

Don Anderson
Mayor

February 6, 2015

Jason Whalen
Deputy Mayor

Mary Moss
Councilmember

Michael D. Brandstetter
Councilmember

John Simpson
Councilmember

Marie Barth
Councilmember

Paul Bocchi
Councilmember

John J. Caulfield
City Manager

NOTICE

LAKWOOD CITY COUNCIL ATTENDANCE

AT

LAKWOOD MUNICIPAL COURT TOUR

Notice is hereby given that on Thursday, February 12, 2015, at 9:30 a.m., the Lakewood City Council will be touring the Lakewood Municipal Court. The Council will meet at Lakewood Municipal Court, 6000 Main Street SW, Lakewood, Washington to begin the tour.

A handwritten signature in cursive script, appearing to read "Alice M. Bush", with a long horizontal flourish extending to the right.

Alice M. Bush, MMC
City Clerk



LAKWOOD CITY COUNCIL STUDY SESSION AGENDA

Monday, February 9, 2015

7:00 P.M.

City of Lakewood

City Council Chambers

6000 Main Street SW

Lakewood, WA 98499

Page No.

CALL TO ORDER

ITEMS FOR DISCUSSION:

- (5) 1. Review of amendments to the 2015-2020 Six Year Transportation Improvement Program. – (Memorandum)
- (16) 2. Community Visioning Update. – (Memorandum)
- (50) 3. Review of citizens' advisory boards, committees and commission work plans. – (Memorandum)

BRIEFING BY THE CITY MANAGER

ITEMS TENTATIVELY SCHEDULED FOR THE FEBRUARY 17, 2015 REGULAR CITY COUNCIL MEETING:

- 1. Item No. 3 above.
- 2. Business showcase - *MACNAK Construction, Mr. TD King, Managing Partner*
- 3. This is the date set for a public hearing on a proposed amendment to the Six Year (2015-2020) Transportation Improvement Program to include roadway safety improvements at 40th Avenue SW and 96th Street SW and Military Road and 112th Street.

The City 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>

The Council Chambers will be closed 15 minutes after adjournment of the meeting.

4. Adopting the amendments to the Six Year (2015-2020) Transportation Improvement Program to include roadway safety improvements at 40th Avenue SW and 96th Street SW and Military Road and 112th Street. – (Resolution – Regular Agenda)
5. Authorizing the execution of an agreement with the Washington State Department of Commerce for the LED streetlight retrofits. – (Motion – Regular Agenda)
6. Authorizing the execution of an amendment to the agreement with Pierce County, in the amount of \$50,214.52, for surface water management billing from December 31, 2014 through December 31, 2015. – (Motion – Regular Agenda)
7. Awarding a bid for the Bridgeport Way south gateway project. – (Motion – Regular Agenda)

COUNCIL COMMENTS

ADJOURNMENT

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

WEEKLY MEETING SCHEDULE
February 9, 2015 – February 13, 2015

Date	Time	Meeting	Location
Feb. 9	7:00 P.M.	City Council Study Session	Lakewood City Hall Council Chambers
Feb. 10	7:30 A.M.	Coffee with the Mayor	St. Clare Hospital Resource Center 4908 112th Street SW
Feb. 11	9:30 A.M.	Lakewood Community Collaboration	Lakewood City Hall Council Chambers
Feb. 12	7:30 A.M.	Lakewood's Promise Advisory Board	Lakewood City Hall 3rd Floor, Conference Room
	9:30 A.M.	City Council tour of Municipal Court	Lakewood Municipal Court 1 st Floor, City Hall
	6:00 P.M.	Lakewood Sister Cities Association	Lakewood City Hall 1 st Floor, Conference Room 1E
	7:00 P.M.	Lake City Neighborhood Association	Lake City Fire Station 8517 Washington Blvd. SW
Feb. 13	No Meetings Scheduled		

TENTATIVE WEEKLY MEETING SCHEDULE
February 16, 2015 – February 20, 2015

Date	Time	Meeting	Location
Feb. 16	No Meetings Scheduled	<i>City Hall Closed in Observance of President's Day</i>	
Feb. 17	6:00 P.M.	Youth Council	Clover Park School District Student Services Center, Room 1B
	7:00 P.M.	City Council	Lakewood City Hall Council Chambers
	<i>Following the City Council Meeting</i>	Transportation Benefit District Board Meeting	Lakewood City Hall Council Chambers
Feb. 18	6:30 P.M.	Planning Commission	Lakewood City Hall Council Chambers
Feb. 19	No Meetings Scheduled		
Feb. 20	No Meetings Scheduled		
Feb. 21	8:30 A.M.	City Council Retreat	Lakewood City Hall 3 rd Floor, Executive Conference Room 3A

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.



To: Mayor and City Councilmembers
From: Don Wickstrom, Public Works Director
Through: John J. Caulfield, City Manager 
Date: January 28, 2015
Subject: Amendment to the 6-Year Transportation Improvement Program (2015-2020)

BACKGROUND:

Chapter 35.77.010 RCW requires that each city shall annually update its Six(6) -Year TIP, and file a copy of the adopted TIP with the Secretary of the Washington State Department of Transportation within 30 days after its adoption. The current 6-Year TIP (2015-2020) was adopted on July 21, 2014. The TIP may be amended at any time by a majority of the City Council, but only after a public hearing. The proposed TIP amendments are needed in order for the City to accept and utilize newly awarded “Federal Highway Safety Improvement Program (HSIP)” funds.

WSDOT administers HSIP funding through competitive grant programs according to their “Strategic Highway Safety Plan.” Washington State’s plan is called “Target Zero” which presents strategies to reduce fatal and serious injury collisions to zero by the year 2030. They have two programs: 1) City-wide program: focuses on lower cost, city-wide improvements (such as upgrading traffic signal displays to make them more visible); and 2) Spot- improvements: targets a specific location that has history of serious and fatal collisions.

The city was awarded two spot-improvement projects that must specifically be included in the current TIP in order to be utilized.

DESCRIPTION OF PROPOSED AMENDMENTS:

- 1) Add Project 2.81 Roadway Safety Improvements at 40th Ave. SW and 96th St. SW per grant award. Federal grant: \$823,000; City Match: \$20,000. Project timeline: 2015-2017.
Scope: Add guardrail, shared lane use markings, curb, gutter, sidewalk, and street lighting. Upgrade street signs. Pave the road.

- 2) Add Project 3.20 Military Rd. and 112th Safety Improvement per grant award. Federal grant: \$788,000; City Match: \$17,000. Project timeline: 2015-2017.
Scope: Replace existing traffic signal to improve visibility and operations (including implementing flashing-yellow arrow operation); upgrade curb ramps to current American with Disabilities Act (ADA) standards; upgrade street lighting; pave the intersection.
- 3) Modify project budget for 2.55 High Accident Location Safety Improvements. Reduce city funding by the amounts of city matching funds for the above added projects. Reallocate anticipated grant funds to the specific above added projects.
Scope: Various safety improvements at high accident locations. Place holder project for safety grant program.

IMPACT:

The proposed amendments allow implementation of two new safety capital improvement projects that are consistent with state and city goals. The total city match of \$37,000 will be accommodated in anticipated revenues in the street capital program.

PUBLIC NOTICE:

Public notice of the February 17, 2015 public hearing was posted at City Hall and published in the Tacoma News Tribune. On February 4, 2015, the amendments will be posted on the City web site and emailed to interested parties including: adjacent jurisdictions; Pierce Transit; Clover Park School District; and Lakewood utility providers. On February 4, 2015, these amendments will be presented to the Planning Commission for review and consideration.

CONCLUSION:

Based on the foregoing discussion, the Public Works Department recommends that the City Council support the proposed amendments, and adopt the resolution to amend the Six-Year Transportation Improvement Program (2015-2020) (TIP) as highlighted in the attached draft amendment (dated 1-27-15) after the public hearing (scheduled for February 17, 2015) and consideration of public comments.

EXHIBITS:

1. 6-Year TIP (2015-2020) Amendment 1 – DRAFT 1-27-15
2. Grant Award Letter (12-31-14) – *Roadway Safety Improvements – 40th Avenue SW and 96th Street SW*
3. Grant Award Letter (12-31-14) – *Military Rd. and 112th St. Safety Improvement*

PROJECT COSTS IN THOUSANDS OF DOLLARS									
EXPENDITURE PLAN		NOTE: BOLD and ITALICIZED numbers denote grant is secured							TOTAL FUNDS
SECTION 2			2015	2016	2017	2018	2019	2020	2015-2020
ROADWAY IMPROVEMENTS									
2.26 Safety Improvements in the Vicinity of Schools	May include sidewalks, crossing improvements, signage, etc. in vicinity of schools.	City		50		50		50	150
		Grant		600		600		600	1,800
		Other		50		50		50	150
		Total	0	700	0	700	0	700	2,100
2.29 Steilacoom Blvd. Custer to 88th Street	Curbs, gutters, sidewalks, street lighting, on both sides. Signal modifications. Signal replacement Custer/Ardmore. Overlay.	City	0	0					0
Total Estimated Cost \$1,975		Grant	150	1,400					1,550
		Other		250					250
		Total	150	1,650	0	0	0	0	1,800
2.41 Steilacoom Blvd - Bridgeport Way to Fairlawn	Curbs, gutters, sidewalks, on both sides. Overlay.	City			10	20	100		130
Total Estimated Cost \$1,400		Grant			20	150	1,000		1,170
<i>Note: Preliminary design completed via previous TIB grant</i>		Other					100		100
		Total	0	0	30	170	1,200	0	1,400
2.49 Bridgeport Way - 83rd to 75th	Curb, gutters, sidewalks, street lighting, widening for 2-way left turn lane, drainage. Overlay.	City	0						0
Total Estimated Cost \$3,756		Grant	2,800						2,800
<i>Notes: Combined project limits of prev. project 2.52</i>		Other	300						300
<i>Project construction started in 2014</i>		Total	3,100	0	0	0	0	0	3,100
2.50 Gravelly Lake Drive - 100th to Bridgeport Way	Curb, gutters, sidewalks, street lighting, drainage. Signal modifications. Signal replacement Mt. Tacoma.	City	30	36					66
<i>Note: grant for design, environ., & r/w FY2011-2014</i>		Grant	100	1,358					1,458
		Other		250					250
		Total	130	1,644	0	0	0	0	1,774
2.54 Minor Pedestrian Safety Improvements	Non-hardscape improvements. Shoulder widening on high-volume roads where less than 2' walkway exists.	City	50	50	50	50	50	50	300
		Grant							0
		Other							0
		Total	50	50	50	50	50	50	300
2.55 High Accident Location Safety Improvements	May include sight distance corrective measures, signal modifications, etc. at one of top 25 accident locations.	City	44	20	49	50	50	50	263
<i>Amendment No. 1: 2015-2017 Funds reallocated to 2.81 Roadway Safety Improvements to 40th Ave. SW and 96th St. SW and 3.20 Military Rd. and 112th St. Safety Improvement.</i>		Grant	0	0					0
		Other							0
		Total	44	20	49	50	50	50	263

PROJECT COSTS IN THOUSANDS OF DOLLARS									
EXPENDITURE PLAN		NOTE: BOLD and ITALICIZED numbers denote grant is secured							TOTAL FUNDS
SECTION 2			2015	2016	2017	2018	2019	2020	2015-2020
ROADWAY IMPROVEMENTS									
2.77 Washington Blvd - Edgewood Ave to Gravelly Lake Drive	Curb, gutter, sidewalks, bike lanes, tree lighting, drainage, overlay.	City							0
<i>TBD priority project</i>		Grant							0
		Other		800	5,100				5,900
		Total	0	800	5,100	0	0	0	5,900
2.78 Oakbrook Sidewalks & Street Lighting	Curb, gutter, sidewalks, sharrows, turn lanes, street lighting, drainage, overlay.	City							0
<i>TBD priority project for 2020+</i>		Grant							0
		Other							0
		Total	0	0	0	0	0	0	0
2.79 Lake City Business District Sidewalks (American Lake Park to Veterans Dr / Alameda) (Total Cost \$2,100)	Curb, gutter, sidewalks, sharrows, street lighting, drainage, overlay.	City							0
<i>TBD priority project</i>		Grant							0
		Other			300	1800			2,100
		Total	0	0	300	1,800	0	0	2,100
2.80 Interlaaken Drive SW / Mt. Tacoma Drive Non-Motorized Improvements - Short Lane to Whitman Avenue SW (Total Cost Mt. Tacoma Drive \$2,950) (Total Cost Interlaaken \$4,000) formerly project 5.7. TBD priority project for 2020+	Provide curb and gutter, sidewalk and a shared travel/bike lane on one side of Interlaaken / Mt. Tacoma Dr.	City							
		Grant							
		Other							
		Total		0	0	0	0	0	0
2.81 Roadway Safety Improvements at 40th Ave. SW and 96th St. SW	Curb, gutter, sidewalk, sharrows, guard rail, street lighting, pavement reconstruction	City	4	15	1				20
<i>Amendment No. 1: Federal Highway Safety grant awarded in Dec. 2014.</i>		Grant	30	140	653				823
		Other							0
		Total	34	155	654	0	0	0	843
TOTALS		City	363	361	613	783	514	400	3,034
		Grant	9,083	4,274	4,463	4,930	3,185	2,900	28,835
		Other	1,358	1,445	6,180	3,470	3,556	3,150	19,159
		Total	10,804	6,080	11,256	9,183	7,255	6,450	51,028

SWM/TBD

SWM/TBD

FED

PROJECT COSTS IN THOUSANDS OF DOLLARS									
EXPENDITURE PLAN									TOTAL FUNDS
SECTION 3 TRAFFIC SIGNALS			2015	2016	2017	2018	2019	2020	2015-2020
3.14 So. Tacoma Way / 92nd Street	New warranted signal	City							0
		Grant		100	550				0
		Other							0
		Total	0	100	550	0	0	0	0
3.16 Steilacoom Blvd / Western State Hospital Signal Replacement	Replace existing signal	City							0
		Grant	210						210
		Other							0
		Total	210	0	0	0	0	0	210
3.17 Steilacoom Blvd / Lakeview Ave Signal Replacement	Replace existing signal	City							0
		Grant	65	275					340
		Other							0
		Total	65	275	0	0	0	0	340
3.19 Traffic Signal Asset Management System	Purchase software; develop asset management system	City	40	40	20	5	5	5	115
		Grant							0
		Other							0
		Total	40	40	20	5	5	5	115
3.20 Military Rd. and 112th St. Safety Improvement <i>Amendment No. 1: Federal Highway Safety grant awarded in Dec. 2014</i>	Replace existing traffic signal to current standards. Update phasing to yellow-flashing arrow operation. ADA ramp upgrades. Repave intersection	City	2	15					17
		Grant	20	128	640				788
		Other							0
		Total	22	143	640	0	0	0	805
TOTALS		City	147	365	155	615	115	15	1,412
		Grant	650	228	1,490	300	0	0	2,018
		Other	10	345	0	0	150	0	505
		Total	807	938	1,645	915	265	15	3,935



**Washington State
Department of Transportation**

Lynn Peterson
Secretary of Transportation

December 31, 2014

Transportation Building
310 Maple Park Avenue S.E.
P.O. Box 47300
Olympia, WA 98504-7300
360-705-7000
TTY: 1-800-833-6388
www.wsdot.wa.gov

Mr. Don Wickstrom
Public Works Director
City of Lakewood
6000 Main Street, SW
Lakewood, WA 98499-5013

**Roadway Safety Improvements –
40th Avenue SW and 96th Street SW
FFY 2014 City Safety Program
Federal Highway Safety Improvement Program (HSIP)
Funding**

Dear Mr. Wickstrom:

WSDOT is pleased to advise you that the above mentioned safety project was recently selected. The federal funding is limited to the amount shown below:

Project Title: Roadway Safety Improvements at 40th Ave. SW and 96th St. SW **\$823,350**
Scope: See enclosed Detailed Project Description
Note: Safety projects require a 10 percent local match for design and right of way; projects that obtain construction authorization by September 30, 2017, are eligible for 100 percent federal funding for the construction phase.

