,546,107</td>
<td>$79,370,829</td>
<td>181,033</td>
<td>$79,551,862</td>
<td>$16,944,015</td>
</tr>
</tbody>
</table>
2014 Year-End/Housekeeping Budget Adjustment

City Council
October 27, 2014
Council Packet Information

- Staff Memo
- Summary of Proposed Requests
- Ordinance & Exhibits
Purpose of Budget Adjustments

- Capture year-end and housekeeping adjustments
- Appropriate projects funded by grants and contributions
Total Adjustments for All Funds

- No change to beginning fund balance
- Increase revenues by $23K for a total budget of $76.55M
- Increase expenditures by $181K for a total budget of $79.55M
- Decrease ending balance by $158K for a total budget of $16.94M
Highlights - Fund 001 General

• WCIA Liability Assessment $568
• USCG Vessel Registration $13,525 current year & $11,232 prior year
• Bulletproof Vest Partnership Local Match current year $7,632 & $3,216 prior year
Highlights - Fund 102 Street Capital

• Bridgeport Way (83rd – 75th) Street Project $216,000
Highlights - Fund 180 Narcotics Seizure

- Police Station Reader Board $23,000
- Vehicle $26,000
Highlights - Fund 181 Felony Seizure

- Investigative Supplies $14,061
Highlights - Fund 195 Public Safety Grants

• WTSC Target Zero Team Grant $6800 Reduction
• USCG Boater Safety $17,067
• Bulletproof Vest Partnership 2013 Local Match $3,216
• Bulletproof Vest Partnership 2014 Grant & Local Match $15,264
Highlights - Fund 401 Surface Water Management

• Reduce transfer to Bridgeport Way (83rd – 75th) Street Project by $205,800
Highlights - Fund 502 City Hall Services

- Space Planning Consultant, 1-Time $3,700
- City Hall Reconfiguration, 1-Time $50,000
Budget Adjustment Schedule

• Public Hearing on November 3, 2014
• Adoption of Ordinance on November 17, 2014
End of Presentation

• Questions?
To: Mayor and City Councilmembers

From: Tho Kraus, Assistant City Manager/Administrative Services

Through: John J. Caulfield, City Manager

Date: October 27, 2014

Subject: 2015 Property Tax Levy Ordinance

INTRODUCTION

Washington state law requires cities to hold a public hearing on possible increases in the property tax revenues to be held prior to the time the city levies the taxes. The hearing must be held in November in order to provide the County with the information by November 30. A public hearing has been scheduled for November 3 for this purpose. Adoption of the property tax levy ordinance is also scheduled for November 17.

Per state statute, the City is authorized to increase its property tax annually up to the lesser of Implicit Price Deflator (IPD) or one percent (1%). The IPD in 2015 is 1.591% so the maximum the City may increase its property tax levy in 2015 is 1%.

ANALYSIS

The following tables below provides a summary comparison of assessed value, city levy rate and city property tax levy and detailed calculation used for the City’s 2015 property tax levy amounts being considered for collection in 2015.

<table>
<thead>
<tr>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
</tr>
<tr>
<td>$</td>
</tr>
<tr>
<td>$</td>
</tr>
<tr>
<td>Assessed Value</td>
</tr>
<tr>
<td>City Levy Rate</td>
</tr>
<tr>
<td>City Property Tax Levy *</td>
</tr>
</tbody>
</table>

* The City Property Tax Levy increase of 1.5% includes the 1% increase plus new construction, administrative refunds and increase in state-assessed property.

According to the Pierce County Assessor-Treasurer’s office, the City’s total assessed value in 2015 is estimated to be $4,742,250,220, which represents a 5.5% or $247,576,820 increase from the City’s total assessed in 2014 of $4,494,673,400.
The table below illustrates the impact of no increase and 1% increase to the average homeowner assuming a 5.5% increase in assessed valuation. The assessed valuation of the average home in 2014 of $212,540 increases by 5.5% to $224,251.

- Under the no increase scenario, the property tax levy rate of $1.3634 results in an additional $1.57 property tax paid to the City.

- Applying the 1% increase property tax levy rate of $1.3769 results in an additional $4.58 property tax paid to the City.

Note – The assessed valuation for individual properties may not necessarily increase by 5.5%, rather the assessed valuation for all properties in totality is increased by 5.5%.

**CITY COUNCIL OPTIONS & CONSIDERATIONS**

The options the City Council may take regarding the 2015 property tax levy are:

1. Levy the property taxes without any increase
2. Increase the property tax levy by 1%

The City’s 2015 Budget includes an annual property tax increase of 1% as authorized by state statute. A 1% increase in property tax levy generates approximately $63,671 in additional revenue for city services, or an additional $3.02 per average homeowner in 2015.
Since 2006 the City has enacted the 1% increase as authorized by state statute. The cumulative impact of not taking the 1% increase in 2015 over the 6-year period (2015 - 2020) is roughly $390,000.

