



## LAKWOOD CITY COUNCIL AGENDA

Monday, November 2, 2015

7:00 P.M.

City of Lakewood

City Council Chambers

6000 Main Street SW

Lakewood, WA 98499

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Page No.

### CALL TO ORDER

### ROLL CALL

### PLEDGE OF ALLEGIANCE

### PROCLAMATIONS AND PRESENTATIONS

1. Youth Council Report.
2. Proclamation proclaiming the month of November 2014 as Veterans Appreciation Month. – *Ms. Anne Sprute, CEO, RallyPoint/6*
3. Clover Park School District Report.

### PUBLIC COMMENTS

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

- ( 5) A. Approval of the minutes of the City Council meeting of October 19, 2015.
- ( 12) B. Approval of the minutes of the City Council Study Session of October 26, 2015.
- ( 18) C. Approval of payroll checks, in the amount of \$2,172,827.94, for the period September 16, 2015 through October 15, 2015.
- ( 20) D. Approval of claim vouchers, in the amount of \$1,569,145.60, for the period September 16, 2015 through October 29, 2015.

*The Council Chambers is accessible to persons with disabilities. Equipment is available for the hearing impaired. Persons requesting special accommodations or language interpreters should contact the City Clerk's Office, 589-2489, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.*

<http://www.cityoflakewood.us>

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

- ( 63) E. Items Filed in the Office of the City Clerk:
1. Community Services Advisory Board meeting minutes of October 8, 2015.
  2. Public Safety Advisory Committee meeting minutes of August 5, 2015 and September 2, 2015.
  3. Planning Commission meeting minutes of October 7, 2015.
  4. Landmarks & Heritage Advisory Board meeting minutes of September 24, 2015
- ( 80) F. Motion No. 2015-66
- Appointing John Munn to serve on the Lakewood Arts Commission through October 15, 2018.
- ( 91) G. Motion No. 2015-67
- Appointing Tom James to serve on the Community Services Advisory Board through December 15, 2016.

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

### PUBLIC HEARINGS AND APPEALS

- ( 99) This is the date set for a public hearing on the 2016 property tax levy.
- (124) This is the date set for a public hearing on the 2015-2016 biennial budget amendments.
- (178) This is the date set for a public hearing on the Transportation Benefit District assumption.

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**ORDINANCE**(181) Ordinance No. 623

Repealing Ordinance Nos. 175 and 528 relative to the Sister Cities Program. – *City Attorney*

**RESOLUTION**(187) Resolution No. 2015-32

Approving the objectives, selection criteria, guidelines and activities for Lakewood sister cities affiliations. – *City Attorney*

**UNFINISHED BUSINESS****NEW BUSINESS**(192) Motion No. 2015-68

Authorizing the execution of an amendment to the agreements with Habitat for Humanity, in the amount of \$215,000 for redevelopment of low-income residential housing at 8901 Commercial Street. – *Assistant City Manager for Development Services*

(201) Motion No. 2015-69

Authorizing the execution of an interlocal agreement with the City of Fife, in the amount of \$98 per day plus CPI, for jail services from January 1, 2016 through December 31, 2020. – *Police Chief*

(207) Motion No. 2015-70

Authorizing the execution of an agreement with Gordon Thomas Honeywell Governmental Affairs, in the amount of \$55,000, for State governmental relations services. – *Assistant to the City Manager*

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(215) Motion No. 2015-71

Authorizing the execution of an agreement with the Johnston Group, in the amount of \$54,000, for Federal governmental relations services. –  
*Assistant to the City Manager*

(228) Motion No. 2015-72

Authorizing the execution of an interlocal agreement with the Washington State Department of Social and Health Services, in the amount of \$462,000, relative to the Western State Hospital community partnership program from October 23, 2015 to June 30, 2017. - *City Attorney*

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

- (241) Review of the JBLM Joint Land Use Study Report.
- (300) Satellite parking requirements update.
- (302) Update on Municipal Court services.
- (309) Economic Development Board for Tacoma-Pierce County Strategic Plan funding request.

### **CITY COUNCIL COMMENTS**

### **ADJOURNMENT**

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## **LAKWOOD CITY COUNCIL MINUTES**

Monday, October 19, 2015

City of Lakewood

City Council Chambers

6000 Main Street SW

Lakewood, WA 98499

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### **CALL TO ORDER**

Mayor Anderson called the meeting to order at 7:03 p.m.

### **ROLL CALL**

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

Councilmember Excused: 1 – Deputy Mayor Jason Whalen.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mayor Anderson.

### **PROCLAMATIONS AND PRESENTATIONS**

#### **Swearing-In of Mike Zaro, Police Chief**

Municipal Court Judge Blinn administered the Oath of Office to Mike Zaro, Police Chief.

#### **Business showcase.**

MAYOR ANDERSON PRESENTED A BUSINESS SHOWCASE PLAQUE TO MR. CLARKE THOMSON AND MR. DAN LASHAM, MOUNTAIN VIEW FUNERAL HOME.

#### **Presentation of the 2015-2016 Stormwater Pollution Prevention and Water Conservation Calendar.**

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DEPUTY MAYOR WHALEN JOINED THE COUNCIL MEETING BY TELEPHONE CONFERENCE.

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MAYOR ANDERSON AND COUNCILMEMBER BARTH PRESENTED CERTIFICATES OF APPRECIATION RECOGNIZING IDLEWILD ELEMENTARY SCHOOL STUDENTS FOR THEIR ARTWORK ON THE 2015-2016 STORMWATER POLLUTION PREVENTION AND WATER CONSERVATION CALENDAR.

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DEPUTY MAYOR WHALEN CONCLUDED HIS TELEPHONE CONFERENCE CALL AND LEFT THE COUNCIL MEETING.

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### **PUBLIC COMMENTS**

Speaking before the Council were:

*Ed Levesque, Lakewood resident*, spoke in opposition to the business license regulations relative to the Starlite swap meet.

*Julian Wheeler, Lakewood resident*, requested a budget adjustment and staffing to establish an accessible advisory committee relative to disabled individuals.

*Dave Coleman, Lakewood resident, Past President of Rotary Club*, spoke in support of a community events facility at Ft. Steilacoom Park and the Rotary Club's commitment to assist with fundraising for such a facility.

*Steve Burnham, Attorney representing Starlite Swap Meet*, spoke about Starlite's request for an adjustment to the business license code that he will be presenting to the City for consideration.

*Dennis Haugen, Lakewood resident*, spoke about the Fargo flood and how they employed hundreds of people in the clean-up.

*Mark Pfeiffer, Lakewood resident*, spoke about the community visioning statement and the rezoning proposals in the Comprehensive Plan amendments.

*Ken Ivelson, University Place resident*, spoke about legalized marijuana.

*Jordan Michelsen, owner of a marijuana business*, spoke about his experience with a background check for a marijuana license through the State Liquor Control Board.

**C O N S E N T   A G E N D A**

- A. Approval of the minutes of the City Council Retreat of October 3, 2015.
- B. Approval of the minutes of the City Council meeting of October 5, 2015.
- C. Approval of the minutes of the City Council Study Session of October 12, 2015.
- D. Items Filed in the Office of the City Clerk:
1. Planning Commission meeting minutes of September 23, 2015.
  2. Community Services Advisory Board meeting minutes of September 23, 2015.
- E. Ordinance No. 622
- Repealing Sections 03.90.280 and 03.90.290 of the Lakewood Municipal Code relative to the Municipal Court Trust Fund Account and Section 125 Fund.
- F. Resolution No. 2015-29
- Setting Monday, November 2, 2015, at approximately 7:00 p.m., as the date for a public hearing by the City Council on the proposed Transportation Benefit District assumption.
- G. Resolution No. 2015-30
- Adopting the City of Lakewood community visioning statement.
- H. Motion No. 2015-63
- Adopting the 2015-2017 State Legislative Agenda, Legislative Policy Manual and Federal priorities.

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

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

RESOLUTION

**Resolution No. 2015-31 adopting the Fiscal Year 2016 Community Development Block Grant and HOME Investment Partnership Act funding policies and work plan.**

COUNCILMEMBER BRANDSTETTER MOVED TO ADOPT RESOLUTION NO. 2015-31. SECONDED BY COUNCILMEMBER BARTH. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

None.

NEW BUSINESS

**Motion No. 2015-64 approving a community gathering space design and location at Ft. Steilacoom Park.**

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DEPUTY MAYOR WHALEN JOINED THE COUNCIL MEETING BY TELEPHONE CONFERENCE.

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COUNCILMEMBER BRANDSTETTER MOVED TO ADOPT THE PARKS AND RECREATION ADVISORY BOARD RECOMMENDED LOCATION FOR A GATHERING SPACE CONCEPT AND DIRECT THE CITY MANAGER TO DEVELOP DESIGN OPTIONS, A COST ESTIMATE, BUSINESS PLAN AND FUNDING PLAN TO INCLUDE FINANCING OPTIONS FOR AN ENCLOSED STRUCTURAL DESIGN. SECONDED BY COUNCILMEMBER BARTH. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

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DEPUTY MAYOR WHALEN CONCLUDED HIS TELEPHONE CONFERENCE CALL AND LEFT THE COUNCIL MEETING.

**Motion No. 2015-65 authorizing the execution of an interlocal agreement with the Washington State Department of Social and Health Services, in the amount of \$90,000, relative to the Western State Hospital community policing program from October 1, 2015 through June 30, 2017.**

COUNCILMEMBER MOSS MOVED AUTHORIZE THE EXECUTION OF AN INTERLOCAL AGREEMENT WITH THE WASHINGTON STATE DEPARTMENT OF SOCIAL AND HEALTH SERVICES, IN THE AMOUNT OF \$90,000, RELATIVE TO THE WESTERN STATE HOSPITAL COMMUNITY POLICING PROGRAM FROM OCTOBER 1, 2015 THROUGH JUNE 30, 2017. SECONDED BY COUNCILMEMBER BRANDSTETTER. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

## **REPORTS BY THE CITY MANAGER**

City Manager Caulfield reported that two new restaurants have signed leases, Chipotle Grill and Mod Pizza that will be located next to Panda Express. Pizza Studio is also going to be located in the Towne Center.

He noted that Public Works is working with Community Development in developing some options on how to fund a new traffic signal at Steilacoom Boulevard and Durango to include a Local Improvement District due to increased interest for vacant underutilized properties along Durango.

He reported that on the economic development front, to encourage new businesses to locate to Lakewood, an on-line commercial property locator is now on the City's website. In addition, he reported that Communications Manager Champaco has created a new feature on the City's Facebook and Instagram pages called "What Should Go Here" to feature a vacant building and seek community feedback.

He then reported on a meeting he and Mayor Anderson held with the Washington State Department of Transportation and the Tacoma Golf and Country Club regarding the connector road and options to mitigate the taking of portions of the Country Club's property to build the road.

He noted that Sound Transit continues to move forward with the Sound Transit 3 program. Public meetings are scheduled to be held in November and December and a draft plan will be released in January 2016 describing what they propose to take before the voters.

He complimented the Police Department for receiving accreditation by the Department of Justice on the Pierce County CART (Child Abduction Response Team). The Police Department will be holding a basic homicide course at the Police station this week.

He reported that the I-5/Berkley Street overpass work will begin this week.

He complimented City staff on recognizing domestic violence awareness with the purple lights strung on the tree in front of City Hall.

He then announced the following upcoming meetings and events:

- October 23, 9:00 AM to noon, Transportation Briefing for Washington Highway, Washington State Convention Center.
- October 23, 11:00 AM to 1:15 PM, South King County is hosting an AWC event to talk about the State Legislative Agenda.
- October 24, 6:00 PM to 10:00 PM, Emergency Food Network Abundance Dinner & Auction Event, McGavick Conference Center
- October 24, Make A Difference Day
- October 25, 11:00 AM to 1:00 PM, Partners for Parks presents "Walk the Waughop" Walk-a-thon at Fort Steilacoom Park.
- October 29, 7:30 AM, South Sound Military & Communities Partnership Elected Officials Council (EOC) Meeting, Eagles Pride Golf Course Club House (exit 116, off I-5),
- November 12, 7:30 AM, SSMCP Annual Forum, McChord Club, JBLM
- November 13, 5:30 PM to 8:00 PM, City of Lakewood/2-2 SBCT (Lancers) Command dinner event, Thornewood Castle
- November 24, 2015, 6:00 PM, Council Special Meeting with Legislators, Council Chambers
- December 4, 6:00 PM to 8:00 PM Christmas Tree Lighting Festival, City Hall
- December 5, 10:00 AM, Jinglebell 5k Run, Ft. Steilacoom Park
- December 8, 7:30 AM to 9:00 AM, Annual Volunteer Appreciation Breakfast Event, City Council Chambers

## CITY COUNCIL COMMENTS

Councilmember Moss commented on the purple lights decorated on the tree in front of City Hall in recognition of domestic violence awareness. She then reported on the Tacoma Military Affairs meeting she attended. She announced that Sound Transit will be adding a 10:15 a.m. train schedule from Lakewood to Seattle.

Councilmember Bocchi commented on the purple lights in recognition of domestic violence awareness and suggested that the City also work with the Crystal Judson Center in preventing domestic violence. Councilmember Bocchi commented on the Youth Council event prior to tonight's Council meeting and Ellie Wilson's recognition of receiving the President's Volunteer Service Award.

Councilmember Brandstetter commented on the Council's lengthy process and participation in developing the community visioning statement.

Councilmember Barth commented on the Human Services Collaboration meeting and the Community Services Advisory Board meeting. She then spoke about the Springbrook Neighborhood Association meeting she attended.

Councilmember Simpson spoke about the Youth Council meeting prior to the Council meeting. He suggested that the Council discuss the City's position relative to cannabis businesses and licensing.

Mayor Anderson commented on the Coffee of the Mayor meeting. He then spoke about a meeting he and the City Manager held with the Lakewood Community

Foundation in developing a formal relationship. He commented on the Truck and Tractor Day event. He then reported on the Pierce Transit Finance Board meeting he attended. He then suggested that the City consider a Citizen of the Year recognition award and seek public input for nominees.

## **ADJOURNMENT**

There being no further business, the meeting adjourned at 9:10 p.m.

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DON ANDERSON, MAYOR

ATTEST:

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ALICE M. BUSH, MMC  
CITY CLERK



## **LAKWOOD CITY COUNCIL STUDY SESSION MINUTES**

Monday, October 26, 2015  
City of Lakewood  
City Council Chambers  
6000 Main Street SW  
Lakewood, WA 98499

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### **CALL TO ORDER**

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

### **ROLL CALL**

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

Lakewood's Promise Advisory Members Present: Clayton DeNault, Chair; Mary Dodsworth; Dr. Lonnie Howard; Ellie Wilson; and Promise Coordinator Kurt Sample. Echo Curry, Boys and Girls Club.

### **ITEMS FOR DISCUSSION:**

#### **Joint Lakewood's Promise Advisory Board meeting.**

Lakewood's Promise Advisory Board Chair DeNault introduced members of the Lakewood's Promise Advisory Board. Board members spoke about the Board's accomplishments relative to the five promises: caring adults and the mentoring program, safe places and after school programs, healthy start, education/marketable skills and opportunities to give back.

Discussion ensued on the Lakewood's Promise website and its oversight on what gets posted; what kind of advertising and outreach is being done to promote youth activities; and finding solutions in getting advertising materials to the schools.

#### **Municipal Court update.**

Municipal Court Judge Blinn provided an overview of newly created efficiencies in the court including video hearings which has reduced transports and reduced overtime. He then reviewed filing statistics from each jurisdiction (Lakewood, Steilacoom, University Place and DuPont.)

Discussion ensued on the reasons for the decrease in infraction filings based on population size.

Judge Blinn then spoke about a new public defender firm that will begin in January 2016.

Further discussion ensued on what is the downside to video arraignments (grainy image); does the City have liability with the transport of defendants; what kind of professional development training is made available for court staff; and what are the impediments for Pierce County to provide video hearings.

### **Review of 2015 Comprehensive Plan amendments.**

Assistant City Manager for Development Services Bugher and Planning Manager Catron reviewed the 2015 Comprehensive Plan amendments and zoning maps. He then reviewed the Planning Commission's recommendations.

Discussion ensued on the meaning of "structure to land ratio" and how it is used; can grant funds be used for road frontage improvements on the Gravelly Lake Drive and Veterans Drive project; can vehicle access be made off of Veterans Drive instead of Gravelly Lake Drive; is there a way to require development of higher value properties in R3; what would the streets and/or sidewalks in such a development look like; having a policy that no right-of-way permits are issued on streets with a high level of service; how does the change in floodplain designations impact proposed developments; what can the Racquet Club development provide for; and amending goal T.13.6 by changing the word "HOV" lanes to "additional" lanes.

### **Partnership Act funds for Habitat for Humanity to construct eight low-income single family residential homes at 8901 Commercial Street.**

Program Manager Gumm reviewed a proposal to fund Habitat for Humanity an additional \$215,000 of HOME Investment Partnership Act funds for the redevelopment of low-income housing at 8901 Commercial Street.

Discussion ensued on Habitat of Humanity's collaborative partnership with the City.

### **Review of the City of Fife agreement for jail services.**

Police Chief Zaro reviewed the proposed agreement with the City of Fife for jail services and noted that the fee for 2016 is \$98/day per inmate with no booking fee.

Discussion ensued on what circumstances are Fife's jail services used.

### **3<sup>rd</sup> Quarter Police Report.**

Police Chief Zaro reviewed comparison data for 2014 and 2015 on the number of arrests in traffic, animal control cases, community safety resource team (CSRT) violations, the mental health professional program, SWAT missions, marine services, 911 calls for service; and criminal arrests. He then reviewed several investigation cases.

Discussion ensued on what kind of identity theft training is made available for officers; how is police blood drawings for alcohol and/or cannabis different from taking breath analyzers; are there statistics on DUI because of marijuana use; what crime trends is Police seeing (property crime on South Tacoma Way and night-time burglaries in industrial parks); was body cameras discussed at the Police Executive Research Forum that the Chief attended and what are other States doing; is there gang issues relative to graffiti; how is CSRT providing public education about graffiti and removal; and what is the City's policy in pursuing blood draws.

### **Review of Lakewood Sister Cities Association.**

City Attorney Wachter reviewed the proposed changes about sister cities and the City's role.

Discussion ensued on what other cities are doing with sister cities.

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

City Manager Caulfield called on Assistant City Manager for Development Services Bugher who provided an update on the development of the Ruby Drive apartments and tree removal at the Oakbrook Golf Course.

City Manager Caulfield reported that Discount Direct, furniture store, is interested in locating in a former furniture store at the Towne Center. Papa Johns is interested in locating at Steilacoom Boulevard and Edgewater Drive. He noted that he will be meeting with Pierce County Deputy Executive about sewer permitting. He reported that the Parks and Recreation Director and City Attorney met with the Department of Social and Health Services about the transfer of Ft. Steilacoom Park property to the City. He noted that his trip to Washington, DC with Mayor Anderson was successful. He reported that the Planning Commission will be holding a hearing on flood plain changes. He noted that the City will be conducting its annual emergency disaster exercise this week.

He then announced the following calendar of meetings and events:

- October 29, 7:30 AM, South Sound Military & Communities Partnership Elected Officials Council (EOC) Meeting, Eagles Pride Golf Course Club House (exit 116, off I-5)
- October 29, Rental housing open house, Council Chambers.

- November 12, 7:30 AM, SSMCP Annual Forum, McChord Club, JBLM
- November 13, 5:30 PM to 8:00 PM, City of Lakewood/2-2 SBCT (Lancers) Command dinner event, Thornewood Castle
- November 24, 2015, 6:00 PM, Council Special Meeting with Legislators, Council Chambers
- December 4, 6:00 PM to 8:00 PM Christmas Tree Lighting Festival, City Hall
- December 5, 10:00 AM, Jinglebell 5k Run, Ft. Steilacoom Park
- December 8, 7:30 AM to 9:00 AM, Annual Volunteer Appreciation Breakfast Event, City Council Chambers
- December 16, 2016, 7:30 AM, Employee 4<sup>th</sup> Qtr Employee Recognition

**ITEMS TENTATIVELY SCHEDULED FOR THE NOVEMBER 2, 2015 REGULAR CITY COUNCIL MEETING:**

1. Authorizing an amendment to the agreement with Habitat of Humanity, in the amount of \$215,000 of HOME Investment Partnership Act funds, to construct seven low-income single family residential homes at 8901 Commercial Street.
2. Authorizing the execution of an interlocal agreement with the City of Fife for jail services.
3. Repealing Ordinance Nos. 175 and 528 relative to the Sister Cities Program.
4. Approving the objectives, selection criteria, guidelines and activities for Lakewood sister cities affiliations.
5. Proclamation recognizing the month of November 2015 as Veterans Appreciation Month.
6. Appointing a member to the Lakewood Arts Commission.
7. Appointing members to the Community Services Advisory Board.
8. Authorizing the execution of an agreement with Gordon Thomas Honeywell Governmental Affairs, in the amount of \$55,000, for State government relations services.
9. Authorizing the execution of an agreement with the Johnston Group, in the amount of \$54,000 for federal government relations services.
10. This is the date set for a public hearing by the City Council on the 2016 property tax levy.
11. This is the date set for a public hearing by the City Council on the 2015-2016 biennial budget amendments.

- 12. This is the date set for a public hearing by the City Council on the Transportation Benefit District assumption.
- 13. Authorizing the execution of interlocal agreements with the City of University Place, City of DuPont and the Town of Steilacoom for municipal court services.
- 14. Authorizing the execution of an agreement with Washington State Department of Social and Health Services, in the amount of \$462,000, relative to the Western State Hospital community partnership program.

**CITY COUNCIL COMMENTS**

Councilmember Bocchi commented on the Waughop Lake Walkathon.

Councilmember Simpson commented on the Landmarks and Heritage Advisory Board meeting discussion.

Mayor Anderson reported on meetings that he and City Manager Caulfield held with Congressmen Kilmer and Heck and Senators Murray and Cantwell. He also reported on a meeting held with Patrick O'Brien staff at OEA and meetings at the Pentagon installation with the Air Force and Army. Discussions were held on transportation issues, methods of funding, Heck's Commute Act, and the clear zone. He noted that OEA's funding is secure and there may be funding available for studies on business relocation from the clear zone.

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**Executive Session**

Mayor Anderson announced that Council will recess into Executive Session for approximately 15 minutes to discuss litigation.

\* \* \* \* \*

Council recessed into Executive Session at 10:50 p.m. and reconvened at 11:05 p.m.

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**ADJOURNMENT**

There being no further business, the meeting adjourned at 11:05 p.m.

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DON ANDERSON, MAYOR

ATTEST:

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ALICE M. BUSH, MMC  
CITY CLERK



To: Mayor and City Councilmembers  
From: Tho Kraus, Assistant City Manager - Administrative Services  
Through: John J. Caulfield, City Manager  
Date: November 2, 2015  
Subject: Payroll Check Approval

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**Payroll Period(s):** September 16-30, 2015 and October 1-15, 2015

**Total Amount:** \$2,172,827.94

Checks Issued:

Check Numbers: 113529- 113541

Total Amount of Checks Issued: \$20,324.05

Electronic Funds Transfer:

Total Amount of EFT Payments: \$534,203.52

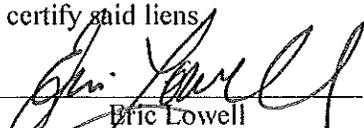
Direct Deposit:

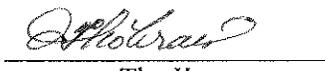
Total Amount of Direct Deposit Payments: \$1,418,401.08

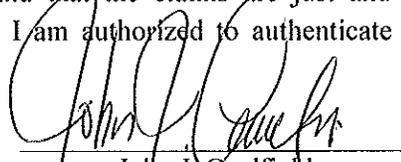
Federal Tax Deposit:

Total Amount of Deposit: \$199,899.29

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims are just and due obligations against the City of Lakewood, Washington, and that I am authorized to authenticate and certify said liens.

  
Eric Lowell  
Accounting Supervisor

  
Tho Kraus  
Assistant City Manager  
Administrative Services

  
John J. Caulfield  
City Manager

**Payroll Distribution**  
**City of Lakewood**  
**Pay Period ending 09-30-15 and 10-15-15**

**Direct Deposit and ACH in the amount of :** \$2,152,503.89  
**Payroll Ck#'s 113529 -113541 in the amount of :** \$20,324.05  
**Total Payroll Distribution:** \$2,172,827.94

**Employee Pay Total by Fund:**

<u>Fund 001 - General</u>	<u>Amount</u>
City Council	\$ 8,700.00
Municipal Court	\$ 60,843.40
City Manager	\$ 28,408.84
Finance and Administrative Services	\$ 70,964.47
Legal	\$ 71,773.51
Community and Economic Development	\$ 81,017.59
Parks and Recreation	\$ 80,923.17
Police	\$ 878,995.40
Non-Departmental	\$ -
<b>General Fund Total</b>	<b>\$ 1,281,626.38</b>
Fund 101 - Street Operations and Maintenance	\$ 53,005.70
Fund 102 - Street Capital Projects	\$ -
Fund 104 - Hotel / Motel Lodging Tax	\$ -
Fund 105 - Property Abatement	\$ 2,960.40
Fund 180 - Narcotics Seizure	\$ 4,785.76
Fund 190 - Grants	\$ 10,447.91
Fund 191 - Neighborhood Stabilization Program	\$ 149.09
Fund 192 - Office of Economic Adjustment	\$ 11,922.00
Fund 195 - Public Safety Grants	\$ -
Fund 301 - General Government CIP	\$ -
Fund 302 - Street CIP Fund	\$ 76,012.42
Fund 311 - Sewer Capital Project	\$ 4,635.68
Fund 312 - Sanitary Sewer Connection Capital	\$ 480.41
Fund 401 - Surface Water Management	\$ 42,404.13
Fund 502 - City Hall Service	\$ 8,010.24
Fund 503 - Information Technology Services	\$ 27,181.66
<b>Other Funds Total</b>	<b>\$ 241,995.40</b>

<b>Employee Gross Pay Total</b>	<b>\$ 1,523,621.78</b>
<b>Benefits and Deductions:</b>	<b>\$ 649,206.16</b>
<b>Grand Total</b>	<b>\$ 2,172,827.94</b>



To: Mayor and City Councilmembers  
From: Tho Kraus, Assistant City Manager/Administrative Services  
Through: John J. Caulfield, City Manager  
Date: November 2, 2015  
Subject: Claims Voucher Approval

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**Check Run Period:** September 16, 2015 – October 29, 2015

**Total Amount:** \$1,569,145.60

Checks and EFTs Issued:

09/30/2015	Checks 80809-80949	\$ 1,060,094.89
10/15/2015	Checks 80950-81118	\$ 511,638.33

Void Checks

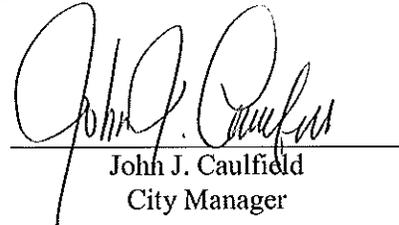
79040	Technical Surveillance Science	\$ 1,795.00
80407	Samuel Ciuga	\$ 150.00
80900	Jennings Equipment	\$ 642.62

**Grand Total** \$ 1,569,145.60

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims are just and due obligations against the City of Lakewood, Washington, and that I am authorized to authenticate and certify said liens.

  
Eric Lowell  
Finance Supervisor

  
Tho Kraus  
Assistant City Manager/  
Administrative Services

  
John J. Caulfield  
City Manager

**City of Lakewood - Accounts Payable Voucher Report**

Columbia Bank

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Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80809</b>	<b>9/30/2015</b>	<b>000005</b>		<b>ABC LEGAL MESSENGERS, INC,</b>			<b>\$433.00</b>
001.0000.06.515.30.41.001			7/24/2015	20870497	LG 7/24/15 MESSENGER SVCS	4.00	
001.0000.15.521.10.41.001			7/28/2015	MMFWA000616000000069	PD 7/28/15 MONTHLY MESSENGER S	97.50	
001.0000.06.515.30.41.001			7/28/2015	MMFWA000616000000069	LG 2015 ABC LEGAL MESSENGER SV	97.50	
001.0000.06.515.30.41.001			8/17/2015	20874837	LG 8/17/15 MESSENGER SVCS	10.00	
001.0000.06.515.30.41.001			8/20/2015	20875707	LG 8/20/2015 MESSENGER SVCS	4.00	
001.0000.06.515.30.41.001			8/28/2015	20876251	LG 2015 8/28/15 MESSENGER SVCS	25.00	
001.0000.15.521.10.41.001			8/28/2015	MMFWA000616000000070	PD 8/28/15 MONTLY MESSENGER SV	97.50	
001.0000.06.515.30.41.001			8/28/2015	MMFWA000616000000070	LG 8/28/15 MONTHLY MESSENGER S	97.50	
<b>80810</b>	<b>9/30/2015</b>	<b>009716</b>		<b>AECOM TECHNICAL SERVICES,</b>			<b>\$12,600.00</b>
192.0000.05.558.60.41.001			9/18/2015	37628535	SSMP 8/15-9/11/15 JBLM LAND US	12,600.00	
<b>80811</b>	<b>9/30/2015</b>	<b>007445</b>		<b>ASSOCIATED PETROLEUM PRODUCTS,</b>			<b>\$685.39</b>
501.0000.51.548.79.32.001			8/28/2015	0782260-IN	FL 8/28/15 FUEL	500.03	
501.0000.51.548.79.32.002			8/28/2015	0782260-IN	FL 8/28/15 FUEL	185.36	
<b>80812</b>	<b>9/30/2015</b>	<b>008226</b>		<b>BIO CLEAN INC,</b>			<b>\$656.40</b>
001.0000.15.521.22.41.001			9/9/2015	6550	PD 8/31/15 DECONTAMINATE PD VE	328.20	
001.0000.15.521.22.41.001			9/10/2015	6561	PD 9/6/15 DECONTAMINATE PD VEH	328.20	
<b>80813</b>	<b>9/30/2015</b>	<b>000066</b>		<b>BRATWEAR GROUP LLC,</b>			<b>\$1,939.52</b>
001.0000.15.521.22.31.008			8/12/2015	16143	PD FIGUEROA JUMPSUIT	524.51	
001.0000.15.521.10.31.008			9/3/2015	16414	PD VEENKER SHIRTS	477.69	
001.0000.15.521.22.31.008			9/8/2015	16440	PD RUSSELL JUMPSUIT	468.66	
001.0000.15.521.22.31.008			9/9/2015	16466	PD GUMM JUMPSUIT	468.66	
<b>80814</b>	<b>9/30/2015</b>	<b>004504</b>		<b>BROWN, MATT</b>			<b>\$250.24</b>
001.0000.15.521.26.31.001			9/22/2015	REIMBURSE	PD SWAT TRAINING WALL MATERIAL	250.24	
<b>80815</b>	<b>9/30/2015</b>	<b>009926</b>		<b>CASCADE RIGHT-OF-WAY SVCS LLC,</b>			<b>\$4,930.00</b>
302.0009.21.595.20.41.049			9/10/2015	0014 13001-LAK	PWCP E1171 THRU 8/31/15 STW/51	4,930.00	
<b>80816</b>	<b>9/30/2015</b>	<b>010154</b>		<b>CASELOADPRO, L.P.,</b>			<b>\$100.00</b>
503.0000.04.518.80.48.003			9/15/2015	14-1810	IT 10/15 MC CASELOADPRO SUBSCR	100.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80817</b>	<b>9/30/2015</b>	<b>010262</b>		<b>CENTURYLINK,</b>			<b>\$1,632.87</b>
503.0000.04.518.80.42.001			9/16/2015	206-T01-1710 414B	IT 9/16-10/16/15 PD SVCS	343.06	
503.0000.04.518.80.42.001			9/16/2015	206-T01-4100 666B	IT 9/16-10/16/15 PD SVCS	343.06	
503.0000.04.518.80.42.001			9/16/2015	206-T02-7702 584B	IT 9/16-10/16/15 PHONE SERVICE	277.97	
503.0000.04.518.80.42.001			9/16/2015	253 582-1074 486B	IT 9/16-10/16/15 PD ALARM SVCS	173.33	
503.0000.04.518.80.42.001			9/16/2015	253-582-0669 476B	IT 9/16-10/16/15 PHONE SERVICE	176.78	
503.0000.04.518.80.42.001			9/16/2015	253-582-1023 738B	IT 9/16-10/16/15 PD SVCS	66.99	
503.0000.04.518.80.42.001			9/16/2015	253-582-7426 582B	IT 9/16-10/16/15 PHONE SERVICE	81.16	
503.0000.04.518.80.42.001			9/16/2015	253-582-9966 584B	IT 9/16-10/16/15 PHONE SERVICE	48.98	
503.0000.04.518.80.42.001			9/14/2015	253-589-8734 340B	IT 9/14-10/14/15 PK SVCS	121.54	
<b>80818</b>	<b>9/30/2015</b>	<b>000536</b>		<b>CITY TREASURER CITY OF TACOMA,</b>			<b>\$26,378.30</b>
001.0000.15.521.22.48.007			9/4/2015	90646695	PD 4TH QTR, 2015 RADIO NETWORK	23,175.00	
503.0000.04.518.80.42.001			9/4/2015	90646697	IT PW 4Q/15 PUB SAFETY RADIO U	1,500.00	
001.0000.11.576.81.47.005			9/14/2015	100384879 9/15	PK 7/16-9/14/15 8750 STEIL. BL	160.17	
101.0000.11.542.63.47.006			9/14/2015	100415564 09/14/15	PKST 8/14-9/14/15 9450 STEIL B	169.38	
101.0000.11.542.63.47.006			9/14/2015	100415566 09/14/15	PKST 8/14-9/14/15 9000 STEIL B	133.49	
101.0000.11.542.63.47.006			9/14/2015	100415597 09/14/15	PKST 8/14-9/14/15 10000 STEIL	141.77	
101.0000.11.542.63.47.006			9/14/2015	100471519 09/14/15	PKST 8/14-9/14/15 8312 87TH AV	59.34	
101.0000.11.542.64.47.005			9/14/2015	100658937 09/14/15	PKST 7/16-9/14/15 10300 STEIL	75.91	
101.0000.11.542.64.47.005			9/14/2015	100687561 09/14/15	PKST 7/16-9/14/15 8623 87TH AV	58.10	
101.0000.11.542.63.47.006			9/10/2015	100349419 09/10/15	PKST 7/14-9/10/15 7502 LKWD DR	23.29	
101.0000.11.542.64.47.005			9/10/2015	100350986 09/10/15	PKST 7/14-9/10/15 8800 CUSTER	69.94	
101.0000.11.542.63.47.006			9/10/2015	100440754 09/10/15	PKST 8/12-9/10/15 7211 BPW W	42.57	
101.0000.11.542.64.47.005			9/10/2015	100463727 09/10/15	PKST 7/14-9/10/15 7919 CUSTER	1.90	
101.0000.11.542.64.47.005			9/10/2015	100520997 09/10/15	PKST 7/14-9/10/15 7609 CUSTER	52.02	
101.0000.11.542.63.47.006			9/10/2015	100898201 09/10/15	PKST 8/12-9/10/15 7729 BPW W	109.87	
101.0000.11.542.64.47.005			9/17/2015	100228710 09/17/15	PKST 7/21-9/17/15 8915 MEADOW	77.26	
101.0000.11.542.64.47.005			9/17/2015	100228733 09/17/15	PKST 7/21-9/17/15 8900 ARDMORE	42.21	
101.0000.11.542.64.47.005			9/17/2015	100228892 09/17/15	PKST 7/21-9/17/15 9299 WHITMAN	46.16	
101.0000.11.542.64.47.005			9/17/2015	100432647 09/17/15	PKST 7/21-9/17/15 5429 STEIL B	1.87	
101.0000.11.542.64.47.005			9/17/2015	100433653 09/17/15	PKST 7/21-9/17/15 5460 STEIL B	1.90	
001.0000.11.576.81.47.005			9/16/2015	100384880 9/15	PK 7/18-9/16/15 8700 STEIL. BL	32.86	
101.0000.11.542.64.47.005			9/22/2015	100228748 09/22/15	PKST 7/24-9/22/15 11170 GLD SW	46.37	
101.0000.11.542.64.47.005			9/22/2015	100254732 09/22/15	PKST 8/22-9/22/15 11023 GRVLY	21.39	
101.0000.11.542.64.47.005			9/22/2015	100707975 09/22/15	PKST 8/22-9/22/15 7403 LKWD DR	62.50	
101.0000.11.542.64.47.005			9/18/2015	100228932 09/18/15	PKST 7/22-9/18/15 8300 STEIL B	149.35	
101.0000.11.542.64.47.005			9/18/2015	100228949 09/18/15	PKST 7/22-9/18/15 8200 STEIL B	67.64	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
101.0000.11.542.64.47.005			9/21/2015	100228868 09/21/15	PKST 7/23-9/21/15 10099 GRVLY	40.44	
101.0000.11.542.64.47.005			9/21/2015	100665891 09/21/15	PKST 8/21-9/21/15 7309 ONYX DR	15.60	
<b>80819</b>	<b>9/30/2015</b>	<b>005786</b>		<b>CLASSY CHASSIS,</b>			<b>\$794.03</b>
501.0000.51.521.10.41.001			9/21/2015	3077	PDFL EXTERIOR CAR WASH	6.50	
501.0000.51.521.10.41.001			9/21/2015	3077	PDFL ULTIMATE CAR WASH	12.17	
501.0000.51.521.10.41.001			9/21/2015	3077	PDFL MINI DETAIL	138.38	
501.0000.51.521.10.48.005			9/21/2015	3077	PDFL OIL CHANGE	57.65	
501.0000.51.521.10.48.005			9/21/2015	3077	PDFL OIL CHANGE	48.40	
501.0000.51.521.10.41.001			9/21/2015	3077	PDFL EXTERIOR CAR WASH	6.50	
501.0000.51.521.10.41.001			9/21/2015	3077	PDFL EXTERIOR CAR WASH	6.50	
501.0000.51.521.10.41.001			9/21/2015	3077	PDFL EXTERIOR CAR WASH	6.50	
501.0000.51.521.10.41.001			9/21/2015	3077	PDFL EXTERIOR CAR WASH	6.50	
501.0000.51.521.10.41.001			9/21/2015	3077	PDFL EXTERIOR CAR WASH	6.50	
501.0000.51.521.10.41.001			9/21/2015	3077	PDFL EXTERIOR CAR WASH	6.50	
501.0000.51.521.10.41.001			9/21/2015	3077	PDFL EXTERIOR CAR WASH	6.50	
501.0000.51.521.10.41.001			9/21/2015	3077	PDFL EXTERIOR CAR WASH	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
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501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
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501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL ULT WASH 9/5/15-9/11/15	12.18	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL ULT WASH 9/5/15-9/11/15	12.18	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL ULT WASH 9/5/15-9/11/15	12.18	
501.0000.51.521.10.48.005			9/16/2015	3076	PDFL OIL CHANGE	33.85	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL OIL CHANGE	35.98	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL OIL CHANGE	54.30	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/16/2015	3076	PDFL EXT WASH 9/5/15-9/11/15	6.50	
501.0000.51.521.10.41.001			9/4/2015	3073	PDFL 8/29-9/4/15 CAR WASHES	18.67	
501.0000.51.548.79.48.005			8/31/2015	3061	PKFL 8/17/15 CAR WASHES	29.08	
501.0000.51.548.79.48.005			8/31/2015	3062	FL PW EXTERIOR WASHES	19.50	
180.0000.15.521.21.48.005			6/26/2015	3049	PDFL EXT CAR WASH 8/22/15-8/28	13.00	
501.0000.51.521.10.41.001			6/26/2015	3049	PDFL EXT CAR WASH 8/22/15-8/28	114.51	
<b>80820</b>	<b>9/30/2015</b>	<b>000099</b>		<b>CLOVER PARK SCHOOL DISTRICT,</b>			<b>\$2,372.54</b>
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	48.20	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	20.58	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	20.69	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	75.58	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	92.48	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	318.14	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	254.82	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	18.74	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	25.44	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	175.41	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	154.18	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	288.43	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	60.71	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	73.40	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: CD 07/15 FUEL	148.06	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: CD 07/15 FUEL	136.30	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	63.47	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	97.69	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	25.97	
501.0000.51.548.79.32.001			8/26/2015	19477	FL: PW 07/15 FUEL	274.25	
<b>80821</b>	<b>9/30/2015</b>	<b>004501</b>		<b>COASTWIDE LABORATORIES,</b>			<b>\$2,116.16</b>
502.0000.17.518.30.31.001			9/1/2015	T2805138	PKFC CLEANING SUPPLIES	1,047.44	
502.0000.17.518.30.31.001			9/9/2015	T2807533	PKFC TOWELS	121.92	
502.0000.17.518.30.31.001			9/9/2015	T2807534	PKFC HOSE, CLEANING SUPPLIES	898.28	
502.0000.17.518.30.31.001			9/18/2015	T2802144-1	PKFC CLEANING SUPPLIES	35.25	
502.0000.17.518.30.31.001			9/16/2015	T2809861	PKFC TOILET BOWL BRUSH	13.27	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80822</b>	<b>9/30/2015</b>	<b>008523</b>		<b>COMPLETE OFFICE,</b>			<b>\$428.85</b>
001.0000.99.518.40.31.001			9/17/2015	1264675-0	ND COPY PAPER	122.53	
001.0000.99.518.40.31.001			9/17/2015	1264748-0	ND COPY PAPER	306.32	
<b>80823</b>	<b>9/30/2015</b>	<b>011059</b>		<b>ELLIOTT, LISA</b>			<b>\$2,320.00</b>
001.0000.06.515.31.41.001			9/14/2015	9/6-9/10/15	LG AG 2015-89 9/6-9/10/15 PROS	492.00	
001.0000.06.515.31.41.001			9/21/2015	9/14-9/17/15	LG AG 2015-089 9/14-9/17/15	600.00	
001.0000.06.515.31.41.001			9/28/2015	09/21-09/24/15	LG AG 2015-089 9/21-9/24/15 PR	1,228.00	
<b>80824</b>	<b>9/30/2015</b>	<b>003435</b>		<b>EMERALD HILLS COFFEES,</b>			<b>\$253.56</b>
001.0000.99.518.40.45.004			9/18/2015	855846	ND WATER COOLER	54.59	
001.0000.99.518.40.45.004			9/18/2015	855847	ND WATER COOLER	27.30	
001.0000.99.518.40.45.004			9/18/2015	855848	ND WATER COOLER	27.30	
001.0000.99.518.40.45.004			9/18/2015	855849	ND WATER COOLER	27.30	
001.0000.99.518.40.45.004			9/18/2015	855850	ND WATER COOLER	113.18	
001.0000.99.518.40.31.001			9/18/2015	855850	ND COFFEE SUPPLIES	3.89	
<b>80825</b>	<b>9/30/2015</b>	<b>000175</b>		<b>FORMSOURCE INC,</b>			<b>\$87.52</b>
001.0000.02.512.50.31.003			9/4/2015	848144	MC BUSINESS CARDS	87.52	
<b>80826</b>	<b>9/30/2015</b>	<b>002825</b>		<b>GRAYBAR ELECTRIC COMPANY,</b>			<b>\$407.03</b>
101.0000.11.542.64.31.001			9/11/2015	980953678	PKST NUTS	343.33	
101.0000.11.542.64.31.001			9/11/2015	980953679	PKST COAX ECONOMY CRIMP TOOL	63.70	
<b>80827</b>	<b>9/30/2015</b>	<b>004036</b>		<b>HORIZON AUTOMATIC RAIN CO,</b>			<b>\$312.37</b>
001.0000.11.576.80.31.001			9/10/2015	3NO57935	PK HERBICIDE	192.28	
101.0000.11.542.30.31.030				3N057858	PKST EXCHANGE 1" NIPPLE FOR DE	-2.86	
001.0000.11.576.80.31.001			9/9/2015	3NO57913	PK BACKPACK SPRAYER	109.35	
101.0000.11.542.30.31.030			9/8/2015	3N057857	PKST1" NIPPLE FOR DE TACK TANK	13.60	
<b>80828</b>	<b>9/30/2015</b>	<b>000234</b>		<b>HUMANE SOCIETY FOR TACOMA &amp; PC,</b>			<b>\$55.00</b>
001.0000.15.554.30.41.008			8/31/2015	IVC0001519	PD 8/15 EXCESS BOARDING FEE	55.00	
<b>80829</b>	<b>9/30/2015</b>	<b>003696</b>		<b>KONE INC,</b>			<b>\$1,452.48</b>
502.0000.17.542.65.49.010			8/28/2015	949081431	PKFC 9/1-11/30/15 SOUNDER STN	1,452.48	
<b>80830</b>	<b>9/30/2015</b>	<b>000299</b>		<b>LAKEVIEW LIGHT &amp; POWER CO.,</b>			<b>\$10,339.70</b>
001.0000.11.576.80.47.005			9/7/2015	670044-076 8/15	PK 7/30-8/27/15 8825 25TH AVE	19.43	
101.0000.11.542.64.47.005			9/7/2015	67044-002 09/07/15	PKST 7/29-8/26/15 PAC HWY & ST	91.59	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
101.0000.11.542.64.47.005			9/7/2015	67044-007 09/07/15	PKST 8/3-9/1/15 8902 STW	151.35	
101.0000.11.542.64.47.005			9/7/2015	67044-008 09/07/15	PKST 8/3-8/31/15 4100 STEIL BL	103.48	
101.0000.11.542.64.47.005			9/7/2015	67044-012 09/07/15	PKST 7/29-8/26/15 HWY 512 & ST	135.16	
101.0000.11.542.64.47.005			9/7/2015	67044-013 09/07/15	PKST 7/29-8/26/15 100TH ST SW	84.70	
101.0000.11.542.63.47.006			9/7/2015	67044-014 09/07/15	PKST 8/7-9/7/15 HWY 512 & STW	96.16	
101.0000.11.542.64.47.005			9/7/2015	67044-015 09/07/15	PKST 7/29-8/26/15 96TH ST S &	88.06	
101.0000.11.542.64.47.005			9/7/2015	67044-016 09/07/15	PKST 8/4-9/2/15 40TH AVE SW	74.29	
101.0000.11.542.64.47.005			9/7/2015	67044-031 09/07/15	PKST 7/30-9/1/15 84TH ST S & S	88.92	
101.0000.11.542.64.47.005			9/7/2015	67044-032 09/07/15	PKST 8/4-9/2/15 100TH ST SW &	109.33	
001.0000.11.576.80.47.005			9/7/2015	67044-048 8/15	PK 8/3-8/27/15 2716 84TH ST SV	26.44	
101.0000.11.542.64.47.005			9/7/2015	67044-050 09/07/15	PKST 8/3-9/1/15 LKWD DR SW & S	73.08	
101.0000.11.542.64.47.005			9/7/2015	67044-053 09/07/15	PKST 8/3-9/1/15 4648 STEIL BLV	74.03	
101.0000.11.543.50.47.005			9/7/2015	67044-074 09/07/15	PKST 8/3-9/1/15 9424 FRONT ST	356.60	
001.0000.11.576.80.47.005			9/7/2015	67044-075 8/15	PK 7/30-8/27/15 8807 25TH AVE	68.96	
001.0000.11.576.80.47.005			9/7/2015	67044-077 8/15	PK 7/30-8/27/15 8825 25TH AVE	53.37	
502.0000.17.521.50.47.005			9/21/2015	117448-001 09/21/15	PKFC 8/18-9/17/15 9401 LKWD DR	6,260.35	
001.0000.11.576.80.47.005			9/21/2015	670404-063 9/15	PK 8/12-9/10/15 FAIRLAWN SVCS	54.48	
101.0000.11.542.64.47.005			9/21/2015	67044-001 09/21/15	PKST 8/18-9/17/15 100TH ST SW	88.84	
101.0000.11.542.64.47.005			9/21/2015	67044-003 09/21/15	PKST 8/12-9/14/15 MOTOR AVE &	81.34	
101.0000.11.542.64.47.005			9/21/2015	67044-005 09/21/15	PKST 8/18-9/17/15 BPW & LKWD	92.97	
101.0000.11.542.64.47.005			9/21/2015	67044-006 09/21/15	PKST 8/13-9/15/15 108TH ST SW	83.33	
101.0000.11.542.64.47.005			9/21/2015	67044-019 09/21/15	PKST 8/12-9/14/15 BPW SW & 100	98.83	
101.0000.11.542.64.47.005			9/21/2015	67044-020 09/21/15	PKST 8/12-9/10/15 59TH AVE SW	110.19	
101.0000.11.542.64.47.005			9/21/2015	67044-022 09/21/15	PKST 8/12-9/10/15 GLD SW & BPW	115.19	
101.0000.11.542.64.47.005			9/21/2015	67044-024 09/21/15	PKST 8/12-9/10/15 GLD SW & STE	88.58	
101.0000.11.542.64.47.005			9/21/2015	67044-026 09/21/15	PKST 8/13-9/14/15 GLD SW & MT	89.95	
001.0000.11.576.80.47.005			9/21/2015	67044-034 9/15	PK 8/13-9/15/15 10506 RUSSELL	47.76	
101.0000.11.542.63.47.006			9/21/2015	67044-039 09/21/15	PKST 8/13-9/15/15 5700 100TH S	78.51	
101.0000.11.542.64.47.005			9/21/2015	67044-044 09/21/15	PKST 8/12-9/14/15 100TH ST SW	91.68	
101.0000.11.542.64.47.005			9/21/2015	67044-046 09/21/15	PKST 8/13-9/15/15 10013 GLD SW	188.19	
101.0000.11.542.64.47.005			9/21/2015	67044-047 09/21/15	PKST 8/12-9/14/15 59TH AVE SW	104.42	
101.0000.11.542.64.47.005			9/21/2015	67044-064 09/21/15	PKST 8/12-9/14/15 93RD & BPW	77.55	
101.0000.11.542.64.47.005			9/14/2015	67044-004 09/14/15	PKST 8/6-9/8/15 108TH ST SW &	100.55	
101.0000.11.542.64.47.005			9/14/2015	67044-010 09/14/15	PKST 8/6-9/8/15 108TH ST SW &	89.87	
101.0000.11.542.64.47.005			9/14/2015	67044-017 09/14/15	PKST 8/6-9/8/15 112TH ST SW &	94.61	
101.0000.11.542.64.47.005			9/14/2015	67044-030 09/14/15	PKST 8/6-9/8/15 112TH ST S & B	104.51	
101.0000.11.542.63.47.006			9/14/2015	67044-072 09/14/15	PKST 8/6-9/8/15 11302 KENDRICK	80.40	
502.0000.17.542.65.47.005			9/14/2015	67044-073 09/14/15	PKFC 8/6-9/8/15 11420 KENDRICK	422.65	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80831</b>	<b>9/30/2015</b>	<b>003132</b>		<b>LAKEWOLD GARDENS,</b>			<b>\$15,092.15</b>
104.0004.01.557.30.41.001			9/23/2015	2001-1858	HM AG2015-049 LODGING TAX GRAN	15,092.15	
<b>80832</b>	<b>9/30/2015</b>	<b>000280</b>		<b>LAKWOOD CHAMBER OF COMMERCE,</b>			<b>\$6,371.92</b>
104.0005.01.557.30.41.001			9/15/2015	08/15	HM AG2015-048 08/15 TOURISM CO	6,371.92	
<b>80833</b>	<b>9/30/2015</b>	<b>000288</b>		<b>LAKWOOD HARDWARE &amp; PAINT INC,</b>			<b>\$8.71</b>
101.0000.11.542.70.31.001			9/3/2015	444411	PKST NUTS FOR CHAINSAWS	8.71	
<b>80834</b>	<b>9/30/2015</b>	<b>005490</b>		<b>LAKWOOD PLAYHOUSE,</b>			<b>\$3,794.63</b>
104.0013.01.557.30.41.001			9/14/2015	09/14/15	HM AG 2015-015 LODGING TAX GRA	3,794.63	
<b>80835</b>	<b>9/30/2015</b>	<b>000298</b>		<b>LAKWOOD TOWING,</b>			<b>\$256.27</b>
001.0000.15.521.10.41.070			8/19/2015	214336	PD 8/19/15 TOWING SVCS	124.99	
001.0000.15.521.10.41.070			8/28/2015	213219	PD 8/28/15 TOWING SVCS	65.64	
001.0000.15.521.10.41.070			8/28/2015	213220	PD 8/28/15 TOWING SVCS	65.64	
<b>80836</b>	<b>9/30/2015</b>	<b>010485</b>		<b>LAW OFFICE OF R TYE GRAHAM,</b>			<b>\$2,700.00</b>
001.0000.06.515.31.41.001			9/15/2015	179	LG AG 2015-092 SEP 15-18, 2015	1,350.00	
001.0000.06.515.31.41.001			9/24/2015	180	LG AG 2015-092 SEP 22-25, 2015	1,350.00	
<b>80837</b>	<b>9/30/2015</b>	<b>005685</b>		<b>LEMAY MOBILE SHREDDING,</b>			<b>\$151.40</b>
001.0000.15.521.10.41.001			9/1/2015	4447292	PD 8/15 SHREDDING SVCS	151.40	
<b>80838</b>	<b>9/30/2015</b>	<b>002296</b>		<b>LEXIS NEXIS,</b>			<b>\$636.71</b>
001.0000.06.515.30.49.004			8/31/2015	1508146167	LG 08/15 LEXISNEXIS & RELATED	636.71	
<b>80839</b>	<b>9/30/2015</b>	<b>002991</b>		<b>LIM, VANNARA S</b>			<b>\$124.82</b>
001.0000.02.512.51.49.009			9/15/2015	9/15/15	MC 9/15/15 INTERPRETER SVCS	124.82	
<b>80840</b>	<b>9/30/2015</b>	<b>008859</b>		<b>MATHIES, BILL</b>			<b>\$68.00</b>
001.0000.15.521.32.43.004			9/28/2015	PER DIEM	PD WACE CONF. 9/15-9/18/15 PER	68.00	
<b>80841</b>	<b>9/30/2015</b>	<b>009724</b>		<b>MILES RESOURCES LLC,</b>			<b>\$224.73</b>
401.0000.41.531.10.31.030			9/1/2015	250066	PWSW 4-8" QUARRY SPALLS	141.59	
101.0000.11.542.30.31.030			9/1/2015	250117	PKST HMA CLASS 1/2" - MODIFIED	83.14	
<b>80842</b>	<b>9/30/2015</b>	<b>010360</b>		<b>NEWTON, REBECCA</b>			<b>\$15.00</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.13.558.70.43.004			9/29/2015	T10/01/15 PER DIEM	ED TRCVB RETREAT/NEWTON 10/8-1	15.00	
<b>80843</b>	<b>9/30/2015</b>	<b>000366</b>		<b>NORTHWEST CASCADE INC,</b>			<b>\$99.00</b>
001.0000.11.576.80.41.001			9/19/2015	2-1357616	PK 9/19-10/18/15 SPRINGBROOK P	99.00	
<b>80844</b>	<b>9/30/2015</b>	<b>009983</b>		<b>PACIFIC NW BUSINESS PRODUCTS,</b>			<b>\$240.53</b>
503.0000.04.518.80.31.002			9/16/2015	0033204-001	IT TONER	142.88	
503.0000.04.518.80.31.002			9/10/2015	0033019-001	IT TONER	97.65	
<b>80845</b>	<b>9/30/2015</b>	<b>011250</b>		<b>PANDORA MEDIA INC,</b>			<b>\$7,500.00</b>
104.0007.01.557.30.41.001			9/15/2015	10111757	HM 9/1-9/14/15 AUDIO ADVERTISI	1,924.05	
104.0007.01.557.30.41.001			8/31/2015	10105279	HM 8/15-8/31/15 AUDIO ADVERTIS	5,575.95	
<b>80846</b>	<b>9/30/2015</b>	<b>000407</b>		<b>PIERCE COUNTY,</b>			<b>\$9,041.86</b>
311.0000.21.559.30.51.001			8/26/2015	CI-206337	PWSC 7/24-8/6/15 WARNSTADT/POR	1,234.86	
312.0000.01.535.30.51.001			9/4/2015	CI-206678	PWSA 07/15 & 08/15 RECORDING F	96.00	
401.0000.41.531.10.51.001			9/4/2015	CI-206678	PWSW 08/15 RECORDING FEES	86.00	
001.0000.15.521.10.51.006			9/18/2015	CI-207013	PD 7/09-8/26/15 JAIL SVCS	7,625.00	
<b>80847</b>	<b>9/30/2015</b>	<b>003205</b>		<b>PIERCE COUNTY RECYCLING,</b>			<b>\$259.18</b>
101.0000.11.542.90.49.018			9/29/2015	8295	PKST YARDWASTE	259.18	
<b>80848</b>	<b>9/30/2015</b>	<b>000428</b>		<b>PIERCE COUNTY SEWER,</b>			<b>\$99.78</b>
001.0000.11.576.80.47.004			9/13/2015	01521021 8/15	PK 7/1-8/31/15 4723 127TH ST S	99.78	
<b>80849</b>	<b>9/30/2015</b>	<b>010630</b>		<b>PRINT NW,</b>			<b>\$505.73</b>
001.0000.07.558.60.41.001			9/16/2015	10912401	CDPL HISTORICAL PRESERVATION	307.17	
001.0000.07.558.50.31.001			8/31/2015	107989N1	CD SANCHEZ BUSINESS CARDS	19.86	
101.0000.21.543.30.49.005			8/31/2015	107989N1	PWST PRINTED BUSINESS CARDS	99.26	
401.0000.41.531.10.49.005			8/31/2015	107989N1	PWSW PRINTED BUSINESS CARDS	79.44	
<b>80850</b>	<b>9/30/2015</b>	<b>009761</b>		<b>PUGET SOUND SPECIALTIES INC,</b>			<b>\$2,076.41</b>
001.0000.11.576.81.31.001			9/24/2015	25074	PK FERTILIZER	2,076.41	
<b>80851</b>	<b>9/30/2015</b>	<b>007505</b>		<b>REDFLEX TRAFFIC SYSTEMS INC,</b>			<b>\$32,240.00</b>
001.0000.15.521.71.41.080			8/31/2015	RTS0009282	PD AUG, 2015 PHOTO ENFORCEMENT	32,240.00	
<b>80852</b>	<b>9/30/2015</b>	<b>010522</b>		<b>RICOH USA INC,</b>			<b>\$53.18</b>
503.0000.04.518.80.31.002			9/14/2015	5037944228	IT 8/18-9/17/15 PD ADDTL IMAG	23.83	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
503.0000.04.518.80.45.002			9/16/2015	5037990576	IT/O&M 8/21-9/20/15 ADD'TL IMA	29.35	
<b>80853</b>	<b>9/30/2015</b>	<b>008825</b>		<b>SAFELITE FULFILLMENT INC,</b>			<b>\$511.89</b>
501.0000.51.521.10.48.005			9/24/2015	00440-108213	PDFL AUTO GLASS	166.10	
501.0000.51.521.10.48.005			9/23/2015	00440-108175	PDFL AUTO GLASS	345.79	
<b>80854</b>	<b>9/30/2015</b>	<b>002912</b>		<b>SOUND ELECTRONICS,</b>			<b>\$432.08</b>
502.0000.17.542.65.49.010			9/15/2015	502072	PKFC FIRE ALARM INSPECTION: TR	432.08	
<b>80855</b>	<b>9/30/2015</b>	<b>002913</b>		<b>SOUND ENERGY SYSTEMS,</b>			<b>\$32,326.03</b>
502.9999.98.594.18.63.001			9/15/2015	104024	PKFC 9/1-9/30/15 R2 TO AX UPGR	32,326.03	
<b>80856</b>	<b>9/30/2015</b>	<b>010656</b>		<b>SOUTH SOUND 911,</b>			<b>\$168,284.25</b>
001.0000.15.521.10.51.059			9/8/2015	01466	PD SEPT, 2015 DISPATCH SVCS	125,111.83	
001.0000.15.521.10.51.063			9/8/2015	01466	PD SEPT, 2015 IT/CORE SVCS	34,304.42	
001.0000.15.521.10.51.058			9/8/2015	01466	PD SEPT, 2015 RECORDS SVCS	8,868.00	
<b>80857</b>	<b>9/30/2015</b>	<b>003267</b>		<b>SOUTH TACOMA GLASS SPECIALISTS,</b>			<b>\$27.35</b>
501.0000.51.521.10.48.005			7/8/2015	111259	PDFL GLASS TINTING	27.35	
<b>80858</b>	<b>9/30/2015</b>	<b>002881</b>		<b>SPRAGUE PEST SOLUTIONS CO,</b>			<b>\$59.08</b>
502.0000.17.518.35.41.001			9/10/2015	2683571	PKFC 9/10/15 PEST CONTROL	59.08	
<b>80859</b>	<b>9/30/2015</b>	<b>000516</b>		<b>SPRINT,</b>			<b>\$120.47</b>
503.0000.04.518.80.42.001			9/18/2015	482477812-094	IT 8/15-9/14/15 PD SVCS	120.47	
<b>80860</b>	<b>9/30/2015</b>	<b>009493</b>		<b>STAPLES ADVANTAGE,</b>			<b>\$996.37</b>
001.0000.07.558.60.31.001			9/10/2015	3277458880	CDPL FOLDERS	407.56	
101.0000.21.544.20.31.001			9/10/2015	3277458880	PWST 9X12 WHITE 28LB SS 100CT	15.44	
001.0000.06.515.30.31.001			9/12/2015	3277687054	LG POST IT NOTES, TABS	73.62	
001.0000.15.521.10.31.001				3275808812	PD RETURN ITEM ON INV. 3275276	-20.64	
001.0000.15.521.10.31.001				3277207735	PD CREDIT ON RETURN	-34.95	
001.0000.07.558.60.31.001				3277528014	CDPL PRICE ADJUST FOLDERS	-47.26	
001.0000.15.521.10.31.001			9/3/2015	3276954300	PD DVD+R/CD-R SPINDLES	116.02	
001.0000.15.521.10.31.001			9/3/2015	3276954301	PD HAND SANITIZER	58.06	
001.0000.15.521.10.31.001			9/4/2015	3277031295	PD FLASH DRIVE/ MANILLA ENVELO	77.64	
001.0000.15.521.10.31.001			9/9/2015	3277392488	PD HAND SANITIZER	64.59	
001.0000.15.521.10.31.001			8/29/2015	3276259343	PD COLOR INDEX TABS	27.57	
001.0000.06.515.30.31.001			8/29/2015	3276259347	LG CDR SLEEVES, FOLDERS	187.24	

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001.0000.15.521.10.31.001			8/28/2015	3275901224	PD POST-IT'S, TABS	71.48	
<b>80861</b>	<b>9/30/2015</b>	<b>009030</b>		<b>STERICYCLE INC,</b>			<b>\$10.36</b>
001.0000.15.521.10.41.001			8/31/2015	3003142641	PD 8/1/15 ON-CALL SVCS	10.36	
<b>80862</b>	<b>9/30/2015</b>	<b>002821</b>		<b>STEWART MACNICHOLS HARMELL PS,</b>			<b>\$35,250.00</b>
001.0000.02.512.51.41.004			9/14/2015	AUGUST, 2015	MC 8/15 PUBLIC DEFENDER SVCS	35,250.00	
<b>80863</b>	<b>9/30/2015</b>	<b>007716</b>		<b>STRAND, DOUGLAS</b>			<b>\$207.50</b>
001.0000.15.521.40.43.002			9/25/2015	REIMBURSE	PD WSFC TRNG. 9/22-9/23/15 LOD	207.50	
<b>80864</b>	<b>9/30/2015</b>	<b>002458</b>		<b>SUMMIT LAW GROUP,</b>			<b>\$3,498.00</b>
001.0000.06.515.30.41.001			9/17/2015	75672	LG 08/15 GEN'L LABOR SVCS	3,498.00	
<b>80865</b>	<b>9/30/2015</b>	<b>006497</b>		<b>SYSTEMS FOR PUBLIC SAFETY,</b>			<b>\$7,465.92</b>
501.0000.51.521.10.48.005			9/22/2015	27553	PDFL OIL CHANGE	63.21	
501.0000.51.521.10.48.005			9/22/2015	27553	PDFL ELECTRICAL	171.51	
501.0000.51.521.10.48.005			9/22/2015	27553	PDFL BRAKES	452.91	
501.0000.51.521.10.48.005			9/22/2015	27553	PDFL TRANSMISSION	106.77	
501.0000.51.521.10.48.005			9/22/2015	27553	PDFL A/C	71.87	
501.0000.51.521.10.48.005			9/15/2015	27495	PDFL OIL CHANGE	57.95	
501.0000.51.521.10.48.005			9/15/2015	27495	PDFL ELECTRICAL	56.36	
501.0000.51.521.10.48.005			9/15/2015	27495	PDFL TIRES	47.35	
501.0000.51.521.10.48.005			9/15/2015	27495	PDFL ROTATION	29.31	
501.0000.51.521.10.48.005			9/15/2015	27550	PDFL POWER SUPPLY SVC	266.16	
180.0000.15.521.21.48.005			9/15/2015	27563	PD LOCKS & KEYS	22.94	
501.0000.51.521.10.48.005			9/15/2015	27565	PDFL ADJUST RIFLE RACK	66.25	
501.0000.51.521.10.31.006			9/16/2015	26855	PD WIPER FLUID	48.50	
501.0000.51.521.10.48.005			9/16/2015	27570	PDFL ADJUST HEADLIGHTS	19.07	
180.0000.15.521.21.48.005			9/17/2015	27573	PDFL OIL CHANGE	96.18	
501.0000.51.521.10.48.005			9/17/2015	27575	PDFL TIRE SVCS	47.33	
501.0000.51.521.10.48.005			9/11/2015	27518	PDFL MOUNT/BALANCE TIRE	171.94	
501.0000.51.521.10.48.005			9/10/2015	27519	PD SIREN SVCS	28.40	
501.0000.51.521.10.48.005			9/10/2015	27531	PDFL OIL CHANGE	56.65	
501.0000.51.521.10.48.005			9/2/2015	27494	PDFL REPLACE TIRES	56.79	
501.0000.51.521.10.48.005			9/2/2015	27497	PDFL OIL CHANGE	61.05	
501.0000.51.521.10.48.005			9/2/2015	27497	PDFL CABIN AIR FILTER	121.43	
501.0000.51.521.10.48.005			9/2/2015	27498	PDFL OIL CHANGE	59.75	
501.0000.51.521.10.48.005			9/2/2015	27498	PDFL AIR FILTER	102.21	