In order to meet state and federal requirements, the following are required:

- Projects utilizing federal funds must be included in your current Transportation Improvement Program (TIP) as a complete programmed project. Once your TIP amendment is approved, WSDOT will amend the Statewide Transportation Improvement Program (STIP).
- Project expenditures incurred before receiving notice from Local Programs of federal fund obligation are not eligible for reimbursement.
- Any changes in scope, schedule, or budget will require approval from HQ Local Programs.
- To maintain funding, a Quarterly Project Report form (including schedule, scopes, and budget) must be completed by the end of March, June, September, and December each year. The online database can be found at: <http://www.wsdot.wa.gov/localprograms/>. To access the database you will need an account name and password. Your account name is **Lakewood** and your password is **Lakew246**. The password is case sensitive.

To obligate funding for the project, please refer to the information above and your Local Agency Guidelines (LAG) manual for additional information. As a reminder, Local Programs encourages all agencies to submit monthly progress billings to ensure timely reimbursement of eligible federal expenditures.

For assistance please contact Neal Campbell, your Region Local Programs Engineer, at 360.357.2666.

Sincerely,

Kathleen B. Davis
Director
Local Programs

KBD:km:sas

Enclosure

cc: Neal Campbell, Region Local Programs Engineer, MS 47440

Project Summary

Program: 2014 City Safety Program

Date: December 2014

Agency: City of Lakewood

Project Title: Roadway Safety Improvements at 40th Ave. SW and 96th St. SW

Project Number: Not yet assigned

Project Type: Spot location

Project Description: Add guardrail, shared lane use markings, curb, gutter, sidewalk, and street lighting. Upgrade street signs. Pave the road.

Detailed Project Description:

- A. Install curb, gutter, and sidewalk.
- B. Install approximately 325 feet of guardrail along 40th Ave. SW/ 96th St. SW on the outside of the curve, which is the west and north sides of the road.
- C. Install lighting.
- D. Remove and replace pavement.
- E. Upgrade signing to *Manual on Uniform Traffic Control Devices (MUTCD)*, as modified by WAC 468-95 standards.
- F. Install shared lane use markings (sharrows).

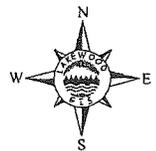
Project Schedule (Estimated):

Project added to local agency Transportation Improvement Plan (TIP)	2/2015
Project added to regional TIP	5/2015
Project added to Statewide Transportation Improvement Plan (STIP)	6/2015
Project definition/Begin preliminary engineering (PE) phase	7/2015
NEPA kickoff	10/2015
Environmental documents approved	6/2016
Right-of-way start	NA
Right-of-way complete (certification)	NA
Geometric/30% design complete	2/2016
General plan/60% design complete	7/2016
Advertisement	9/2017
Contract awarded	11/2017
Open to traffic (operationally complete)	6/2018

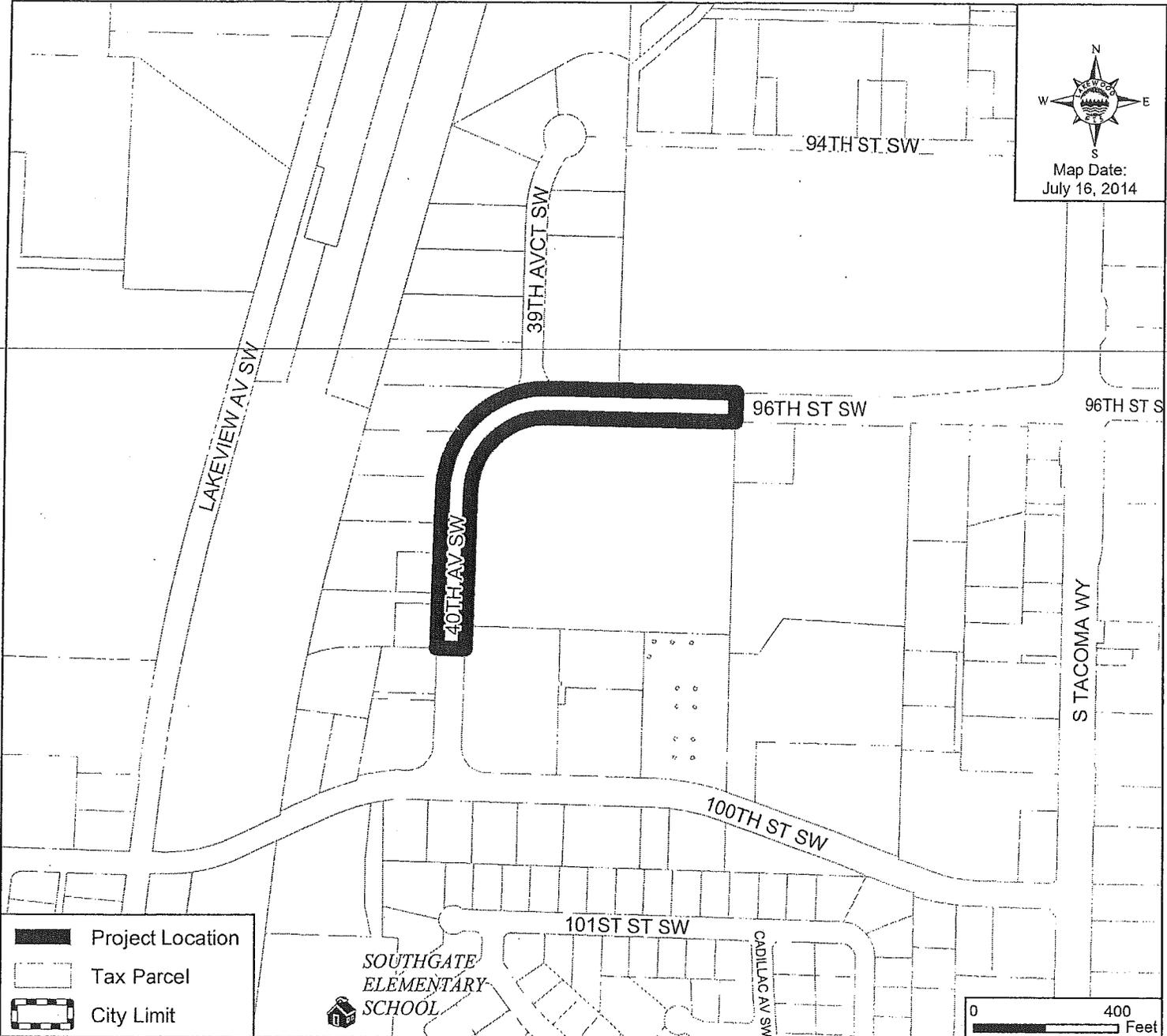
Project Cost and Award Amount:

Phase	Total cost	10% local match required	Amount funded from previous federal funds (Does not count toward the local match)	Match provided (Amount funded from other sources)	Amount requested	Amount awarded
Preliminary Engineering	\$189,000	\$18,900	\$0	\$19,000	\$170,000	\$170,000
Right-of-Way	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$653,500	\$0*	\$0	\$150*	\$653,350*	\$653,350*
Total	\$842,500	\$18,900	\$0	\$19,150	\$823,350	\$823,350

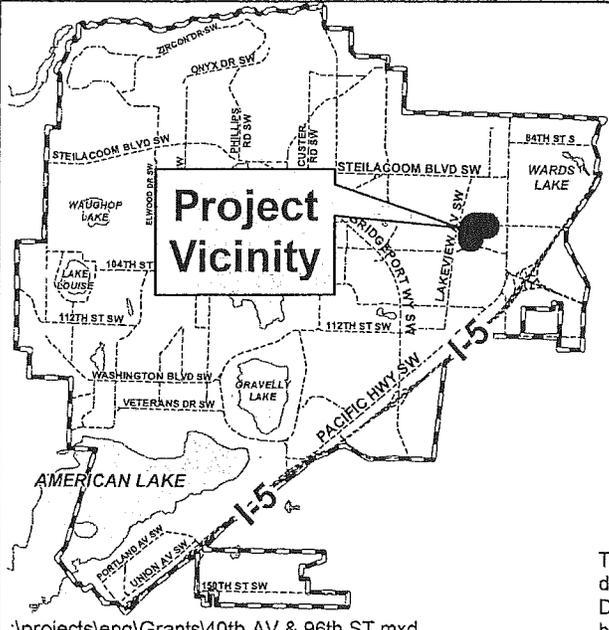
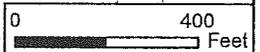
*Project must be advertised by September 30, 2017 to waive the 10% local match requirement for the construction phase.



Map Date:
July 16, 2014



- Project Location
- Tax Parcel
- City Limit



City of Lakewood Public Works

40TH AV SW & 96TH ST SW Roadway Safety Improvements

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.



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Lynn Peterson
Secretary of Transportation

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December 31, 2014

RECEIVED

JAN 05 2014

PUBLIC WORKS

Mr. Don Wickstrom
Public Works Director
City of Lakewood
6000 Main Street, SW
Lakewood, WA 98499-5013

**Military Rd. & 112th St. Safety Improvement
FFY 2014 City Safety Program
Federal Highway Safety Improvement Program (HSIP)
Funding**

Dear Mr. Wickstrom:

WSDOT is pleased to advise you that the above mentioned safety project was recently selected. The federal funding is limited to the amount shown below:

Project Title: Military Rd. & 112th St. Safety Improvement **\$788,500**
Scope: See enclosed Detailed Project Description
Note: Safety projects require a 10 percent local match for design and right of way; projects that obtain construction authorization by September 30, 2017, are eligible for 100 percent federal funding for the construction phase.

In order to meet state and federal requirements, the following are required:

- Projects utilizing federal funds must be included in your current Transportation Improvement Program (TIP) as a complete programmed project. Once your TIP amendment is approved, WSDOT will amend the Statewide Transportation Improvement Program (STIP).
- Project expenditures incurred before receiving notice from Local Programs of federal fund obligation are not eligible for reimbursement.
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To obligate funding for the project, please refer to the information above and your Local Agency Guidelines (LAG) manual for additional information. As a reminder, Local Programs encourages all agencies to submit monthly progress billings to ensure timely reimbursement of eligible federal expenditures.

For assistance please contact Neal Campbell, your Region Local Programs Engineer, at 360.357.2666.

Sincerely,

Kathleen B. Davis
Director
Local Programs

KBD:km:sas

Enclosure

cc: Neal Campbell, Region Local Programs Engineer, MS 47440

Project Summary

Program: 2014 City Safety Program
Date: December 2014
Agency: City of Lakewood
Project Title: Military Rd. & 112th St. Safety Improvement
Project Number: Not yet assigned
Project Type: Spot location

Project Description: Improve traffic signal phasing and the visibility of traffic signal heads. Improve street lighting and improve conditions for pedestrians in crosswalks.

Detailed Project Description:

- A. Remove the existing traffic signal and street lighting at the intersection of Military Rd. and 112th St. Install a new traffic signal system that includes:
 1. protected/permissive flashing yellow left turn arrow left turn phasing for Military Rd.
 2. reflective yellow tape around traffic signal backplates.
 3. accessible countdown pedestrian signals.
 4. street lighting.
- B. Remove existing curb ramps and install ADA compliant curb ramps at the intersection of Military Rd. and 112th St.
- C. Pave the intersection.

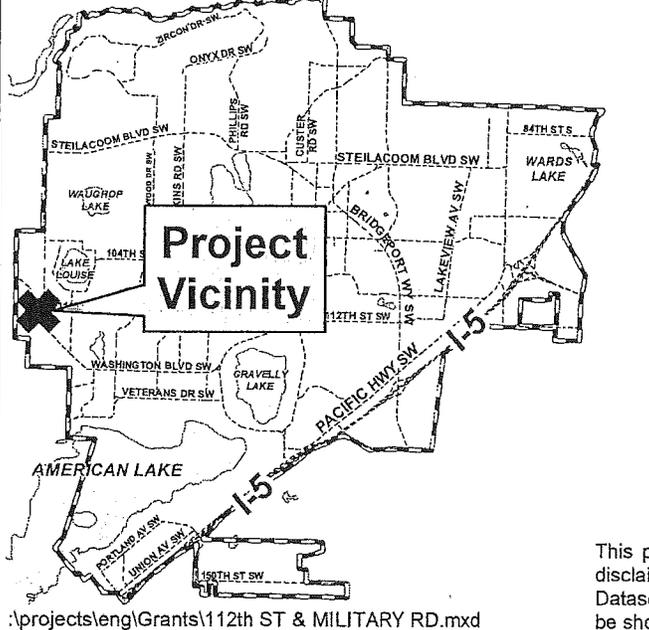
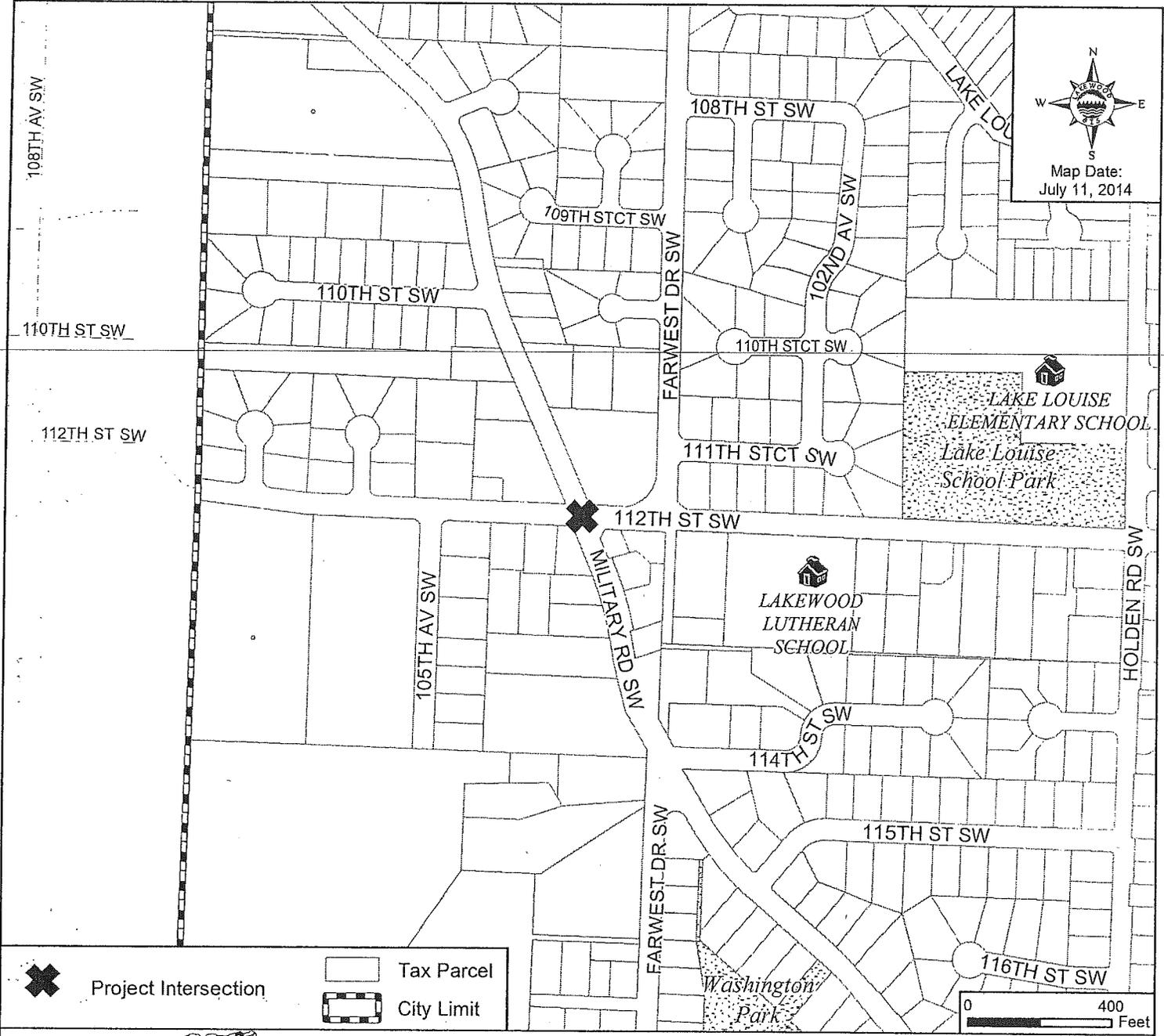
Project Schedule (Estimated):

Project added to local agency Transportation Improvement Plan (TIP)	2/2015
Project added to regional TIP	5/2015
Project added to Statewide Transportation Improvement Plan (STIP)	6/2015
Project definition/Begin preliminary engineering (PE) phase	7/2015
NEPA kickoff	10/2015
Environmental documents approved	6/2016
Right-of-way start	7/2016
Right-of-way complete (certification)	6/2017
Geometric/30% design complete	2/2016
General plan/60% design complete	7/2016
Advertisement	9/2017
Contract awarded	11/2017
Open to traffic (operationally complete)	6/2018

Project Cost and Award Amount:

Phase	Total cost	10% local match required	Amount funded from previous federal funds (Does not count toward the local match)	Match provided (Amount funded from other sources)	Amount requested	Amount awarded
Preliminary Engineering	\$100,000	\$10,000	\$0	\$10,000	\$90,000	\$90,000
Right-of-Way	\$65,000	\$6,500	\$0	\$6,500	\$58,500	\$58,500
Construction	\$640,000	\$0*	\$0	\$0*	\$640,000*	\$640,000*
Total	\$805,000	\$16,500	\$0	\$16,500	\$788,500	\$788,500

*Project must be advertised by September 30, 2017 to waive the 10% local match requirement for the construction phase.