The details of options 1 and 2 are detailed below.

<table>
<thead>
<tr>
<th>Factors</th>
<th>2014</th>
<th>2015 - Option 1</th>
<th>2015 - Option 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Levy Amount</td>
<td>$6,281,033</td>
<td>$6,367,101</td>
<td>$6,367,101</td>
</tr>
<tr>
<td>1% Increase</td>
<td>$62,810</td>
<td>$0</td>
<td>$63,671</td>
</tr>
<tr>
<td>New Construction Estimate</td>
<td>$20,978</td>
<td>$26,168</td>
<td>$26,168</td>
</tr>
<tr>
<td>Administrative Refunds</td>
<td>$65,813</td>
<td>$70,260</td>
<td>$70,260</td>
</tr>
<tr>
<td>Increase from State-Assessed Property Estimate, Based on 2014 Actual</td>
<td>$2,280</td>
<td>$2,280</td>
<td>$2,280</td>
</tr>
<tr>
<td>Total Property Tax Levy</td>
<td>$6,432,914</td>
<td>$6,465,809</td>
<td>$6,529,479</td>
</tr>
<tr>
<td>% Increase</td>
<td>2.42%</td>
<td>1.55%</td>
<td>2.55%</td>
</tr>
<tr>
<td>2014 Actual Assessed Value / 2015 Preliminary Assessed Value</td>
<td>$4,494,673,400</td>
<td>$4,742,250,220</td>
<td>$4,742,250,220</td>
</tr>
<tr>
<td>Levy Rate Per $1,000 AV</td>
<td>$1.4312</td>
<td>$1.3634</td>
<td>$1.3769</td>
</tr>
<tr>
<td>City Tax Paid by Average Home Owner (Assume AV $224,251)</td>
<td>$304.19</td>
<td>$305.75</td>
<td>$308.77</td>
</tr>
</tbody>
</table>

**NEXT STEPS**

- Public Hearing on November 3, 2014
- Adoption on November 17, 2014

The City will have the opportunity to modify its levy certification in December once it receives the dollar amount of the administrative refunds from the County.

**ATTACHMENTS**

- Pierce County Assessor-Treasurer Information on:
  - Preliminary 2014 Assessed Values
  - Preliminary Tax Levy Limit 2014 for 2015

- Proposed 2015 Property Tax Ordinance
September 12, 2014

OFFICIAL NOTIFICATION TO: LAKEWOOD

RE: 2014 PRELIMINARY ASSESSED VALUES

FOR REGULAR LEVY
Total Taxable Regular Value 4,742,250.220
Highest lawful regular levy amount since 1985 6,367,100.93
Last year's actual levy amount 6,432,913.55
Additional revenue from current year's NC&I 26,167.54
Additional revenue from annexations (RCW 84.55) 0.00
Additional revenue from administrative refunds (RCW 84.69) 70,259.67
No additional revenue from administrative refunds will be allowed if you are limited by your statutory rate limit.
Last year's additional revenue from increase in state-assessed property 2,279.78

FOR EXCESS LEVY
Taxable Value 4,687,472.493
Timber Assessed Value not available
Total Taxable Excess Value 4,687,472.493

2014 New Construction and Improvement Value 18,283,245

If you need assistance or have any questions regarding this information, please contact Kim Fleshman 253.798.7114 kfleshm@co.pierce.wa.us.
Pierce County
Mike Lonergan, Assessor-Treasurer
2401 South 35th Street
Tacoma, WA 98409-7498
(253) 798-6111 FAX (253) 798-3142
ATLAS (253) 798-3333
www.piercecountywa.org/atr

PRELIMINARY TAX LEVY LIMIT 2014 FOR 2015

REGULAR TAX LEVY LIMIT:

A. Highest regular tax which could have been lawfully levied beginning
with the 1985 levy (refund levy not included) times limit factor
(as defined in RCW 84.55.005).

B. Current year's assessed value of new construction, improvements and
wind turbines in original districts before annexation occurred times
last year's levy rate (if an error occurred or an error correction
was made in the previous year, use the rate that would have been
levied had no error occurred).

C. Current year's state assessed property value in original district
if annexed less last year's state assessed property value. The
remainder to be multiplied by last year's regular levy rate (or
the rate that should have been levied).

D. REGULAR PROPERTY TAX LIMIT (A + B + C)

ADDITIONAL LEVY LIMIT DUE TO ANNEXATIONS:

E. To find rate to be used in F, take the levy limit as shown in
Line D above and divide it by the current assessed value of the
district, excluding the annexed area.