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501.0000.51.521.10.48.005			9/2/2015	27498	PDFL TIRE ROTATION	30.09	
501.0000.51.521.10.48.005			8/31/2015	27480	PDFL OIL CHANGE	58.80	
501.0000.51.521.10.48.005			8/31/2015	27480	PDFL TIRE ROTATION	29.14	
501.0000.51.521.10.48.005			9/1/2015	27490	PDFL OIL CHANGE	59.92	
501.0000.51.521.10.48.005			9/1/2015	27490	PDFL AIR FILTER	75.23	
501.0000.51.521.10.48.005			9/1/2015	27492	PDFL OIL CHANGE	59.54	
501.0000.51.521.10.48.005			8/28/2015	27473	PDFL OIL CHANGE	57.09	
501.0000.51.521.10.48.005			8/28/2015	27473	PDFL TAIL LIGHT BULB	21.58	
501.0000.51.521.10.48.005			8/27/2015	27472	PDFL OIL CHANGE	65.08	
501.0000.51.521.10.48.005			8/27/2015	27472	PDFL BRAKE SVCS	404.51	
501.0000.51.521.10.48.005			8/27/2015	27477	PDFL OIL CHANGE	59.54	
501.0000.51.521.10.48.005			8/26/2015	27464	PDFL OIL CHANGE	59.54	
501.0000.51.521.10.48.005			8/26/2015	27464	PDFL TRANS	185.52	
501.0000.51.521.10.48.005			8/26/2015	27464	PDFL WIPER BLADES	25.30	
501.0000.51.521.10.48.005			8/26/2015	27464	PDFL OTHER	92.71	
501.0000.51.521.10.48.005			9/9/2015	27507	PDFL OIL CHANGE	59.31	
501.0000.51.521.10.48.005			9/9/2015	27507	PDFL TRANS	279.07	
501.0000.51.521.10.48.005			9/9/2015	27507	PDFL A/C	64.78	
501.0000.51.521.10.48.005			9/9/2015	27507	PDFL TIRES	599.49	
501.0000.51.521.10.48.005			9/9/2015	27507	PDFL OTHER	292.78	
501.0000.51.521.10.48.005			9/9/2015	27507	PDFL BATTERY	368.13	
501.0000.51.521.10.48.005			9/9/2015	27525	PDFL GUN BOX REPAIR	19.07	
501.0000.51.521.10.48.005			9/9/2015	27530	PDFL OIL CHANGE, TIRE ROTATION	86.02	
501.0000.51.521.10.48.005			9/8/2015	27483	PDFL OIL CHANGE	62.76	
501.0000.51.521.10.48.005			9/8/2015	27488	PD OIL CHANGE, ROTATE TIRES	87.94	
501.0000.51.521.10.48.005			9/8/2015	27516	PDFL OIL CHANGE	58.45	
501.0000.51.521.10.48.005			9/4/2015	27502	PDFL OIL CHANGE	62.49	
501.0000.51.521.10.48.005			9/4/2015	27502	PDFL BRAKE SVCS	1,816.37	
501.0000.51.521.10.48.005			9/4/2015	27502	PDFL TIRE ROTATION	34.32	
501.0000.51.521.10.48.005			9/4/2015	27514	PDFL KEY FOB	9.46	
<b>80866</b>	<b>9/30/2015</b>	<b>007355</b>		<b>TRIPPER'S TRAILER SERVICE &amp;</b>			<b>\$460.85</b>
501.0000.51.521.10.48.005			7/8/2015	3458	PDFL INSTALL TRAILER HITCH/WIR	98.46	
001.0000.15.521.32.31.090			9/14/2015	3538	PD ALUM DOOR EXTRUSION/DOOR L	362.39	
<b>80867</b>	<b>9/30/2015</b>	<b>000593</b>		<b>WASHINGTON STATE TREASURER,</b>			<b>\$148.50</b>
001.0000.02.237.10.00.004			9/29/2015	08/15 BLDG CODE	MC 08/15 BLDG CODE STATE REMIT	148.50	
<b>80868</b>	<b>9/30/2015</b>	<b>010530</b>		<b>WELLS, TYLER</b>			<b>\$109.49</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
503.0000.04.518.80.31.001			8/28/2015	993759	IT KEYBOARD FOR MARTHA LARKIN	109.49	
<b>80869</b>	<b>9/30/2015</b>	<b>010899</b>			<b>ACCESS INFORMATION MANAGEMENT,</b>		<b>\$2,253.24</b>
001.0000.06.514.30.41.001			8/31/2015	1110996	LG 08/15 RECORD RETENTION & MG	2,253.24	
<b>80870</b>	<b>9/30/2015</b>	<b>002293</b>			<b>AHBL INC,</b>		<b>\$8,508.00</b>
401.0006.41.595.40.41.001			8/31/2015	95905	PWSW 7/26-8/25/15 OUTFALL WATE	8,508.00	
<b>80871</b>	<b>9/30/2015</b>	<b>009991</b>			<b>ALTEC INDUSTRIES INC,</b>		<b>\$178,637.07</b>
501.9999.51.594.48.64.005			9/21/2015	8151745	FL ALTEC TA45M BUCKET TRUCK~	163,288.00	
501.9999.51.594.48.64.005			9/21/2015	8151745	Sales Tax	15,349.07	
<b>80872</b>	<b>9/30/2015</b>	<b>004071</b>			<b>BEACON ATHLETICS,</b>		<b>\$402.00</b>
001.0000.11.576.81.31.001			9/10/2015	0450068-IN	PK AEROSOL WHITE PAINT	402.00	
<b>80873</b>	<b>9/30/2015</b>	<b>010102</b>			<b>BEST PARKING LOT CLEANING INC,</b>		<b>\$4,423.75</b>
504.0000.09.518.39.48.001			9/4/2015	141416	RM C# 2015-0084 9/4/15 OIL SPI	183.11	
401.0000.41.531.10.48.001			8/31/2015	140378	PWSW 08/15 CLEAN CH PARKING LO	133.91	
401.0000.41.531.10.48.001			8/31/2015	140523	PWSW 08/15 CLEAN TOWN CNTR/ART	4,106.73	
<b>80874</b>	<b>9/30/2015</b>	<b>001717</b>			<b>BROWN &amp; CALDWELL,</b>		<b>\$6,917.51</b>
401.0003.21.531.10.41.001			9/1/2015	14249762	PWSW 7/24-8/20/15 WAUGHOP LK M	6,917.51	
<b>80875</b>	<b>9/30/2015</b>	<b>011030</b>			<b>CASCADE PRINT MEDIA INC,</b>		<b>\$1,022.11</b>
001.0000.99.518.40.31.001			9/2/2015	15-46554	ND ENVELOPES	1,022.11	
<b>80876</b>	<b>9/30/2015</b>	<b>011254</b>			<b>CBP DHS,</b>		<b>\$250.00</b>
001.0000.15.342.10.00.003			9/29/2015	REFUND	PD FORCE SCIENCE INST. 8/3/8/4	250.00	
<b>80877</b>	<b>9/30/2015</b>	<b>000536</b>			<b>CITY TREASURER CITY OF TACOMA,</b>		<b>\$300.00</b>
302.0009.21.595.20.61.006			9/29/2015	09/30/15 TPU EASEMNT	PWCP EASEMENT RELEASE/1820443	300.00	
<b>80878</b>	<b>9/30/2015</b>	<b>003948</b>			<b>COMCAST CORPORATION,</b>		<b>\$239.80</b>
180.0000.15.521.21.42.001			9/6/2015	8498 30 099 0003937	IT 9/16-10/15/15 PD TISO TELCO	239.80	
<b>80879</b>	<b>9/30/2015</b>	<b>010902</b>			<b>CYCLE TIRES WHOLESAL,</b>		<b>\$1,643.95</b>
504.0000.09.518.35.48.001			9/3/2015	08614	RM C#2015-0086 LABOR TO CV#15-	123.08	
501.0000.51.521.10.48.005			9/3/2015	08615	PD OIL CHANGE/BRAKE SVCS	451.11	
501.0000.51.521.10.48.005			9/3/2015	08677	PDFL OIL CHANGE	164.05	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.48.005			9/3/2015	08677	PDFL CLUTCH	645.94	
501.0000.51.521.10.48.005			8/19/2015	086111	PDFL BATTERY	259.77	
<b>80880</b>	<b>9/30/2015</b>	<b>008105</b>		<b>DEPARTMENT OF TRANSPORTATION,</b>			<b>\$100.00</b>
101.0000.21.543.10.49.003			5/4/2015	02412CN 04/22/15	PWST CUMMINGS 4/22/15 MOD CHIP	100.00	
<b>80881</b>	<b>9/30/2015</b>	<b>000140</b>		<b>DEPT OF REVENUE-LEASEHOLD,</b>			<b>\$385.20</b>
001.0000.00.237.10.00.000			9/29/2015	3RD QTR, 2015	FN 3RD QTR, 2015 LEASEHOLD TAX	385.20	
<b>80882</b>	<b>9/30/2015</b>	<b>010648</b>		<b>DIAMOND MARKETING SOLUTIONS,</b>			<b>\$3,582.25</b>
001.0000.99.518.40.42.002			9/29/2015	09/15 REPLENISH	ND 09/15 REPLENISH POSTAGE ACC	3,175.99	
312.0000.01.535.30.42.002			9/29/2015	09/15 REPLENISH	PWSA 08/15 SEWER POSTAGE USED	110.84	
001.0000.99.518.40.42.002			9/21/2015	100172	ND DAILY MAIL 09/01/15 - 09/15	284.59	
312.0000.01.535.30.42.002			9/9/2015	100118	PWSA PROCESS 08/15 SEWER MAILI	10.83	
<b>80883</b>	<b>9/30/2015</b>	<b>009472</b>		<b>DISH NETWORK LLC,</b>			<b>\$134.38</b>
503.0000.04.518.80.42.001			9/4/2015	8255 7070 8168 1616	IT 9/16-10/15/15 TV/HD RECEIVE	134.38	
<b>80884</b>	<b>9/30/2015</b>	<b>004733</b>		<b>DKS ASSOCIATES,</b>			<b>\$8,208.50</b>
302.0022.21.595.12.41.001			9/3/2015	0058497	PWCP 5/16-5/25/15 ATMS BLDG GE	66.00	
302.0001.21.595.11.41.001			9/3/2015	0058505	PWCP 5/16-8/14/15 TRAFFIC COUN	8,142.50	
<b>80885</b>	<b>9/30/2015</b>	<b>011196</b>		<b>ENVIRONMENTAL PARTNERS INC,</b>			<b>\$3,508.50</b>
001.0000.06.515.30.41.001			9/10/2015	20150850	LG AG 2015-180 THRU 8/31/15 AS	1,419.50	
001.0000.06.515.30.41.001			9/10/2015	20150851	LG AG 2015-180 THRU 8/31/15 JB	2,089.00	
<b>80886</b>	<b>9/30/2015</b>	<b>004710</b>		<b>EQUIFAX CREDIT NORTHWEST CORP,</b>			<b>\$109.40</b>
001.0000.15.521.10.41.001			9/17/2015	9334623	PD 9/17/15 SVCS FEE	109.40	
<b>80887</b>	<b>9/30/2015</b>	<b>000166</b>		<b>FEDERAL EXPRESS,</b>			<b>\$1,321.56</b>
001.0000.99.518.40.42.002			9/25/2015	5-172-23671	ND SHIPPING & HANDLING CHARGES	414.54	
001.0000.99.518.40.42.002			9/11/2015	5-157-33932	ND SHIPPING & HANDLING CHARGES	907.02	
<b>80888</b>	<b>9/30/2015</b>	<b>011248</b>		<b>FINNEY, GRETA</b>			<b>\$259.75</b>
190.0000.52.559.32.41.120			9/28/2015	24395667	CDBG EMERGENCY ASSISTANCE MOVE	259.75	
<b>80889</b>	<b>9/30/2015</b>	<b>010792</b>		<b>FLINT TRADING INC,</b>			<b>\$610.39</b>
302.0033.21.595.64.31.001			8/29/2015	187617	PWCP 4"X3' WHITE & YELLOW LINE	610.39	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80890</b>	<b>9/30/2015</b>	<b>010340</b>		<b>FOREVERGREEN TRAILS,</b>			<b>\$500.00</b>
001.0000.11.576.81.41.001			9/11/2015	SPONSORSHIP	PK FOREVERGREEN TRAILS SPONSOR	500.00	
<b>80891</b>	<b>9/30/2015</b>	<b>007509</b>		<b>FRANCISCAN OCCUPATIONAL HEALTH,</b>			<b>\$105.00</b>
502.0000.17.518.30.41.001			9/1/2015	4599	PKFC PHYSICAL, BACK STRENGTH T	105.00	
<b>80892</b>	<b>9/30/2015</b>	<b>011205</b>		<b>GRAFFITI SUCKS,</b>			<b>\$382.90</b>
502.0000.17.518.30.41.001			9/22/2015	9.22.2015	PKFC GRAFFITI REMOVAL @ CITY H	382.90	
<b>80893</b>	<b>9/30/2015</b>	<b>010838</b>		<b>GRAVELLY LAKE TOWNHOMES,</b>			<b>\$1,000.00</b>
101.0000.00.223.40.00.000			9/29/2015	SD05024	PW PERMIT SD05024 CASH GUARANT	1,000.00	
<b>80894</b>	<b>9/30/2015</b>	<b>010288</b>		<b>HASHI, SAM SAM</b>			<b>\$149.20</b>
001.0000.02.512.51.49.009			9/10/2015	9/10/15	MC 9/10/15 INTERPRETER SVCS	149.20	
<b>80895</b>	<b>9/30/2015</b>	<b>010560</b>		<b>HD FOWLER CO,</b>			<b>\$1,065.94</b>
401.0000.41.531.10.31.001			8/25/2015	14018871	PWSW 36"X13' ADS BLUE SEAL PIP	1,065.94	
<b>80896</b>	<b>9/30/2015</b>	<b>005586</b>		<b>HISTORIC FORT STEILACOOM ASSOC,</b>			<b>\$4,907.29</b>
104.0003.01.557.30.41.001			9/10/2015	09/10/15	HM AG2015-053 LODGING TAX GRAN	4,907.29	
<b>80897</b>	<b>9/30/2015</b>	<b>010950</b>		<b>INSLEE,BEST,DOEZIE &amp; RYDER P.S.,</b>			<b>\$20,303.22</b>
001.0000.06.515.30.41.001			9/10/2015	210614	LG 08/15 TOWN CENTER PROJECT	3,851.75	
001.0000.06.515.30.41.001			9/10/2015	210615	LG 08/15 PURCHASE OF 4713 127T	10,303.31	
302.0009.21.595.20.41.049			9/10/2015	210616	PWCP 08/15 MARCO ONE CONDEMNAT	5,310.66	
001.0000.06.515.30.41.001			9/10/2015	210617	LG 7/22-8/21/15 LAKELAND SURPL	837.50	
<b>80898</b>	<b>9/30/2015</b>	<b>007435</b>		<b>INTEGRA TELECOM HOLDINGS INC,</b>			<b>\$687.42</b>
503.0000.04.518.80.42.001			9/8/2015	13283992	IT 9/8-10/7/15 PHONE SERVICE	687.42	
<b>80899</b>	<b>9/30/2015</b>	<b>011106</b>		<b>J &amp; J AUTOBODY REPAIR INC.,</b>			<b>\$1,488.83</b>
504.0000.09.518.35.48.001			6/16/2015	24637	RM CLM#2015-00604 PARTS/LABOR	1,000.00	
504.0000.09.518.35.48.001			8/10/2015	24746	RM CLM#2015-0070A PARTS/LABOR	488.83	
<b>80900</b>	<b>9/30/2015</b>	<b>004761</b>		<b>JENNINGS EQUIPMENT INC,</b>			<b>\$642.62</b>
501.0000.51.548.79.48.005			8/14/2015	26320R	FL PW REPLACE WINDSHIELD	642.62	
<b>80901</b>	<b>9/30/2015</b>	<b>008332</b>		<b>KAR-GOR INC,</b>			<b>\$1,094.00</b>
101.0000.11.542.64.35.001			9/10/2015	KI091507	PKST 3N1 CAMERA W/ MOTORIZED L	1,094.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80902</b>	<b>9/30/2015</b>	<b>010851</b>		<b>KENWORTH NORTHWEST INC,</b>			<b>\$1,552.90</b>
501.0000.51.548.79.48.005			6/29/2015	LS7682	FL PW REPAIR POWER STEERING LE	1,552.90	
<b>80903</b>	<b>9/30/2015</b>	<b>003101</b>		<b>KOMPAN INC,</b>			<b>\$261.67</b>
001.0000.11.576.80.31.001			8/25/2015	INV82440	PK PLAYGROUND EQUIP. SUPPLIES	261.67	
<b>80904</b>	<b>9/30/2015</b>	<b>008202</b>		<b>KPG INC,</b>			<b>\$11,114.85</b>
302.0012.21.595.12.41.001			9/3/2015	85415	PWCP THRU 8/25/15 STEIL BLVD/S	11,114.85	
<b>80905</b>	<b>9/30/2015</b>	<b>008850</b>		<b>LAKWOOD TOASTMASTERS,</b>			<b>\$100.00</b>
401.0000.41.531.10.49.001			9/29/2015	10/1/15-3/31/16	PWSW LKWD TSTMSTR 10/1/15-3/31	30.00	
101.0000.21.544.20.49.001			9/29/2015	10/1/15-3/31/16	PKST LKWD TSTMSTR 10/1/15-3/31	60.00	
001.0000.07.558.50.49.001			9/29/2015	10/1/15-3/31/16	CD LKWD TSTMSTR 10/1/15-3/31/1	10.00	
<b>80906</b>	<b>9/30/2015</b>	<b>000300</b>		<b>LAKWOOD WATER DISTRICT,</b>			<b>\$6,882.73</b>
001.0000.11.576.80.47.001			9/24/2015	20378-75741 9/15	PK 7/13-9/13/15 WASH PK S/S SV	1,640.24	
101.0000.11.542.70.47.001			9/10/2015	26638-75741 09/10/15	PKST 7/7-9/3/15 0 ISL GLD & VE	45.45	
101.0000.11.542.70.47.001			9/10/2015	26756-75741 09/10/15	PKST 7/6-9/3/15 0 SE CO BP & P	46.86	
101.0000.11.542.70.47.001			9/10/2015	26996-75741 09/10/15	PKST 7/6-9/3/15 0 PAC HWY SW I	491.49	
101.0000.11.542.70.47.001			9/10/2015	26997-75741 09/10/15	PKST 7/6-9/3/15 0 PAC HWY SW I	792.95	
101.0000.11.542.70.47.001			9/10/2015	13318-75741 09/10/15	PKST 7/7-9/3/15 0 WA BLVD GRVL	220.55	
101.0000.11.542.70.47.001			9/10/2015	13641-75741 09/10/15	PKST 7/7-9/3/15 0 GLD & NYANZA	373.19	
101.0000.11.542.70.47.001			9/10/2015	15034-75741 09/10/15	PKST 7/6-9/3/15 0 SW CNR BP &	452.77	
001.0000.11.576.80.47.001			9/10/2015	15040-75741 9/15	PK 7/6-9/3/15 4723 127TH ST SV	51.13	
101.0000.11.542.70.47.001			9/17/2015	16302-75741 09/17/15	PKST 7/9-9/7/15 0 GRVLY LK DR	167.13	
101.0000.11.542.70.47.001			9/17/2015	17278-75741 09/17/15	PKST 7/13-9/12/15 0 BP & 100TH	31.35	
101.0000.11.542.70.47.001			9/15/2015	26572-75739 09/15/15	PKST 7/9-9/7/15 10000 GRVLY &	33.82	
502.0000.17.518.35.47.001			9/15/2015	16699-75741 09/15/15	PKFC 7/9-9/7/15 6000 MAIN ST S	1,796.70	
502.0000.17.518.35.47.001			9/15/2015	16702-75740 09/15/15	PKFC 7/9-9/7/15 6000 MAIN ST S	221.17	
502.0000.17.518.35.47.001			9/15/2015	16706-75740 09/15/15	PKFC 7/9-9/7/15 6000 MAIN ST S	243.45	
101.0000.11.542.70.47.001			9/15/2015	16713-75740 09/15/15	PKST 7/9-9/7/15 0 59TH & MAIN	104.30	
101.0000.11.542.70.47.001			9/8/2015	11045-75741 09/08/15	PKST 6/30-8/29/15 0 ARDMORE &	54.56	
101.0000.11.542.70.47.001			9/8/2015	11046-75741 09/08/15	PKST 6/30-8/29/15 0 STEIL & AR	67.35	
101.0000.11.542.70.47.001			9/8/2015	11047-75741 09/08/15	PKST 6/30-8/29/15 0 MEADOW RD	48.27	
<b>80907</b>	<b>9/30/2015</b>	<b>009659</b>		<b>LARSON AND ASSOCIATES,</b>			<b>\$1,650.00</b>
302.0009.21.595.15.41.001			9/14/2015	202387	PWCP THRU 9/12/15 COL S TACOMA	1,650.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80908</b>	<b>9/30/2015</b>	<b>011251</b>		<b>LEGACY PARK APARTMENTS,</b>			<b>\$1,020.00</b>
190.0000.52.559.32.41.120			9/29/2015	09/29/15	CDBG BROOKS EMERGENCY ASSIST R	1,020.00	
<b>80909</b>	<b>9/30/2015</b>	<b>000309</b>		<b>LES SCHWAB TIRE CENTER,</b>			<b>\$1,695.87</b>
501.0000.51.548.79.48.005			9/21/2015	30500285368	FL PWSW HUB ASSEMBLY REPLACEME	359.87	
501.0000.51.548.79.48.005			9/14/2015	30500283803	FL PWSW BRAKE LABOR, TIRES, RO	1,026.93	
501.0000.51.548.79.48.005			8/11/2015	30500277067	FL PK FLAT REPAIR	39.39	
501.0000.51.548.79.48.005			8/13/2015	30500277655	FL CH FRONT DISC BRAKE REPAIR	269.68	
<b>80910</b>	<b>9/30/2015</b>	<b>010474</b>		<b>LEWIS COUNTY CHEMICAL,</b>			<b>\$1,050.38</b>
001.0000.11.576.80.31.001			8/27/2015	105024	PK CANLINERS/TP	1,050.38	
<b>80911</b>	<b>9/30/2015</b>	<b>011245</b>		<b>LIFE CHRISTIAN ACADEMY,</b>			<b>\$630.00</b>
001.0101.11.347.30.07.001			9/25/2015	REFUND	PKRC OVERCHARGE REFUND GIRLS S	205.00	
001.0101.11.347.30.07.001			9/25/2015	REFUND	PKRC OVERCHARGE REFUND BOYS SO	425.00	
<b>80912</b>	<b>9/30/2015</b>	<b>011252</b>		<b>MADISON FERGUSON LLC,</b>			<b>\$1,000.00</b>
190.0000.52.559.32.41.120			9/22/2015	8610-2-100115	CDBG PARSONS EMERGENCY ASSIST	1,000.00	
<b>80913</b>	<b>9/30/2015</b>	<b>008659</b>		<b>MAYES TESTING ENGINEERS, INC,</b>			<b>\$340.00</b>
302.0018.21.595.11.41.001			8/31/2015	0815T15185	PWCP 8/31/15 ASPHALT TECHNICIA	340.00	
<b>80914</b>	<b>9/30/2015</b>	<b>009430</b>		<b>MCCLENDON, ANESSA</b>			<b>\$258.60</b>
001.0000.11.569.50.41.001			9/28/2015	8/17-9/21/15	PKSR 8/17-9/21/15 INSTRUCTOR F	258.60	
<b>80915</b>	<b>9/30/2015</b>	<b>011235</b>		<b>NAZARCO, TATIANA</b>			<b>\$250.00</b>
001.0000.02.512.51.49.009			9/15/2015	9/15/15	MC 9/15/15 INTERPRETER SVCS	250.00	
<b>80916</b>	<b>9/30/2015</b>	<b>011247</b>		<b>NEW PIG CORPORATION,</b>			<b>\$2,241.48</b>
401.0000.41.531.10.31.001			9/4/2015	4688679-00	PWSW SPILL SUPPLIES	1,162.63	
401.0000.41.531.10.31.001			9/4/2015	21749098-00	PWSW SPILL SUPPLIES	1,078.85	
<b>80917</b>	<b>9/30/2015</b>	<b>010743</b>		<b>NISQUALLY PUBLIC SAFETY,</b>			<b>\$66,001.04</b>
001.0000.15.521.10.51.006			9/9/2015	1918	PD MAY, 2015 INMATE MED. BILLI	3,848.62	
001.0000.15.521.10.51.006			8/19/2015	1900	PD JUNE, 2015 INMATE MED. BILL	5,202.40	
001.0000.15.521.10.51.006			8/19/2015	1908	PD JULY, 2015 INMATE MED. BILL	689.11	
001.0000.15.521.10.51.006			7/31/2015	7286	PD JUNE, 2015 JAIL SVCS	12,860.00	
001.0000.15.521.10.51.006			7/31/2015	7287	PD JUNE, 2015 JAIL SVCS PS CO	36,560.00	
001.0000.15.521.10.51.006			1/12/2015	1827	PD 6/14 PRISONER MEDICAL BILLI	1,975.95	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.15.521.10.51.006			1/12/2015	1832	PD 7/14 PRISONER MEDICAL BILLI	581.66	
001.0000.15.521.10.51.006			1/12/2015	1843	PD 8/14 PRISONER MEDICAL BILLI	816.81	
001.0000.15.521.10.51.006			1/12/2015	1844	PD 8/14 PRISONER MEDICAL BILLI	522.95	
001.0000.15.521.10.51.006			1/12/2015	1854	PD 9/14 PRISONER MEDICAL BILLI	2,943.54	
<b>80918</b>	<b>9/30/2015</b>	<b>006296</b>		<b>NOVA CONTRACTING INC,</b>			<b>\$177,270.22</b>
401.0009.41.595.40.63.108			8/7/2015	STRM DRAIN PP # 1	PWSW AG 2015-181 7/13-8/7/15 B	177,270.22	
<b>80919</b>	<b>9/30/2015</b>	<b>000376</b>		<b>OFFICE DEPOT,</b>			<b>\$372.17</b>
001.0000.15.521.10.31.001			9/2/2015	1837084311	PD USB DRIVE	57.96	
001.0000.15.521.10.31.001			8/31/2015	790346843001	PD USB FLASH DRIVE	61.03	
001.0000.15.521.10.31.001			8/28/2015	790346394001	PD USB FLASH DRIVES	84.43	
503.0000.04.518.80.31.001			9/16/2015	1842952551	IT THUMB DRIVES	60.17	
001.0000.15.521.10.31.001			9/14/2015	1842088675	PD CERTIFICATE FRAMES	22.31	
001.0000.07.558.60.31.001			9/10/2015	1840491529	CDPL EASEL PADS & MARKERS	86.27	
<b>80920</b>	<b>9/30/2015</b>	<b>011253</b>		<b>OLYMPIA EMERGENCY SERVICES PL,</b>			<b>\$698.78</b>
001.0000.15.521.10.51.006			3/1/2015	2-219610.0-1	PD 3/1/15 PRISONER MED. SVCS A	698.78	
<b>80921</b>	<b>9/30/2015</b>	<b>006117</b>		<b>PETTY CASH,</b>			<b>\$993.50</b>
001.0000.02.512.51.49.008			9/28/2015	09/15 MC REPLENISH	MC 09/15 REPLENISH JUROR PETTY	967.50	
001.0000.02.512.51.49.007			9/28/2015	09/15 MC REPLENISH	MC 09/15 REPLENISH WITNESS PET	26.00	
<b>80922</b>	<b>9/30/2015</b>	<b>006117</b>		<b>PETTY CASH,</b>			<b>\$777.23</b>
001.0000.01.511.60.43.003			9/29/2015	09/15 CH REPLENISH	CM SND TRNST BRD MTG/LINCOLN 8	47.04	
001.0000.01.511.60.43.005			9/29/2015	09/15 CH REPLENISH	CM SND TRNST BRD MTG/LINCOLN 8	16.00	
001.0000.04.514.20.43.005			9/29/2015	09/15 CH REPLENISH	FN WFOA CONF PARKING/KRAUS 9/1	25.00	
001.0000.06.515.30.43.005			9/29/2015	09/15 CH REPLENISH	LG PARK @ WAPERLA CONF/WACHTER	4.00	
001.0000.06.515.30.43.005			9/29/2015	09/15 CH REPLENISH	LG PARK @ NBI SEMINAR/WACHTER	15.00	
001.0000.06.514.30.31.005			9/29/2015	09/15 CH REPLENISH	LG BUSH: 8/26/15 PCCFOA LUNCH	10.93	
001.0000.06.515.30.43.005			9/29/2015	09/15 CH REPLENISH	LG KASER 8/27/15 PARK @ SUPERI	1.00	
001.0000.06.515.30.43.005			9/29/2015	09/15 CH REPLENISH	LG KASER 9/21/15 PARK @ SUPERI	1.00	
001.0000.07.558.60.31.005			9/29/2015	09/15 CH REPLENISH	CD FOOD FOR 9/25/15 PERMIT TEC	38.97	
001.0000.09.518.10.43.003			9/29/2015	09/15 CH REPLENISH	HR YOUNG 9/25/15 WAPELRA CONF	45.96	
001.0000.09.518.10.49.003			9/29/2015	09/15 CH REPLENISH	HR YOUNG REGISTER: 9/17/15 IPM	20.00	
001.0000.09.518.10.43.003			9/29/2015	09/15 CH REPLENISH	HR YOUNG 9/17/15 IPMA MTG MIL	32.50	
001.0000.09.518.10.31.001			9/29/2015	09/15 CH REPLENISH	HR NASH BATTERIES, PTOUCH TAPE	80.88	
001.0000.07.558.60.31.001			9/29/2015	09/15 CH REPLENISH	CD DEVEREAUX: WIPES, BAGS, PAP	35.53	
001.0000.11.571.23.31.077			9/29/2015	09/15 CH REPLENISH	PK HIGASHIYAMA: ADAPTER	6.72	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.09.518.10.43.004			9/29/2015	09/15 CH REPLENISH	HR CIVIL SVC CONF/PANDREA 9/11	46.00	
001.0000.11.576.80.31.001			9/29/2015	09/15 CH REPLENISH	PK ANDERSON: AIR FILTER	47.59	
001.0000.11.569.50.31.001			9/29/2015	09/15 CH REPLENISH	PKSR WASHBURN: SR. COFFEE, FOO	25.96	
001.0000.99.518.40.42.002			9/29/2015	09/15 CH REPLENISH	ND CHAMPACO POSTAGE/JOURNAL GR	16.95	
105.0000.15.559.20.42.002			9/29/2015	09/15 CH REPLENISH	AB GUMM: POSTAGE 9406 WINONA S	7.23	
105.0000.15.559.20.42.002			9/29/2015	09/15 CH REPLENISH	AB GUMM: POSTAGE 8118 WA BLVD	7.45	
191.0000.01.559.20.41.001			9/29/2015	09/15 CH REPLENISH	NSP GUMM: POSTAGE 7305 146TH S	7.67	
192.0000.00.558.60.31.001			9/29/2015	09/15 CH REPLENISH	SSMP SPEIR BATTERIES, PIC FRAM	29.49	
192.0000.00.558.60.43.003			9/29/2015	09/15 CH REPLENISH	SSMP SPEIR 9/1 & 9/9/15 MEETIN	83.33	
192.0000.00.558.60.31.005			9/29/2015	09/15 CH REPLENISH	SSMP SPEIR 9/17/15 LKWD UNITED	5.73	
401.0000.41.531.10.49.011			9/29/2015	09/15 CH REPLENISH	PWSW HALAR: BANNER FOR NPDES O	45.29	
501.9999.51.594.48.64.005			9/29/2015	09/15 CH REPLENISH	FL WILLIAMS: VEHICLE LICENSING	47.75	
101.0000.21.544.20.31.001			9/29/2015	09/15 CH REPLENISH	PWST DEVEREAUX: NOTEBOOKS, TIS	18.60	
001.0000.07.558.60.31.001			9/29/2015	09/15 CH REPLENISH	CD DEVEREAUX: PENCIL HOLDERS,	7.66	
<b>80923</b>	<b>9/30/2015</b>	<b>000412</b>		<b>PIERCE COUNTY SUPERIOR COURT,</b>			<b>\$250.00</b>
302.0009.21.595.20.61.006			9/30/2015	09/30/15 LKVV	PWCP LKVV/EASEMNT RELEASE 3190	250.00	
<b>80924</b>	<b>9/30/2015</b>	<b>000412</b>		<b>PIERCE COUNTY SUPERIOR COURT,</b>			<b>\$250.00</b>
302.0009.21.595.20.61.006			9/30/2015	09/30/15 PSE	PWCP PSE/EASEMNT RELEASE 31906	250.00	
<b>80925</b>	<b>9/30/2015</b>	<b>000412</b>		<b>PIERCE COUNTY SUPERIOR COURT,</b>			<b>\$20.00</b>
001.0000.06.515.30.51.001			9/30/2015	09/30/15 SUPPL	LG SUPPL PROCEEDING: LUANGRATH	20.00	
<b>80926</b>	<b>9/30/2015</b>	<b>010429</b>		<b>PMAM CORPORATION,</b>			<b>\$7,664.25</b>
001.0000.15.521.10.41.015			9/24/2015	20112142	PD AUGUST, 2015 ALARM FEES	2,884.01	
001.0000.15.521.10.41.015			8/10/2015	20112131	PD JULY, 2015 FALSE ALARM FEES	4,780.24	
<b>80927</b>	<b>9/30/2015</b>	<b>011071</b>		<b>PRIME ELECTRIC INC,</b>			<b>\$24,776.85</b>
302.0011.21.595.64.63.108			9/30/2015	E1168B PP # 5	PWCP AG 2015-008 6/30-9/30/15	24,776.85	
<b>80928</b>	<b>9/30/2015</b>	<b>011112</b>		<b>PROVIDENCE ST PETER HOSPITAL,</b>			<b>\$1,651.23</b>
001.0000.15.521.10.51.006			3/5/2015	60004767354	PD 3/5/15 MED. SVCS FOR PRISON	674.00	
001.0000.15.521.10.51.006			8/3/2014	60004641220	PD 8/3/14 MED. SVCS FOR PRISON	977.23	
<b>80929</b>	<b>9/30/2015</b>	<b>000445</b>		<b>PUGET SOUND ENERGY,</b>			<b>\$25,149.89</b>
101.0000.11.542.64.47.005			9/3/2015	300000005037 9/21/15	PKST 7/30-8/28/15 GRVLY LK & V	425.77	
101.0000.11.542.63.47.006			9/3/2015	300000007165 9/3/15	PKST 7/31-8/31/15 N OF 112 ST	23,480.73	
001.0000.11.576.80.47.005			9/24/2015	220002793168 9/15	PK 8/24-9/23/15 8807 25TH AVE	50.12	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.11.576.81.47.005			9/23/2015	200001527346 9/15	PK 8/21-9/22/15 8714 87TH AVE	12.10	
502.0000.17.521.50.47.011			9/18/2015	200008745289 9/18/15	PKFC 8/17-9/16/15 9401 LKWD DR	43.61	
502.0000.17.518.35.47.011			9/18/2015	200018357661 9/18/15	PKFC 8/18-9/17/15 6000 MAIN ST	846.50	
001.0000.11.576.81.47.005			9/21/2015	200001527551 9/15	PK 8/19-9/18/15 9115 ANGLE LN	38.30	
001.0000.11.576.81.47.005			9/21/2015	3000000010896 9/15	PK 8/19-9/18/15 FT STEIL. STOR	252.76	
<b>80930</b>	<b>9/30/2015</b>	<b>010896</b>		<b>PUGET SOUND TITLE - TACOMA,</b>			<b>\$136.75</b>
105.0000.15.559.20.41.001			9/10/2015	207313	AB LITIGATION GUARANTEE 11014	136.75	
<b>80931</b>	<b>9/30/2015</b>	<b>009473</b>		<b>PULLEN, IRENE</b>			<b>\$162.60</b>
001.0000.11.569.50.41.001			9/28/2015	8/6-9/10/15	PKSR 8/6-9/10/15 INSTRUCTOR FE	162.60	
<b>80932</b>	<b>9/30/2015</b>	<b>005342</b>		<b>RAINIER LIGHTING &amp; ELECTRICAL,</b>			<b>\$279.66</b>
001.0000.11.576.80.31.001			9/24/2015	355278-1	PK ELECTRONIC BALLAST	83.14	
502.0000.17.521.50.31.001			9/10/2015	354542-1	PKFC 24IN T8 FLUOR LAMP S8405	114.87	
101.0000.11.542.64.31.001			9/3/2015	354064-1	PKST STL SELAING LOCKNUTS	81.65	
<b>80933</b>	<b>9/30/2015</b>	<b>011244</b>		<b>REUPENA, MA MERSELEISA</b>			<b>\$167.25</b>
001.0000.02.512.51.49.009			9/15/2015	1	MC 9/10/15 INTERPRETER SVCS	167.25	
<b>80934</b>	<b>9/30/2015</b>	<b>009283</b>		<b>SEOUL COMMUNICATION 1.5,</b>			<b>\$198.30</b>
001.0000.02.512.51.49.009			9/9/2015	9/09/15	MC 9/9/15 INTERPRETER SVCS	198.30	
<b>80935</b>	<b>9/30/2015</b>	<b>010803</b>		<b>SKOOKUM CONTRACT SERVICES,</b>			<b>\$160.00</b>
001.0000.15.521.10.41.001			9/5/2015	909918	PD 8/4-8/6/15 SANI-CAN RENT'L	160.00	
<b>80936</b>	<b>9/30/2015</b>	<b>008989</b>		<b>STACY PLUMBING SUPPLY CO INC,</b>			<b>\$429.24</b>
001.0000.11.576.80.31.008			9/15/2015	317439	PK RETRO FIT KIT	429.24	
<b>80937</b>	<b>9/30/2015</b>	<b>000517</b>		<b>STATE AUDITOR'S OFFICE,</b>			<b>\$620.20</b>
001.0000.04.514.20.51.048			9/10/2015	L110210	FN 01/15 AUDING SERVICES	620.20	
<b>80938</b>	<b>9/30/2015</b>	<b>001498</b>		<b>TACOMA POWER UTILITIES,</b>			<b>\$170.00</b>
302.0022.21.595.13.51.001			9/30/2015	9/30/15 APPL FEE/14	PWCP TECHNICAL REVIEW FLAT RAT	100.00	
302.0022.21.595.13.51.001			9/30/2015	9/30/15 APPL FEE/14	PWCP (14) POLE ATTACHMENT APPL	70.00	
<b>80939</b>	<b>9/30/2015</b>	<b>002667</b>		<b>TACOMA TOWING LLC,</b>			<b>\$76.58</b>
001.0000.15.521.10.41.070			8/26/2015	217764	PK 8/26/15 TOWING SVCS	76.58	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80940</b>	<b>9/30/2015</b>	<b>011013</b>		<b>TANNE, CARLO</b>			<b>\$422.57</b>
001.0000.02.512.51.49.009			9/8/2015	090815LMC-M3Y11	MC 9/8-9/10/15 INTERPRETER SVC	422.57	
<b>80941</b>	<b>9/30/2015</b>	<b>009856</b>		<b>UTILITIES UNDERGROUND LOCATION,</b>			<b>\$98.04</b>
101.0000.11.544.90.41.001			8/31/2015	5080150	PKST 08/15 EXCAVATION NOTIFICA	98.04	
<b>80942</b>	<b>9/30/2015</b>	<b>002509</b>		<b>VERIZON WIRELESS,</b>			<b>\$7,140.60</b>
180.0000.15.521.21.42.001			8/28/2015	9751417254	IT 7/29-8/28/15 PD ROJO RYDER	82.12	
503.0000.04.518.80.42.001			9/28/2015	9751375463	IT 7/27-8/26/15 PD SVCS	6,200.47	
180.0000.15.521.21.42.001			9/28/2015	9751375463	IT 7/27-8/26/15 PD SVCS	858.01	
<b>80943</b>	<b>9/30/2015</b>	<b>007155</b>		<b>WACE,</b>			<b>\$80.00</b>
001.0000.15.521.40.49.001			9/28/2015	STAUFFER DUES	PD STAUFFER 2014-2016 DUES	80.00	
<b>80944</b>	<b>9/30/2015</b>	<b>010544</b>		<b>WASHINGTON ROCK QUARRIES INC,</b>			<b>\$9,717.30</b>
401.0002.41.595.40.63.108			9/11/2015	57855	PWSW 4 MAN STREAMBED BOULD	1,809.48	
401.0002.41.595.40.63.108			9/11/2015	57856	PWSW STREAMBED COBBLES, SEDIME	868.36	
401.0002.41.595.40.63.108			9/10/2015	57803	PWSW 4 MAN STREAMBED BOULD	1,631.15	
401.0002.41.595.40.63.108			9/15/2015	57976	PWSW 3 MAN STREAMBED BOULD	394.50	
401.0002.41.595.40.63.108			9/3/2015	57592	PWSW STREAMBED SEDIMENT, COBBL	3,323.10	
401.0002.41.595.40.63.108			9/4/2015	57647	PWSW STREAMBED COBBLES	1,690.71	
<b>80945</b>	<b>9/30/2015</b>	<b>000598</b>		<b>WATER MANAGEMENT LABORATORIES,</b>			<b>\$3,214.00</b>
401.0000.41.531.10.41.001			9/15/2015	143611	PWSW 8/17/15 WATER SAMPLING	2,821.00	
401.0000.41.531.10.41.001			9/14/2015	143557	PWSW 8/18/15 WATER SAMPLING	393.00	
<b>80946</b>	<b>9/30/2015</b>	<b>010239</b>		<b>WEST PIERCE FIRE &amp; RESCUE,</b>			<b>\$35,904.00</b>
195.0005.15.521.30.41.001			8/24/2015	INV15-061	PD 1/1-3/31/15 E15-087 EMPG F	17,952.00	
195.0005.15.521.30.41.001			8/24/2015	INV15-062	PD 4/1-6/30/15 E15-087 EMPG F	17,952.00	
<b>80947</b>	<b>9/30/2015</b>	<b>010995</b>		<b>WHITWORTH PEST SOLUTIONS,</b>			<b>\$191.45</b>
401.0000.41.531.10.41.001			9/9/2015	282233	PWSW PEST CONTROL	191.45	
<b>80948</b>	<b>9/30/2015</b>	<b>011031</b>		<b>XIOLOGIX LLC,</b>			<b>\$7,671.68</b>
503.0000.04.594.14.64.003			8/8/2015	4246	IT VMWARE HORIZON VIEW	7,671.68	
<b>80949</b>	<b>9/30/2015</b>	<b>008553</b>		<b>ZONES INC,</b>			<b>\$174.14</b>
503.0000.04.518.80.31.001			9/11/2015	S42331070101	IT KEYBOARD	112.90	
503.0000.04.518.80.31.001			9/17/2015	S42386580101	IT SOUND ADPT-USB 2.0 SOUND CA	61.24	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80950</b>	<b>10/15/2015</b>	<b>000005</b>		<b>ABC LEGAL MESSENGERS, INC,</b>			<b>\$218.00</b>
001.0000.06.515.30.41.001			9/8/2015	20879471	LG 9/08/15 MESSENGER SVCS	10.00	
001.0000.06.515.30.41.001			9/11/2015	20880091	LG 9/11/15 MESSENGER SVCS	4.00	
001.0000.06.515.30.41.001			9/22/2015	20882218	LG 9/22/15 MESSENGER SVCS	5.00	
001.0000.06.515.30.41.001			9/24/2015	20883026	LG 9/24/15 MESSENGER SVCS	4.00	
001.0000.15.521.10.41.001			9/28/2015	MMFWA000616000000071	PD 9/15 MESSENGER SVCS	97.50	
001.0000.06.515.30.41.001			9/28/2015	MMFWA000616000000071	LG 9/15 LEGAL MESSENGER SVCS	97.50	
<b>80951</b>	<b>10/15/2015</b>	<b>002831</b>		<b>ADVANCED TRAFFIC PRODUCTS INC,</b>			<b>\$1,499.88</b>
101.0000.11.542.64.31.001			9/21/2015	13338	PKST PUSH BUTTON FRAMES, BULLD	1,499.88	
<b>80952</b>	<b>10/15/2015</b>	<b>003297</b>		<b>ANDERSON, DONALD L</b>			<b>\$831.20</b>
001.0000.01.511.60.43.001			10/14/2015	T10/03/15 AIR	CC WA DC AIR/ANDERSON 10/20-10	624.20	
001.0000.01.511.60.43.004			10/14/2015	T10/03/15 PER DIEM	CC WA DC PER DIEM/ANDERSON	207.00	
<b>80953</b>	<b>10/15/2015</b>	<b>007445</b>		<b>ASSOCIATED PETROLEUM PRODUCTS,</b>			<b>\$26,543.02</b>
501.0000.51.521.10.32.001			9/9/2015	0795498-IN	PDFL 09/09/15 FUEL	8,711.32	
501.0000.51.521.10.32.001			9/22/2015	0801490-IN	PDFL 9/22/15 FUEL	8,259.34	
501.0000.51.521.10.32.001			8/25/2015	0788764-IN	PDFL 8/25/15 FUEL	9,572.36	
<b>80954</b>	<b>10/15/2015</b>	<b>010321</b>		<b>BARBER, VERONICA</b>			<b>\$799.12</b>
001.0000.02.512.51.49.009			9/30/2015	SEPT, 2015	MC SEPT, 2015 INTERPRETER SVCS	799.12	
<b>80955</b>	<b>10/15/2015</b>	<b>003946</b>		<b>BATTERIES PLUS,</b>			<b>\$60.29</b>
101.0000.11.544.90.31.001			9/22/2015	245-367241	PKST BATTERIES	60.29	
<b>80956</b>	<b>10/15/2015</b>	<b>011256</b>		<b>BERAZA, SHELLY</b>			<b>\$630.00</b>
001.0000.03.557.20.41.001			9/24/2015	100.1	CM CREATE GAUGES, TEMPLATE, CO	630.00	
<b>80957</b>	<b>10/15/2015</b>	<b>000065</b>		<b>BOYS AND GIRLS CLUBS OF,</b>			<b>\$3,345.25</b>
001.0000.11.565.10.41.020			9/30/2015	3RD QTR, 2015	PKHS AG 2015-066 Q3, 2015 AFTE	3,345.25	
<b>80958</b>	<b>10/15/2015</b>	<b>000066</b>		<b>BRATWEAR GROUP LLC,</b>			<b>\$477.69</b>
001.0000.15.521.22.31.008			9/28/2015	16682	PD ARNOLD PANTS AND SHIRTS	477.69	
<b>80959</b>	<b>10/15/2015</b>	<b>005038</b>		<b>CARROLL, JEFF</b>			<b>\$519.17</b>
001.0000.15.521.40.43.002			10/13/2015	V9/01/15 LODGING	PD ALERT INT'L TRNG 9/20/9/25/	519.17	



Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
501.0000.51.521.10.41.001			10/2/2015	3081	PDFL ULT CAR WASH 9/26/15 - 10	12.18	
501.0000.51.521.10.41.001			10/2/2015	3081	PDFL ULT CAR WASH 9/26/15 - 10	12.18	
501.0000.51.521.10.41.001			10/2/2015	3081	PDFL ULT CAR WASH 9/26/15 - 10	12.18	
501.0000.51.521.10.48.005			10/2/2015	3081	PDFL OIL CHANGE	71.06	
501.0000.51.521.10.48.005			10/2/2015	3081	PDFL OIL CHANGE	57.65	
501.0000.51.521.10.41.001			10/2/2015	3081	PDFL EXT CAR WASH 9/26/15 - 10	6.50	
501.0000.51.521.10.41.001			10/2/2015	3081	PDFL EXT CAR WASH 9/26/15 - 10	6.50	
501.0000.51.521.10.41.001			10/2/2015	3081	PDFL EXT CAR WASH 9/26/15 - 10	6.50	
501.0000.51.521.10.41.001			10/2/2015	3081	PDFL EXT CAR WASH 9/26/15 - 10	6.50	
501.0000.51.521.10.41.001			10/2/2015	3081	PDFL EXT CAR WASH 9/26/15 - 10	6.50	
501.0000.51.521.10.41.001			10/2/2015	3081	PDFL EXT CAR WASH 9/26/15 - 10	6.50	
501.0000.51.521.10.41.001			10/2/2015	3081	PDFL EXT CAR WASH 9/26/15 - 10	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL ULT CAR WASH 9/19/15-9/25	12.18	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL ULT CAR WASH 9/19/15-9/25	12.18	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL ULT CAR WASH 9/19/15-9/25	12.18	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL ULT CAR WASH 9/19/15-9/25	12.18	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL ULT CAR WASH 9/19/15-9/25	12.18	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL ULT CAR WASH 9/19/15-9/25	12.18	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.48.005			9/25/2015	3079	PDFL OIL CHANGE 9/19/15-9/25/1	33.85	
501.0000.51.521.10.48.005			9/25/2015	3079	PDFL OIL CHANGE 9/19/15-9/25/1	59.79	
501.0000.51.521.10.48.005			9/25/2015	3079	PDFL OIL CHANGE 9/19/15-9/25/1	33.85	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
501.0000.51.521.10.41.001			9/25/2015	3079	PDFL EXT CAR WASH 9/19/15-9/25	6.50	
<b>80965</b>	<b>10/15/2015</b>	<b>004501</b>		<b>COASTWIDE LABORATORIES,</b>			<b>\$217.53</b>
502.0000.17.518.30.31.001			9/25/2015	T2807534-1	PKFC HOSE	53.96	
502.0000.17.518.30.31.001			9/25/2015	T2812438	PKFC SEAT COVERS	140.15	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
502.0000.17.518.30.31.001			10/5/2015	T2815484	PKFC SQUEEGEE BLADES	23.42	
<b>80966</b>	<b>10/15/2015</b>	<b>000104</b>		<b>COMMUNITIES IN SCHOOLS,</b>			<b>\$6,125.00</b>
001.0000.11.565.10.41.020			10/1/2015	3RD QTR, 2015	PKHS AG 2015-064 Q 3, 2015 AFT	3,500.00	
001.0000.11.565.10.41.020			10/1/2015	3RD QTR, 2015	PKHS AG 2015-065 Q3, 2015 CHAM	2,625.00	
<b>80967</b>	<b>10/15/2015</b>	<b>010647</b>		<b>DISCOVERY BENEFITS INC,</b>			<b>\$42.90</b>
001.0000.09.518.10.41.001			10/9/2015	0000578289-IN	HR 09/15 FSA MONTHLY FEE	42.90	
<b>80968</b>	<b>10/15/2015</b>	<b>010352</b>		<b>DODD, ROSITA</b>			<b>\$100.00</b>
001.0000.02.512.51.49.009			10/1/2015	9/22/15	MC 9/22/15 INTERPRETER SVCS	100.00	
<b>80969</b>	<b>10/15/2015</b>	<b>003828</b>		<b>EFFICIENCY INC,</b>			<b>\$421.19</b>
503.0000.04.518.80.48.003			8/27/2015	697915	IT FTR ANNUAL MAINTENANCE AGRE	421.19	
<b>80970</b>	<b>10/15/2015</b>	<b>011059</b>		<b>ELLIOTT, LISA</b>			<b>\$1,496.00</b>
001.0000.06.515.31.41.001			10/13/2015	10/5-10/8/15	LG AG 2015-089 10/5-10/8/15 PR	788.00	
001.0000.06.515.31.41.001			10/2/2015	9/28-10/1/15	LG AG 2015-089 9/28-10/1/15 PR	708.00	
<b>80971</b>	<b>10/15/2015</b>	<b>003950</b>		<b>EMERGENCY FOOD NETWORK OF,</b>			<b>\$5,400.00</b>
001.0000.11.565.10.41.020			10/6/2015	2012404	PKHS AG 2015-103 Q3, 2015 FOO	5,400.00	
<b>80972</b>	<b>10/15/2015</b>	<b>000173</b>		<b>FISH FOOD BANKS OF PIERCE,</b>			<b>\$4,200.00</b>
001.0000.11.565.10.41.001			9/30/2015	4816	PKHS AG 2015-072 Q3, 2015 FOO	4,200.00	
<b>80973</b>	<b>10/15/2015</b>	<b>008185</b>		<b>FOOD CONNECTION,</b>			<b>\$3,500.00</b>
001.0000.11.565.10.41.020			10/5/2015	20153	PKHS AG 2015-057 Q3, 2015 FEED	1,500.00	
001.0000.11.565.10.41.020			10/5/2015	20153	PKHS AG 2015-058 Q3, 2015 SPRI	2,000.00	
<b>80974</b>	<b>10/15/2015</b>	<b>001857</b>		<b>FRASER, JOHN</b>			<b>\$98.00</b>
001.0000.15.521.40.43.004			9/30/2015	PER DIEM	PD 10/5-10/7/15 PER DIEM WENAT	98.00	
<b>80975</b>	<b>10/15/2015</b>	<b>007965</b>		<b>GORDON THOMAS HONEYWELL,</b>			<b>\$4,512.00</b>
001.0000.03.513.10.41.001			9/30/2015	SEP15 1014	CM AG 2015-087 09/15 GOV'TL AF	4,512.00	
<b>80976</b>	<b>10/15/2015</b>	<b>002825</b>		<b>GRAYBAR ELECTRIC COMPANY,</b>			<b>\$295.84</b>
101.0000.11.542.64.31.001			9/24/2015	981187720	PKST CIRCUIT BREAKERS, MISC. T	216.99	
101.0000.11.542.64.31.001			9/24/2015	981209341	PKST HUB 1.25" RAINPROOF FOR R	14.95	
101.0000.11.542.64.31.001			9/25/2015	981209340	PKST GRND BUSH, ZINC IT, SEALA	63.90	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80977</b>	<b>10/15/2015</b>	<b>000724</b>		<b>HART HEALTH &amp; SAFETY,</b>			<b>\$159.08</b>
001.0000.09.518.11.31.010			9/28/2015	16163-706724	HR FIRST AID KIT REPLENISHMENT	159.08	
<b>80978</b>	<b>10/15/2015</b>	<b>008765</b>		<b>HOLDEN POLYGRAPH LLC,</b>			<b>\$500.00</b>
001.0000.15.521.10.41.001			9/27/2015	138	PD GOWER/ALLEN POLYGRAPH	500.00	
<b>80979</b>	<b>10/15/2015</b>	<b>000234</b>		<b>HUMANE SOCIETY FOR TACOMA &amp; PC,</b>			<b>\$9,021.67</b>
001.0000.15.554.30.41.008			10/1/2015	IVC0001523	PD 10/15 BOARDING SVCS	9,021.67	
<b>80980</b>	<b>10/15/2015</b>	<b>000299</b>		<b>LAKEVIEW LIGHT &amp; POWER CO.,</b>			<b>\$9,814.54</b>
101.0000.21.542.64.47.005			9/28/2015	67044-028 09/28/15	PKST 8/24-9/22/15 PAC HWY SW &	81.34	
101.0000.21.542.63.47.006			9/28/2015	67044-035 09/28/15	PKST 8/28-9/28/15 972 ST LTS	7,639.12	
101.0000.21.542.63.47.006			9/28/2015	67044-036 09/28/15	PKST 8/28-9/28/15 197 AMORT ST	1,448.61	
401.0000.41.531.10.47.005			9/28/2015	67044-037 09/28/15	PWSW 8/25-9/24/15 PAC HWY SW	49.67	
101.0000.21.542.64.47.005			9/28/2015	67044-038 09/28/15	PKST 8/20-9/21/15 BPW & PAC HW	80.75	
001.0000.11.576.80.47.005			9/28/2015	67044-041 09/23/15	PK 08/25/15 - 09/23/15 LIGHTS	27.93	
101.0000.21.542.64.47.005			9/28/2015	67044-043 09/28/15	PKST 8/24-9/22/15 BPW SW & SAN	124.91	
101.0000.21.542.64.47.005			9/28/2015	67044-054 09/28/15	PKST 8/25-9/24/15 11417 PAC HW	97.97	
101.0000.21.542.64.47.005			9/28/2015	67044-055 09/28/15	PKST 8/25-9/24/15 11424 PAC HW	100.37	
101.0000.21.542.64.47.005			9/28/2015	67044-056 09/28/15	PKST 8/25-9/24/15 11517 PAC HW	97.19	
401.0000.41.531.10.47.005			9/28/2015	67044-057 09/28/15	PWSW 8/24-9/22/15 5118 SEATTLE	47.25	
001.0000.11.576.80.47.005			9/28/2015	67044-070 09/24/15	PK 08/25 - 09/24/15 LIGHTS	19.43	
<b>80981</b>	<b>10/15/2015</b>	<b>000288</b>		<b>LAKESWOOD HARDWARE &amp; PAINT INC,</b>			<b>\$213.07</b>
001.0000.11.576.80.31.001			6/29/2015	436610	PK HUB 1.25" RAINPROOF FOR RB	213.07	
<b>80982</b>	<b>10/15/2015</b>	<b>005722</b>		<b>LANDPORT SYSTEMS INC,</b>			<b>\$83.00</b>
502.0000.17.518.35.41.001			10/1/2015	2015-2061	PKFC 10/15 MONTHLY SERVICE FEE	83.00	
<b>80983</b>	<b>10/15/2015</b>	<b>010485</b>		<b>LAW OFFICE OF R TYE GRAHAM,</b>			<b>\$2,700.00</b>
001.0000.06.515.31.41.001			9/29/2015	182	LG AG 2015-092 SEP 29-OCT 2, 2	1,350.00	
001.0000.06.515.31.41.001			10/8/2015	184	LG AG 2015-092 OCT 6-9, 2015 D	1,350.00	
<b>80984</b>	<b>10/15/2015</b>	<b>005685</b>		<b>LEMAY MOBILE SHREDDING,</b>			<b>\$186.60</b>
001.0000.15.521.10.41.001			10/1/2015	4450718	PD 9/15 SHREDDING SVCS	186.60	
<b>80985</b>	<b>10/15/2015</b>	<b>009711</b>		<b>LEXIS NEXIS RISK DATA MGMT INC,</b>			<b>\$10.40</b>
001.0000.15.521.21.41.001			9/30/2015	1226184-20150930	PD SEPT, 2015 PERSON SEARCHES	10.40	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80986</b>	<b>10/15/2015</b>	<b>010969</b>		<b>LINCOLN, ADAM</b>			<b>\$227.20</b>
001.0000.03.513.10.43.005			10/14/2015	T9/03/15 PRK/MILEAGE	CM ICMA PARKING/LINCOLN 9/26-9	57.00	
001.0000.03.513.10.43.003			10/14/2015	T9/03/15 PRK/MILEAGE	CM ICMA MILIEAGE/LINCOLN 9/26-	170.20	
<b>80987</b>	<b>10/15/2015</b>	<b>002185</b>		<b>LOWE'S COMPANIES INC,</b>			<b>\$885.66</b>
101.0000.11.542.64.31.001			9/28/2015	923802	PKST SMPLGRN, J-HOOKS, KEY HOL	133.06	
502.0000.17.518.30.31.001			9/30/2015	924575	PKFC WINDEX	18.66	
101.0000.11.542.64.31.001			9/25/2015	923302	PKST PAINT CLOTHS, STAKES	69.22	
101.0000.11.544.90.31.010			9/24/2015	923019	PKST 3M P100 RESPIRATOR	62.10	
001.0000.11.576.80.31.001			9/23/2015	943869	PK DISINFECTANT SPRAY	50.30	
101.0000.11.544.90.31.001			9/9/2015	924977	PKST REGULATOR	21.80	
101.0000.11.544.90.31.010			9/15/2015	924770	PKST SAFETY GLOVES	62.29	
502.0000.17.521.50.31.008			9/15/2015	924846	PKST TUBING	6.94	
502.0000.17.521.50.31.008			9/15/2015	925953	PKST SMART STRAW	21.56	
502.0000.17.518.30.31.001			9/16/2015	923294	PKST COMMERCIAL PLASTIC	61.95	
502.0000.17.518.35.31.001			9/2/2015	923537	PKST FOLDING HEX	68.25	
101.0000.11.544.90.31.001			9/8/2015	924903	PKST HOSE	297.24	
001.0000.11.576.80.31.001			8/27/2015	923945	PK UNIVERSAL FLIP	7.26	
001.0000.11.576.80.31.001			8/26/2015	923689	PK 1/4 IN ZINC HEX	5.03	
<b>80988</b>	<b>10/15/2015</b>	<b>009130</b>		<b>MATVIYCHUK, IRENE</b>			<b>\$312.00</b>
001.0000.02.512.51.49.009			9/29/2015	9/29/15	MC 9/29/15 INTERPRETER SVCS	104.00	
001.0000.02.512.51.49.009			9/29/2015	9/29/2015	MC 9/29/15 INTERPRETER SVCS	104.00	
001.0000.02.512.51.49.009			9/30/2015	09/30/2015	MC 9/30/15 INTERPRETER SVCS	104.00	
<b>80989</b>	<b>10/15/2015</b>	<b>009724</b>		<b>MILES RESOURCES LLC,</b>			<b>\$20.00</b>
401.0002.41.595.40.63.108			9/21/2015	250658	PWSW 9/15/15 WASTE CLEAN N/R C	20.00	
<b>80990</b>	<b>10/15/2015</b>	<b>000365</b>		<b>NORTHWEST ABATEMENT SVC INC,</b>			<b>\$7,706.61</b>
502.9999.17.521.50.48.001			9/30/2015	4733-01	PKFC RESTORE/SERVICE/REMODEL R	6,144.43	
502.9999.17.521.50.48.001			9/30/2015	4733-01	Sales Tax	577.58	
001.0000.15.521.10.41.001			9/24/2015	I15-3026-1	PD EMPTY LEAD BUCKETS & CHANGE	984.60	
<b>80991</b>	<b>10/15/2015</b>	<b>000364</b>		<b>NORTHWEST BUILDING LLC,</b>			<b>\$3,165.00</b>
502.0000.17.521.50.48.009			9/21/2015	4TH QTR 2015	PWFC 4TH QTR 2015 COMMON AREA	3,165.00	
<b>80992</b>	<b>10/15/2015</b>	<b>000366</b>		<b>NORTHWEST CASCADE INC,</b>			<b>\$153.56</b>
001.0000.02.523.30.47.004			9/28/2015	2-1369653	MC 9/28-10/25/15 SANI-CAN RENT	153.56	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>80993</b>	<b>10/15/2015</b>	<b>009317</b>		<b>OPTIC FUSION INC,</b>			<b>\$1,549.28</b>
503.0000.04.518.80.42.001			10/1/2015	95-17040	IT 10/15 INTERNET CONNECTIVITY	1,549.28	
<b>80994</b>	<b>10/15/2015</b>	<b>009983</b>		<b>PACIFIC NW BUSINESS PRODUCTS,</b>			<b>\$342.92</b>
001.0000.02.512.50.31.001			9/24/2015	0033370-001	MC FOLDERS/UTENSILS	222.35	
503.0000.04.518.80.31.002			9/16/2015	0033155-001	IT TONER	120.57	
<b>80995</b>	<b>10/15/2015</b>	<b>010255</b>		<b>PAPE' MACHINERY EXCHANGE,</b>			<b>\$142.49</b>
501.0000.51.548.79.48.005			9/24/2015	2138223	FL/PW REPLACE CYLINDER FITTING	142.49	
<b>80996</b>	<b>10/15/2015</b>	<b>006775</b>		<b>PAPE' MATERIAL HANDLING EX.,</b>			<b>\$579.62</b>
001.0000.11.576.80.31.001			9/28/2015	7508823	PK SHAFT AND SEALS	497.03	
501.0000.51.548.79.48.005			9/21/2015	7508822	PKST SEALS, SHAFT AND GREASE	82.59	
<b>80997</b>	<b>10/15/2015</b>	<b>000407</b>		<b>PIERCE COUNTY,</b>			<b>\$3,287.65</b>
101.0000.21.544.20.51.025			9/4/2015	CI-206671	PWST 07/15 TRAFFIC OPS MAINT S	139.84	
101.0000.11.542.64.51.001			9/4/2015	CI-206671	PKST 07/15 TRAFFIC OPS MAINT S	205.77	
101.0000.11.542.64.31.001			9/4/2015	CI-206671	PKST SIGNS	91.45	
311.0000.21.594.35.51.001			9/25/2015	CI-207106	PWSC 9/10-9/263/15 WOODBROOK S	1,226.26	
311.0000.21.559.30.51.001			9/25/2015	CI-207117	PWSC 9/21-9/22/15 WARNSTADT/PO	335.81	
001.0000.02.237.11.00.002			10/7/2015	09/15 CRIME VICTIMS	MC 09/15 COUNTY CRIME VICTIM F	1,288.52	
<b>80998</b>	<b>10/15/2015</b>	<b>003205</b>		<b>PIERCE COUNTY RECYCLING,</b>			<b>\$401.58</b>
101.0000.11.542.90.49.018			9/30/2015	8381	PKST YARDWASTE	401.58	
<b>80999</b>	<b>10/15/2015</b>	<b>000428</b>		<b>PIERCE COUNTY SEWER,</b>			<b>\$640.09</b>
502.0000.17.518.35.47.004			10/1/2015	00870307 10/01/15	PKFC 9/1-9/30/15 6000 MAIN ST	189.47	
502.0000.17.521.50.47.004			10/1/2015	01360914 10/01/15	PKFC 9/1-9/30/15 9401 LKWD DR	44.01	
001.0000.11.576.81.47.004			10/1/2015	01431285 9/15	PKFC 9/15 9601 STEILACOOM BLVD	89.73	
101.0000.11.543.50.47.004			10/1/2015	01552201 10/01/15	PKST 9/1-9/30/15 9420 FRONT ST	42.71	
001.0000.11.576.80.47.004			9/27/2015	01583646 7/15	PK 07/1/15 - 08/31/15 8807 25T	99.77	
001.0000.11.576.80.47.004			9/27/2015	01583654 07/15	PK 07/01/15 - 08/31/15 8823 -8	174.40	
<b>81000</b>	<b>10/15/2015</b>	<b>007183</b>		<b>PRO-VAC,</b>			<b>\$564.08</b>
401.0000.41.531.10.48.001			9/18/2015	150820-022	PWSW 8/21/15 CCTV STORM LINE F	564.08	
<b>81001</b>	<b>10/15/2015</b>	<b>007505</b>		<b>REDFLEX TRAFFIC SYSTEMS INC,</b>			<b>\$32,240.00</b>
001.0000.15.521.71.41.080			9/30/2015	RTS0009458	PD SEPT, 2015 PHOTO ENFORCEMEN	32,240.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>81002</b>	<b>10/15/2015</b>	<b>010522</b>		<b>RICOH USA INC,</b>			<b>\$720.24</b>
503.0000.04.518.80.45.002			9/20/2015	5038053624	IT 8/26 - 9/25/15 ADDTL IMAGES	30.02	
503.0000.04.518.80.31.002			9/13/2015	5037923058	IT ADDITIONAL IMAGES 08/15-09/	63.82	
503.0000.04.518.80.31.002			9/13/2015	5037923058	IT ADDITIONAL IMAGES 08/15-09/	55.62	
503.0000.04.518.80.31.002			9/13/2015	5037923058	IT ADDITIONAL IMAGES 08/15-09/	45.03	
503.0000.04.518.80.31.002			9/13/2015	5037923058	IT ADDITIONAL IMAGES 08/15-09/	292.28	
503.0000.04.518.80.31.002			9/13/2015	5037923058	IT ADDITIONAL IMAGES 08/15-09/	233.47	
<b>81003</b>	<b>10/15/2015</b>	<b>002912</b>		<b>SOUND ELECTRONICS,</b>			<b>\$406.97</b>
502.0000.17.518.35.41.001			10/1/2015	502195	PKFC 11/1/15-10/31/16 CH FIRE	406.97	
<b>81004</b>	<b>10/15/2015</b>	<b>010274</b>		<b>SOUTH SOUND OUTREACH SERVICES,</b>			<b>\$4,737.18</b>
001.0000.11.565.10.41.020			9/30/2015	3RD QTR, 2015	PKHS AG 2015-063 Q3, 2015 CONN	4,737.18	
<b>81005</b>	<b>10/15/2015</b>	<b>011046</b>		<b>SPEIR, TIFFANY</b>			<b>\$284.99</b>
192.0000.00.558.60.31.001			10/8/2015	4107-9983-7926-4327	SSMP 10' POP UP DISPLAY BOOTH	284.99	
<b>81006</b>	<b>10/15/2015</b>	<b>002881</b>		<b>SPRAGUE PEST SOLUTIONS CO,</b>			<b>\$82.05</b>
001.0000.11.576.81.41.001			9/29/2015	2685768	PKFC 09/19/15 PEST CONTROL	82.05	
<b>81007</b>	<b>10/15/2015</b>	<b>000516</b>		<b>SPRINT,</b>			<b>\$1.52</b>
503.0000.04.518.80.42.001			9/25/2015	419434590-079	IT FINAL BILL DUE TO CANCELLAT	1.52	
<b>81008</b>	<b>10/15/2015</b>	<b>009493</b>		<b>STAPLES ADVANTAGE,</b>			<b>\$242.81</b>
001.0000.15.521.10.31.001			9/26/2015	3278922478	PD BATTERIES, POST-IT'S, STAPL	103.36	
001.0000.15.521.10.31.001			9/17/2015	3278032130	PD STAMPS	57.93	
001.0000.15.521.10.31.001			9/18/2015	3278110052	PD PAPER CLIPS, INDEX FILES	81.52	
<b>81009</b>	<b>10/15/2015</b>	<b>006497</b>		<b>SYSTEMS FOR PUBLIC SAFETY,</b>			<b>\$14,385.04</b>
501.0000.51.521.10.48.005			9/18/2015	27489	PDFL OIL CHANGE	63.98	
501.0000.51.521.10.48.005			9/18/2015	27489	PDFL ELEC REPAIR	35.58	
504.0000.09.518.35.48.001			9/18/2015	27489	PDFL CLAIM#2015-0085A REPAIRS	874.60	
501.0000.51.521.10.48.005			9/18/2015	27579	PDFL OIL CHANGE	60.41	
501.0000.51.521.10.48.005			9/18/2015	27579	PDFL BRAKE SVCS	893.87	
501.0000.51.521.10.48.005			9/18/2015	27579	PDFL AIR FILTER	54.79	
501.0000.51.521.10.48.005			9/18/2015	27579	PDFL DOOR LOCK ACTUATOR	348.74	
501.0000.51.521.10.48.005			9/23/2015	27606	PDFL OIL CHANGE	57.97	
501.0000.51.521.10.48.005			9/16/2015	27554	PDFL OIL CHANGE	62.95	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
504.0000.09.518.35.48.001			9/16/2015	27554	PDFL CLAIM # 2015-0085B REPAIR	61.36	
501.0000.51.521.10.48.005			9/16/2015	27554	PDFL MOUNT BALANCE TIRES	625.04	
180.0000.15.521.21.48.005			9/25/2015	27524	PDFL OIL CHANGE	58.53	
180.0000.15.521.21.48.005			9/25/2015	27524	PDFL SHOCKS	303.40	
180.0000.15.521.21.48.005			9/25/2015	27524	PDFL A/C	1,762.26	
180.0000.15.521.21.48.005			9/25/2015	27524	PDFL TRANSMISSION	27.95	
180.0000.15.521.21.48.005			9/25/2015	27524	PDFL TIRES	969.95	
501.0000.51.521.10.48.005			9/25/2015	27611	PDFL OIL CHANGE	61.94	
501.0000.51.521.10.48.005			9/24/2015	27576	PDFL OIL CHANGE	36.93	
501.0000.51.521.10.48.005			9/24/2015	27576	PDFL BRAKE SVCS	835.51	
501.0000.51.521.10.48.005			9/24/2015	27576	PDFL STEERING SVCS	1,210.67	
501.0000.51.521.10.48.005			9/24/2015	27576	PDFL ALIGHMENT SVCS	95.60	
501.0000.51.521.10.48.005			9/29/2015	27635	PDFL TIRES	629.61	
501.0000.51.521.10.48.005			9/28/2015	27628	PDFL TIRE REPAIR	47.33	
501.0000.51.521.10.48.005			9/30/2015	27582	PDFL RADIATOR	632.70	
501.0000.51.521.10.48.005			9/30/2015	27582	PDFL A/C	25.48	
501.0000.51.521.10.48.005			9/30/2015	27582	PDFL OTHER	240.02	
180.0000.15.521.21.48.005			7/23/2015	25208	PDFL TRUCK VAULT	2,882.69	
180.0000.15.521.21.48.005			9/25/2014	27603	PDFL OIL CHANGE	58.72	
180.0000.15.521.21.48.005			9/25/2014	27603	PDFL BRAKES	911.02	
180.0000.15.521.21.48.005			9/25/2014	27603	PDFL BATTERY	173.52	
180.0000.15.521.21.48.005			9/25/2014	27603	PDFL DETAIL	250.52	
180.0000.15.521.21.48.005			9/25/2014	27603	PDFL SAFETY INSP	31.40	
<b>81010</b>	<b>10/15/2015</b>	<b>000535</b>		<b>TACOMA COMMUNITY HOUSE,</b>			<b>\$3,487.72</b>
001.0000.11.565.10.41.020			10/1/2015	3RD QTR. 2015	PKHS AG 2015-077 Q3, 2015 CLIE	3,487.72	
<b>81011</b>	<b>10/15/2015</b>	<b>009372</b>		<b>VENTEK INTERNATIONAL,</b>			<b>\$97.40</b>
503.0000.04.518.80.42.001			10/1/2015	43508	IT PK CCU SVR HOSTING MONTHLY	97.40	
<b>81012</b>	<b>10/15/2015</b>	<b>000593</b>		<b>WASHINGTON STATE TREASURER,</b>			<b>\$101,061.95</b>
001.0000.02.237.10.00.001			10/12/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT FEES	23,245.72	
001.0000.02.237.10.00.002			10/12/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT FEES	41,647.80	
001.0000.02.237.10.00.003			10/12/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT FEES	18,644.87	
001.0000.02.237.10.00.006			10/12/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT FEES	4,073.96	
001.0000.02.237.10.00.007			10/12/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT FEES	3,859.11	
001.0000.02.237.10.00.008			10/12/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT FEES	7,584.14	
001.0000.02.237.10.00.009			10/12/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT FEES	1,363.57	
001.0000.02.237.30.00.000			10/12/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT FEES	261.11	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.02.386.89.14.001			10/12/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT FEES	70.33	
001.0000.02.386.89.15.001			10/12/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT FEES	46.66	
001.0000.02.386.89.16.001			10/12/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT FEES	264.68	
<b>81013</b>	<b>10/15/2015</b>	<b>008259</b>		<b>WEST COAST INDUSTRIES,</b>			<b>\$8,020.00</b>
502.0000.17.521.50.41.001			10/1/2015	7241	PKFC 09/15 PD CUSTODIAL SVCS	2,990.00	
502.0000.17.518.35.41.001			10/1/2015	7242	PKFC 09/15 CH CUSTODIAL SVCS	3,780.00	
502.0000.17.542.65.41.001			10/1/2015	7243	PKFC 09/15 TRNST CNTR CUSTODIA	1,250.00	
<b>81014</b>	<b>10/15/2015</b>	<b>009991</b>		<b>ALTEC INDUSTRIES INC,</b>			<b>\$507.30</b>
501.0000.51.548.79.48.005			9/9/2015	5233177	FL 6 MONTH INSPECTION	507.30	
<b>81015</b>	<b>10/15/2015</b>	<b>010102</b>		<b>BEST PARKING LOT CLEANING INC,</b>			<b>\$3,460.97</b>
302.0005.21.595.30.48.079			9/30/2015	142146	PWCP 9/29-9/30/15 DISPOSAL/CHI	3,082.91	
401.0000.41.531.10.48.001			9/23/2015	142020	PWSW 9/22/15 EMERG ACCIDENT CL	378.06	
<b>81016</b>	<b>10/15/2015</b>	<b>005965</b>		<b>BUILDERS EXCHANGE OF,</b>			<b>\$92.95</b>
302.0022.21.595.13.44.001			9/15/2015	1047657	PWCP 08/15 PUBLISH PROJECTS ON	92.95	
<b>81017</b>	<b>10/15/2015</b>	<b>011086</b>		<b>CARDNO GS INC,</b>			<b>\$11,161.00</b>
401.0005.41.531.10.41.001			8/28/2015	90439-001	PWSW AG 2015-192 7/17-8/28/15	11,161.00	
<b>81018</b>	<b>10/15/2015</b>	<b>002120</b>		<b>CHICAGO TITLE INSURANCE CO,</b>			<b>\$160.00</b>
190.0000.52.559.32.41.120			10/1/2015	10/01/15 RECONVEY	CDBG DPA-055 SHATTUCK RECONVEY	160.00	
<b>81019</b>	<b>10/15/2015</b>	<b>000095</b>		<b>CHOUGH, KWANG S</b>			<b>\$100.00</b>
001.0000.02.512.51.49.009			10/1/2015	SEPT, 2015	MC SEPT, 2015 INTERPRETER SVCS	100.00	
<b>81020</b>	<b>10/15/2015</b>	<b>009191</b>		<b>CITY OF DUPONT,</b>			<b>\$7,030.95</b>
001.0000.02.229.10.00.003			10/6/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT	7,030.95	
<b>81021</b>	<b>10/15/2015</b>	<b>006613</b>		<b>CITY OF UNIVERSITY PLACE,</b>			<b>\$2,854.38</b>
001.0000.02.229.10.00.001			10/6/2015	SEPT, 2015 REMIT	MC SEPT, 2015 COURT REMIT	2,854.38	
<b>81022</b>	<b>10/15/2015</b>	<b>003948</b>		<b>COMCAST CORPORATION,</b>			<b>\$800.00</b>
503.0000.04.518.80.42.001			10/1/2015	38248182	IT 10/15 ETHERNET INTERNET	800.00	
<b>81023</b>	<b>10/15/2015</b>	<b>003948</b>		<b>COMCAST CORPORATION,</b>			<b>\$380.05</b>
503.0000.04.518.80.42.001			9/15/2015	8498 35 011 2205662	IT: PW 9/25-10/24/15 BUNDLED S	380.05	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>81024</b>	<b>10/15/2015</b>	<b>003948</b>		<b>COMCAST CORPORATION,</b>			<b>\$249.30</b>
			180.0000.15.521.21.42.001	10/6/2015	8498 30 099 0003937	IT 10/16-11/15/15 PD TLSO TELC	249.30
<b>81025</b>	<b>10/15/2015</b>	<b>008105</b>		<b>DEPARTMENT OF TRANSPORTATION,</b>			<b>\$16,874.73</b>
			101.0000.11.542.64.51.001	9/14/2015	RE 43 GM01345L109	PKST 08/15 MAINT OF SIGNAL SYS	559.10
			101.0000.11.544.90.51.001	9/14/2015	RE-313-ATB50914016	PKST 08/15 TRAFFIC MGMT CENTER	525.47
			401.0000.41.531.10.51.001	9/14/2015	RE-313-ATB50914016	PWSW 08/15 TRAFFIC MGMT CENTER	262.73
			302.0010.21.595.13.51.001	9/14/2015	RE-313-ATB50914077	PWCP AG 2015-142 8/1-8/31/15 J	15,527.43
<b>81026</b>	<b>10/15/2015</b>	<b>010648</b>		<b>DIAMOND MARKETING SOLUTIONS,</b>			<b>\$296.05</b>
			312.0000.01.535.30.42.002	10/13/2015	101108	PWSA PROCESS 09/15 SEWER MAILI	2.06
			001.0000.99.518.40.42.002	10/7/2015	100889	ND DAILY MAIL 09/16/15 - 09/30	293.99
<b>81027</b>	<b>10/15/2015</b>	<b>009472</b>		<b>DISH NETWORK LLC,</b>			<b>\$137.81</b>
			503.0000.04.518.80.42.001	10/4/2015	8255 7070 8168 1616	IT 10/16-11/15/15 PD TV/HD REC	137.81
<b>81028</b>	<b>10/15/2015</b>	<b>004733</b>		<b>DKS ASSOCIATES,</b>			<b>\$4,327.64</b>
			302.0014.21.595.12.41.001	8/28/2015	0058453	PWCP AG 2015-023 7/11-8/14/15	4,327.64
<b>81029</b>	<b>10/15/2015</b>	<b>004890</b>		<b>DUENHOELTER, MARTIN J.H.</b>			<b>\$2,400.00</b>
			001.0000.02.512.51.41.035	9/23/2015	AUGUST, 2015	MC AUGUST, 2015 PUBLIC DEFENDE	2,400.00
<b>81030</b>	<b>10/15/2015</b>	<b>002938</b>		<b>ESRI,</b>			<b>\$6,454.60</b>
			503.0000.04.518.80.48.003	9/28/2015	93035708	IT 9/29/15-9/28/16 ESRI ANNUAL	6,454.60
<b>81031</b>	<b>10/15/2015</b>	<b>011188</b>		<b>FIBER INSTRUMENT SALES, INC.,</b>			<b>\$9.89</b>
			302.0011.21.595.64.31.001	9/11/2015	712202	PWCP PICK & PLUCK FOAM S/H	9.89
<b>81032</b>	<b>10/15/2015</b>	<b>002188</b>		<b>FRANCISCAN HEALTH SYSTEM,</b>			<b>\$4,000.00</b>
			001.0000.11.565.10.41.020	9/29/2015	3RD QTR, 2015	PKHS AG 2015-071 Q3, 2015 CHIL	4,000.00
<b>81033</b>	<b>10/15/2015</b>	<b>007509</b>		<b>FRANCISCAN OCCUPATIONAL HEALTH,</b>			<b>\$500.00</b>
			001.0000.15.521.10.41.001	10/1/2015	4805	PD NEW HIRE PHYSICAL/DRUG TEST	500.00
<b>81034</b>	<b>10/15/2015</b>	<b>002662</b>		<b>GENE'S TOWING INC,</b>			<b>\$76.65</b>
			001.0000.15.521.10.41.070	10/2/2015	432745	PD 10/2/15 TOWING SVCS	76.65
<b>81035</b>	<b>10/15/2015</b>	<b>005398</b>		<b>GLOBAL SECURITY &amp;</b>			<b>\$158.85</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
101.0000.11.543.50.41.001			10/1/2015	4201582	PKST 10/1-12/31/15 INTRUSION M	158.85	
<b>81036</b>	<b>10/15/2015</b>	<b>002287</b>		<b>GOVERNMENTJOBS.COM INC,</b>			<b>\$6,454.60</b>
503.0000.04.518.80.48.003			7/20/2015	INV15466	IT/HR 8/25/15-8/24/16 INSIGHT	6,454.60	
<b>81037</b>	<b>10/15/2015</b>	<b>000207</b>		<b>GREATER LAKES MENTAL HEALTH,</b>			<b>\$4,579.50</b>
001.0000.11.565.10.41.020			9/30/2015	3RD QTR, 2015	PKHS AG 2015-078 Q3, 2015 MHPS	3,000.00	
001.0000.11.565.10.41.020			9/30/2015	3RD QTR, 2015	PKHS AG 2015-079 Q3, 2015 EMER	1,579.50	
<b>81038</b>	<b>10/15/2015</b>	<b>011260</b>		<b>HARMONY TRANSCRIPTION SERVICES,</b>			<b>\$684.00</b>
001.0000.02.512.50.41.001			10/1/2015	14L0073	MC 7/24/14 TRIAL TRANSCRIPT	684.00	
<b>81039</b>	<b>10/15/2015</b>	<b>011214</b>		<b>HERMANSON COMPANY LLP,</b>			<b>\$957.80</b>
502.0000.17.518.35.41.001			9/24/2015	13530	PKFC REPLACE INDOOR FAN MOTOR	957.80	
<b>81040</b>	<b>10/15/2015</b>	<b>002812</b>		<b>HERTZ EQUIPMENT RENTAL CORP,</b>			<b>\$5,983.86</b>
401.0002.41.595.40.45.004			9/18/2015	28214872-002	PWSW 9/1-9/17/15 RENT EXCAVATO	2,763.87	
401.0002.41.595.40.45.004			9/18/2015	28221793-001	PWSW 9/3-9/17/15 RENT EXCAVATO	3,219.99	
<b>81041</b>	<b>10/15/2015</b>	<b>009728</b>		<b>HSA BANK,</b>			<b>\$51.75</b>
001.0000.09.518.10.41.001			10/5/2015	09/15 CO185L	HR 09/15 MONTHLY ACCOUNT FEES	51.75	
<b>81042</b>	<b>10/15/2015</b>	<b>011259</b>		<b>IGLESIAS, M. ANTONIA</b>			<b>\$344.20</b>
001.0000.02.512.51.49.009			9/26/2015	DOS 9/22/15	MC 9/22/15 INTERPRETER SVCS	122.10	
001.0000.02.512.51.49.009			9/21/2015	DOS 9/14-15/15	MC 9/14-9/15/15 INTERPRETER SV	222.10	
<b>81043</b>	<b>10/15/2015</b>	<b>010950</b>		<b>INSLEE,BEST,DOEZIE &amp;RYDER P.S.,</b>			<b>\$10,162.15</b>
302.0008.21.595.20.41.049			10/6/2015	211338	PWCP 9/25/15 ROYAL OAKS APARTM	57.50	
001.0000.06.515.30.41.001			10/6/2015	211339	LG 9/1-9/30/15 PURCH OF 4713 1	4,350.95	
302.0009.21.595.20.41.049			10/6/2015	211340	PWCP 09/15 TACOMA WAY LINK-GEN	80.00	
302.0009.21.595.20.41.049			10/6/2015	211341	PWCP 09/15 MARCO ONE CONDEMNAT	3,593.70	
001.0000.06.515.30.41.001			10/6/2015	211342	LG 9/1-9/23/15 LAKELAND SURPLU	1,080.00	
302.0008.21.595.15.41.001			10/6/2015	211343	PWCP 9/17-9/29/15 GRAVELLY LAK	1,000.00	
<b>81044</b>	<b>10/15/2015</b>	<b>004720</b>		<b>INT'L CODE COUNCIL INC,</b>			<b>\$162.96</b>
001.0000.07.558.60.31.001			9/22/2015	1000611645	CDPL '12 BASIC CODE ENF, '15 I	162.96	
<b>81045</b>	<b>10/15/2015</b>	<b>010885</b>		<b>JOHNSTON GROUP LLC,</b>			<b>\$4,500.00</b>
001.0000.03.513.10.41.001			10/2/2015	556	CM 10/15 RETAINTER FED GOVT RE	4,500.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>81046</b>	<b>10/15/2015</b>	<b>010716</b>		<b>JUBITZ FLEET SERVICES,</b>			<b>\$130.12</b>
501.0000.51.521.10.32.001			9/30/2015	CL397818	PDFL 9/21/15 FUEL FOR RIVER PA	130.12	
<b>81047</b>	<b>10/15/2015</b>	<b>010015</b>		<b>KING COUNTY FINANCE,</b>			<b>\$790.00</b>
401.0000.41.531.10.41.001			9/28/2015	67010	PWSW FRESHWATER ANALYSIS	790.00	
<b>81048</b>	<b>10/15/2015</b>	<b>008202</b>		<b>KPG INC,</b>			<b>\$6,838.45</b>
302.0008.21.595.15.41.001			10/5/2015	97115	PWCP THRU 9/25/15 GLD SIDEWALK	250.00	
302.0012.21.595.12.41.001			10/5/2015	97415	PWCP THRU 9/25/15 STEIL BLVD/S	6,588.45	
<b>81049</b>	<b>10/15/2015</b>	<b>008414</b>		<b>LAKEWOOD FORD,</b>			<b>\$2,257.53</b>
501.0000.51.548.79.48.005			9/29/2015	374814	FL/PW ELECT SYST DIAG, BATTERY	2,257.53	
<b>81050</b>	<b>10/15/2015</b>	<b>003181</b>		<b>LAKEWOOD IRON WORKS,</b>			<b>\$421.19</b>
001.0000.11.576.81.41.001			10/1/2015	LWD000095	PK ALUMINUM LADDER REPAIRS	421.19	
<b>81051</b>	<b>10/15/2015</b>	<b>000292</b>		<b>LAKEWOOD POLICE SPECIAL INVEST,</b>			<b>\$2,268.00</b>
182.0000.15.521.21.31.012			9/25/2015	09/15 NARC REPLENISH	PD 09/15 REPLENISH NARC PETTY	2,268.00	
<b>81052</b>	<b>10/15/2015</b>	<b>000294</b>		<b>LAKEWOOD REFUSE SERVICE,</b>			<b>\$4,689.94</b>
001.0000.11.576.80.47.002			10/1/2015	6760143	PKFC 09/15 HARRY TODD PK REFUS	357.74	
101.0000.11.542.70.47.002			10/1/2015	6760294	PKST 9/1-9/30/15 INTERLAAKEN B	41.03	
502.0000.17.518.35.47.002			10/1/2015	6760407	PKFC 9/1-9/30/15 6000 MAIN ST	963.06	
001.0000.11.576.81.47.002			10/1/2015	6760607	PKFC 09/15 FT STEILACOOM PK PL	311.58	
502.0000.17.521.50.47.002			10/1/2015	6760864	PKFC 9/1-9/30/15 9401 LKWD DR	486.07	
001.0000.11.576.80.47.002			10/1/2015	6760877	PKFC 09/15 9222 VETERANS DR RE	424.00	
001.0000.11.576.81.47.002			10/1/2015	6760992	PKFC 9115 ANGLE LN FT STEILACO	1,994.30	
001.0000.11.576.81.47.002			10/1/2015	6761441	PKFC 09/15 FT STEILACOOM PK RE	7.26	
101.0000.11.543.50.47.002			10/1/2015	6761445	PKST 9/1-9/30/15 9420 FRONT ST	104.90	
<b>81053</b>	<b>10/15/2015</b>	<b>010474</b>		<b>LEWIS COUNTY CHEMICAL,</b>			<b>\$335.34</b>
001.0000.11.576.80.31.001			10/2/2015	106454	PK TP, SCRUB SPONGES	335.34	
<b>81054</b>	<b>10/15/2015</b>	<b>010712</b>		<b>LINDQUIST DENTAL CLINIC,</b>			<b>\$2,077.01</b>
001.0000.11.565.10.41.020			9/23/2015	3RD QTR, 2015	PKHS AG 2015-098 Q3, 2015 YOUT	2,077.01	
<b>81055</b>	<b>10/15/2015</b>	<b>010674</b>		<b>MACKAY COMMUNICATIONS INC,</b>			<b>\$81.60</b>
503.0000.04.518.80.42.001			9/25/2015	SB024521	IT 08/15 PD AIR-TIME AGAQ01968	40.80	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
503.0000.04.518.80.42.001			8/26/2015	SB023763	IT 07/15 PD AIR-TIME AQ01968 S	40.80	
<b>81056</b>	<b>10/15/2015</b>	<b>008659</b>		<b>MAYES TESTING ENGINEERS, INC,</b>			<b>\$156.00</b>
401.0004.41.594.31.41.001			9/30/2015	0915T14243	PWSW 9/30/15 REINFORCING STEEL	156.00	
<b>81057</b>	<b>10/15/2015</b>	<b>000331</b>		<b>METROPOLITAN DEVELOPMENT CNCL,</b>			<b>\$1,500.00</b>
001.0000.11.565.10.41.020			10/2/2015	3RD QTR, 2015	PKHS AG 2015-074 Q3, 2015 ABU	1,500.00	
<b>81058</b>	<b>10/15/2015</b>	<b>000333</b>		<b>MICROFLEX INC,</b>			<b>\$15.80</b>
001.0000.04.514.20.41.001			10/5/2015	00021991	FN TAX AUDIT PROGRAM	15.80	
<b>81059</b>	<b>10/15/2015</b>	<b>011233</b>		<b>NATIONAL RESEARCH CENTER INC,</b>			<b>\$8,900.00</b>
001.9999.03.557.20.41.001			8/31/2015	5596	CM AG 2015-228 NAT'L CITIZEN S	8,900.00	
<b>81060</b>	<b>10/15/2015</b>	<b>000360</b>		<b>NEWS TRIBUNE,</b>			<b>\$2,362.27</b>
001.0000.07.558.60.44.001			8/4/2015	1881309	CD CORRECTION ZONING AMEND	227.66	
001.0000.07.558.60.44.001			8/6/2015	1551067	CD NOTICE OF APP LU1500119	138.41	
302.0022.21.595.13.44.001			8/11/2015	1891775	PWCP AD FOR BIDS TRAF SGL UPGR	1,286.61	
001.0000.07.558.60.44.001			8/11/2015	1891775	CD PUBLIC HEARING 2015 COMP PL	354.45	
001.0000.06.514.30.44.001			8/20/2015	1911895	LG ORD 615	177.57	
001.0000.06.514.30.44.001			8/20/2015	1911903	LG ORD 616	177.57	
<b>81061</b>	<b>10/15/2015</b>	<b>010743</b>		<b>NISQUALLY PUBLIC SAFETY,</b>			<b>\$1,178.11</b>
001.0000.15.521.10.51.006			9/21/2015	1932	PD 08/15 INMATE MED BILLINGS	1,178.11	
<b>81062</b>	<b>10/15/2015</b>	<b>006296</b>		<b>NOVA CONTRACTING INC,</b>			<b>\$3,787.65</b>
401.0009.41.595.40.63.108			9/30/2015	STRM DRAIN PP # 2	PWSW AG 2015-181 8/8-9/30/15 B	3,787.65	
<b>81063</b>	<b>10/15/2015</b>	<b>000376</b>		<b>OFFICE DEPOT,</b>			<b>\$75.55</b>
001.0000.15.521.10.31.001			9/18/2015	794715677001	PD DIVIDERS	28.28	
001.0000.15.521.10.31.001			9/19/2015	1844184723	PD PENS, FOLDERS PLAQUE	47.27	
<b>81064</b>	<b>10/15/2015</b>	<b>011253</b>		<b>OLYMPIA EMERGENCY SERVICES PL,</b>			<b>\$569.05</b>
001.0000.15.521.10.51.006			9/29/2015	2-205622.0-1	PD 08/03/14 PRISONER MED SVCS	569.05	
<b>81065</b>	<b>10/15/2015</b>	<b>010807</b>		<b>PARTNER CONSTRUCTION PRODUCTS,</b>			<b>\$1,969.20</b>
101.0000.11.542.30.31.030			9/8/2015	7449	PKST DETACK 55 GAL DRUM	1,969.20	
<b>81066</b>	<b>10/15/2015</b>	<b>007986</b>		<b>PESKIN, FRANK</b>			<b>\$1,500.00</b>