City of Lakewood Public Works

112TH ST SW & MILITARY RD 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.



TO: Mayor and City Councilmembers

FROM: Dan Catron, Principal Planner, & Dave Bugher, Assistant City Manager/Community Development Director

THROUGH: John Caulfield, City Manager 

MEETING DATE: February 9, 2015

SUBJECT: Visioning Project Update

The on-going Lakewood Community Visioning Project is nearing its conclusion (at least with regard to issuance of the Final Community Vision Plan document). The project began in late April 2014. The City's consultants, Tindale Oliver Associates and Fregonese Associates, have completed the community profile, public survey, public outreach, and scenario development portions of the project, and are finalizing the Community Vision Plan document.

A key element of the Community Vision Plan is the interpretation of input collected at a public meeting held at the McGavick Center on September 23, 2014. The consultants digitized collected preference data expressed by attendees on maps to create a number of potential development scenarios. The development scenarios were then analyzed with regard to a number of different metrics (acres of land used, # of new housing units, housing units by type, etc.). The analysis produced several interesting conclusions, one of which was that the County's targets for new housing units and jobs (8,380 new dwelling units and 9,285 new jobs by 2030) is likely more aggressive than can be achieved.

Two other key elements of the plan are the Community Vision Plan Statement and Action Plan concepts. A draft of Community Visioning Statement and Action Plan Elements is attached. The Vision Plan Statement and Action Plan Concepts were developed with input from the Visioning Committee.

On February 9th the City's consultants will make an initial presentation of the Final Community Vision Plan to the City Council. A second presentation is expected to be made at the study session meeting on February 23rd.

Attachments:

- 1) Draft Action Plan
- 2) Scenario Slide Presentation

City of Lakewood Community Vision Plan

Draft Community Vision Plan Statement and Action Plan Concepts February 3, 2015



A working draft of a community vision statement, and a series of community values statements to support the vision statement, have been developed based on the public outreach process completed between June and November 2014. In support of each community value, a list of activities (“action plan”) has been included that the City of Lakewood and other community partners can work to implement over time in support of the Lakewood Community Vision.

These draft community vision plan concepts were presented to the Vision Committee at their meeting on January 16th. The version below incorporates comments received from Vision Committee members.

Lakewood Community Vision Statement

Lakewood today is a safe, culturally diverse, and beautiful city. As Lakewood grows, we will continue to be one of Washington’s premier places to live, raise a family, and cultivate a business. Our picturesque parks, scenic lakes, protected open spaces, and abundant natural amenities make Lakewood the undiscovered gem of the Puget Sound region. Lakewood values include family, service, community engagement, and protection of the natural environment. Active and on-going support for America’s service members at Joint Base Lewis-McChord is an explicit mission of the City. Lakewood’s convenient location, robust economy, and high quality public services, parks and recreation facilities, and K-12 and higher education institutions round out the list of reasons that make the City of Lakewood the perfect place to call home.

Draft Community Values to support the Vision:

- Friendly and welcoming community
- High quality public services, parks and facilities
- Vibrant and connected community places unique to Lakewood
- Strong local economy
- Sustainable and responsible practices

Draft Action Plan Elements to support the Vision:

Please note that while some of the proposed action plan elements are brand new ideas, several elements are already being undertaken by the City of Lakewood and we wanted to note that these existing activities will also be documented in the action plan as ways to support implementing the Lakewood Community

- **Friendly and Welcoming Community**
 - Create a Diversity Commission formed of citizens representing different ethnic/community groups and community advocates to advise the City Council on strategies that strengthen connections among diverse community groups and with the city government
 - The Diversity Commission should initially be tasked to prepare a Diversity, Equity, and Inclusion Plan that that embraces the City’s goal to build a friendly and welcoming community.
 - Increase connections among diverse community groups
 - Provide welcoming signage in multiple languages in prominent places (City Hall, city website, etc.)
 - Incorporate multiculturalism in public art/community spaces
 - Identify and market a unique community event to promote diversity of Lakewood – for example, the International Festival to showcase the different cultures in Lakewood
 - Strengthen community identity
 - Build upon the #IamLakewood brand (incorporate information posted on social media into website and other “instant” modes of communication)
 - Strengthen City signage at gateways and street signs for major roads/intersections
 - Expand public participation and communication reach
 - Lakewood Connections
 - Social media
 - Evaluate community events to ensure they are frequent, unique and interesting; and appeal to a wide-range of audiences
 - Promote a strong relationship at the citizen level with JBLM and neighbor communities
 - Partner with JBLM and surrounding communities to advertise family-friendly events and other opportunities to showcase Lakewood as a great place to live
- **High quality public services, parks and facilities**
 - Provide coordinated and open municipal services
 - Prepare and market an annual report highlighting city programs/efforts, incorporating benchmarks and performance measures (should be very user-friendly and easy for public consumption/marketing)

- Work with community partners to provide superior education, health care, and social services to the citizens of Lakewood.
 - Strengthen the partnerships between the City of Lakewood and the two nationally recognized institutions of higher education within the city, Clover Park Technical College and Pierce College
 - Work with St. Clare’s Hospital and other community partners to expand mentorship programs in Springbrook and other needed areas
 - Work with Boys and Girls Club to bring programs to the Springbrook neighborhood
- Provide a clean, safe and attractive city for all
 - Improve arterial streets appearance, and levels of service
 - Continue to enhance safety and reduce crime in all areas of the city
 - Identify targeted activities to help combat public image of Lakewood as unsafe
 - Heavily market reduced crime statistics
 - Note Lakewood Police Department as “Agency of the Year” in RISE Awards competition
 - Identify and clean up “problem” properties
 - Develop a program to fund clean-up of principal problem properties; expand program to place liens on properties in an effort to recoup any money from property owners that the City spends to clean up properties
 - Implement a program to require “maintenance plan” and insurance for vacant properties
- Develop a policy-based, self -implemented “Tax Increment Financing” program – set aside a pre-determined percentage of increased property taxes as a result of redevelopment to fund city infrastructure/services
- Expand wireless network access for public spaces and technology centers
- Partner with the Clover Park School District to market positive statistics about public schools in Lakewood and help combat negative and unfounded perceptions
- Create a community center open to all residents that focuses on activities for youth/teens and provides needed resources for adults (note: long term goal)
- Expand local support public services for non-English speaking or traditionally underserved residents
 - Work with community partners to create and fund a “safe-place” resource center (translation, legal, housing, public services)
 - Become active member of the Family Support Partnership
 - Create a city services resource guide in multiple languages – look for community volunteers and partners to help with translation
- **Vibrant and connected community places unique to Lakewood**
 - Provide a safe and connected multimodal transportation system

- Evaluate and prioritize sidewalk and bicycle facility gaps and safety needs
 - Assess locations where streetlights are needed to address safety concerns
 - Evaluate locations for possible low cost traffic calming improvements
 - Better connect Springbrook residents to Town Center (currently requires transfer using Pierce Transit)
 - Complete \$15.7 million in transportation projects to be funded by the vehicle licensing fee and general fund between 2015-2020
 - Create project priority list for needed improvements after 2020; create plan to engage citizens in this decision-making process
 - Create signage program to identify projects paid for with vehicle licensing fee
- Make the Town Center a premier multi-use destination
 - Redevelopment study to attract more housing/retail/restaurant choices
- Beautify entryways and gateways into the city
- Improve wayfinding for motorists, bicyclists, and pedestrians to major community destinations and attractions
- Preserve established and stable neighborhoods
- Maximize the redevelopment potential of underutilized properties or less stable neighborhoods
- Improve the quality and balance of housing options, affordability, and styles
 - Create an apartment inspection program
 - Conduct a market analysis to inventory existing housing stock, evaluate assets and design policies to meet future demand for housing needs
 - Encourage programs and policies to increase home ownership rates within Lakewood
- Nurture the historical, arts and cultural assets of the City
 - Work with community partners (Lakewood Playhouse, Lakewold Gardens, etc.) to promote and expand historical, arts, and cultural programs
 - Create a city culture guide for residents and visitors
 - Support expansion of Lakewood Playhouse within the existing Town Center or long-term centralized community cultural center as an asset to the Town Center
 - Work with community partners and Clover Park School District to bring school/programs for youth arts to Lakewood (example: Fab 5 program in Tacoma)
 - Work with Pierce County library to expand library space in the city and explore additional space for book mobile/library to serve the Springbrook neighborhood
- **Strong Local Economy**
 - Encourage diversification of business and industry and foster opportunities for existing businesses to grow and expand

- Monitor best practices for peer cities concerning business retention and attraction programs to help retain and expand local business as well as attract new business.
 - Use Planning Commission as a forum to discuss building permitting and approval process/issues with business/developer community.
 - Develop a quality workforce that supports current and future businesses
 - Join the Tacoma-Pierce County Growth Partnership
 - Establish youth workforce training and business internship program
 - Work with institutions of higher education to promote job-match programs and other support programs
 - Promote creation of family-wage jobs
 - Partner with Workforce Central to promote and educate community about opportunities for workforce training
 - Support small and minority-owned businesses
 - Prepare a small business resource guide (provide in multiple languages)
 - Explore creating a small business incentive program to waive permits and fees for qualifying local businesses (note: can also be explored as an incentive for businesses that create family-wage jobs)
 - Partner with the Chamber of Commerce to
 - Establish a “buy-local” program
 - Create a Lakewood “restaurant” week
 - Expand Lakewood Farmer’s Market
 - Feature “business of the week”
 - Identify indoor space during non-summer weeks to evaluate the feasibility of a year-round market
- **Sustainable and Responsible Practices**
 - Preserve and protect natural resources and extensive recreational spaces
 - Enhance connectivity of paths and greenway systems with the goal of forming an interconnected intermodal trail system for bicyclists and pedestrians
 - Involve the community in park beautification and improvement projects
 - Help market Partners for Parks, a volunteer program and better connect community volunteers to this program
 - Encourage sustainable design and business practices
 - Develop a Community Sustainability Plan to coordinate, track and report efforts to preserve natural assets, improve sustainable practices, and reduce Lakewood’s carbon footprint.
 - Incorporate permeable sidewalks, native vegetation, and other sustainable practices when redevelopment streetscapes
 - Develop incentives for sustainable building designs (e.g., expedited building review process; residential deconstruction)

- Ensure recycling is provided at key (high volume) locations with the goal of having a recycling bin next to every trash can
- Create a citywide composting program
- Install solar trash compactors at key (high volume) locations
- Install “360” trash, recycling, compost bins at key (high volume) locations
- Increase community awareness of their role in making Lakewood a sustainable community
 - Identify community events (farmers market, etc.) to piggy back educational opportunities for residents on sustainable practices, such as recycling, energy savings, appliance replacement programs, etc.



Lakewood Scenarios

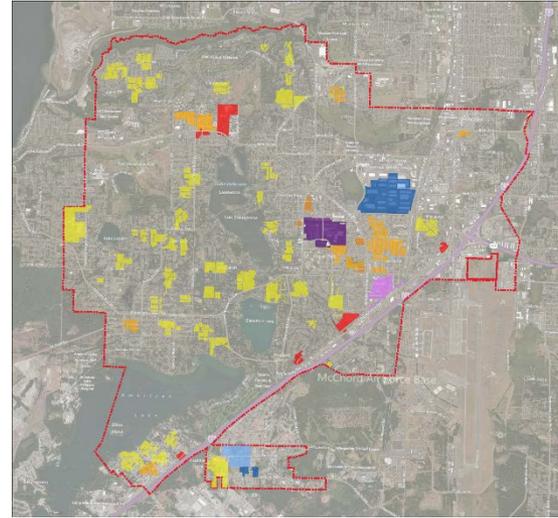


Scenarios Testing

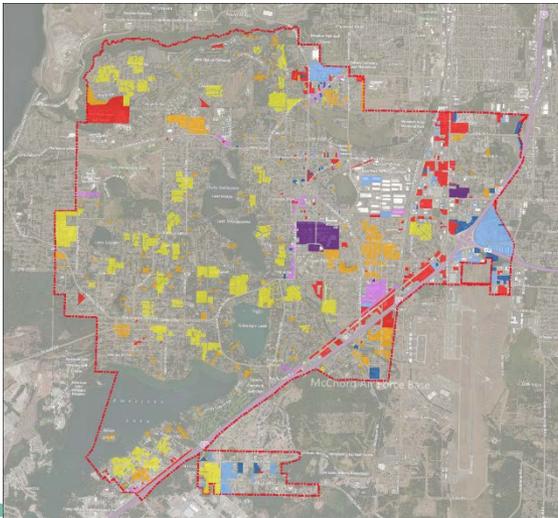
A



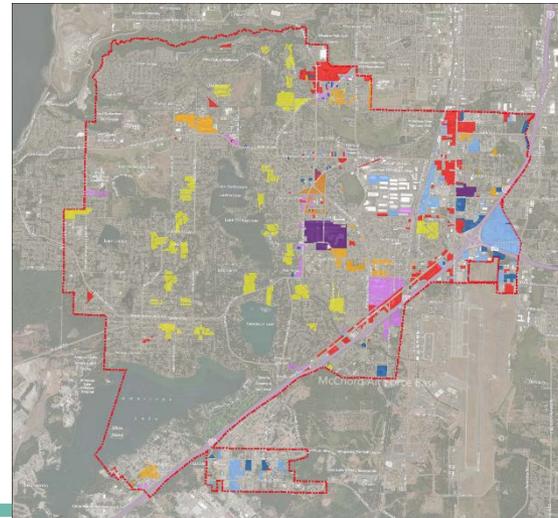
B



C



D





The Four Scenarios

- Scenario A
 - This was a scenario that was developed to try and maximize vacant land use, and areas with redevelopment potential.
- Scenario B
 - This was a scenario that was developed based on the best ideas that came out of the community workshops.
- Scenario C
 - This was a scenario that blended A and B. It utilized much of the infill identified in Scenario A, while incorporating the feedback from Scenario B.
- Scenario D
 - This was Scenario C, with refinements from consultant team and city staff to better reflect existing conditions and factors. It also reduces new households and the redevelopment rate to a more reasonable range.