F. Annexed area's current assessed value including new construction
and improvements times rate found in E above.

G. NEW LEVY LIMIT FOR ANNEXATION (D + F)

LEVY FOR REFUNDS:

H. RCW 84.55.070 provides that the levy limit will not apply to the
levy for taxes refunded or to be refunded pursuant to Chapters
84.68 or 84.69 RCW. (D or G + refund if any)

I. TOTAL ALLOWABLE LEVY AS CONTROLLED BY THE LEVY LIMIT (D,G,or H)

J. Amount of levy under statutory rate limitation.

K. LESSER OF I OR J

LAKESWOOD
> 10,000

2013
6,367,100.93
1.01
6,430,771.94
18,383,245
1.431230476056
26,167.54
56,130,716
56,130,716
0.00
1.431230476056
0.00
6,456,939.48
6,456,939.48
4,742,250.220
1.361577136844
0.00
1.361577136844
0.00
6,456,939.48
6,456,939.48
70,259.67
6,527,199.15
4,742,250.220
1.600000000000
7,587,600.35
6,527,199.15

039
ORDINANCE NO. ___

AN ORDINANCE of the City Council of the City of Lakewood, Washington, relating to ad valorem property taxes; establishing the amount to be raised in 2015 by taxation on the assessed valuation of the property of the City; and setting the property tax levy rate for 2015.

WHEREAS, the City Council of the City of Lakewood has met and considered its budget for the budget years 2015-2016; and

WHEREAS, the City Council conducted the public hearing on the 2015 property tax levy on November 3, 2014;

WHEREAS, the City Council, after hearing and duly considering all relevant evidence and testimony, determined that it is necessary to meet the expenses and obligations of the City, to increase the regular property tax levy by the 1.0% limit factor as prescribed in RCW 84.55.101;

WHEREAS, the district’s actual levy amount from the previous year was $6,432,913.55; and

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

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

SECTION 1. Increase in the Highest Lawful Levy. The highest lawful levy for collection in 2015 is $6,367,101, plus additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state-assessed property, any annexations that have occurred and administrative refunds. The preliminary levy limit calculation includes: additional revenue from new construction in the amount of $26,168; administrative refunds in the amount of $70,260; and an increase from state-assessed property in the amount of $2,280 for a total preliminary 2015 property tax levy of $6,529,479.

SECTION 2. Dollar and Percentage Increase from the 2014 Actual Property Tax Levy. The dollar amount of the increase over the actual 2014 levy of $6,432,914 (which is the regular levy of $6,367,101 plus administrative refunds of $65,813) is $0 and 0 percent. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state-assessed property, any annexations that have occurred and administrative refunds.

SECTION 3. Estimated Tax Levy. The estimated 2015 regular property tax levy is established at the maximum 101 percent limit. The annual amount of property taxes and rates necessary to raise the estimated budget revenue in 2015 is hereby levied upon real and personal
property subject to taxation in the City as follows:

Estimated 2015 Tax Levy

True and Fair Value of Tax Base: $4,742,250,220
Estimated Levy Rate: $1.3769

SECTION 4. Maximum Allowable Levy and Certification. The estimated property tax revenues and rates will be subsequently adjusted by the Pierce County Assessor-Treasurer to the maximum allowable amount as specified by state law, including administrative refund, when the property values are finally certified. The levy certifications will then be completed using the final certified figures and forwarded to the Assessor-Treasurer.

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

ADOPTED by the City Council this 17th day of November, 2014.

CITY OF LAKEWOOD

______________________________
Don Anderson, Mayor

Attest:

______________________________
Alice M. Bush, MMC, City Clerk

Approved as to Form:

______________________________
Heidi Ann Wachter, City Attorney
2015 Property Tax Levy

City Council
October 27, 2014
Council Packet Information

- Staff Memo
- Pierce County Information
- Proposed Ordinance
Comparison to 2014

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2015 Estimate</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$4,494,673,400</td>
<td>$4,742,250,220</td>
<td>$247,576,820 5.5%</td>
</tr>
<tr>
<td>Assessed Value</td>
<td>$1.4312</td>
<td>$1.3769</td>
<td>-$0.0544 -3.8%</td>
</tr>
<tr>
<td>City Levy Rate</td>
<td>$6,432,914</td>
<td>$6,529,479</td>
<td>$96,565 1.5%</td>
</tr>
<tr>
<td>* The City Property Tax Levy increase of 1.5% includes the 1% increase plus new construction, administrative refunds and increase in state-assessed property.</td>
<td></td>
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</table>
## Tax Calculation Factor