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
311.0001.21.594.35.45.004			10/14/2015	11/15 LEASE PAYMENT	PWSC 11/15 LEASE 6922 146TH ST	1,500.00	
<b>81067</b>	<b>10/15/2015</b>	<b>011111</b>		<b>PHILIPS PUBLISHING LLC,</b>			<b>\$9,055.06</b>
001.0000.03.557.20.49.005			9/30/2015	201	CM PRINT/LAYOUT/DESIGN FALL 20	9,055.06	
<b>81068</b>	<b>10/15/2015</b>	<b>000420</b>		<b>PIERCE TRANSIT,</b>			<b>\$11,167.20</b>
502.0000.17.542.65.49.010			9/30/2015	023203	PKFC 09/15 LKWD STATION SECURI	11,167.20	
<b>81069</b>	<b>10/15/2015</b>	<b>010933</b>		<b>POTTS, SAMUEL</b>			<b>\$200.00</b>
001.0000.02.512.51.49.009			10/11/2015	2015-25	MC 9/17 & 9/29/15 INTETRPRETER	200.00	
<b>81070</b>	<b>10/15/2015</b>	<b>010204</b>		<b>PROTECT YOUTH SPORTS,</b>			<b>\$9.00</b>
001.0000.09.518.10.41.001			10/1/2015	388341	HR 09/15 NATIONAL COMBO SEARCH	9.00	
<b>81071</b>	<b>10/15/2015</b>	<b>009152</b>		<b>PUBLIC FINANCE INC,</b>			<b>\$241.92</b>
001.0000.04.514.20.41.001			10/1/2015	0001867	FN 4TH QTR 2015 LID ADMIN SVCS	241.92	
<b>81072</b>	<b>10/15/2015</b>	<b>000445</b>		<b>PUGET SOUND ENERGY,</b>			<b>\$359.25</b>
001.0000.11.576.80.47.005			9/30/2015	200001526637 9/15	PK 8/28-9/29/15 9222 VETERANS	49.59	
001.0000.11.576.80.47.005			9/30/2015	200004973653 9/15	PK 8/28 - 9/29/15 WOODLAWN SVC	162.77	
101.0000.11.542.63.47.006			9/30/2015	200006381095 9/30/15	PKST 8/28-9/29/15 7819 150TH S	59.57	
001.0000.11.576.80.47.005			10/5/2015	300000000129 1005/15	PK 8/28-9/29/15 11500 MILITARY	87.32	
<b>81073</b>	<b>10/15/2015</b>	<b>004924</b>		<b>QUARLESS, BOB</b>			<b>\$800.00</b>
001.0000.11.571.22.41.001			10/12/2015	FARMER'S MARKET	PKRC 9/1/15 FARMER'S MKT ENTER	400.00	
001.0000.11.571.22.41.001			10/12/2015	FARMER'S MARKET	PKRC 9/15/15 FARMER'S MKT ENTE	400.00	
<b>81074</b>	<b>10/15/2015</b>	<b>005342</b>		<b>RAINIER LIGHTING &amp; ELECTRICAL,</b>			<b>\$720.73</b>
502.0000.17.518.35.31.001			9/24/2015	355317-1	PKFC LIGHT BULBS	240.68	
502.0000.17.518.35.31.001			9/24/2015	355390-1	PKFC LIGHT BULBS	236.30	
001.0000.11.576.80.31.001			9/22/2015	355084-1	PKFC ELECTRONIC BALLAST	39.38	
502.0000.17.518.35.31.001			9/22/2015	355098-1	PKFC BULBS, WIRE	73.09	
001.0000.11.576.81.31.001			7/31/2015	352498-1	PK AEROSOL SPRAY CANS	131.28	
<b>81075</b>	<b>10/15/2015</b>	<b>011108</b>		<b>REBUILDING HOPE! PIERCE COUNTY,</b>			<b>\$2,768.28</b>
001.0000.11.565.10.41.020			10/6/2015	3RD QTR, 2015	PKHS AG 2015-083 Q3, 2015 THER	2,768.28	
<b>81076</b>	<b>10/15/2015</b>	<b>010478</b>		<b>RICOH USA INC,</b>			<b>\$3,559.93</b>
503.0000.04.518.80.45.002			10/21/2015	95517903	IT PW 9/21-10/20/15 RENT COPIE	178.87	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
503.0000.04.518.80.45.002			10/26/2015	95550473	IT 9/26-10/25/15 PD COPIER REN	156.01	
503.0000.04.518.80.45.002			9/23/2015	95502408	IT 9/18-10/17/15 RENT COPIER M	195.27	
503.0000.04.518.80.45.002			9/18/2015	95490807	IT 9/15-10/14/15 COPIER RENTAL	1,294.74	
503.0000.04.518.80.45.002			9/18/2015	95490807	IT 9/15-10/14/15 COPIER RENTAL	257.10	
503.0000.04.518.80.45.002			9/18/2015	95490807	IT 9/15-10/14/15 COPIER RENTAL	350.01	
503.0000.04.518.80.45.002			9/18/2015	95490807	IT 9/15-10/14/15 COPIER RENTAL	911.49	
503.0000.04.518.80.45.002			9/18/2015	95490807	IT 9/15-10/14/15 COPIER RENTAL	216.44	
<b>81077</b>	<b>10/15/2015</b>	<b>011261</b>		<b>SHAW, MATT</b>			<b>\$352.89</b>
401.0000.00.237.26.00.000			10/14/2015	DEPOSIT REFUND	PK SECURITY DEPOSIT REFUND	352.89	
<b>81078</b>	<b>10/15/2015</b>	<b>010180</b>		<b>SIX ROBBLEES' INC,</b>			<b>\$98.93</b>
501.0000.51.548.79.48.005			9/16/2015	2-603171	FL JACK FOR SNOW PLOW ON NEW D	98.93	
<b>81079</b>	<b>10/15/2015</b>	<b>010457</b>		<b>SMITH, STAFFORD L</b>			<b>\$343.75</b>
001.0000.07.558.60.41.001			10/5/2015	10/05/15	CDPL 9/25-10/1/15 HEARING EXAM	343.75	
<b>81080</b>	<b>10/15/2015</b>	<b>009943</b>		<b>SPECIAL ASPHALT PRODUCTS INC,</b>			<b>\$16,126.33</b>
101.0000.11.542.70.31.030			9/8/2015	INVC0698	PKST CIMLINE 230 MAGMA MELTER	5,087.10	
302.0003.21.595.30.31.001			9/1/2015	INVC069791	PWCP ASPHALT	10,000.00	
101.0000.11.542.30.31.030			9/1/2015	INVC069791	PKST ASPHALT	1,039.23	
<b>81081</b>	<b>10/15/2015</b>	<b>010954</b>		<b>SPECTRA LABORATORIES LLC,</b>			<b>\$30.00</b>
401.0000.41.531.10.41.001			9/30/2015	103059	PWSW 9/25-9/28/15 WATER SAMPLI	30.00	
<b>81082</b>	<b>10/15/2015</b>	<b>008075</b>		<b>TACOMA ELECTRIC SUPPLY INC,</b>			<b>\$4,923.00</b>
302.0002.21.595.63.35.016			10/1/2015	2731692-00	PWCP NEW LED ST LTS WOOD POLE	4,500.00	
302.0002.21.595.63.35.016			10/1/2015	2731692-00	Sales Tax	423.00	
<b>81083</b>	<b>10/15/2015</b>	<b>011101</b>		<b>TECHNICAL SURVEILLANCE SCIENCE,</b>			<b>\$1,795.00</b>
180.0000.15.521.21.49.003			3/31/2015	V6/02/15 REGI.	PD 6/7-6/19/15 INVEST. COURSE	1,795.00	
<b>81084</b>	<b>10/15/2015</b>	<b>010640</b>		<b>TLO LLC,</b>			<b>\$26.50</b>
001.0000.15.521.21.41.001			10/1/2015	212084 9/15	PD SEPT, 2015 PERSON SEARCHES	26.50	
<b>81085</b>	<b>10/15/2015</b>	<b>011249</b>		<b>TOTAL PROPERTY MANAGEMENT,</b>			<b>\$1,000.00</b>
190.0000.52.559.32.41.120			9/23/2015	09/23/15 GREEN FIRS	CDBG MILLER-CRITTENDON EMERG A	1,000.00	
<b>81086</b>	<b>10/15/2015</b>	<b>005831</b>		<b>TOWN OF STEILACOOM,</b>			<b>\$6,216.89</b>

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001.0000.02.229.10.00.002			10/8/2015	SEPT, 2015 REMIT	MC SEPTEMBER, 2015 COURT REMIT	6,216.89	
<b>81087</b>	<b>10/15/2015</b>	<b>004621</b>		<b>TPCSC,</b>			<b>\$3,108.64</b>
104.0016.01.557.30.41.001			9/30/2015	381	HM AG 2015-006 LODGING TAX GRA	3,108.64	
<b>81088</b>	<b>10/15/2015</b>	<b>002509</b>		<b>VERIZON WIRELESS,</b>			<b>\$4,355.40</b>
503.0000.04.518.80.42.001			9/16/2015	9752399103	IT/CD 8/17-9/16/15 PHONE SVC	58.66	
503.0000.04.518.80.42.001			9/16/2015	9752399103	IT/CD 8/17-9/16/15 PHONE SVC	299.52	
503.0000.04.518.80.42.001			9/16/2015	9752399103	IT/PW 8/17-9/16/15 PHONE SVC	37.79	
503.0000.04.518.80.42.001			9/16/2015	9752399103	IT/CM 8/17-9/16/15 PHONE SVC	127.32	
503.0000.04.518.80.42.001			9/16/2015	9752399103	IT/CM 8/17-9/16/15 PHONE SVC	58.66	
503.0000.04.518.80.42.001			9/16/2015	9752399103	IT/FN 8/17-9/16/15 PHONE SVC	37.79	
503.0000.04.518.80.42.001			9/16/2015	9752399103	IT 8/17-9/16/15 PHONE SVC	175.11	
503.0000.04.518.80.42.001			9/16/2015	9752399103	IT/LG 8/17-9/16/15 PHONE SVC	151.16	
503.0000.04.518.80.42.001			9/16/2015	9752399103	IT/LG 8/17-9/16/15 PHONE SVC	37.79	
503.0000.04.518.80.42.001			9/16/2015	9752399103	IT/ED 8/17-9/16/15 PHONE SVC	68.66	
503.0000.04.518.80.42.001			9/16/2015	9752399103	IT/HR 8/17-9/16/15 PHONE SVC	37.79	
503.0000.04.518.80.35.001			9/16/2015	9752399103	IT/CD LARKIN IPAD	361.01	
503.0000.04.518.80.42.001			9/16/2015	9752399104	IT/PW 8/17-9/16/15 PHONE SVC	115.42	
503.0000.04.518.80.42.001			9/16/2015	9752399104	IT/PW 8/17-9/16/15 PHONE SVC	559.10	
503.0000.04.518.80.42.001			9/16/2015	9752399104	IT/PKST 8/17-9/16/15 PHONE SVC	259.31	
503.0000.04.518.80.42.001			9/16/2015	9752399104	IT/PK 8/17-9/16/15 PHONE SVC	212.46	
503.0000.04.518.80.42.001			9/16/2015	9752399104	IT/PK 8/17-9/16/15 PHONE SVC	37.79	
503.0000.04.518.80.42.001			9/16/2015	9752399105	IT 8/17-9/16/15 PK SVCS	666.22	
503.0000.04.518.80.42.001			9/16/2015	9752399106	IT/CM 8/17-9/16/15 PHONE SVC	54.93	
503.0000.04.518.80.42.001			9/16/2015	9752399106	IT/CM 8/17-9/16/15 PHONE SVC	32.46	
503.0000.04.518.80.42.001			9/16/2015	9752399106	IT 8/17-9/16/15 PHONE SVC	239.70	
503.0000.04.518.80.42.001			9/16/2015	9752399106	IT/LG 8/17-9/16/15 PHONE SVC	77.39	
503.0000.04.518.80.42.001			9/16/2015	9752399106	IT/CC 8/17-9/16/15 PHONE SVC	157.24	
503.0000.04.518.80.42.001			9/16/2015	9752399107	IT CD 8/17-9/16/15 PHONE SVC P	234.48	
503.0000.04.518.80.42.001			9/16/2015	9752429302	IT: CD 8/17-9/16/15 PHONE SVC	219.85	
503.0000.04.518.80.42.001			9/16/2015	9752429302	IT: CD 8/17-9/16/15 PHONE SVC	37.79	
<b>81089</b>	<b>10/15/2015</b>	<b>011136</b>		<b>VISA - 7750,</b>			<b>\$12.20</b>
001.0000.99.518.40.42.002			9/27/2015	7750/ALLEN 9/15	PD 9/15/15 TOX LAB MAILING	12.20	
<b>81090</b>	<b>10/15/2015</b>	<b>011138</b>		<b>VISA - 7776,</b>			<b>\$52.50</b>
001.0000.11.576.80.31.001			9/27/2015	7776/ANDERSON 9/15	PK TOWING LIGHTS	52.50	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>81091</b>	<b>10/15/2015</b>	<b>011140</b>		<b>VISA - 7800,</b>			<b>\$253.43</b>
101.0000.11.542.30.31.001			9/27/2015	7800/CUMMIN 09/27/15	PKST BARRELL PUMP	43.79	
101.0000.11.542.30.31.001			9/27/2015	7800/CUMMIN 09/27/15	PKST SHOP RAGS	79.48	
501.0000.51.548.79.32.001			9/27/2015	7800/CUMMIN 09/27/15	FL TANK REFILL FOR 2121951	21.03	
101.0000.11.542.30.31.001			9/27/2015	7800/CUMMIN 09/27/15	PKST SPRAY NOZZLE	21.07	
501.0000.51.548.79.31.006			9/27/2015	7800/CUMMIN 09/27/15	PKST OIL, TRANSMISSION FLUID,	24.65	
501.0000.51.548.79.31.006			9/27/2015	7800/CUMMIN 09/27/15	PKST HOSE, NYLON SLEEVE 413080	63.41	
<b>81092</b>	<b>10/15/2015</b>	<b>011144</b>		<b>VISA - 7818,</b>			<b>\$661.05</b>
401.0002.41.595.40.31.001			9/27/2015	7818/DAVIS 09/27/15	PWSW SAND BAGS "CLOVER CREEK"	164.10	
401.0002.41.595.40.31.001			9/27/2015	7818/DAVIS 09/27/15	PWSW WOOD SCREWS "CLOVER CREEK"	10.25	
401.0002.41.595.40.31.001			9/27/2015	7818/DAVIS 09/27/15	PWSW POND LINER	345.92	
401.0002.41.595.40.31.001			9/27/2015	7818/DAVIS 09/27/15	PWSW FUEL CANS "CLOVER CREEK"	65.57	
401.0002.41.595.40.31.001			9/27/2015	7818/DAVIS 09/27/15	PWSW BATTERY PARTS 5 YD DUMP T	7.10	
401.0002.41.595.40.31.001			9/27/2015	7818/DAVIS 09/27/15	PWSW BATTERY PARTS 5 YD DUMP T	3.17	
401.0002.41.595.40.31.001			9/27/2015	7818/DAVIS 09/27/15	PWSW BATTERY PARTS 5 YD DUMP T	4.37	
401.0002.41.595.40.31.001			9/27/2015	7818/DAVIS 09/27/15	PWSW BATTERY PARTS 5 YD DUMP T	24.04	
401.0002.41.595.40.31.001			9/27/2015	7818/DAVIS 09/27/15	PWSW BRIDGE TOLL TO P/U TOOLS	6.00	
302.0010.21.595.13.31.001			9/27/2015	7818/DAVIS 09/27/15	PWCP SAFETY GEAR	30.53	
<b>81093</b>	<b>10/15/2015</b>	<b>011146</b>		<b>VISA - 7834,</b>			<b>\$91.59</b>
502.0000.17.518.35.31.001			9/27/2015	7834/FERM 09/27/15	PKFC BATTERIES	74.05	
502.0000.17.518.35.31.001			9/27/2015	7834/FERM 09/27/15	PKFC TOOL FOR GENIE LIFT	10.93	
502.0000.17.518.35.31.001			9/27/2015	7834/FERM 09/27/15	PKFC LIGHT BULB	6.61	
<b>81094</b>	<b>10/15/2015</b>	<b>011147</b>		<b>VISA - 7842,</b>			<b>\$1,357.57</b>
001.0000.11.576.80.31.001			9/27/2015	7842/DENNIS H 9/15	PKRC SUPPLIES	29.52	
001.0000.01.511.60.31.005			9/27/2015	7842/DENNIS H 9/15	PKRC YOUTH COUNCIL MTG. MEAL	88.27	
001.0000.01.511.60.31.005			9/27/2015	7842/DENNIS H 9/15	PKRC YOUTH COUNCIL MEETING MEA	9.84	
001.0000.11.571.20.31.001			9/27/2015	7842/DENNIS H 9/15	PKRC SUPPLIES	30.16	
001.0000.11.571.20.31.001			9/27/2015	7842/DENNIS H 9/15	PKRC AFTER SCHOOL PRGM SUPPLIE	229.50	
001.0000.01.511.60.49.003			9/27/2015	7842/DENNIS H 9/15	PKRC WORLD VISION TRNG 9/28-9/	500.00	
001.0000.01.511.60.31.005			9/27/2015	7842/DENNIS H 9/15	PKRC LITERATURE	45.98	
001.0000.11.571.20.31.001			9/27/2015	7842/DENNIS H 9/15	PKRC SUPPLIES	24.05	
001.0000.11.571.20.31.001			9/27/2015	7842/DENNIS H 9/15	PKRC CUBICAL HANGERS	11.70	
001.0000.11.571.20.31.001			9/27/2015	7842/DENNIS H 9/15	PKRC POSTER FRAMES	75.45	
001.0000.11.571.20.31.001			9/27/2015	7842/DENNIS H 9/15	PKRC CUBICAL HANGERS	21.75	
001.0000.11.571.20.31.001			9/27/2015	7842/DENNIS H 9/15	PKRC POSTER FRAMES	191.35	
001.0000.11.571.10.49.003			9/27/2015	7842/DENNIS H 9/15	PKRC CONSORTIUM TRNG. 10/6/15	100.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
<b>81095</b>	<b>10/15/2015</b>	<b>011150</b>		<b>VISA - 7883,</b>			<b>\$969.86</b>
001.0000.15.521.10.31.001			9/27/2015	7883/B. JOHNSON 9/15	PD FLASH DRIVE	9.84	
001.0000.15.521.10.31.001			9/27/2015	7883/B. JOHNSON 9/15	PD LED LIGHTS	34.95	
001.0000.15.521.10.31.001			9/27/2015	7883/B. JOHNSON 9/15	PD LED LIGHTS	34.14	
001.0000.15.521.10.31.001			9/27/2015	7883/B. JOHNSON 9/15	PD MARKING FLAGS	47.98	
001.0000.15.521.10.31.001			9/27/2015	7883/B. JOHNSON 9/15	PD CRIME SCENE MARKERS	176.13	
001.0000.15.521.10.31.001			9/27/2015	7883/B. JOHNSON 9/15	PD BIO-TEST KITS	666.82	
<b>81096</b>	<b>10/15/2015</b>	<b>011152</b>		<b>VISA - 7909,</b>			<b>\$118.60</b>
101.0000.11.542.63.51.001			10/6/2015	7909/LOGAN 09/27/15	PKST ELECTRICAL PERMIT 7000 15	118.60	
<b>81097</b>	<b>10/15/2015</b>	<b>011153</b>		<b>VISA - 7917,</b>			<b>\$533.16</b>
001.0000.15.521.22.31.008			9/27/2015	7917/MEEKS 9/15	PD TRAFFIC SAFETY VESTS	196.88	
001.0000.15.521.22.31.008			9/27/2015	7917/MEEKS 9/15	PD TRAFFIC SAFETY VESTS	78.73	
001.0000.15.521.22.41.001			9/27/2015	7917/MEEKS 9/15	PD IMPRINT ON SAFETY VESTS	108.00	
001.0000.15.521.22.31.008			9/27/2015	7917/MEEKS 9/15	PD BUCKLES	35.95	
001.0000.15.521.22.31.008			9/27/2015	7917/MEEKS 9/15	PD HOLSTERS	113.60	
<b>81098</b>	<b>10/15/2015</b>	<b>011155</b>		<b>VISA - 7933,</b>			<b>\$74.35</b>
001.0000.99.518.40.42.001			9/27/2015	7933/NICHOLS 9/15	PD NRA COURSE, JORDAN, 9/13-9/	58.02	
001.0000.15.521.10.31.005			9/27/2015	7933/NICHOLS 9/15	PD PSAC MEETING SUPPLIES	16.33	
<b>81099</b>	<b>10/15/2015</b>	<b>011158</b>		<b>VISA - 7966,</b>			<b>\$4,817.44</b>
001.0000.15.554.30.31.001			9/27/2015	7966/PITTS 9/15	PD GARBAGE CANS	30.62	
001.0000.15.521.40.43.002			9/27/2015	7966/PITTS 9/15	PD NRA INST. CLASS 9/13-9/18/1	59.35	
001.0000.15.521.40.43.001			9/27/2015	7966/PITTS 9/15	PD NRA INST. CLASS 9/13-9/18/1	470.20	
001.0000.15.521.40.43.006			9/27/2015	7966/PITTS 9/15	PD NRA INST. CLASS 9/13-9/18/1	219.42	
001.0000.15.521.40.43.002			9/27/2015	7966/PITTS 9/15	PD NRA INST. CLASS 9/13-9/18/1	237.40	
001.0000.15.521.40.49.003			9/27/2015	7966/PITTS 9/15	PD NRA INST. CLASS 9/13-9/18/1	595.00	
180.0000.15.521.21.49.003			9/27/2015	7966/PITTS 9/15	PD ONLINE INVEST. 9/14-9/15/15	790.00	
001.0000.15.521.40.49.003			9/27/2015	7966/PITTS 9/15	PD MARINE LAW CONF. 9/22-9/25/	390.00	
180.0000.15.521.21.35.010			9/27/2015	7966/PITTS 9/15	PD SPEC. OPS PHONE	1,295.00	
001.0000.15.521.40.43.002			9/27/2015	7966/PITTS 9/15	PD EVOC TRNG. 9/18-9/19/15 BUT	91.30	
001.0000.15.521.40.43.002			9/27/2015	7966/PITTS 9/15	PD EVOC TRNG. 9/18-9/19/15 SAN	91.30	
180.0000.15.521.21.31.008			9/27/2015	7966/PITTS 9/15	PD FLAME RESISTANT SAFETY GEAR	547.85	
<b>81100</b>	<b>10/15/2015</b>	<b>011159</b>		<b>VISA - 7974,</b>			<b>\$10.54</b>
001.0000.11.569.50.31.001			9/27/2015	7974/SCHEID 9/15	PKSR GROUP MEETING SUPPLIES	3.99	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.11.569.50.31.001			9/27/2015	7974/SCHEID 9/15	PKSR USB	6.55	
<b>81101</b>	<b>10/15/2015</b>	<b>011160</b>		<b>VISA - 7982,</b>			<b>\$1,893.99</b>
001.0000.01.511.60.49.003			9/27/2015	7982/SCHUMA 09/27/15	CC ANDERSON: 9/3/15 CHAMBER ME	25.00	
001.0000.01.511.60.49.003			9/27/2015	7982/SCHUMA 09/27/15	CC WHALEN: 9/3/15 CHAMBER MEET	25.00	
001.0000.06.515.31.41.001			9/27/2015	7982/SCHUMA 09/27/15	LG RFP POSTING - CONTRACT PROS	225.00	
001.0000.06.515.30.49.003			9/27/2015	7982/SCHUMA 09/27/15	LG BAR CONF/COX 9/18-9/20/15 T	335.00	
001.0000.01.511.60.49.003			9/27/2015	7982/SCHUMA 09/27/15	CC MOSS: 9/18/15 MCCHORD AFA C	55.00	
001.0000.01.511.60.31.005			9/27/2015	7982/SCHUMA 09/27/15	CC FOOD FOR 9/12/15 COUNCIL RE	37.03	
001.0000.06.515.31.31.001			9/27/2015	7982/SCHUMA 09/27/15	LG "LEARN, WORK, LEAD" DESK BO	18.16	
001.0000.06.515.30.49.003			9/27/2015	7982/SCHUMA 09/27/15	LG ICMA CONF LUNCHEON/WACHTER	40.00	
001.0000.06.515.30.51.001			9/27/2015	7982/SCHUMA 09/27/15	LG CASE FILING FEE fee 14-2-15	6.00	
001.0000.06.515.30.49.003			9/27/2015	7982/SCHUMA 09/27/15	LG WACHTER: WAPELRA CONF 9/23-	160.00	
001.0000.03.557.20.49.004			9/27/2015	7982/SCHUMA 09/27/15	CM SOCIAL MEDIA ARCHIVING SUBS	6.99	
001.0000.06.515.30.49.003			9/27/2015	7982/SCHUMA 09/27/15	LG COX: 9/16/15 DV AWARENESS C	50.00	
001.0000.06.515.30.49.003			9/27/2015	7982/SCHUMA 09/27/15	LG ALLISON: 9/16/15 DV AWARENE	50.00	
001.0000.03.513.10.49.003			9/27/2015	7982/SCHUMA 09/27/15	CM LINCOLN 10/6/15 THE FUTURE	50.00	
001.0000.03.513.10.49.003			9/27/2015	7982/SCHUMA 09/27/15	CM LUCAS 10/6/15 THE FUTURE OF	50.00	
001.0000.03.513.10.49.003			9/27/2015	7982/SCHUMA 09/27/15	CM ORTEGA 10/6/15 THE FUTURE O	50.00	
001.0000.03.557.20.49.004			9/27/2015	7982/SCHUMA 09/27/15	CM SOCIAL MEDIA ARCHIVING SUBS	16.99	
001.0000.06.515.30.43.002			9/27/2015	7982/SCHUMA 09/27/15	LG TPCBA CONF HOTEL/COX 9/18-/	255.69	
001.0000.03.513.10.49.004			9/27/2015	7982/SCHUMA 09/27/15	CM PS ECON FORECASTER NEWSLETT	432.13	
001.0000.06.515.30.51.001			9/27/2015	7982/SCHUMA 09/27/15	LG CASE FILING FEE 14-2-15205-	6.00	
<b>81102</b>	<b>10/15/2015</b>	<b>011162</b>		<b>VISA - 8006,</b>			<b>\$213.95</b>
501.0000.51.521.10.32.001			9/27/2015	8006/UNFRED 9/15	PDFL 8/28/15 FUEL	44.00	
001.0000.15.521.40.49.003			9/27/2015	8006/UNFRED 9/15	PD UST OPERATOR TRNG. UNFRED,	169.95	
<b>81103</b>	<b>10/15/2015</b>	<b>011163</b>		<b>VISA - 8014,</b>			<b>\$188.75</b>
502.0000.17.518.35.31.008			9/27/2015	8014/WILLIAMS 9/15	PK SHIRTS FOR STAFF	132.77	
001.0000.11.576.80.31.001			9/27/2015	8014/WILLIAMS 9/15	PK LIGHT STAKE HOLDERS	55.98	
<b>81104</b>	<b>10/15/2015</b>	<b>011165</b>		<b>VISA - 8030,</b>			<b>\$878.50</b>
192.0000.00.558.60.31.005			9/27/2015	8030/FIN 1 09/27/15	SSMP STEERING COMMITTEE RETREA	678.50	
503.0000.04.518.80.41.001			9/27/2015	8030/FIN 1 09/27/15	IT MONTHLY MAIL CHIMP	50.00	
101.0000.21.544.20.49.003			9/27/2015	8030/FIN 1 09/27/15	PWST INNOVATIONS & PARTNERSHIP	150.00	
<b>81105</b>	<b>10/15/2015</b>	<b>011166</b>		<b>VISA - 8048,</b>			<b>\$191.10</b>
302.0003.21.595.11.31.001			9/27/2015	8048/FIN 2 09/27/15	PWCP STAMPS: TRAFFIC CONT. SUR	171.50	

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302.0012.21.595.12.31.001			9/27/2015	8048/FIN 2 09/27/15	PWCP RETURN STAMPS: RIGHT OF E	19.60	
<b>81106</b>	<b>10/15/2015</b>	<b>011167</b>		<b>VISA - 8055,</b>			<b>\$1,782.27</b>
401.0000.41.531.10.49.001			9/27/2015	8055/FIN 3 09/27/15	PWSW 10/1/15-3/31/16 TOASTMAST	108.00	
101.0000.21.544.20.49.001			9/27/2015	8055/FIN 3 09/27/15	PWST 10/1/15-3/31/16 TOASTMAST	144.00	
001.0000.07.558.50.49.001			9/27/2015	8055/FIN 3 09/27/15	CD 10/1/15-3/31/16 TOASTMASTER	36.00	
001.0000.07.558.50.49.001			9/27/2015	8055/FIN 3 09/27/15	CD 09/01-09/30/15 SANCHEZ TOAS	26.00	
192.0000.00.558.60.31.001			9/27/2015	8055/FIN 3 09/27/15	SSMP 300 FLASH DRIVES	1,057.00	
192.0000.00.558.60.31.001			9/27/2015	8055/FIN 3 09/27/15	SSMP G BRACKETT RECOGNITION AW	191.27	
001.0000.07.558.50.49.001			9/27/2015	8055/FIN 3 09/27/15	CD SANCHEZ WSAPT MEMBERSHIP DU	35.00	
001.0000.07.558.50.49.001			9/27/2015	8055/FIN 3 09/27/15	CD MURPHY WSAPT MEMBERSHIP DUE	35.00	
001.0000.07.558.50.49.003			9/27/2015	8055/FIN 3 09/27/15	CD WSAPT CONF/SANCHEZ 10/11-10	150.00	
<b>81107</b>	<b>10/15/2015</b>	<b>011168</b>		<b>VISA - 8063,</b>			<b>\$213.42</b>
401.0002.41.595.40.31.001			9/27/2015	8063/FIN 4 09/27/15	PWSW SANDBAGS: CLVR CRK FISH L	82.05	
001.0000.09.518.10.43.002			9/27/2015	8063/FIN 4 09/27/15	HR CIVIL SVC CONF HOTEL/PANDRE	116.54	
503.0000.04.518.80.31.001			9/27/2015	8063/FIN 4 09/27/15	IT AUDIO CABLE FOR COUNCIL CHA	2.57	
503.0000.04.518.80.31.001			9/27/2015	8063/FIN 4 09/27/15	IT AUDIO ADAPTER FOR COUNCIL C	12.26	
<b>81108</b>	<b>10/15/2015</b>	<b>011170</b>		<b>VISA - 8089,</b>			<b>\$659.66</b>
001.0000.04.514.20.49.003			9/27/2015	8089/FIN 6 09/27/15	FN WFOA CONF/LOWELL 9/15-9/18/	425.00	
001.0000.04.514.20.49.003			9/27/2015	8089/FIN 6 09/27/15	FN WFOA CONF/KRAUS 9/15-9/18/1	425.00	
503.0000.04.518.80.35.001				8089/FIN 6 09/27/15	IT RETURN MST HUB MINI DPT TO	-190.34	
<b>81109</b>	<b>10/15/2015</b>	<b>011171</b>		<b>VISA - 8097,</b>			<b>\$3,851.77</b>
001.0000.15.521.23.31.008			9/27/2015	8097/PD1 9/15	PD FIRE RESISTANT CLOTHING	471.46	
001.0000.15.521.10.31.001			9/27/2015	8097/PD1 9/15	PD RANGE TARGETS	180.49	
001.0000.15.521.26.35.010			9/27/2015	8097/PD1 9/15	PD GARMIN GPS RHINO'S	1,445.36	
001.0000.15.521.70.31.008			9/27/2015	8097/PD1 9/15	PD MOTO MITTS	301.26	
001.0000.15.521.21.31.090			9/27/2015	8097/PD1 9/15	PD STEP LADDER	339.11	
001.0000.15.521.32.43.002			9/27/2015	8097/PD1 9/15	PD WACE CONF. 9/15-9/18/15 MAT	317.49	
001.0000.15.554.30.31.090			9/27/2015	8097/PD1 9/15	PD KETCH-ALL POLE	182.10	
001.0000.15.521.26.31.008			9/27/2015	8097/PD1 9/15	PD MOODY UNIFORM GEAR	333.10	
001.0000.15.521.10.31.001			9/27/2015	8097/PD1 9/15	PD RANGE SUPPLIES	281.40	
<b>81110</b>	<b>10/15/2015</b>	<b>011172</b>		<b>VISA - 8105,</b>			<b>\$361.39</b>
001.0000.15.521.40.49.005			9/27/2015	8105/PD2 9/15	PD PRINTING MAP BOOKS SVCS	84.15	
001.0000.15.521.40.43.006			9/27/2015	8105/PD2 9/15	PD NRA COURSE JORDAN, 9/13-9/1	152.45	
001.0000.15.521.40.43.006			9/27/2015	8105/PD2 9/15	PD NRA COURSE JORDAN, 9/13-9/1	24.79	

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001.0000.15.521.40.43.006			9/27/2015	8105/PD2 9/15	PD NRA COURSE JORDAN, 9/13-9/1	50.00	
001.0000.15.521.40.43.006			9/27/2015	8105/PD2 9/15	PD NRA COURSE JORDAN, 9/13-9/1	50.00	
<b>81111</b>	<b>10/15/2015</b>	<b>011173</b>		<b>VISA - 8113,</b>			<b>\$547.85</b>
503.0000.04.518.80.42.001			9/27/2015	8113/PD3 9/15	IT 9/15 PD PAGING SVCS	41.55	
001.0000.15.521.40.43.002			9/27/2015	8113/PD3 9/15	PD GRNT WRITNG, NICHOLS 11/10-	159.10	
001.0000.15.521.40.43.001			9/27/2015	8113/PD3 9/15	PD GRNT WRITNG, NICHOLS 11/10-	179.20	
001.0000.09.518.10.31.009			9/27/2015	8113/PD3 9/15	PD WELLNESS WALK T-SHIRTS	168.00	
<b>81112</b>	<b>10/15/2015</b>	<b>011174</b>		<b>VISA - 8121,</b>			<b>\$317.71</b>
501.0000.51.521.10.48.005			9/27/2015	8121/PD4 9/15	PDFL GAS CAP	15.31	
001.0000.15.521.40.43.002			9/27/2015	8121/PD4 9/15	PD CIT CONF. 9/13-9/16/15 LOFL	302.40	
<b>81113</b>	<b>10/15/2015</b>	<b>011175</b>		<b>VISA - 8139,</b>			<b>\$137.35</b>
101.0000.11.542.30.31.001			9/27/2015	8139/PWOM 09/27/15	PKST GRABBERS	137.35	
<b>81114</b>	<b>10/15/2015</b>	<b>011177</b>		<b>VISA - 8550,</b>			<b>\$213.48</b>
001.0000.13.558.70.31.001			10/7/2015	8550/NEWTON 09/27/15	ED DROPBOX ONLINE STORAGE	9.99	
001.0000.13.558.70.49.004			10/7/2015	8550/NEWTON 09/27/15	ED REAL ESTATE DATA/OUTPUT FIL	33.00	
001.0000.13.558.70.31.005			10/7/2015	8550/NEWTON 09/27/15	ED FOOD 9/16/15 LTAC ADVISORY	170.49	
<b>81115</b>	<b>10/15/2015</b>	<b>000595</b>		<b>WASHINGTON ASSOC OF SHERIFF'S,</b>			<b>\$715.48</b>
001.0000.02.523.30.41.001			8/31/2015	EM2015-00403	MC AUG, 2015 HOME MONITORING S	715.48	
<b>81116</b>	<b>10/15/2015</b>	<b>006002</b>		<b>WASHINGTON STATE CRIMINAL,</b>			<b>\$3,313.00</b>
001.0000.15.521.40.49.006			9/14/2014	20115692	PD 9/1/15-1/12/15 VEENKER ACAD	3,063.00	
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001.0000.15.521.40.49.003			10/2/2015	20115791	PD CIT CONF. 9/14-9/16/15 LOFL	100.00	
001.0000.15.521.40.49.003			9/30/2015	20115634	PD CIT CONF. 9/14-9/16/15 ROCC	100.00	
<b>81117</b>	<b>10/15/2015</b>	<b>000598</b>		<b>WATER MANAGEMENT LABORATORIES,</b>			<b>\$1,475.00</b>
401.0000.41.531.10.41.001			9/29/2015	144168	PWSW 9/22/15 WATER SAMPLING	315.00	
401.0000.41.531.10.41.001			9/25/2015	143970	PWSW 9/14/15 WATER SAMPLING	845.00	
401.0000.41.531.10.41.001			9/26/2015	144015	PWSW 9/15/15 WATER SAMPLING	315.00	
<b>81118</b>	<b>10/15/2015</b>	<b>010995</b>		<b>WHITWORTH PEST SOLUTIONS,</b>			<b>\$191.45</b>
401.0000.41.531.10.41.001			9/21/2015	282234	PWSW APPLY LARVICIDE	191.45	

# of Checks Issued 310

Total \$ 1,571,733.22

## Less Void Checks:

79040 Technical Surveillance Science \$1,795.00

80407 Samuel Ciuga \$150.00

80900 Jennings Equipment \$642.62

Adjusted Total after Voic Checks \$1,569,145.60

062



**COMMUNITY SERVICES ADVISORY BOARD  
Advisory Board Meeting and Public Hearing Minutes  
THURSDAY – October 8, 2015  
Lakewood City Hall Council Chambers  
6000 Main Street SW, Lakewood, WA**

**CALL TO ORDER**

Chair Edith Owen Wallace called the meeting to order at 6:04 p.m.

**ATTENDANCE**

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

Board Members Excused: Kathleen Lind, Paul Calta and Ric Torgerson

Council Liaison Present: Councilmember Marie Barth

Youth Council Present: Claudia Penney

City Staff Present: Jeff Gumm, Martha Larkin and Karmel Shields

**APPROVAL OF MINUTES – September 23, 2015** MUMBI NGARI-TURNER MOVED TO APPROVE THE SEPTEMBER 23, 2015 COMMUNITY SERVICES ADVISORY BOARD MEETING MINUTES AS WRITTEN. THE MOTION WAS SECONDED BY SHARON TAYLOR. A VOICE VOTE WAS TAKEN AND THE MOTION CARRIED UNANIMOUSLY.

**ADJOURNMENT OF REGULAR BOARD MEETING**

There being no further business, the meeting adjourned at 6:06 p.m.

**CALL TO ORDER OF PUBLIC HEARING**

Chair Edith Owen Wallace called the public hearing to order at 6:06 p.m.

**INTRODUCTIONS**

All members of the Community Services Advisory Board introduced themselves.

Ms. Wallace, Chair of the Community Services Advisory Board (CSAB), explained the need for citizen input in developing funding strategies for the FY 2016 Annual Action Plan and 2016-17 Human Services funding. She noted that each year the U. S. Department of Housing and Urban Development requires the City of Lakewood to prepare a One Year Action Plan to receive federal funding addressing housing, community and economic development, and human service's needs. She stated that citizen input will be used by the Lakewood City Council in drafting funding strategies for allocating CDBG and HOME funding that is to be used to benefit low and moderate income citizens of Lakewood. Additionally, input will be used as the CSAB and Council move forward with the development of 2016-17 Human Services funding strategies.

**PUBLIC COMMENTS**

Ms. Rosemary Kaiser – Vice President, Board of Directors – Tillicum Community Center

Ms. Kaiser discussed the services the Center provides to the residents of the Tillicum and Woodbrook neighborhoods. She stated the Center is currently operating without an executive director and a staff of two employees; board members have stepped up assistance with the Center's daily operations to ensure there is no break in services provided. Ms. Kaiser discussed the Center's current operational schedule and the

various programs the Center is able to maintain: food and clothing bank; Sea Mar health clinic; Pierce County Library branch; and various holiday meal and gift programs. Funding for the Center is being provided mainly through private donations and local business support.

Ms. Janet Harper, Treasurer, Board of Directors – Tillicum Community Center

Ms. Harper discussed budgetary concerns for the Center and stated the Center was able to meet operational expenses for the most recent two months. She stated she had personally stepped up to support the Center financially and that she had the capacity to continue to support the Center moving forward.

Ms. Mary Brickle – Executive Assistant – Rebuilding Together South Sound

Ms. Brickle spoke about the importance of maintaining safe affordable housing for low income homeowners and the programs Rebuilding Together South Sound (RTSS) was able to offer. She said the programs RTSS offers were quite often the only assistance options for persons living in mobile homes and persons with little or no equity in their homes. Ms. Brickle stated that RTSS had served 72 low income Lakewood households life-to-date, with a total of 6 completed in 2015, 2 awaiting repairs, and another 3 households pending approval.

Ms. Diana Comfort – Executive Director of Child Care – YMCA

Ms. Comfort expressed appreciation for the support of CDBG funding they were allocated in 2014 for the Child Care Scholarship Program and urged the Board to continue its support through future funding of child care. She stated that the YMCA is able to offer fully-staffed before and after school daycare programs for children. Programs provide for tutoring and homework assistance, after school activities, playtime, and healthy meals and snacks.

Mr. Gomer Roseman – Director of Site Development & Construction – Tacoma-Pierce County Habitat for Humanity

Mr. Roseman discussed Habitat's construction progress in the Tillicum neighborhood. He said that Habitat has constructed 19 homes in Tillicum to date, has 1 home under construction, and is nearing breaking ground on 7 new single family homes at 8901 Commercial St. SW. Over the next two years, Habitat is scheduled to complete the full rehabilitation of 1 home and construction of 12 new homes in Tillicum. Mr. Roseman thanked the City for its support and partnership.

Ms. Amy Allison – Director of Community Mobilization – Associated Ministries, Paint Tacoma-Pierce Beautiful

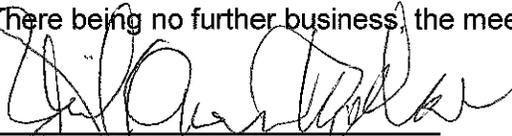
Ms. Allison stated that the Paint Tacoma-Pierce Beautiful program provides house painting services at no cost to low income households, including elderly and disabled households. The program brings together volunteer labor and donated materials to allow the program to offer services at no cost to all homeowners. She stressed the importance of maintaining safe and decent housing for homeowners who would otherwise be unable to afford such improvements. Ms. Allison recalled that funding for the program was not provided in 2015; she asked the Board to consider funding housing assistance programs in the coming year.

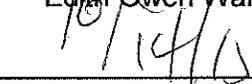
**OTHER**

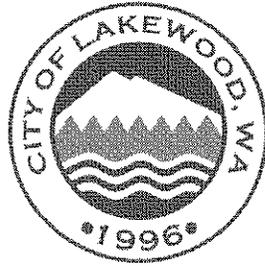
The next meeting of the CDBG Citizens Advisory Board is scheduled for Wednesday, October 14, 2015 at 5:30 p.m. – Conference Room 3A.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 6:35 p.m.

  
\_\_\_\_\_  
Edith Owen Wallace, Chair

  
\_\_\_\_\_  
Date



## **PUBLIC SAFETY ADVISORY COMMITTEE**

Regular Meeting Minutes  
Wednesday, August 5, 2015  
Lakewood Police Department  
9401 Lakewood Drive SW  
Lakewood, WA 98499

### CALL TO ORDER

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

### ROLL CALL

Public Safety Advisory Committee Members Present: Bryan Thomas, Joseph Boyle, Bob Saul, John Fuller, Charles Ames

Public Safety Advisory Committee Members Excused: Alan Hart and Michael Lacadie

Public Safety Advisory Committee Members Absent: Julio Perez-Tanahashi and Ken Witkoe

City Councilmember Present: Marie Barth

Fire Department Staff Present: No Fire Department personnel present

Lakewood Youth Council Present: Out for Summer

Staff Present: Interim Chief of Police Michael Zaro, Assistant City Attorney Kimberly Cox and Committee Staff Support, Joanna Nichols, Administrative Assistant.

### APPROVAL OF MINUTES

Joseph Boyle motioned to approve the July minutes. All ayes; minutes were approved.

### INTRODUCTION OF NEW MEMBERS

Bryan Thomas asked new committee members to introduce themselves.

## PUBLIC COMMENT

No one from the public present. Jordan Michaelson arrived later and asked about body cameras. Discussion ensued.

## CITY COUNCIL LIAISON COMMENTS

City Councilmember Marie Barth recapped National Night Out, stating that her biggest impression from the evening was that the citizens of Lakewood love their city.

City Councilmember Marie Barth discussed their Legislature wish list, listing examples such as the I-5 JBLM corridor 4<sup>th</sup> lane, the connector road for Gravelly Lake and Thorne Road, among many others, stating we had been lucky enough to be granted everything on the list, so those would be coming over the next several years. Discussion ensued.

City Councilmember Marie Barth discussed some of the new businesses that would be coming to Lakewood soon, some of which had already opened, such as the Habitat for Humanity Store. Discussion ensued.

## FIRE CHIEF COMMENTS

No Fire Department personnel present.

## UNFINISHED BUSINESS

Unfinished business was moved due to Assistant City Attorney Kimberly Cox needing to leave early to attend another meeting. Discussion ensued regarding the Shopping Carts issue. Kimberly Cox will resend the letter to Chief Zaro for his approval and then move forward in putting to City Council by sending it to Alice Bush. Joanna Nichols will resend letter to new members, as well.

Assistant City Attorney Kimberly Cox stated she is still working on the abandoned homes issue; she had finally spoken with someone from Auburn but had a few follow up calls to make still. Discussion ensued. City Councilmember Marie Barth suggested we invite Jeff Gumm from Community Development to come speak to the committee about abatements.

Bryan Thomas stated that the dunk tank at SummerFest last month had earned \$580 for the Lakewood Officers' Charity, which was more than last year. Based on this Bryan asked if everyone wanted to do it again next year. Discussion ensued.

## POLICE CHIEF COMMENTS

### **Handout-Crime and Incident Report (June 2015)**

Interim Police Chief Michael Zaro stated he had been out of state the last few weeks, attending the Senior Management Institute for Police training in Boston, Massachusetts. Discussion over that training ensued. Chief Zaro discussed case review and also stated that he has been looking into trying to track how often our officers are successful at de-escalating a situation/call to which they respond.

Interim Police Chief Michael Zaro informed the Committee that Investigator Jeff Martin had been selected as Pierce County Prosecuting Attorney's Officer of the Year.

Bryan Thomas asked about staffing and Interim Police Chief Michael Zaro stated that we are still hiring; we have two new entry-levels who graduated from the Academy last month and we are looking to hire at least one more entry-level before the list expires. Discussion ensued over targeted recruiting.

Bryan Thomas asked if there had been any news regarding the Chief selection. Interim Police Chief Michael Zaro stated that he was anticipating the process to begin in the next couple of weeks.

#### YOUTH COUNCIL COMMENTS

The Youth Council is off for the summer; no comments from them.

#### NEW BUSINESS

Bryan Thomas informed the new members that this is the time of the meeting where members are encouraged to bring any new issues to the committee that they'd like the committee to consider tackling and/or learning more about.

John Fuller mentioned a couple of safety issues he'd noticed such as the Lakes High School track team using the left side of the road on Military Road, where there was no sidewalk and a couple of intersections where he felt the stops signs were too far back. Discussion ensued.

Charles Ames asked about less lethal options for officers. Bryan Thomas stated that the committee had reviewed the Use of Force policy last year and they will again after the first of the year. Discussion ensued regarding oversight versus review.

Bryan Thomas reminded everyone that if they wanted to do a ride along, they needed to get their paperwork to Joanna Nichols and she would make it happen.

#### REPORTS FROM BOARD MEMBERS & STAFF

Bryan Thomas stated that he wanted everyone to take a look at the Community Outreach page of their packet and consider if they might be able to commit to attending one of those meetings every month. If they could, they just needed to let Joanna Nichols know and she'd update the list. Discussion ensued.

Robert Saul asked about inviting other committees to our meeting, or vice versa, to discuss issues with them that might cross into both committee areas, such as the remote control planes/drones being legal at Fort Steilacoom Park soon. Discussion ensued.

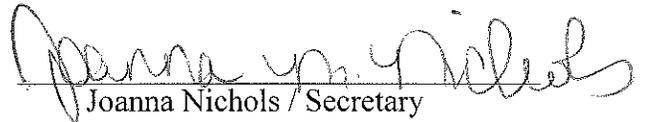
ADJOURNMENT

Robert Saul motioned to adjourn the meeting; all ayes. Meeting adjourned at 6:26 p.m.

Public Safety Advisory Committee

Attest:

  
Bryan Thomas, Chair

  
Joanna Nichols / Secretary



## **PUBLIC SAFETY ADVISORY COMMITTEE**

Regular Meeting Minutes  
Wednesday, September 2, 2015  
Lakewood Police Department  
9401 Lakewood Drive SW  
Lakewood, WA 98499

### CALL TO ORDER

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

### ROLL CALL

Public Safety Advisory Committee Members Present: Bryan Thomas, Joseph Boyle, Bob Saul, John Fuller, Charles Ames, Alan Hart, Michael Lacadie, Julio Perez-Tanahashi and Ken Witkoe

Public Safety Advisory Committee Members Excused: None

Public Safety Advisory Committee Members Absent: None

City Councilmember Present: Marie Barth

Fire Department Staff Present: Rachel Adler and Corbin Richman, Americorps member for West Pierce Fire and Rescue.

Lakewood Youth Council Present: Out for Summer

Staff Present: Interim Chief of Police Michael Zaro, Assistant City Attorney Kimberly Cox and Committee Staff Support, Joanna Nichols, Administrative Assistant.

### APPROVAL OF MINUTES

Joanna Nichols pointed out the correction she made to the minutes between sending them via email and the ones included in their packets. Bob Saul motioned to approve the August minutes with the correction. All ayes; minutes were approved.

## PUBLIC COMMENT

No one from the public present.

## UNFINISHED BUSINESS

### **Handout-Abatement List**

Guest Speakers: Assistant City Manager Dave Bugher and Community Development Program Manager Jeff Gumm.

Unfinished business was moved to allow our Guest Speakers, Assistant City Manager Dave Bugher and Community Development Program Manager Jeff Gumm to leave in time for their next meeting. Dave Bugher and Jeff Gumm gave PSAC members a summary of what abatements are, how the program worked in the City of Lakewood and where most of the current abatements are within the City. Discussion ensued. It was agreed that Jeff would send Joanna Nichols the Substitute Senate Bill 5694 information as well as the state representatives name, in regards to the Bill that had been defeated, which would have helped the City enforce abatements a little more aggressively, thereby ensuring quicker compliance.

Bryan Thomas asked if we could get someone from Code Enforcement to pick up where Assistant City Manager Dave Bugher and Community Development Program Manager Jeff Gumm had left off. Interim Chief Michael Zaro stated he would find someone for the next meeting.

## CITY COUNCIL LIAISON COMMENTS

City Councilmember Marie Barth discussed the recent windstorms and park closures, as well as replacing the lighting system, which the City was moving forward with now that the money for that had come through. It is a great thing as it will save the City a substantial amount of money.

Bob Saul asked about a timeline for the Steilacoom Barn. Councilmember Marie Barth stated she would ask for a more specific timeline from the Council and let PSAC know.

City Councilmember Marie Barth stated that she had run into a citizen who has been taking pictures of the shopping carts he sees around the city, every day; she asked him to bring the pictures to the meeting tonight. He was not there, so she stated she would contact him and ask him to bring the pictures in to Joanna Nichols.

## FIRE CHIEF COMMENTS

Rachel Adler stated that the West Pierce Fire and Rescue would be holding their annual 9/11 ceremony at Station 31 at 7:30 p.m. as well as attending the City Hall ceremonial lowering of the flag at 8:30 a.m.

### **Handout- CERT Training Announcement**

Rachel Adler stated their upcoming CERT class, in September/October was full and they were already planning for their next session in February.

Bob Saul asked if WPFR had any personnel over in Eastern Washington. Rachel Adler stated that Hallie McCurdy was still there, and several other staff members had been there, helping in the Emergency Operations Center (EOC) but none of their fire fighters were there on the front lines, so to speak.

### UNFINISHED BUSINESS

Unfinished business was moved due to Assistant City Attorney Kimberly Cox needing to leave early to attend another meeting. Discussion ensued regarding the Shopping Carts issue. Kimberly Cox will resend the letter to Chief Zaro for his approval and then move forward in putting to City Council by sending it to Alice Bush. Joanna Nichols will resend letter to new members, as well.

Assistant City Attorney Kimberly Cox stated she is still working on the abandoned homes issue; she had finally spoken with someone from Auburn but had a few follow up calls to make still. Discussion ensued. City Councilmember Marie Barth suggested we invite Jeff Gumm from Community Development to come speak to the committee about abatements.

Bryan Thomas stated that the dunk tank at SummerFest last month had earned \$580 for the Lakewood Officers' Charity, which was more than last year. Based on this Bryan asked if everyone wanted to do it again next year. Discussion ensued.

### POLICE CHIEF COMMENTS

Bryan Thomas asked about the Chief of Police position. Interim Police Chief Michael Zaro stated that the announcement had gone out the other day, internally, and the announcement closes on Tuesday, the 8<sup>th</sup>. Discussion ensued regarding the process.

### **Handout-Crime and Incident Report (July 2015)**

Interim Chief of Police discussed the Crime and Incident Report, explaining some of the numbers in greater detail, such as prostitution and larceny numbers. The Department had done an emphasis prior to the US Open, in an attempt to get the word out that Lakewood was really cracking down on that activity, in the hopes of deterring any extra activity that might have been thinking of coming into town during that time. As for the vehicle prowls, the officers were working those hard, and NPO's, etc. were talking to the Neighborhood Associations, reminding people NOT to leave valuables in their car, or at least not in plain view. Discussion ensued.

Alan Hart asked about a US Open report. Interim Chief of Police Michael Zaro stated he would get that out to them; Joanna Nichols will email it out.

YOUTH COUNCIL COMMENTS

The Youth Council is off for the summer; no comments from them.

NEW BUSINESS

Bryan Thomas asked again about the Neighborhood Association Meetings. After much discussion it was agreed that Charles Ames would report back on the Springbrook meetings and would attend tomorrow night's Tillicum meeting. Bob Saul will take over the Tillicum meetings starting October. Bob Saul will also take over the Lake City meetings, and Julio Perez-Tanahashi will attend the Lakeview meetings.

Joanna Nichols reminded everyone that next month would be elections, so bring your nominations and be ready to vote, with a reminder that everyone's attendance would, therefore, be greatly appreciated and needed.

REPORTS FROM BOARD MEMBERS & STAFF

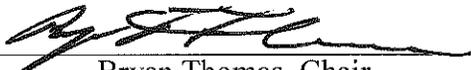
No new reports at this time.

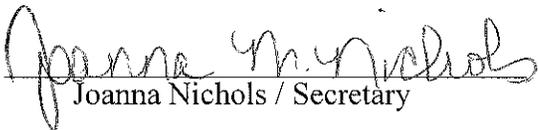
ADJOURNMENT

Alan Hart motioned to adjourn the meeting; all ayes. Meeting adjourned at 6:40 p.m.

Public Safety Advisory Committee

Attest:

  
Bryan Thomas, Chair

  
Joanna Nichols / Secretary



**PLANNING COMMISSION  
REGULAR MEETING  
WEDNESDAY October 7, 2015  
Council Chambers  
6000 Main Street SW  
Lakewood, WA 98499**

Chairman Mr. Don Daniels called the meeting to order at 6:30 p.m.

**Roll Call**

Planning Commission Members Present: Don Daniels, Chair; Robert Estrada, Paul Wagemann, Vice-Chair; Connie Coleman-Lacadie, James Guerrero and Christopher Webber

Planning Commission Members Excused: None

Planning Commission Members Absent: Robert Pourpasand

Staff Present: David Bugher, Assistant City Manager, Community & Economic Development; Dan Catron, Long Range Planning Manager; Frank Fiori, Planning Manager and Karen Devereaux, Recording Secretary

Council Liaison: Councilmember Paul Bocchi

**Acceptance of Agenda**

No changes were made to the agenda.

**Approval of Minutes**

Chairman, Mr. Don Daniels, opened the floor for discussion of the draft minutes of the meeting held September 23, 2015.

**Ms. Connie Coleman-Lacadie made the motion to approve the minutes as written. The second was made by Mr. James Guerrero. A unanimous voice vote carried the motion.**

**Public Comments**

None.

**Public Hearing**

None.

**Unfinished Business**

Closure of Written Comment Period for 2015 Comprehensive Plan Amendments-Motion

Mr. Dan Catron provided copies of written comments received from John Kohler and Melissa Tommervik in opposition of the proposed zoning changes to the Gravelly Lk Dr and Veterans Dr areas.

Mr. Dave Bugher interjected information pertaining to Council approving a Vision Statement that needs to be incorporated into the Comprehensive Plan text amendment. A copy was provided to each commissioner to review.

Mr. Don Daniels, Chair, closed the written public comments period on the proposed Comprehensive Plan Amendments hearing.

2015 Comprehensive Plan Amendments and Update Recommendations-Resolution

Mr. Don Daniels opened the floor for deliberations among commissioners on the four separate parts of the 2015 amendments. Staff outlined the process for approving the resolution without changes, and if changes were requested, what steps would be taken next.

Planning Commissioners discussed and deliberated on each amendment, ultimately agreeing to move forward with the staff recommendations on each proposed amendment.

**Ms. Connie Coleman-Lacadie moved to accept the Resolution as presented by staff and move forward to Council for recommendation. Mr. James Guerrero seconded the motion. A roll call vote was taken with 5 Ayes, 1 Nay. Mr. Paul Wagemann voted in opposition. The Resolution passed 5-1.**

Floodplain Management and Critical Areas Ordinance Amendments (Study Session)

Mr. Frank Fiori, Planning Manager, explained to the group the Federal Emergency Management Agency (FEMA) has recently completed a new preliminary Flood Insurance Study and the creation of new Flood Insurance Rate Maps (FIRM) for Pierce County. The national Marine Fisheries Service (NMFS) filed legal action against FEMA over the implementation of the NFIP in the Puget Sound Basin. The NMFS prevailed in the action and as a result a Biological Opinion (BiOp) was prepared that provided guidance to FEMA regarding the implementation of the NFIP.