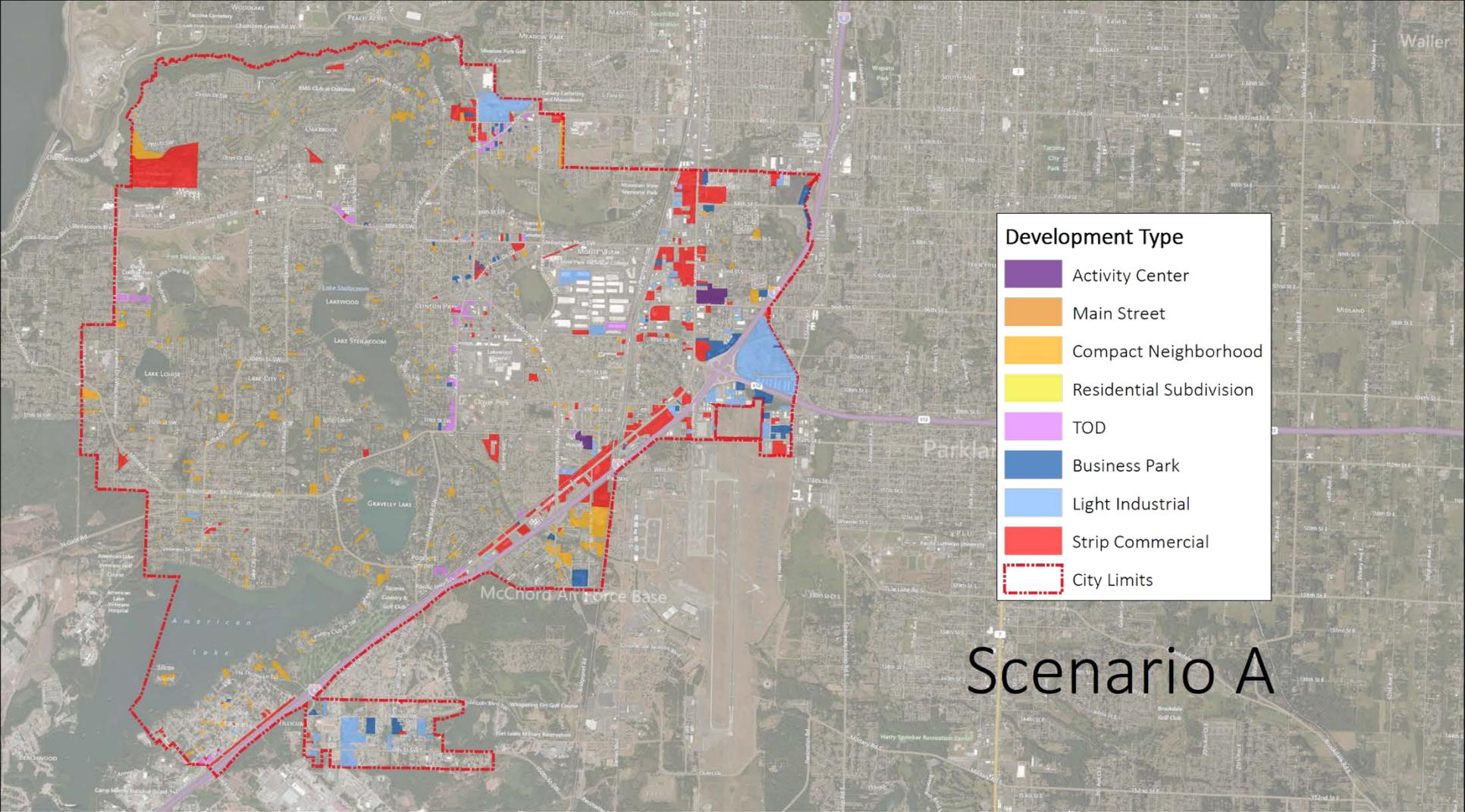




Housing and Employment Summary

	Scenario A	Scenario B	Scenario C	Scenario D	County Targets
Housing Units	4,544	3,822	7,946	4,989	8,380
Jobs	3,602	1,245	2,866	2,304	9,285





Development Type

- Activity Center
- Main Street
- Compact Neighborhood
- Residential Subdivision
- TOD
- Business Park
- Light Industrial
- Strip Commercial
- City Limits

Scenario A

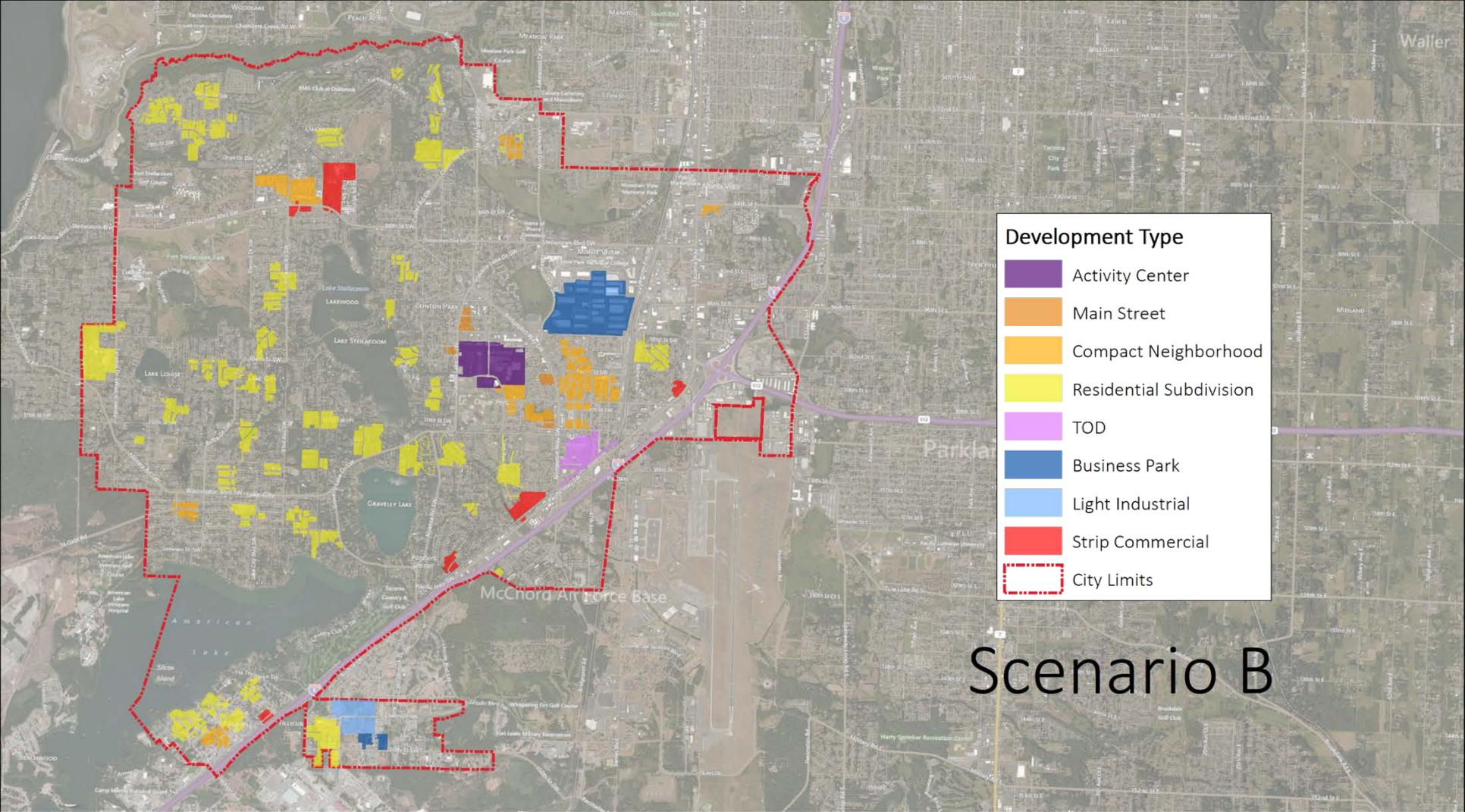




Scenario A

- Focused on infilling vacant residential parcels, and infill/redevelopment of non-residential parcels. There was no redevelopment of existing single family residential.
- Resulted in more employment relative to housing. New employment was mainly retail, and new housing was mainly infill townhomes.
- Under this scenario Lakewood would receive **4,544** net new housing units, and **3,602** net new jobs.





Development Type

- Activity Center
- Main Street
- Compact Neighborhood
- Residential Subdivision
- TOD
- Business Park
- Light Industrial
- Strip Commercial
- City Limits

Scenario B

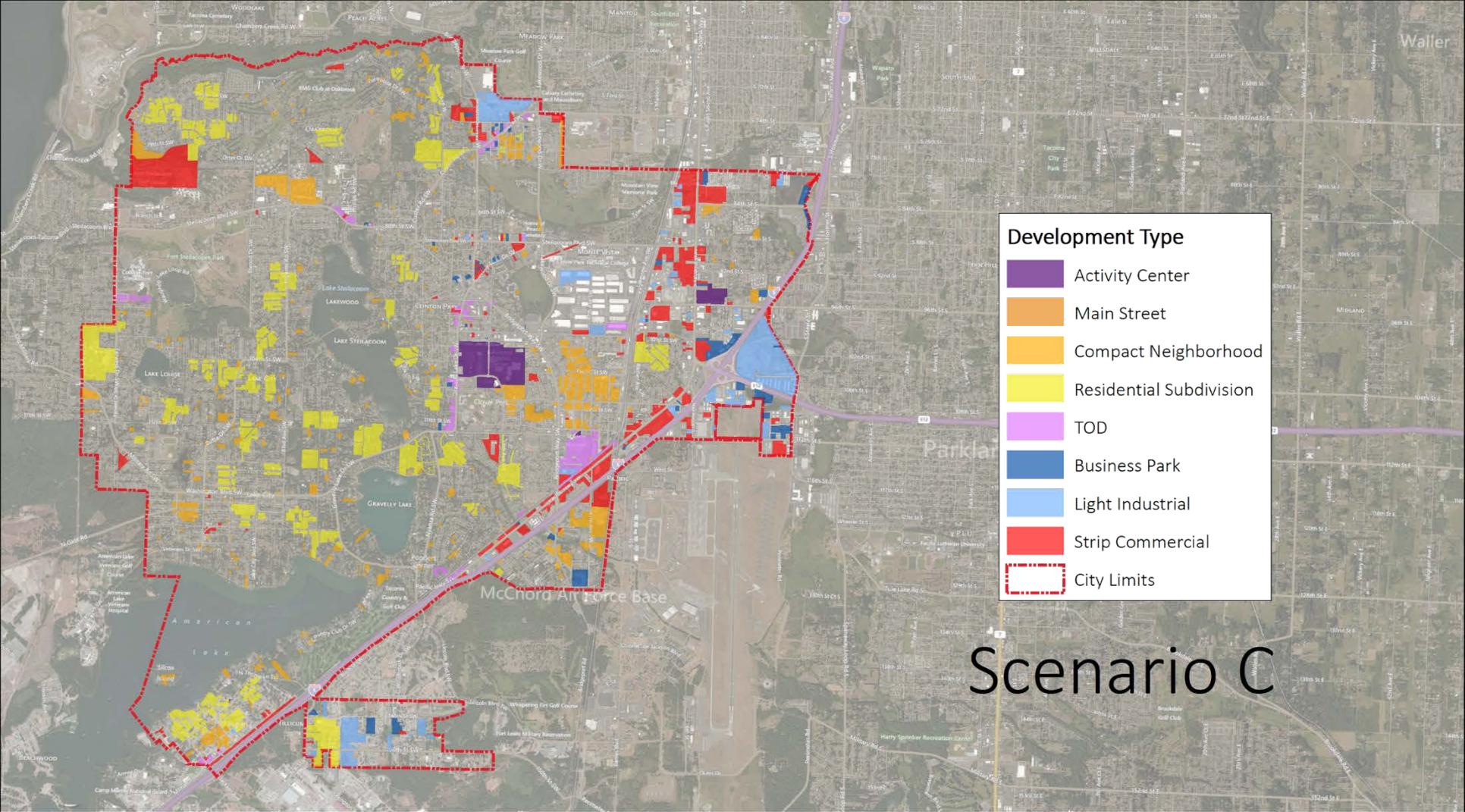




Scenario B

- Scenario based on the best ideas from the community workshop. Residents envisioned large redevelopment of existing neighborhoods, a new activity center downtown, and more transit oriented design.
- Under this scenario Lakewood would receive **3,822** net new housing units, and **1,245** net new jobs.





Development Type

- Activity Center
- Main Street
- Compact Neighborhood
- Residential Subdivision
- TOD
- Business Park
- Light Industrial
- Strip Commercial
- City Limits

Scenario C

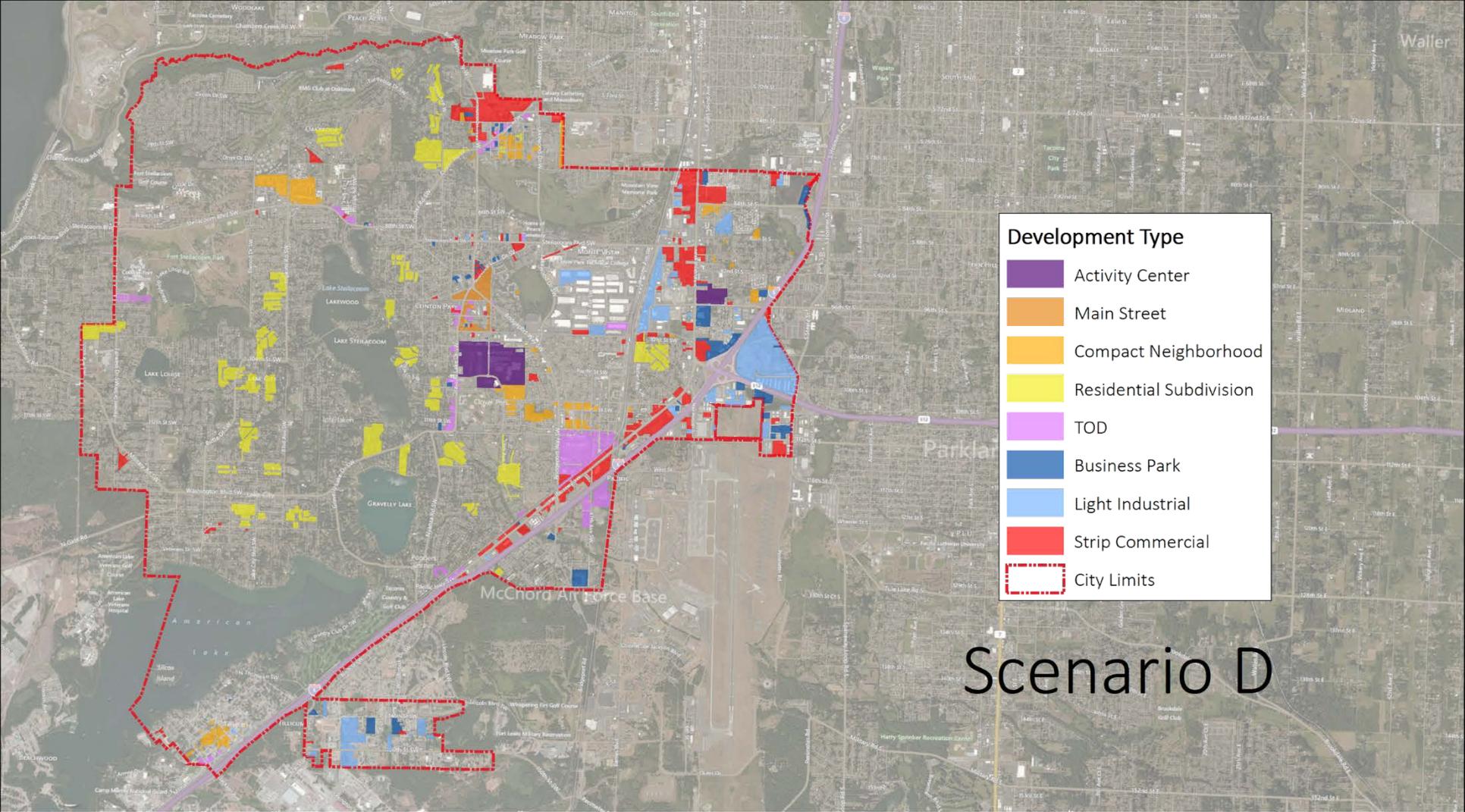




Scenario C

- Scenario was a mix of Scenarios A and B. It took the redevelopment of existing neighborhoods, and the new activity center and transit oriented design areas of Scenario B, and blended it with infill and commercial redevelopment of Scenario A.
- Resulted in a large amount of new housing, and a good amount of new employment. New housing was a mix of townhouses and single family, and new employment was mainly retail, but also office and industrial.
- Under this scenario Lakewood would receive **7,946** net new housing units, and **2,866** net new jobs.