<table>
<thead>
<tr>
<th>Tax Calculation Factor</th>
<th>Tax Levy</th>
</tr>
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<tbody>
<tr>
<td>Highest Regular Tax levy</td>
<td>$6,367,101</td>
</tr>
<tr>
<td>1% Increase</td>
<td>$63,671</td>
</tr>
<tr>
<td>New Construction Estimate</td>
<td>$26,168</td>
</tr>
<tr>
<td>Administrative Refunds</td>
<td>$70,260</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$6,527,199</strong></td>
</tr>
<tr>
<td>Increase from State-Assessed Property Estimate, Based on 2014 Actual</td>
<td>$2,280</td>
</tr>
<tr>
<td><strong>Total Preliminary 2015 Levy</strong></td>
<td><strong>$6,529,479</strong></td>
</tr>
<tr>
<td><strong>2015 Preliminary Assessed Value</strong></td>
<td><strong>$4,742,250,220</strong></td>
</tr>
<tr>
<td><strong>Levy Rate</strong></td>
<td><strong>$1.3769</strong></td>
</tr>
</tbody>
</table>

### Levy Rate Calculation:

- 2015 Preliminary Assessed Value: $4,742,250,220
- Divide by $1,000: $1,000
- 2015 AV Per $1,000: $4,742,250
- 2015 Preliminary Levy: $6,529,479
- Divide by 2015 AV Per $1,000: $4,742,250
- 2015 Preliminary Levy Rate per $1,000: $1.3769
# Impact to Average Homeowner

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2015 Estimate w/No Increase</th>
<th>Change from 2014</th>
<th>2015 Estimate w/1% Increase</th>
<th>Change from 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>AV Average Home</td>
<td>$212,540</td>
<td>$224,251</td>
<td>$11,711</td>
<td>5.5%</td>
<td>$224,251</td>
</tr>
<tr>
<td>City Levy Rate</td>
<td>$1.4312</td>
<td>$1.3634</td>
<td>-$0.0678</td>
<td>-4.7%</td>
<td>$1.3769</td>
</tr>
<tr>
<td>City Property Tax Paid</td>
<td>$304.19</td>
<td>$305.75</td>
<td>$1.57</td>
<td>0.5%</td>
<td>$308.77</td>
</tr>
</tbody>
</table>
Options & Considerations

• Since 2006 City has enacted the 1% increase as authorized by state statute
• No increase in 2015, then cumulative impact over 2015-2020 is $390,000
Next Steps

- Public Hearing on November 3, 2014
- Adoption on November 17, 2014
End of Presentation

- Questions?
To: Mayor and City Councilmembers
From: Tho Kraus, Assistant City Manager/Administrative Services
Through: John J. Caulfield, City Manager
Date: October 27, 2014
Subject: 2015/2016 Proposed Biennial Budget – Review of Department Budgets

The following is this week’s scheduled department budget presentations.

**OCTOBER 27, 2014**

**Police**

Tab 4  Page 129 – Organization Chart  
Page 131 – Proposed Service/Program Changes  
Pages 132 thru135 – Position Inventory/Personnel Cost  
Pages 136 thru 141 – Department Overview  
Pages 142 & 143 – Command Section  
Pages 144 & 145 – Professional Standards Section  
Pages 146 & 147 – Patrol Section  
Pages 148 & 149 – Criminal Investigations Unit Section  
Pages 150 & 151 – Specialty Units Section  
Pages 152 & 153 – Community Safety Resource Team Section  
Page 154 – Narcotics Seizure  
Page 155 – Felony Seizure  
Page 156 – Federal Seizure  
Page 157 – Public Safety Grants

**Municipal Court**

Tab 4  Page 123 – Organization Chart  
Page 125 – Position Inventory/Personnel Cost  
Page 126 – Service/Program Changes  
Page 127 – Performance Measures  
Page 128 – Financial Information
OCTOBER 29, 2014

Community & Economic Development

Tab 4 Page 37 – Organization Chart
Page 38 – 2013/2014 Accomplishments
Page 39 – 2015/2016 Anticipated Key Projects
Page 40 – Service/Program Changes
Page 41 – Position Inventory/Personnel Cost
Pages 42 thru 45 – Department Overview
Pages 46 & 47 – Code Enforcement
Pages 48 & 49 – Building
Pages 50 & 51 – Current Planning
Pages 52 & 53 – Advanced Planning
Pages 54 & 55 – Economic Development
Pages 56 & 57 – CDBG

Legal

Tab 4 Page 109 – Organization Chart
Page 110 – 2013/2014 Accomplishments
Page 111 – 2015/2016 Anticipated Key Projects
Page 112 – Service/Program Changes
Page 113 – Position Inventory/Personnel Cost
Pages 114 & 115 – Department Overview
Pages 116 & 117 – Civil Legal Services
Pages 118 & 119 – Criminal Prosecution Services
Pages 120 & 121 – City Clerk