In order to continue participation in the NFIP, local jurisdictions within the Puget Sound Basin must meet procedural and substantive requirements of the BiOp. It is the responsibility of FEMA to review the codes of local jurisdictions and determine whether or not they meet the requirements of the BiOp. City has been preparing amendments to both LMC Title 18A and Title 14A using a model ordinance prepared by FEMA and guidance documents provided by Ecology in determining what amendments may be necessary to meet the requirements of both the BiOp and NFIP.

The proposed updated FIRM will increase the amount of land within the City that is classified as being in a special flood hazard area, in particular lands along Clover Creek in the Racquet Club Estates and Springbrook neighborhoods. The proposed amendments will bring the City's flood hazard area and critical area ordinances into compliance with the National Flood Insurance Program (NFIP), Federal Emergency Management Agency (FEMA), Endangered Species Act (ESA), and the Growth Management Act (GMA).

Commissioners were provided copies and discussed the language used in the environmental checklist application form, a determination of non-significance, and the proposed amendments in Title 18A and Title 14A. Proposed amendments to Title 18A and 14A have been submitted to FEMA for review and comment and staff is working with Ecology on the draft amendments. The proposed amendments have been sent to the Washington Department of Commerce for distribution in accordance with RCW 36.70A.106.

Commissioners felt strongly that the property owners affected by these map changes should receive prior notification. Mr. David Bugher explained the public comment period and hearing process that will be followed advising the Commissioner's a hearing is scheduled for early November 2015.

**New Business**

None.

**Other**

Mr. Paul Wagemann, Vice-Chair, provided the commissioners a letter of formal request for a leave of absence from the commission until the Clover Park School District, of which he is an elected member, publicizes their Facilities Advisory Committee Report in a couple of months. The planning commissions agreed to allow the leave of absence and reserve the opportunity to reassess the situation at a future date.

**Reports from Commission Members and Staff**

Mr. David Bugher quickly informed commissioners of staff project updates:

The City is taking action to close the Golden Lion Inn Motel which is located on South Tacoma Way.

A multi-agency inspection of the Karwan Village Mobile Home Park on 84<sup>th</sup> Street is scheduled for tomorrow.

The City is looking at some zoning code amendments to address charity bins for drop-off and collection of used books, clothing, and shoes which have been popping up around the City. The placement of these boxes is happening without business property owner consent and owners are paying for removal from their sites as it is difficult to reach the collection bin business contact.

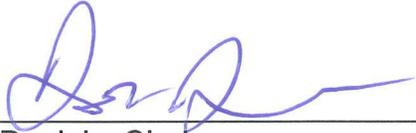
Another program underway is removal of abandoned signs from closed businesses along arterial streets. The signs will be removed in groups of 5 at a time.

The City's General Business License database is currently being cleaned up to dramatically improve proficiencies and reduce workloads at the permitting counter as we move forward to automated renewals in January 2016.

Mr. Robert Estrada requested additional information on the conversation regarding the purpose of closing Bernese Rd and Tower Rd. Mr. Bugher agreed to arrange for Public Works staff to provide an update at a future meeting.

**Next Meeting** October 21, 2015, at 6:30 p.m. in Council Chambers

**Meeting Adjourned** at 8:22 p.m.



\_\_\_\_\_  
Don Daniels, Chair  
Planning Commission      10/21/2015



\_\_\_\_\_  
Karen Devereaux, Recording Secretary  
Planning Commission      10/21/2015



## LANDMARKS & HERITAGE ADVISORY BOARD

September 24, 2015 Meeting Minutes  
Third Floor Executive Conference Room  
6000 Main Street SW  
Lakewood, WA 98499

### CALL TO ORDER

Ms. Stephanie Walsh, Chair, called the meeting to order at 6:01 p.m.

### MEETING PROTOCOL

#### Roll Call

Landmarks & Heritage Advisory Board Members Present: Stephanie Walsh, Chair; Glen Spieth, Vice-Chair; Bob Jones, Joan Cooley, and Walter Neary

Landmarks & Heritage Advisory Board Members Excused: Beth Campbell, Dennis Dixon and Bill Harrison

Landmarks & Heritage Advisory Board Members Absent: None

Council Liaison to LHAB: Councilmember John Simpson

Landmarks & Heritage Advisory Board Consultant: Jennifer Schreck

Staff Present: Dan Catron, Planning Manager; Karen Devereaux, Administrative Assistant

#### Acceptance/Changes to Agenda

Ms. Stephanie Walsh, Chair, suggested the members recap the Joint Council-LHAB member meeting from early September in the Unfinished Business segment. **The motion to accept the change was made by Ms. Joan Cooley. Mr. Glen Spieth seconded the motion. A voice vote was taken and carried unanimously.**

#### Approval of Minutes

Ms. Stephanie Walsh, Chair, opened the floor asking if there were any additions, changes or modifications to the August 27, 2015 meeting minutes. **Mr. Bob Jones made the motion to approve the minutes as written. The motion was seconded by Mr. Walter Neary. A voice vote was taken and the motion carried unanimously.**

#### Announcements

Chair, Ms. Stephanie Walsh, welcomed Ms. Jennifer Schreck, Consultant, back to the fold of the board. In the past, Ms. Jennifer Schreck has served the board assisting them in completing different types of projects such as developing a driving tour map in which she was integral in acquiring permission from resident property owners to include their properties on the map and developing the artwork and feel the board members wanted presented. The LHAB has received grant monies and have again hired Ms. Schreck to assist with projects until the remainder of the monies is used.

#### PUBLIC COMMUNICATIONS

None.

## **UNFINISHED BUSINESS**

### Recap of Joint Council Meeting

Ms. Stephanie Walsh, Chair, thanked all members who attended in support of the Landmarks & Heritage Advisory Board pointing out that it was a good meeting. Ms. Joan Cooley mentioned the meeting was very productive. Ms. Walsh noted the meetings have over the years felt more like a "check-in" leaving her wanting a little more direction from the Council. Mr. Walter Neary explained that if Council didn't say we were doing anything wrong they are probably happy with us. He hoped Council was happy with the Historical Fort Steilacoom Community Designation the group recently awarded. Mr. Bob Jones liked the check-in adding it was a great opportunity to hit a few quick points. Mr. Dan Catron affirmed that Councilmember Mr. John Simpson is very supportive of LHAB projects.

### Project Ideas for Current Grant Opportunities Discussion

Chair, Ms. Stephanie Walsh, confirmed that deadlines are looming and grant monies need to be spent before the end of November 2015. Mr. Dan Catron advised just a few hundred dollars were spent on the completed project of scanning the historic property inventory binder and next steps are in place to build the City webpage for LHAB.

### Enhanced Integration of Driving Map

Ms. Jennifer Schreck confirmed she is in contact with the original graphic artist and can layer in a new trolley line and a few more historic roadways to the map. Ms. Joan Cooley advocated for Hipkins Rd. and Angle Lane to be shown as this was an early road used to reach the Cascade mountain range from the Steilacoom area. Mr. Glen Spieth emphasized he has 12 new historical markers to add to the map which he will forward to Ms. Schreck to contact property owners for permission to include. Mr. Dan Catron queried placement of additional sites such as the old post office, the Tacoma Speedway and the Victorian hotel which was located at 108<sup>th</sup> & Lakeview Av SW.

There was a quick brain-storming discussion of ways to re-arrange the map or increase the size to have enough space for all the new information. A few corrections to address references on the map will be required. Ms. Jennifer Schreck, Consultant, suggested the map be the teaser of information and the website be more detailed. Mr. Bob Jones excited the group with a suggestion of a Google-style map providing directions and various links for the website. Mr. Dan Catron provided a handout of the Lakewood Cultural Resource Survey Preliminary Report from December 1999. A narrative for both the map and website will be developed to help people understand the development of Lakewood and the historic significance of each named site and the role it played.

Ms. Stephanie Walsh, Chair, reminded the group these map changes must be to the printer by mid-November to meet County grant spending requirements and deadlines. A sub-committee was quickly formed with Ms. Jennifer Schreck, Mr. Glen Spieth, Vice-Chair, and Mr. Walter Neary agreeing to meet and prepare all the draft changes to be brought forward to the group for discussion/approval on 10/22.

Chair, Ms. Stephanie Walsh, queried paying the new consultant with grant vs. project monies. Mr. Dan Catron agreed to contact Mr. Sean Gaffney at Pierce County for a conclusive answer. The members suggested printing as many maps as the budget would allow for and distributing where it is most likely to be seen by the public such as local schools, Washington State History Museum, Joint Base Lewis-McChord Museum, Chamber of Commerce, House of Donuts and Seattle Airport were a few of the suggestions.

**NEW BUSINESS**

Outreach Activity with Youth Council and Service Organizations

This approach was brought up at the Joint Council meeting where it was suggested LHAB members involve local youth groups in understanding the local history of the City of Lakewood. Mr. Dan Catron noted he would contact Mr. Dennis Higashiyama, staff liaison to Youth Council, to understand what kinds of things the youth may find interesting to learn. After the group has opportunity to discuss youth interests, Ms. Stephanie Walsh, Chair, agreed to contact Councilmember Mr. John Simpson and discuss the next steps to approaching this.

Ms. Joan Cooley remembered this idea has been kicked around in the past. Mr. Walter Neary noted that service organizations could be notified that the LHAB are "open for historic designations" and let them take action in this manner. Ms. Stephanie Walsh, Chair, offered to think through and put together a list of message points or basic outline that could be elaborated on by each speaker using it to talk with service organizations.

Research Chase Bank Fountain

At the August meeting Mr. Bill Harrison suggested the Chase Bank fountain be researched for a future Community Designation. Mr. Glen Spieth, Vice-Chair recalled reading an article in the Tacoma News Tribune that the fountain was originally placed in Tacoma then moved to its current Lakewood location. Mr. Walter Neary offered to contact Brian at the Northwest Room of the Tacoma Public Library and get the name of the sculptor and any other information readily available to share with LHAB members.

**PUBLIC HEARING**

None.

**OTHER**

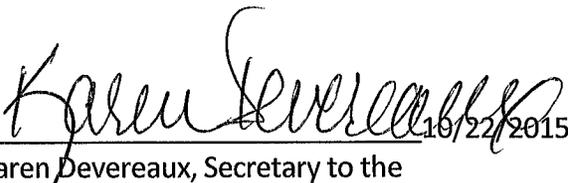
**Next Meeting** is scheduled for Thursday, October 22 at 6:00 p.m. in Executive Conference Room 3A.

Chair, Ms. Stephanie Walsh, queried the group of future meeting dates over the holiday season. It was agreed that November meeting would be held on the 19<sup>th</sup> and the December meeting would be scheduled for the 17<sup>th</sup>. Please mark your calendars.

**Meeting Adjourned** at 7:05 p.m.

  
\_\_\_\_\_  
Stephanie Walsh, Chair  
Landmarks & Heritage Advisory Board

10/22/2015

  
\_\_\_\_\_  
Karen Devereaux, Secretary to the  
Landmarks & Heritage Advisory Board

10/22/2015

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> November 2, 2015  <b>REVIEW:</b>	<b>TITLE:</b> Appointing John Munn to serve on the Lakewood Arts Commission through October 15, 2018.  <b>ATTACHMENTS:</b> Candidate application	<b>TYPE OF ACTION:</b> <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> MOTION NO. 2015-66 <input type="checkbox"/> OTHER
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**SUBMITTED BY:** Alice M. Bush, MMC, City Clerk on behalf of Mayor Don Anderson

**RECOMMENDATION:** It is recommended that the City Council confirm the Mayor’s appointment of John Munn to serve on the Lakewood Arts Commission through October 15, 2018.

**DISCUSSION:** A news release was sent to THE NEWS TRIBUNE AND THE SUBURBAN TIMES advertising four (4) vacancies on the Lakewood Arts Commission. Notices were posted on the City’s website and at City Hall. One (1) application was received. The remaining vacant positions will be advertised.

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

The Lakewood Arts Commission will do the following:

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

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

**FISCAL IMPACT:** There is no fiscal impact.

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

ARTS COMMISSION  
APPLICATION FILED

	<b>MAYOR'S APPOINTMENTS</b>	<b>TERMS</b> 2 – positions through 10/15/2018 2 – positions through 10/15/2017
John Munn	Appoint	Appoint through 10/15/2018



RECEIVED

OCT 08 2015

CITY OF LAKEWOOD

*JB 10:25 AM*

CITY OF LAKEWOOD  
6000 Main Street SW  
Lakewood, WA 98499

**APPLICATION FOR APPOINTMENT**

*The information in this document is subject to public disclosure and can be made available to the public.  
(Attach additional pages if necessary to complete answers.)*

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

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Arts Commission  | <input type="checkbox"/> Parks and Recreation Advisory Board |
| <input type="checkbox"/> Community Services Advisory Board   | <input type="checkbox"/> Planning Commission                 |
| <input type="checkbox"/> Lakewood's Promise Advisory Board   | <input type="checkbox"/> Public Safety Advisory Committee    |
| <input type="checkbox"/> Landmarks and Heritage Advisory Board   | <input type="checkbox"/> Salary Commission                   |
| <input type="checkbox"/> Lodging Tax Advisory Committee (Members of this committee must be representative of an agency involved in tourism promotion.) |  |

**EXPECTATIONS:** Adhere to City of Lakewood's Code of Ethics and regular attendance at meetings is required.

**PLEASE RETURN THIS FORM TO:** City of Lakewood  
City Clerk's Office  
6000 Main Street SW  
Lakewood, WA 98499  
(253) 983-7701 Fax: (253) 589-3774

Name: JOHN MUNN  
(Please Print)

Home Address: 7826 SAPPHIRE DRIVE S.W.

City: LAKEWOOD State: WA Zip: 98498

Home Phone Number: 253-223-2305 E-mail: JMUNN.LAKEWOODPLAYHOUSE@GMAIL.COM  
JOHN.MUNNJR@GMAIL.COM

Present Employer: LAKEWOOD PLAYHOUSE

Address: 5729 LAKEWOOD TOWNE CENTER Work Phone: 253-588-0042

Cell: 253-223-2305

**LODGING TAX ADVISORY COMMITTEE APPLICANT QUESTIONS:**

Are you representing a business that is required to collect lodging tax? Yes  No

Are you involved in activities authorized to be funded by revenues received from lodging tax? Yes  No

Have you previously served or are you currently on one of the Lakewood's Boards, Committees or Commissions? Yes  No  If yes, please explain (include names of Boards, Committees or Commissions and the dates that you served:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date available for appointment: ANY (OUT OF TOWN OCT. 22ND - 26TH)

Are you available to attend evening meetings? Yes  No

Are you available to attend daytime meetings? Yes  No

Recommended by: \_\_\_\_\_

Education: CHARLES WRIGHT ACADEMY, UNIVERSITY OF LA VERNE, PACIFIC LUTHERAN UNIVERSITY (SEE ATTACHED CURRICULUM VITAE)

Professional and/or community activities: PLEASE SEE ATTACHED CURRICULUM VITAE

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

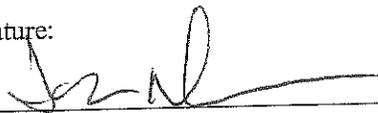
\_\_\_\_\_  
PLEASE SEE ATTACHED CURRICULUM VITAE  
\_\_\_\_\_

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

\_\_\_\_\_  
I BELIEVE THAT THE FUTURE OF THE ARTS IN LAKEWOOD IS VERY BRIGHT AND THAT, TOGETHER, WE CAN DEVELOP EVEN GREATER OPPORTUNITIES FOR OUR CITIZENS.

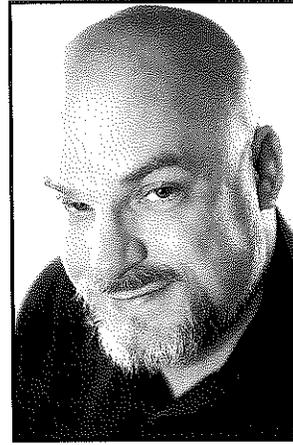
I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.

Signature:



Date: 10-8-15

**Name:** JOHN MUNN  
**Address:** 7826 Sapphire Drive SW  
Lakewood, WA 98498  
**E-Mail:** [john.munnjr@gmail.com](mailto:john.munnjr@gmail.com)  
**Phone:** (253) 223-2305  
**Date of Birth:** October 25<sup>th</sup>, 1965  
**Family:** Married, 2 Children



**Education:**

1980 – 1984	Charles Wright Academy	University Place, Washington	
1984 – 1985	University of La Verne	La Verne, California	<i>Theatre / Business</i>
2000 – 2001	Pacific Lutheran University AURA PROGRAM	Tacoma, Washington	<i>Theatre / Business</i>

**Key Qualifications:** A lifelong dedication to the Theatre Arts with over thirty years' experience as an actor and over twenty years as director. Other experiences have provided a strong background in administration, human resources, production management, budgeting and providing opportunities in education for all ages.

**Member of Community Organizations:** Clover Park Rotary, Lakewood Kiwanis, Theatre Puget Sound and the Theatre Development Fund

**Present Position:** Managing Artistic Director of the Lakewood Playhouse

**Professional Experiences:**

**LAKEWOOD PLAYHOUSE THEATRE**

*2011 to Present*  
5729 Lakewood Towne Center Blvd.  
Lakewood, WA 98498  
**(253) 588-0042**

The Lakewood Playhouse was established in 1938 and has been in its current location since 1965. Producing six Main Stage shows and two Special Events a season, the theatre has become the cultural jewel in the crown of the City of Lakewood.

Its education program was established in 2002 with two shows a year and has grown into the Lakewood Institute of Theatre which produces continuous educational opportunities throughout the year.

The theatre has a reputation for being a "Community Theatre with professional aspirations."

Since 2011, it has also adapted the mantra of being a "Business that produces Art."

This has been accomplished by crafting a staff that emphasizes quality productions goals with strongly supervised budgets and weekly production meetings.

The education program has also gone through a similar shift with an emphasis of all aspects of theatre from exploration of story through play to application of theory as well as development of skills through process based camps.

Experience:

Actor, Director, Educator, Managing Artistic Director, Fundraising, Grant Writing, Public Speaking, Budget Planning, Stage Management, Board Operator, Sound Designer, Set Designer, Producer, Stage Combat, Choreography Program Design, Web Design, Publicity, Public Relations and Poster Design. Developed, and wrote, the Company's first Policies and Procedures Manual.

In the past four years, the Lakewood Playhouse has been the recipient of a number of awards including:

**Best in Tacoma**

*Weekly Volcano*

**Best in Tacoma**

*Tacoma Weekly*

**Best in the South Sound**

*Showcase Magazine*

**Best in Western Washington** (2014 5<sup>th</sup> Place Overall)

*King 5 Evening Magazine*

STAFF            New Positions (in italics) were created under a budget which has grown by less than 1% over four years

Managing Artistic Director – John Munn

*Production Manager – Nena Curley*

Technical Director – Larry Hagerman

Education Director – Jeremy Thompson

*Education Production Manager – Deborah L. Armstrong*

*Master Electrician – Jerry Clausen*

*Box Office Manager – Wendy Huber*

Development / Marketing – James Venturini

**In addition to this Curriculum Vitae, I have included my:**

Most recent performance review by Harlan Zinck

Past President of the Lakewood Playhouse Board of Directors

**COMIC BOOK INK, INC.**

*2002-2012*

2510 South 84<sup>th</sup> Street

Lakewood, WA 98499

**(253) 761-4651**

Comic Book Ink was established in August of 2002 and opened its doors in the Proctor District of Tacoma in October of that year. It moved locations twice: First to 1625 East 72<sup>nd</sup> Street, Tacoma, Washington and then to its final location at 2510 South 84<sup>th</sup> Street, Suites 15A-B, Lakewood, Washington.

It grew from a 712 square foot business to a 2,200 square foot multi-media store

It was featured in numerous articles online, in local newspapers and national magazines.

It was the recipient of a number of awards including:

**Best in Tacoma** (2005, 2006, 2007, 2008, 2009 & 2010)

*Weekly Volcano*

**Best in Tacoma** (2003 & 2004)

*Tacoma Weekly*

**Best in Western Washington** (2008 4<sup>th</sup> Place, 2009 3<sup>rd</sup> Place & 2010 1<sup>st</sup> Place)

*King 5 Evening Magazine*

**Will Eisner Spirit of Retailing Award** (Nominee 2004, 2005, 2006, 2007, 2008, 2009, 2010)

International Comic Con: San Diego "Eisner Awards"

Experience:

Accounts Payable, Accounts Receivable, Accounting, Branding, Marketing, Employee Management, Human Resource Management, Ordering, Inventory, Lease Negotiation, Licensing, Online Stores & Marketing, Website Design, Facebook Relations and Community Relations.

STAFF: Back Issue Specialist (Offsite) / Archivist - Bill Dargan (8+ years)  
Assistant Manager - Alex Henshaw (8+ Years)  
Online Sales / Gaming Specialist - Josh Inman (4+ Years)  
Event Coordinator / Toy Specialist - Carmen Melendez (3+ Years)

## **BORDERS BOOKS & MUSIC**

*1991-1995*

1950 South Steele Street

Tacoma, WA 98409

**(253) 473-9111**

The Tacoma Borders Books and Music opened in 1991 and quickly established itself as a cultural center in Tacoma. It closed its doors in 2011.

Experience:

**BOOKSELLER (1.5 Years):** Responsible for shelving, re-shelving and interior market for Seven Sections in the store (Theatre, Reference, Business, Local Buyer, Blank Books, Audio Books and Greeting Cards). Training: Point of Sale Systems, Customer Relations and Marketing.

**COMMUNITY RELATIONS COORDINATOR (2.5 Years):** Responsible for all Advertising and Marketing on local level (Print, Radio and Television). Worked within the established parameters of yearly, quarterly and monthly advertising, and store, budget and as well as co-op advertising. Secured events within the store (everything from Reading Children's Books to visiting schools to National Book Tours). Developed the in-store, and online, newsletter. Opened two stores: Thousand Oaks, California and Tukwila, Washington.

## **MUNN'S MANORS INC**

*1982-1991 & 1995-2002*

5210 S. State Street, Tacoma, WA 98409

Locations: Tacoma / Puyallup / Spanaway, WA

**(253) 473-0234**

Munn's Manor was established in 1977 as a collection of Boarding Homes caring for individuals with Mental Health Issues and the Developmentally Disabled.

Worked all Positions (Graveyard, Day, Night and Housemanger Shifts) for five years before becoming a member of the Administration.

### Experience:

1982 – 1988

**CARETAKER:** Graveyard, Day Shift, House Manager and Yard Matinance. Cooked Meals, Cleaned and Supervised Medications.

1988 – 1991

### **ADMINISTRATOR**

1995 – 2002

**HUMAN RESOURCES:** Managed five facilities in three Cities with over 38 Employees. Supervised all aspects of Payroll including: Dispute resolution with the departments of Labor and Industry and Employment Security. Developed, and wrote, the Company's first Policies and Procedures Manual.

**MANAGEMENT:** Mediated, resolved and responded, in written form, to all State, Fire and Health Inspections. Contract negotiator with the State of Washington and with Local Mental Health Centers. Maintenance and repairs supervisor for five facilities totaling over 15,000 square feet.

**ACCOUNTING:** Managed all financial decisions, as well as kept up banking & savings accounts, for the 1.5 Million Dollar a Year Organization. Oversaw all Accounts Payable and Receivable. Calculated all Payroll for the organization as well as the respective Payroll Taxes (IRS, L&I, Emp. Sec. and Social Security).

## **THEATRICAL BACKGROUND**

*1981 to Present*

Numerous Locations

**(253) 223-2305**

Although I started in theatre at the age of 8, through the Tacoma Little Theatre Young Actor's Program, I did not become fully immersed in Community Theatre until I was 16 by appearing in three shows during my Sophomore Year at Charles Wright Academy.

I started directing theatre over twenty years ago with a production of "Glengarry Glen Ross."

Over the last thirty years, I have been involved in the following aspects of theatre:

Actor, Director, Education, Managing Artistic Director, Fundraising, Grant Writing, Public Speaking, Budget Planning, Stage Management, Board Operator, Sound Designer, Set Designer, Producer, Stage Combat, Choreography Program Design, Web Design, Publicity, Public Relations and Poster Design.

**In addition to this Curriculum Vitae, I have included my:**

Actor's Resume of over 60 Shows / Director's Resume of over 40 Productions

## DIRECTING RESUME

<u>Production</u>	<u>Organization</u>	<u>Position</u>
<b>Cabaret</b>	Tacoma Little Theatre	Director
<b>The 39 Steps</b>	Lakewood Playhouse	Director
<b>Glengarry Glen Ross</b>	Lakewood Playhouse	Director
<b>Monty Python's Spamalot</b>	Lakewood Playhouse	Director
<b>The 39 Steps</b>	Lakewood Playhouse	Director
<b>The Children's Hour</b>	Lakewood Playhouse	Director
<b>The Farnsworth Invention</b>	Lakewood Playhouse	Director
<b>Hayfever</b>	Renton Civic Theatre	Director
<b>Oleanna</b>	Theatre Artists of Olympia	Director
<b>The Lion in Winter</b>	Lakewood Playhouse	Director
<b>Sleuth</b>	Tacoma Little Theatre	Director
<b>The Woman in Black</b>	Tacoma Little Theatre	Director
<b>The Mousetrap</b>	Lakewood Playhouse	Director
<b>On Golden Pond</b>	Tacoma Little Theatre	Director
<b>Absent Friends</b>	Lakewood Playhouse	Director
<b>Drood – The Musical</b>	Renton Civic Theatre	Director
<b>Grace and Glorie (Revival)</b>	Bellevue Civic Theatre	Director
<b>The Hollow</b>	Lakewood Playhouse	Director
<b>Seven Year Itch</b>	Tacoma Little Theatre	Director
<b>Wait Until Dark</b>	Renton Civic Theatre	Director
<b>Black Coffee</b>	Lakewood Playhouse	Director
<b>Grace and Glorie</b>	Renton Civic Theatre	Director
<b>Charley's Aunt</b>	Tacoma Little Theatre	Director
<b>Ten Little Indians</b>	Tacoma Little Theatre	Director
<b>A Few Good Men</b>	Lakewood Playhouse	Director
<b>Inherit the Wind</b>	Tacoma Little Theatre	Director
<b>To Gillian On Her 37<sup>th</sup> Birthday</b>	Lakewood Playhouse	Director
<b>Arsenic and Old Lace</b>	Tacoma Little Theatre	Director
<b>Murder on the Nile</b>	Lakewood Players	Director
<b>The Musical Comedy Murders of 1940</b>	Tacoma Little Theatre	Director
<b>Sherlock's Last Case</b>	Lakewood Playhouse	Director
<b>The Mousetrap</b>	Tacoma Little Theatre	Director
<b>Witness for the Prosecution</b>	Lakewood Playhouse	Director
<b>Lost in Yonkers</b>	Tacoma Little Theatre	Director
<b>The Woman in Black</b>	Burien Little Theatre	Director
<b>Sherlock Holmes and the Crucifer of Blood</b>	Lakewood Playhouse	Director
<b>Inherit the Wind</b>	Last Ditch Efforts	Director
<b>Talk Radio</b>	Last Ditch Efforts	Director
<b>Twelve Angry Jurors</b>	Last Ditch Efforts	Director
<b>Caine Mutiny Court-Martial</b>	Last Ditch Efforts	Director
<b>Love Letters</b>	Last Ditch Efforts	Director
<b>Glengarry Glen Ross</b>	Last Ditch Efforts	Director

## ACTING RESUME

### THEATRE *(Representative)*

<u>Production</u>	<u>Role</u>	<u>Theatre</u>
-Little Women	Professor Bhaer	Lakewood Playhouse
-Philadelphia Story	Seth Lord	Harlequin Productions
-Sherlock's Last Case	Watson	Lakewood Playhouse
-Oliver!	Bill Sykes	Lakewood Playhouse
-Major Barbara	Charles Lomax / Walker	Tacoma Little Theatre
-1776	John Dickinson	Tacoma Little Theatre
-Two Gentlemen of Verona	Antonio/Sir Englemour	Tacoma Actors Guild
-The Nerd	Axel	Tacoma Little Theatre
-Something's Afoot	Flint	Lakewood Community Theatre
-Biloxi Blues	Sgt. Toomey	Tacoma Little Theatre
-5 Ghosts of Ebenezer Scrooge	Scrooge	Auburn Avenue Theatre
-Guys and Dolls	Sky Masterson	Tacoma Little Theatre
-Yes, Virginia, There is a Santa Claus	Frank Church	Tacoma Little Theatre
-Lend Me A Tenor	Tito Marrelli	Pacific Lutheran University
-Diary of Anne Frank	Mr. Van Daan	Tacoma Little Theatre
-It's a Wonderful Life	George Bailey	Lakewood Community Theatre
-12 Angry Men	Juror #4	Tacoma Little Theatre
-The Rainmaker	Starbuck	Tacoma Little Theatre
-Arsenic & Old Lace	Doctor Einstein	Renton Civic Theatre
-The Mousetrap	Mr. Paravaccini	Lakewood Community Theatre
-The Tempest	Sebastian	Lakewood Community Theatre
-Deathtrap	Sydney Bruhl	Last Ditch Efforts
-Driving Miss Daisy	Boolie Werthan	Tacoma Little Theatre
-Ten Little Indians	Blore	Lakewood Community Theatre
-The Miser	Valere	Lakewood Community Theatre
-Much Ado about Nothing	Don Pedro	Performance Circle
-Sleuth	Milo Tindle	Performance Circle
-Hound of the Baskervilles	Jack Stapleton	Lakewood Community Theatre
-On Golden Pond	Charlie the Mailman	Lakewood Community Theatre
-Luv	Milton	565 Dinner Theatre
-Hello Dolly!	Horace	Tacoma Community College
-The Fantastiks	Matt (The Boy)	University of LaVerne, CA
-The Wizard of Oz	Tin Man	Performance Circle
-Play it Again Sam	Humphrey Bogart	Performance Circle

### FILM

<u>Production</u>	<u>Episode</u>	<u>Role</u>	<u>Company</u>
-JourneyQuest – Season One	Episode 3	Phantom Head	Zombie Orpheus Entertainment
-JourneyQuest – Season Two	DVD Bonus Short \	The Engineer	Zombie Orpheus Entertainment

**References:**

Dr. MARILYN BENNETT  
University of Puget Sound – Visiting Assistant Professor  
Managing Artistic Director Toyboat Theatre

Address: 2805 North Alder Street  
Tacoma, WA 98407

Phone: (253) 495-3041  
E-Mail: [Marilyn.Bennett60@gmail.com](mailto:Marilyn.Bennett60@gmail.com)

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AMANDA SWEGER  
Pacific Lutheran University – Assistant Professor

Address: 1818 Harvard Avenue  
Apartment #101  
Seattle, WA 98112

Phone: (717) 817-9197  
E-Mail: [swegeran@plu.edu](mailto:swegeran@plu.edu)

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HARLAN ZINCK  
Past President of the Lakewood Playhouse  
Pierce County Library System - Assistant Branch Supervisor

Address: 4113 60<sup>th</sup> Street Court East  
Tacoma, WA 98443

Phone: (253) 970-1848  
E-Mail: [Hzinck@piercecountylibrary.org](mailto:Hzinck@piercecountylibrary.org)

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> November 2, 2015  <b>REVIEW:</b>	<b>TITLE:</b> Appointing Tom James to serve on the Community Services Advisory Board through December 15, 2016.  <b>ATTACHMENTS:</b> Candidate Applications	<b>TYPE OF ACTION:</b> <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> MOTION NO. 2015-67 <input type="checkbox"/> OTHER
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**SUBMITTED BY:** Alice M. Bush, MMC, City Clerk on behalf of Mayor Don Anderson.

**RECOMMENDATION:** It is recommended that the City Council confirm the Mayor’s appointment of Tom James to serve on the Community Services Advisory Board through December 15, 2016.

**DISCUSSION:** A Notice of Vacancy to fill two (2) unexpired terms on the Community Services Advisory Board was sent to The News Tribune and The Suburban Times and posted on the City’s website and at Lakewood City Hall. Two (2) applications were filed and transmitted to the Council.

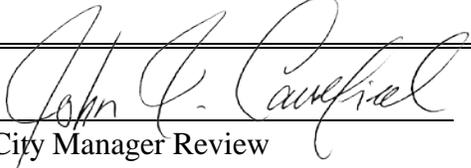
The Advisory Board is to assist the City Council in the following areas:

- A. Conduct public hearings
  - 1. To receive public comments to identify community and housing needs and development of proposed activities; and
  - 2. To review allocation of human services funds and programs.
- B. Recommend to the City Council
  - 1. Programs for funding out of CDBG funds;
  - 2. CDBG and HOME funding allocations, including development of housing program strategies;
  - 3. Suggestions for the Consolidated Plan and other related documents.
  - 4. Funding for human services.

– continued to page 2 -

**ALTERNATIVE(S):** The Council could choose to appoint other candidates, not to confirm any of the appointments or re-advertise for these positions.

**FISCAL IMPACT:** There is no fiscal impact.

_____ Prepared by  _____ Department Director	 City Manager Review
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**DISCUSSION:** - continued from page 1

The Advisory Board is to assist the City Council in the following areas:

- C. Conduct public hearings
  - 1. To receive public comments to identify community and housing needs and development of proposed activities; and
  - 2. To review allocation of human services funds and programs.
- D. Recommend to the City Council
  - 1. Programs for funding out of CDBG funds;
  - 2. CDBG and HOME funding allocations, including development of housing program strategies;
  - 3. Suggestions for the Consolidated Plan and other related documents.
  - 4. Funding for human services.
- E. Perform such other duties and functions related to CDBG, HOME and Human Services funding as assigned by the City Council and in furtherance of the goals and objectives of the CDBG and HOME programs as well as Chapter 8 of the City Code, specifically section 8.9, Health and Human Services.

The Advisory Board shall work in accordance with a work plan as detailed in LMC Chapter 2.68.

COMMUNITY SERVICES ADVISORY BOARD  
APPLICATIONS FILED

Name	MAYOR'S APPOINTMENT 2 – positions through 12/15/2016
Tom James	Appoint
Julian Wheeler	



RECEIVED  
SEP 20 2015  
CITY OF LAKEWOOD  
City Clerk's Office

**CITY OF LAKEWOOD**  
6000 Main Street SW  
Lakewood, WA 98499

**APPLICATION FOR APPOINTMENT**

*The information in this document is subject to public disclosure and can be made available to the public.  
(Attach additional pages if necessary to complete answers.)*

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

- |  |  |
|--|--|
| <input type="checkbox"/> Arts Commission   | <input type="checkbox"/> Parks and Recreation Advisory Board |
| <input checked="" type="checkbox"/> Community Services Advisory Board  | <input type="checkbox"/> Planning Commission                 |
| <input type="checkbox"/> Lakewood's Promise Advisory Board   | <input type="checkbox"/> Public Safety Advisory Committee    |
| <input type="checkbox"/> Landmarks and Heritage Advisory Board   | <input type="checkbox"/> Salary Commission                   |
| <input type="checkbox"/> Lodging Tax Advisory Committee (Members of this committee must be representative of an agency involved in tourism promotion.) |  |

**EXPECTATIONS:** Adhere to City of Lakewood's Code of Ethics and regular attendance at meetings is required.

**PLEASE RETURN THIS FORM TO:** City of Lakewood  
City Clerk's Office  
6000 Main Street SW  
Lakewood, WA 98499  
(253) 983-7701 Fax: (253) 589-3774

Name: Tom James  
(Please Print)

Home Address: 15302 Forest Rd SW

City: Lakewood State: WA Zip: 98498

Home Phone Number: 253-581-7404 E-mail: tjames214@msn.com

Present Employer: Retired

Address: — Work Phone: —

Cell: 253-365-1655

**LODGING TAX ADVISORY COMMITTEE APPLICANT QUESTIONS:**

Are you representing a business that is required to collect lodging tax? Yes  No

Are you involved in activities authorized to be funded by revenues received from lodging tax? Yes  No

Have you previously served or are you currently on one of the Lakewood's Boards, Committees or Commissions? Yes  No  If yes, please explain (include names of Boards, Committees or Commissions and the dates that you served:

Planning Advisory Board (2011 - 2013?)

Date available for appointment: ASAP

Are you available to attend evening meetings? Yes  No

Are you available to attend daytime meetings? Yes  No

Recommended by: Jason Whalen, Deputy Mayor

Education: BA Degree, Columbia College, Columbia University  
New York, N.Y.

Professional and/or community activities: Member Tillicum Woodbrook Neighborhood  
Assn.; Member Our Savior Lutheran Church, Tacoma WA;  
Outreach to Memory Care Residents;

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

My current endeavors include developing outreach ministries  
to serve Alzheimer's patients in Memory Care Facilities as  
well as those caregivers taking care of loved ones at home

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

I believe that outreach services to those who need  
assistance are vital to the humanitarian aspect of  
every community - I hope that I can assist Lakewood in their efforts

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

Signature: 

Date: 9/28/2015



RECEIVED

OCT 08 2015

CITY OF LAKEWOOD

CITY OF LAKEWOOD  
6000 Main Street SW  
Lakewood, WA 98499

**APPLICATION FOR APPOINTMENT**

*The information in this document is subject to public disclosure and can be made available to the public.  
(Attach additional pages if necessary to complete answers.)*

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

- |                                     |   |                          |                                     |
|-------------------------------------|---|--------------------------|-------------------------------------|
| <input type="checkbox"/>            | Arts Commission   | <input type="checkbox"/> | Parks and Recreation Advisory Board |
| <input checked="" type="checkbox"/> | Community Services Advisory Board   | <input type="checkbox"/> | Planning Commission                 |
| <input type="checkbox"/>            | Lakewood's Promise Advisory Board   | <input type="checkbox"/> | Public Safety Advisory Committee    |
| <input checked="" type="checkbox"/> | Landmarks and Heritage Advisory Board   | <input type="checkbox"/> | Salary Commission                   |
| <input type="checkbox"/>            | Lodging Tax Advisory Committee (Members of this committee must be representative of an agency involved in tourism promotion.) |                          |                                     |

**EXPECTATIONS:** Adhere to City of Lakewood's Code of Ethics and regular attendance at meetings is required.

**PLEASE RETURN THIS FORM TO:** City of Lakewood  
City Clerk's Office  
6000 Main Street SW  
Lakewood, WA 98499  
(253) 983-7701 Fax: (253) 589-3774

Name: JULIAN Wheeler  
(Please Print)

Home Address: 6416 Steilacoom Blvd SW

City: Lakewood State: WA Zip: 98499-2669

Home Phone Number: 253 964 2173 E-mail: Julianfwheeler@aol.com

Present Employer: Self

Address: Same as home. Work Phone: 253 365 0925

Cell: = work,

**LODGING TAX ADVISORY COMMITTEE APPLICANT QUESTIONS:**

Are you representing a business that is required to collect lodging tax? Yes  No

Are you involved in activities authorized to be funded by revenues received from lodging tax? Yes  No

095

Have you previously served or are you currently on one of the Lakewood's Boards, Committees or Commissions? Yes  No  If yes, please explain (include names of Boards, Committees or Commissions and the dates that you served:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date available for appointment: Date below.

Are you available to attend evening meetings? Yes  No

Are you available to attend daytime meetings? Yes  No

Recommended by: \_\_\_\_\_

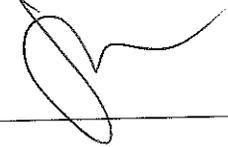
Education: UW Tacoma, Milgard School of Business, Spring Quarter 2015  
course in Business Analytics; UW School of Law, JD, 2004.

Professional and/or community activities: Washington State Bar Association, emphasis in  
post-practice in guardianship & disability law; Governor's Committee on Disabilities  
Issues & Employment (2008 to 2011, 2015 to present); University Family YMCA (Seattle, WA) (1996 to  
2006)  
Seattle Human Rights Commission (2006 to 2009); & U.S. Army (2011 to 2015, at JBLM).

Please share some of the experiences or qualifications that you have relating to the work of this board, committee or commission:  
Advocating for marginalized, disadvantaged, and  
younger constituents; Serving as lead counselor in GCDF's Youth  
Leadership Forum; writing briefs & proposals, including the one to form, fund, & staff  
Seattle Commission for People with Disabilities.

Please explain why you would like to be part of this board, committee or commission:  
This opportunity represents a chance for personal investment in my  
community's improvement, including as it impacts the marginalized

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

Signature: 

Date: 8 Oct 2015

## **JULIAN F. SAUCEDO WHEELER**

2519 Barber Drive, Unit Echo; Lewis-McChord, WA 98433-1067  
Home Land Line: 253.964.2173; Email: julianfwheeler@aol.com

### **EDUCATION**

#### **University of Washington: School of Law; College of Arts & Sciences**

June 2004, Juris Doctorate Degree; June 2005, Member, Washington State Bar Association

Honors: Recipient, King County Bar Minority Scholarship; Recipient, Sussman Award; Activities: Sec'y, UW Student Bar Assn.;  
Member, Admissions Committee; President, Latino Law Student Assn.

June 1992, Bachelor of Arts, Political Science

Honors: Recipient, Senator Henry "Scoop" Jackson Scholarship; Activities: Secretary Clerk, ASUW Student Assembly

**Seattle Police Department, Community Police Academy:** September to November 2007

**El Centro De La Raza,** Civil Rights Seminar, "Where Do We Go From Here: Chaos or Community?" Spring 1992

**WA State House Democratic Campaign Committee,** Campaign Management Training, UW Pack Forest, March 1992

**Central Valley High School:** 1986-88: Diploma: Honors and Advance Placement coursework.

**Coeur d'Alene High School:** 1985-86: Honorary Valedictorian: Recognized in 2003 for academic and volunteer work.

**Stephen Ministry,** Green Lake Church of Seventh-day Adventists: Ordained Stephen Minister, December 2005

**Lean Six Sigma,** October 2014, Camo2Commerce, Joint Base Lewis-McChord.

**Boots2Business Entrepreneurial Course,** October 2014, Army Career Alumni Program, Joint Base Lewis-McChord & University of WA Tacoma.

**Business Analytics and Business Intelligence,** Spring Quarter 2015, Milgard School of Business, University of WA Tacoma.

### **PROFESSIONAL EXPERIENCE**

**United States Army:** February 2011 – September 2015; Joint Base Lewis-McChord (JBLM), WA.

**Soldier:** Completed basic combat training with Honor Platoon at Ft. Sill, OK, advanced individual training at Sheppard Air Force Base, TX, regular duty posting at JBLM, humanitarian construction deployment to Thailand in 2012, and combat deployment with Engineer Company to Afghanistan in 2013. Assigned to Warrior Transition Battalion in November 2013 to present.

**Hardman & Johnson, Attorneys At Law:** July 2005 – December 2010; Seattle, WA.

**Contract Attorney:** Composing and filing guardianship reports and accounting for clients with guardians. Duties include appearing in court and following up on client matters, many including complying with deadlines. Other work included trust law, estate planning, last wills and testaments.

**City of Seattle Legislative Department:** November 1999 – August 2001; Seattle, WA.

**Legislative Assistant:** Performed constituent service for Council Member Jim Compton. Included community outreach & office tasks such as database development. Analyzed legislation. Attended evening community meetings, i.e., neighborhood district councils, partisan groups, communities of faith, etc. Gained support and funding for community programs. Fielding questions from the public, including the application of city ordinances, i.e., land use, zoning, civil rights, civic engagement, WTO & Mardi Gras follow up.

**Jim Compton Campaign for Seattle City Council:** July – November 1999; Seattle, WA.

**Field Coordinator:** Prioritized volunteer tasks such as placing yard signs, greeting commuters, distributing literature; coordinated volunteers, and persuaded party, neighborhood & faith community activists to endorse candidate. Hired as paid staff after Primary Election.

**King County Records & Elections:** **Election Board Worker Coordinator,** August 1995 – March 1997, Aug – Sept 1999; Seattle, WA; & **Major Political Party Coordinator; Election Manual Recount Team,** November - December 2004; Tukwila, WA: Applied election law by coordinating staffing of King County election board official 'poll-worker' positions for special and regular elections. Developed a succinct one-page public service announcement that clearly laid out the responsibilities of poll-workers, providing qualified applicants with a precise idea of expectations. Put on countywide training sessions for district party volunteer coordinators. Managed feedback & complaints, and contacted poll workers after elections regarding feedback or discrepancies. Recount team duties included manually recounting voted ballots & deciding to send ballots to Canvassing Board if deemed necessary.

**Committee to Re-elect State Representative Cal Anderson:** April - August 1992; Seattle, WA

**Campaign Manager:** Managed successful election campaign. Canvassed 43<sup>rd</sup> Legislative District, organized campaign kickoff & outreach to district and community groups. Left campaign to work on presidential campaign for general election.

**REFERENCES:** Speaker Frank Chopp, 260.786.7920; James Hardman, 206.363.3004; and Michael Johnson, 206.623.3030.

## **VOLUNTEER EXPERIENCE**

### **Ad hoc Committee to Establish a Seattle disAbilities Commission (CESDC): October 2008 – August 2010: Seattle, WA.**

**Founder and Lead Volunteer Convener:** Proposed creation of disAbility commission for Seattle. Organized ad hoc coalition of individuals and organizations in support. Contacted Seattle City Councilmembers, including in appointments and speaking at Budget Committee public hearings throughout Seattle, and public speaking to community organizations to garner support. Lead author of letter to Mayor of Seattle in July 2009 formally requesting creation of commission. Negotiated legislative outcome via budget process and resolved & mediated conflicts with other disability stakeholders. Made legislative presentations to city disability stakeholders, attended community meetings, and responded to inquiries on budget and fiscal issues from various sources concerning proposal, including: senior city staff, councilmembers, legislative staff, the public and the media. Analyzed situations quickly and objectively and determined a proper course of action; used appropriate independent judgment to make decisions of a technical or legislative nature in support of proposal. In 2010, observed implementation of Seattle Commission for People with disAbilities beginning in January and formally dissolved CESDC in August.

**WA Governor’s Committee on Disability Issues & Employment (GCDE):** January 2008 – January 2011, January 2015 - Present; Olympia, Seattle, etc., in WA.

**Member:** Participated in general membership meetings, & work on sub-committees, including Legislative Core-Group; Advocacy, Access & Awareness; and Youth Leadership Forum (YLF). YLF work included fundraising planning, contacting prospective financial supporters, & attend annual YLF in Olympia in August, including counseling teens with disabilities on career planning. Also guest presenter at YLF on topic of “CESDC” (see above), including helping students examine formal and informal institutions of local government, conventional and unconventional means of citizen and student participation, and political outcomes. Explored the strengths and weaknesses of various interpretations of disability history.

**Seattle Human Rights Commission:** June 2006 – June 2009; Seattle, WA.

**Member:** Advocated for justice and equal opportunity, advised the City of Seattle and its Office of Civil Rights (SOCR) on human rights issues, and collaborated with public and private sectors in order to educate them on methods to prevent and eliminate discrimination city-wide. Served on **Discrimination Appeals Committee:** As one of a number of attorneys on the Committee, determined whether SOCR’s findings on charges of discrimination should be affirmed or returned to the SOCR office for further investigation. Committee heard employment, housing and public accommodation cases. Resigned in June 2009 to initiate and lead proposal to form, fund, and staff **Seattle Commission for People with disAbilities.**

**Seventh-day Adventist (SDA) Church: Voice of Hope Company:** November 2011-Present; Lakewood, WA.

**Member:** Participate in Sabbath services & discussions, including prayer groups, representing progressive position on issues in open discussions; trained to be a Stephen Minister to counsel fellow members experiencing crises; studying improvisational comedy with and assist with press outreach for Clean Slate Improv (2005-2009) at Green Lake SDA Church. Born into SDA denomination; later reaffirmed affiliation.

**Roosevelt Neighbors Alliance:** September 1989 – February 2000; Seattle, WA.

**Board Member:** Served as President, V.P., and Secretary. Set up ‘RNA’ web site in 2000 with assistance of Seattle Department of Neighborhoods. Lobbied for UW student universal bus pass (“U-Pass”) after idea was first proposed by RNA in 1990. Group instrumental in neighborhood obtaining grocery store at NE 47<sup>th</sup> Street and Roosevelt Way NE and preventing more detrimental impacts to surrounding community.

**University Heights Community Center:** April 1998 – July 2002, September 2007 – January 2011; Seattle, WA.

**Board Member:** Participated in executive director selection processes in 2001-2002 and 2009. In 1989 SUAC community survey, made first proposal for farmers market on grounds of University Heights Elementary School. Pressed for adding and maintaining disAbility access to facility. Recipient, **2009 UDBIA Economic Development Award, Greater University Chamber of Commerce.**

**Hispanic Community:** March 1993 – Present; Seattle, WA. **Board Member,** Secretary, Hispanic Seafair Organization: Coordinated Hispanic Seafair Festival Booths. Drafted Press Releases and Maintained Press Contacts and Relations.

**Board Secretary,** WA State Hispanic Chamber of Commerce, 1995-1999; Seattle, WA, and vicinity. Helped organize annual banquet; organized board notes and correspondence.

## **OTHER VOLUNTEER & “EXTRACURRICULAR” ACTIVITIES:**

**Board Member,** University Family YMCA (1996-2006); Seattle, WA: Volunteer, contributor, Bill Gates Youth Development Center. Volunteer for ‘teen feeds’ & Partners with Youth campaign 1994 to present. Pressed for greater disAbility access to facilities.

**Participant,** United Way Project Leadership Effectiveness and Diversity (LEAD), Class of 1997.

**Charter Supporter:** U.S. Holocaust Memorial Museum, 1993.

**Member,** Wounded Warriors Project, following combat deployment to Afghanistan, November 2013 to present.

**Member,** Henry A. Greene Lodge, # 250, Free & Accepted Masons, Grand Lodge of Washington, November 2011 to present (Chaplain, beginning October 2014).

**Participant,** Sweat Lodge for Military Veterans, Puyallup Tribe, Beginning March 2015.

## **INTERESTS:**

Gym Exercise, Hiking, Bicycling, Writing, Voter Registration, Casual Chess, Daily Bible Study, Improv, & 2 Blue Star Family (pre-enlistment) Improv, Amateur Stand-up.

## **SKILLS:**

MS Word, Excel, Outlook, Power Point, Web Page Development, HTML Writing, & Public Speaking.



October 8, 2015

Don Anderson  
Mayor

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 OF

### PUBLIC HEARING BY THE LAKEWOOD CITY COUNCIL ON THE 2016 PROPERTY TAX LEVY

Notice is hereby given that the Lakewood City Council will be holding a public hearing on the 2016 property tax levy at the Council meeting of Monday, November 2, 2015. The meeting will be held in the City Council Chambers, City Council Chambers, Lakewood City Hall, 6000 Main Street SW, Lakewood, Washington, at approximately 7:00 p.m. or soon thereafter.

Any citizen may submit written comments or appear at the hearing and speak about the proposed 2016 property tax collection.

The Council Chambers is accessible to persons with disabilities. Equipment is available for the hearing impaired. Persons requiring special accommodations should contact the City Clerk's Office, 589-2489, before noon on the day of the budget hearing.

Alice M. Bush, MMC  
City Clerk  
(Motion 2015-56)



To: Mayor and City Councilmembers

From: Tho Kraus, Assistant City Manager/Administrative Services

Through: John J. Caulfield, City Manager

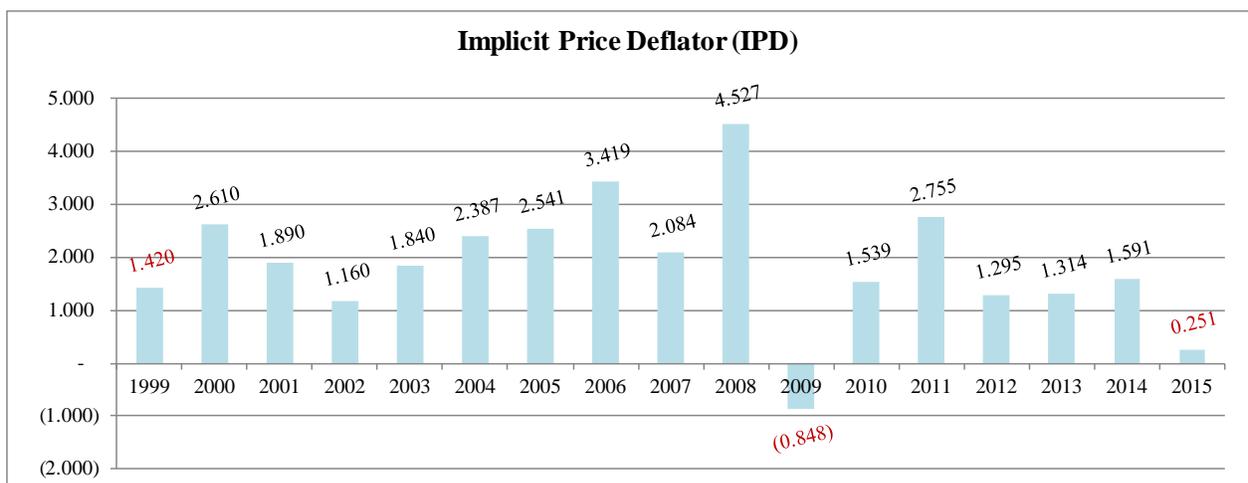
Date: November 2, 2015

Subject: 2016 Property Tax Levy Ordinance

**BACKGROUND**

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 2<sup>nd</sup> for this purpose. Adoption of the property tax levy ordinance is also scheduled for November 16<sup>th</sup>.

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 2015 IPD for the 2016 property tax levy is 0.251%. If the City Council wishes to adopt a 1% property tax levy increase, it was must also adopt a Declaration of Substantial Need Ordinance. This is only the third time since 1998 that the inflation rate has fallen below 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 2016 property tax levy amounts being considered for collection in 2016.

	2015	2016 Estimate	Change	
			\$	%
Assessed Value	\$4,748,231,614	\$4,900,946,619	\$152,715,005	3.2%
City Levy Rate	\$1.3766	\$1.3546	-\$0.0220	-1.6%
City Property Tax Levy *	\$6,536,605	\$6,638,991	\$102,386	1.6%

\* The City Property Tax Levy increase of 1.6% 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 for 2016 property tax collection is estimated to be \$4,900,946,619, which represents a 3.2% or \$152,715,005 increase from the City's total assessed value for 2015 property tax collection of \$4,748,231,614.

Tax Calculation Factor	Tax Levy
Highest Regular Tax levy	\$6,466,347
1% Increase	\$64,663
New Construction Estimate	\$38,260
Administrative Refunds	\$61,651
<b>Subtotal</b>	<b>\$6,630,922</b>
Increase from State-Assessed Property Estimate, Based on 2015 Actual	\$8,070
<b>Total Preliminary 2016 Levy</b>	<b>\$6,638,992</b>
<b>2015 Preliminary Assessed Value for 2016 Levy</b>	<b>\$4,900,946,619</b>
<b>2016 Preliminary Levy Rate (Assumes 1% Increase)</b>	<b>\$1.3546</b>
<b>Levy Rate Calculation:</b>	
2016 Preliminary Assessed Value	\$4,900,946,619
Divide by \$1,000	\$1,000
2016 AV Per \$1,000	\$4,900,947
2016 Preliminary Levy	\$6,638,992
Divide by 2016 AV Per \$1,000	\$4,900,947
2016 Preliminary Levy Rate per \$1,000 (Assumes 1% Increase)	\$1.3546

The table below illustrates the impact of no increase, 0.251% increase and 1% increase to the average home owner assuming a 3.2% increase in assessed valuation as provided for by the County. The 2014 assessed valuation of the average home for 2015 property tax collection of \$212,540 increases by 3.2% to \$219,376.

	2015	2016 Est 0%	Change from 2015		2016 Est IPD 0.251%	Change from 2015		2016 Est 1%	Change from 2015	
			\$	%		\$	%		\$	%
AV Average Home	\$212,540	\$219,376	\$6,836	3.2%	\$219,376	\$6,836	3.2%	\$219,376	\$6,836	3.2%
City Levy Rate	\$1.3766	\$1.3414	-\$0.0352	-2.6%	\$1.3448	-\$0.0319	-2.3%	\$1.3546	-\$0.0220	-1.6%
City Property Tax Paid	\$292.59	\$294.29	\$1.70	0.6%	\$295.01	\$2.42	0.8%	\$297.17	\$4.58	1.6%

Note – The assessed valuation for individual properties may not necessarily increase by 3.2%, rather the assessed valuation for all properties in totality is increased by 3.2%.

- No increase scenario: The property tax levy rate of \$1.3414 results in an additional \$1.70 property tax paid to the City, an increase of 0.6%.
- IPD 0.251% increase scenario: The property tax levy rate of \$1.3448 results in an additional \$2.42 property tax paid to the City, an increase of 0.8%.
- 1% increase scenario, the property tax levy rate of \$1.3546 results in an additional \$4.58 property tax paid to the City, an increase of 1.6%.

### CITY COUNCIL OPTIONS & CONSIDERATIONS

The options the City Council may take regarding the 2016 property tax levy are:

- Option 1: Levy the property taxes without any increase.
- Option 2: Increase the property tax levy by the IPD of 0.251%.
- Option 3: Increase the property tax levy by 1%, provided the City Council adopts a substantial need ordinance (*recommended option*).

The City’s 2016 Budget includes an annual property tax increase of 1% as authorized by state statute. A 1% increase in property tax levy generates approximately \$64,663 in additional revenue for city services, or an additional \$4.58 per average homeowner in 2016.

#### 2016 Property Tax Revenue Estimate

Adopted Budget Estimate = \$6,652,000  
 Revised Year-End Estimate = \$6,639,000  
 Preliminary Levy per County = \$6,638,991

Since 2006 the City Council has enacted the 1% increase as authorized by state statute. The cumulative impact of not taking the 1% increase in 2016 over the 5-year period (2016 - 2020) is roughly \$330,000.

Details of options are provided below.

Factors	2015	2016 - Option 1 (no increase)	2016 - Option 2 IPD @ 0.251%	2016 - Option 3 (1% increase)
Base Levy Amount	\$6,367,101	\$6,466,346	\$6,466,347	\$6,466,347
1% Increase	\$63,671	\$0	\$16,231	\$64,663
New Construction Estimate	\$27,503	\$38,260	\$38,260	\$38,260
Administrative Refunds	\$70,260	\$61,651	\$61,651	\$61,651
Increase from State-Assessed Property (2016 Estimate Based on 2015 Actual)	\$8,070	\$8,070	\$8,070	\$8,070
<b>Total Property Tax Levy</b>	<b>\$6,536,605</b>	<b>\$6,574,327</b>	<b>\$6,590,558</b>	<b>\$6,638,991</b>
Total Property Tax Levy % Increase from Base Levy Amount	2.66%	1.67%	1.92%	2.67%
Assessed Value for 2015 / Preliminary Assessed Value for 2016	\$4,748,231,614	\$4,900,946,619	\$4,900,946,619	\$4,900,946,619
Levy Rate Per \$1,000 AV	\$1.3766	\$1.3414	\$1.3448	\$1.3546
City Tax Paid by Average Home Owner (2014 = \$212,540 / Assume 2015 = \$219,376)	\$292.59	\$294.29	\$295.01	\$297.17
City Tax Paid by Average Home Owner, \$ Change from 2015	n/a	\$1.70	\$2.42	\$4.58
City Tax Paid by Average Home Owner, % Change from 2015	n/a	0.6%	0.8%	1.6%

## **NEXT STEPS**

- Adoption on November 16, 2015

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

## **ATTACHMENTS**

- Pierce County Assessor-Treasurer Information on:
  - Preliminary 2015 Assessed Values
  - Preliminary Tax Levy Limit 2015 for 2016 (0.251% IPD and 1% Limit)
- Draft Declaration of Substantial Need Ordinance
- Draft 2016 Property Tax Ordinance



**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

September 1, 2015

OFFICIAL NOTIFICATION TO: **LAKWOOD**

RE: 2015 PRELIMINARY ASSESSED VALUES

**FOR REGULAR LEVY**

Total Taxable Regular Value	4,900,946,619
Highest lawful regular levy amount since 1985	6,466,345.69
<b>Last year's actual levy amount</b>	<b>6,536,605.36</b>
Additional revenue from current year's NC&I	38,260.45
Additional revenue from annexations (RCW 84.55)	0.00
Additional revenue from administrative refunds (RCW 84.69)	61,651.31
<i>No additional revenue from administrative refunds will be allowed if you are limited by your statutory rate limit.</i>	
Additional revenue from increase in state-assessed property	0.00

**FOR EXCESS LEVY**

Taxable Value	4,781,384,034
Timber Assessed Value	
Total Taxable Excess Value	4,781,384,034
2015 New Construction and Improvement Value	27,792,631

*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

**TAX LEVY LIMIT 2015 FOR 2016**

**LAKEWOOD  
> 10,000**

**REGULAR TAX LEVY LIMIT:**

**2014**

A. <u>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).</u>	6,466,345.69 1.00251 6,482,576.22
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).	27,792,631 1.376639955963 38,260.45
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).	61,769,430 61,769,430 0.00 1.376639955963 0.00
D. <b>REGULAR PROPERTY TAX LIMIT (A + B + C)</b>	<b>6,520,836.66</b>

**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.	6,520,836.66 4,900,946,619 1.330525951602
F. Annexed area's current assessed value including new construction and improvements times rate found in E above.	0.00 1.330525951602 0.00
G. <b>NEW LEVY LIMIT FOR ANNEXATION (D + F)</b>	<b>6,520,836.66</b>

**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)	6,520,836.66 61,651.31 6,582,487.97
I. <b>TOTAL ALLOWABLE LEVY AS CONTROLLED BY THE LEVY LIMIT (D,G,or H)</b>	<b>6,582,487.97</b>
J. Amount of levy under statutory rate limitation.	4,900,946,619 1.600000000000 7,841,514.59
K. <b>LESSER OF I OR J</b>	<b>6,582,487.97</b>



**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

**TAX LEVY LIMIT 2015 FOR 2016**

**LAKEWOOD  
> 10,000**

**REGULAR TAX LEVY LIMIT:**

	<b>2014</b>
A. <u>Highest regular tax which could have been lawfully levied beginning with the 1985 levy</u> [refund levy not included] times limit factor (as defined in RCW 84.55.005).	6,466,345.69
	1.01
	6,531,009.15
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).	27,792,631
	1.376639955963
	38,260.45
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).	61,769,430
	61,769,430
	0.00
	1.376639955963
	0.00
D. <b>REGULAR PROPERTY TAX LIMIT (A + B + C)</b>	<b>6,569,269.59</b>

**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.	6,569,269.59
	4,900,946,619
	1.340408313722
F. Annexed area's current assessed value including new construction and improvements times rate found in E above.	0.00
	1.340408313722
	0.00
G. <b>NEW LEVY LIMIT FOR ANNEXATION (D + F)</b>	<b>6,569,269.59</b>

**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)	6,569,269.59
	61,651.31
	6,630,920.90
I. <b>TOTAL ALLOWABLE LEVY AS CONTROLLED BY THE LEVY LIMIT (D,G,or H)</b>	<b>6,630,920.90</b>
J. Amount of levy under statutory rate limitation.	4,900,946,619
	1.600000000000
	7,841,514.59
K. <b>LESSER OF I OR J</b>	<b>6,630,920.90</b>

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE of the City Council of the City of Lakewood, Washington, making a declaration of substantial need for purposes of setting the limit factor for the property tax levy for 2016.

WHEREAS, RCW 84.55.010 provides that a taxing jurisdiction may levy taxes in an amount no more than the limit factor multiplied by the highest lawful levy plus additional amounts resulting from new construction and improvements to property, newly constructed wind turbines, and any increase in the value of state-assessed utility property;

WHEREAS, under RCW 84.55.005(2)(C), the limit factor for a taxing jurisdiction with a population of 10,000 or over is the lesser of 101 percent or 100 percent plus inflation;

WHEREAS, RCW 84.55.005(1) defines “inflation” as the percentage change in the implicit price deflator for personal consumption expenditures for the United States as published for the most recent 12-month period by the Bureau of Economic Analysis of the federal Department of Commerce in September of the year before the taxes are payable;

WHEREAS, “inflation” for July 2015 is 0.251% percent and the limit factor is 1% percent, meaning that the taxes levied in the City of Lakewood in 2015 for collection in 2016 will decrease except for the amount resulting from new construction and improvements to property, newly constructed wind turbines, and any increase in the value of state-assessed utility property;

WHEREAS, RCW 84.55.0101 provides for use of a limit factor of 101 percent or less with a finding of substantial need by a majority plus one councilmembers;

WHEREAS, the City Council adopted financial policies that include strong policies on reserve levels for the City’s operating funds; the budget ensures that by the end of 2016, General Fund reserves shall be at least 12% of General and Street O&M operating revenues, a significant improvement from previous years’ ending fund balances. The 2015-2016 adopted biennial budget gradually returns the City to sound financial footing by replenishing General Fund reserves to meet the City’s 12% policy objective over a three year period beginning in 2014 and culminating in 2016. Using reserves and one-time monies to finance ongoing programs as was the case in recent years only masks and pushes out the financial challenges facing the City. The City currently is at a tipping point where failing to address this issue only further weakens the City’s financial position. Thus, the 2015-2016 budget ensures operating expenditures are within the constraints of available operating revenues and does not use reserves to balance the budget. As a result, the adopted budget is compliant with the City’s financial policies. Additionally, the City has three labor contracts that expire at the end of 2015 and one that will expire at the end of 2016. The City has started the process; however the financial impact will not be known until the agreements are in place. Labor costs have and are expected to continue to increase above 1%. Annual step increases range from 4% to 6% on top of cost of living adjustments (COLA) depending on the labor group.

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

SECTION 1. A finding is made of substantial need under RCW 84.55.0101, which authorizes the use of a limit factor of 101 percent for the property tax levy for 2016.

SECTION 2. Severability. The provisions of this ordinance are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

SECTION 3. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance number, section/subsection numbers and any references thereto.

SECTION 4. 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 16th day of November, 2015.

CITY OF LAKEWOOD

\_\_\_\_\_  
Don Anderson, Mayor

Attest:

\_\_\_\_\_  
Alice M. Bush, MMC, City Clerk

Approved as to Form:

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

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 2016 by taxation on the assessed valuation of the property of the City; and setting the property tax levy rate for 2016.

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 2016 property tax levy on November 2, 2015;

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 84.55.0101;

WHEREAS, the district's actual levy amount from the previous year was \$6,536,605.36; 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 \$6,466,345, 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 \$38,260; administrative refunds in the amount of \$61,651; and an increase from state-assessed property in the amount of \$8,070 for a total preliminary 2016 property tax levy of \$6,638,991.

SECTION 2. Dollar and Percentage Increase from the 2015 Actual Property Tax Levy. The dollar amount of the increase over the actual 2015 levy of \$6,536,605 (which is the regular levy of \$6,466,346 plus administrative refunds of \$70,259) 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 2016 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 2016 is hereby levied upon real and personal

property subject to taxation in the City as follows:

Estimated 2016 Tax Levy

True and Fair Value of Tax Base: \$4,900,946,619

Estimated Levy Rate: \$1.3546

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 16th day of November, 2015.

CITY OF LAKEWOOD

\_\_\_\_\_  
Don Anderson, Mayor

Attest:

\_\_\_\_\_  
Alice M. Bush, MMC, City Clerk

Approved as to Form:

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

# 2016 PROPERTY TAX LEVY

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Public Hearing

City Council

November 2, 2015

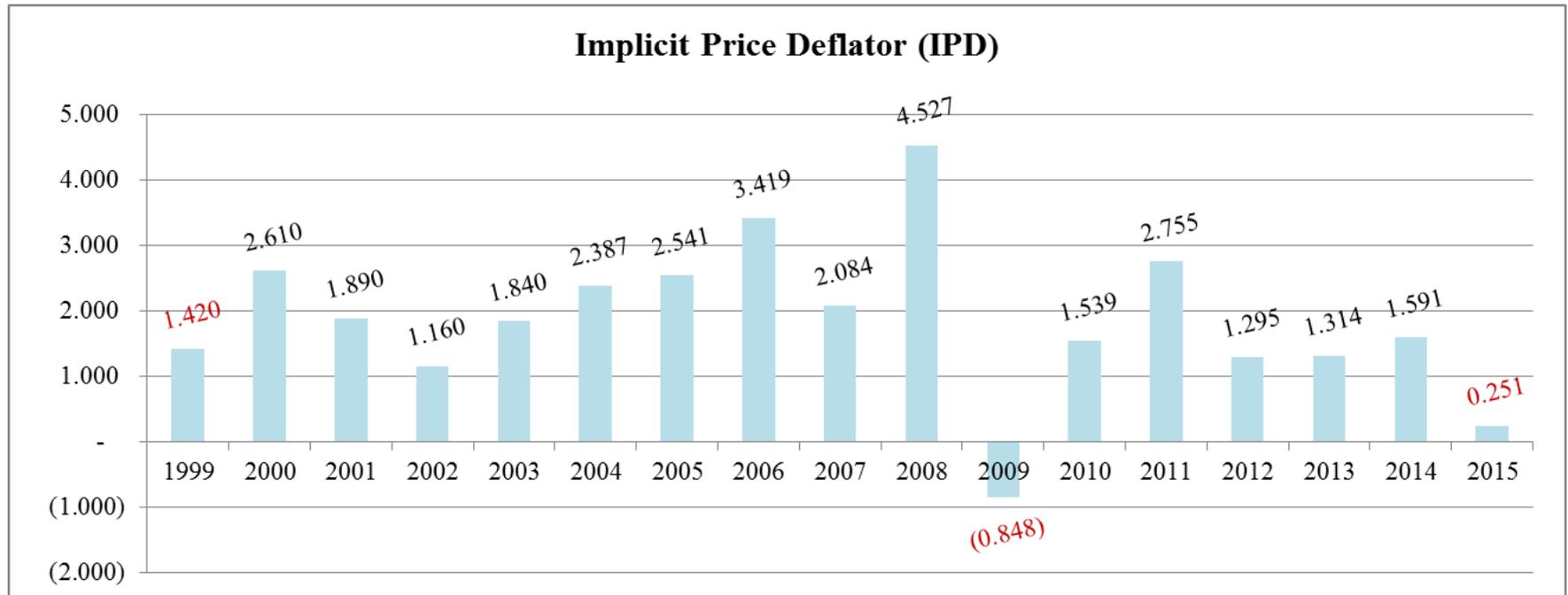
# Background

- Public hearing required prior the time City levies the taxes
- Must provide County with levy certification by Nov 30<sup>th</sup>
- Adoption of ordinance scheduled for Nov 16<sup>th</sup>

# Levy Limit

- Increase limited to the lesser of IPD or 1%
- IPD is 0.251%
- Declaration of Substantial Need Ordinance needed for 1%
- 3<sup>rd</sup> time since 1998 that inflation rate has fallen below 1%

# IPD History



# Assessed Value, Levy Rate and Levy

	2015	2016 Estimate	Change	
			\$	%
Assessed Value	\$4,748,231,614	\$4,900,946,619	\$152,715,005	3.2%
City Levy Rate	\$1.3766	\$1.3546	-\$0.0220	-1.6%
City Property Tax Levy *	\$6,536,605	\$6,638,991	\$102,386	1.6%

*\* The City Property Tax Levy increase of 1.6% includes the 1% increase plus new construction, administrative refunds and increase in state-assessed property.*

# Tax Calculator Factor

<b>Tax Calculation Factor</b>	<b>Tax Levy</b>
Highest Regular Tax levy	\$6,466,347
1% Increase	\$64,663
New Construction Estimate	\$38,260
Administrative Refunds	\$61,651
<b>Subtotal</b>	<b>\$6,630,922</b>
Increase from State-Assessed Property Estimate, Based on 2015 Actual	\$8,070
<b>Total Preliminary 2016 Levy</b>	<b>\$6,638,992</b>
<b>2015 Preliminary Assessed Value for 2016 Levy</b>	<b>\$4,900,946,619</b>
<b>2016 Preliminary Levy Rate (Assumes 1% Increase)</b>	<b>\$1.3546</b>
<b>Levy Rate Calculation:</b>	
2016 Preliminary Assessed Value	\$4,900,946,619
Divide by \$1,000	\$1,000
2016 AV Per \$1,000	\$4,900,947
2016 Preliminary Levy	\$6,638,992
Divide by 2016 AV Per \$1,000	\$4,900,947
2016 Preliminary Levy Rate per \$1,000 (Assumes 1% Increase)	\$1.3546

# Increase Scenarios: 0%, 0.251% and 1%

	2015	2016 Est 0%	Change from 2015		2016 Est IPD 0.251%	Change from 2015		2016 Est 1%	Change from 2015	
			\$	%		\$	%		\$	%
AV Average Home	\$212,540	\$219,376	\$6,836	3.2%	\$219,376	\$6,836	3.2%	\$219,376	\$6,836	3.2%
City Levy Rate	\$1.3766	\$1.3414	-\$0.0352	-2.6%	\$1.3448	-\$0.0319	-2.3%	\$1.3546	-\$0.0220	-1.6%
City Property Tax Paid	\$292.59	\$294.29	\$1.70	0.6%	\$295.01	\$2.42	0.8%	\$297.17	\$4.58	1.6%

- No increase scenario: The property tax levy rate of \$1.3414 results in an additional \$1.70 property tax paid to the City, an increase of 0.6%.
- IPD 0.251% increase scenario: The property tax levy rate of \$1.3448 results in an additional \$2.42 property tax paid to the City, an increase of 0.8%.
- 1% increase scenario, the property tax levy rate of \$1.3546 results in an additional \$4.58 property tax paid to the City, an increase of 1.6%.