Development Type

- Activity Center
- Main Street
- Compact Neighborhood
- Residential Subdivision
- TOD
- Business Park
- Light Industrial
- Strip Commercial
- City Limits

Scenario D





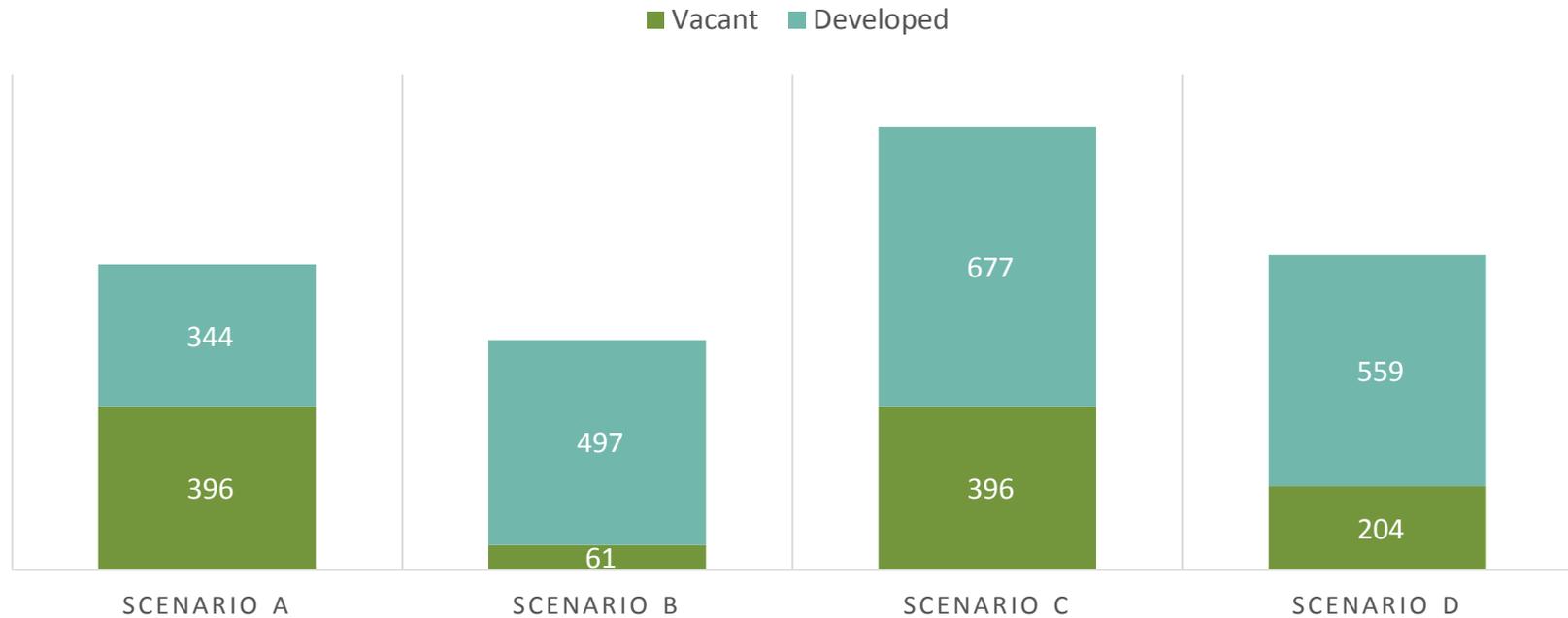
Scenario D

- Scenario D is a refinement of Scenario C. It reduces the redevelopment of existing neighborhoods and the total number of new households.
- Under this scenario Lakewood would receive **4,989** net new housing units, and **2,304** net new jobs.



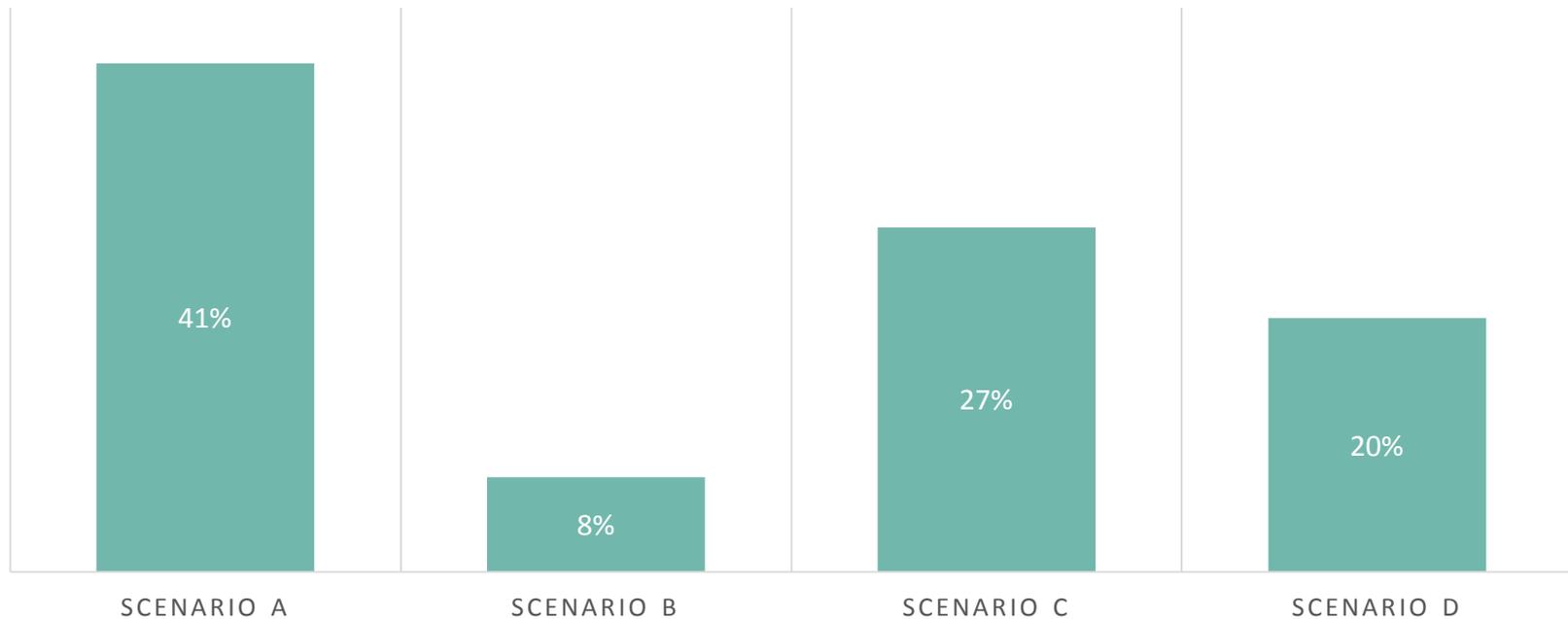


Land Consumed (Acres)





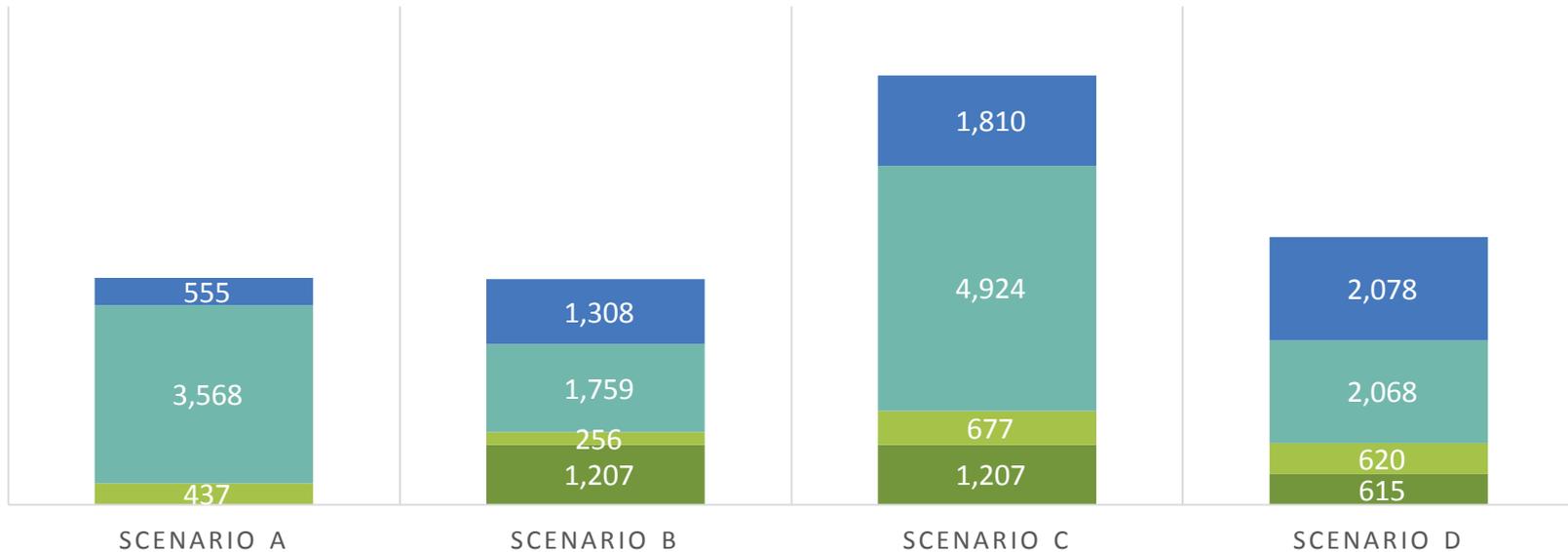
Impervious Cover of New Development (%)





Incremental New Housing

■ Conventional Lot Single Family ■ Small Lot Single Family ■ Townhome ■ Multifamily

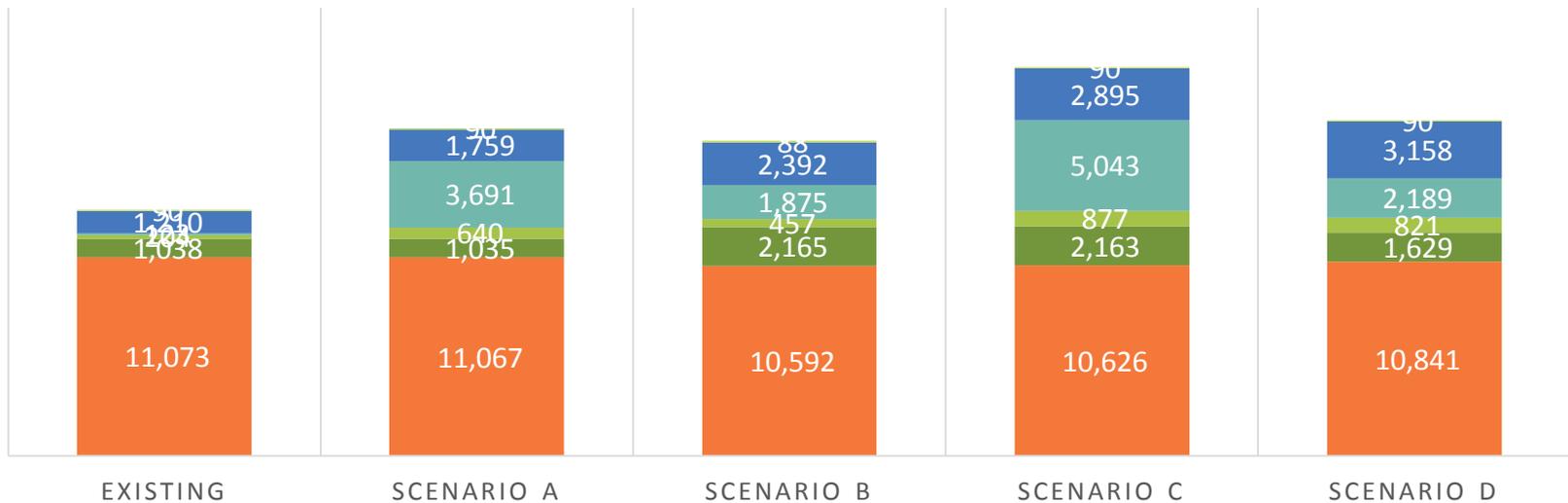




Total Housing

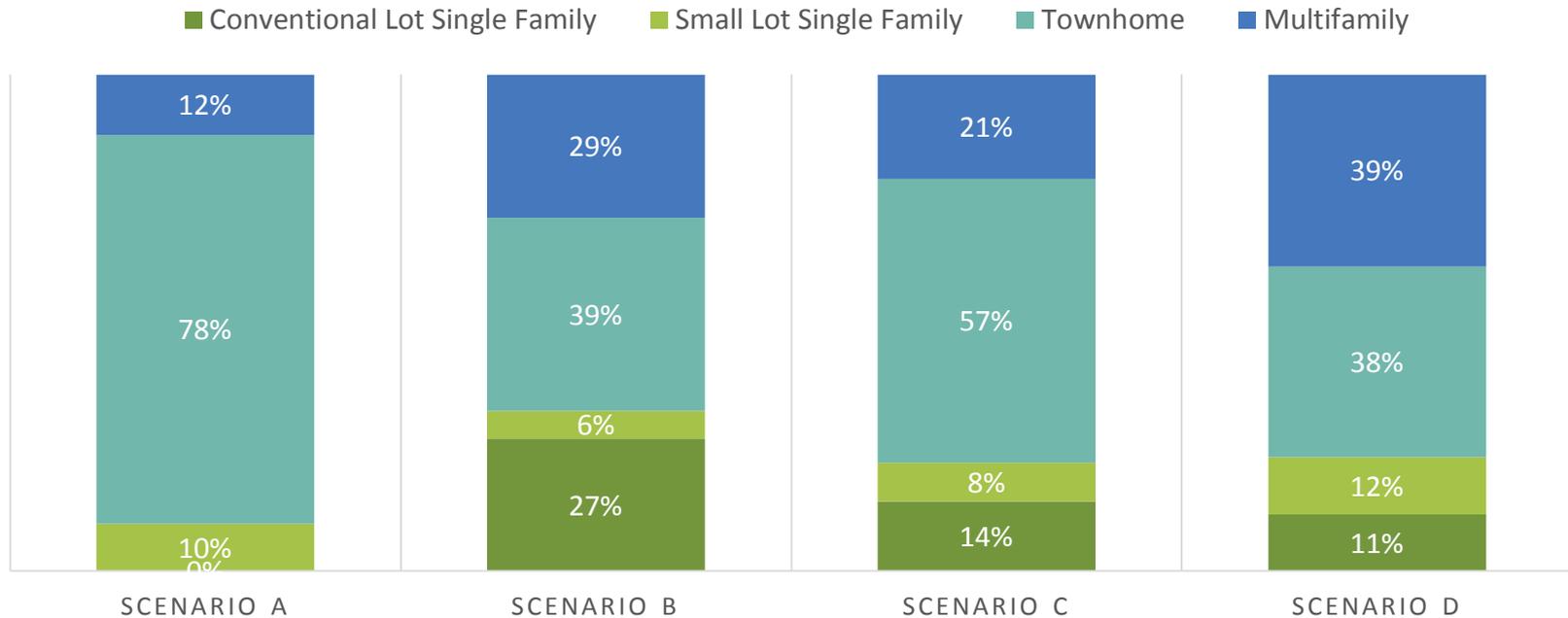
Building Type	Lot Size (Sq Ft)
Compact Single Family	3,500
Single Family Standard Lot	7,500
Single Family Large Lot	12,000