# 2016 Property Tax Revenue Estimate

- Since 2006 the City Council has enacted the 1% increase as authorized by state statute.
- The cumulative impact of not taking the 1% increase in 2016 over the 5-year period (2016 - 2020) is roughly \$330,000.

Adopted Budget Estimate = \$6,652,000

Revised Year-End Estimate = \$6,639,000

Preliminary Levy per County = \$6,638,991

# City Council Options & Considerations

## Option 1:

Levy the property taxes without any increase.

## Option 2:

Increase the property tax levy by the IPD of 0.251%.

## Option 3 – Recommended

Increase the property tax levy by 1%, provided the City Council adopts a substantial need ordinance.

# Details of Options

<b>Factors</b>	<b>2015</b>	<b>2016 - Option 1 (no increase)</b>	<b>2016 - Option 2 IPD @ 0.251%</b>	<b>2016 - Option 3 (1% increase)</b>
Base Levy Amount	\$6,367,101	\$6,466,346	\$6,466,347	\$6,466,347
1% Increase	\$63,671	\$0	\$16,231	\$64,663
New Construction Estimate	\$27,503	\$38,260	\$38,260	\$38,260
Administrative Refunds	\$70,260	\$61,651	\$61,651	\$61,651
Increase from State-Assessed Property (2016 Estimate Based on 2015 Actual)	\$8,070	\$8,070	\$8,070	\$8,070
<b>Total Property Tax Levy</b>	<b>\$6,536,605</b>	<b>\$6,574,327</b>	<b>\$6,590,558</b>	<b>\$6,638,991</b>
Total Property Tax Levy % Increase from Base Levy Amount	2.66%	1.67%	1.92%	2.67%
Assessed Value for 2015 / Preliminary Assessed Value for 2016	\$4,748,231,614	\$4,900,946,619	\$4,900,946,619	\$4,900,946,619
<b>Levy Rate Per \$1,000 AV</b>	<b>\$1.3766</b>	<b>\$1.3414</b>	<b>\$1.3448</b>	<b>\$1.3546</b>
City Tax Paid by Average Home Owner (2014 = \$212,540 / Assume 2015 = \$219,376)	\$292.59	\$294.29	\$295.01	\$297.17
City Tax Paid by Average Home Owner, \$ Change from 2015	n/a	\$1.70	\$2.42	\$4.58
City Tax Paid by Average Home Owner, % Change from 2015	n/a	0.6%	0.8%	1.6%

# Declaration of Substantial Need Ordinance

## Financial Policies:

- Ensures General Fund Reserves of at least 12% of General and Street O&M operating revenues
- 2015/2016 adopted biennial budget gradually returns the City to sound financial footing by replenishing General Fund reserves to meet policy objective over a 3 year period beginning in 2014 and culminating in 2016
- Ongoing expenditures must be supported by ongoing revenues
- Failing to address the issue only further weakens the City's financial position
- 2015/2016 adopted budget compliant with financial policies

# Declaration of Substantial Need Ordinance

## Labor Costs:

- 3 contracts expire at the end of 2015
- 1 contract expires at the end of 2016
- Financial impact will not be known until agreements are in place
- Labor costs have and are expected to continue to increase above 1%
- Annual step increases range from 4% to 6% on top of cost of living adjustments (COLA) depending on the labor group

# Next Steps

- Adoption on November 16, 2015
- Submit levy certification to Pierce County.
- The City will have the opportunity to modify its levy certification in December once it receives the actual dollar amount of the administrative refunds from the County



October 8 and 15, 2015

Don Anderson  
Mayor

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 OF PUBLIC HEARING

### CITY OF LAKEWOOD 2015-2016 BIENNIAL BUDGET AMENDMENTS

Notice is hereby given that on Monday, November 2, 2015, at 7:00 p.m., or soon thereafter, a public hearing will be held by the Lakewood City Council on the amendments to the 2015-2016 City of Lakewood biennial budget. This hearing will take place at the City of Lakewood, Council Chambers, 6000 Main Street SW, Lakewood, Washington.

If you have concerns about this matter and want those concerns to be known and considered, they must be presented at the hearing or written comments can be submitted to the City Clerk, 6000 Main Street SW, Lakewood, WA 98499-5027, prior to the hearing.

Beginning Monday, October 26, 2015, copies of the amendments to the 2015-2016 City of Lakewood biennial budget will be made available in the Finance Department or can be viewed at [www.cityoflakewood.us](http://www.cityoflakewood.us) For further information, please call Tho Kraus, Assistant City Manager/Finance & Administrative Services, at (253) 983-7706.

Alice M. Bush, MMC  
City Clerk  
(Motion No. 2015-57)



To: Mayor and City Councilmembers  
From: Tho Kraus, Assistant City Manager/Administrative Services  
Through: John J. Caulfield, City Manager *John J. Caulfield*  
Date: November 2, 2015  
Subject: 2015/2016 Mid-Biennium Budget Adjustment – Public Hearing

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**BACKGROUND:**

Washington state law requires cities that are on a biennial budget cycle perform a mid-biennial review and modification of the biennial budget. The review is to occur no sooner than eight months after the start nor later than the conclusion of the first year of the biennium. As part of the mid-biennium budget process, the revised 6-Year Financial Forecast was updated and presented to the City Council on September 28, 2015.

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

- Housekeeping adjustments to incorporate items previously approved by Council;
- Reflect projects funded by grants and contributions;
- Changing operating trends and conditions; and
- New allocations.

**PROPOSED BUDGET AMENDMENTS – SUMMARY:**

The proposed budget adjustment:

- Makes no change to beginning fund balance;
- Decreases total revenues for all funds by \$15.1M in 2015 and increases by \$21.7M in 2016, resulting in a total revised revenue budget of \$72.5M and \$73.5M, respectively;
- Decreases total expenditures for all funds by \$15.9M in 2015 and increases by \$23.4M in 2016, resulting in a total revised expenditure budget of \$75.3M and \$75.7M, respectively;
- Increases total ending fund balance for all funds by \$787K in 2015 and decreases by \$955K in 2016, resulting in a total revised projected ending fund balance of \$18.3M and \$16.3M, respectively.

Fund Group	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance		
	Current Budget	Proposed Adjustment	Proposed Revised Budget	Current Budget	Proposed Adjustment	Proposed Revised Budget	Current Budget	Proposed Adjustment	Proposed Revised Budget	Current Budget	Proposed Adjustment	Proposed Revised Budget
<b>Total Year 2015</b>	\$21,059,957	\$ -	\$21,059,957	\$87,597,177	\$ (15,142,116)	\$72,455,061	\$91,189,784	\$ (15,928,735)	\$75,261,050	\$17,467,349	\$ 786,618	\$18,253,968
General	4,532,695	-	4,532,695	35,187,734	229,159	35,416,893	35,729,979	467,193	36,197,172	3,990,450	(238,034)	3,752,416
Special Revenue	3,272,941	-	3,272,941	6,792,609	1,082,872	7,875,481	8,300,785	991,959	9,292,744	1,764,764	90,913	1,855,677
Debt Service	1,043,700	-	1,043,700	1,219,978	351,697	1,571,675	1,346,124	319,541	1,665,665	917,554	32,156	949,710
Capital Projects	800,249	-	800,249	36,014,269	(17,508,367)	18,505,902	34,549,690	(17,504,928)	17,044,762	2,264,828	(3,439)	2,261,389
Enterprise	6,868,242	-	6,868,242	3,321,545	93,327	3,414,872	5,903,577	(991,745)	4,911,832	4,286,210	1,085,072	5,371,282
Internal Service	4,542,130	-	4,542,130	5,061,042	609,195	5,670,237	5,359,629	789,245	6,148,874	4,243,543	(180,050)	4,063,493
<b>Total Year 2016</b>	\$17,467,349	\$ 786,619	\$18,253,968	\$52,018,578	\$ 21,674,078	\$73,692,656	\$52,276,733	\$ 23,415,445	\$75,692,178	\$17,209,194	\$ (954,749)	\$16,254,446
General	3,990,450	(238,034)	3,752,416	35,695,391	880,830	36,576,221	35,348,044	539,499	35,887,543	4,337,797	103,297	4,441,094
Special Revenue	1,764,764	90,914	1,855,678	4,751,460	800,983	5,552,443	5,062,710	985,183	6,047,893	1,453,514	(93,287)	1,360,227
Debt Service	917,554	32,156	949,710	1,315,071	(65,775)	1,249,296	1,482,928	(64,800)	1,418,128	749,697	31,181	780,878
Capital Projects	2,264,828	(3,439)	2,261,389	2,945,500	19,251,502	22,197,002	3,465,450	19,344,724	22,810,174	1,744,878	(96,661)	1,648,217
Enterprise	4,286,210	1,085,072	5,371,282	2,702,500	190,610	2,893,110	3,121,965	2,106,961	5,228,926	3,866,745	(831,279)	3,035,466
Internal Service	4,243,543	(180,050)	4,063,493	4,608,656	615,928	5,224,584	3,795,636	503,878	4,299,514	5,056,563	(68,000)	4,988,563

### GENERAL FUND ENDING FUND BALANCE

The 2016 estimated General/Street O&M Funds ending fund balance of \$4.44M equates to 12% of General/Street O&M Funds operating revenues.

In support of the City's financial integrity, the City Council adopted on September 15, 2014, a set of financial policies including fund balance reserves totaling 12% of General/Street O&M Funds operating revenues. The goal date for meeting this target is no later than 2016 and is met with the 2015/2016 Adopted Biennial Budget and continues to be met with the proposed mid-biennium budget adjustments.

- *2% General Fund Contingency Reserves:* The purpose of this reserve is to accommodate unexpected operational changes, legislative impacts, or other economic events affecting the City's operations which could not have been reasonably anticipated at the time the original budget was prepared. A 2% reserve fund based on the General/Street O&M Funds operating revenues equates to roughly \$740K.
- *5% General Fund Ending Fund Balance Reserves:* The purpose of this reserve is to provide financial stability, cash flow for operations and the assurance that the City will be able to respond to revenue shortfalls with fiscal strength. A 5% reserve fund based on the General/Street O&M Funds operating revenues equates to roughly \$1.85M.

- *5% Strategic Reserves*: The purpose of this reserve is to provide some fiscal means for the City to respond to potential adversities such as public emergencies, natural disasters or similarly major, unanticipated events. A 5% reserve fund based on the General/Street O&M Funds operating revenues equates to roughly \$1.85M.

## **PROPOSED BUDGET AMENDMENTS – DETAILS:**

The narrative below provides detailed information on the proposed budget adjustments. A summarized list is included as an attachment to this memo.

### **Fund 001 General**

*Revenue Adjustments* – Adjust revenues to reflect current economic conditions and trends:

- *Property Tax* – Increase by \$100,600 in 2015 and \$77,000 in 2016 resulting in a revised budget estimate of \$6,565,600 and \$6,639,000, respectively.
- *Sales & Use Tax* – Increase by \$190,400 in 2015 and \$175,900 in 2016 resulting in a revised budget estimate of \$8,472,400 and \$8,601,900, respectively.
- *Parks Sales & Use Tax* – Increase by \$18,100 in 2015 and \$18,900 in 2016 resulting in a revised budget estimate of \$490,100 and \$499,900, respectively.
- *Criminal Justice Sales Tax* – Increase by \$42,700 in 2015 and \$52,300 in 2016 resulting in a revised budget estimate of \$880,700 and \$898,300, respectively.
- *Admissions Tax* – Increase by \$17,100 in 2015 and \$20,400 in 2016 resulting in a revised budget estimate of \$667,100 and \$680,400, respectively.
- *Leasehold Tax* – Increase by \$8,000 in 2015 and \$0 in 2016 resulting in a revised budget estimate of \$16,000 and \$8,000, respectively. The increase in 2015 is due to back taxes received.
- *Utility Tax* – Decrease by \$345,000 in 2015 and \$432,000 in 2016 resulting in a revised budget estimate of \$5,642,000 and \$5,644,000, respectively.
- *Gambling Tax* – Increase by \$37,300 in 2015 and \$25,300 in 2016 resulting in a revised budget estimate of \$2,507,300 and \$2,532,300, respectively.
- *Franchise Fees* – Increase by \$202,000 in 2015 and \$256,300 in 2016 resulting in a revised budget estimate of \$3,408,000 and \$3,510,300, respectively.
- *Criminal Justice Funding* – Increase by \$9,100 in 2015 and \$13,300 in 2016 resulting in a revised budget estimate of \$144,400 and \$150,200, respectively.
- *Criminal Justice High Crime* – Decrease by \$61,400 in 2015 and \$61,400 in 2016 resulting in a revised budget estimate of \$236,700 and \$236,700, respectively.
- *Liquor Excise Tax* – Increase by \$50,000 in 2015 and \$177,700 in 2016 resulting in a revised budget estimate of \$161,100 and \$258,500, respectively.

- *Liquor Profits* – Increase by \$1,100 in 2015 and decrease by \$7,000 in 2016 resulting in a revised budget estimate of \$511,200 and \$502,500, respectively.
- *Development Services Permits & Fees* – Increase by \$498,030 in 2016 resulting in a revised budget estimate of \$973,450 in 2015 (no change) and \$1,481,270, respectively. The increase in 2016 is due to the many permits/projects that are in the works.
- *Business Licenses* – Increase by \$72,900 in 2016 resulting in a revised budget estimate of \$260,000 in 2015 (no change) and \$332,900 in 2016. The anticipate increase in 2016 is due to correcting technical issues, filling the vacant position and realigning the office assistant position with a permit coordinator in July 2016, providing additional training to staff and efforts to increase compliance.
- *Alarm Permits & Fees* – Decrease by \$25,000 in 2015 and \$23,000 in 2016 resulting in a revised budget estimate of \$134,000 and \$136,000, respectively.
- *Animal Licenses* – Increase by \$5,000 in 2015 and \$6,200 in 2016 resulting in a revised budget estimate of \$40,800 and \$42,000, respectively.

*Independent Salary Commission Decision, Ongoing* – Add \$21,175 in 2015 and \$46,200 in 2016 to implement the City’s first Independent Salary Commission decision on City Council salaries.

*City Manager Department Interns, 1-Time* – Add \$18,800 of expenditures for two interns in the City Manager Department offset by Finance Division position vacancy savings.

*Net Internal Service Reallocation, Ongoing* – Reduce by \$33,017 in 2015 and \$122,318 in 2016 due to reallocation of internal service funds to non-general fund departments.

*WCIA Assessment Increase* – Add internal service charges of \$9,947 in 2015 and \$177,616 in 2016. Refer to Fund 504 Risk Management for details.

*WCIA Potential Deductibles for Claims Prior to 2014* – Add internal service charges of \$201,109 in 2015. Refer to Fund 504 Risk Management section details.

*Public Disclosure Keonig Case* – Add internal service charges of \$206,920 in 2015. Refer to Fund 504 Risk Management for details.

*Information Technology Accumulated Reserves, Ongoing* – Add \$18,946 to begin the accumulation of replacement reserves for the new phone system and wireless access accumulated reserves.

*Transfer to Fund 501 Fleet & Equipment Fund, 1-Time* – Add \$233,239 in 2016 to replenish the Fleet & Equipment Fund replacement reserves. In June 2015 the City Council approved the transfer from the Fleet & Equipment Fund to the Information Technology Fund to provide for much needed basic information technology related needs. The goal was to make the fleet and equipment reserves whole by the end of 2016 through expenditure savings and/or use of revenues received above and beyond estimates.

*Position Realignment (Permit Coordinator, offset by Development Services Revenue), Ongoing* – Add \$18,300 in 2015 and \$42,100 in 2016 to account for the costs of the realignment of the Office Assistant position to Permit Coordinator, funded by additional development services revenue.

*Motor Avenue Complete Streets Concept, 1-Time* – Add \$12,000 in 2015 for total expenditures of \$60,000 for the development of a “complete streets” design concept for Motor Avenue SW.

*Public Defender, Ongoing* – Add \$45,000 in 2015 and \$66,200 in 2016 for total expenditures of \$400,000 2015 and \$451,200 in 2016 to implement the new public defender contract. The 2015 increase includes \$30,000 for anticipated transition costs (currently under review).

*Public Defender Grant* - Add revenues and expenditures of \$10,000 in 2016 funded by Office of Public Defender grant. The grant provides funding for investigative services.

*Annual Replacement Reserves on Purchase of 3 New Snow Plows* – Add \$2,000 in 2016 for the annual accumulation of replacement reserves on the purchase of 3 new snow plows based on a 10 year replacement cycle.

*South Sound 911 Dispatch Services, Ongoing* – Add \$24,159 in 2016 bringing the total estimated cost for South Sound 911 dispatch services to \$2,043,570 (does not include City of Tacoma Radio Network Users Fees – see below).

*City of Tacoma Radio Network User Fees, Ongoing* – Add \$18,300 in 2016 bringing the total estimated cost for radio network user fees related to dispatch services to \$110,300. The increase is due to the City of Tacoma owned 800 MHz system upgrade/implementation to new, state-of-the-art infrastructure and technology. While South Sound 911 is not the system owner, and therefore is not in control of the costs assessed to the City, it has committed to providing funding to help mitigate the increase in fees. South Sound 911 is in active discussion to negotiate radio system costs and South Sound 911 cost-sharing, so that radio fees will not exceed \$30 per month per radio for public safety users in 2016. Beyond 2016, South Sound 911 will be working with the City of Tacoma to explore South Sound 911 serving as a system operator or system owner. As either an operator or owner, South Sound 911 would have influence and management over the radio fee formulas and rate structures, which is not the case today. The City currently pays \$25 per radio on its 915 radios. The increase is \$9.87 for a total unit cost of \$34.87, however, South Sound 911 has committed to limiting the increase to \$5.00 per unit.

*Puget Sound Clean Air Assessment, Ongoing* – Add \$5,357 in 2016 for the Puget Sound Clean Air Assessment, which will increase the budget to a total of \$36,332. The agency’s Board adopted the rate of 81 cents per capita (a 10 cent increase) to fund critical regional public health and climate protection work. This is the second part of a two-year planned increase that started in 2015. The City’s portion of the per capita is based on a formula using the City’s population and assessed valuation of taxable property, as defined by the Washington State Clean Air Act (RCW 70.94).

*Nisqually Tribal Mental Health Account Correction* – Move \$25,000 in revenue and expenditure for Greater Lakes Mental Health Professional to Fund 195 Public Safety Grants.

*Pierce County Sheriff Department for- U.S. Open, 1-Time-* Appropriate \$4,159 in revenue and expenditures in 2015 for reimbursement of officer overtime for assisting in providing a law enforcement presence at the 2015 U.S. Open in Chambers Bay.

*General/Street Fund Subsidy* – Decrease by \$14,400 in 2015 and \$1,300 in 2016 due to the following:

- Increase by motor vehicle excise tax (MVET) by \$14,400 in 2015 and \$3,300 in 2016 resulting in a decrease in General Fund subsidy

- Eliminate judgments and settlements expenditures of \$10,000 in 2015 and \$10,000 in 2016 resulting in a decrease in General Fund subsidy. These expenditures are accounted for in the Risk Management and charged to the department as an internal service charge.
- Eliminate proceeds from sale of assets of \$10,000 in 2015 and \$10,000 in 2016 resulting in an increase in General Fund subsidy. Proceeds from sale of assets are receipted into Fund 302 Transportation CIP and may be used for general transportation capital purposes.
- Add annual replacement reserves collection of \$2,000 on 3 new snow plows resulting in an increase in General Fund subsidy.

### **Fund 101 Street Operations & Maintenance**

*General/Street Fund Subsidy* – Decrease by \$14,400 in 2015 and \$3,300 in 2016 due to the following:

- Increase by motor vehicle excise tax (MVET) by \$14,400 in 2015 and \$3,300 in 2016 resulting in a decrease in General Fund subsidy
- Eliminate judgments and settlements expenditures of \$10,000 in 2015 and \$10,000 in 2016 resulting in a decrease in General Fund subsidy. These expenditures are accounted for in the Risk Management and charged to the department as an internal service charge.
- Eliminate proceeds from sale of assets of \$10,000 in 2015 and \$10,000 in 2016 resulting in an increase in General Fund subsidy. Proceeds from sale of assets are receipted into Fund 302 Transportation CIP and may be used for general transportation capital purposes.
- Add \$2,000 in 2016 for the annual accumulation of replacement reserves on the purchase of 3 new snow plows based on a 10 year replacement cycle resulting in an increase in General Fund subsidy.

*Allocation of Internal Service Charges* – Add \$174,935 in 2015 and \$181,403 in 2016 offset by increase in General Fund Subsidy, which has already been accounted for in the adopted budget.

- \$8,100 in 2015 and \$8,100 in 2016 for Fleet and Equipment
- \$67,130 in 2015 and \$75,068 in 2016 for Risk Management
- \$64,879 in 2015 and \$62,828 in 2016 for Information Technology
- \$42,926 in 2015 and \$43,507 in 2016 for Property Management
- \$177,990 in 2015 and \$178,530 in 2016 for Property Management (Sounder Station)

### **Fund 102 Real Estate Excise Tax**

*Real Estate Excise Tax Revenue* – Increase by \$263,000 in 2015 and \$287,000 in 2016 resulting in a revised budget estimate of \$1,200,000 and \$1,224,000, respectively.

*Transfer to Fund 301 Parks Capital* – Add \$13,878 transfer to Gateways Project to cover the cost of adding North Gate to project scope.

*Transfer to Fund 302 Transportation Capital* – Add an additional transfers of \$180,000 in 2015 and \$270,000 in 2016 to provide additional funds for various capital projects to cover increased costs as part of the year-end estimate review of each project.

### **Fund 104 Hotel/Motel Lodging Tax**

*Hotel/Motel Lodging Tax Revenue* – Increase by \$175,000 in 2015 and \$100,000 in 2016 resulting in a revised budget estimate of \$675,000 in 2015 and \$60,000 in 2016. The higher revenue estimate in 2015 accounts for back taxes received from a hotel/motel and additional revenues from the U.S. Open event.

*Lodging Tax Allocations* – Increase expenditures by \$403,850 to reflect the LTAC recommendation for 2016 programs. *Note – this budget adjustment is only valid if the City Council approves the LTAC recommendation which is separate from the mid-biennium budget adjustment process.*

### **Fund 105 Property Abatement**

*Abatement Program* – Increase expenditures by \$135,471 in 2015 and decrease by \$100,000 in 2016. The funding source is ending fund balance.

### **Fund 181 Felony Seizures**

*Felony Seizures* – Add \$5,044 of expenditures in 2015 funded by restricted seizure ending fund balance. This expenditure adjustment brings the ending fund balance to \$0. Future allocations will be dependent on revenues.

### **Fund 182 Federal Seizures**

*Federal Seizures* – Add \$100,000 in expenditures and \$210,000 in seizure revenues in 2015 resulting in a revised ending fund balance estimate of \$171,787 in 2015 and \$161,787 in 2016.

### **Fund 190 CDBG**

There are no budget adjustment requests for CDBG fund. However, the purpose of including the fund in this memo is to provide an explanation of the ending fund balance of \$11,537. The ending fund balance of \$11,537 is comprised of revolving fund payments for CDBG Down Payment Assistance, Economic Development Loans, and Major Home Loan Repair programs. Of the ending fund balance: \$4,006 is designated for Down Payment Assistance specific costs; \$7,002 is designated for Economic Development Loans program specific costs; and the balance of \$529 is to be used for CDBG administrative costs. The Down Payment Assistance funds and the Economic Development Loan funds are available, however must be spent on program specific projects. The \$529 for administrative cost was an overage of revenue available over expenditure costs.

### **Fund 191 Neighborhood Stabilization Program**

*NSP 1 Funds* – Appropriate the balance of restricted NSP 1 funds in 2015 resulting in a revised ending fund balance estimate of \$0. Any unspent funds will be carried over into 2016.

### **Fund 192 Office of Economic Adjustment/South Sound Military Communities Partnership**

*SSMCP Projected 2015 and Preliminary 2016 Actual Budget* – Add \$5,470 of revenues and \$36,887 of expenditures in 2015 and add \$44,000 of revenues and \$41,350 in expenditures to reflect the projected 2015 actuals and preliminary 2016 budget.

- The 2015 revenue increase of \$5,470 is comprised of: partnership funds from working group chairs (Puget Sound Energy \$2,500); general members totaling \$1,500 (\$500 each from Give an Hour, Department of Veteran Affairs and City of Puyallup); Pacific Northwest Defense Coalition \$570 and Washington State Department of Commerce \$970.
- The 2015 expenditure increase of \$36,887 is comprised of an increase in personnel costs of \$40,387 and reduction in operational costs of \$3,500.
- The 2016 revenue adjustments of \$44,000 is comprised of: elimination of the entire original partnership funding estimate of \$179,500 (to replace with preliminary 2016 actual budget); add executive leadership contributions totaling \$150,000 (\$50,000 each from City of Lakewood, Pierce County and City of Lacey); steering committee totaling \$58,500 (\$6,500 each from JBLM, Nisqually Tribe, City of DuPont, Town of Steilacoom, City of Tacoma, City of University Place, City of Yelm, Thurston County and Thurston Regional Planning Council); add working group chair totaling \$10,500 (Puget Sound Energy \$2,500, Tacoma Pierce County Health Department \$500, Tacoma Pierce County Chamber of Commerce \$2,500, United Way of Pierce County \$2,500, and Washington State Department of Transportation \$2,500) general members totaling \$4,500 (\$500 each from Clover Park School District, Franklin Pierce School District, Give an Hour, Tacoma Pierce County Association of Realtors, Department of Veteran Affairs, Work Force Central, City of Olympia, City of Puyallup and City of Tumwater).
- The 2016 expenditure adjustments of \$41,350 is comprised of: elimination of the entire original funding estimate of \$179,500 (to replace with preliminary 2016 actual budget); add personnel costs of \$172,000; and add operational expenditures of \$48,850.

The projected 2016 ending fund balance of \$45,339 is comprised of partnership contributions.

### **Fund 195 Public Safety Grants**

*Motor Cycle Safety - Washington Traffic Safety Commission, 1-Time* - Appropriate a total of \$3,191 in revenues and expenditures in 2015 to account for grant funding for the period of October 1, 2014 through September 30, 2015. The goal of this grant is to reduce traffic related deaths and serious injuries resulting from motorcycle crashes through high visibility emphasis patrols.

*Bulletproof Vest Grant, 1-Time* – Appropriate a total of \$13,544 in revenues and expenditures in 2015. This grant is for the purpose of funding ballistic vests. The grant period is from FFY 2015 – 2017. This grant requires a 50% match which is already budgeted in the General Fund. Grant balances at the end of 2015 will be carried over into 2016.

*Recreational Boating Safety, 1-Time* – Appropriate a total of \$16,037 in revenue and expenditures in 2015. This grant period is from April 1, 2015 – September 20, 2015. These funds are to encourage boating safety through education, assistance, and enforcement activities. This grant has a match requirement of \$8,185.05 which is provided by the administrative costs of the program.

*Nisqually Mental Health Contribution Account Correction, 1-Time* - Appropriate a total of \$25,000 in revenues and expenditures in 2015. This contribution was received in February 2015 for the purpose of funding a portion of the Mental Healthcare Professional and COPS program provided by Greater Lakes Mental Healthcare. These funds are used in conjunction with Bureau of Justice Assistance funds to provide a mental health professional who will work with police to provide or facilitate appropriate assistance for the mentally ill involved with police calls.

*Traffic Safety Equipment Grant 2014 – 2015, 1-Time* – Appropriate a total of \$10,655 in revenues and expenditures in 2015 for the purpose of purchasing laser lidars, radars, and antennas. These are federal funds through the Washington Association of Sheriffs and Police Chiefs to support statewide and national traffic safety initiatives, projects, and programs.

### **Fund 202 LID Debt Service**

*Debt Service, 1-Time* – Add expenditures of \$319,541 offset by assessment revenue of \$351,697 in 2015 for bond call due to early payoff by property owner in 2015 resulting in a decrease in debt service payment of \$64,800 and assessment revenue of \$65,775 in 2016. LID 1101 is an assessment on eight property owners for street improvements.

### **Fund 301 Parks Capital**

*Verizon US Open Parking Fees, 1-Time* – Add \$5,000 in revenues in 2015 for parking fees received from Verizon for parking a cell tower truck in Fort Steilacoom Park during the US Open.

*Waughop Lake Trail, 1-Time* – Realign timing of project revenue between fiscal years 2015 and 2016. Grant funding and contributions of \$400,000 are being moved to 2016 to align with when the City will be reimbursed for the completed work on the project. The original funding included \$100,000 from a portion of proceeds from the sale of the Lakeland Property. Parks has a confirmed commitment of a \$100,000 contribution from Partners for Parks, which will replace the use of the proceeds from the sale of Lakeland Property. There is no change in overall project values.

*Chambers Creek Trail Planning, 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016. Work on the project will not occur until 2016. Design fees of \$25,000 are being moved to 2016. Funding for the project in 2016 will now consist of a transfer from Fund 401 SWM. This funding is replacing the original 2015 sources of \$18,550 in USGA park fees for use of Fort Steilacoom Park during the US Open and \$6,450 from a portion of the sale of the Lakeland property. These sources will instead move to beginning fund balance. There is no change in overall project values.

*Gateways Project, 1-Time* – Add \$13,878 in 2015 for additional construction costs. The additional costs are being funded by a \$13,878 transfer in 2015 from Fund 102 Real Estate Excise Tax. Appropriate \$50,000 in expenditures and revenue in 2016 for additional Gateways construction which will be funded through a transfer of an LTAC grant from Fund 104 Hotel/Motel Lodging Tax.

*Phase II Springbrook Park Expansion, 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016. Costs for the project will extend into 2016, with completion by fall 2016. Appropriate an additional \$10,000 in 2015 for project design costs. Move anticipated grant revenue and contributions (\$196,450) to 2016. Allocate additional \$4,100 in construction costs in 2016 and revenue of \$13,824 in 2016 comprised of a transfer from Fund 401 Surface Water Management and contributions.

*Phase III Springbrook Bridge, 1-Time* – Add \$310,000 in expenditures and revenue in 2016 for the construction of the Springbrook pedestrian bridge to allow the lower Springbrook neighborhood easy access to Springbrook Park. The project is being funded through a \$291,000 State Legislative Grant and a \$19,000 transfer from Fund 401 Surface Water Management.

*Phase IV Springbrook Park Acquisition, 1-Time* – Add \$320,000 in expenditures and revenue in 2015 for the purchase of property for Springbrook Park. The purchase is being funded by a \$285,000 RCO Grant and a \$35,000 transfer from Fund 401 Surface Water Management.

*Fort Steilacoom Park Sports Field Improvements, 1-Time* – Add \$500,000 in expenditures and revenue in 2016 to update youth sports fields at Fort Steilacoom Park. The project is being funded through a \$250,000 RCO Grant and a \$250,000 LTAC grant transfer from Fund 104 Hotel/Motel Lodging Tax.

### **Fund 302 Transportation Capital**

The following proposed budget adjustments reflect the year-end estimates as shown in the 6-Year Transportation Capital Plan update as presented to the City Council on September 28, 2015.

*Transfer-In Fund 102 Real Estate Excise Tax* – Add transfers of \$180,000 in 2015 and \$270,000 in 2016 to provide additional funds for various capital projects to cover increased costs as part of the year-end estimate review of each project. Details of allocations are reflected in the specific projects below.

*Reallocations of Existing Transfers In from General Fund, REET, and TBD* – The budget adjustment includes reallocation of existing resources to various projects, however, there is no change in the net transfers of existing funds. Details of changes are reflected in the specific projects below.

*Unallocated, 1-Time* – Reallocate balance of street vacation revenue of \$5,000 in 2015 and unallocated REET of \$24,168 in 2015 and unallocated REET of \$3,696 in 2016.

*Personnel, Engineering, & Professional Services, 1-Time* – Add \$46,000 in charges for services for the Transportation Element of Comprehensive Plan Update. Revenue sources from REET \$38,444 and \$7,556 Developer Contribution in 2015 and REET, \$10,000 in 2016

*LED Streetlights, 1-Time* – Reduce project expenses by \$45,000 due to reduced program scope; reallocate REET, \$45,000 to other projects in 2015.

*Minor Capital, 1-Time* – Street Striping, add expense of \$35,000 in 2015 and \$35,000 in 2016. Revenue source from Proceeds from Street Vacations, \$70,000 in 2015.

*Chip Seal Program, 1-Time* – Increase expenses \$100,000 for pavement rehab in 2015 and \$20,000 to prep for Chip Seal in 2016 (Onyx Dr.). Revenue Source is Proceeds from Street Vacations, \$80,000 and SWM, \$20,000 in 2015.

*Bridgeport Way – 83<sup>rd</sup> to 75<sup>th</sup>, 1-Time* – Add 390,736 in revenue and expenses for Lakewood Water District portion of project that is higher than originally budgeted. Add TIB grant funds, \$59,400 in 2015 and reduce REET \$74,833, reallocate REET to other projects in 2015

*Gravelly Lake Dr. – 100<sup>th</sup> to Bridgeport, 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016. Increase capital expenses \$336,013 in 2016 to reflect bid proposals. Additional revenue sources from REET, \$236,031 and SWM, \$100,000 in 2016

*South Tacoma Way SR512 to 96<sup>th</sup> 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016; \$200,000 decrease in expenses & revenue participation from Lakewood Water District line construction in 2016; \$65,000 increase for traffic signal and street lighting costs to align with bid proposals in 2016. Add funding from WSDOT grant, \$190,000 in 2016. SWM reduced by \$125,000 in 2016 due to additional WSDOT funding.

*Madigan Access Improvements, 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016; add \$100,000 for personnel and services in 2015, move capital construction expenses to 2016.

Add \$987,688 for additional personnel, services, and capital costs for bridge structural and railroad cross improvements per bid proposals in 2016. Add \$500,000 in funding from OEA and \$469,638 from WSDOT Rail in 2016

*Traffic Signal Upgrade Phase 4, 1-Time* – Add \$37,000 for personnel, initially under-budgeted, in 2015; add \$12,000 for consultant support for fiber interconnect plans, add \$10,000 for higher construction costs due to unanticipated field conditions. Revenue sources REET, \$57,591 in 2015 and higher contribution amount from Century Link, \$1,409

*Steilacoom Blvd Corridor Safety Project, 1-Time* – Add \$328,333 for electrical construction costs (traffic signals) in 2016. Revenue sources: General Fund, \$15,000 – reallocated from 302.0018 project, SWM, \$100,000, & REET \$212,275 in 2015 and REET \$1,058 in 2016

*Bridgeport Way – JBLM to I-5, 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016, construction to occur in 2016. Grant funding, contributions, and SWM participation totaling \$3,671,775 are being moved to 2016 to align with when the City will be reimbursed for the completed work on the project. Add \$10,434 for personnel costs in 2015, funded by additional REET, \$10,434 in 2015

*South Tacoma Way – Steilacoom Blvd to 88<sup>th</sup>, 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016, construction to occur in 2016. Grant funding, and SWM participation totaling \$1,244,273 are being moved to 2016 to align with when the City will be reimbursed for the completed work on the project. Add \$280,000 for increased costs for traffic signal and street lighting per bid proposals in 2016. Add \$125,000 grants anticipated in 2016, increase SWM participation, \$55,000 & increase REET, \$100,000 in 2016

*112<sup>th</sup>/111<sup>th</sup> Bridgeport to Kendrick, 1-Time* – Reallocate revenues and expenditures 2015 and 2016. Reduce grant and contribution revenues and expenses \$223,001 in 2015 to reflect updated timeline, Move \$60,000 revenue and expenses to 2016, with project phase completion in 2017

*Bridgeport Way Overlay, Pac Hwy to 112<sup>th</sup>, 1-Time* – Add \$ 10,000 in personnel expense for storm drain repair. Revenue source from \$10, 000 from SWM in 2015

*Lakewood Drive – 100<sup>th</sup> to Steilacoom Blvd, 1-Time* – Add \$27,000 for design costs not initial budgeted in 2015. Revenue source from REET, \$17,500 & TBD, \$9,500 in 2015. Add \$25,000 for SWM improvements in 2016, Revenue source from SWM \$25,000 in 2016

*Steilacoom Blvd – Lakewood Dr to W. of So. Tacoma Way, 1-Time* – Add \$5,000 for storm drain repair, in 2015. Revenue source SWM, \$20,000 in 2015. Reallocate GF \$15,000 to Steilacoom Blvd Corridor Safety Project.

*Main Street Overlay – GLD to 108<sup>th</sup>, 1-Time* – Reduce construction costs \$54,500, in 2015, actual construction costs were lower than budgeted. Return remaining funds to TBD, \$54,500 in 2015

*59<sup>th</sup> Ave – 100<sup>th</sup> to Bridgeport Way, 1-Time* – Add \$42,700 capital costs for storm drain repair in 2015. Revenue source from SWM, \$25,000 and REET \$17,700 in 2015

*108<sup>th</sup> St – Main to Bridgeport Way, 1-Time* – Reallocate revenues and expenditures 2015 and 2016. Increase total project expenses \$5,000 for personnel costs. Reduce grants anticipated, \$283,500 and add \$45,000 in TBD participation in 2015. Increase CDBG participation, \$243,500 in 2016.

*Lakewood Traffic Signal Upgrade Phase 5, 1-Time* – Reallocate revenues and expenditures 2015 and 2016, construction to occur in 2016. Grant funding of \$220,000 is being moved to 2016 to align with when the City will be reimbursed for the completed work on the project.

*Steilacoom Blvd – Farwest to Phillips, 1-Time* – Reallocate revenues and expenditures 2015 and 2016, design to occur in 2016 and 2017. Grant funding, Town of Steilacoom match and REET funding of \$746,000 are being moved to 2016 and beyond to align with when the City will be reimbursed for the completed work on the project. Project to continue into 2017

*Safety Projects – Military Rd/112<sup>th</sup>, 1-Time* – Reallocate revenues and expenditures 2015 and 2016, construction to occur in 2017. Grant funding and REET totaling \$756,000 are being moved to 2016 and beyond to align with when the City will be reimbursed for the completed work on the project. Project to continue into 2017.

*Safety Projects – Roadway Safety @ 96<sup>th</sup> & 40<sup>th</sup>, 1-Time* – Reallocate revenues and expenditures 2015 and 2016, construction to occur in 2017, Grant funding and REET funding of \$822,500 are being moved to 2016 and beyond to align with when the City will be reimbursed for completed work. Project to continue into 2017

*San Francisco – Bridgeport Way to Addison, 1-Time* – Add \$35,688 for capital expenses due to actual construction being higher than budget in 2015. Revenue sources: SWM, \$15,000 & REET, \$1,746 in 2015 and REET \$18,942 in 2016

*Custer / John Dower, 1-Time* – Reduce capital expenses by \$14,618 because actual construction was less than budgeted. Reduce REET, \$29,168 and reallocate to other projects in 2015. Add SWM, \$15,000 in 2015.

*Portland Ave Traffic Calming, 1-Time* – Add \$15,000 in Capital expenses. Revenue source is Camp Murray Mitigation Fees received in prior years.

*City-wide Safety Improvements, 1-Time* – Add \$310 in project expenses in 2015. Revenue Source REET \$310 in 2015

*100<sup>th</sup> & Lakewood Drive, 1-Time* – Add Mitigation received, \$1,712 in 2015

### **Fund 312 Sanitary Sewer Connection**

*Sewer Availability Administrative Costs, Ongoing* – Add \$26,000 in expenditures for 2015 and \$26,000 for 2016 for costs related to administering the sewer availability fees. Half of the costs are for related to billing the City's sewer availability fees, handling inquiries from property owners and lenders, sending delinquent accounts to collections, as well as adding removing liens on properties. The other half of the costs is for time spent on monthly updates, working with Pierce County to see which properties have connected to sewer. The City had looked at having Pierce County take on the billing function of the sewer availability fees back in 2011. The County was going to charge an initial \$10,000 capital start-up fee, and a \$10.31 per month per account (\$35,880 per year for 290 accounts) to do the billings. The City would still be responsible for answering inquiries and pursuing delinquent accounts. The City decided that it could do the billings more economically and efficiently by handling the administrative functions in-house.

*Postage, Ongoing* – Add \$2,500 in expenditures for 2015 and \$2,500 for 2016 for postage to mail the sewer availability billings.

*B&O Taxes, Ongoing* – Add \$3,500 in expenditures for 2015 and \$3,500 for 2016 for B&O taxes paid to the State for revenue earned by the City from sewer availability fees.

*Lien-related Costs, Ongoing* – Add \$3,000 in expenditures for 2015 and \$3,000 for 2016 for costs related to placing liens on properties of customers that are not paying the sewer availability fees, as well as the costs for removing liens on properties when customers have satisfied the balances on their accounts.

### **Fund 401 Surface Water Management**

*Storm Water Source Control Study, 1-Time* – Add \$141,900 in revenues and expenses for 2015 and \$142,037 revenues and expenses in 2016. The purpose of this project is to implement a regional business inspection stormwater source control effectiveness study as part of the Department of Ecology's Regional Stormwater Monitoring Program. This project is 100% DOE grant funded.

*Storm Drain Pipe Repair Project, 1-Time* – Appropriate \$200,000 in 2015 for the replacement of approximately 660 feet of deteriorated storm drain pipes located under Bridgeport Way and Steilacoom Blvd. The project was completed in August 2015. To be funded by SWM

*Waughop Lake Management Plan, 1-Time* – Update project completion timeline. The project will extend into 2016, with completion by fall 2016. Move anticipated grant revenue of \$48,573 and expenses of \$64,014 to 2016. No change in overall project values.

*2016 Water Quality Vaults Project, 1-Time* – Update project completion timeline. Construction has been delayed to 2016 due to other project priorities for staff, move anticipated expenses (\$225,000) to 2016. Construction of two vaults - near the intersection of 96<sup>th</sup> St. & 40<sup>th</sup> Ave. and on Gravelly Lake Dr. in front of Red Robin - have been added to the project, resulting in additional expenses of \$70,000 in 2016 to be funded by SWM

*Transfers to Fund 301 Parks Capital Projects, 1-Time* – Add \$35,000 in 2015 and \$56,324 in 2016 for SWM's share of project costs in accordance with the 6-Year CIP update:

- \$12,324 in 2016 for Phase II Springbrook Park Expansion
- \$19,000 in 2016 for Phase III Springbrook Bridge
- \$35,000 in 2015 for Phase IV Springbrook Park Acquisition
- \$25,000 in 2016 for Chambers Creek Trail Planning

*Transfers to Fund 302 Transportation Capital Projects, 1-Time* – Reduce by \$1,231,212 in 2015 and increase by \$4,416,329 in 2016 for SWM's share of project costs in accordance with the 6-Year CIP update:

- Increase by \$20,000 in 2016 for Chip Seal Program
- Reduce by \$73,883 in 2015 for Bridgeport Way – 83<sup>rd</sup> to 75<sup>th</sup>
- Reduce by \$250,000 in 2015 / increase by \$350,000 in 2016 for GLD -100<sup>th</sup> St to Bridgeport Way
- Reduce by \$375,000 in 2015 / increase by \$250,000 in 2016 for South Tacoma Way-SR 512 to 96<sup>th</sup>
- Reduce by \$50,000 in 2015 / increase by \$150,000 in 2016 for Steilacoom Blvd Corridor Safety
- Reduce by \$486,329 in 2015 / increase by \$486,329 in 2016 for Bridgeport Way–JBLM to I-5
- Reduce by \$100,000 in 2015 / increase by \$155,000 in 2016 for So Tac Way-Steilacoom Blvd to 88<sup>th</sup>
- Increase by \$10,000 in 2015 for Bridgeport Way Overlay-Pacific Highway to 112<sup>th</sup>
- Increase by \$25,000 in 2016 for Lakewood Drive-100<sup>th</sup> to Steilacoom Boulevard

- Increase by \$20,000 in 2016 for Steilacoom Blvd-Lakewood Drive to West of South Tacoma Way
- Increase by \$25,000 in 2015 for 59<sup>th</sup> Ave-100<sup>th</sup> to Bridgeport Way
- Increase by \$15,000 in 2015 for San Francisco-Bridgeport Way to Addison
- Increase by \$15,000 in 2015 for Custer/John Dower Road

*Allocation of Internal Service Charges* – Add \$151,581 in 2015 and \$133,257 in 2016 for SWM’s share of internal service charges:

- Add \$44,031 in 2015 and \$43,693 in 2016 for Information Technology
- Add \$45,557 in 2015 and \$50,946 in 2016 for Risk Management
- Add \$23,891 in 2015 for Risk Management for Potential Deductibles for Claims Prior to 2014
- Add \$38,102 in 2015 and \$38,618 in 2016 for Property Management

### **Fund 501 Fleet & Equipment**

*Transfer to Fund 503 Information Technology* – Transfer \$110,050 in 2015 and \$123,189 in 2016 to Fund 503 Information Technology Fund to implement the much needed basic information technology related needs as approved by the City Council in June 2015. The goal is to make the fleet and equipment reserves whole by the end of 2016 through general fund expenditure savings and/or use of revenues received above and beyond estimates.

*Purchase of 3 New Snow Plows* – Add \$20,000 for the purchase of 3 new snow plow with an anticipated useful life of 10 years resulting in an accumulation of annual replacement reserves in the amount of \$2,000 beginning in 2016.

*Transfer in from Fund 001 General* – Add \$233,239 in revenues in 2016 to replenish replacement reserves used to fund IT Strategic Plan.

### **Fund 502 Property Management**

*Police Station Lead Abatement – 1-Time* – Add \$6,725 for Lead abatement for the Range Cleanup/Trap Room at the Police Station. Internal service charges are funded within the Police Department existing budget.

*City Hall Space Reconfiguration, 1-Time* – Add \$50,000 for City Hall space reconfigurations, funded by property management accumulated reserves. This item was approved by the City Council as part of the 2014 year-end budget adjustment and should have been included in the 2015 carry forward budget adjustment.

### **Fund 503 Information Technology**

*Transfer In From Fund 501 Fleet & Equipment Fund, 1-Time* – Add transfers in of \$110,050 in 2015 and \$123,189 in 2016 from the Fleet & Equipment Fund to implement the much needed basic information technology related needs as approved by the City Council in June 2015. The various projects funded are:

- \$5,000 in 2016 for Video Arraignment M&O
- \$9,510 in 2015 / \$5,510 in 2016 for Redesign City’s Permit Process/Web Extensions
- \$3,500 in 2015 / \$400 in 2016 for Blue Beam Software
- \$17,300 in 2015 / \$14,600 in 2016 for Mobile Apps w/CRM Integration
- \$82,500 in 2015 / \$30,000 in 2016 for Enterprise Task Management/Work Order System

- \$17,000 in 2015 / \$1,500 in 2016 for VMWare Virtual Desktop (VDI)
- \$26,000 in 2015 / \$4,800 M&O reduction in 2016 for FiberOptic Connection
- \$15,000 in 2015 / \$2,500 reserves in 2016 for Wireless Access Points
- \$10,000 in 2016 for Disaster Recovery Phase II Business Continuity Plan
- \$5,240 in 2015 and \$10,479 in 2016 for Cell Phone Archival of Text Messages
- \$50,000 in 2016 for Video Surveillance
- \$28,000 in 2016 for Redundant Voice & Data Circuits (Co-Location) at Police Station
- \$14,000 in 2015 for Informational Videos
- \$10,000 in 2015 for Enterprise Network Monitoring Tools
- \$20,000 in 2016 for Phone System Annual Replacement Reserves (funded by general government)
- \$90,000 in 2015 / \$10,000 in 2016 elimination of document management system, reallocate to projects

**Fund 504 Risk Management**

WCIA Liability Assessment, Ongoing – Appropriate an additional \$10,500 in 2015 and \$187,500 in 2016 due to an increase in assessments a result of paying for the City’s past claims and losses dating back to 2010.

WCIA services include risk management consultation, loss control field services, claims, pre-defense and litigation administration, and loss analyses. WCIA contracts for the claims investigation consultants for personnel issues and land use issues, insurance brokerage and lobbyist services. Additionally, WCIA provides generous services to its members such as risk management education and comprehensive risk field services.

Coverage	2014 Actual	2015 Actual	2016 YND Est
Auto Physical Damage	\$ 31,160	\$ 31,567	\$ 32,000
Boiler & Machinery	3,455	3,261	3,506
Crime/Fidelity	1,584	1,522	1,636
Liability	572,075	695,034	796,227
Property	93,532	102,480	102,500
Storage Tank Liability	1,237	1,336	1,400
<b>Total</b>	<b>\$ 703,043</b>	<b>\$ 835,200</b>	<b>\$ 937,269</b>

The amount the City pays for liability is based on an assessment formula comprised of two factors -- worker hours and loss rate.

Worker Hours: There is a two year lag in worker hours (2014 worker hours for 2016 assessment) and does not include volunteer hours. 2014 worker hours decreased by 2.09% or 9,714 hours compared to 2013.

Worker Hours Assessment Year	2012 2014	2013 2015	2014 2016	2014 vs 2013	
				Increase/(Decrease)	
				#	%
0803 All Operations	100,628	105,974	113,596	7,622	7.19%
5305 Admin/Clerical	158,000	152,336	145,034	(7,302)	-4.79%
6905 Law Enforcement	206,638	205,612	197,087	(8,525)	-4.15%
6906 Reserve Officers	-	1,780	271	(1,509)	-84.78%
<b>Total Worker Hours</b>	<b>465,266</b>	<b>465,702</b>	<b>455,988</b>	<b>(9,714)</b>	<b>-2.09%</b>

Loss Rate: The loss rate is determined by an actuarial review of the last five years loss history (January 1, 2010 – December 31, 2014 for 2016 assessment). The actuary limits the loss to \$100,000 per loss so if the City gets hit with a huge loss, it doesn't affect the City for 5 years. From the actuary's report, Lakewood's 2015 liability assessment was based on year 2009 – 2013 losses of \$1.8M (capped at \$100K each) compared to the 2016 losses from years 2010 – 2014 of \$1.9M (also capped at \$100K each). The actuary calculated Lakewood's expected losses at 3.8% of the group based on worker hours; however, the City's incurred losses came in at 10.2% of the group's total. Based on the continued adverse loss experience the actuary calculated a 35.9% increase in the City's assessment rate, but was capped at 17% (the most you can have in 2016). The rest is spread among the other Group 4 members (members with worker hours of 400,000+).

Loss Runs Impacting 2016 WCIA Assessment						
Incurring by Year	2010	2011	2012	2013	2014	Total
Administration	\$ 2,314	\$ -	\$ -	\$ 56,000	\$ -	\$ 58,314
Development Review	14,068	18,599	-	-	-	32,667
Parks & Rec Maintenance	-	498	-	-	-	498
Police	788,497	408,991	347,466	422,660	9,133	1,976,747
PW Engineering	716,872	1,632	-	95,000	-	813,504
PW Sewer/Storm	121,539	-	-	-	-	121,539
PW Street Maint	-	200,503	35,000	-	1,960	237,463
<b>Total</b>	<b>\$ 1,643,290</b>	<b>\$ 630,223</b>	<b>\$ 382,466</b>	<b>\$ 573,660</b>	<b>\$ 11,093</b>	<b>\$ 3,240,732</b>

Loss runs include indemnity reserves.

Lakewood's liability assessment increased due to adverse loss experience while worker hours decreased by 2.09% in 2014 compared to 2013 (there is a two year lag in worker hours, 2014 hours are used for 2016's assessment).

Worker hours are expected to decrease substantially in 2015 compared to 2014 as a result of positions realignments implemented as part of the 2015/2016 adopted budget. Loss runs as of June 15, 2015 also reflect a decrease in losses in 2014 and partial 2015.

Worker Hours Assessment Year	2015 YTD 8/15	2014 YTD 8/15	YTD 2015 vs YTD 2014	
			Increase/(Decrease)	
			\$	%
0803 All Operations	64,010	73,658	(9,648)	-13.10%
5305 Admin/Clerical	80,519	92,643	(12,124)	-13.09%
6905 Law Enforcement	120,295	125,217	(4,921)	-3.93%
6906 Reserve Officers	53	217	(164)	-75.52%
<b>Total Worker Hours</b>	<b>264,878</b>	<b>291,734</b>	<b>(26,856)</b>	<b>-9.21%</b>

Loss Runs Impacting 2017 WCIA Assessment - as of June 30, 2015 WCIA Report						
Incurring by Year	2011	2012	2013	2014	2015 YTD 6/30	Total
Administration	\$ -	\$ -	\$ 48,830	\$ -	\$ -	\$ 48,830
Development Review	18,630	-	-	-	-	18,630
Parks & Rec Maintenance	498	-	-	-	-	498
Police	408,991	547,466	927,661	65,295	42,500	1,991,913
PW Engineering	1,632	-	250,000	-	-	251,632
PW Sewer/Storm	-	-	-	-	-	-
PW Street Maint	38,369	35,000	-	1,960	-	75,330
<b>Total</b>	<b>\$ 468,120</b>	<b>\$ 582,466</b>	<b>\$ 1,226,491</b>	<b>\$ 67,256</b>	<b>\$ 42,500</b>	<b>\$ 2,386,832</b>

Loss runs include indemnity reserves.

*WCIA Deductibles for Claims prior to 2014, 1-Time* – Add \$230,000 in 2015 for claims with a date of loss prior to January 1, 2014 as this is when the City’s liability insurance deductible changed to from \$25K to \$0. Note, although the allocation is 1-Time, it is considered ongoing in nature as this is continuation of payments for prior years’ claims.

*Public Disclosure – Koenig Case, 1-Time* – Add \$206,920 in 2015 to fulfill City’s requirement to pay attorney fees (the City is not required to pay penalties, just the attorney fees) specific to the Koenig case for redacting driver license numbers from a public records act (PRA) request dating back to 2007. Our understanding is the State Legislature made changes to the PRA this past session to exempt these types of records moving forward effective July 2015.

*3<sup>rd</sup> Party Claims* – Add \$50,000 in 2015 and \$50,000 in 2016 for 3<sup>rd</sup> party claims, offset by insurance recoveries.

**NEXT STEPS:**

➤ **Budget Related Items.** Items *tentatively* scheduled are:

- November 16, 2015 Regular Meeting
  - Adopt 2016 Property Tax Levy Ordinance
  - Adopt Declaration of Substantial Need Ordinance
  - Adopt 2015/2016 Mid-Biennium Budget Adjustments
  - Adopt 2016 Fee Schedule

**ATTACHMENTS:**

- Summary of Proposed Adjustments
- Draft Budget Ordinance & Related Exhibits
  - Exhibit A(1) – Current Revised Budget By Fund- Year 2015 Per Ord. 608 Adopted May 4, 2015
  - Exhibit A(2) – Current Revised Budget By Fund- Year 2016 Per Ord. 608 Adopted May 4, 2015
  - Exhibit B(1) – Proposed Revised Budget By Fund- Year 2015
  - Exhibit B(2) – Proposed Revised Budget By Fund- Year 2016

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
<b>Grand Total - All Funds</b>			<b>\$ (15,142,117)</b>	<b>\$ (15,928,735)</b>	<b>\$ 21,674,078</b>	<b>\$ 23,415,445</b>
<b>Total - Fund 001 General</b>	<b>Adjustment Type</b>	<b>Ongoing/ 1-Time</b>	<b>\$ 229,159</b>	<b>\$ 467,193</b>	<b>\$ 880,830</b>	<b>\$ 539,499</b>
Property Tax	Revenue	Ongoing	100,600	-	77,000	-
Sales & Use Tax	Revenue	Ongoing	190,400	-	175,900	-
Sales & Use Tax / Parks	Revenue	Ongoing	18,100	-	18,900	-
Leasehold Tax	Revenue	1-Time	-	-	-	-
Criminal Justice Sales Tax	Revenue	Ongoing	42,700	-	52,300	-
Admissions Tax	Revenue	Ongoing	17,100	-	20,400	-
Leasehold Tax	Revenue	Ongoing	8,000	-	-	-
Utility Tax	Revenue	Ongoing	(345,000)	-	(432,000)	-
Gambling Tax	Revenue	Ongoing	37,300	-	25,300	-
Franchise Fees	Revenue	Ongoing	202,000	-	256,300	-
Criminal Justice Funding	Revenue	Ongoing	9,100	-	13,300	-
Criminal Justice High Crime	Revenue	Ongoing	(61,400)	-	(61,400)	-
Liquor Excise Tax	Revenue	Ongoing	50,000	-	177,700	-
Liquor Profits	Revenue	Ongoing	1,100	-	(7,000)	-
<b>Subtotal - City-Wide/Non-Departmental</b>			<b>\$ 270,000</b>	<b>\$ -</b>	<b>\$ 316,700</b>	<b>\$ -</b>
Independent Salary Commission Decision	Housekeeping	Ongoing	-	21,175	-	46,200
<b>Subtotal - City Manager</b>			<b>\$ -</b>	<b>\$ 21,175</b>	<b>\$ -</b>	<b>\$ 46,200</b>
CM Interns, Offset by Finance Division Position Vacancy Savings	Housekeeping	1-Time	-	18,800	-	-
<b>Subtotal - City Manager</b>			<b>\$ -</b>	<b>\$ 18,800</b>	<b>\$ -</b>	<b>\$ -</b>
Net Internal Service Reallocation	Internal Service	Ongoing	-	(33,017)	-	(122,318)
Risk Mgmt - WCIA Assessment Increase	Internal Service	Ongoing	-	9,947	-	177,616
Risk Mgmt - WCIA Potential Deductibles, Prior to 2014	Internal Service	Ongoing	-	201,109	-	-
Risk Mgmt - Public Disclosure, Koenig Case	Internal Service	1-Time	-	206,920	-	-
Info Tech - Phone System Replacement Reserves	Internal Service	Ongoing	-	-	-	18,946
Replenish Fleet & Equip Reserves - IT Strategic Plan	Housekeeping	1-Time	-	-	-	233,239
Finance Division Position Vacancy Savings for CM Interns	Housekeeping	1-Time	-	(18,800)	-	-
<b>Subtotal - Administrative Services</b>			<b>\$ -</b>	<b>\$ 366,159</b>	<b>\$ -</b>	<b>\$ 307,483</b>
CED Development Services Permits & Fees	Revenue	Ongoing	-	-	498,030	-
Business License	Revenue	Ongoing	-	-	72,900	-
Position Realign - Permit Coordinator, Offset by Revenue	Housekeeping	Ongoing	-	18,300	-	42,100
Motor Avenue Complete Streets Concept, Add'l Funding	Housekeeping	1-Time	-	12,000	-	-
<b>Subtotal - Community &amp; Economic Development</b>			<b>\$ -</b>	<b>\$ 30,300</b>	<b>\$ 570,930</b>	<b>\$ 42,100</b>
Public Defender Contract Increase	Housekeeping	Ongoing	-	15,000	-	66,200
Public Defender Transition Cost	Housekeeping	1-Time	-	30,000	-	-
Public Defender Grant	Housekeeping	1-Time	-	-	10,000	10,000
<b>Subtotal - Municipal Court</b>			<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 10,000</b>	<b>\$ 76,200</b>
Alarm Permits & Fees	Revenue	Ongoing	(25,000)	-	(23,000)	-

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
Animal License	Revenue	Ongoing	5,000	-	6,200	-
Dispatch Services Increase	Housekeeping	Ongoing	-	-	-	24,159
City of Tacoma Public Safety Network User Fees Increase	Housekeeping	1-Time	-	-	-	18,300
Puget Sound Clean Air Assessment Increase	Housekeeping	Ongoing	-	-	-	5,357
Nisqually Mental Health - Contribution	Acct Correction	1-Time	(25,000)	(25,000)	-	-
US Open Overtime, Reimbursed by Pierce County	Housekeeping	1-Time	4,159	4,159	-	-
<b>Subtotal - Police</b>			<b>\$ (40,841)</b>	<b>\$ (20,841)</b>	<b>\$ (16,800)</b>	<b>\$ 47,816</b>
			-	-	-	-
Decrease General Fund Subsidy Due to MVET Revenue Increase	Housekeeping	Ongoing	-	(14,400)	-	(3,300)
Decrease General Fund Subsidy/Eliminate Judgments & Settlements Exp	Housekeeping	Ongoing	-	11,000	-	11,000
Increase General Fund Subsidy/Decrease Proceeds from Sale of Assets	Housekeeping	Ongoing	-	10,000	-	10,000
Increase General Fund Subsidy/Add Reserves on 3 New Snow Plows	New	Ongoing	-	-	-	2,000
<b>Subtotal - Public Works</b>			<b>\$ -</b>	<b>\$ 6,600</b>	<b>\$ -</b>	<b>\$ 19,700</b>
<b>Total - Special Revenue Funds</b>			<b>\$ 1,082,872</b>	<b>\$ 991,959</b>	<b>\$ 800,983</b>	<b>\$ 985,183</b>
<b>Total - Fund 101 Street Operations &amp; Maintenance</b>			<b>\$ 360,975</b>	<b>\$ 360,975</b>	<b>\$ 369,983</b>	<b>\$ 369,983</b>
General Fund Subsidy	Housekeeping	Ongoing	(14,400)	-	(3,300)	-
Motor Vehicle Fuel Tax	Housekeeping	Ongoing	14,400	-	3,300	-
General Fund Subsidy	Housekeeping	Ongoing	10,000	-	10,000	-
Proceeds from Sale of Assets	Housekeeping	Ongoing	(10,000)	-	(10,000)	-
General Fund Subsidy	Housekeeping	Ongoing	11,000	-	11,000	-
Judgments & Claims	Housekeeping	Ongoing	(11,000)	-	(11,000)	-
Allocation of Internal Service Charges	Housekeeping	Ongoing	360,975	360,975	367,983	367,983
Annual Reserves on 3 New Snow Plows	New	Ongoing	-	-	2,000	2,000
<b>Total - Fund 102 Real Estate Excise Tax</b>			<b>\$ 263,000</b>	<b>\$ 193,878</b>	<b>\$ 287,000</b>	<b>\$ 270,000</b>
Real Estate Excise Tax	Capital	1-Time	263,000	-	287,000	-
Transfer to Parks CIP for Gateway Projects	Capital	1-Time	-	13,878	-	-
Transfer to Transportation CIP - Various Projects	Capital	1-Time	-	180,000	-	270,000
<b>Total - Fund 104 Hotel/Motel Lodging Tax</b>			<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 403,850</b>
Hotel/Motel Lodging Tax Revenue	Restricted Rev	1-Time	175,000	-	100,000	-
Lodging Tax Allocation to Align with Award (pending)	Housekeeping	1-Time	-	-	-	403,850
<b>Total - Fund 105 Property Abatement</b>			<b>\$ -</b>	<b>\$ 135,471</b>	<b>\$ -</b>	<b>\$ (100,000)</b>
Property Abatement Program	Housekeeping		-	135,471	-	(100,000)
<b>Total - Fund 181 Felony Seizure</b>			<b>\$ -</b>	<b>\$ 5,044</b>	<b>\$ -</b>	<b>\$ -</b>
Felony Seizures, Funded by Ending Fund Balance	Restricted Rev	1-Time	-	5,044	-	-
<b>Total Fund 182 - Federal Seizures</b>			<b>\$ 210,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>
Federal Seizures, Funded by Forfeitures	Restricted Rev	1-Time	210,000	100,000	-	-
<b>Total - Fund 191 Neighborhood Stabilization Program (NSP)</b>			<b>\$ -</b>	<b>\$ 91,277</b>	<b>\$ -</b>	<b>\$ -</b>
NSP 1 Funds	Restricted Rev	1-Time	-	91,277	-	-
<b>Total - Fund 192 Office of Economic Adjustment (OEA)</b>			<b>\$ 5,470</b>	<b>\$ 36,887</b>	<b>\$ 44,000</b>	<b>\$ 41,350</b>
SSMCP - Adjustments for Projected 2015 and Preliminary 2016 Budget	Restricted Rev	1-Time	5,470	36,887	44,000	41,350
<b>Total - Fund 195 Public Safety Grants</b>			<b>\$ 68,427</b>	<b>\$ 68,427</b>	<b>\$ -</b>	<b>\$ -</b>
WA Traffic Safety Commission - Motorcycle Emphasis	Grant	1 Time	3,191	3,191	-	-
Justice Programs Bulletproof Vest Grant	Grant	1 Time	13,544	13,544	-	-
Homeland Security Recreational Boating Safety Grant	Grant	1 Time	16,037	16,037	-	-
Nisqually Tribal Mental Health Contribution	Grant	1 Time	25,000	25,000	-	-
WASPC - Traffic Safety Equipment Grant	Grant	1 Time	10,655	10,655	-	-

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

	Year 2015		Year 2016			
	Revenue	Expenditure	Revenue	Expenditure		
<b>Grand Total - Debt Service Funds</b>	\$ 351,697	\$ 319,541	\$ (65,775)	\$ (64,800)		
<b>Total - Fund 202 LID Debt Service</b>	\$ 351,697	\$ 319,541	\$ (65,775)	\$ (64,800)		
CLID 1101 Bonds - Bond Call Due to Early Payoff by Property Owner in 2015 - Reduction in Debt Service in 2016	Debt	1-Time	351,697	319,541	(65,775)	(64,800)
<b>Total - Capital Improvement Project Funds</b>	\$ (17,508,367)	\$ (17,504,928)	\$ 19,251,502	\$ 19,344,724		
<b>Total - Fund 301 Parks CIP</b>	\$ (157,572)	\$ 343,878	\$ 1,495,274	\$ 864,100		
Unallocated - Verizon US Open Parking Fees	Capital	1-Time	5,000	-	-	-
Unallocated - Sale of Lakeland Property/USGA US Open Park Fees	Capital	1-Time	125,000	-	-	-
Waughop Lake Trail - Realign Timing of Project Expenditures	Capital	1-Time	(400,000)	-	400,000	-
Chambers Creek Trail Planning - Eliminate \$6,450 Lakeland Property Funding / Add \$25,000 SWM	Capital	1-Time	(25,000)	-	25,000	-
Gateway Projects - Funded by REET \$13,878 / LTAC \$50,000	Capital	1-Time	13,878	13,878	50,000	50,000
Phase II Springbrook Park Expansion - Additional Funding \$1,500 Donations / \$12,324 SWM / \$276 Beg Bal	Capital	1-Time	(196,450)	10,000	210,274	4,100
Phase III Springbrook Bridge - Funded with \$291K State Legislative Grant / \$19K SWM	Capital	1-Time	-	-	310,000	310,000
Phase IV Springbrook Park Acquisition - Funded by \$285K RCO Grant / \$35K SWM	Capital	1-Time	320,000	320,000	-	-
Ft. Steilacoom Park Sports Field Improvements - Funded by \$250K LTAC / \$50K RCO Grant)	Capital	1-Time	-	-	500,000	500,000
<b>Total - Fund 302 Transportation CIP</b>	\$ (17,350,795)	\$ (17,883,806)	\$ 17,756,228	\$ 18,445,624		
Unallocated - Left over Street Vacations, \$5,000 and unused REET, \$24,168 in 2015 - Left over REET, \$3,969 in 2016	Capital	1-Time	29,168	-	3,969	-
Personnel, Engineering & Professional Services - Transportation Element of Comprehensive Plan Update - Source is \$38,444 REET & \$7,556 Developer Contributions 2015 / \$10,000 REET 2016	Capital	1-Time	46,000	46,000	10,000	10,000
New LED Streetlights - Reduce Project Expenditures due to reduced project scope - Reallocate REET \$45,000 to other projects	Capital	1-Time	(45,000)	(45,000)	-	-
Minor Capital - For Street Striping - Source is Proceeds from Street Vacations	Capital	1-Time	70,000	35,000	-	35,000
Chip Seal Program - Pavement Rehab & Patching in Prep for Chip Seal in 2016 (Onyx Drive) - Source is \$80,000 Street Vacations 2015 & \$20,000 SWM 2015	Capital	1-Time	100,000	100,000	-	20,000
Bridgeport Way - 83rd to 75th - Lakewood Water District participation higher than originally budgeted.	Capital	1-Time	375,253	425,253	-	-
Gravelly Lake Drive - 100th St to Bridgeport Way - Construction to occur in 2016, increase expenses to reflect bid proposals	Capital	1-Time	(1,561,464)	(1,583,969)	1,897,495	1,920,000

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
South Tacoma Way - SR512 to 96th - Construction to occur in 2016, update expenses to reflect bid proposals - Lakewood Water District related costs lower, offset by reduced participation, \$200,000 - Increase WSDOT Grant, \$190,000 in 2016 - Decrease SWM participation, \$125,000 in 2016	Capital	1-Time	(3,807,060)	(3,815,000)	3,672,060	3,680,000
Madigan Access Improvements - Construction to occur in 2016, increase expenses to reflect bid proposals. - Sources are OEA, \$500,000 in 2016 & WSDOT Rail, \$469,638 in 2016	Capital	1-Time	(2,335,351)	(2,335,351)	3,304,989	3,423,039
Traffic Signal Upgrade Phase 4 - Add \$59,000 in 2015 for personnel and capital costs - Source is REET, \$57,591 in 2015 and additional Century Contribution \$1,409	Capital	1-Time	59,000	59,000	-	-
Steilacoom Blvd Corridor Safety Project - increase expenses to reflect bid proposals. -Source is General Fund, \$15,000, reallocated from other projects, SWM, \$100,000 & REET, \$212,275 in 2015 and REET, \$1,058 in 2016	Capital	1-Time	(1,974,392)	(2,201,667)	2,302,725	2,530,000
Bridgeport Way - JBLM to I-5 - Construction to occur in 2016 - Add REET, \$10,434 in 2015	Capital	1-Time	(3,661,341)	(3,659,566)	3,671,775	3,670,000
South Tacoma Way - Steilacoom Blvd to 88th - Construction to occur in 2016, increase expenses to reflect bid proposals. - Additional Grant Anticipated, \$125,000 in 2016 - Increase SWM participation, \$55,000 in 2016	Capital	1-Time	(1,244,273)	(1,350,000)	1,424,273	1,530,000
111th/112th Bridgeport Way to Kendrick - Construction to occur in 2017, reallocate revenue and expenses to new timeline.	Capital	1-Time	(223,001)	(223,001)	60,000	60,000
Bridgeport Way Overlay - Pac Hwy to 112th - Storm Drainage Repair - SWM participation \$10,000 in 2015	Capital	1-Time	10,000	10,000	-	-
Lakewood Drive - 100th to Steilacoom Blvd - Increase REET participation, \$17,500 in 2015 - Increase TBD participation, \$9,500 in 2015 - Add SWM participation, \$25,000 in 2016	Capital	1-Time	27,000	27,000	25,000	25,000
Steilacoom Blvd - Lakewood Dr to W of So Tacoma Way - Increase Project Exp by \$5,000 - Add \$20,000 Transfer In From SWM for Storm Drainage Repair - Reallocate \$15,000 from GF to other projects	Capital	1-Time	5,000	5,000	-	-
Main Street Overlay - GLD to 108th St - Cost savings in actual construction costs - Decrease TBD Participation, \$54,500 in 2015	Capital	1-Time	(54,500)	(54,500)	-	-
59th Ave - 100th St to Bridgeport Way - Storm Drainage Repair increased construction costs - Add REET participation of \$17,700 in 2015 - Add SWM participation \$25,000 in 2015	Capital	1-Time	42,700	42,700	-	-
108th St - Main St to Bridgeport Way - Increase cost for Professional Services, \$5,000 - Reduced Grants Anticipated \$283,500 in 2015 - Added TBD participation, \$45,000 in 2015 - Increase CDBG participation, \$243,500 in 2016	Capital	1-Time	(680,000)	(705,000)	685,000	710,000
Lakewood Traffic Signal Upgrade Phase 5 - Construction to begin in 2016	Capital	1-Time	(220,000)	(262,585)	220,000	262,585
Steilacoom Blvd - Farwest to Phillips - Construction to begin in 2017	Capital	1-Time	(746,000)	(842,000)	334,000	430,000

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
Safety Projects - Military Road/112th - Relocate \$1,500 REET to other projects in 2015 - Construction to begin in 2017	Capital	1-Time	(756,000)	(765,000)	81,000	90,000
Safety Projects - Roadway Safety @96th & 40th - Reallocate REET 11,150 to other projects in 2015 - Construction to begin in 2017	Capital	1-Time	(822,500)	(827,500)	45,000	50,000
Safe Routes To Schools, Pedestrian/Bicycle Safety - Additional Grant Revenue from Project Close out	Capital	1-Time	11,816	-	-	-
San Francisco - Bridgeport Way to Addison - Add \$35,688 capital costs - Source is REET \$1,746 in 2015 & \$18,942 in 2016 & \$15,000 SWM in 2015	Capital	1-Time	16,746	35,688	18,942	-
Custer / John Dower - Add SWM participation, \$15,000 in 2015 - Reduce REET participation, \$29,618 in 2015 - Reallocate \$15,000 REET to other projects	Capital	1-Time	(14,618)	(14,618)	-	-
Portland Ave Traffic Calming - Add \$15,000 in project expenses - Source is Camp Murray Gate Mitigation Fees Received in Prior Years	Capital	1-Time	-	15,000	-	-
City-Wide Safety Improvements - Add \$310 in project expenses - Increase REET Participation, \$310 in 2015	Capital	1-Time	310	310	-	-
100th & Lakewood Dr. - Add Mitigation received, \$1,712 in 2015	Capital	1-Time	1,712	-	-	-
<b>Total - Fund 312 Sanitary Sewer Connection</b>			<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ 35,000</b>
Sewer Availability Staff Time	Housekeeping	Ongoing	-	26,000	-	26,000
Postage	Housekeeping	Ongoing	-	2,500	-	2,500
B&O Taxes to State	Housekeeping	Ongoing	-	3,500	-	3,500
Lien-Related Costs	Housekeeping	Ongoing	-	3,000	-	3,000
<b>Total - Enterprise Funds</b>			<b>\$ 93,327</b>	<b>\$ (991,745)</b>	<b>\$ 190,610</b>	<b>\$ 2,106,961</b>
<b>Total - Fund 401 Surface Water Management</b>			<b>\$ 93,327</b>	<b>\$ (991,745)</b>	<b>\$ 190,610</b>	<b>\$ 2,106,961</b>
Waughop Lake Mngmt Plan - Project to Extend into 2016	Capital	1-Time	(48,573)	(64,014)	48,573	64,014
Storm Water Source Control Study - Funded by DOE Grant	Capital	1-Time	141,900	141,900	142,037	142,037
2016 Water Quality Vaults Project - Construction to occur in 2016 - Additional SWM funds needed for construction of 2 vaults, \$70,000	Capital	1-Time		(225,000)		295,000
Storm Drain Pipe Repair - Construction Cost Increase due to Higher Bids	Capital	1-Time	-	200,000	-	-
Transfer to Parks CIP Projects - \$35,000 Springbrook Park Acquisition 2015 - \$12,324 Springbrook Park Expansion 2016 - \$19,000 Springbrook Bridge 2016 - \$25,000 Chambers Creek Trail Planning 2016	Capital	1-Time	-	35,000	-	56,324
Transfer to Transportation CIP Projects for SWM's Share of Costs	Capital	1-Time	-	(1,231,212)	-	1,416,329
Allocation of Internal Service Charges	Housekeeping	Ongoing	-	151,581	-	133,257
<b>Total - Internal Service Funds</b>			<b>\$ 609,195</b>	<b>\$ 789,245</b>	<b>\$ 615,928</b>	<b>\$ 503,878</b>
<b>Total - Fund 501 Fleet &amp; Equipment</b>			<b>\$ -</b>	<b>\$ 130,050</b>	<b>\$ 235,239</b>	<b>\$ 123,189</b>

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
Transfer to Information Technology Fund - IT Strategic Plan, Replenish in 2016	Housekeeping	1-Time	-	110,050	-	123,189
Transfer In From General Fund - Replenish Reserves Used for IT Strategic Plan	Housekeeping	1-Time	-	-	233,239	-
Purchase of 3 New Snow Plows - \$20,000 1-Time 2015 / \$2,000 Ongoing Reserves in 2016	New	1-Time	-	20,000	2,000	-
<b>Total - Fund 502 Property Management</b>			<b>\$ 6,725</b>	<b>\$ 56,725</b>	<b>\$ -</b>	<b>\$ -</b>
Police Station Lead Abatement Project - Funded within Existing Police Budget	Housekeeping	1-Time	6,725	6,725	-	-
City Hall Space Planning/Reconfiguration Carry Forward of Funds	Housekeeping	1-Time	-	50,000	-	-
<b>Total - Fund 503 Information Technology</b>			<b>\$ 110,050</b>	<b>\$ 110,050</b>	<b>\$ 143,189</b>	<b>\$ 143,189</b>
<i>Information Technology Strategic Plan Items:</i>						
Video Arraignment M&O	Housekeeping/ Strategic Plan	Ongoing	-	-	-	5,000
Redesign City's Permit Process/Web Extensions - \$4,000 1-Time 2015 / \$5,510 Ongoing in 2015 & 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	9,510	-	5,510
Blue Beam Software - \$3,500 1-Time 2015 / \$400 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	3,500	-	400
Mobile Apps w/CRM Integration - \$10,000 1-Time 2015 / \$7,300 Ongoing 2015 / \$14,600 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	17,300	-	14,600
Enterprise Task Management/Work Order System - \$75,000 1-Time 2015 / \$7,500 Ongoing 2015 / \$30,000 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	82,500	-	30,000
VMWare Virtual Desktop (VDI) - \$17,000 1-Time 2015 / \$1,500 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	17,000	-	1,500
FiberOptic Connection - Fort Steilacoom Park O&M Facility - \$26,000 1-Time 2015 / \$4,800 M&O Savings in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	26,000	-	(4,800)
Wireless Access Points (Wi-Wi) - \$15,000 1-Time 2015 / \$2,500 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	15,000	-	2,500
Disaster Recovery Phase II Business Continuity Plan	Housekeeping/ Strategic Plan	1-Time	-	-	-	10,000
Cell Phone Archival of Text Messages	Housekeeping/ Strategic Plan	Ongoing	-	5,240	-	10,479
Video Surveillance	Housekeeping/ Strategic Plan	1-Time	-	-	-	50,000
Redundant Voice & Data Circuits (Co-Location) at Police Station - \$10,000 1-Time 2016 / \$18,000 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	-	-	28,000
Informational Videos	Housekeeping/ Strategic Plan	1-Time	-	14,000	-	-
Enterprise Network Monitoring Tools	Housekeeping/ Strategic Plan	1-Time	-	10,000	-	-
Phone System Annual Replacement Reserves	Housekeeping/ Strategic Plan	Ongoing	-	-	20,000	-
Document Management System - Eliminate, Project Delayed	Housekeeping/ Strategic Plan	1-Time	-	(90,000)	-	(10,000)
Transfer In From Fleet & Equipment Reserves - To Fund Strategic Plan, Replenish in 2016	Housekeeping/ Strategic Plan	1-Time	110,050	-	123,189	-
<b>Total - Fund 504 Risk Management</b>			<b>\$ 492,420</b>	<b>\$ 492,420</b>	<b>\$ 237,500</b>	<b>\$ 237,500</b>
WCIA Assessment Increase	Housekeeping	Ongoing	10,500	10,500	187,500	187,500
WCIA Potential Deductibles for Claims Prior to 2014	Housekeeping	Ongoing	225,000	225,000	-	-
Claims/Judgment - Public Disclosure, Koenig Case	Housekeeping	1-Time	206,920	206,920	-	-
3rd Party Claims, Offset by Insurance Recoveries	Housekeeping	Ongoing	50,000	50,000	50,000	50,000

ORDINANCE NO.

AN ORDINANCE of the City Council of the City of Lakewood, Washington, amending the 2015-2016 Biennial Budget.

WHEREAS, the tax estimates and budget for the City of Lakewood, Washington, for the 2015-2016 fiscal biennium have been prepared and filed on October 1, 2014 as provided by Titles 35A.34 and 84.55 of the Revised Code of Washington; and

WHEREAS, the budget was printed for distribution and notice published in the official paper of the City of Lakewood setting the time and place for hearing on the budget and said notice stating copies of the budget can be obtained on-line and at the Office of the City Clerk; and

WHEREAS, the City Council of the City of Lakewood having held a public hearing on November 3, 2014, and having considered the public testimony presented; and

WHEREAS, per RCW 35.34.130, the City is required to adopt by ordinance a mid-biennial review and modification of the biennial budget. The review and modification shall occur no sooner than September 1, 2015 and no later than December 31, 2015. A review and evaluation of the Community Safety Resource Team (CSRT) Program shall occur as part of this process; and

WHEREAS, the City Council of the City of Lakewood adopted Ordinance 597 on November 17, 2014 implementing the 2015 and 2016 Biennial Budget; and

WHEREAS, the City Council of the City of Lakewood adopted Ordinance 608 on May 4, 2015 implementing the 2015 Carry Forward Budget Adjustment; and

WHEREAS, the City Council of the City of Lakewood finds it necessary to revise the 2015-2016 Biennial Budget as result of the mid-biennial review;

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

Section 1. Budget Amendment. The 2015-2016 Biennial Budget, as set forth in Ordinance 608, Section 1, is amended to adopt the revised budget for the 2015-2016 biennium in the amounts and for the purposes as shown on Exhibits B(1) Proposed Revised Budget by Fund – Year 2015 and B(2) Proposed Revised Budget by Fund – Year 2016.

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, or its application held inapplicable to any person, property or circumstance, such invalidity or unconstitutionality or inapplicability shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance or its application to any other person, property or circumstance.

Section 3. Copies of the Budget to Be Filed. A complete copy of the final budget as adopted herein shall be transmitted to the Office of the State Auditor, the Association of Washington Cities and to the Municipal Research and Services Center of Washington. Copies of the final budget as adopted herein shall be filed with the City Clerk and shall be made available for use by the public.

Section 4. Effective Date. This Ordinance shall be in full force and effect for the fiscal years 2015 and 2016 and five (5) days after publication as required by law.

ADOPTED by the City Council this 16<sup>th</sup> day of November, 2015.

CITY OF LAKEWOOD

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Don Anderson, Mayor

Attest:

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Alice M. Bush, MMC, City Clerk

Approved as to Form:

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Heidi Ann Wachter, City Attorney

**EXHIBIT A(1)**  
**CURRENT REVISED BUDGET BY FUND - YEAR 2015**

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	
<b>General Fund (001)</b>	\$ 4,034,368	\$ 498,327	\$ 4,532,695	\$ 35,107,433	\$ 80,301	\$ 35,187,734	\$ 34,966,947	\$ 763,032	\$ 35,729,979	\$ 3,990,450
<b>Special Revenue Funds:</b>										
101 Street Operations & Maintenance	-	-	-	1,893,850	(44,464)	1,849,386	1,893,850	(44,464)	1,849,386	-
102 Real Estate Excise Tax	1,647,206	(528,677)	1,118,529	800,000	137,000	937,000	2,447,206	(392,402)	2,054,804	725
103 Transportation Benefit District	-	-	-	572,000	-	572,000	572,000	-	572,000	-
104 Hotel/Motel Lodging Tax Fund	937,524	91,033	1,028,557	500,000	-	500,000	500,000	(48,150)	451,850	1,076,707
105 Property Abatement	200,000	61,771	261,771	-	48,700	48,700	100,000	75,000	175,000	135,471
106 Public Art	15,000	10,389	25,389	10,000	-	10,000	2,000	-	2,000	33,389
180 Narcotics Seizure	801,701	(318,430)	483,271	110,000	14,563	124,563	318,550	14,563	333,113	274,721
181 Felony Seizure	11,958	(6,915)	5,043	-	-	-	-	-	-	5,043
182 Federal Seizure	40,240	31,547	71,787	-	-	-	10,000	-	10,000	61,787
190 Grants	1,212	21,168	22,380	535,000	1,649,297	2,184,297	535,000	1,660,140	2,195,140	11,537
191 Neighborhood Stabilization Prog	171,345	(68)	171,277	-	-	-	-	80,000	80,000	91,277
192 OEA Grant	5,393	79,326	84,719	179,500	210,096	389,596	179,500	220,709	400,209	74,106
195 Public Safety Grants	-	216	216	149,810	27,257	177,067	149,810	27,473	177,283	0
<b>Debt Service Funds:</b>										
201 GO Bond Debt Service	-	-	-	289,183	51,476	340,659	289,183	51,476	340,659	0
202 LID Debt Service	149	902	1,051	279,319	-	279,319	279,319	-	279,319	1,051
204 Sewer Project Debt	666,071	(15,217)	650,854	600,000	-	600,000	726,146	-	726,146	524,708
251 LID Guaranty	391,858	(63)	391,795	-	-	-	-	-	-	391,795
<b>Capital Project Funds:</b>										
301 Parks CIP	10,276	0	10,276	856,450	238,729	1,095,179	60,000	238,729	298,729	806,726
302 Transportation CIP	-	-	-	14,620,037	18,482,053	33,102,090	13,772,500	18,958,461	32,730,961	371,129
311 Sewer Project CIP	76,208	29,862	106,070	1,520,000	-	1,520,000	1,520,000	-	1,520,000	106,070
312 Sanitary Sewer Connection	562,834	121,069	683,903	297,000	-	297,000	-	-	-	980,903
<b>Enterprise Fund:</b>										
401 Surface Water Management	3,317,526	3,550,716	6,868,242	3,091,669	229,876	3,321,545	3,158,640	2,744,937	5,903,577	4,286,210
<b>Internal Service Funds:</b>										
501 Fleet & Equipment	3,936,339	159,636	4,095,975	1,987,240	39,875	2,027,115	1,429,720	723,202	2,152,922	3,970,168
502 Property Management	393,421	52,734	446,155	742,080	-	742,080	909,080	5,780	914,860	273,375
503 Information Technology	-	-	-	1,178,650	154,208	1,332,858	1,178,650	154,208	1,332,858	-
504 Risk Management	-	-	-	774,014	184,975	958,989	774,014	184,975	958,989	-
<b>Total All Funds</b>	<b>\$17,220,629</b>	<b>\$ 3,839,328</b>	<b>\$21,059,957</b>	<b>\$ 66,093,235</b>	<b>\$ 21,503,942</b>	<b>\$87,597,177</b>	<b>\$ 65,772,115</b>	<b>\$ 25,417,669</b>	<b>\$91,189,784</b>	<b>\$ 17,467,349</b>

**EXHIBIT A(2)**  
**CURRENT REVISED BUDGET BY FUND - YEAR 2016**

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	
<b>General Fund (001)</b>	\$ 4,174,854	\$ (184,404)	\$ 3,990,450	\$ 35,709,391	\$ (14,000)	\$ 35,695,391	\$ 35,546,448	\$ (198,404)	\$ 35,348,044	\$ 4,337,797
<b>Special Revenue Funds:</b>										
101 Street Operations & Maintenance	-	-	-	1,948,250	(153,290)	1,794,960	1,948,250	(153,290)	1,794,960	-
102 Real Estate Excise Tax	-	725	725	800,000	137,000	937,000	800,000	135,500	935,500	2,225
103 Transportation Benefit District	-	-	-	685,000	-	685,000	685,000	-	685,000	-
104 Hotel/Motel Lodging Tax Fund	937,524	139,183	1,076,707	500,000	-	500,000	500,000	-	500,000	1,076,707
105 Property Abatement	100,000	35,471	135,471	-	35,000	35,000	100,000	35,000	135,000	35,471
106 Public Art	23,000	10,389	33,389	10,000	-	10,000	33,000	-	33,000	10,389
180 Narcotics Seizure	593,151	(318,430)	274,721	110,000	-	110,000	289,750	-	289,750	94,971
181 Felony Seizure	11,958	(6,915)	5,043	-	-	-	-	-	-	5,043
182 Federal Seizure	30,240	31,547	61,787	-	-	-	10,000	-	10,000	51,787
190 Grants	1,212	10,325	11,537	535,000	(35,000)	500,000	535,000	(35,000)	500,000	11,537
191 Neighborhood Stabilization Prog	171,345	(80,068)	91,277	-	-	-	-	-	-	91,277
192 OEA Grant	5,393	68,713	74,106	179,500	-	179,500	179,500	-	179,500	74,106
195 Public Safety Grants	-	0	0	-	-	-	-	-	-	0
<b>Debt Service Funds:</b>										
201 GO Bond Debt Service	-	0	0	290,158	154,650	444,808	290,158	154,650	444,808	0
202 LID Debt Service	149	902	1,051	270,263	-	270,263	270,263	-	270,263	1,051
204 Sewer Project Debt	539,925	(15,217)	524,708	600,000	-	600,000	497,857	-	497,857	626,851
251 LID Guaranty	391,858	(63)	391,795	-	-	-	270,000	-	270,000	121,795
<b>Capital Project Funds:</b>										
301 Parks CIP	806,726	0	806,726	375,000	-	375,000	1,181,450	-	1,181,450	276
302 Transportation CIP	847,537	(476,408)	371,129	7,541,500	(5,273,000)	2,268,500	7,276,500	(4,992,500)	2,284,000	355,629
311 Sewer Project CIP	76,208	29,862	106,070	-	-	-	-	-	-	106,070
312 Sanitary Sewer Connection	859,834	121,069	980,903	302,000	-	302,000	-	-	-	1,282,903
<b>Enterprise Fund:</b>										
401 Surface Water Management	3,250,555	1,035,655	4,286,210	2,702,500	-	2,702,500	3,539,060	(417,095)	3,121,965	3,866,745
<b>Internal Service Funds:</b>										
501 Fleet & Equipment	4,493,859	(523,691)	3,970,168	1,987,240	-	1,987,240	1,242,220	(118,000)	1,124,220	4,833,188
502 Property Management	226,421	46,954	273,375	749,800	-	749,800	799,800	-	799,800	223,375
503 Information Technology	-	-	-	1,069,950	22,686	1,092,636	1,069,950	22,686	1,092,636	-
504 Risk Management	-	-	-	748,980	30,000	778,980	748,980	30,000	778,980	-
<b>Total All Funds</b>	<b>\$17,541,749</b>	<b>\$ (74,400)</b>	<b>\$17,467,349</b>	<b>\$ 57,114,532</b>	<b>\$ (5,095,954)</b>	<b>\$52,018,578</b>	<b>\$ 57,813,186</b>	<b>\$ (5,536,453)</b>	<b>\$52,276,733</b>	<b>\$ 17,209,194</b>

**EXHIBIT B(1)**  
**PROPOSED REVISED BUDGET BY FUND - YEAR 2015**

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	
<b>General Fund (001)</b>	\$ 4,532,695	\$ -	\$ 4,532,695	\$ 35,187,734	\$ 229,159	\$ 35,416,893	\$ 35,729,979	\$ 467,193	\$ 36,197,172	\$ 3,752,416
<b>Special Revenue Funds:</b>										
101 Street Operations & Maintenance	-	-	-	1,849,386	360,975	2,210,361	1,849,386	360,975	2,210,361	-
102 Real Estate Excise Tax	1,118,529	-	1,118,529	937,000	263,000	1,200,000	2,054,804	193,878	2,248,682	69,847
103 Transportation Benefit District	-	-	-	572,000	-	572,000	572,000	-	572,000	-
104 Hotel/Motel Lodging Tax Fund	1,028,557	-	1,028,557	500,000	175,000	675,000	451,850	-	451,850	1,251,707
105 Property Abatement	261,771	-	261,771	48,700	-	48,700	175,000	135,471	310,471	0
106 Public Art	25,389	-	25,389	10,000	-	10,000	2,000	-	2,000	33,389
180 Narcotics Seizure	483,271	-	483,271	124,563	-	124,563	333,113	-	333,113	274,721
181 Felony Seizure	5,044	-	5,044	-	-	-	-	5,044	5,044	-
182 Federal Seizure	71,787	-	71,787	-	210,000	210,000	10,000	100,000	110,000	171,787
190 Grants	22,380	-	22,380	2,184,297	-	2,184,297	2,195,140	-	2,195,140	11,537
191 Neighborhood Stabilization Prog	171,277	-	171,277	-	-	-	80,000	91,277	171,277	0
192 OEA Grant	84,719	-	84,719	389,596	5,470	395,066	400,209	36,887	437,096	42,689
195 Public Safety Grants	216	-	216	177,067	68,427	245,494	177,283	68,427	245,710	0
<b>Debt Service Funds:</b>										
201 GO Bond Debt Service	-	-	-	340,659	-	340,659	340,659	-	340,659	0
202 LID Debt Service	1,051	-	1,051	279,319	351,697	631,016	279,319	319,541	598,860	33,207
204 Sewer Project Debt	650,854	-	650,854	600,000	-	600,000	726,146	-	726,146	524,708
251 LID Guaranty	391,795	-	391,795	-	-	-	-	-	-	391,795
<b>Capital Project Funds:</b>										
301 Parks CIP	10,276	-	10,276	1,095,179	(157,572)	937,607	298,729	343,878	642,607	305,276
302 Transportation CIP	-	-	-	33,102,090	(17,350,795)	15,751,295	32,730,961	(17,883,806)	14,847,155	904,140
311 Sewer Project CIP	106,070	-	106,070	1,520,000	-	1,520,000	1,520,000	-	1,520,000	106,070
312 Sanitary Sewer Connection	683,903	-	683,903	297,000	-	297,000	-	35,000	35,000	945,903
<b>Enterprise Fund:</b>										
401 Surface Water Management	6,868,242	-	6,868,242	3,321,545	93,327	3,414,872	5,903,577	(991,745)	4,911,832	5,371,282
<b>Internal Service Funds:</b>										
501 Fleet & Equipment	4,095,975	-	4,095,975	2,027,115	-	2,027,115	2,152,922	130,050	2,282,972	3,840,118
502 Property Management	446,155	-	446,155	742,080	6,725	748,805	914,860	56,725	971,585	223,375
503 Information Technology	-	-	-	1,332,858	110,050	1,442,908	1,332,858	110,050	1,442,908	-
504 Risk Management	-	-	-	958,989	492,420	1,451,409	958,989	492,420	1,451,409	-
<b>Agency Fund:</b>										
601 Investment Control	-	-	-	-	-	-	-	-	-	-
<b>Total All Funds</b>	<b>\$21,059,957</b>	<b>\$ -</b>	<b>\$21,059,957</b>	<b>\$ 87,597,177</b>	<b>\$ (15,142,116)</b>	<b>\$72,455,061</b>	<b>\$ 91,189,784</b>	<b>\$ (15,928,735)</b>	<b>\$75,261,050</b>	<b>\$ 18,253,968</b>

**EXHIBIT B(2)**  
**PROPOSED REVISED BUDGET BY FUND - YEAR 2016**

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	
<b>General Fund (001)</b>	\$ 3,990,450	\$ (238,034)	\$ 3,752,416	\$ 35,695,391	\$ 880,830	\$ 36,576,221	\$ 35,348,044	\$ 539,499	\$ 35,887,543	\$ 4,441,094
<b>Special Revenue Funds:</b>										
101 Street Operations & Maintenance	-	-	-	1,794,960	369,983	2,164,943	1,794,960	369,983	2,164,943	-
102 Real Estate Excise Tax	725	69,122	69,847	937,000	287,000	1,224,000	935,500	270,000	1,205,500	88,347
103 Transportation Benefit District	-	-	-	685,000	-	685,000	685,000	-	685,000	-
104 Hotel/Motel Lodging Tax Fund	1,076,707	175,000	1,251,707	500,000	100,000	600,000	500,000	403,850	903,850	947,857
105 Property Abatement	135,471	(135,471)	0	35,000	-	35,000	135,000	(100,000)	35,000	0
106 Public Art	33,389	-	33,389	10,000	-	10,000	33,000	-	33,000	10,389
180 Narcotics Seizure	274,721	-	274,721	110,000	-	110,000	289,750	-	289,750	94,971
181 Felony Seizure	5,043	(5,043)	-	-	-	-	-	-	-	-
182 Federal Seizure	61,787	110,000	171,787	-	-	-	10,000	-	10,000	161,787
190 Grants	11,537	-	11,537	500,000	-	500,000	500,000	-	500,000	11,537
191 Neighborhood Stabilization Prog	91,277	(91,277)	0	-	-	-	-	-	-	0
192 OEA/SSMCP Grant	74,106	(31,417)	42,689	179,500	44,000	223,500	179,500	41,350	220,850	45,339
195 Public Safety Grants	0	0	1	-	-	-	-	-	-	0
<b>Debt Service Funds:</b>										
201 GO Bond Debt Service	0	-	0	444,808	-	444,808	444,808	-	444,808	0
202 LID Debt Service	1,051	32,156	33,207	270,263	(65,775)	204,488	270,263	(64,800)	205,463	32,232
204 Sewer Project Debt	524,708	-	524,708	600,000	-	600,000	497,857	-	497,857	626,851
251 LID Guaranty	391,795	-	391,795	-	-	-	270,000	-	270,000	121,795
<b>Capital Project Funds:</b>										
301 Parks CIP	806,726	(501,450)	305,276	375,000	1,495,274	1,870,274	1,181,450	864,100	2,045,550	130,000
302 Transportation CIP	371,129	533,011	904,140	2,268,500	17,756,228	20,024,728	2,284,000	18,445,624	20,729,624	199,244
311 Sewer Project CIP	106,070	-	106,070	-	-	-	-	-	-	106,070
312 Sanitary Sewer Connection	980,903	(35,000)	945,903	302,000	-	302,000	-	35,000	35,000	1,212,903
<b>Enterprise Fund:</b>										
401 Surface Water Management	4,286,210	1,085,072	5,371,282	2,702,500	190,610	2,893,110	3,121,965	2,106,961	5,228,926	3,035,466
<b>Internal Service Funds:</b>										
501 Fleet & Equipment	3,970,168	(130,050)	3,840,118	1,987,240	235,239	2,222,479	1,124,220	123,189	1,247,409	4,815,188
502 Property Management	273,375	(50,000)	223,375	749,800	-	749,800	799,800	-	799,800	173,375
503 Information Technology	-	-	-	1,092,636	143,189	1,235,825	1,092,636	143,189	1,235,825	-
504 Risk Management	-	-	-	778,980	237,500	1,016,480	778,980	237,500	1,016,480	-
<b>Agency Fund:</b>										
601 Investment Control	-	-	-	-	-	-	-	-	-	-
<b>Total All Funds</b>	<b>\$17,467,349</b>	<b>\$ 786,619</b>	<b>\$18,253,968</b>	<b>\$ 52,018,578</b>	<b>\$ 21,674,078</b>	<b>\$73,692,656</b>	<b>\$ 52,276,733</b>	<b>\$ 23,415,445</b>	<b>\$75,692,178</b>	<b>\$ 16,254,446</b>

# 2015/2016 MID-BIENNIUM BUDGET ADJUSTMENT

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Public Hearing

City Council

November 2, 2015

# Background

- Mid-biennial review required for cities on biennial budget
- 6-Year Financial Forecast presented at September 28th City Council Study Session
- Mid-biennium budget adjustment reviewed at October 12<sup>th</sup> City Council Study Session
- Public Hearing required on proposed budget adjustment
- Adoption of ordinance scheduled for Nov 16<sup>th</sup>

# Purpose

- Housekeeping adjustments to incorporate items previously approved by Council;
- Reflect projects funded by grants and contributions;
- Changing operating trends and conditions; and
- New allocations.

# Highlights

- Meets financial policies
  - Reserves and ending fund balance
  - Ongoing expenditures supported by ongoing revenues
- Align capital project budgets with revised 6-year CIP

# General Fund Ending Fund Balance

- 2016 estimate ending fund balance estimate = \$4.44M
  - 2% General Fund Contingency Reserves = \$740K
  - 5% General Fund Ending Fund Balance Reserves = \$1.85M
  - 5% Strategic Reserves = \$1.85M

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Grand Total - All Funds</b>				\$ (15,142,117)	\$ (15,928,735)	\$ 21,674,078	\$ 23,415,445
<b>Total - Fund 001 General</b>				\$ 229,159	\$ 467,193	\$ 880,830	\$ 539,499
		<b>Adjustment Type</b>	<b>Ongoing/ 1-Time</b>				
	Property Tax	Revenue	Ongoing	100,600	-	77,000	-
	Sales & Use Tax	Revenue	Ongoing	190,400	-	175,900	-
	Sales & Use Tax/ Parks	Revenue	Ongoing	18,100	-	18,900	-
	Leasehold Tax	Revenue	1-Time	-	-	-	-
	Criminal Justice Sales Tax	Revenue	Ongoing	42,700	-	52,300	-
	Admissions Tax	Revenue	Ongoing	17,100	-	20,400	-
	Leasehold Tax	Revenue	Ongoing	8,000	-	-	-
	Utility Tax	Revenue	Ongoing	(345,000)	-	(432,000)	-
	Gambling Tax	Revenue	Ongoing	37,300	-	25,300	-
	Franchise Fees	Revenue	Ongoing	202,000	-	256,300	-
	Criminal Justice Funding	Revenue	Ongoing	9,100	-	13,300	-
	Criminal Justice High Crime	Revenue	Ongoing	(61,400)	-	(61,400)	-
	Liquor Excise Tax	Revenue	Ongoing	50,000	-	177,700	-
	Liquor Profits	Revenue	Ongoing	1,100	-	(7,000)	-
	<b>Subtotal - City-Wide/Non-Departmental</b>			<b>\$ 270,000</b>	<b>\$ -</b>	<b>\$ 316,700</b>	<b>\$ -</b>

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
Independent Salary Commission Decision	Housekeeping	Ongoing	-	21,175	-	46,200	
<b>Subtotal - City Manager</b>			<b>\$ -</b>	<b>\$ 21,175</b>	<b>\$ -</b>	<b>\$ 46,200</b>	
CM Interns, Offset by Finance Division Position Vacancy Savings	Housekeeping	1-Time	-	18,800	-	-	
<b>Subtotal - City Manager</b>			<b>\$ -</b>	<b>\$ 18,800</b>	<b>\$ -</b>	<b>\$ -</b>	
Net Internal Service Reallocation	Internal Service	Ongoing	-	(33,017)	-	(122,318)	
Risk Mgmt - WCIA Assessment Increase	Internal Service	Ongoing	-	9,947	-	177,616	
Risk Mgmt - WCIA Potential Deductibles, Prior to 2014	Internal Service	Ongoing	-	201,109	-	-	
Risk Mgmt - Public Disclosure, Koenig Case	Internal Service	1-Time	-	206,920	-	-	
Info Tech - Phone System Replacement Reserves	Internal Service	Ongoing	-	-	-	18,946	
Replenish Fleet & Equip Reserves - IT Strategic Plan	Housekeeping	1-Time	-	-	-	233,239	
Finance Division Position Vacancy Savings for CM Interns	Housekeeping	1-Time	-	(18,800)	-	-	
<b>Subtotal - Administrative Services</b>			<b>\$ -</b>	<b>\$ 366,159</b>	<b>\$ -</b>	<b>\$ 307,483</b>	
CED Development Services Permits & Fees	Revenue	Ongoing	-	-	498,030	-	
Business License	Revenue	Ongoing	-	-	72,900	-	
Position Realign - Permit Coordinator, Offset by Revenue	Housekeeping	Ongoing	-	18,300	-	42,100	
Motor Avenue Complete Streets Concept, Add'l Funding	Housekeeping	1-Time	-	12,000	-	-	
<b>Subtotal - Community &amp; Economic Development</b>			<b>\$ -</b>	<b>\$ 30,300</b>	<b>\$ 570,930</b>	<b>\$ 42,100</b>	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
Public Defender Contract Increase	Housekeeping	Ongoing	-	15,000	-	66,200	
Public Defender Transition Cost	Housekeeping	1-Time	-	30,000	-	-	
Public Defender Grant	Housekeeping	1-Time	-	-	10,000	10,000	
<b>Subtotal - Municipal Court</b>			<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 10,000</b>	<b>\$ 76,200</b>	
Alarm Permits & Fees	Revenue	Ongoing	(25,000)	-	(23,000)	-	
Animal License	Revenue	Ongoing	5,000	-	6,200	-	
Dispatch Services Increase	Housekeeping	Ongoing	-	-	-	24,159	
City of Tacoma Public Safety Network User Fees Increase	Housekeeping	1-Time	-	-	-	18,300	
Puget Sound Clean Air Assessment Increase	Housekeeping	Ongoing	-	-	-	5,357	
Nisqually Mental Health - Contribution	Acct Correction	1-Time	(25,000)	(25,000)	-	-	
US Open Overtime, Reimbursed by Pierce County	Housekeeping	1-Time	4,159	4,159	-	-	
<b>Subtotal - Police</b>			<b>\$ (40,841)</b>	<b>\$ (20,841)</b>	<b>\$ (16,800)</b>	<b>\$ 47,816</b>	
			-	-	-	-	
Decrease General Fund Subsidy Due to MVET Revenue Increase	Housekeeping	Ongoing	-	(14,400)	-	(3,300)	
Decrease General Fund Subsidy/Eliminate Judgments & Settlements Exp	Housekeeping	Ongoing	-	11,000	-	11,000	
Increase General Fund Subsidy/Decrease Proceeds from Sale of Assets	Housekeeping	Ongoing	-	10,000	-	10,000	
Increase General Fund Subsidy/Add Reserves on 3 New Snow Plows	New	Ongoing	-	-	-	2,000	
<b>Subtotal - Public Works</b>			<b>\$ -</b>	<b>\$ 6,600</b>	<b>\$ -</b>	<b>\$ 19,700</b>	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Special Revenue Funds</b>				\$ 1,082,872	\$ 991,959	\$ 800,983	\$ 985,183
<b>Total - Fund 101 Street Operations &amp; Maintenance</b>				\$ 360,975	\$ 360,975	\$ 369,983	\$ 369,983
General Fund Subsidy	Housekeeping	Ongoing	(14,400)	-	(3,300)	-	
Motor Vehicle Fuel Tax	Housekeeping	Ongoing	14,400	-	3,300	-	
General Fund Subsidy	Housekeeping	Ongoing	10,000	-	10,000	-	
Proceeds from Sale of Assets	Housekeeping	Ongoing	(10,000)	-	(10,000)	-	
General Fund Subsidy	Housekeeping	Ongoing	11,000	-	11,000	-	
Judgments & Claims	Housekeeping	Ongoing	(11,000)	-	(11,000)	-	
Allocation of Internal Service Charges	Housekeeping	Ongoing	360,975	360,975	367,983	367,983	
Annual Reserves on 3 New Snow Plows	New	Ongoing	-	-	2,000	2,000	
<b>Total - Fund 102 Real Estate Excise Tax</b>				\$ 263,000	\$ 193,878	\$ 287,000	\$ 270,000
Real Estate Excise Tax	Capital	1-Time	263,000	-	287,000	-	
Transfer to Parks CIP for Gateway Projects	Capital	1-Time	-	13,878	-	-	
Transfer to Transportation CIP - Various Projects	Capital	1-Time	-	180,000	-	270,000	
<b>Total - Fund 104 Hotel/Motel Lodging Tax</b>				\$ 175,000	\$ -	\$ 100,000	\$ 403,850
Hotel/Motel Lodging Tax Revenue	Restricted Rev	1-Time	175,000	-	100,000	-	
Lodging Tax Allocation to Align with Award (pending)	Housekeeping	1-Time	-	-	-	403,850	
<b>Total - Fund 105 Property Abatement</b>				\$ -	\$ 135,471	\$ -	\$ (100,000)
Property Abatement Program	Housekeeping		-	135,471	-	(100,000)	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Fund 181 Felony Seizure</b>				\$ -	\$ 5,044	\$ -	\$ -
	Felony Seizures, Funded by Ending Fund Balance	Restricted Rev	1-Time	-	5,044	-	-
<b>Total Fund 182 - Federal Seizures</b>				\$ 210,000	\$ 100,000	\$ -	\$ -
	Federal Seizures, Funded by Forfeitures	Restricted Rev	1-Time	210,000	100,000	-	-
<b>Total - Fund 191 Neighborhood Stabilization Program (NSP)</b>				\$ -	\$ 91,277	\$ -	\$ -
	NSP 1 Funds	Restricted Rev	1-Time	-	91,277	-	-
<b>Total - Fund 192 Office of Economic Adjustment (OEA)</b>				\$ 5,470	\$ 36,887	\$ 44,000	\$ 41,350
	SSMCP - Adjustments for Projected 2015 and Preliminary 2016 Budget	Restricted Rev	1-Time	5,470	36,887	44,000	41,350
<b>Total - Fund 195 Public Safety Grants</b>				\$ 68,427	\$ 68,427	\$ -	\$ -
	WA Traffic Safety Commission - Motorcycle Emphasis	Grant	1 Time	3,191	3,191	-	-
	Justice Programs Bulletproof Vest Grant	Grant	1 Time	13,544	13,544	-	-
	Homeland Security Recreational Boating Safety Grant	Grant	1 Time	16,037	16,037	-	-
	Nisqually Tribal Mental Health Contribution	Grant	1 Time	25,000	25,000	-	-
	WASPC - Traffic Safety Equipment Grant	Grant	1 Time	10,655	10,655	-	-

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Grand Total - Debt Service Funds</b>				\$ 351,697	\$ 319,541	\$ (65,775)	\$ (64,800)
<b>Total - Fund 202 LID Debt Service</b>				\$ 351,697	\$ 319,541	\$ (65,775)	\$ (64,800)
CLID 1101 Bonds	Debt	1-Time		351,697	319,541	(65,775)	(64,800)
- Bond Call Due to Early Payoff by Property Owner in 2015							
- Reduction in Debt Service in 2016							

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Capital Improvement Project Funds</b>				\$ (17,508,367)	\$ (17,504,928)	\$ 19,251,502	\$ 19,344,724
<b>Total - Fund 301 Parks CIP</b>				\$ (157,572)	\$ 343,878	\$ 1,495,274	\$ 864,100
	Unallocated - Verizon US Open Parking Fees	Capital	1-Time	5,000	-	-	-
	Unallocated - Sale of Lakeland Property/USGA US Open Park Fees	Capital	1-Time	125,000	-	-	-
	Waughop Lake Trail - Realign Timing of Project Expenditures	Capital	1-Time	(400,000)	-	400,000	-
	Chambers Creek Trail Planning - Eliminate \$6,450 Lakeland Property Funding / Add \$25,000 SWM	Capital	1-Time	(25,000)	-	25,000	-
	Gateway Projects - Funded by REET \$13,878 / LTAC \$50,000	Capital	1-Time	13,878	13,878	50,000	50,000
	Phase II Springbrook Park Expansion - Additional Funding \$1,500 Donations / \$12,324 SWM /\$276 Beg Bal	Capital	1-Time	(196,450)	10,000	210,274	4,100
	Phase III Springbrook Bridge - Funded with \$291K State Legislative Grant / \$19K SWM	Capital	1-Time	-	-	310,000	310,000
	Phase IV Springbrook Park Acquisition - Funded by \$285K RCO Grant / \$35K SWM	Capital	1-Time	320,000	320,000	-	-
	Ft. Steilacoom Park Sports Field Improvements - Funded by \$250K LTAC / \$50K RCO Grant)	Capital	1-Time	-	-	500,000	500,000

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Fund 302 Transportation CIP</b>				<b>\$ (17,350,795)</b>	<b>\$ (17,883,806)</b>	<b>\$ 17,756,228</b>	<b>\$ 18,445,624</b>
Unallocated - Left over Street Vacations, \$5,000 and unused REET, \$24,168 in 2015 - Left over REET, \$3,969 in 2016	Capital	1-Time	29,168	-	3,969	-	
Personnel, Engineering & Professional Services - Transportation Element of Comprehensive Plan Update - Source is \$38,444 REET & \$7,556 Developer Contributions 2015 / \$10,000 REET 2016	Capital	1-Time	46,000	46,000	10,000	10,000	
New LED Streetlights - Reduce Project Expenditures due to reduced project scope - Reallocate REET \$45,000 to other projects	Capital	1-Time	(45,000)	(45,000)	-	-	
Minor Capital - For Street Striping - Source is Proceeds from Street Vacations	Capital	1-Time	70,000	35,000	-	35,000	
Chip Seal Program - Pavement Rehab & Patching in Prep for Chip Seal in 2016 (Onyx Drive) - Source is \$80,000 Street Vacations 2015 & \$20,000 SWM 2015	Capital	1-Time	100,000	100,000	-	20,000	
Bridgeport Way - 83rd to 75th - Lakewood Water District participation higher than originally budgeted.	Capital	1-Time	375,253	425,253	-	-	
Gravelly Lake Drive - 100th St to Bridgport Way - Construction to occur in 2016, increase expenses to reflect bid proposals	Capital	1-Time	(1,561,464)	(1,583,969)	1,897,495	1,920,000	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
South Tacoma Way - SR512 to 96th - Construction to occur in 2016, update expenses to reflect bid proposals - Lakewood Water District related costs lower, offset by reduced participation, \$200,000 - Increase WSDOT Grant, \$190,000 in 2016 - Decrease SWM participation, \$125,000 in 2016	Capital	1-Time	(3,807,060)	(3,815,000)	3,672,060	3,680,000	
Madigan Access Improvements - Construction to occur in 2016, increase expenses to reflect bid proposals. - Sources are OEA, \$500,000 in 2016 & WSDOT Rail, \$469,638 in 2016	Capital	1-Time	(2,335,351)	(2,335,351)	3,304,989	3,423,039	
Traffic Signal Upgrade Phase 4 - Add \$59,000 in 2015 for personnel and capital costs - Source is REET, \$57,591 in 2015 and additional Century Contribution \$1,409	Capital	1-Time	59,000	59,000	-	-	
Steilacoom Blvd Corridor Safety Project - increase expenses to reflect bid proposals. -Source is General Fund, \$15,000, reallocated from other projects, SWM, \$100,000 & REET, \$212,275 in 2015 and REET, \$1,058 in 2016	Capital	1-Time	(1,974,392)	(2,201,667)	2,302,725	2,530,000	
Bridgeport Way - JBLM to I-5 - Construction to occur in 2016 - Add REET, \$10,434 in 2015	Capital	1-Time	(3,661,341)	(3,659,566)	3,671,775	3,670,000	
South Tacoma Way - Steilacoom Blvd to 88th - Construction to occur in 2016, increase expenses to reflect bid proposals. - Additional Grant Anticipated, \$125,000 in 2016 - Increase SWM participation, \$55,000 in 2016	Capital	1-Time	(1,244,273)	(1,350,000)	1,424,273	1,530,000	
111th/112th Bridgeport Way to Kendrick - Construction to occur in 2017, reallocate revenue and expenses to new timeline.	Capital	1-Time	(223,001)	(223,001)	60,000	60,000	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
Bridgeport Way Overlay - Pac Hwy to 112th - Storm Drainage Repair - SWM participation \$10,000 in 2015	Capital	1-Time	10,000	10,000	-	-	
Lakewood Drive - 100th to Steilacoom Blvd - Increase REET participation, \$17,500 in 2015 - Increase TBD participation, \$9,500 in 2015 - Add SWM participation, \$25,000 in 2016	Capital	1-Time	27,000	27,000	25,000	25,000	
Steilacoom Blvd - Lakewood Dr to W of So Tacoma Way - Increase Project Exp by \$5,000 - Add \$20,000 Transfer In From SWM for Storm Drainage Repair - Reallocate \$15,000 from GF to other projects	Capital	1-Time	5,000	5,000	-	-	
Main Street Overlay - GLD to 108th St - Cost savings in actual construction costs - Decrease TBD Participation, \$54,500 in 2015	Capital	1-Time	(54,500)	(54,500)	-	-	
59th Ave - 100th St to Bridgeport Way - Storm Drainage Repair increased construction costs - Add REET participation of \$17,700 in 2015 - Add SWM participation \$25,000 in 2015	Capital	1-Time	42,700	42,700	-	-	
108th St - Main St to Bridgeport Way - Increase cost for Professional Services, \$5,000 - Reduced Grants Anticipated \$283,500 in 2015 - Added TBD participation, \$45,000 in 2015 - Increase CDBG participation, \$243,500 in 2016	Capital	1-Time	(680,000)	(705,000)	685,000	710,000	
Lakewood Traffic Signal Upgrade Phase 5 - Construction to begin in 2016	Capital	1-Time	(220,000)	(262,585)	220,000	262,585	
Steilacoom Blvd - Farwest to Phillips - Construction to begin in 2017	Capital	1-Time	(746,000)	(842,000)	334,000	430,000	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
Safety Projects - Military Road/112th - Relocate \$1,500 REET to other projects in 2015 - Construction to begin in 2017	Capital	1-Time	(756,000)	(765,000)	81,000	90,000	
Safety Projects - Roadway Safety @96th & 40th - Reallocate REET 11,150 to other projects in 2015 - Construction to begin in 2017	Capital	1-Time	(822,500)	(827,500)	45,000	50,000	
Safe Routes To Schools, Pedestrian/Bicycle Safety - Additional Grant Revenue from Project Close out	Capital	1-Time	11,816	-	-	-	
San Francisco - Bridgeport Way to Addison - Add \$35,688 capital costs - Source is REET \$1,746 in 2015 & \$18,942 in 2016 & \$15,000 SWM in 2015	Capital	1-Time	16,746	35,688	18,942	-	
Custer / John Dower - Add SWM participation, \$15,000 in 2015 - Reduce REET participation, \$29,618 in 2015 - Reallocate \$15,000 REET to other projects	Capital	1-Time	(14,618)	(14,618)	-	-	
Portland Ave Traffic Calming - Add \$15,000 in project expenses - Source is Camp Murray Gate Mitigation Fees Received in Prior Years	Capital	1-Time	-	15,000	-	-	
City-Wide Safety Improvements - Add \$310 in project expenses - Increase REET Participation, \$310 in 2015	Capital	1-Time	310	310	-	-	
100th & Lakewood Dr. - Add Mitigation received, \$1,712 in 2015	Capital	1-Time	1,712	-	-	-	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Fund 312 Sanitary Sewer Connection</b>				\$ -	\$ 35,000	\$ -	\$ 35,000
	Sewer Availability Staff Time	Housekeeping	Ongoing	-	26,000	-	26,000
	Postage	Housekeeping	Ongoing	-	2,500	-	2,500
	B&O Taxes to State	Housekeeping	Ongoing	-	3,500	-	3,500
	Lien-Related Costs	Housekeeping	Ongoing	-	3,000	-	3,000

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Enterprise Funds</b>				\$ 93,327	\$ (991,745)	\$ 190,610	\$ 2,106,961
<b>Total - Fund 401 Surface Water Management</b>				\$ 93,327	\$ (991,745)	\$ 190,610	\$ 2,106,961
Waughop Lake Mngmt Plan - Project to Extend into 2016	Capital	1-Time	(48,573)	(64,014)	48,573	64,014	
Storm Water Source Control Study - Funded by DOE Grant	Capital	1-Time	141,900	141,900	142,037	142,037	
2016 Water Quality Vaults Project - Construction to occur in 2016 - Additional SWM funds needed for construction of 2 vaults, \$70,000	Capital	1-Time		(225,000)		295,000	
Storm Drain Pipe Repair - Construction Cost Increase due to Higher Bids	Capital	1-Time	-	200,000	-	-	
Transfer to Parks CIP Projects - \$35,000 Springbrook Park Acquisition 2015 - \$12,324 Springbrook Park Expansion 2016 - \$19,000 Springbrook Bridge 2016 - \$25,000 Chambers Creek Trail Planning 2016	Capital	1-Time	-	35,000	-	56,324	
Transfer to Transportation CIP Projects for SWM's Share of Costs	Capital	1-Time	-	(1,231,212)	-	1,416,329	
Allocation of Internal Service Charges	Housekeeping	Ongoing	-	151,581	-	133,257	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Internal Service Funds</b>				\$ 609,195	\$ 789,245	\$ 615,928	\$ 503,878
<b>Total - Fund 501 Fleet &amp; Equipment</b>				\$ -	\$ 130,050	\$ 235,239	\$ 123,189
	Transfer to Information Technology Fund - IT Strategic Plan, Replenish in 2016	Housekeeping	1-Time	-	110,050	-	123,189
	Transfer In From General Fund - Replenish Reserves Used for IT Strategic Plan	Housekeeping	1-Time	-	-	233,239	-
	Purchase of 3 New Snow Plows - \$20,000 1-Time 2015 / \$2,000 Ongoing Reserves in 2016	New	1-Time	-	20,000	2,000	-
<b>Total - Fund 502 Property Management</b>				\$ 6,725	\$ 56,725	\$ -	\$ -
	Police Station Lead Abatement Project - Funded within Existing Police Budget	Housekeeping	1-Time	6,725	6,725	-	-
	City Hall Space Planning/Reconfiguration Carry Forward of Funds	Housekeeping	1-Time	-	50,000	-	-

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
<b>Total - Fund 503 Information Technology</b>			\$ 110,050	\$ 110,050	\$ 143,189	\$ 143,189
<i>Information Technology Strategic Plan Items:</i>						
Video Arraignment M&O	Housekeeping/ Strategic Plan	Ongoing	-	-	-	5,000
Redesign City's Permit Process/Web Extensions - \$4,000 1-Time 2015 / \$5,510 Ongoing in 2015 & 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	9,510	-	5,510
Blue Beam Software - \$3,500 1-Time 2015 / \$400 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	3,500	-	400
Mobile Apps w/CRM Integration - \$10,000 1-Time 2015 / \$7,300 Ongoing 2015 / \$14,600 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	17,300	-	14,600
Enterprise Task Management/Work Order System - \$75,000 1-Time 2015 / \$7,500 Ongoing 2015 / \$30,000 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	82,500	-	30,000
VMWare Virtual Desktop (VDI) - \$17,000 1-Time 2015 / \$1,500 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	17,000	-	1,500
FiberOptic Connection - Fort Steilacoom Park O&M Facility - \$26,000 1-Time 2015 / \$4,800 M&O Savings in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	26,000	-	(4,800)
Wireless Access Points (Wi-Wi) - \$15,000 1-Time 2015 / \$2,500 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	15,000	-	2,500
Disaster Recovery Phase II Business Continuity Plan	Housekeeping/ Strategic Plan	1-Time	-	-	-	10,000

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<i>Information Technology Strategic Plan Items:</i>							
Cell Phone Archival of Text Messages	Housekeeping/ Strategic Plan	Ongoing	-	5,240	-	10,479	
Video Surveillance	Housekeeping/ Strategic Plan	1-Time	-	-	-	50,000	
Redundant Voice & Data Circuits (Co-Location) at Police Station - \$10,000 1-Time 2016 / \$18,000 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	-	-	28,000	
Informational Videos	Housekeeping/ Strategic Plan	1-Time	-	14,000	-	-	
Enterprise Network Monitoring Tools	Housekeeping/ Strategic Plan	1-Time	-	10,000	-	-	
Phone System Annual Replacement Reserves	Housekeeping/ Strategic Plan	Ongoing	-	-	20,000	-	
Document Management System - Eliminate, Project Delayed	Housekeeping/ Strategic Plan	1-Time	-	(90,000)	-	(10,000)	
Transfer In From Fleet & Equipment Reserves - To Fund Strategic Plan, Replenish in 2016	Housekeeping/ Strategic Plan	1-Time	110,050	-	123,189	-	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Fund 504 Risk Management</b>				<b>\$ 492,420</b>	<b>\$ 492,420</b>	<b>\$ 237,500</b>	<b>\$ 237,500</b>
	WCIA Assessment Increase	Housekeeping	Ongoing	10,500	10,500	187,500	187,500
	WCIA Potential Deductibles for Claims Prior to 2014	Housekeeping	Ongoing	225,000	225,000	-	-
	Claims/Judgment - Public Disclosure, Koenig Case	Housekeeping	1-Time	206,920	206,920	-	-
	3rd Party Claims, Offset by Insurance Recoveries	Housekeeping	Ongoing	50,000	50,000	50,000	50,000

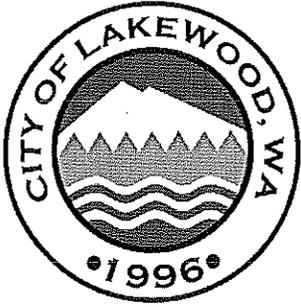
# Next Steps

## November 16, 2015 Regular Meeting

- Adopt 2016 Property Tax Levy Ordinance
- Adopt Declaration of Substantial Need Ordinance
- Adopt 2015/2016 Mid-Biennium Budget Adjustments
- Adopt 2016 Fee Schedule

# End of Presentation

Questions?



Don Anderson  
Mayor

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 OF** **PUBLIC HEARING**

# **TRANSPORTATION BENEFIT DISTRICT ASSUMPTION**

Notice is hereby given that on Monday, November 2, 2015, at 7:00 p.m., or soon thereafter, the City Council will hear public testimony concerning the City of Lakewood's intent to assume the rights, powers, functions and obligations of the City of Lakewood's Transportation Benefit District.

If you have comments about this matter and want them to be known and considered, they must be presented at the hearing, or written comments can be submitted to the City of Lakewood, Legal Department, 6000 Main Street SW, Lakewood, WA 98499.

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

For further information, please contact Ms. Heidi Wachter, City Attorney, at (253) 983-7704.

Alice M. Bush, MMC  
City Clerk

Resolution 2015-29  
Adopted 10/19/15

RESOLUTION NO. 2015-29

A RESOLUTION of the City of Lakewood, Washington, indicating the City's intent to conduct a Public Hearing concerning the assumption of the rights, powers, functions, and obligations of the City of Lakewood's Transportation Benefit District.

WHEREAS, in August 2012, the City Council adopted Ordinance No. 550 creating the City of Lakewood Transportation Benefit District ("TBD") with boundaries coterminous with the boundaries of the City, all in accordance with chapter 36.73 RCW; and

WHEREAS, on July 1, 2015, the Washington State Legislature enacted Second Engrossed Substitute Bill 5987 (SESSB 5987) which, at Section 301 authorizes the City to assume the rights, powers, functions, and obligations of the TBD; and

WHEREAS, prior to assuming the rights, powers, functions, and obligations of the TBD, the City must indicate its intent to conduct a hearing concerning the assumption by adoption of an ordinance or resolution; and

WHEREAS, the ordinance or resolution must set the time and place for the hearing and state that all persons interested in the assumption may appear and be heard; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, as Follows:

Section 1. Intent to Conduct Public Hearing. The City Council hereby declares its intent to conduct a public hearing to consider the proposed assumption of the rights, powers, functions, and obligations of the existing City of Lakewood Transportation Benefit District.

Section 2. Date, Time, and Place of Public Hearing. The public hearing on the proposed assumption shall be held on Monday, November 2, 2015 at approximately 7:00 pm in the Council Chambers located at Lakewood City Hall, 6000 Main Street SW, Lakewood, WA 98498.

Section 3. Public Testimony. All persons interested in the proposed assumption may appear at the hearing and will have the opportunity to be heard.

Effective Date. This resolution shall take effect immediately upon its adoption.

PASSED by the City Council this 19th day of October, 2015.

CITY OF LAKEWOOD

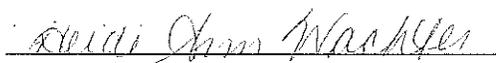
  
Don Anderson, Mayor

Attest:

  
\_\_\_\_\_

Alice M. Bush, MMC, City Clerk

Approved as to Form:

  
\_\_\_\_\_

Heidi Wachter, City Attorney

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> November 2, 2015	<b>TITLE:</b> An Ordinance repealing Ordinance 528 and 175 relative to the Sister Cities.	<b>TYPE OF ACTION:</b> <input checked="" type="checkbox"/> ORDINANCE NO. 623 <input type="checkbox"/> RESOLUTION NO. <input type="checkbox"/> MOTION NO. <input type="checkbox"/> OTHER
<b>REVIEW:</b> October 26, 2015	<b>ATTACHMENTS:</b> Ordinance	

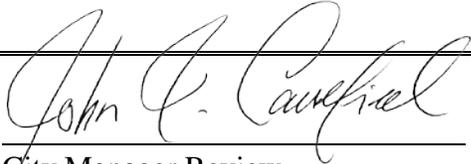
**SUBMITTED BY:** Heidi Ann Wachter, City Attorney

**RECOMMENDATION:** It is recommended that the City Council repeal Ordinances No. 528 and 175 which connect the City to the independent 501(c)(3) that is the Sister Cities Association.

**DISCUSSION:** The City should repeal Ordinances 528 and 175 which connect the City to the independent 501(c)(3) that is the Sister Cities Association. This will leave no question as to the independent nature of the entity. The City will then adopt a Resolution detailing support for the relationship with the Sister Cities themselves through the Association. This removes the gifting of public funds in the form of administration of the Sister Cities Association and provides continuing dignitary support. The Sister Cities Association can benefit from the ongoing 501(c)(3) status. This allows the Sister Cities Association to independently raise the funds needed to administrate the association and have dignitary support from the City.

**ALTERNATIVE(S):** The City can assume the Sister Cities Association. This would allow the City to fully fund any administrative needs of the Sister Cities Association and maintain full control over the organization. The City's resources may not fully address the need and without the 501(c)(3) status, the Association is hindered in fund raising. This option is not viable without the Sister Cities Association relinquishing its 501(c)(3) status. This option would also require the City to identify budgetary resources necessary to finance the administrative support of the Sister Cities Association as it is not currently included in the 2015/2016 biennial budget.

**FISCAL IMPACT:** The City provides the budgetary support necessary to ensure dignitary participation in Sister City events as deemed necessary and appropriate. The 2015/2016 Budget allocation is \$3,450 per year.

_____ Prepared by	 _____ City Manager Review
_____ Department Director	

ORDINANCE NO. 623

AN ORDINANCE of the City Council of the City of Lakewood, Washington, repealing Ordinance 175 and 528 relative to the City of Lakewood Sister Cities.

WHEREAS, each of Lakewood's sister city relationships should be based upon common interest and characteristics important to both Lakewood and the sister city;

WHEREAS, while the Lakewood's sister city affiliations remain an asset, there are ways to maximize their benefit to the City; and

WHEREAS, by amending the Sister Cities program requirements to reflect current practices and organization status we can enhance the City's service to our citizens;

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

Section 1. City of Lakewood Ordinance 175 which was adopted on June 15, 1998 is hereby repealed in its entirety.

~~Section 1.—Lakewood Sister Cities Association. The Lakewood Sister Cities Association will continue the program pursuant to this Ordinance that was commenced by the Sister Cities Committee.~~

~~Section 2.—Duties and Responsibilities. The general duties and responsibilities of the Lakewood Sister Cities Association shall be as follows:~~

~~A.—The powers and duties of the Lakewood Sister Cities Association generally shall be to recommend to the City Council the policies and objectives for the overall sister cities program.~~

~~B.—Develop and recommend to the City Council criteria, objectives and guidelines for the selection of sister cities.~~

~~C.—Plan, develop, promote, and coordinate sister city program activities, including but not limited to visits of individuals and exchanges of delegations; educational and informational exchanges and events with sister city communities, their nations and their cultures.~~

~~E.—Review proposals from individual associations or other institutions for joint programs and assist in effective coordination of such activities, when applicable.~~

~~F.—Conduct fund raising for sister city activities and programs.~~

~~Section 3.—Association Membership. The membership of the Lakewood Sister Cities Association shall be as follows:—~~

~~A.—In order to assure that sister city affiliations genuinely reflect the community and are managed by citizens with the willingness to participate to the task, there shall be no fixed membership to the Lakewood Sister Cities Association and the number of members should be dictated by the number of people who are interested in sister city functions or activities, with the~~

~~understanding that not all such members will be interested or involved with all such functions or activities. The members should not be restricted to only residents of the City.~~

~~B. There is not a need for any formal appointment to the Lakewood Sister Cities Association, nor would any membership be tied to a particular term of office.~~

~~Section 4. Association Organization. The organization of the Lakewood Sister Cities Association shall be as follows:~~

~~A. Members shall organize by electing from the members of the Association a president, vice-president, and such other officers as may be determined by the Association.~~

~~B. It shall be the duty of the president to preside at all meetings. The vice-president shall perform this duty in the absence of the president.~~

~~Section 5. Association Meetings. The Lakewood Sister Cities Association shall set its own meeting dates and shall give notice of such meeting in compliance with the Open Public Meetings Act of the State of Washington.~~

~~Section 6. Subcommittees of the Association. The Lakewood Sister Cities Association may organize into subcommittees in order to achieve its purpose. The chairpersons of these subcommittees shall be members of the Association. Additional persons may be recruited to serve on the subcommittees.~~

~~Section 7. Financial Support. The City of Lakewood may provide financial support from its annual operating budget to the Lakewood Sister Cities Association for its work and activities. The Association may also accept, raise and maintain separate funds for its work and activities.~~

~~Section 8. Reports and Recommendations to City. The Lakewood Sister Cities Association shall report to the City Council not less than once per year and more often as requested by the City Council regarding its work and activities~~

~~Section 9. Tax Exempt Status. The Lakewood Sister Cities Association shall maintain its current non-profit tax exempt status under 26 USC 501(C) (3).~~

Section 2. City of Lakewood Ordinance 528 which was adopted on January 18, 2011 is hereby repealed in its entirety.

~~Section 1. Sister Cities Committee.~~

~~There is hereby established a Sister Cities Committee for the City of Lakewood.~~

~~-~~

~~Section 2. Duties and Responsibilities.~~

~~The general duties and responsibilities of the Sister Cities Committee shall be as follows:~~

~~A. The powers and duties of the Sister City Committee generally shall be to recommend to the City~~

~~Council the policies and objectives for the overall sister cities program.~~

~~B. Develop and recommend to the City Council criteria, objectives and guidelines for the selection of sister cities.~~

~~C. Plan, develop, promote, and coordinate sister city activities, including but not limited to visits of individuals and exchanges of delegations; educational and informational exchanges and events with sister city communities, their nations and their cultures.~~

~~D. Develop a comprehensive work plan showing the activities of the Committee, showing how the activities of the Committee will further the objectives of the sister city program; and indicating how the Committee plans to fund its activities in the future.~~

~~E. Review proposals from individual associations or other institutions for joint programs and assist in effective coordination of such activities, when applicable.~~

~~F. Conduct fund raising for sister city activities and programs.~~

-

### ~~Section 3. Committee Membership.~~

~~The membership of the Sister Cities Committee shall be as follows:-~~

~~A. In order to assure that sister city affiliations genuinely reflect the community and are managed by citizens with the willingness to participate to the task, there shall be no fixed membership to the Sister Cities Committee and the number of members should be dictated by the number of people who are interested in sister city functions or activities, with the understanding that not all such members will be interested or involved with all such functions or activities. The members should not be restricted to only residents of the City.~~

~~B. The General Services Director/City Clerk shall be a non-voting ex-officio member of the Committee and shall provide staff representation and support to the Committee.~~

~~C. There is not a need for any formal appointment to the Sister Cities Committee, nor would any membership be tied to a particular term of office.~~

-

### ~~Section 4. Committee Organization.~~

~~The organization of the Sister Cities Committee shall be as follows:-~~

~~A. At the first meeting of the Committee, its members shall organize by electing from the members of the Committee a chairperson, vice-chairperson, and such other officers as may be determined by the Committee.~~

~~B. It shall be the duty of the chairperson to preside at all meetings. The vice-chairperson shall perform this duty in the absence of the vice-chairperson.~~

-

### ~~Section 5. Committee Meetings.~~

~~The Committee shall set its own meeting dates and shall give notice of such meeting in compliance with the Open Public Meetings Act of the State of Washington.~~

-

### ~~Section 6. Subcommittees of the Committee.~~

~~The Committee may organize into subcommittees in order to achieve its purpose. The chairpersons of these subcommittees shall be members of the Committee. Additional persons may be recruited to serve on the subcommittees.~~

-

### ~~Section 7. Financial Support.~~

~~The City of Lakewood may provide financial support from its annual operating budget to the Sister~~

~~City Committee for its work and activities. The Committee may also accept and raise other funds for its work and activities, which funds shall be deposited with and accounted for separately by the City.~~

-

~~Section 8. Reports and Recommendations to City.~~

~~The Sister City Committee shall report to the City Council from time to time, including the submission of an annual report detailing its work and activities and expenditure of funds, and shall report to the City Council not less than once per year and more often as requested by the City Council.~~

-

~~Section 9. Exploration of Tax Exempt Status.~~

~~The Sister City Committee may evaluate the feasibility and desirability of the eventual formation of a separate nonprofit, tax exempt organization. Such evaluation shall be conducted and presented with recommendations to the City Council at no particular time.~~

Section 3. Severability.

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

Section 4. Effective Date.

That this Ordinance shall be in full force and effect thirty (30) days after publication of the Ordinance Summary.

ADOPTED by the City Council this 2<sup>nd</sup> day of November, 2015.

CITY OF LAKEWOOD

Attest:

\_\_\_\_\_  
Don Anderson, Mayor

\_\_\_\_\_  
Alice M. Bush, CMC, City Clerk

Approved as to Form:

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

City of Lakewood  
Lakewood City Hall  
6000 Main Street SW  
Lakewood, WA 98499  
(253) 589-2489

**(Legal Notice)**

November 3, 2015

**NOTICE OF ORDINANCE PASSED  
BY LAKEWOOD CITY COUNCIL**

The following is a summary of an Ordinance passed by the City of Lakewood City Council on the 2nd day of November, 2015.

**ORDINANCE NO. 623**

AN ORDINANCE of the City Council of the City of Lakewood, Washington, repealing Ordinance 175 and 528 relative to the City of Lakewood Sister Cities.

This ordinance shall take place thirty (30) days after its publication or publication of a summary of its intent and contents.

The full text of the Ordinance is available at the City Clerk's Office, Lakewood City Hall, 6000 Main Street SW, Lakewood, Washington 98499, (253) 589-2489. A copy will be mailed out upon request.

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Alice M. Bush, City Clerk

**Published in the Tacoma News Tribune:** \_\_\_\_\_

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> November 2, 2015	<b>TITLE:</b> Approving Lakewood Sister Cities guidelines and criteria.	<b>TYPE OF ACTION:</b> — ORDINANCE NO. <u>  X  </u> RESOLUTION NO. 2015-32 — MOTION NO. — OTHER
<b>REVIEW:</b> October 26, 2015	<b>ATTACHMENTS:</b> Resolution	

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

**RECOMMENDATION:** It is recommended that the City Council adopt a Resolution approving Lakewood Sister Cities guidelines and criteria.

**DISCUSSION:** This Resolution outlines the City’s support for the relationship with the Sister Cities themselves through the Association. The Sister Cities Association can continue to benefit from the ongoing 501(c)(3) status and independently raise the funds needed to administrate the association and have dignitary support from the City as necessary.

**ALTERNATIVE(S):** The City can provide whatever guidelines are deemed appropriate to the relationship with the Lakewood Sister Cities Association. Without guidelines, there may be ambiguity as to what support the City will provide.

**FISCAL IMPACT:** The City provides the budgetary support necessary to ensure dignitary participation in Sister City events as deemed necessary and appropriate. The 2015/2016 Budget allocation is \$3,450 per year.

_____ Prepared by	 _____ City Manager Review
_____ Department Director	

RESOLUTION NO. 2015-32

A RESOLUTION of the City Council of the City of Lakewood, Washington, identifying objectives, selection criteria and guidelines for activities relating to the Lakewood Sister Cities affiliation.

WHEREAS, the citizens of the City of Lakewood, Washington, wish to learn more about people from other countries, and wish to enhance international communication and understanding; and,

WHEREAS, citizens of the City of Lakewood wish to participate in the cultural, educational, governmental and economic exchanges between the City of Lakewood and other cities in other countries and regions of the world, to increase knowledge of the diversity of citizens of the world and their communities; and,

WHEREAS, Resolution 1999-02 is hereby repealed; and,

WHEREAS, it is desirable to identify objectives, selection criteria and guidelines for activities relating to establishing sister city affiliations; and,

WHEREAS, it is desirable that the citizens of Lakewood be provided with an opportunity to exchange information, services and benefits from community projects focused on an international scope; and,

WHEREAS, it is also desirable to encourage international trade and tourism between the City of Lakewood and other communities in the world which could be advanced through sister city programs; and,

WHEREAS, in connection with efforts to identify and select sister city relationships, it is appropriate that certain objectives, selection criteria and guidelines for activities be identified.

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

Section 1. That in connection with efforts by the City of Lakewood in seeking international relationships which would enhance its citizens' understanding of other cultures and to share our culture with the citizens of such other cities, it is appropriate to identify objectives therefor.

A. Statement of Objectives

The City of Lakewood will support and encourage the establishment of sister city affiliations which will serve the following objectives:

- (1) To provide for increased awareness of and sensitivity to cultural diversity;
- (2) To increase citizens' opportunities for social, cultural and educational enrichment;
- (3) To enhance citizens' economic well-being by developing opportunities for trade and tourism; and
- (4) To share expertise in solving municipal problems.

B. Selection criteria

To address the above goals and objectives, affiliations will be considered with sister cities with the following characteristics:

- (1) Strong community support for the sister city bond, including the existence of an organization able to work closely with the city;
- (2) Similarity to the City of Lakewood in terms of size, geographic or demographic characteristics, historical development or proximity to military installations, or other factors of similarity to the City of Lakewood;
- (3) A strong educational system or a demonstrated commitment to serve the educational needs of its citizens;
- (4) Humanitarian concerns, shared by the people of Lakewood for the health and well-being of all individuals and families;
- (5) An interest in sharing views and information on issues of governance and citizen participation in government;
- (6) An interest in developing business and economic ties in Lakewood;
- (7) A national political climate consistent with the interests of the United States; and,
- (8) Preference among eligible cities shall be given to cities which have no other sister cities in the United States.

C. Guidelines for activities

~~To assure that the City of Lakewood Sister Cities Program is conducted in a manner consistent with the public interest and in accordance with the laws of the State of Washington and the laws and policies of the City of Lakewood, the following guidelines are hereby prescribed:~~The City of Lakewood shall follow these guidelines to maintain the desired and appropriate relationship with the Lakewood Sister Cities Association (LSCA) and the respective Sister Cities:

- (1) The City of Lakewood carries out a fundamental governmental purpose of providing social, cultural, educational and/or economic opportunities.
- (2) The City of Lakewood shall support LSCA as appropriate to maintain beneficial relationships with the respective sister cities.
- (3) The City of Lakewood shall establish and maintain communication with its sister cities, and to coordinate City participation with official sister cities affiliations as appropriate;
- (4) City funding of sister city activities will be limited to public purposes. Publicly funded activities may include:
  - (a) Travel for city officials or their delegates, when travel is necessary to establish or maintain an official sister city affiliation;
  - (b) Appropriate activities to receive public officials, or their delegates, when visiting Lakewood on official sister city business;
  - (c) The exchange of information and material which support the objective of providing social, cultural and educational services or economic benefit to the public;
  - (d) The exchange of technical resources and staff, when such an exchange serves the objectives outlined in this policy and is necessary to establish or maintain the sister city affiliation;
  - (e) City memberships in local, state, national and/or international organizations which promote and support international sister city affiliations; and,
  - (f) Registration and travel for City officials to training seminars and conferences related to and/or involved with promotion of international sister city relationships and programs.
- (5) Any funding for private purposes is prohibited;
- (6) Donation of a city asset, when that donation clearly serves a public purpose as outlined in this policy, may be authorized by the City Manager, provided the recipient is a public entity; and,
- (7) Official gifts received by officials and representatives of the City in the course of a sister city activity will be the sole property of the City of Lakewood. The City will maintain an inventory of such gifts and will attempt to display them in an appropriate setting.

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

PASSED by the City Council this 2<sup>nd</sup> day of November, 2015.

CITY OF LAKEWOOD

---

Don Anderson, Mayor

Attest:

---

Alice M. Bush, CMC, City Clerk

Approved as to Form:

---

Heidi Ann Wachter, City Attorney

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> November 2, 2015	<b>TITLE:</b> Authorization of additional HOME funding for Habitat for Humanity's redevelopment of 8901 Commercial Street SW	<b>TYPE OF ACTION:</b> — ORDINANCE — RESOLUTION ✓ MOTION NO. 2015-68 — OTHER
<b>REVIEW:</b> October 26, 2015	<b>ATTACHMENTS:</b> Map of Habitat for Humanity owned properties in Tillicum	

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

**RECOMMENDATION:** It is recommended that the Mayor and City Council authorize the City Manager to amend the City's July 12, 2011 HOME Investment Partnership Act (HOME) agreement with Habitat for Humanity (HfH) to provide an additional \$215,000 in funding to offset additional redevelopment costs at 8901 Commercial Street. SW. Amendment to the agreement will bring total funds authorized to \$712,767, of which \$497,767 is to be provided as a grant, and \$215,000 will be provided as a developer subsidy that will be passed through to final homebuyers on a pro rata basis.

**DISCUSSION:** Each year, the City of Lakewood receives U.S. Department of Housing and Urban Development (HUD) HOME Investment Partnership Program (HOME) funding through its consortium agreement with the City of Tacoma. The primary objective of the HOME Program is to benefit low- and moderate- income individuals either through the creation of, or accessibility to, affordable housing. As part of the City's FY 2015 Annual Action Plan approved by Council on May 4, 2015, a HOME Affordable Housing Fund allocation was set aside for the expansion of affordable housing opportunities through collaboration with partners and housing providers. The fund has a current balance of \$535,841.20 in HOME funds available to be allocated to eligible projects.