- Large Lot Single Family
- Conventional Lot Single Family
- Small Lot Single Family
- Townhome
- Multifamily
- Mobile Home





Incremental Housing Mix





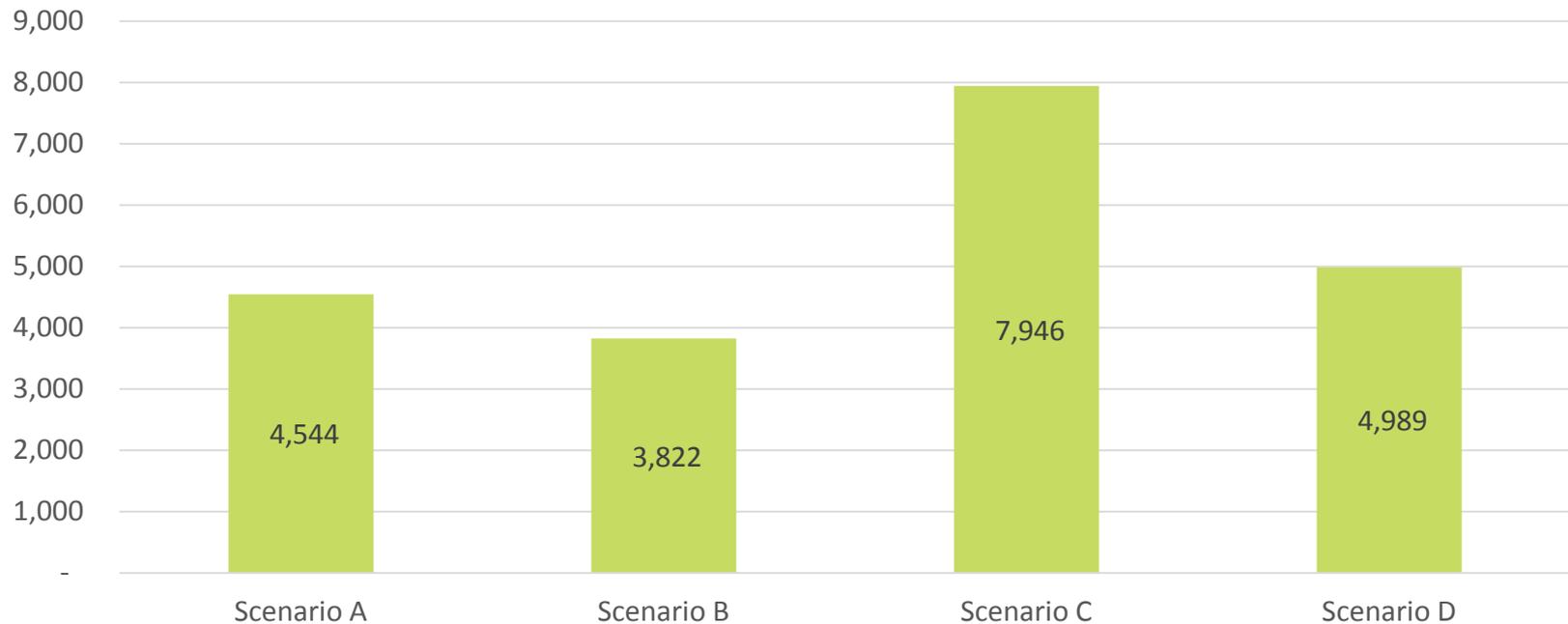
New Housing Mix

- Large Lot Single Family
- Conventional Lot Single Family
- Small Lot Single Family
- Townhome
- Multifamily
- Mobile Home



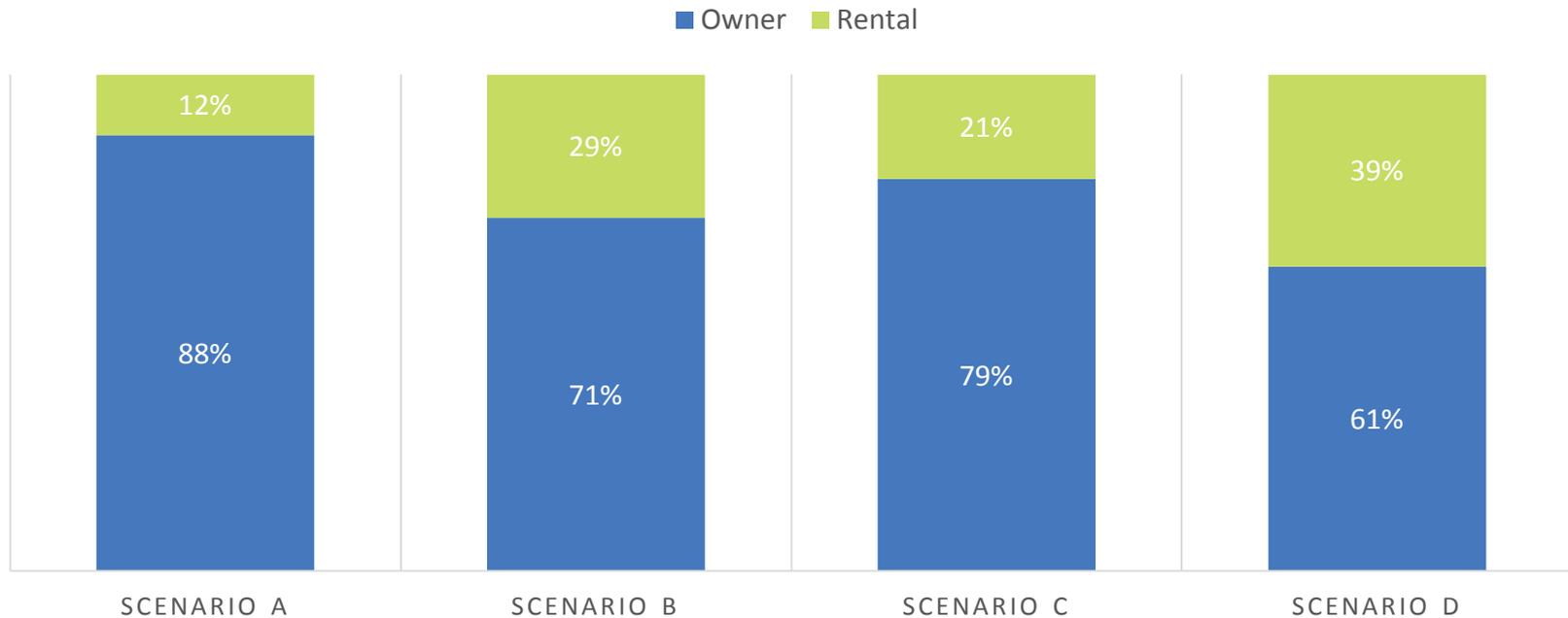


Net New Housing Units





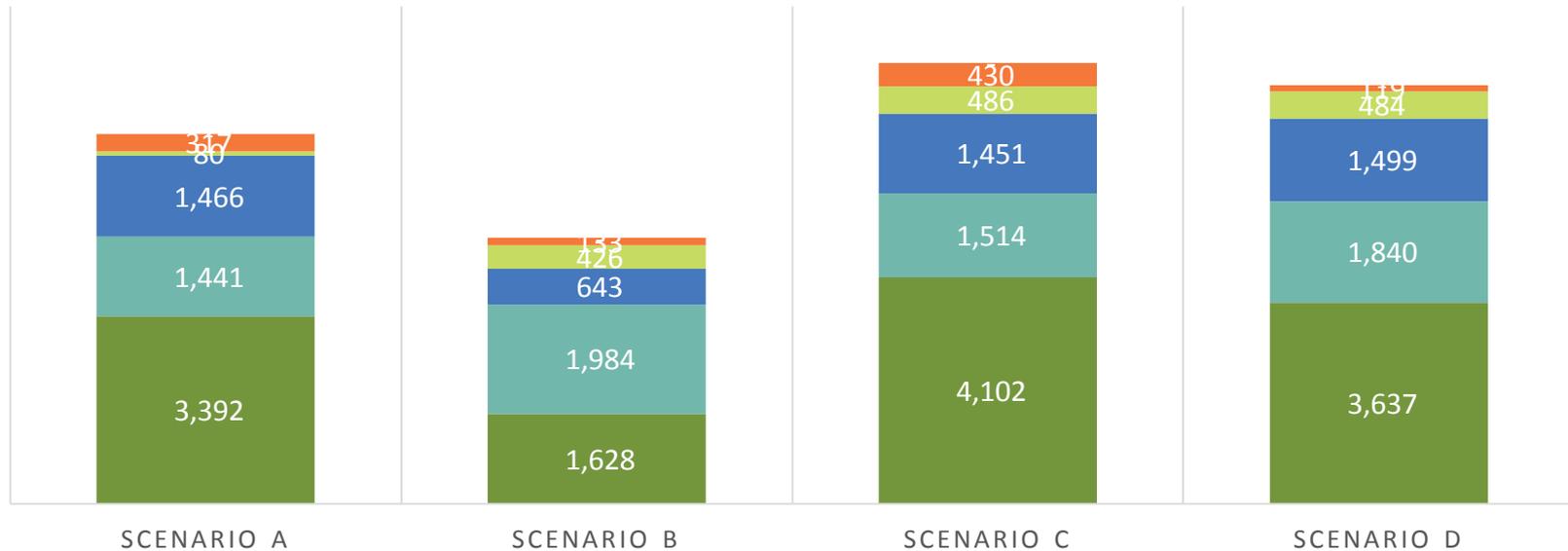
New Owner/Renter Mix





Incremental New Employment

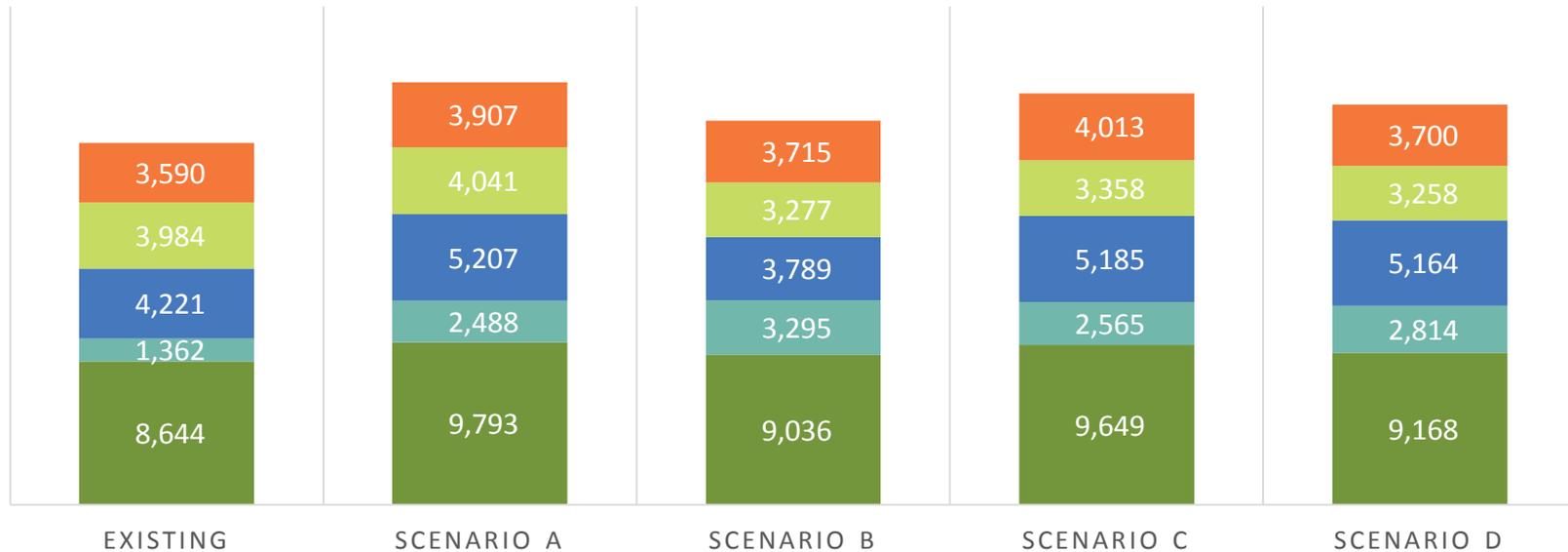
■ Retail ■ Office ■ Industrial ■ Public / Civic ■ Educational ■ Hotel / Hospitality ■ Commercial Parking





Total Employment

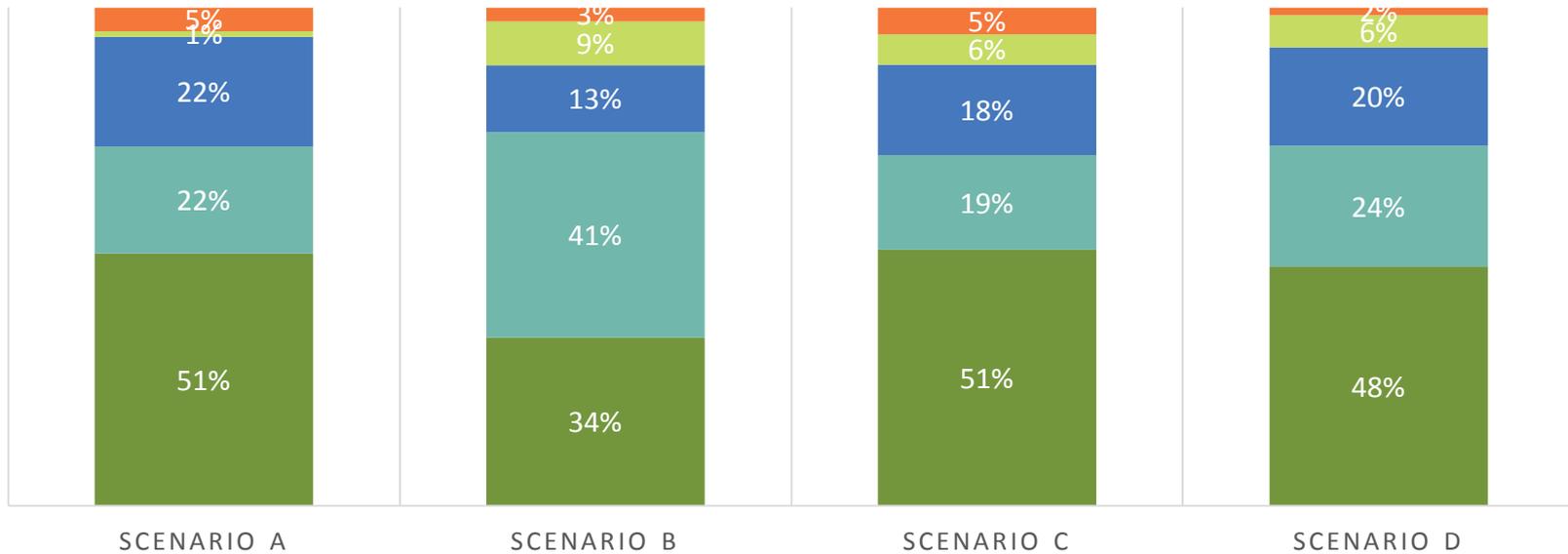
■ Retail ■ Office ■ Industrial ■ Public / Civic ■ Educational