HfH submitted a request for additional HOME funding to offset development expenses, including relocation, demolition, sewer/water main extension, and sidewalk/roadway improvements associated with the construction of seven single family residences at 8901 Commercial St. SW. To date, construction and site development expenses for this site have far exceeded typical HfH construction estimates for similar projects, primarily due to relocation, demolition, and infrastructure improvements. *(Continued to page 2)*

**ALTERNATIVE(S):** The Council can choose to modify the total amount of additional funding to or may choose not to authorize additional funding at all.

**FISCAL IMPACT:** There is no fiscal impact to the City. These funds are part of the City's annual allocation of HOME Investment Partnership Act funds.

_____ Prepared by	 _____ City Manager Review
_____ Department Director	

**Project Information:** On July 12, 2011 the City of Lakewood entered into an agreement with HfH for the acquisition and redevelopment of 8901 Commercial Street SW. The project consisted of the demolition of seven structures, the relocation of eight low-income households, and the construction of eight new low-income single family residences. The existing structures were in poor condition, and plagued with code/building violations and drug activity; two of the structures were under an abatement order. Through the redevelopment of this site, all seven dilapidated structures have now been demolished and will be replaced with seven new single family residences. (See Exhibit 1 for map of HfH-owned properties.)

The City has allocated a total of \$497,767 in HOME funding for this project; \$376,400 was provided as a developer subsidy to be passed through to final homebuyers and \$121,367 was provided as a non-repayable grant.

HfH's request for an additional \$215,000 in HOME funding includes a proposal to reallocate funding so that \$497,767 is to be provided as a grant, and \$215,000 will be provided as a developer subsidy that will be passed through to final homebuyers on a pro rata basis. The additional funds requested and additional grant funding reallocation for his project would allow HfH to offset growing development expenses, thus minimizing potential losses on this project, projected at approximately \$506,081.91. (See Exhibit 2 for HfH development pro forma.)

Additional funding would offset growing development expenses, including relocation, demolition, sewer/water main extension, site improvements, and sidewalk/roadway improvements. Construction and site development costs for this project have far exceeded initial construction estimates; however, the redevelopment of what was once a dangerous and blighted property will have a profound impact on the greater-Tillicum neighborhood through family-based stable homeownership opportunities and sense of community pride.

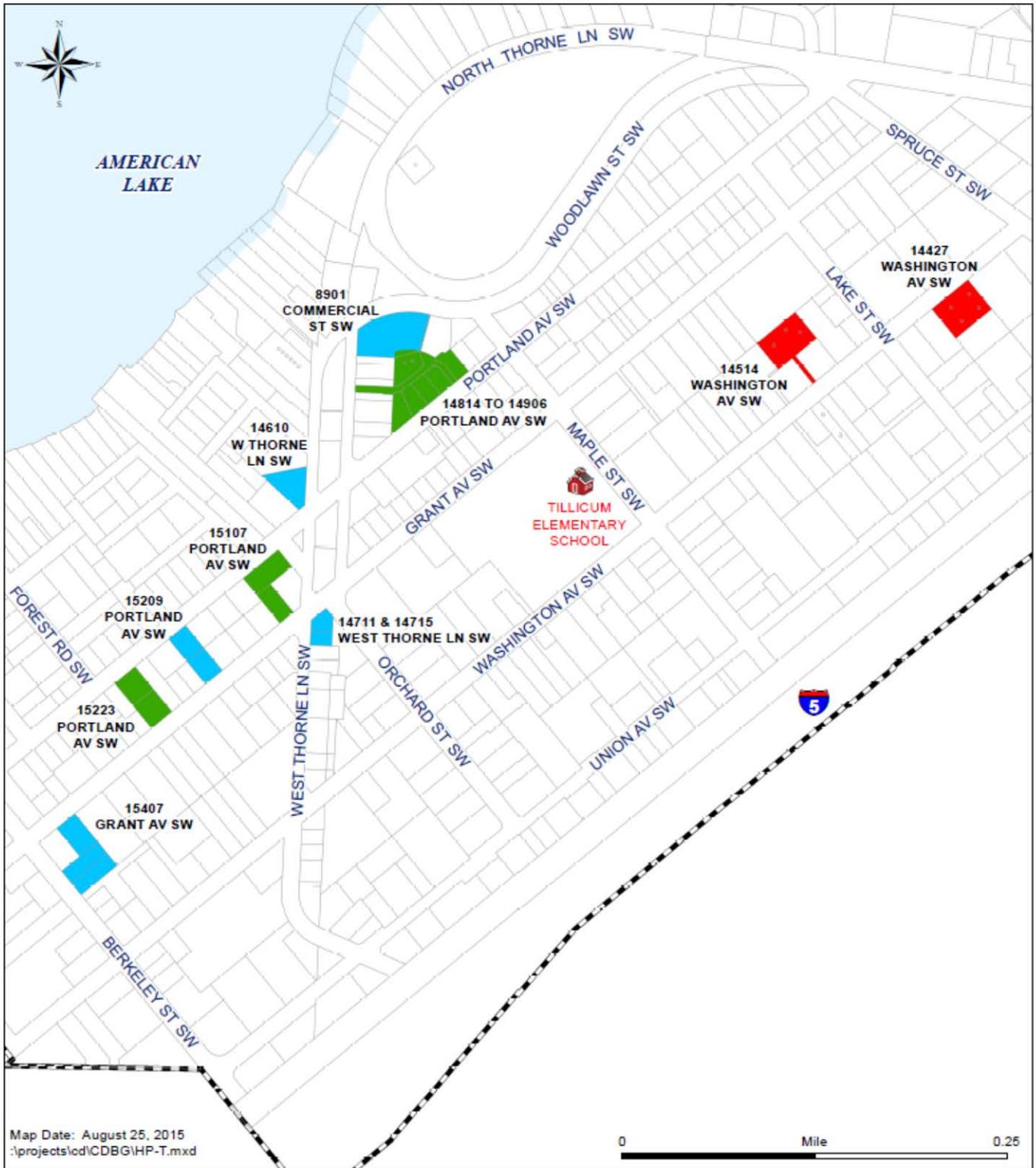
HfH is proposing to develop 7 single family residences on the site rather than an 8-unit condo/townhome style development, partially to conform to neighborhood characteristics, but also as a measure to reduce further development expenses. Additional problems with the condo/townhome development include additional time and resources required to complete condo association agreements for common areas and a seeming reluctance of prospective homebuyers to purchase shared space developments. Once completed, the new single family units will be similar in construction and appearance to more recent Habitat developments.

To-date, HfH has completed its relocation of all tenants, demolition of all buildings, completed all general site work, and has begun the process of setting foundations. Construction permits have been approved for the first four homes on the site. Upon completion of this development, HfH will have constructed a total of 27 single family homes in Tillicum, all within a three block radius.

**HOME Funding Requirements and Timing of Request:** In accordance with HOME regulations, funding allocations must be used to assist in the creation or retention of affordable housing and shall be consistent with approved consolidated planning documents. The proposed use of funds is consistent with the City's 5-Yr Consolidated Plan and FY 2015 Consolidated Annual Action Plans as adopted by Council on May 4, 2015. As part of the FY 2015 Annual Action Plan, a HOME Affordable Housing Fund allocation was set aside for the expansion of affordable housing opportunities through collaboration with partners and housing providers. HfH's proposed use of funds would be consistent with these approved plans.

Staff is requesting concurrence with the proposal to authorize the City Manager to amend the July 12, 2011 Development Subsidy Agreement in the amount of \$215,000 which is to be provided as a developer subsidy that is to be passed on to final homebuyers on a pro rata basis and to amend total grant funds to be provided in the amount of \$497,767, which funds will be used for the purpose of funding HfH to redevelop 8901 Commercial Street. SW.

# EXHIBIT 1



Map Date: August 25, 2015  
 :projects\cd\CDBG\HP-T.mxd

## Habitat Projects - Tillicum

- HOME
- NSP 1
- NSP 3
- Tax Parcel
- City Limit

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

## EXHIBIT 2

### 8901 Commercial

#### Development Proforma

7 Units - 7 Detached SFR

#### Pre Acquisition

*\*Notes*

Feasibility Study		
Environmental Assessment	\$3,055.98	Phase One Env.
Appraisal	\$0.00	
Title Report	\$191.00	
<b>TOTAL</b>	<b>\$3,246.98</b>	Paid

#### Acquisition

Purchase Price	\$173,400.00	
Closing Cost	\$1,834.94	
Legal Fees		
<b>TOTAL</b>	<b>\$175,234.94</b>	Paid

#### Pre Development

Relocation	\$155,212.00	
Hazardous Materials	\$7,465.22	
Demolition	\$29,504.76	
Security	\$1,531.00	
PJ Expense	\$2,012.40	
Mitigation Cost	\$937.00	
<b>TOTAL</b>	<b>\$196,662.38</b>	Paid

#### Site Design

Civil Engineer	\$44,435.00	
Survey		
Geotech	\$388.00	
<b>TOTAL</b>	<b>\$44,823.00</b>	Paid

Permits, Fees	\$3,578.00	
Temporary Erosion Control	\$3,801.00	
Clearing & Grubbing	\$5,807.00	
Earthwork	\$557.00	
Sanitary Sewer	\$1,056.86	
Water System Design	\$4,102.72	
Dry Utilities Joint utility	\$1,101.61	
<b>TOTAL</b>	<b>\$20,004.19</b>	Paid

#### Site Development

Mobilization	\$1,200.00	
Temporary erosion Control	\$5,320.00	
Clearing, Grubbing & Grading	\$13,300.00	
Sanitary Sewer	\$17,800.00	
Storm Sewer	\$29,310.00	
Water Main Extension	\$21,352.90	
Paving	\$25,800.00	
Dry Utilities	\$15,000.00	Est. No JUT Plan Yet
Onsite Street Lights (5- 12' 3- 15')	\$20,120.00	
Onsite Landscaping	\$15,975.00	
tax 9.5%	\$8,954.98	sewer/water/paving
Subtotal	\$174,132.88	
Contingency (10% of Subtotal)	\$17,413.29	
Subtotal	\$191,546.16	Owed

Water * service and connection fees	\$38,819.17 (\$23,800 for Services)
Power	\$16,513.20
	<u>(\$9,532.11) refund</u>
Subtotal	<u>\$45,800.26 Owed</u>

**TOTAL** \$237,346.42 Owed

**Off Site Development**

Mobilization	\$6,000.00
Tree Protection Fencing	\$500.00
Demo and Remove Existing Sidewalk/ Approach	\$2,100.00
Trench Patch	\$622.50
Grind and Overlay Existing Asphalt Pavement	\$3,150.00
Prep Planter Strip	\$1,000.00
Street Light	\$6,500.00
Fine Grade Sidewalk and Driveway	\$937.50
Cement Concrete Curb and Gutter	\$2,550.00
Cement Concrete Driveway	\$3,700.00
Cement Concrete Sidewalk	\$1,380.00
Adjust Utilities to Grade	\$2,400.00
CBU Mailbox	\$2,000.00
Traffic Control	\$1,500.00
Misc Cleanup and Stormwater BMPS	\$500.00
Construction Staking	\$400.00
subtotal	\$35,240.00
Contingency ( 10% of Subtotal)	\$3,524.00
<b>TOTAL</b>	<u>\$38,764.00 Owed</u>

Paid Sub Total	\$439,971.49
Owed Sub Total	\$276,110.42
<b>TOTAL DEVELOPMENT COSTS</b>	<u>\$716,081.91</u>

Total Development Cost per unit \$102,297.42 7 units

**Home Construction Cost**

Labor & Materials	\$115,000.00 per unit
L & M + Development Cost	<u>\$217,297.42</u> per unit
Projected Home Sale	\$145,000.00 based on current HfH sales
Total Loss per Home	(\$72,297.42)

**Total Loss** (\$506,081.91) 7 units

**AMENDMENT #2 TO THE DEVELOPMENT SUBSIDY AGREEMENT  
FOR: 8901 Commercial St. SW, Lakewood, WA 98498**

Between Tacoma/Pierce County Habitat for Humanity and the Tacoma Community Redevelopment Authority (on behalf of the City of Lakewood, WA); dated July 12, 2011, and amended on January 10, 2013, for the acquisition and development of 8901 Commercial St. SW to perform all of the work and other services in connection with the development in the City of Lakewood of newly constructed homes for low-income homebuyers.

THE PARTIES HERETO AGREE TO MAKE THE FOLLOWING AMENDMENT TO THE AFOREMENTIONED AGREEMENT:

A. Article 1 of the Agreement is hereby amended as follows:

1. Project

1.1 Developer Agreement. The Developer agrees to acquire land at 8901 Commercial St. SW, Lakewood, WA, provide necessary site improvements, and perform all of the work and other services in connection with the development in the City of Lakewood for the construction of ~~nine (9)~~ seven (7) new homes for low-income homebuyers ("Project").

B. Article 2 of the Agreement is hereby amended as follows:

2. Term. This Agreement shall begin as of July 12, 2011 and shall terminate, unless sooner terminated pursuant to the terms hereof, on ~~July 1, 2015~~ July 12, 2016.

C. Article 3 of the Agreement is hereby amended as follows:

3. Funding. During the term of this Agreement, the Authority agrees to subsidize the Developer, in an amount not to exceed ~~\$497,767~~ 712,767.00, for its expenditures incurred in performing the project; provided that (a) all requests for payment ("Subsidy") shall be in form and substance as required by the Authority; (b) the Developer shall provide to Authority such documentation as shall be reasonable required by Authority to support the request for payment and such documentation shall be in form and substance satisfactory to Authority; and (c) appropriate funds are made available and are timely paid to the Authority from the United States Federal Government, pursuant to the National Affordability Housing Act of 1990, as amended.

Funding shall be provided as follows: A) ~~\$376,400~~ \$215,000.00 is to be provided as a Developer Subsidy and shall be passed through to the homebuyers on a pro rata basis in accordance with the terms of this agreement; and B) ~~\$121,367~~ \$497,767.00 is to be provided as a grant to the developer and shall not be passed through to the homebuyers. No repayment of grant proceeds is required. ~~In addition:~~

**AMENDMENT #2 TO THE DEVELOPMENT SUBSIDY AGREEMENT  
FOR: 8901 Commercial St. SW, Lakewood, WA 98498**

**GENERAL CONDITIONS**

1. Both parties agree that all other provisions of the agreement remain in full force and effect as written or previously amended.
2. The above amendments or changes shall be effective on November 5, 2015.
3. This Amendment, when executed by both parties, constitutes authority to proceed with the agreement as amended hereby.

**Tacoma/Pierce County Habitat for Humanity**

By

\_\_\_\_\_  
Maureen Fife, CEO Date

Address: 4824 South Tacoma Way  
Tacoma, WA 98409

**Tacoma Community Redevelopment Authority**

By

\_\_\_\_\_  
Its: Administrator Date

Address: 747 Market Street, Room 900  
Tacoma, WA 98402

**City of Lakewood**

\_\_\_\_\_  
John J. Caulfield, City Manager Date

\_\_\_\_\_  
Attest: Alice M. Bush, MMC Date  
City Clerk

\_\_\_\_\_  
Heidi Ann Wachter Date  
City Attorney (approved as to form)

**AMENDMENT #2 TO THE HOMEOWNERSHIP ASSISTANCE PROGRAM HOME  
AGREEMENT  
FOR: 8901 Commercial St. SW, Lakewood, WA 98498**

Between Tacoma/Pierce County Habitat for Humanity and the Tacoma Community Redevelopment Authority (on behalf of the City of Lakewood, WA); dated July 12, 2011, and amended on January 10, 2013, for the acquisition and development of 8901 Commercial St. SW to perform all of the work and other services in connection with the development in the City of Lakewood of newly constructed homes for low-income homebuyers.

THE PARTIES HERETO AGREE TO MAKE THE FOLLOWING AMENDMENT TO THE AFOREMENTIONED AGREEMENT:

A. Article 2 of the Agreement is hereby amended as follows:

2. Upon completion, said project will provide for ~~nine (9)~~ seven (7) new low-income residences. Said project is to be completed no later than ~~July 1, 2015~~ July 12, 2016.

B. Article 3 of the Agreement is hereby amended as follows:

3. The amount of HOME funds provided for said project is ~~\$497,767.00~~ \$712,767.00. This assistance is provided as follows: A) ~~\$376,400~~ \$215,000.00 is to be provided as a Developer Subsidy and shall be passed through to the homebuyers on a pro rata basis in accordance with the terms of this agreement; and B) ~~\$121,367~~ \$497,767.00 is to be provided as a grant to the developer and shall not be passed through to the homebuyers. No repayment of grant proceeds is required. This assistance is further documented through a Developer Subsidy Agreement executed between the Developer and the Authority. HOME funds will be disbursed on a reimbursement basis, in accordance with the disbursement procedures outlined in the Loan Agreement, following a review by the City for eligible and ineligible costs, as identified under 24 CFR 92.206, except where specifically disallowed by the City or the Authority, and under 24 CFR 92.214. Funds for acquisition of real property may be disbursed directly to an escrow agency at the time of settlement.

**AMENDMENT #2 TO THE HOMEOWNERSHIP ASSISTANCE PROGRAM HOME  
AGREEMENT  
FOR: 8901 Commercial St. SW, Lakewood, WA 98498**

GENERAL CONDITIONS

1. Both parties agree that all other provisions of the agreement remain in full force and effect as written or previously amended.
2. The above amendments or changes shall be effective on November 5, 2015.
3. This Amendment, when executed by both parties, constitutes authority to proceed with the agreement as amended hereby.

**Tacoma/Pierce County Habitat for  
Humanity**

By

\_\_\_\_\_  
Maureen Fife, CEO

\_\_\_\_\_  
Date

Address: 4824 South Tacoma Way  
Tacoma, WA 98409

**Tacoma Community Redevelopment  
Authority**

By

\_\_\_\_\_  
Its: Administrator

\_\_\_\_\_  
Date

Address: 747 Market Street, Room 900  
Tacoma, WA 98402

**City of Lakewood**

\_\_\_\_\_  
John J. Caulfield, City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest: Alice M. Bush, MMC  
City Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Heidi Ann Wachter  
City Attorney (approved as to form)

\_\_\_\_\_  
Date

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> November 2, 2015	<b>TITLE:</b> Approving a Jail Services Agreement between City of Lakewood and the City of Fife	<b>TYPE OF ACTION:</b> <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> MOTION NO. 2015-69 <input type="checkbox"/> OTHER
<b>REVIEW:</b> October 26, 2016	<b>ATTACHMENTS:</b> Jail Services Agreement	

**SUBMITTED BY:** Mike Zaro, Chief of Police

**RECOMMENDATION:** It is recommended that the City Council authorize the City Manager to execute a jail services agreement between the City of Lakewood and the City of Fife for confinement of misdemeanor prisoners.

**DISCUSSION:** The City of Lakewood started contracting with the City of Fife in 2009. Through this agreement the City of Fife will continue to provide jail services to the City of Lakewood as an alternative to other jail service options currently available to the City.

**ALTERNATIVE(S):** The City Council could chose not to authorize execution of a jail services agreement with the City of Fife and obtain jail services from another entity.

**FISCAL IMPACT:** The City of Fife offers jail services at a rate of \$98.00 dollars per day per inmate.

_____ Prepared by	 _____ City Manager Review
_____ Department Director	

**JAIL SERVICES AGREEMENT  
BETWEEN  
CITY OF FIFE AND CITY OF LAKEWOOD**

1. **Date and Parties.** This Agreement, for reference purposes only, is dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and is entered into by and between the City of Fife, hereinafter referred to as "Fife", and the City of Lakewood, hereinafter referred to as "Lakewood" ("JSU"), under and pursuant to the provisions of Chapter 70.48.090 of the Revised Code of Washington. This Agreement supersedes any prior agreements entered into between the parties herein with regard to the terms and provisions set forth below.

2. **Authority.** This agreement is entered into by the parties hereto under the authority of the Interlocal Cooperation Act, Chapter 39.34 RCW, and the Cities and Counties Jails Act, Chapter 70.48 RCW. Fife is authorized to execute this agreement by the terms of Fife Resolution No. 1539. The JSU is authorized to enter into this agreement by action taken by its governing body on the 2<sup>nd</sup> day of November, 2015.

3. **General Recitals.** Fife currently owns and operates a jail (the "Jail") and contracts with other jurisdictions to house Fife prisoners in the other jurisdictions' jails. In order to assist other jurisdictions with their jail needs Fife is willing to house JSU prisoners upon the terms and conditions set forth herein.

4. **Services to be Provided.** Fife will furnish its facilities and personnel for the confinement of JSU prisoners in the same manner and to the same extent as Fife furnishes said services for confinement of its own prisoners. The Jail shall be operated in accordance with all applicable federal, state, and local laws and regulations. A prisoner shall become the responsibility of Fife at the point that the prisoner is booked into the Jail. Fife may confine JSU prisoners, on an as needed basis under this agreement, in jails of other jurisdictions with which Fife contracts.

5. **Prisoner Release.** Fife will not release a prisoner from the Fife jail, except at the end of the commitment term provided in the commitment order received at the time of booking, unless he is released to a JSU police officer, or unless a court order is received mandating the release. Fife may utilize the prisoner on work details where the prisoner remains under the direct supervision of a corrections officer. Fife may remove the prisoner for medical, dental, or mental health care services, under the provisions of Paragraph 9, or in the case of an emergency condition presenting an imminent danger to the safety of the prisoner, prison population, or Fife personnel. In the event of such emergency removal Fife shall inform the JSU of the prisoner's location at the earliest practicable time, and shall exercise all reasonable care for the safe keeping and custody of the prisoner. Provided, however, if the prisoner requires hospitalization, then Fife may request that JSU provide security for the prisoner during the time of hospitalization.

6. **Term.** The term shall commence on January 1, 2016 and continue until December 31, 2020. Provided, however, either party may terminate this agreement at any time without penalty, by giving the other party written notice of termination at least 90 days prior to the proposed termination date. Following the end of the initial term, the Agreement shall automatically renew for the same length as the initial term unless either party provides gives written notice to the other party at least sixty (60) days prior to the end of the initial term, or any



D. Upon payment to Fife by JSU for the prisoner's health care expense, Fife will assign to JSU, if requested by JSU, any and all right to reimbursement for medical expenses authorized under RCW 70.48.130.

E. Fife shall keep adequate record of all services provided under the terms of this paragraph and will allow JSU to review those records upon request.

10. **Cost for Services.** The JSU shall pay to Fife, within 30 days of being invoiced by Fife, the cost for housing and providing health care to a JSU prisoner. The cost for housing a JSU prisoner shall be \$98.00 per day, or any portion thereof ("Daily Rate"). A day shall be a calendar day. Effective January 1, 2016 and on January 1<sup>st</sup> of each successive year while this Agreement is in effect, the Daily Rate shall be increased by an amount equal to 100% of the increase in the CPI-W Seattle-Tacoma-Bremerton Index as measured for the prior 12 month period beginning and ending in June and as published by the U.S. Department of Labor.

11. **Accounting.** Fife shall provide a monthly summary to the appropriate officers of the JSU, setting forth in detail the number of prisoner days and number of bookings for which was responsible in the preceding month, including the prisoners and the costs incurred for each prisoner pursuant to the terms of this agreement. The JSU, upon reasonable notice and during regular business hours, shall have the right to review all books of accounts, dockets, and records of Fife pertaining to the confinement of JSU prisoners.

12. **Court Transportation.** The JSU shall be responsible for providing transportation of JSU prisoners to and from JSU courts.

13. **Defense and Indemnity Agreement.**

A. Fife agrees to indemnify and hold JSU harmless, including attorneys' fees and other costs of defense, from any and all claims, of whatsoever kind or nature, arising from acts or omissions of Fife, its officers, or employees in operating the Jail, provided said claim does not arise out of or in any way result from any intentional, willful or negligent act or omission on the part of JSU or any officer, agent or employee thereof.

B. JSU agrees to indemnify and hold Fife harmless, including attorneys fees and other costs of defense, from any and all claims, of whatsoever kind or nature, arising from acts or omissions of JSU, its officers, or employees, including, but not limited to claims alleging false imprisonment for any JSU prisoner, unless said claim for false imprisonment arises for imprisonment after Fife has been directed by JSU to release a JSU prisoner and Fife fails to do so.

14. **Insurance.** Each party shall provide the other, upon request, with evidence of insurance coverage, in the form of a certificate of insurance from a solvent insurance provider and/or letter confirming coverage from a solvent insurance pool, which is sufficient to address the insurance and indemnification obligations set forth in this Agreement. Each party shall maintain coverage with minimum liability limits of two million dollars (\$2,000,000.00) per occurrence and two million dollars (\$2,000,000.00) in the aggregate for its liability, errors and omissions, motor vehicle liability and police professional liability. The insurance policy, or insurance pool agreement shall provide for coverage on a "per occurrence" basis.

15. **Remedies.** No waiver of any right under this agreement shall be effective unless made in writing by the authorized representative of the parties to be bound thereby. Failure to assist upon full performance on any one or several occasions does not constitute consent to or waiver of any later non-performance, nor does payment of a billing or continued performance after notice of a deficiency in performance constitute an acquiescence thereto.

Disputes shall be referred to the Fife City Manager and the JSU's Chief Executive Officer for mediation and/or settlement. If not resolved by them within sixty (60) days, either party may apply to the presiding Judge of the Superior Court of Pierce County, Washington, for appointment of a conciliator. The Conciliator shall assume the functions of an arbitrator of the dispute after a reasonable effort at conciliation fails, should the amount involved in the dispute and application of the principal at issue in future years entail expenditures or appropriations of One Hundred Thousand Dollars (\$100,000) or less. Each party shall pay one-half (1/2) of a conciliator's fee and expenses.

16. **Written Notices.** All Notices required by this Agreement shall be considered properly delivered (1) when personally delivered, or (2) when transmitted by facsimile showing date and time of transmittal, or (3) on the day following mailing, postage prepaid, certified mail, return receipt requested, or (4) one (1) day after depositing in overnight carrier, e.g. Federal Express to:

FIFE: City Manager  
City of Fife  
5411 23<sup>rd</sup> Street East  
Fife, WA 98424

With a copy to: Chief of Police  
City of Fife Police Department  
3737 Pacific Highway East  
Fife, WA 98424

Loren D. Combs  
VSI Law Group, PLLC  
3600 Port of Tacoma Road, Suite 311  
Tacoma, WA 98424

JSU: City Manager  
City of Lakewood  
6000 Main Street SW  
Lakewood, WA 98499

With a copy to: Chief of Police  
City of Lakewood Police Department  
9401 Lakewood Drive  
Lakewood, WA 98499

17. **Entire Agreement.** This agreement constitutes the entire agreement between the parties and represents the entire understanding of the parties hereto. It supersedes any oral representations that are inconsistent with or modify its terms and conditions.

18. **Invalid Provisions.** Should any provisions of this agreement be held invalid, the remainder of the agreement shall remain in effect.

19. **Governing Law.** Except where expressly provided otherwise, the laws and administrative rules of the State of Washington shall govern in any matter relating to a prisoner's confinement pursuant to this Agreement. Jurisdiction and venue shall be in Pierce County Superior Court

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

CITY OF FIFE

JSU

By: \_\_\_\_\_  
Subir Mukerjee  
City Manager

By: \_\_\_\_\_  
John J. Caulfield  
City Manager

Approved as to form:

Attest:

\_\_\_\_\_

\_\_\_\_\_  
Alice M. Bush, MMC  
City Clerk

Approved as to Form:

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

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED</b> November 2, 2015	<b>TITLE:</b> Authorizing the City Manager to approve the contract with the Gordon Thomas Honeywell Governmental Affairs	<b>TYPE OF ACTION:</b> — ORDINANCE NO. — RESOLUTION — MOTION NO. 2015-70 — OTHER
<b>REVIEW:</b>	<b>ATTACHMENTS:</b> 2016 Governmental Affairs Contract	

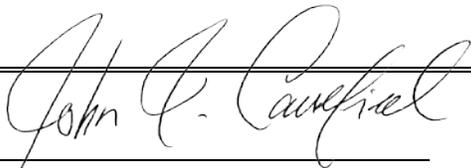
**SUBMITTED BY:** Heidi Ann Wachter, City Attorney

**RECOMMENDATION:** It is recommended that the City Council authorize the City Manager to approve a contract with Gordon Thomas Honeywell Governmental Affairs.

**DISCUSSION:** The City has contracted with Gordon Thomas Honeywell Governmental Affairs since 2008 to lobby items on the legislative agenda and those that advance our issues as detailed in the legislative policy manual. Lobbying includes activities beyond traditional advocacy that are time-intensive, such as coalition building and planning, support network outreach, and strategic messaging. Continuing with Gordon Thomas Honeywell allows the City to build on relationships established on our behalf.

**ALTERNATIVE(S):** The City Council could decline to authorize the contract, which would require the City to either find an alternative or proceed without a designated lobbyist. Contracting with a new lobbyist will require a full Request for Proposal/Qualification process and sacrifice the extensive knowledge of our community that our current lobbyist has developed. In-house representation is an unrealistic option given the nature of the work which requires constant attention and the expertise during the legislative session.

**FISCAL IMPACT:** The 2016 Gordon Thomas Honeywell Governmental Affairs contract totals \$55,000 and aligns with the scope of work needed to implement the City’s 2016 legislative agenda.

_____ Prepared by	 _____ City Manager Review
_____ Department Director	

# **CITY OF LAKEWOOD AGREEMENT FOR SERVICES**

This Agreement for Services (Agreement) is between the City of Lakewood, Washington (City) and Gordon Thomas Honeywell Governmental Affairs (Contractor).

## **AGREEMENT:**

### **1. SCOPE OF SERVICES**

A. The Contractor shall provide to the City the following services:

- 1) Contractor shall advise and assist in planning state legislative information and lobbying efforts for the City during the terms of this contract.
- 2) Contractor shall monitor specific state legislation designated by the City, relevant legislative committees, state agencies, rule making, and the activities of appropriate interest groups which pertain to the stated interests, goals and objectives of the City. Contractor shall identify opportunities in a timely manner for City staff and elected officials to testify before legislative committees and subcommittees with respect to proposed legislation; shall communicate such opportunities to the City; shall assist in preparation of testimony to be given; shall prepare witnesses as requested and testify on behalf of the City when requested.
- 3) Contractor shall represent the City's legislative objectives with members of the Washington State Legislature; the Governor's office, appropriate legislative committees, state agencies and legislative staff. In addition, Contractor shall maintain effective liaison with major public interest groups and coalitions, including, but not limited to, the Association of Washington Cities.
- 4) During session, Contractor shall provide the City with oral activity reports weekly or more frequently as needed. At least semi-monthly during session, the Contractor shall provide a written update of the status of proposed legislation of particular interest to the City. At other times, written reports will be provided as requested by the City.
- 5) Contractor shall attend meetings of the City Council and City staff as may be requested by the City in order to brief City Officials on the status of legislative activities. The initial meeting will occur at the direction of the City.

- 6) Contractor will assist in the drafting, revising and obtaining sponsors for bills requested by the City. Additionally, the Contractor will work to obtain necessary support on bills by scheduling meetings with legislators, legislative staff, and others on legislation of interest to the City.
- 7) Contractor will meet, communicate and work with City staff, as necessary, to insure that specific technical issues are clearly and appropriately delineated and articulated.

## **2. COMPENSATION**

The City of Lakewood shall pay Consultant an annual fee of \$55,000 to complete the services listed in the Scope of Services, which shall be divided into twelve equal payments. In addition to fees, Consultant may bill communication expenses, such as travel, and long distance charges. Expenses shall not exceed \$1,000 for the term of the contract.

## **3. BILLING AND PAYMENT PROCEDURE**

On or before the 15<sup>th</sup> day of each month, Contractor shall submit to the City a request for monthly payment for work performed during the previous month, which shall be processed by the City in the normal course.

## **4. EFFECTIVE AND TERMINATION DATES**

- A. This Agreement shall be effective as of January 1, 2016, through December 31, 2016.
- B. This Agreement may be extended by mutual written agreement of the Contractor and the City.

## **5. EARLY TERMINATION OF AGREEMENT**

- A. The City and Contractor, by mutual written agreement, may terminate this Agreement at any time.
- B. The City, on thirty (30) days written notice to the Contractor, may terminate this Agreement for any reason deemed appropriate in the sole discretion of the City.
- C. Either the City or the Contractor may terminate this Agreement in the event of a breach of the Agreement by the other. Prior to such termination, however, the party seeking the termination shall give to the other party written notice of the breach and of the party's intent to terminate. If the party has not entirely cured the breach within fifteen (15) days of the notice, then the party giving the notice

may terminate the Agreement at any time thereafter by giving a written notice of termination.

**6. PAYMENT ON EARLY TERMINATION**

In the event of termination under section 5 hereof, the City shall pay the Contractor for work performed in accordance with the Agreement prior to the termination date.

**7. CITY PROJECT MANAGER**

- A. The City Project Manager shall be designated by the City Manager.
- B. The Project Manager is authorized to approve work and billings hereunder, to give notices referred to herein, to terminate this Agreement as provided herein, and to carry out any other actions referred to herein.

**8. COMPLIANCE WITH LAWS**

In connection with its activities under this Agreement, Contractor shall comply with all applicable federal, state, and local laws and regulations.

**9. MAINTENANCE OF RECORDS**

The Contractor shall maintain records on a current basis to supports its billings to the City. The City or its authorized representative shall have the authority to inspect, audit, and copy on reasonable notice and from time to time any records of the Contractor regarding its billings or its work hereunder. The Contractor shall retain these records for inspection, audit and copying for three years from the date of completion or termination of this Agreement.

**10. AUDIT OF PAYMENTS**

- A. The City, either directly or through a designated representative, may audit the records of the Contractor at any time during the three (3) year period established by Section 9.
- B. If an audit discloses that payments to the Contractor were in excess of the amount to which the Contractor was entitled, then the Contractor shall repay the amount of the excess to the City.

**11. INSURANCE**

The Consultant shall be responsible for maintaining, during the term of this Agreement and at its sole cost and expense, the types of insurance coverages and in the amounts described below. The Consultant shall furnish evidence, satisfactory to the City, of all

such policies. During the term hereof, the Consultant shall take out and maintain in full force and effect the following insurance policies:

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

**12. INDEMNIFICATION**

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

**13. SUBCONTRACTING**

The Contractor shall not subcontract its work under this Agreement, in whole or in part, without the written approval of the City. The Contractor shall require any approved subcontractor to agree, as to the portion subcontracted, to fulfill all obligations of the Contractor specified in this Agreement. Notwithstanding City approval of a subcontractor, the Contractor shall remain obligated for full performance hereunder, and the City shall incur no obligation other than its obligations to the Contractor hereunder.

**14. ASSIGNMENT**

The Contractor shall not assign this Agreement, in whole or in part, or any right or obligation hereunder, without the prior written approval of the City.

**15. CONTRACTOR'S PERSONNEL**

The Contractor shall designate Briahna Murray as the primary consultants to represent the City of Lakewood to perform the work set forth in this Agreement. The services detailed in the Scope of Services shall be performed solely by Briahna Murray. Support work required to carry out the services may be delegated when necessary at the discretion of the Contractor. Provided, however, that any change in primary consultants representing the City must be approved in writing by the City.

**16. INDEPENDENT CONTRACTOR STATUS**

- A. The Contractor is engaged as an independent contractor and shall be responsible for any federal, state, or local taxes and fees applicable to payments hereunder.
- B. The Contractor, its subcontractors, and their employees, are not employees of the City and are not eligible for any benefits through the City, including, without limitation, health benefits, workers' compensation, unemployment compensation, and retirement benefits.

**17. REGISTRATION AND REPORTING AS LOBBYIST**

Contractor shall be responsible for compliance with all requirements of chapter 46.17 RCW with regard to the activities Contractor engages in pursuant to this Agreement. Except as otherwise required by law, the City will not register the Contractor as a lobbyist or otherwise report the activities of the Contractor.

**18. NOTICE**

- A. Any notice provided for under this Agreement shall be sufficient if in writing and delivered personally to the following addressee or deposited in the United States Mail, postage prepaid, certified mail, return receipt requested, addressed as follows, or to such other address as the receiving party hereafter shall specify in writing:

If to the City:                    John Caulfield  
   City Manager  
   6000 Main Street S.W.  
   Lakewood, Washington 98499

If to Contractor:                Briahna Murray  
   Gordon Thomas Honeywell Governmental Affairs  
   1201 Pacific Avenue Suite 2100  
   Tacoma, Washington 98401

**19. AMENDMENTS**

The City and the Contractor may amend this Agreement at any time only by written amendment executed by the City and the Contractor. Any amendment that increases the amount of compensation payable to the Contractor must be approved by the City Manager. The Project Manager may agree to and execute any other amendment on behalf of the City.

**20. AVOIDANCE OF POTENTIAL CONFLICT**

- A. It is agreed that the nature of the work may result in direct conflicts of interest between the City and other clients that the Contractor may represent currently, or in the future. In these instances, the Contractor will immediately inform the City. The parties will attempt to identify the possibility of such instances before they occur. The Contractor shall not advocate or promote any legislative objectives on behalf of existing or potential clients that are determined by the City to be in conflict with the City's legislative objectives.
- B. Contractor shall provide written notice to the City of all current and any new clients obtained after the start of the contract. Contractor will not accept new clients if doing so would create conflicts of interest for the Contractor or would otherwise impair the Contractor's ability to fully perform the obligations of this contract.

**22. COSTS TO PREVAILING PARTY**

In the event of litigation or other legal action to enforce any rights, responsibilities or obligations under this Agreement, the prevailing party shall be entitled to receive its reasonable costs and attorney's fees.

**23. APPLICABLE LAW**

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

**24. CAPTIONS, HEADINGS AND TITLES**

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

determination as to who is the drafter of this Agreement, this Agreement having been drafted by mutual agreement of the parties.

**25. SEVERABLE PROVISIONS**

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

**26. ENTIRE AGREEMENT**

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

**27. COUNTERPARTS**

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

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed effective this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**CITY OF LAKEWOOD**

**CONTRACTOR**

\_\_\_\_\_  
John Caulfield, City Manager  
City of Lakewood  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Briahna Murray  
Gordon Thomas Honeywell  
Dated: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Alice M. Bush, MMC  
City Clerk

Approved as to form:

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

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED</b> November 2, 2015	<b>TITLE:</b> Authorizing the City Manager to approve the contract with the Johnston Group for Federal Governmental Relations  <b>ATTACHMENTS:</b> 2016 Federal Governmental Relations Contract	<b>TYPE OF ACTION:</b> — ORDINANCE NO. — RESOLUTION — MOTION NO. 2015-71 — OTHER
<b>REVIEW:</b>		

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

**RECOMMENDATION:** It is recommended that the City Council authorize the City Manager to approve a contract with Johnston Group for Federal Governmental Relations services.

**DISCUSSION:** The City began contracting with Johnston Group in 2014 to lobby at the federal level. The Johnston Group will continue to provide the counsel and functions necessary for the City of Lakewood to increase its visibility with its congressional delegation and compete for increased federal funding. Lobbying includes activities beyond traditional advocacy that are time-intensive, such as coalition building and planning, support network outreach, and strategic messaging.

**ALTERNATIVE(S):** The City Council could decline to authorize the contract, which would require the City to either find an alternative or proceed without a designated lobbyist. Contracting with a new lobbyist will require a full Request for Proposal/Qualification process and sacrifice the extensive knowledge of our community that our current lobbyist has developed. In-house representation is an unrealistic option given the nature of the work with requires constant attention and expertise.

**FISCAL IMPACT:** The 2016 Johnston Group contract totals \$54,000 and aligns with the scope of work needed to achieve the City’s goals for its federal relations agenda.

_____ Prepared by	 _____ City Manager Review
_____ Department Director	

# **CITY OF LAKEWOOD AGREEMENT FOR SERVICES**

This Agreement for Services (Agreement) is between the City of Lakewood, Washington (City) and Johnston Group (Contractor).

## **AGREEMENT:**

### **1. SCOPE OF SERVICES**

A. The Scope of Services are as detailed in the attached Proposal, Exhibit One.

### **2. COMPENSATION**

The City of Lakewood shall pay Consultant a monthly fee of \$4,500 for twelve (12) months to provide services detailed in the attached, Proposal Exhibit One.

### **3. BILLING AND PAYMENT PROCEDURE**

On or before the 15<sup>th</sup> day of each month, Contractor shall submit to the City a request for monthly payment for work performed during the previous month, which shall be processed by the City in the normal course.

### **4. EFFECTIVE AND TERMINATION DATES**

A. This Agreement shall be effective as of January 1, 2016 through December 31, 2016.

B. This Agreement may be extended by mutual written agreement of the Contractor and the City.

### **5. EARLY TERMINATION OF AGREEMENT**

A. The City and Contractor, by mutual written agreement, may terminate this Agreement at any time.

B. The City, on thirty (30) days written notice to the Contractor, may terminate this Agreement for any reason deemed appropriate in the sole discretion of the City.

C. Either the City or the Contractor may terminate this Agreement in the event of a breach of the Agreement by the other. Prior to such termination, however, the party seeking the termination shall give to the other party written notice of the breach and of the party's intent to terminate. If the party has not entirely cured the breach within fifteen (15) days of the notice, then the party giving the notice

may terminate the Agreement at any time thereafter by giving a written notice of termination.

**6. PAYMENT ON EARLY TERMINATION**

In the event of termination under section 5 hereof, the City shall pay the Contractor for work performed in accordance with the Agreement prior to the termination date.

**7. CITY PROJECT MANAGER**

- A. The City Project Manager shall be the City Manager or designee.
- B. The Project Manager is authorized to approve work and billings hereunder, to give notices referred to herein, to terminate this Agreement as provided herein, and to carry out any other actions referred to herein.

**8. COMPLIANCE WITH LAWS**

In connection with its activities under this Agreement, Contractor shall comply with all applicable federal, state, and local laws and regulations.

**9. MAINTENANCE OF RECORDS**

The Contractor shall maintain records on a current basis to supports its billings to the City. The City or its authorized representative shall have the authority to inspect, audit, and copy on reasonable notice and from time to time any records of the Contractor regarding its billings or its work hereunder. The Contractor shall retain these records for inspection, audit and copying for three years from the date of completion or termination of this Agreement.

**10. AUDIT OF PAYMENTS**

- A. The City, either directly or through a designated representative, may audit the records of the Contractor at any time during the three (3) year period established by Section 9.
- B. If an audit discloses that payments to the Contractor were in excess of the amount to which the Contractor was entitled, then the Contractor shall repay the amount of the excess to the City.

**11. INSURANCE**

The Consultant shall be responsible for maintaining, during the term of this Agreement and at its sole cost and expense, the types of insurance coverages and in the amounts described below. The Consultant shall furnish evidence, satisfactory to the City, of all

such policies. During the term hereof, the Consultant shall take out and maintain in full force and effect the following insurance policies:

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

**12. INDEMNIFICATION**

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

**13. SUBCONTRACTING**

The Contractor shall not subcontract its work under this Agreement, in whole or in part, without the written approval of the City. The Contractor shall require any approved subcontractor to agree, as to the portion subcontracted, to fulfill all obligations of the Contractor specified in this Agreement. Notwithstanding City approval of a subcontractor, the Contractor shall remain obligated for full performance hereunder, and the City shall incur no obligation other than its obligations to the Contractor hereunder.

**14. ASSIGNMENT**

The Contractor shall not assign this Agreement, in whole or in part, or any right or obligation hereunder, without the prior written approval of the City.



**19. AVOIDANCE OF POTENTIAL CONFLICT**

- A. It is agreed that the nature of the work may result in direct conflicts of interest between the City and other clients that the Contractor may represent currently, or in the future. In these instances, the Contractor will immediately inform the City. The parties will attempt to identify the possibility of such instances before they occur. The Contractor shall not advocate or promote any legislative objectives on behalf of existing or potential clients that are determined by the City to be in conflict with the City's legislative objectives.
- B. Contractor shall provide written notice to the City of all current and any new clients obtained after the start of the contract. Contractor will not accept new clients if doing so would create conflicts of interest for the Contractor or would otherwise impair the Contractor's ability to fully perform the obligations of this contract.

**20. COSTS TO PREVAILING PARTY**

In the event of litigation or other legal action to enforce any rights, responsibilities or obligations under this Agreement, the prevailing party shall be entitled to receive its reasonable costs and attorney's fees.

**21. APPLICABLE LAW**

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

**22. CAPTIONS, HEADINGS AND TITLES**

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

**23. SEVERABLE PROVISIONS**

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

**24. ENTIRE AGREEMENT**

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

**25. COUNTERPARTS**

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

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed effective this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**CITY OF LAKEWOOD**

**CONTRACTOR**

\_\_\_\_\_  
John J. Caulfield, City Manager  
City of Lakewood  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Jake Johnston  
Johnston Group  
Dated: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Alice M. Bush, MMC  
City Clerk

Approved as to form:

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

## **SCOPE OF SERVICES- Exhibit 1**

Although a specific set of activities will be developed in consultation with the City of Lakewood as our engagement with the deferral government unfolds, below is a brief description of the major activities that would likely be part of the Johnston Group's scope of services based on our shared experience to date.

This proposal aims to accomplish the following strategic objectives for the City of Lakewood:

- Support Representative Denny Heck's COMMUTE Act with trade associations, other delegation offices and the Pentagon;
- Work with Rep. Heck to enact the COMMUTE Act and create a competitive funding program within the Office of Economic Adjustment that would allow the City of Lakewood to compete for infrastructure funding for transportation projects that connect City streets with the gates at Joint Base Lewis McChord (JBLM).
- Maintain a comprehensive federal relations agenda that accomplishes the City's objectives;
- Engage the delegation in support of the City's goals with regard to a station assessment for passenger rail for the City of Lakewood and JBLM;
- Continue to build a strong affiliation with other medium sized cities in Washington State for a shared transportation agenda that includes support for:
  - The Booker / Wecker (or ISTA) provisions that would direct more federal transportation funding to PSRC and to cities below 200,000 in population size.
  - The Larsen TIGER-CUBS proposal that would create a funding stream within the TIGER program for medium sized cities and an expansion of the eligibility criteria to include cities between 10,000 and 100,000 in population size;
  - Permanent reauthorization of the TIGER program;
  - Expanding the federal TIFIA Loan Program to include Transit Oriented Development projects as an eligible funding entity.
- Understand how the City's funding and policy priorities "fit" into the delegation's priorities and within the region;
- Travel twice to Washington, D.C. to meet with the delegation and other D.C.-based agencies and organizations such as the Office of the Army, the Office of the Air Force and the Office of Economic Adjustment;
- Work with all partners on the Air Force Clear Zone goal for the City of Lakewood;
- Bring the district staff from the delegation to the City of Lakewood to meet with the City and get a firsthand look at some of the key projects and priorities, and;
- Fully explore the funding opportunities for the City of Lakewood to apply for funding in 2016 and solicit feedback from the delegation staff to inform our strategy.

Below is a detailed summary of the major activities that would be performed for the City of Lakewood under this proposal.

### **Develop Federal Relations Agenda for the City of Lakewood**

- Work with the City of Lakewood to identify its funding needs and get detailed information about priority projects (e.g. Clear Zone, COMMUTE Act, etc.).
- Review City capital infrastructure plans and budget to ascertain the full range of City initiatives and federal funding eligibility (i.e. utility infrastructure, public safety equipment and training, transportation master plan, etc).
- Determine which City projects are eligible for support through the existing federal grant programs.
- Ascertain which City projects are supported by the Washington State Department of Transportation, the Washington State Department of Community, Trade and Economic Development, Pierce County, the Puget Sound Regional Council and other governmental entities.
- Advise the City of Lakewood about which projects ought to be prioritized for federal grants, directed federal spending via appropriations, targeted federal initiatives (e.g. infrastructure proposals via budget negotiations if applicable), and authorization bills.
- Review the federal budget programs that directly flow through to the City of Lakewood and prepare a risk assessment for each that could be part of the City's federal agenda.
- Consider the impact of federal authorization legislation and what opportunities exist for municipal priorities.
- Review delegation legislative priorities and their potential impacts – both positive and negative – on the City of Lakewood.
- Understand the federal funding and policy objectives of local partners (e.g. Joint Base Lewis McChord, local economic development agencies, nonprofits, etc.) to seek collaborative opportunities.
- As the Pentagon moves slowly towards a BRAC, look for ways to ensure that the City's needs are articulated and considered in the process.

### **Support the City of Lakewood's Identified Federal Agenda**

- Lobby the congressional delegation to support the goals of the City of Lakewood throughout the year.
- Lobby for – or against – agency decisions and federal policies that would impact the City of Lakewood (i.e. COMMUTE Act).
- Ensure that all delegation Members of Congress and their staff understand the City's objectives.
- Assist the City with finding avenues for federal funding to support its priority infrastructure and economic development objectives.
- Work with the City to identify potential supporters for its federal agenda and coordinate engagement.
- Help the City create materials to highlight its projects in ways that will drive support among federal government funding partners.
- Prepare any relevant materials for the congressional delegation to use in seeking funding for City objectives (e.g. drafting legislative language, correspondence to Agencies or Congressional committees, etc.).
- Maintain an open dialogue between the City and its federal delegation throughout the

engagement.

- Assist the City with obtaining awarded funding if necessary.
- Monitor and respond to all congressional action that provides opportunities for the City of Lakewood to receive funding or policy support.
- Determine legislative tactics Congress may utilize to enact federal spending bills and implement a strategy to preserve funds targeted for the City of Lakewood.
- Monitor the budget and appropriations process throughout the year with regular legislative updates provided to the City.
- Draft correspondence from City to the delegation for project and policy support.
- Assist with a community event recognizing the federal investment in City projects if applicable.

### **Washington, D.C. Lobbying Meetings**

- Schedule meetings in Washington, D.C. with City of Lakewood representatives and Congressman Heck and Senators Murray and Cantwell. Moving forward, the City will also meet with other members of the state congressional delegation based on their committee assignments and geographic proximity. Those Members of Congress could include Congressman Kilmer, Congresswoman McMorris-Rodgers, Congresswoman Herrera Buetler, Congressman Smith and Congressman Larsen, among others.
- Include the Washington, D.C.-based liaison for Governor Inslee as a part of our Washington, D.C. meetings and outreach strategy.
- Include the Association of Defense Communities, the Pentagon Office of Economic Adjustment, the Army Office of Installations, the Air Force Office of Installations and other key Pentagon officials and offices as required;
- Identify and prepare key congressional staff for appropriations requests and meetings with City of Lakewood staff and elected officials.
- Schedule, attend and facilitate meetings in Washington, D.C.
- Prepare City of Lakewood officials for congressional meetings.
- Follow up to all meetings as appropriate.
- Ensure that district and Washington, D.C. based key staff in each delegation office are aligned in support of City's goals.
- Maintain regular communication with key legislative staff and elected officials throughout the year in support of the City's funding and policy agenda.
- This proposal includes two distinct trips to Washington, D.C. for the City of Lakewood, at times to be scheduled in consultation with the City.

### **Involvement of City of Lakewood Officials**

- Issue monthly activity reports to City representatives detailing specific actions taken on the City's behalf.
- Engage the City as necessary to contact Members of Congress and their staff as appropriate in support of the federal agenda.
- Counsel the City about district based lobbying activities to further the City's legislative

and federal funding priorities, including meeting in Lakewood with members of the federal delegation, participation in congressional sponsored events in Washington State and the creation of media or community events where the City could host targeted Members of Congress.

- Draft correspondence as appropriate for the City to send to Congress on policy issues and other legislative concerns.
- Work to include City of Lakewood leadership in delegation based policy discussions as they develop and as appropriate.

### **Delegation Engagement with the City of Lakewood**

- Solicit support from each Member of Congress that we are seeking support from (i.e. Congressman Denny Heck, Senator Patty Murray and Senator Maria Cantwell) for our federal funding and policy requests.
- Maintain year-long direct engagement with targeted Members of Congress and their staff.
- Prioritize a visit to the City of Lakewood by district congressional staff to get a firsthand look at the City's projects and have an in-depth discussion about the City's priorities.

### **Grant Funding Strategy**

- Monitor all federal grant availability announcements and inform the City about any possibilities for federal funds.
- Work with the City to modify the eligibility requirements for grant programs that don't currently meet City needs.
- Solicit support from Governor Inslee, Congressman Denny Heck, Senator Patty Murray and Senator Maria Cantwell for the relevant City grant applications.

### **Prepare and Support Requests for the City of Lakewood in any Relevant Federal Infrastructure Legislation**

- Given that Congress is currently working on reauthorization of the Transportation Act that may include directed spending opportunities for Members of Congress, the City may elect to lobby for a project that meet criteria requirements.
- Other funding instruments may include an infrastructure stimulus bill, an economic development instrument, reauthorization of the Transportation Improvement Act in 2016 or other unknown legislative and budget bills.
- Advise the City about the creation of collateral materials for federal funding requests through these federal funding instruments.
- Work with the City to identify potential supporters for project requests and secure letters of endorsement.
- Coordinate formal submission of funding requests and ensure compliance with all deadlines.
- Determine legislative tactics Congress may utilize to enact these bills and implement a strategy to preserve funds targeted for the City of Lakewood.

- Contact key congressional staff to obtain support for the City’s federal funding requests and respond to any questions or concerns as appropriate.
- Assist congressional staff in the preparation of letters of request to relevant House and Senate oversight, authorization and appropriations committees and subcommittees.
- Monitor the budget and authorization process throughout the year with regular legislative updates provided to the City.

## **TIMELINE**

The federal funding process requires a year-long effort for maximum impact. The time and work required is very intensive in the first part of the year but can be significantly reduced after the end of June depending on the appropriations / authorization process and the status of the City’s requests. Below is a brief timeline of the major activities that are likely to happen.

### **October 2015 – February 2016**

- Meet with the City to map out our priorities and strategy for the year ahead.
- Collaborate with City to review funding opportunities and prioritize federal funding agenda for 2016.
- Continue to scan for grant availability for City priorities and when appropriate, lobby for congressional delegation support of grant applications.
- Work with the City to create supporting materials for project requests.
- Identify and help recruit public partners for each project.
- Ascertain appropriations and budget timelines, other federal funding timelines and authorization timelines.
- Review reauthorized federal grant programs and work with City to review project eligibility requirements.
- Develop a federal relations agenda with the support of the City staff and elected officials.

### **February – March 2016**

- Continue engagement strategy with all available funding mechanisms.
- Schedule, attend and facilitate first set of meetings in Washington, D.C. with congressional delegation and other D.C. – based agencies and organizations to request support for City of Lakewood projects and priorities.
- Outreach to district staff for congressional offices to explain projects and solicit support.
- Prioritize an in-district meeting with the City of Lakewood and Congressman Denny Heck.
- Finalize collateral materials and prep City of Lakewood delegation for Washington, D.C. trip.
- Draft, edit, finalize and submit all federal funding forms to all relevant congressional offices for all projects, if appropriate to do so.

- Continue to monitor the development of budget agreements, appropriations bills and other legislative initiatives that would impact the development and advancement of our agenda.
- Track other policy proposals of interest to the City of Lakewood.
- Draft correspondence and opinion papers as appropriate.

#### **April – June 2016**

- Follow up to Washington, D.C. visits.
- Lobby delegation to include our requests as a part of federal spending bills.
- Seek grant opportunities for City projects and seek support from Congressional delegation for all submitted grants.
- Monitor budget process and report to City of Lakewood.
- Continue district-based meetings with congressional staff and/or schedule visits for the summer.
- Potentially schedule and attend second set of meetings in Washington, D.C. on behalf of the City of Lakewood and its project partners.
- Monitor and lobby for City projects in any Infrastructure spending or Authorization bills that have funding opportunities for the City of Lakewood.
- Continue to track all funding bills, developments and opportunities as appropriate.
- Continue to track other policy programs of interest to the City.
- Draft correspondence and opinion papers as appropriate.

#### **July – December 2016**

- Monitor and report on budget, authorization and appropriations bills to the City of Lakewood.
- Monitor and lobby for City projects in any stimulus, infrastructure or authorization bills that have funding opportunities for the City of Lakewood.
- Continue to track all funding bills, developments and opportunities as appropriate.
- Continue to track other policy programs of interest to the City. Draft correspondence and opinion papers as appropriate.
- Conduct district based tours and meetings with the City.
- Potentially conduct second round of meetings in Washington, D.C. if not already completed.

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> November 2, 2015	<b>TITLE:</b> WSH Community Partnerships ILA	<b>TYPE OF ACTION:</b> — ORDINANCE NO. — RESOLUTION NO. <u>X</u> MOTION NO. 2015- 72 — OTHER
<b>REVIEW:</b> N/A	<b>ATTACHMENTS:</b> Interlocal Agreement WSH Community Partnerships	

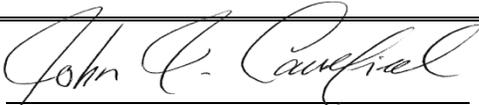
**SUBMITTED BY:** Heidi Ann Wachter, City Attorney

**RECOMMENDATION:** It is recommended that the City Council authorize the City Manager to execute the Interlocal Agreement – WSH Community Partnerships agreement between the City of Lakewood and the Department of Social and Health Services.

**DISCUSSION:** This agreement dates back to at least July 2009 and obligates the Lakewood Police Department to provide conduct investigations into criminal matters which may occur at Western State Hospital which are funded by DSHS via legislative allocation.

**ALTERNATIVE(S):** City Council could choose to not sign the ILA or recommend additions/changes to the document.

**FISCAL IMPACT:** This agreement provides for a maximum \$462,000 annual payment from DSHS to the City of Lakewood.

_____ Prepared by	 _____ City Manager Review
_____ Department Director	



# INTERLOCAL AGREEMENT

## WSH Community Partnerships

DSHS Agreement Number:  
1564-41547

This Agreement is by and between the State of Washington Department of Social and Health Services (DSHS) and the Contractor identified below, and is issued pursuant to the Interlocal Cooperation Act, chapter 39.34 RCW.

Program Contract Number:  
[Click here to enter text.](#)  
Contractor Contract Number:

CONTRACTOR NAME		CONTRACTOR doing business as (DBA)	
City of Lakewood		Lakewood Police Department	
CONTRACTOR ADDRESS		WASHINGTON UNIFORM BUSINESS IDENTIFIER (UBI)	DSHS INDEX NUMBER
City of Lakewood 9401 Lakewood Dr SW Lakewood, WA 98499-5027		601-667-295	28708
CONTRACTOR CONTACT	CONTRACTOR TELEPHONE	CONTRACTOR FAX	CONTRACTOR E-MAIL ADDRESS
	(		
DSHS ADMINISTRATION	DSHS DIVISION	DSHS CONTRACT CODE	
Behavioral Health and Service Integration	Division of State Hospitals	1000LC-64	
DSHS CONTACT NAME AND TITLE		DSHS CONTACT ADDRESS	
Dale Thompson Chief Operations Officer		9601 Steilacoom Blvd SW Lakewood, WA 98498-7213	
DSHS CONTACT TELEPHONE	DSHS CONTACT FAX	DSHS CONTACT E-MAIL ADDRESS	
(253) 756-2717	(253) 761-3341	THOMPDL2@dshs.wa.gov	
IS THE CONTRACTOR A SUBRECIPIENT FOR PURPOSES OF THIS CONTRACT?		CFDA NUMBER(S)	
No			
AGREEMENT START DATE	AGREEMENT END DATE	MAXIMUM AGREEMENT AMOUNT	
10/23/2015	06/30/2017	\$462,000.00	
<b>EXHIBITS. The following Exhibits are attached and are incorporated into this Agreement by reference:</b> <input type="checkbox"/> Exhibits (specify): No Data Security Exhibit <input checked="" type="checkbox"/> No Exhibits.			
The terms and conditions of this Agreement are an integration and representation of the final, entire and exclusive understanding between the parties superseding and merging all previous agreements, writings, and communications, oral or otherwise regarding the subject matter of this Agreement, between the parties. The parties signing below represent they have read and understand this Agreement, and have the authority to execute this Agreement. This Agreement shall be binding on DSHS only upon signature by DSHS.			
CONTRACTOR SIGNATURE		PRINTED NAME AND TITLE	DATE SIGNED
DSHS SIGNATURE		PRINTED NAME AND TITLE	DATE SIGNED

## DSHS General Terms and Conditions

1. **Definitions.** The words and phrases listed below, as used in this Contract, shall each have the following definitions:
- a. "Central Contract Services" means the DSHS central headquarters contracting office, or successor section or office.
  - b. "Confidential Information" or "Data" means information that is exempt from disclosure to the public or other unauthorized persons under RCW 42.56 or other federal or state laws. Confidential Information includes, but is not limited to, Personal Information.
  - c. "Contract" or "Agreement" means the entire written agreement between DSHS and the Contractor, including any Exhibits, documents, or materials incorporated by reference. The parties may execute this contract in multiple counterparts, each of which is deemed an original and all of which constitute only one agreement. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
  - d. "Contracts Administrator" means the manager, or successor, of Central Contract Services or successor section or office.
  - e. "Contractor" means the individual or entity performing services pursuant to this Contract and includes the Contractor's owners, members, officers, directors, partners, employees, and/or agents, unless otherwise stated in this Contract. For purposes of any permitted Subcontract, "Contractor" includes any Subcontractor and its owners, members, officers, directors, partners, employees, and/or agents.
  - f. "Debarment" means an action taken by a Federal agency or official to exclude a person or business entity from participating in transactions involving certain federal funds.
  - g. "DSHS" or the "Department" means the state of Washington Department of Social and Health Services and its employees and authorized agents.
  - h. "Encrypt" means to encode Confidential Information into a format that can only be read by those possessing a "key"; a password, digital certificate or other mechanism available only to authorized users. Encryption must use a key length of at least 128 bits.
  - i. "Personal Information" means information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, Social Security Numbers, driver license numbers, other identifying numbers, and any financial identifiers.
  - j. "Physically Secure" means that access is restricted through physical means to authorized individuals only.
  - k. "Program Agreement" means an agreement between the Contractor and DSHS containing special terms and conditions, including a statement of work to be performed by the Contractor and payment to be made by DSHS.
  - l. "RCW" means the Revised Code of Washington. All references in this Contract to RCW chapters or sections shall include any successor, amended, or replacement statute. Pertinent RCW chapters can be accessed at <http://apps.leg.wa.gov/rcw/>.
  - m. "Regulation" means any federal, state, or local regulation, rule, or ordinance.

## DSHS General Terms and Conditions

- n. "Secured Area" means an area to which only authorized representatives of the entity possessing the Confidential Information have access. Secured Areas may include buildings, rooms or locked storage containers (such as a filing cabinet) within a room, as long as access to the Confidential Information is not available to unauthorized personnel.
  - o. "Subcontract" means any separate agreement or contract between the Contractor and an individual or entity ("Subcontractor") to perform all or a portion of the duties and obligations that the Contractor is obligated to perform pursuant to this Contract.
  - p. "Tracking" means a record keeping system that identifies when the sender begins delivery of Confidential Information to the authorized and intended recipient, and when the sender receives confirmation of delivery from the authorized and intended recipient of Confidential Information.
  - q. "Trusted Systems" include only the following methods of physical delivery: (1) hand-delivery by a person authorized to have access to the Confidential Information with written acknowledgement of receipt; (2) United States Postal Service ("USPS") first class mail, or USPS delivery services that include Tracking, such as Certified Mail, Express Mail or Registered Mail; (3) commercial delivery services (e.g. FedEx, UPS, DHL) which offer tracking and receipt confirmation; and (4) the Washington State Campus mail system. For electronic transmission, the Washington State Governmental Network (SGN) is a Trusted System for communications within that Network.
  - r. "WAC" means the Washington Administrative Code. All references in this Contract to WAC chapters or sections shall include any successor, amended, or replacement regulation. Pertinent WAC chapters or sections can be accessed at <http://apps.leg.wa.gov/wac/>.
2. **Amendment.** This Contract may only be modified by a written amendment signed by both parties. Only personnel authorized to bind each of the parties may sign an amendment.
3. **Assignment.** The Contractor shall not assign this Contract or any Program Agreement to a third party without the prior written consent of DSHS.
4. **Billing Limitations.**
- a. DSHS shall pay the Contractor only for authorized services provided in accordance with this Contract.
  - b. DSHS shall not pay any claims for payment for services submitted more than twelve (12) months after the calendar month in which the services were performed.
  - c. The Contractor shall not bill and DSHS shall not pay for services performed under this Contract, if the Contractor has charged or will charge another agency of the state of Washington or any other party for the same services.
5. **Compliance with Applicable Law.** At all times during the term of this Contract, the Contractor shall comply with all applicable federal, state, and local laws and regulations, including but not limited to, nondiscrimination laws and regulations.
6. **Confidentiality.**
- a. The Contractor shall not use, publish, transfer, sell or otherwise disclose any Confidential Information gained by reason of this Contract for any purpose that is not directly connected with Contractor's performance of the services contemplated hereunder, except:

## DSHS General Terms and Conditions

- (1) as provided by law; or,
  - (2) in the case of Personal Information, with the prior written consent of the person or personal representative of the person who is the subject of the Personal Information.
- b. The Contractor shall protect and maintain all Confidential Information gained by reason of this Contract against unauthorized use, access, disclosure, modification or loss. This duty requires the Contractor to employ reasonable security measures, which include restricting access to the Confidential Information by:
- (1) Allowing access only to staff that have an authorized business requirement to view the Confidential Information.
  - (2) Physically Securing any computers, documents, or other media containing the Confidential Information.
  - (3) Ensure the security of Confidential Information transmitted via fax (facsimile) by:
    - (a) Verifying the recipient phone number to prevent accidental transmittal of Confidential Information to unauthorized persons.
    - (b) Communicating with the intended recipient before transmission to ensure that the fax will be received only by an authorized person.
    - (c) Verifying after transmittal that the fax was received by the intended recipient.
  - (4) When transporting six (6) or more records containing Confidential Information, outside a Secured Area, do one or more of the following as appropriate:
    - (a) Use a Trusted System.
    - (b) Encrypt the Confidential Information, including:
      - i. Encrypting email and/or email attachments which contain the Confidential Information.
      - ii. Encrypting Confidential Information when it is stored on portable devices or media, including but not limited to laptop computers and flash memory devices.
  - (5) Send paper documents containing Confidential Information via a Trusted System.
  - (6) Following the requirements of the DSHS Data Security Requirements Exhibit, if attached to this contract.
- c. Upon request by DSHS, at the end of the Contract term, or when no longer needed, Confidential Information shall be returned to DSHS or Contractor shall certify in writing that they employed a DSHS approved method to destroy the information. Contractor may obtain information regarding approved destruction methods from the DSHS contact identified on the cover page of this Contract.
- d. Paper documents with Confidential Information may be recycled through a contracted firm, provided the contract with the recycler specifies that the confidentiality of information will be protected, and

## DSHS General Terms and Conditions

the information destroyed through the recycling process. Paper documents containing Confidential Information requiring special handling (e.g. protected health information) must be destroyed on-site through shredding, pulping, or incineration.

- e. Notification of Compromise or Potential Compromise. The compromise or potential compromise of Confidential Information must be reported to the DSHS Contact designated on the contract within one (1) business day of discovery. Contractor must also take actions to mitigate the risk of loss and comply with any notification or other requirements imposed by law or DSHS.
7. **Debarment Certification.** The Contractor, by signature to this Contract, certifies that the Contractor is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from participating in transactions (Debarred). The Contractor also agrees to include the above requirement in any and all Subcontracts into which it enters. The Contractor shall immediately notify DSHS if, during the term of this Contract, Contractor becomes Debarred. DSHS may immediately terminate this Contract by providing Contractor written notice if Contractor becomes Debarred during the term hereof.
  8. **Governing Law and Venue.** This Contract shall be construed and interpreted in accordance with the laws of the state of Washington and the venue of any action brought hereunder shall be in Superior Court for Thurston County.
  9. **Independent Contractor.** The parties intend that an independent contractor relationship will be created by this Contract. The Contractor and his or her employees or agents performing under this Contract are not employees or agents of the Department. The Contractor, his or her employees, or agents performing under this Contract will not hold himself/herself out as, nor claim to be, an officer or employee of the Department by reason hereof, nor will the Contractor, his or her employees, or agent make any claim of right, privilege or benefit that would accrue to such officer or employee.
  10. **Inspection.** The Contractor shall, at no cost, provide DSHS and the Office of the State Auditor with reasonable access to Contractor's place of business, Contractor's records, and DSHS client records, wherever located. These inspection rights are intended to allow DSHS and the Office of the State Auditor to monitor, audit, and evaluate the Contractor's performance and compliance with applicable laws, regulations, and these Contract terms. These inspection rights shall survive for six (6) years following this Contract's termination or expiration.
  11. **Maintenance of Records.** The Contractor shall maintain records relating to this Contract and the performance of the services described herein. The records include, but are not limited to, accounting procedures and practices, which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Contract. All records and other material relevant to this Contract shall be retained for six (6) years after expiration or termination of this Contract.

Without agreeing that litigation or claims are legally authorized, if any litigation, claim, or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.
  12. **Order of Precedence.** In the event of any inconsistency or conflict between the General Terms and Conditions and the Special Terms and Conditions of this Contract or any Program Agreement, the inconsistency or conflict shall be resolved by giving precedence to these General Terms and Conditions. Terms or conditions that are more restrictive, specific, or particular than those contained in the General Terms and Conditions shall not be construed as being inconsistent or in conflict.
  13. **Severability.** If any term or condition of this Contract is held invalid by any court, the remainder of the

## DSHS General Terms and Conditions

Contract remains valid and in full force and effect.

**14. Survivability.** The terms and conditions contained in this Contract or any Program Agreement which, by their sense and context, are intended to survive the expiration or termination of the particular agreement shall survive. Surviving terms include, but are not limited to: Billing Limitations; Confidentiality, Disputes; Indemnification and Hold Harmless, Inspection, Maintenance of Records, Notice of Overpayment, Ownership of Material, Termination for Default, Termination Procedure, and Treatment of Property.

**15. Contract Renegotiation, Suspension, or Termination Due to Change in Funding.**

If the funds DSHS relied upon to establish this Contract or Program Agreement are withdrawn, reduced or limited, or if additional or modified conditions are placed on such funding, after the effective date of this contract but prior to the normal completion of this Contract or Program Agreement:

- a. At DSHS's discretion, the Contract or Program Agreement may be renegotiated under the revised funding conditions.
- b. DSHS's discretion, DSHS may give notice to Contractor to suspend performance when DSHS determines that there is reasonable likelihood that the funding insufficiency may be resolved in a timeframe that would allow Contractor's performance to be resumed prior to the normal completion date of this contract.
  - (1) During the period of suspension of performance, each party will inform the other of any conditions that may reasonably affect the potential for resumption of performance.
  - (2) When DSHS determines that the funding insufficiency is resolved, it will give Contractor written notice to resume performance. Upon the receipt of this notice, Contractor will provide written notice to DSHS informing DSHS whether it can resume performance and, if so, the date of resumption. For purposes of this subsection, "written notice" may include email.
  - (3) If the Contractor's proposed resumption date is not acceptable to DSHS and an acceptable date cannot be negotiated, DSHS may terminate the contract by giving written notice to Contractor. The parties agree that the Contract will be terminated retroactive to the date of the notice of suspension. DSHS shall be liable only for payment in accordance with the terms of this Contract for services rendered prior to the retroactive date of termination.
- c. DSHS may immediately terminate this Contract by providing written notice to the Contractor. The termination shall be effective on the date specified in the termination notice. DSHS shall be liable only for payment in accordance with the terms of this Contract for services rendered prior to the effective date of termination. No penalty shall accrue to DSHS in the event the termination option in this section is exercised.

**16. Waiver.** Waiver of any breach or default on any occasion shall not be deemed to be a waiver of any subsequent breach or default. Any waiver shall not be construed to be a modification of the terms and conditions of this Contract. Only the DSHS Contracts Administrator or designee has the authority to waive any term or condition of this Contract on behalf of DSHS.

### **Additional General Terms and Conditions – Interlocal Agreements:**

**17. Disputes.** Disputes shall be determined by a Dispute Board. Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an

## DSHS General Terms and Conditions

additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms, and applicable statutes and rules and make a determination of the dispute. As an alternative to this process, either party may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process shall control. Participation in either dispute process shall precede any judicial or quasi-judicial action and shall be the final administrative remedy available to the parties.

### 18. Hold Harmless.

- a. The Contractor shall be responsible for and shall hold DSHS harmless from all claims, loss, liability, damages, or fines arising out of or relating to the Contractor's, or any Subcontractor's, performance or failure to perform this Agreement, or the acts or omissions of the Contractor or any Subcontractor. DSHS shall be responsible for and shall hold the Contractor harmless from all claims, loss, liability, damages, or fines arising out of or relating to DSHS' performance or failure to perform this Agreement.
- b. The Contractor waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend, and hold harmless the State and its agencies, officials, agents, or employees.