Incremental Employment Mix

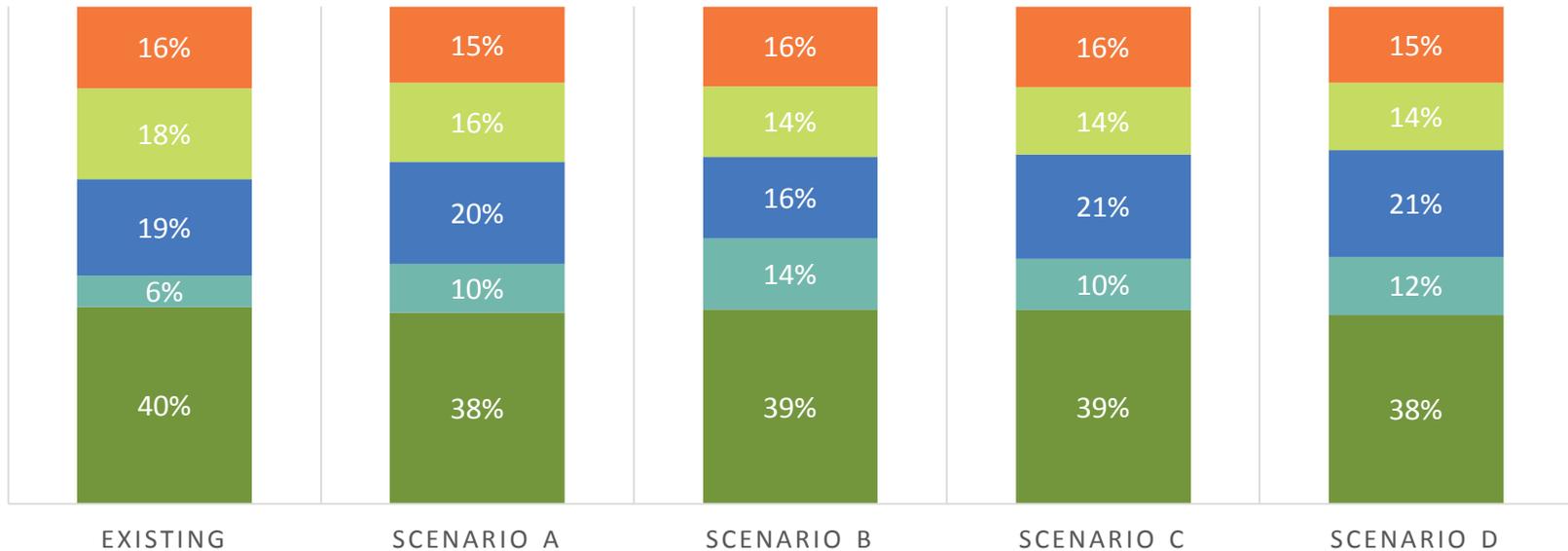
■ Retail ■ Office ■ Industrial ■ Public / Civic ■ Educational





New Employment Mix

■ Retail ■ Office ■ Industrial ■ Public / Civic ■ Educational



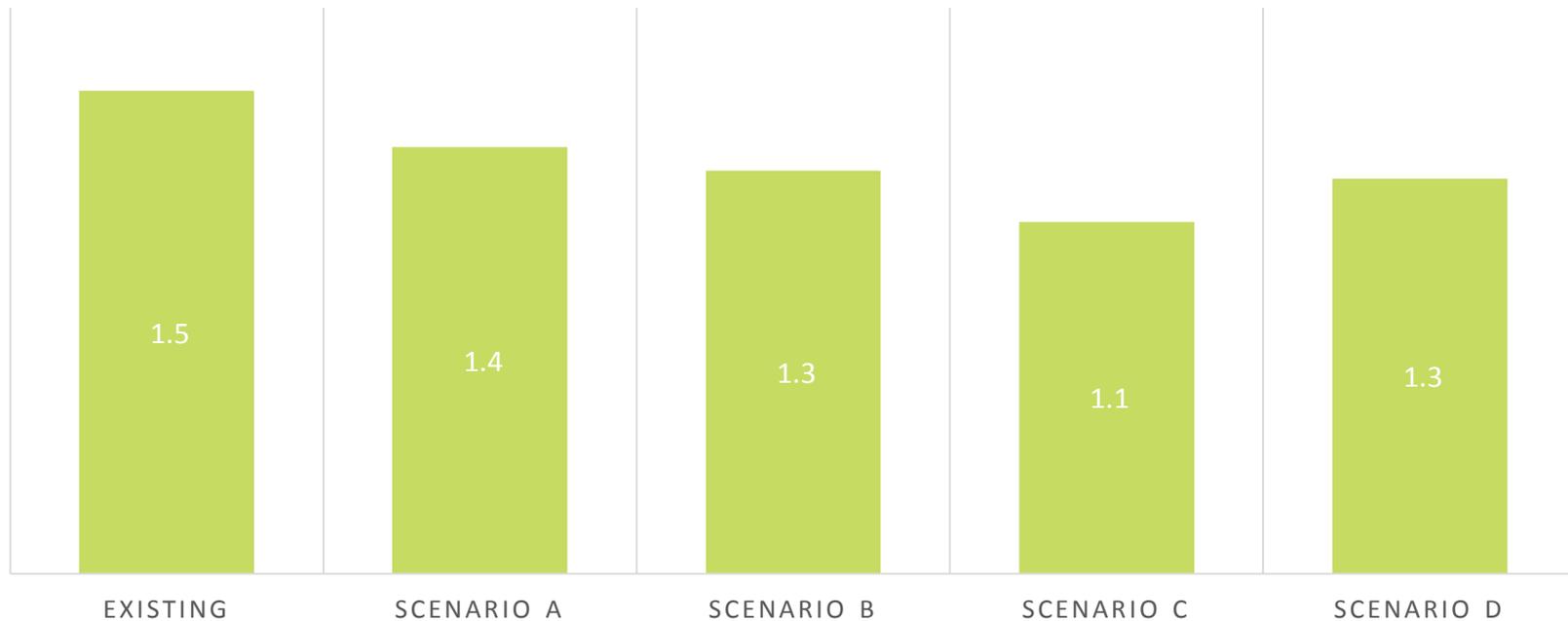


Net New Jobs





Jobs-Housing Balance



*Note: Jobs-Housing Balance is the total number of new jobs divided by the total number of new housing units.





Conclusions

- The County forecast for households and jobs is likely more aggressive than can be achieved.
- Under any scenario a substantial part of Lakewood's growth will be through redevelopment and infill.
- The majority of the new housing units over the next 20 year will be in higher density products such as townhomes, duplexes, condos and mixed-use buildings. (These can still be primarily ownership products)
- There is potential for some single family redevelopment but it wont be a large portion of the household growth.
- Reinvesting in the Towne Center and areas with good public transit should be a focus for new growth.





To: Mayor and City Councilmembers

From: Heidi Ann Wachter, City Attorney

Through: John J. Caulfield, City Manager 

Date: February 9, 2015

Subject: Review of Citizens' Advisory Boards, Committees and Commission Work Plans

In 2014, the City Council adopted a new Chapter in the Lakewood Municipal Code to create consistency among Citizen Advisory Boards, Committees and Commissions, specifically requiring City Council approval of an annual work plan from each citizen advisory group. Accordingly, a work plan for the Arts Commission, Community Services Advisory Board, Lakewood's Promise Advisory Board, Landmarks Heritage Advisory Board, Lodging Tax Advisory Committee, Parks and Recreation Advisory Board, Planning Commission, Public Safety Advisory Committee and the Youth Council has been adopted by each committee and is attached for City Council consideration.

Pursuant to City Code, the Council is expected to review the work plan of each Advisory Board and Committee and formally approve each work plan. The City Council may amend the work plans as appropriate. If an advisory group anticipates departure from the work plan, such departure should be authorized by the City Council.

For purposes of City Council consideration, the City Council liaison, staff liaison and any applicable budget is included with the attached work plans.

2015 COUNCIL LIAISONS TO CITIZENS ADVISORY BOARDS, COMMITTEES, & COMMISSIONS (CABC)

1/5/15

Committee/Board	Council Liaison	Legislation	Meeting Time	Meeting Location	Residency requirement	Qualification preferences
Community Services Advisory Board	M. Barth	Ord 594	TBA	City Hall	No	
Lakewood Arts Commission	M. Barth	Ord 421	1 st Mon 4:30 pm	City Hall	No	
Lakewood's Promise Advisory Board	M. Moss	Ord 546	2 nd Thurs 7:30 a.m.	City Hall	No	
Landmarks Heritage & Advisory Board	J. Simpson*	Ord 251	Every other month 4 th Thurs 6:00 p.m.	City Hall	No	History, architecture, preservation, anthropology, archaeology disciplines
Lodging Tax Advisory Board	D. Anderson	Ord 133	TBA	City Hall	No	Businesses authorized to collect and businesses authorized to receive hotel/motel taxes.
Mayor's Select Comm.	N/A	Ord 200	TBA	City Hall	No	
Parks & Rec Advisory Board	D. Anderson	Ord 240	4 th Tues 5:30 pm	City Hall	No	
Planning Commission	P. Bocchi	Ord 594	1 st & 3 rd Wed 6:30 pm	City Hall	No	
Public Safety Advisory Committee	M. Barth	Ord 413	1 st Wed 5:15 pm	Police HQ	No	
Youth Council	M. Brandstetter	Res 2002-16	1 st Mon or 3 rd Mon 6:00 pm	1 st -City Hall; 3 rd CPD	No	

Arts Commission
2015 Work Program and Meeting Schedule – DRAFT

Members:

Kurtiss Erickson, Chair
 Susan Coulter, Vice-Chair
 Sandra Calvillo
 Jeff Greenwell
 Retha Hayward
 Kathy Flores

Phillip Raschke
 Marquita Hunt
 Robert Lawrence
 Barbara Vest
 Jean Witte

Meeting Date	TOPICS
January 5, 2015	Recruitment, City Hall Art Exhibit, MayFest, Budget, Public Art – Gravelly Lake & Washington,
February 2, 2015	Recruitment, City Hall Art Exhibit, Public Art – Gravelly Lake & Washington, MayFest, ArtsFest, Farmers Market , SummerFEST AC Stage, Pierce County Reads
March 2, 2015	Recruitment, Public Art – Gravelly Lake & Washington, MayFest, ArtsFest, Farmers Market, SummerFEST AC Stage
April 6, 2015 (Monday) Note Date Change	Recruitment, City Hall Art Exhibit, Public Art – Gravelly Lake & Washington, MayFest, ArtsFest, SummerFEST AC Stage
May 4, 2015	Recruitment, Public Art – Gravelly Lake & Washington, MayFest, SummerFEST AC Stage
June 1, 2015	Recruitment, Public Art – Gravelly Lake & Washington, Farmers Market, SummerFEST AC Stage, Lakewood Reads
July and Aug, 2015	Recruitment, City Hall Art Exhibit, Public Art – Gravelly Lake & Washington, SummerFEST
September 8, 2015	Recruitment, Public Art – Gravelly Lake & Washington
October 5, 2015	Recruitment, City Hall Art Exhibit, Public Art – Gravelly Lake & Washington
November 2, 2015	Recruitment, Public Art – Gravelly Lake & Washington, Nomination of Officers
December 7, 2015	Recruitment, Public Art – Gravelly Lake & Washington, Budget, New Officers vote

All meetings begin at 4:30 p.m. and are held in 3A of Lakewood City Hall (unless otherwise noted)

Special Events and Dates to Remember		
<u>Event</u>	<u>Date</u>	<u>Location</u>
City Hall Art	Jan	City Hall
City Hall Art	April	City Hall
Garden Gate Dedication	mid-April	Community Garden
ArtsFest	late April	Pierce College
Pierce County Reads	late April	Pierce County Library
MayFest	Early May	Lakewood Gardens
Farmers Market	June 2 -Sept 15	City Hall Plaza
City Hall Art	July	City Hall
SummerFEST /AC Stage	July 11	Ft. Steilacoom Park
Lakewood Reads	September	Pierce County Library
City Hall Art	October	City Hall

City Council Liaison: Councilmember Marie Barth

City Staff: Dennis Higashiyama

Budget: \$2,000 annually (Fund 106 Public Art 2015/2016)

**Parks and Recreation Advisory Board
2015 Work Program and Meeting Schedule – DRAFT**

Members:

Jason Gerwen, Chair
Vito Iacobazzi, Vice-Chair
J. Alan Billingsley
Sylvia Allen

Anessa McClendon
Heinz Haskins
Tanja Scott

Meeting Date	TOPICS
January 27, 2015	Park Code Update – RC airplanes/drones in parks (subcommittee) FSP Update – lease, barns, arts, next steps
February 24, 2015	Parks Code Update – RC airplane options US Open Parking at FSP Update An acre for the arts – set meeting date
March 24, 2015	Parks Appreciation Day Proclamation (4/20) and Assignments (4/25) Advertising/Sponsorship Policy Development (create subcommittee) An acre for the arts – set meeting date Farmers Market Presentation Prepare for Joint meeting with Council
April 27, 2015 (Monday) Note Date Change	Parks Appreciation Day review Tobacco Free Areas Education Program Update Springbrook Park Bridge – neighborhood meeting update (tentative) Joint meeting with Council review – meeting at 7:00 p.m.
May 26, 2015	Springbrook Project Update Waughop Lake Project Update An acre for the arts update Revenue / Fee Review
June 23, 2015	Park / PW Maintenance & Operations Transition Update Non-Motorized Transportation Update US Open Review
July and Aug, 2015	Meeting dates to be determined Summer Gathering
September 22, 2015 meet at the Sr Center	Senior Activity Center Tour Senior Center Relocation Study Update Advertising / Sponsorship Committee Presentation Waughop Lake Management Plan Update
October 27, 2015	Chambers Creek Properties Update Cost Recovery / Fee analysis Budget Updates
November 24, 2015	Budget Update

All meetings begin at 5:30 p.m. and are held in 1E of Lakewood City Hall (unless otherwise noted)

Special Events and Dates to Remember			
Event	Date	Time	Location
Father/Daughter Dance	March 14	6:00-8:00pm	Lakes High School
Parks Appreciation Day	April 25	9:00-Noon	various parks
Farmers Market	June 2 -Sept 15	10 a.m. – 3 p.m.	City Hall Plaza
Senior Center Open House	TBD	10:00 am – 1:00 pm	Senior Activity Center
SummerFEST / Triathlon	July 11	hours vary	Ft. Steilacoom Park
PFP Black-Tie Blue Jeans	July 25	evening	Ft. Steilacoom Park
Truck & Tractor Day	October 17	TBD	Fort Steilacoom Park
Howl-o-ween Run			
Make a Difference Day	October 24	8:00 – Noon	City Hall and various sites

Christmas Tree Lighting	December 4	6-8 p.m. (new time)	Lakewood City Hall
Jingle Bell Rock 5K	December 5	9:00 a.m.	Lakewood City Hall

City Council Liaison: Mayor Don Anderson

City Staff: Mary Dodsworth

**Lakewood's Promise Advisory Board
2015 Work Program and Meeting Schedule**

Members:

Clayton DeNault, Chair
Kathy Bressler, Vice-Chair
Judi Weldy
Elvin Bucu
Claudia Thomas
Ellie Wilson

Debbie LeBeau
Michele Johnson
Lonnie Howard
Mary Dodsworth
Bianca Vieyra

MEETING DATE TOPICS

January 8	College Access Corps Presentation Mentoring Month
February 12	Presentation Springbrook Neighborhood
March 12	Presentation Social Media
April 9	Presentation MakerFEST / ArtsFEST
May 14	Presentation Library Programs
June 11	Presentation Summer Learning
July	No Meeting
August	No Meeting
September 19	Community Mapping Healthy Start Program
October 8	Prepare for joint meeting with Council
October 26 7:00 p.m.	Joint Meeting with Council – note meeting date and time
November 12	Presentation Council Debrief
December 10	Presentation LPAB Plan for 2016

All meetings begin at 7:30 a.m. in room 1E unless otherwise noted

City Council Liaison: Councilmember Mary Moss

City Staff: Mary Dodsworth

Rotary Club of Lakewood

P. O. Box 99786

Lakewood, WA 98496-0786

January 23, 2015

Mayor Don Anderson and the City Council of Lakewood
City of Lakewood
6000 Main Street SW
Lakewood, WA 98499

Dear Mr. Mayor and Council Members,

The purpose for my letter today is to affirm the commitment by the Rotary Club of Lakewood to its designated major project for 2014-2016. Our commitment is to help drive and raise funds for an "Acre for the Arts" project in Fort Steilacoom Park.

Our work last year was to advance the idea of creating a community stage in the park. At that time we offered drawings of what a stage might look like, and suggested a possible location. Following that we began raising money, and we listened to our citizens. We remain committed.

We believe that the project will ultimately lead to some type of covered stage that will serve the many events already held in the park as well as new offerings. We also believe that the location will be in a more active area of the park. We are ready to assist the Parks and Recreation Department in any way as they carry out the public information gathering phase. It is our desire to see a facility built that will best serve our community. We will raise money toward those ends, while at the same time, anticipating the city's financial participation. Those conversations must follow as we draw closer to the summer.

We have formally set aside \$50,000 toward the project and will use some funds from our upcoming Sportsman's Dinner and Auction toward those ends. The Lakewood Community Foundation Fund has given us a \$50,000 commitment, and various gifts in kind commitments have been garnered. In addition, we are planning a major raffle in the fall. We have begun conversations with the Tacoma Symphony Orchestra about their possible use of the stage, and invited them into the process of giving us input, to which they have informally agreed.

So you see that our commitment remains strong. We invite your response.

Yours sincerely,



Dave Coleman, President

cc: Mary Dodsworth

**Public Safety Advisory Board
2015 Work Program and Meeting Schedule – DRAFT**

Members

Bryan Thomas, Chair
Ray Dotson, Vice-Chair
Sheri Badger
Julio Perez-Tanahashi
Alan Hart

Joseph Boyle
Lonnie Lai
Michael Lacadie
Aaron Young

Meeting Date	TOPICS
January 7, 2015	Shopping Cart Ordinance Wall of Shame Solicitation Ordinance- Agreed the one already in place is sufficient
February 4, 2015 <i>(Pierce County Department of Emergency Management)</i>	Shopping Cart Ordinance US Open Parking at FSP Update Apartment Building Fire Codes Emergency Management
March 4, 2015	Joint meeting with University Place PSAC Homelessness Issues in both cities (Mentally Ill) Hiring of Police Officers
April 1, 2015	Shopping Cart Ordinance Review of Joint Meeting With UP PSAC Abandoned Homes
May 6, 2015	Re-assignment of PSAC Community Outreach US Open Parking Safety Emergency Management
June 3, 2015	US Open Review Apartment Building Fire Codes (Cont.) Summer Fest (Fund Raiser) Fireworks Ordinance Review Railroad Right Away (Safety)
July 1, 2015	Summer Fest (Cont.) US Open review National night out Student Court/Traffic Diversion Program
August 5, 2015	Emergency Management review US Open After action report Summer Fest review
September 2, 2015	Voting in of new PSAC Officers Action Plan for 2016
October 7, 2015	Action Plan for 2016 Start year-end review
November 4, 2015	Action Plan for 2016 Year-end review cont.
December 2, 2015	Approve action plan for 2016

All meetings begin at 5:15 p.m. and are held in the Lakewood Police Department multi-purpose room (unless otherwise noted.)

Special Events and Dates to Remember			
<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
SummerFEST	July11	hours vary	Ft. Steilacoom Park
National Night Out	August 4	hours vary	Our neighborhoods

City Council Liaison: Councilmember Marie Barth
City Staff: Assistant Chief Mike Zaro

Youth Council
2015 Work Program and Meeting Schedule – DRAFT

Members

Anna Lents
 Jack Bowen III
 Olivia Crawford
 Brianna Mitchell
 Diane Nguyen
 Christian Contreras
 Riley Chiles
 Justine Gold
 William Joy

Hayley Mahnke
 Demetria Mitchell
 Sau Maele Nielsen
 Tise Maele Nielsen
 Riki Takeuchi
 Nicole Van Guider
 Bianca Vieyra
 Marcos Vieyra
 Clare Whalen

Meeting Date	TOPICS
January 5, 2015	Youth Action Day – Olympia, MLK Celebration, Lions Club Crab Feed, Youth Empowerment Program (YEP)
January 20, 2015	Report to Council, Youth Action Day-Olympia, Lions Club Crab Feed, YEP
February 2, 2015	YEP
February 17, 2015	Report to Council, Daddy/Daughter Dance, YEP
March 2, 2015	Recruitment, YEP
March 16, 2015	Report to Council, Fairy Garden Tea Party, YEP
April 6, 2015	YEP, Regional Teen Service Project
April 20, 2015	Report to Council, YEP
May 4, 2015	Interviews
May 18, 2015	Report to Council
June 1, 2015	Year-end report to Council, Relay for Life
June 15, 2015	Introduction to Youth Empowerment Program
August	Youth Council Retreat
September 8, 2015	Report to Council, Make a Difference Day
September 21, 2015	Make a Difference Day
October 5, 2015	Make a Difference Day, Truck & Tractor Day
October 19, 2015	Report to Council, Make a Difference Day
November 2, 2015	WRPA Teen Leadership Summit, Stuff the Bus
November 16, 2015	Report to Council, Christmas Tree Lighting, Holiday Fair
December 7, 2015	Budget

December 21, 2015	Report to Council
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Meetings are held on the first and third Mondays of each month.

Meetings held on the first Monday of each month begin at 6:00 p.m. and are held in 3A of Lakewood City Hall (unless otherwise noted)

Meetings held on the third Monday of the month begin at 6:00 p.m. and are held in room #18 at the CPSD Student Services Center (unless otherwise noted)

Special Events and Dates to Remember		
<u>Event</u>	<u>Date</u>	<u>Location</u>
Youth Action Day	Jan	Olympia
Lions Club Crab Feed	Late Jan	McGavick Center
Daddy/Daughter Dance	March	Lakes High School
Fairy Garden Tea Party	April	Senior Activity Center
Regional Teen Svc. Project	April	TBD
YC Recruitment opens	March 1	
YC Recruitment closes	May 1	
YC Interviews	Mid-May	City Hall
YC Recognition	June 1	City Hall
Relay for Life	June	Harry Lang Stadium
Youth Council Retreat	August	TBD
Truck & Tractor Day	October	Fort Steilacoom Park
Make a Difference Day	October 24	City Hall and various sites
Teen Leadership Summit	November	TBD
Stuff the Bus	November	Clover Park High School
Christmas Tree Lighting	December 4	Lakewood City Hall
Jingle Bell Rock 5K	December 5	Lakewood City Hall

City Council Liaison: Councilmember Mike Brandstetter
City Staff: Dennis Higashiyama

**Community Services Advisory Board
FY 2015 Work Program and Meeting Schedule**

Members

Edith Owen-Wallace, Chair
Kathleen Lind
Laurie Maus
Sharon Taylor

Mumbi Ngari-Turner

Meeting Date	TOPICS
February 4, 2015	Orientation Meeting – Election of Chair CDBG – Review of FY 2015 Applications (FY 2015 AAP) Human Services – Review of contracted services for 2015-16
February 25, 2015	CDBG – Review and approval of Draft 5-YR (FY 2015-19) CP and FY 2015 AAP.
April 22, 2015	Human Services – 1st quarter performance review
August 12, 2015	CDBG – Proposed FY 2016 Work Plan and CDBG & HOME policies and procedures
September 16, 2015	CDBG – FY 2014 CAPER review Human Services – Annual site visit report and mid-year contract performance evaluation
September 23, 2015	CDBG – FY 2014 CAPER approval
September 28, 2015 (Monday)	CDBG – FY 2016 CDBG Work Plan and CDBG & HOME policies and funding strategies Joint Meeting with Council review – meeting at 7:00 p.m.
October 7, 2015 (Chambers)	Public Hearing on housing, services and community development needs – Chambers, 6:00 p.m.
October 14, 2015	CDBG – Adopt FY 2016 CDBG Work Plan and CDBG & HOME policies and funding strategies Human Services – 3 rd quarter performance review and reallocation of funds for 2016
November 9 , 2015 (Monday)	Study Session with Council to review 2016 reallocation of funds– meeting at 7:00 p.m.

Meeting Time/Location: All meetings begin at 5:30 p.m. in 3A of Lakewood City Hall (unless otherwise noted)

Staff: Jeff Gumm (CDBG/HOME) & Karmel Shields (Human Services)

Council Liaison: Marie Barth

1% Human Services General Fund: \$351,238 (2015) and \$355,764 (2016)

Special Events/Actions and Dates to Remember	
<u>CDBG Event/Action</u>	<u>Date</u>
Comment Period- 5-YR CP & '15 AAP	April 1 - 30
Public Hearing- 5-YR CP & '15 AAP	April 20
Council adoption of 5-YR CP & '15 AAP	May 4
FY 2014 CAPER to HUD	Sept. 30
CDBG Internal Application Period	Nov. 1 - Dec. 4
<u>Human Services Event/Action</u>	<u>Date</u>
1 st Quarter Reports due	April 15, 2015
2 nd Quarter Reports due	July 15, 2015

On-site monitoring visits	July 15 – August 30
3 rd Quarter Reports due	October 7, 2015
Review/ Reallocation 2016 funding	October 14 – November 16
Council Action to adopt 2016 funding	November 16, 2015
4 th Quarter Reports & Annual Reports	January 30, 2016

Landmarks & Heritage Advisory Board
February 2, 2015

Members:

Stephanie Walsh, Chair
Glen Spieth, Vice-Chair
Bill Harrison
Cyrus Happy
Joan Cooley

Dennis Dixon
Walter Neary
Bethene Campbell
Robert Jones

General Task List:

1. Update the City's website with historical maps and photographs of Lakewood.
2. Secure a local landmark designation for the Woodbrook Hunt Club.
3. Continue dialogue with Western State Hospital in the implementation of a Cultural Resources Management Plan.
4. Design, procure, and place historical plaques on properties designated as Landmarks and Community Landmarks.
5. Develop public outreach activities in conjunction with the Lakewood Historical Society, the Arts Commission, and/or Lakewood Gardens.
6. Explore the use of the Community Landmark designation for the Colonial Center and the Little Red Schoolhouse. Other potential candidates include: Fort Steilacoom; Western State Hospital; Rhodesleigh House; Villa Carman (Madera); the Flett House; Little Church on the Prairie; Thornewood Castle; Mueller-Harkins Hangar; Tacoma Country and Golf Club; and the Alan Liddle House.

City Council Liaison: Councilmember Marie Barth

City Staff: Assistant Chief Mike Zaro

Budget: \$2,500 annually (General Fund 2015 and 2016)

LAKWOOD LODGING TAX ADVISORY COMMITTEE (LTAC) SCHEDULE & WORK PLAN

January 20, 2015

Members

Mayor Don Anderson, Chair

Rebecca Huber

Jackeline Juy

Mario Lee

Phillip Raschke

Linda K. Smith

General Meeting Schedule:

June/July

Coordination of September 2015 meeting.

September 2015

1. Review lodging tax grant applications in advance of day-long presentations.
2. Listen to presentations from potential lodging tax grant recipients. Reviews, rates, and makes funding recommendations that are forwarded to the Lakewood Council for their deliberations.
3. Meet on an as needed basis to review lodging tax grant applications for the next year and provide funding recommendations to the Lakewood City Council for their consideration and deliberations.

October 2015

1. Present recommendations to the City Council.
2. Follow up with further review and recommendations as requested by the City Council.

City Council Liaison: Mayor Don Anderson

City Staff: Becky Newton

LAKWOOD PLANNING COMMISSION MEETING SCHEDULE & WORK PLAN

January 26, 2015

Members

Don Daniels, Chair

Robert Pourpasand, Vice- Chair

Connie Coleman-Lacadie

James Guerrero

Robert Estrada

Paul Wagemann

Christopher Webber

General Meeting Schedule:

<p>January 7 No planning commission meeting</p>
<p>January 21</p> <ol style="list-style-type: none">1. Introduction of new planning commissioners2. Elect chair & vice-chair3. City Attorney's orientation4. Public hearing amending Titles 14 and 18A, and creating a new section of the Lakewood Municipal Code regarding planning commission nomenclature5. Resolution recommending approval of proposed amendments to Title 14 and 18A, etc.6. Review of existing bylaws
<p>February 4</p> <ol style="list-style-type: none">1. Six-year TIP amendment2. Status of comprehensive plan update3. Review community visioning (& relationship with comprehensive plan update)4. Report on subdivision code update5. Approve any amendments to the commission's bylaws6. Economic development update
<p>February 18</p> <ol style="list-style-type: none">1. Proposal to expand single family residential density into the R1 & R2 zoning districts2. Cottage housing, general discussion (History & PowerPoint)
<p>March 4</p> <ol style="list-style-type: none">1. Capital facilities planning2. Proposal to increase residential density in the R1 & R2 zoning districts3. Cottage housing (What other cities do)

<p>March 18</p> <ol style="list-style-type: none"> 1. Capital facilities planning 2. Low-impact development regulations¹ 3. Cottage housing draft ordinance & public hearing
<p>April 1</p> <ol style="list-style-type: none"> 1. Capital facilities planning 2. Amending LMC, Chapter 18A.02 (Introduction & draft proposal)
<p>April 15</p> <ol style="list-style-type: none"> 1. Capital facilities planning 2. Amending LMC, Chapter 18A.02 (Introduction & draft proposal, continued) 3. Six-year transportation improvement program (Background & review of initial draft)
<p>May 6</p> <ol style="list-style-type: none"> 1. Capital facilities planning 2. Amending LMC, Chapter 18A.02 (Public hearing) 3. Six-year transportation improvement program (Second review)
<p>May 20</p> <ol style="list-style-type: none"> 1. Planning Commission recommendation on LMC, Chapter 18A.02 (Public hearing)
<p>June 3</p> <ol style="list-style-type: none"> 1. 2015 CPA initial staff report (no recommendations)² <ul style="list-style-type: none"> - Split designated zoning parcels amendments 2. 2015 CPA site tour
<p>June 17</p> <ol style="list-style-type: none"> 1. Public hearing of cottage housing 2. Low-impact development regulations 3. Economic development update
<p>July 1</p> <ol style="list-style-type: none"> 1. Planning Commission recommendation on cottage housing
<p>July 15</p> <ol style="list-style-type: none"> 1. Provide recommendation on six-year transportation improvement plan to the City

¹ State is requiring amendments to existing code regulations. The due date is 2016. The proposal could have significant impacts for City and development/redevelopment activities.

² 2015 CPA amendments include revisions to Chapters 1, 6, 8, 9, & 10. Chapter 1 revisions would incorporate the City's visioning process. FLU map amendments are contemplated for the R1 and R2 zones.

Council ³
August 5
August 19 <ol style="list-style-type: none"> 1. 2015 CPA public hearing <ul style="list-style-type: none"> - Split designated zoning parcels amendments 2. 2015 CPA final staff report (with recommendations)
September 2 <ol style="list-style-type: none"> 1. 2015 CPA public hearing (continued) <ul style="list-style-type: none"> - Split designated zoning parcels amendments
September 16 <ol style="list-style-type: none"> 1. Planning commission 2015 CPA recommendations (resolution)
October 7 <ol style="list-style-type: none"> 1. Joint Land Use Study (JLUS) presentation 2. Low-impact development regulations
October 21 <ol style="list-style-type: none"> 1. Joint Land Use Study 2. Low-impact development regulations
November 4 <ol style="list-style-type: none"> 1. Satellite parking amendments (follows after JLUS)
November 18 <ol style="list-style-type: none"> 1. Satellite parking amendments (follows after JLUS)
December 2 <ol style="list-style-type: none"> 1. Annual housing report
December 16

City Council Liaison: Councilmember Paul Bocchi
City Staff: Assistant City Manager Dave Bugher

³ If directed by the Council, the Commission could conduct the public hearing on the six-year transportation plan.