### 19. Ownership of Material.

Material created by the Contractor and paid for by DSHS as a part of this Contract shall be owned by DSHS and shall be "work made for hire" as defined by Title 17 USCA, Section 101. This material includes, but is not limited to: books; computer programs; documents; films; pamphlets; reports; sound reproductions; studies; surveys; tapes; and/or training materials. Material which the Contractor uses to perform the Contract but is not created for or paid for by DSHS is owned by the Contractor and is not "work made for hire"; however, DSHS shall have a perpetual license to use this material for DSHS internal purposes at no charge to DSHS, provided that such license shall be limited to the extent which the Contractor has a right to grant such a license.

### 20. Subrecipients.

- a. General. If the Contractor is a subrecipient of federal awards as defined by 2 CFR Part 200 and this Agreement, the Contractor shall:
  - (1) Maintain records that identify, in its accounts, all federal awards received and expended and the federal programs under which they were received, by Catalog of Federal Domestic Assistance (CFDA) title and number, award number and year, name of the federal agency, and name of the pass-through entity;
  - (2) Maintain internal controls that provide reasonable assurance that the Contractor is managing federal awards in compliance with laws, regulations, and provisions of contracts or grant agreements that could have a material effect on each of its federal programs;
  - (3) Prepare appropriate financial statements, including a schedule of expenditures of federal awards;
  - (4) Incorporate 2 CFR Part 200, Subpart F audit requirements into all agreements between the Contractor and its Subcontractors who are subrecipients;
  - (5) Comply with the applicable requirements of 2 CFR Part 200, including any future amendments to 2 CFR Part 200, and any successor or replacement Office of Management and Budget (OMB) Circular or regulation; and
  - (6) Comply with the Omnibus Crime Control and Safe streets Act of 1968, Title VI of the Civil Rights

## DSHS General Terms and Conditions

Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, Title IX of the Education Amendments of 1972, The Age Discrimination Act of 1975, and The Department of Justice Non-Discrimination Regulations, 28 C.F.R. Part 42, Subparts C.D.E. and G, and 28 C.F.R. Part 35 and 39. (Go to [www.ojp.usdoj.gov/ocr/](http://www.ojp.usdoj.gov/ocr/) for additional information and access to the aforementioned Federal laws and regulations.)

- b. Single Audit Act Compliance. If the Contractor is a subrecipient and expends \$750,000 or more in federal awards from any and/or all sources in any fiscal year, the Contractor shall procure and pay for a single audit or a program-specific audit for that fiscal year. Upon completion of each audit, the Contractor shall:
  - (1) Submit to the DSHS contact person the data collection form and reporting package specified in 2 CFR Part 200, Subpart F, reports required by the program-specific audit guide (if applicable), and a copy of any management letters issued by the auditor;
  - (2) Follow-up and develop corrective action for all audit findings; in accordance with 2 CFR Part 200, Subpart F; prepare a "Summary Schedule of Prior Audit Findings" reporting the status of all audit findings included in the prior audit's schedule of findings and questioned costs.
- c. Overpayments. If it is determined by DSHS, or during the course of a required audit, that the Contractor has been paid unallowable costs under this or any Program Agreement, DSHS may require the Contractor to reimburse DSHS in accordance with 2 CFR Part 200.

### 21. Termination.

- a. Default. If for any cause, either party fails to fulfill its obligations under this Agreement in a timely and proper manner, or if either party violates any of the terms and conditions contained in this Agreement, then the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given 15 working days to correct the violation or failure. If the failure or violation is not corrected, this Agreement may be terminated immediately by written notice from the aggrieved party to the other party.
- b. Convenience. Either party may terminate this Interlocal Agreement for any other reason by providing 30 calendar days' written notice to the other party.
- c. Payment for Performance. If this Interlocal Agreement is terminated for any reason, DSHS shall only pay for performance rendered or costs incurred in accordance with the terms of this Agreement and prior to the effective date of termination.

- 22. **Treatment of Client Property.** Unless otherwise provided, the Contractor shall ensure that any adult client receiving services from the Contractor has unrestricted access to the client's personal property. The Contractor shall not interfere with any adult client's ownership, possession, or use of the client's property. The Contractor shall provide clients under age eighteen (18) with reasonable access to their personal property that is appropriate to the client's age, development, and needs. Upon termination of the Contract, the Contractor shall immediately release to the client and/or the client's guardian or custodian all of the client's personal property.

## Special Terms and Conditions

1. **Definitions Specific to Special Terms.** The words and phrases listed below, as used in this Contract, shall each have the following definitions:
  - a. "Patient" means any or all of the clients, residents, or patients at ESH, CSTC, or WSH.
  - b. "Western State Hospital" or "WSH" means a psychiatric hospital owned and operated by the State of Washington, DSHS, which is situated at 9601 Steilacoom Blvd. SW, Lakewood, WA 98498.
2. **Purpose.** The purpose of this Contract is to establish a community partnership between WSH and the City of Lakewood to support community policing efforts in the Lakewood community surrounding WSH.
3. **Statement of Work.** The Contractor shall provide the services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:
  - a. The Contractor shall meet with the Western State Hospital Incident Management Office at regular intervals, no less than bi-weekly, to discuss the status of cases referred, accepted, declined, and forwarded to Prosecutors' offices.
  - b. Upon request by the incident coordinator, the Contractor shall attend regular meetings with the Western State Hospital human resources department and the Washington State Patrol to discuss the status of cross-agency cases.
  - c. The Contractor's investigator shall work with the Western State Hospital Incident Management Office staff to schedule interviews and meetings regarding investigations with employees and/or Patients.
  - d. The Contractor shall participate in emergency management planning, training and exercises.
  - e. As needed, the Contractor shall provide training no less than annually for up to forty (40) Western State Hospital staff regarding crime prevention, what incidents involve potential criminality thus require notification of the police department, and community outreach and reporting.
  - f. The Contractor shall provide Western State Hospital annual staff training related to safety and security, including the preservation of crime scenes, searches, and security measures on the wards and grounds.
  - g. All services provided by Contractor under this Agreement shall be performed by law enforcement officers commissioned by the City of Lakewood Police Department.
  - h. The Contractor shall provide quarterly performance reports listing the number of investigations, assistance in emergency management, calls for service statistics, community outreach and training delivered.
  - i. Western State Hospital may disclose Confidential Information, including protected health information (PHI) to City of Lakewood law enforcement without a patient's signed HIPAA authorization in certain incidents, including:
    - (1) To report PHI to a law enforcement official reasonably able to prevent or lessen a serious and imminent threat to the health or safety of an individual or the public.
    - (2) To report PHI that Western State Hospital in good faith believes to be evidence of a crime that occurred on the premises of WSH.

## Special Terms and Conditions

- (3) To alert law enforcement to the death of the individual when there is a suspicion that death resulted from criminal conduct.
  - (4) When responding to an off-site medical emergency, as necessary to alert law enforcement to criminal activity.
  - (5) To report PHI to law enforcement when required by law to do so (such as reporting gunshots or stab wounds).
  - (6) To respond to a request for PHI for purposes of identifying or locating a suspect, fugitive, material witness or missing person, but the information must be limited to basic demographic and health information about the person.
  - (7) To respond to a request for PHI about an adult victim of a crime when the victim agrees (or in limited circumstances if the individual is unable to agree).
  - (8) To comply with a court order or court-ordered warrant, a subpoena or summons issued by a judicial officer, or an administrative request from a law enforcement official (the administrative request must include a written statement that the information requested is relevant and material, specific and limited in scope, and de-identified information cannot be used). Any court order or court-ordered warrant, a subpoena or summons issued by a judicial officer for WSH patient protected health information must comply with RCW 70.02.230.
- j. When the City of Lakewood accesses, receives, or retains DSHS Confidential Data or media, including protected health information as identified by the Health Insurance Portability and Accountability Act (HIPAA), it must adhere to the following procedures:
- (1) The City of Lakewood shall keep confidential all DSHS Confidential Data or media copied, received, or retained in the course of investigations to the extent required by law and City of Lakewood policies required by the Washington Uniform Health Care Information Act (Chapter 70.02 RCW), and specifically 70.02.260 when applicable, and other applicable laws.
  - (2) Upon receipt by City of Lakewood of a public records request that includes DSHS Confidential Data, the City of Lakewood will notify the Contract Manager on the face page of this Contract within five (5) business days and before disclosing any records. City of Lakewood will produce a copy of the records with proposed redactions to the Department for review when they are available and ready. Disclosure of records and redactions shall meet the standards in the Health Care Information Act in RCW 70.02.020(1) and RCW 70.02.240(1), incorporated into the Public Records Act under RCW 42.56.070(1) and in the HIPAA Privacy Rule in 45 CFR §164.502 to the extent these provisions are applicable. If records are to be disclosed without authorization of the patients identified in the records, when required by law the records will be redacted to remove health care information recorded in any form or medium that identifies or can readily be associated with the identity of a patient.
  - (3) The Department will respond within ten (10) business days to identify concerns with disclosure of the records, any changes to the proposed redactions or request more time if needed. If the City of Lakewood disagrees with the position of the Department, it will notify the Department and provide a minimum of twenty-one (21) calendar days for the Department to obtain a restraining order or injunction prohibiting disclosure of the records under RCW 42.56.540. City of Lakewood will extend the response time to the requester for producing the records that is sufficient to follow this process.

#### 4. **Training.** The parties agree to facilitate a training to educate the workforce members of both entities

## Special Terms and Conditions

(WSH and City of Lakewood) regarding the types of information that can be exchanged under the contract, what is appropriate or necessary to put in a police report, and when it may be necessary for WSH to require a court order or court-ordered warrant, a subpoena or summons issued by a judicial officer in order for WSH to release DSHS Confidential Information to Lakewood.

5. **Consideration.** In accordance with the 2016 - 17 Operating Budget, the total consideration payable to Contractor for satisfactory performance of the work under this Contract is up to a maximum of \$462,000 to include salaries, benefits, supplies, and equipment of one full-time equivalent (FTE) investigator, one .75 FTE police officer, and one .5 FTE community service officer at the City of Lakewood.
- a. Payment is contingent on submission and approval of quarterly report(s) of numbers of investigations, assistance in emergency management, calls for service statistics, community outreach and training by the Incident Manager at Western State Hospital. Once received and accepted, a quarterly payment of \$57,750 will be authorized by the Incident Manager.
  - b. Funding for this Agreement is 100% state funds.

6. **Billing and Payment.**

- a. **Invoice System.** The Contractor shall submit invoices using State Form A-19 invoice voucher, or such other form as designated by DSHS within fifteen (15) calendar days following the month end in which services were provided. Consideration for services rendered shall be payable upon receipt and acceptance by the CIBS accounts payable of properly completed invoices, which must describe and document to DSHS' satisfaction an itemized description of the work performed, i.e. assessments completed, reports, etc., and fees not more often than once a month to the following address:

Department of Social and Health Services  
Consolidated Institutional Business Services (CIBS)  
Attention: Accounting  
9601 Steilacoom Blvd. SW  
Lakewood, WA 98498-7213

The rates shall be in accordance with those set forth in Section 4, Consideration, of this Contract.

- b. **Payment.** Payment shall be considered timely if made by DSHS within thirty (30) days after receipt and acceptance by the CIBS accounts payable of the properly completed invoices. Payment shall be sent to the address designated by the Contractor on page one (1) of this Contract. DSHS may, at its sole discretion, withhold payment claimed by the Contractor for services rendered if Contractor fails to satisfactorily comply with any term or condition of this Contract.

7. **Insurance.**

- a. DSHS certifies that it is self-insured under the State's self-insurance liability program, as provided by RCW 4.92.130, and shall pay for losses for which it is found liable.
- b. The Contractor certifies, by checking the appropriate box below, initialing to the left of the box selected, and signing this Agreement, that:

\_\_\_\_\_  The Contractor is self-insured or insured through a risk pool and shall pay for losses for which it is found liable; or

## Special Terms and Conditions

\_\_\_\_\_  The Contractor maintains the types and amounts of insurance identified below and shall, prior to the execution of this Agreement by DSHS, provide certificates of insurance to that effect to the DSHS contact on page one of this Agreement.

Commercial General Liability Insurance (CGL) – to include coverage for bodily injury, property damage, and contractual liability, with the following minimum limits: Each Occurrence - \$1,000,000; General Aggregate - \$2,000,000. The policy shall include liability arising out of premises, operations, independent contractors, products-completed operations, personal injury, advertising injury, and liability assumed under an insured contract. The State of Washington, DSHS, its elected and appointed officials, agents, and employees shall be named as additional insureds.



To: Mayor and City Councilmembers

From: Tiffany Speir, SSMCP Program Manager

Through: John J. Caulfield, City Manager

Date: November 2, 2015

Subject: 2015 JBLM Joint Land Use Study

The 2015 Joint Base Lewis-McChord (JBLM) Joint Land Use Study (JLUS) was completed in late October 2015 and accepted by the Elected Officials Council of the South Sound Military & Communities Partnership on October 29. Going forward, the SSMCP will be serving as the administrative coordinator of the JLUS implementation; there will also be a policy level oversight committee, the membership of which is yet to be determined. Funding for recommended actions at the local, regional and state levels will need to be identified, sought after and secured by SSMCP or by individual jurisdictions.

The JLUS presents recommendations for consideration by local and state governments that protect the ability of the military to accomplish its vital training and operational missions presently and over the long-term while also promoting development compatible with military presence and protecting public health, safety, and welfare. It consists of three subsections: the Existing Conditions Report, Compatibility Analysis, and Implementation Plan. The study area encompasses a two mile radius outside the JBLM boundaries in Pierce and Thurston Counties.

The JLUS includes strategies and recommendations to address its identified issues for the entire geographic area as well as for individual municipalities, including Lakewood. These are laid out in the Implementation Plan and its Appendices.

The City of Lakewood's southwestern border is adjacent to JBLM. Most of the City's southeastern border is just across I-5 from JBLM. There is also a small area of land across from I-5 that is within the City's jurisdiction, known as the Woodbrook Area.

The easternmost tip of Lakewood is within the McChord Field NCZ, APZ I, and APZ II (also referred to as the “air corridor”). The City’s zoning and land use maps show that the parcels adjacent to the base are designated for a variety of uses, including open space, single-family residential, multi-family residential, mixed use, commercial, institutional, and industrial.

**The key findings of the JLUS follow:**

- Most current land uses around JBLM do not have negative impacts on military capabilities; however, some ongoing and potential new or future areas of concern were identified through the current JLUS process.
- Continued collaboration is needed between local jurisdictions and JBLM to develop and implement regional solutions to these issues, and to support the military’s ability to carry out its mission requirements today and in the future.

The JBLM JLUS findings are advisory in nature and are intended to convey exposure to impacts generated by military training and operations in order to inform community decisions regarding land use. Policy recommendations are intended to be forward-looking, with a focus on preventing additional incompatible uses (e.g., preventing upzoning) rather than creating large areas of non-conforming uses through downzoning.

Only local governments have the authority to determine allowable land uses on private lands within their jurisdiction.

Under RCW 36.70A.530, land use development incompatible with military installations is not allowed; local governments are required to notify installation commanders of pending land use actions to seek feedback for a period of 60 days. If no feedback is received, the government may proceed as if the installation did not oppose the proposal.

Certain military influence areas extend off base and into the surrounding communities, and were considered as part of the JLUS analysis:

- North Clear Zone and Accident Potential Zones for McChord Field
- Imaginary surfaces for McChord Field
- Military training routes (MTRs)
- Noise zones for McChord Field
- Noise zones for large weapons firing activities at JBLM ranges
- Noise zones for large weapons “single-event” firing activities at JBLM ranges

For the purposes of the 2015 JBLM JLUS, “compatible uses” are defined as land uses that:

- Do not interfere with military training and operations.
- Include civilian and JBLM land uses that exist harmoniously alongside each other.
- Do not expose people to undue safety risks or nuisance.
- Maintain quality of life.

- Balance safety, growth, and development.

Compatibility issues arise when land uses do not reflect this definition.

Within the JLUS, one of three designations was assigned to parcels of land in air safety zones and noise contours based on the overlap of zoning type and guidance:

- Compatible: Use does not trigger any compatibility concerns; no action is required.
- Conditionally Compatible: Some actions to mitigate impacts may be warranted, such as sound attenuation or real estate disclosures.
- Incompatible: Use is not recommended based on compatibility guidance; the impacts are significant enough that mitigation may not be effective.

Federal guidelines are the basis of these compatibility categories, and the guidelines are included in the JLUS for reference. Detailed compatibility guidelines for various uses and zones are included in Appendix B of the JLUS Implementation Plan.

**Issues identified within the JLUS include:**

- Incompatible land uses
- Future urban growth (planned or projected) near the installation boundaries
- Federally listed threatened and endangered prairie species and their habitat
- Noise impacts from aircraft and training operations
- Regional transportation impacts
- Recreational access to JBLM training ranges
- Continued improvement to communication among JBLM and the surrounding communities.

**The JLUS' conclusions about identified issues follow:**

Urban Growth

- Additional urban growth within the McChord Field North Clear Zone (CZ) should be prohibited.
- Urban growth should be directed away from high noise areas and Accident Potential Zones (APZs), where feasible.
- Significant growth capacity in the Thurston Highlands Master Planned Community represents potential incompatibility.

Endangered and Threatened Species and Habitat

- Listed species requirements limit the scope of training on JBLM training lands.

Transportation

- Continuation of current, and exploration of new, solutions for JBLM-related and other traffic are needed, particularly as to how the base affects local road networks.

Aircraft Safety

- Existing non-conforming incompatible uses exist in the McChord Field north CZ.
- In APZ II, uses categorized as incompatible include medium and high density residential uses in Tacoma and recreational uses in Lakewood.
- There are also six existing warehouses, trees, and a flagpole that penetrate the imaginary surfaces (height limitations.)

### Noise

- Areas in Lakewood and Tacoma near I-5 are zoned for residential, mixed use, and recreational uses categorized as incompatible or conditionally compatible.
- Incompatible or conditionally compatible land uses in the JBLM large weapon noise zones include Roy, parts of Yelm and DuPont, the Nisqually Indian Reservation, and parts of the urban growth area in unincorporated Thurston County near Lacey.

Key considerations to note, based on this analysis, include the following:

- Approximately 51 acres of incompatible land uses exist in the Clear Zone (CZ.)
- Most commercial and residential land uses are considered incompatible in Accident Potential Zone I (APZ I.) In total, 37 acres of such development exists.
- Residential development at densities greater than 2 dwelling units/acre in addition to some commercial and recreational uses are considered incompatible in Accident Potential Zone II (APZ II.) In total, 237 acres of incompatible development exists in this zone.
- Within certain Noise Zones (DNL 65-74 dB zones), residential development may be compatible if it incorporates noise level reduction (NLR) materials, but is generally discouraged unless there is a demonstrated community need and a lack of viable alternatives. There are 33 acres of residential development and 8 acres of mixed-use development within these zones.

### **Lakewood-Specific Findings**

Lakewood's comprehensive plan (2014) and municipal code have policies and regulations in place to address military lands and the air corridor (Goals LU 35-39.)

Sections 18A.30.700 through 18A.30.790 of the City's municipal code describe the City's military-related zoning districts: Military Lands (ML), Clear Zone (CZ), Air Corridor 1 (AC1), and Air Corridor 2 (AC2); grandfathered uses exist and permitted uses may allow for additional incompatible development.

### **Clear Zone Encroachment**

Of greatest concern is the presence of incompatible land uses in the McChord Airfield Clear Zone (CZ). There are existing uses on the western and eastern edges of the CZ that are incompatible, including industrial uses and storage condominium units (individual, privately owned storage units).

The majority of these uses are nonconforming uses built before the City of Lakewood adopted a Clear Zone zoning designation in 2001. The Clear Zone zoning designation which prohibits most uses; however, it allows for established non-conforming uses to continue and allows for the potential development of some new land uses. As noted above, any land uses other than airfield infrastructure is incompatible in the CZ.

A small area of land within the City of Lakewood along the western edge of the CZ is zoned industrial. This zoning is incompatible with the CZ. One other issue of concern for the CZ is the presence of two adjacent industrial uses, also within the City of Lakewood, that emit steam plumes located at Steele Street S and 112th Street S, and on the east side of I-5 just north of State Route 512.

While not located inside the CZ, these uses could pose aviation hazards.

### **Accident Potential Zone Encroachment**

Within Accident Potential Zone (APZ) I and Accident Potential Zone (APZ) II, all existing uses and zoning designations are categorized as either conditionally compatible or incompatible.

In APZ II, the Star Lite Swap Meet, located in the City of Lakewood, is a popular weekend destination for the public. There are areas zoned by the City of Tacoma for residential uses and by the City of Lakewood for recreational uses. These existing uses and zoning designations allow for concentrations of people, which increase the safety risks associated with APZ II.

The majority of APZ I and II within the City of Lakewood falls within either the Air Corridor 1 (AC1) or Air Corridor 2 (AC2) zoning designations. These zoning designations were adopted to ensure that future development is compatible with JBLM air operations and contain limits on intensity and development standards such as noise attenuation requirements and prohibitions on uses that emit smoke or dust that would interfere with aircraft operations. These development standards would ensure that land uses listed as conditionally compatible in Table 1 of the JLUS would be developed in a way that is compatible.

Residential uses are not categorized as compatible in APZ I and categorized as compatible in APZ II only at densities less than 2 dwelling units per acre. However, both the AC1 and AC2 zoning designations allow for the continuation of non-conforming uses and allow certain other uses, including some residential uses to continue.

### **Accessory Dwelling Units in Lakewood**

The issue of Accessory Dwelling Units (ADUs) in APZ I and II was raised by the TWG. Discussion focused on acknowledgement of the issue and whether any action is needed in the JLUS. The issue relates to whether the additional population density that could potentially result from the development of additional ADUs within the APZs would be a

cause for concern, given compatibility criteria that discourage high concentrations of people within the APZs.

Lakewood staff did not see any potential expansion or intensification of ADUs or home-based daycare facilities in APZ I and II. However, any increase in density of residential uses or daycare facilities in the APZs would not be compatible with the compatibility guidance cited in this report and should be discouraged.

### **Aircraft noise zones for McChord Field**

There are a few small areas in Lakewood and Tacoma that are incompatible. Uses in these areas include residential, mixed use, and recreation. People in these areas may complain about exposure to high levels of noise.

Other City of Lakewood, City of Tacoma, and Pierce County zoning designations within the aircraft noise zones for McChord Field are either conditionally compatible or compatible. Future growth in these areas will be consistent with zoning designations, and as such will likely not result in any compatibility issues with JBLM that cannot be mitigated.

### **Imaginary Surfaces**

There are also six existing warehouses, trees, and a flagpole that penetrate the imaginary surfaces. JBLM has surveyed and continues to monitor trees within the vicinity of McChord Field. Cooperative efforts with landowners to manage trees by trimming or planting low growing species should be encouraged.

### **Parking Lots in the APZ I & II**

Within Appendix B of the Implementation Plan, there are charts that identify what is considered compatible or not for the CZ, APZ I & II, and the Noise Zones per federal guidance. Auto Parking is listed as not compatible in a CZ, and compatible in the APZ I & II areas.

The power point slides that were presented to the Lakewood Planning Commission on 10/22 are attached for your reference.

Attachments

# 2015 JBLM Joint Land Use Study

Lakewood Planning Commission  
October 21, 2015



# JBLM Joint Land Use Study (JLUS)

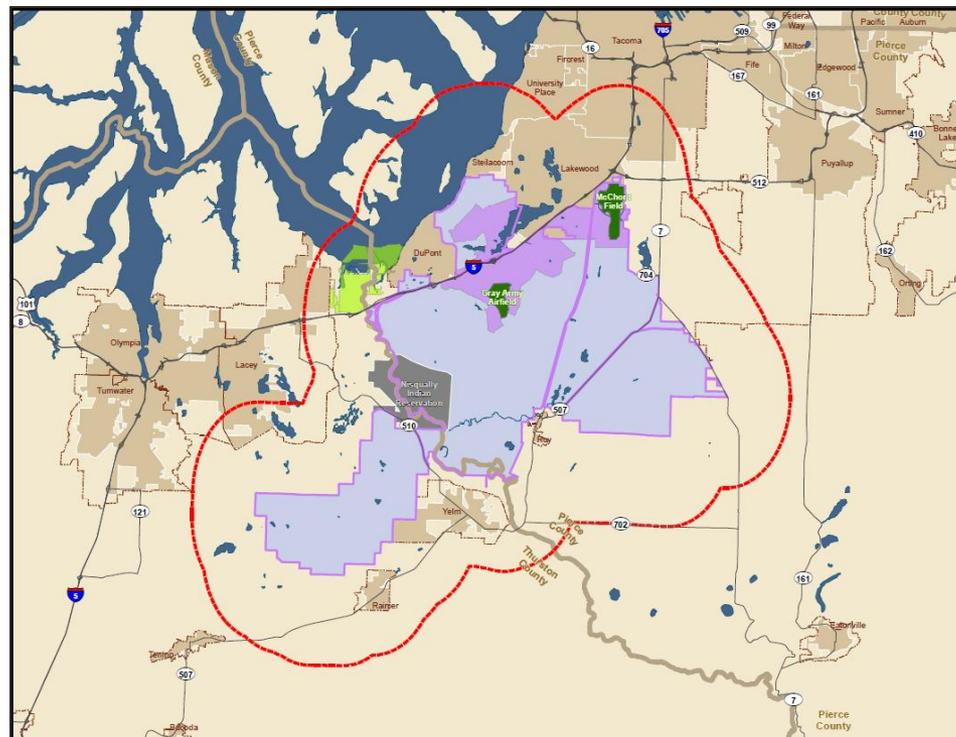


## **Purpose:**

*The JLUS presents recommendations for consideration by local and state governments that protect the ability of the military to accomplish its vital training and operational missions presently and over the long-term while also promoting development compatible with military presence and protecting public health, safety, and welfare.*

**Study Area:** 2 miles outside of geographic boundaries of JBLM

[www.jblm-jlus.com](http://www.jblm-jlus.com)



# Joint Land Use Study



## Participants:

- DoD Office of Economic Adjustment
- JBLM Headquarters and staff
- Washington State Department of Commerce
- Nisqually Indian Tribe
- Thurston Regional Planning Council (TRPC)
- Pierce County
- Thurston County
- City of DuPont
- City of Lacey
- City of Lakewood
- City of Rainier
- City of Roy
- Town of Steilacoom
- City of Tacoma
- Tacoma-Pierce County Chamber
- Tacoma-Pierce County Health Department
- City of Yelm

JLUS completed September 30, 2015

- Open House held October 20
- To be presented at Elected Officials Council October 29
- To be presented at SSMCP Annual Forum November 12

# Joint Land Use Study



## JLUS Content:

- Existing Conditions Report (*What is the status quo?*)
- Compatibility Analysis Report (*Where are there current or potential issues affecting the base or surrounding communities, and what are they?*)
- Implementation Plan (*How to deal with identified current and potential issues productively?*)

# Joint Land Use Study



The JBLM JLUS findings are advisory in nature and are intended to convey exposure to impacts generated by military training and operations in order to inform community decisions regarding land use.

Policy recommendations are intended to be forward-looking, with a focus on preventing additional incompatible uses (e.g., preventing upzoning) rather than creating large areas of non-conforming uses through downzoning.

**Only local governments have the authority to determine allowable land uses on private lands within their jurisdiction.**



## State Level

### Growth Management Act RCW 36.70A.530

#### Land use development incompatible with military installation not allowed — Revision of comprehensive plans and development regulations.

- (1) Military installations are of particular importance to the economic health of the state of Washington and it is a priority of the state to protect the land surrounding our military installations from incompatible development.
- (2) Comprehensive plans, amendments to comprehensive plans, development regulations, or amendments to development regulations adopted under this section shall be adopted or amended concurrent with the scheduled update provided in RCW [36.70A.130](#), except that counties and cities identified in RCW [36.70A.130](#)(4)(a) **shall comply** with this section on or before December 1, 2005, and **shall thereafter comply** with this section on a schedule consistent with RCW [36.70A.130](#)(4).

# Joint Land Use Study



**Thus, per state law as well as federal guidance, local governments should not allow development in the vicinity of a military installation that is incompatible with the installation's ability to carry out its mission requirements.**

A city or county may find that an existing comprehensive plan or development regulations are not compatible with the installation's ability to carry out its mission requirements. Local jurisdictions are required to submit comprehensive plans for military installation review and comment.

Similarly, policy guidance published in PSRC's regional growth management plan, VISION 2040 (PSRC 2009), calls for jurisdictions in the region to protect military lands from encroachment by incompatible uses.



## Military areas of influence

“Military areas of influence” are defined by federal guidelines and reflect the results of technical modeling to demonstrate noise and air safety risks associated with military operations.

Certain military influence areas extend off base and into the surrounding communities, and were considered as part of this analysis:

- North Clear Zone and Accident Potential Zones for McChord Field
- Imaginary surfaces for McChord Field
- Military training routes (MTRs)
- Noise zones for McChord Field
- Noise zones for large weapons firing activities at JBLM ranges
- Noise zones for large weapons “single-event” firing activities at JBLM ranges



A **core set of issues** were identified for detailed study based on four primary sources:

- 1992 Fort Lewis and McChord Air Force Base JLUS
- 2010 JBLM Growth Coordination Plan
- Request for Proposals (RFP) for preparing the current JLUS
- Stakeholder and public engagement feedback provided as part of the current JLUS process.



## Key findings of the JLUS:

Most current land uses around JBLM do not have negative impacts on military capabilities; however, some ongoing and potential new or future areas of concern were identified through the current JLUS process.

Continued collaboration is needed between local jurisdictions and JBLM to develop and implement regional solutions to these issues, and to support the military's ability to carry out its mission requirements today and in the future.



## Identified Issues

- Incompatible land uses
- Future urban growth (planned or projected) near the installation boundaries
- Federally listed threatened and endangered prairie species and their habitat
- Noise impacts from aircraft and training operations
- Regional transportation impacts
- Recreational access to JBLM training ranges
- Continued improvement to communication among JBLM and the surrounding communities.



## Compatibility Definition

For the purposes of the JBLM JLUS, **compatible uses are defined as land uses that:**

- Do not interfere with military training and operations.
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- Balance safety, growth, and development.

**Compatibility issues arise when land uses do not reflect this definition.**



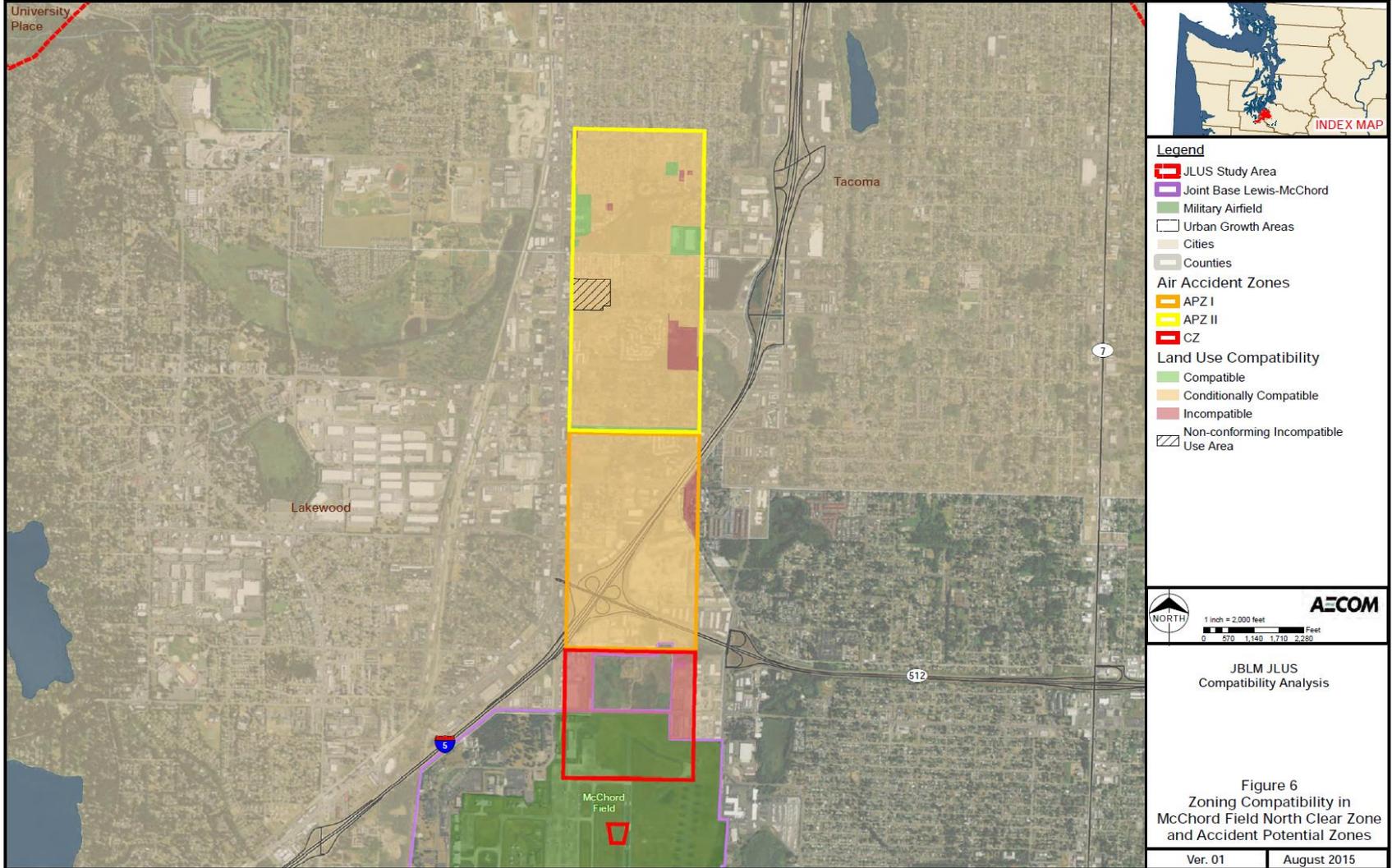
## Compatibility Definition

Within the JLUS, one of three designations was assigned to parcels of land in air safety zones and noise contours based on the overlap of zoning type and guidance:

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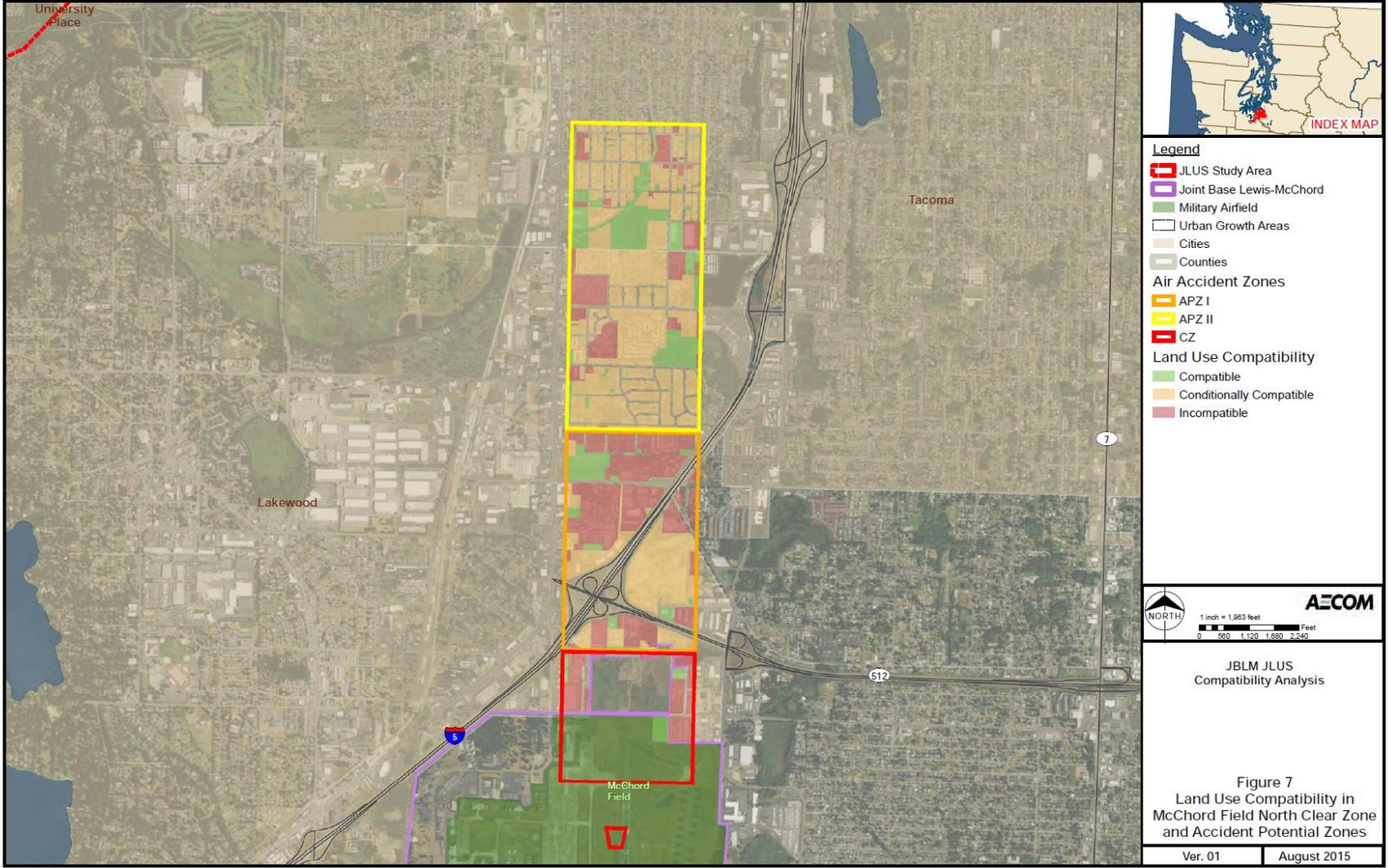
*Detailed compatibility guidelines are included in Appendix B of the JLUS Implementation Plan*

# Joint Land Use Study



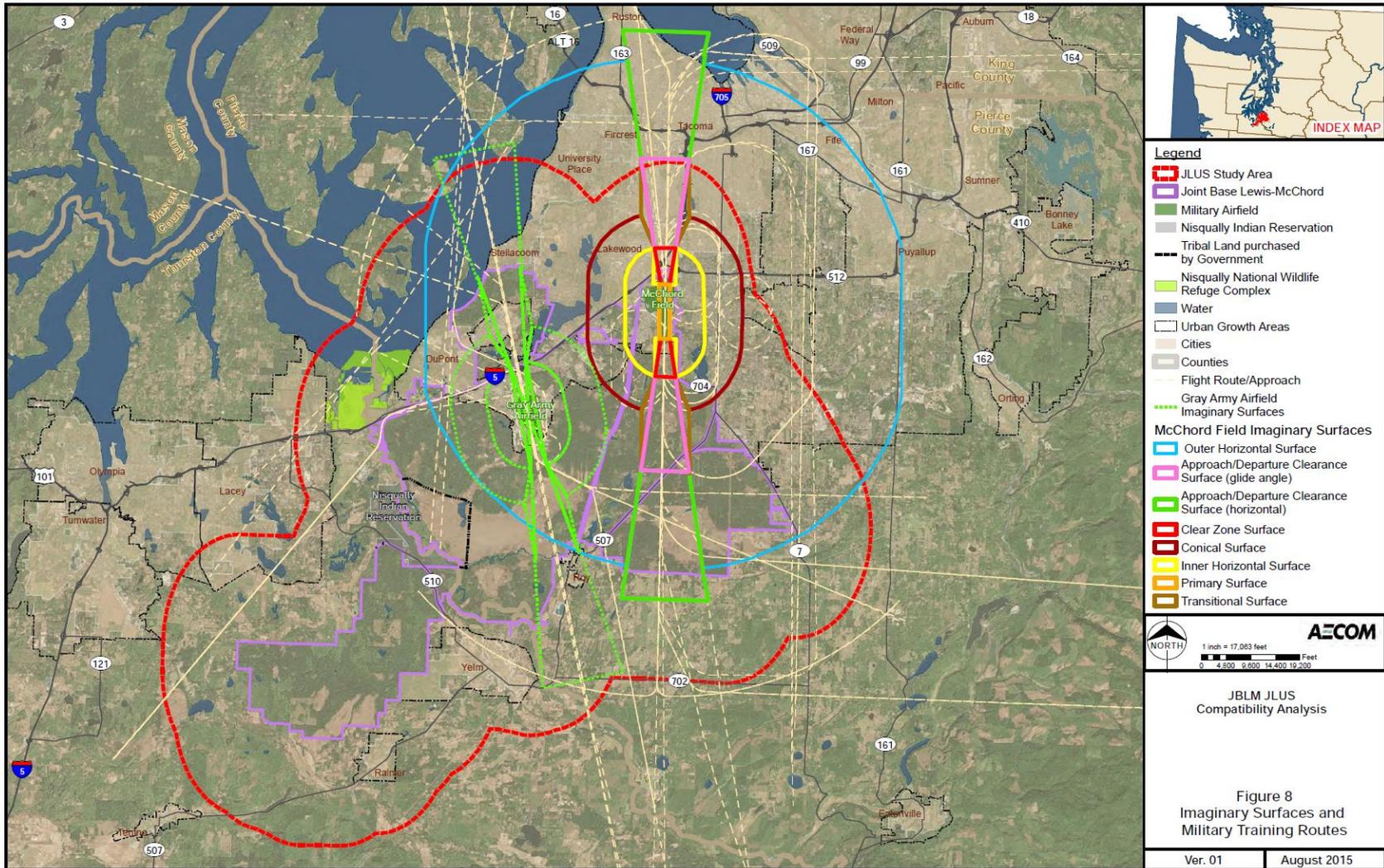
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# Joint Land Use Study



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# Joint Land Use Study



Filename: AircraftApproach\_ImaginarySurface.mxd Date: 8/25/2015

# Joint Land Use Study



## *Implementation Plan*

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Appendix A: Sample Comprehensive Plan Policy Language

Appendix B: Sample Development Regulations

Appendix C: Sample Real Estate Disclosures

Appendix D: Sample Project Notification MOU

# Joint Land Use Study



## DoD COMPATIBLE LAND USE GUIDELINES FOR CLEAR ZONES AND ACCIDENT POTENTIAL ZONES (APZ). (U.S. Army 1981)

LAND USE	CLEAR ZONE	APZ I	APZ II
<b>A. RESIDENTIAL</b>			
Single Family Unit	No	No	Yes <sup>2</sup>
2-4 Family Units	No	No	No
Multifamily Dwellings (Apartments)	No	No	No
Group Quarters	No	No	No
Residential Hotels	No	No	No
Mobile Home Parks or Courts	No	No	No
Other Residential	No	No	No
<b>B. INDUSTRIAL &amp; MANUFACTURING<sup>3</sup></b>			
Food and Kindred Products	No	No	Yes
Apparel	No	No	No
Lumber and Wood Products	No	Yes	Yes
Furniture and Fixtures	No	Yes	Yes
Printing, Publishing	No	Yes	Yes
Miscellaneous Manufacturing	No	Yes	Yes

# Joint Land Use Study



## DoD COMPATIBLE LAND USE GUIDELINES FOR CLEAR ZONES AND ACCIDENT POTENTIAL ZONES (APZ). (U.S. Army 1981)

LAND USE	CLEAR ZONE	APZ I	APZ II
<b>C. TRANSPORTATION, COMMUNICATIONS &amp; UTILITIES<sup>4</sup></b>			
Railroad, Rapid Rail Transit (on-grade)	No	Yes <sup>4</sup>	Yes
Highway and Street Rights-of-Way	Yes <sup>5</sup>	Yes	Yes
Auto Parking	No	Yes	Yes
Communications	Yes <sup>5</sup>	Yes	Yes
Utilities	Yes <sup>5</sup>	Yes <sup>4</sup>	Yes
Other Transportation, Communications and Utilities	Yes <sup>5</sup>	Yes	Yes
<b>D. COMMERCIAL &amp; RETAIL TRADE</b>			
Wholesale Trade	No	Yes	Yes
Building Materials (Retail)	No	Yes	Yes
General Merchandise (Retail)	No	No	Yes
Food (Retail)	No	No	Yes
Automotive, Marine, and Aviation	No	Yes	Yes
Apparel and Accessories (Retail)	No	No	Yes
Furniture, Home Furnishings (Retail)	No	No	Yes
Eating and Drinking Facilities	No	No	No
Other Retail Trade	No	No	Yes

# Joint Land Use Study



## DoD COMPATIBLE LAND USE GUIDELINES FOR CLEAR ZONES AND ACCIDENT POTENTIAL ZONES (APZ). (U.S. Army 1981)

LAND USE	CLEAR ZONE	APZ I	APZ II
<b>E. PERSONAL &amp; BUSINESS SERVICES<sup>6</sup></b>			
Finance, Insurance, and Real Estate	No	No	Yes
Personal Services	No	No	Yes
Business Services	No	No	Yes
Repair Services	No	Yes	Yes
Professional Services	No	No	Yes
Contract Construction Services	No	Yes	Yes
Indoor Recreation Services	No	No	Yes
Other Services	No	No	Yes
<b>F. PUBLIC AND QUASI-PUBLIC SERVICES</b>			
Government Services	No	No	Yes <sup>6</sup>
Educational Services	No	No	No
Cultural Activities	No	No	No
Medical and Other Health Services	No	No	No
Cemeteries	No	Yes <sup>7</sup>	Yes <sup>7</sup>
Non-profit Organizations including Churches	No	No	No
Other Public and Quasi-Public Services	No	No	Yes

# Joint Land Use Study



## DoD COMPATIBLE LAND USE GUIDELINES FOR CLEAR ZONES AND ACCIDENT POTENTIAL ZONES (APZ). (U.S. Army 1981)

LAND USE	CLEAR ZONE	APZ I	APZ II
<b>G. OUTDOOR RECREATION</b>			
Playgrounds and Neighborhood Parks	No	No	Yes
Community and Regional Parks	No	Yes <sup>8</sup>	Yes <sup>8</sup>
Nature Exhibits	No	Yes	Yes
Spectator Sports Including Arenas	No	No	No
Golf Courses <sup>9</sup> , Riding Stables <sup>10</sup>	No	Yes	Yes
Water Based Recreational Areas	No	Yes	Yes
Resort and Group Camps	No	No	No
Entertainment Assembly Areas	No	No	No
Other Outdoor Recreation	No	Yes <sup>8</sup>	Yes
<b>H. RESOURCE PRODUCTION &amp; EXTRACTION &amp; OPEN LAND</b>			
Agriculture <sup>11</sup>	Yes	Yes	Yes
Livestock Farming, Animal Breeding <sup>12</sup>	No	Yes	Yes
Forestry Activities	No	Yes	Yes
Fishing Activities and Related Services <sup>13</sup>	No <sup>14</sup>	Yes <sup>13</sup>	Yes
Mining Activities	No	Yes	Yes
Permanent Open Space	Yes	Yes	Yes
Water Areas <sup>13</sup>	Yes	Yes	Yes

# Joint Land Use Study



## DoD COMPATIBLE LAND USE GUIDELINES FOR CLEAR ZONES AND ACCIDENT POTENTIAL ZONES (APZ). (U.S. Army 1981)

### GUIDELINES FOR CONSIDERING NOISE IN LAND USE PLANNING AND CONTROL. (FICUN 1980)

	NZ I		NZ II		NZ III		
	0-55	55-65	65-70	70-75	75-80	80-85	85+
<b>RESIDENTIAL</b>							
Household Units	Yes	Yes*	25 <sup>1</sup>	30 <sup>1</sup>	No	No	No
Group Quarters	Yes	Yes*	25 <sup>1</sup>	30 <sup>1</sup>	No	No	No
Residential Hotels	Yes	Yes*	25 <sup>1</sup>	30 <sup>1</sup>	No	No	No
Manufactured Housing	Yes	Yes*	No	No	No	No	No
Other Residential	Yes	Yes*	25 <sup>1</sup>	30 <sup>1</sup>	No	No	No
<b>MANUFACTURING</b>							
Food Products	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No
Textile Mill Products	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No
Apparel	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No
Wood Products	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No
Furniture	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No
Paper	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No
Printing	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No
Manufacturing	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No

# Joint Land Use Study



## DoD COMPATIBLE LAND USE GUIDELINES FOR CLEAR ZONES AND ACCIDENT POTENTIAL ZONES (APZ). (U.S. Army 1981)

### GUIDELINES FOR CONSIDERING NOISE IN LAND USE PLANNING AND CONTROL. (FICUN 1980)

	NZ I		NZ II		NZ III		
	0-55	55-65	65-70	70-75	75-80	80-85	85+
<b>TRANSPORT, COMMS &amp; UTIL</b>							
Railroad	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	Yes <sup>4</sup>
Motor Vehicle	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	Yes <sup>4</sup>
Aircraft	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	Yes <sup>4</sup>
Marine Craft	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	Yes <sup>4</sup>
Highway & Street	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	Yes <sup>4</sup>
Parking	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No
Communications	Yes	Yes	Yes	25 <sup>5</sup>	30 <sup>5</sup>	No	No
Utilities	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	Yes <sup>4</sup>
Other T, C & U	Yes	Yes	Yes	25 <sup>5</sup>	30 <sup>5</sup>	No	No
<b>TRADE</b>							
Wholesale Trade	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No
Retail - Building	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No
Retail - General	Yes	Yes	Yes	25	30	No	No
Retail - Food	Yes	Yes	Yes	25	30	No	No
Retail - Auto	Yes	Yes	Yes	25	30	No	No
Retail - Apparel	Yes	Yes	Yes	25	30	No	No
Retail - Furniture	Yes	Yes	Yes	25	30	No	No
Retail - Eating	Yes	Yes	Yes	25	30	No	No
Other Retail Trade	Yes	Yes	Yes	25	30	No	No

# Joint Land Use Study



## DoD COMPATIBLE LAND USE GUIDELINES FOR CLEAR ZONES AND ACCIDENT POTENTIAL ZONES (APZ). (U.S. Army 1981)

### GUIDELINES FOR CONSIDERING NOISE IN LAND USE PLANNING AND CONTROL. (FICUN 1980)

	NZ I		NZ II		NZ III		
	0-55	55-65	65-70	70-75	75-80	80-85	85+
<b>SERVICES</b>							
Finance, Insurance	Yes	Yes	Yes	25	30	No	No
Personal Services	Yes	Yes	Yes	25	30	No	No
Cemeteries <sup>11</sup>	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	Yes <sup>6</sup>
Repair Services	Yes	Yes	Yes	Yes <sup>2</sup>	Yes <sup>3</sup>	Yes <sup>4</sup>	No
Profess Services	Yes	Yes	Yes	25	30	No	No
Hospitals, Nursing	Yes	Yes*	25*	30*	No	No	No
Other Medical Facilities	Yes	Yes	Yes	25	30	No	No
Contract Construction	Yes	Yes	Yes	25	30	No	No
Government Services	Yes	Yes*	Yes*	25*	30*	No	No
Educational Services	Yes	Yes*	25*	30*	No	No	No
Misc Services	Yes	Yes	Yes	25	30	No	No

# Joint Land Use Study



## DoD COMPATIBLE LAND USE GUIDELINES FOR CLEAR ZONES AND ACCIDENT POTENTIAL ZONES (APZ). (U.S. Army 1981)

### GUIDELINES FOR CONSIDERING NOISE IN LAND USE PLANNING AND CONTROL. (FICUN 1980)

	NZ I		NZ II		NZ III		
	0-55	55-65	65-70	70-75	75-80	80-85	85+
<b>CULTURAL, ENTERTAINMENT &amp; REC</b>							
Churches	Yes	Yes*	25*	30*	No	No	No
Nature Exhibits	Yes	Yes*	Yes*	No	No	No	No
Public Assembly	Yes	Yes	Yes	No	No	No	No
Auditoriums	Yes	Yes	25	30	No	No	No
Amphitheaters	Yes	Yes*	No	No	No	No	No
Outdoor Sports	Yes	Yes	Yes'	Yes'	No	No	No
Amusements	Yes	Yes*	Yes*	Yes*	No	No	No
Recreational	Yes	Yes*	Yes*	25*	30*	No	No
Resorts	Yes	Yes*	Yes*	Yes*	No	No	No
Parks	Yes	Yes*	Yes*	Yes*	No	No	No
Other	Yes	Yes*	Yes*	Yes*	No	No	No
<b>RESOURCE PRODUCT</b>							
Agriculture	Yes	Yes	Yes <sup>8</sup>	Yes <sup>9</sup>	Yes <sup>10</sup>	Yes <sup>10</sup>	Yes <sup>10</sup>
Livestock	Yes	Yes	Yes <sup>8</sup>	Yes <sup>9</sup>	No	No	No
Forestry	Yes	Yes	Yes <sup>8</sup>	Yes <sup>9</sup>	Yes <sup>10</sup>	Yes <sup>10</sup>	Yes <sup>10</sup>
Fishing	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Mining	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Other Resource	Yes	Yes	Yes	Yes	Yes	Yes	Yes

# Joint Land Use Study



**Table 7.1. Acreage within Noise Zones, CZ, and APZs.**

Category	Acreage Within CZs and APZs			Acreage Within Noise Zones, Not Included in CZs and APZs				Total
	Clear Zone	APZ I	APZ II	65-69	70-74	75-79	80+	
Air Corridor/Clear Zone	46	-	-	-	-	-	0	46
Commercial	0	21	49	-	0	0	0	70
Industrial	5	-	-	-	-	-	0	5
Public/Institutional	0	8	0	-	0	0	0	8
Mixed Use <sup>1</sup>	0	0	0	8	0	0	0	8
Open Space/Recreation	0	0	17	-	0	0	0	17
Residential	0	8	171	33	0	0	0	212
<b>Total</b>	<b>51</b>	<b>37</b>	<b>237</b>	<b>41</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>366</b>

“-” Represents compatible land use  
 1. Mixed use was characterized as potential residential land use zone.

# Joint Land Use Study



## Key considerations to note, based on this analysis, include the following:

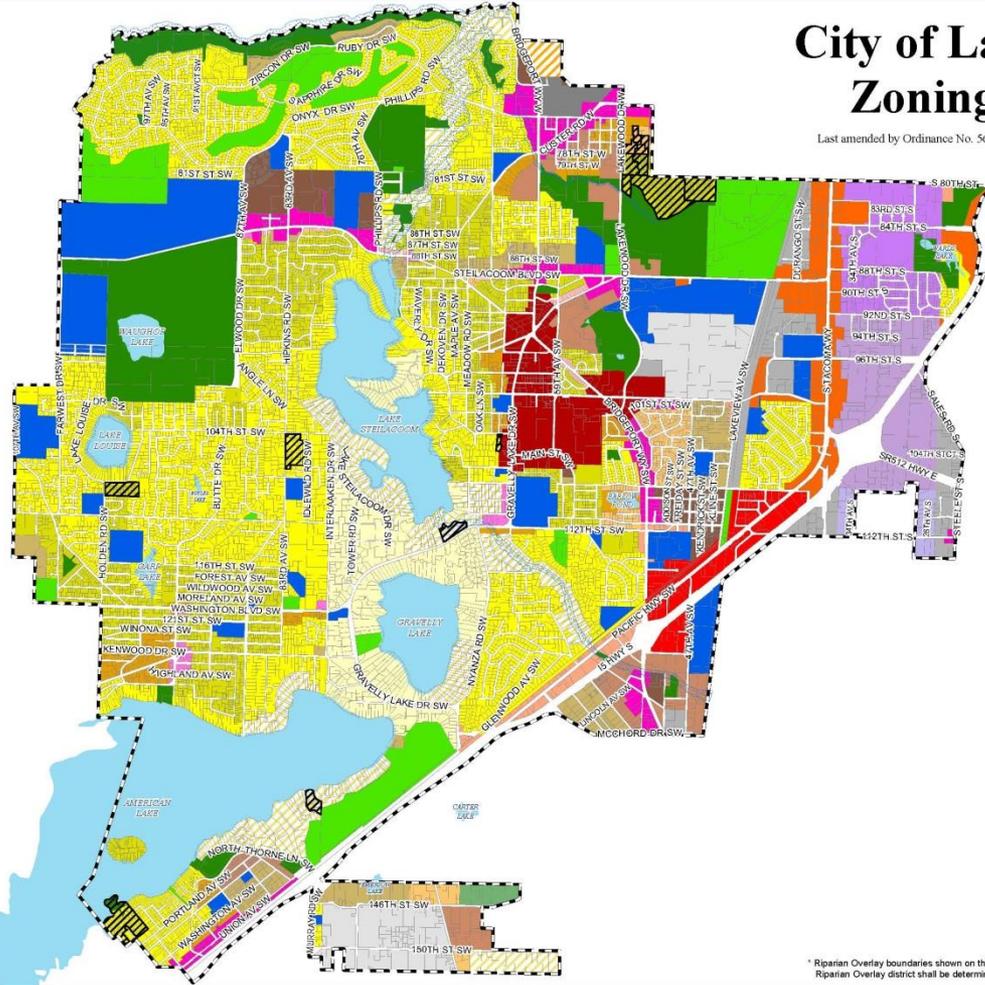
- Approximately 51 acres of incompatible land uses exist in the **CZ**.
- Most commercial and residential land uses are considered incompatible in **APZ I**. In total, 37 acres of such development exists.
- Residential development at densities greater than 2 dwelling units/acre in addition to some commercial and recreational uses are considered incompatible in **APZ II**. In total, 237 acres of incompatible development exists in this zone.
- Within the **DNL 65-74 dB zones**, residential development may be compatible if it incorporates noise level reduction (NLR) materials, but is generally discouraged unless there is a demonstrated community need and a lack of viable alternatives. There are 33 acres of residential development and 8 acres of mixed-use development within these zones.

# Joint Land Use Study



## City of Lakewood Zoning Map

Last amended by Ordinance No. 560 - adopted December 1, 2014.



- Air Corridor 1 (AC1)
- Air Corridor 2 (AC2)
- Arterial Residential/Commercial (ARC)
- Commercial One (C1)
- Commercial Two (C2)
- Commercial Three (C3)
- Central Business District (CBD)
- Clear Zone (CZ)
- Industrial One (I1)
- Industrial Two (I2)
- Industrial Business Park (IBP)
- Multi Family One (MF1)
- Multi Family Two (MF2)
- Multi Family Three (MF3)
- Military Lands (ML)
- Mixed Residential One (MR1)
- Mixed Residential Two (MR2)
- Neighborhood Commercial (NC1)
- Neighborhood Commercial (NC2)
- Open Space & Recreation One (OSR1)
- Open Space & Recreation Two (OSR2)
- Public / Institutional (PI)
- Residential One (R1)
- Residential Two (R2)
- Residential Three (R3)
- Residential Four (R4)
- Transit Oriented Commercial (TOC)
- Water/OSR1
- Lakewood City Limit
- Tax Parcel
- Riparian Buffer\*
- Planned Development District

Map Date: January 22, 2015  
 0 0.5 1 Mile

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 253-569-2489 for further information.

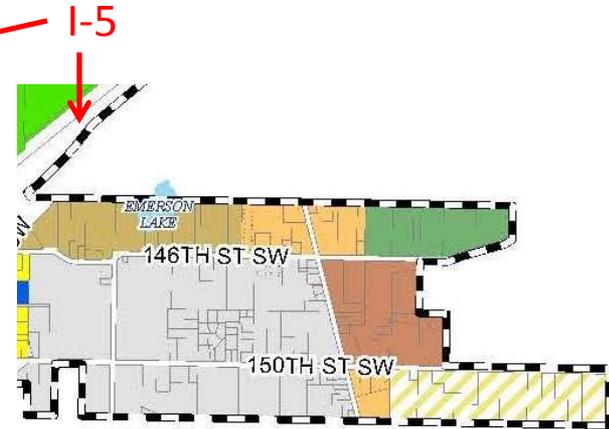
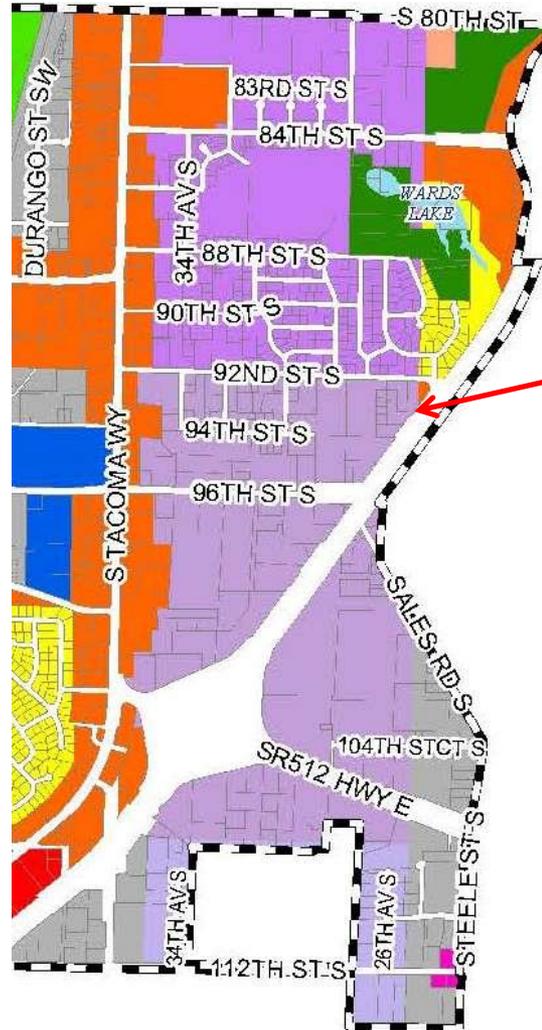
\* Riparian Overlay boundaries shown on this map are for reference purposes only. The specific limits of the Riparian Overlay district shall be determined through site specific analysis of slope and environmental conditions.

# Joint Land Use Study



## Lakewood military land use zones

- Air Corridor 1 (AC1)
- Air Corridor 2 (AC2)
- Arterial Residential/Commercial (ARC)
- Commercial One (C1)
- Commercial Two (C2)
- Commercial Three (C3)
- Central Business District (CBD)
- Clear Zone (CZ)
- Industrial One (I1)
- Industrial Two (I2)
- Industrial Business Park (IBP)
- Multi Family One (MF1)
- Multi Family Two (MF2)
- Multi Family Three (MF3)
- Military Lands (ML)



# Joint Land Use Study



**Table 6.2. Summary of Findings**

Government or Regional Planning Council	Borders Base	Within Clear Zone, APZ I, or APZ II	Types of Policies or Regulations			Other Mention of JBLM
			Compatible Land Use Patterns	Mitigation of Off-Base Impacts	Military Installations within Municipality	
DuPont	X				X	X
Lacey						X
Lakewood	X	X	X	X	X	X
Nisqually Indian Tribe	X				X	X
Pierce County	X	X	X	X	X	X
Puget Sound Regional Council	NA	NA	X			X
Rainier						X
Roy	X			X		X
Steilacoom	X			X		X
Tacoma		X	X	X		X
Thurston County	X		X	X		X
Thurston Regional Planning Council	NA	NA	X	X		X
Yelm	X		X			X

# Joint Land Use Study



## Comprehensive Plan Gap Analysis Matrix

The following table presents a high-level analysis of the existing comprehensive plans of partner cities and counties. The purpose is to identify whether existing plans address the compatibility issues identified in the JLUS and to serve as a guide for the applicability of the sample policy language contained in this appendix.

	Role of JBLM	Communication & Coordination	Support for Compatibility Implementation	Endangered Species	Information Exchange with JBLM	Increase Public Awareness	Aircraft Noise Attenuation	Large Weapons Noise Attenuation	Light pollution	Trespass on JBLM	Sound Attenuation	Urban Growth	Aircraft Safety
Pierce County													
Thurston County													N/A
DuPont													
Lacey				N/A			N/A	N/A		N/A	N/A	N/A	N/A
Lakewood				N/A								*	
Roy				N/A									N/A
Steilacoom				N/A									N/A
Tacoma				N/A				N/A		N/A	N/A		N/A
Yelm													N/A
Nisqually Indian Reservation													N/A

**Key:**

Fully Addressed	
Fully Addressed with Minor Revisions	*
Partially Addressed	
Not Addressed	
Pending JLUS Completion	
Not Applicable in Jurisdiction	N/A

# Joint Land Use Study



## Development Regulations Gap Analysis Matrix

The following table presents a high-level analysis of the existing development regulations of partner cities and counties. The purpose is to identify whether existing regulations address the compatibility issues identified in the JLUS and to serve as a guide for the applicability of the sample development regulations provided.

	Military Influence Overlay Area	Urban Growth	CZ/APZ regs				Noise Attenuation	Light pollution	Endangered Species
			McChord NCZ	McChord APZI	McChord APZ II	Imaginary Surfaces			
Pierce County					*				
Thurston County			N/A	N/A	N/A	N/A			
DuPont			N/A	N/A	N/A	N/A			
Lacey		NA	N/A	N/A	N/A	N/A		N/A	
Lakewood		*		*	*			N/A	
Roy			N/A	N/A	N/A	N/A		N/A	
Steilacoom			N/A	N/A	N/A	N/A		N/A	
Tacoma			N/A	N/A	N/A			N/A	
Yelm			N/A	N/A	N/A	N/A			
Nisqually Indian Reservation			N/A	N/A	N/A	N/A			



### Key:

Fully Addressed	
Fully Addressed with minor revisions	*
Partially Addressed	
Not Addressed	
Not Applicable in Jurisdiction	N/A



## Compatibility Issue Conclusions

### Urban Growth

- Additional urban growth within the McChord Field North Clear Zone (CZ) should be prohibited.
- Urban growth should be directed away from high noise areas and Accident Potential Zones (APZs), where feasible.
- Significant growth capacity in the Thurston Highlands Master Planned Community represents potential incompatibility.

### Endangered and Threatened Species and Habitat

- Listed species requirements limit the scope of training on JBLM training lands.

### Transportation

- Continuation of current, and exploration of new, solutions for JBLM-related and other traffic are needed, particularly as to how the base affects local road networks.

# Joint Land Use Study



## Compatibility Issue Conclusions cont'd

### Aircraft Safety

- Existing non-conforming incompatible uses exist in the McChord Field north CZ.
- In APZ II, uses categorized as incompatible include medium and high density residential uses in Tacoma and recreational uses in Lakewood.
- There are also six existing warehouses, trees, and a flagpole that penetrate the imaginary surfaces (height limitations.)

### Noise

- Areas in Lakewood and Tacoma near I-5 are zoned for residential, mixed use, and recreational uses categorized as incompatible or conditionally compatible.
- Incompatible or conditionally compatible land uses in the JBLM large weapon noise zones include Roy, parts of Yelm and DuPont, the Nisqually Indian Reservation, and parts of the urban growth area in unincorporated Thurston County near Lacey.



## Compatibility Issue Conclusions cont'd

### Trespass and Unauthorized Access to JBLM Range and Training Lands

- The continuing management of access to training lands will limit trespass and competition for access to military training lands while maintaining legitimate compatible recreational uses.

### Communication and Coordination

- Communication and coordination among JLUS partners are critical for the implementation of compatibility recommendations.

# Joint Land Use Study



## Key Lakewood-related findings of the analysis include:

The City of Lakewood’s southwestern border is adjacent to JBLM. Most of the City’s southeastern border is just across I-5 from JBLM. There is also a small area of land across from I-5 that is within the City’s jurisdiction, known as the Woodbrook Area.

The easternmost tip of Lakewood is within the McChord Field NCZ, APZ I, and APZ II (also referred to as the “air corridor”). The City’s zoning and land use maps show that the parcels adjacent to the base are designated for a variety of uses, including open space, single-family residential, multi-family residential, mixed use, commercial, institutional, and industrial.



## Key Lakewood-related findings of the analysis include:

Lakewood's comprehensive plan (2014) and municipal code have policies and regulations in place to address military lands and the air corridor (Goals LU 35-39.)

Sections 18A.30.700 through 18A.30.790 of the City's municipal code describe the City's military-related zoning districts: Military Lands (ML), Clear Zone (CZ), Air Corridor 1 (AC1), and Air Corridor 2 (AC2); grandfathered uses exist and permitted uses may allow for additional incompatible development.



## Lakewood-Specific Issues:

### Clear Zone Encroachment

Of greatest concern is the presence of incompatible land uses in the McChord Airfield Clear Zone (CZ). There are existing uses on the western and eastern edges of the CZ that are incompatible, including industrial uses and storage condominium units (individual, privately owned storage units).

The majority of these uses are nonconforming uses built before the City of Lakewood adopted a Clear Zone zoning designation in 2001. The Clear Zone zoning designation which prohibits most uses; however, it allows for established non-conforming uses to continue and allows for the potential development of some new land uses. As noted above, any land uses other than airfield infrastructure is incompatible in the CZ.



## Lakewood-Specific Issues cont'd

### Clear Zone Encroachment cont'd

A small area of land within the City of Lakewood along the western edge of the CZ is zoned industrial. This zoning is incompatible with the CZ. One other issue of concern for the CZ is the presence of two adjacent industrial uses, also within the City of Lakewood, that emit steam plumes located at Steele Street S and 112th Street S, and on the east side of I-5 just north of State Route 512.

While not located inside the CZ, these uses could pose aviation hazards.



## Lakewood-Specific Issues cont'd

### Accident Potential Zone Encroachment

Within Accident Potential Zone (APZ) I and Accident Potential Zone (APZ) II, all existing uses and zoning designations are categorized as either conditionally compatible or incompatible.

In APZ II, the Star Lite Swap Meet, located in the City of Lakewood, is a popular weekend destination for the public. There are areas zoned by the City of Tacoma for residential uses and by the City of Lakewood for recreational uses.

These existing uses and zoning designations allow for concentrations of people, which increases the safety risks associated with APZ II.



## Lakewood-Specific Issues cont'd

### Accident Potential Zone Encroachment cont'd

The majority of APZ I and II within the City of Lakewood falls within either the Air Corridor 1 (AC1) or Air Corridor 2 (AC2) zoning designations. These zoning designations were adopted to ensure that future development is compatible with JBLM air operations and contain limits on intensity and development standards such as noise attenuation requirements and prohibitions on uses that emit smoke or dust that would interfere with aircraft operations. These development standards would ensure that land uses listed as conditionally compatible in Table 1 of the JLUS would be developed in a way that is compatible.

Residential uses are not categorized as compatible in APZ I and categorized as compatible in APZ II only at densities less than 2 dwelling units per acre. However, both the AC1 and AC2 zoning designations allow for the continuation of non-conforming uses and allow certain other uses, including some residential uses to continue.



## Lakewood-Specific Issues cont'd

### Accessory Dwelling Units in Lakewood

The issue of Accessory Dwelling Units (ADUs) in APZ I and II was raised by the TWG. Discussion focused on acknowledgement of the issue and whether any action is needed in the JLUS. The issue relates to whether the additional population density that could potentially result from the development of additional ADUs within the APZs would be a cause for concern, given compatibility criteria that discourage high concentrations of people within the APZs.

Lakewood staff did not see any potential expansion or intensification of ADUs or home-based daycare facilities in APZ I and II. However, any increase in density of residential uses or daycare facilities in the APZs would not be compatible with the compatibility guidance cited in this report and should be discouraged.

# Joint Land Use Study



## Lakewood-Specific Issues cont'd

### Accessory Dwelling Units in Lakewood cont'd

ADUs are currently allowed under the City of Lakewood zoning code in both APZs I and II as accessory uses to single-family residences. Existing single-family development in these areas is allowed as a pre-existing use. While no new single-family residential development can be built, ADUs have been authorized since 2000. ADUs do not require a permit although they are required to be recorded on deeds.

Lakewood considers the ADUs in these areas to be a minor concern given that they are located in stable single-family neighborhoods that are unlikely to convert to industrial or other uses any time soon. So while additional residential development within APZ I should be discouraged, the potential for significant residential growth resulting from the development of ADUs is low.

Home-based daycare facilities, also permitted as an accessory use in existing single-family areas, are of more concern. The City of Lakewood, in conjunction with the Department of Social and Health Services (DSHS) (which licenses home-based daycares), has denied permits for home-based daycares in APZ I and II based on safety concerns.

# Joint Land Use Study



## Lakewood-Specific Issues cont'd

### Aircraft noise zones for McChord Field

There are a few small areas in Lakewood and Tacoma that are incompatible. Uses in these areas include residential, mixed use, and recreation. People in these areas may complain about exposure to high levels of noise.

Other City of Lakewood, City of Tacoma, and Pierce County zoning designations within the aircraft noise zones for McChord Field are either conditionally compatible or compatible. Future growth in these areas will be consistent with zoning designations, and as such will likely not result in any compatibility issues with JBLM that cannot be mitigated.

### Imaginary Surfaces

There are also six existing warehouses, trees, and a flagpole that penetrate the imaginary surfaces. JBLM has surveyed and continues to monitor trees within the vicinity of McChord Field. Cooperative efforts with landowners to manage trees by trimming or planting low growing species should be encouraged.



## Near-Term Actions

Strategy #	Strategy	Lead/Partners
2	<b>Incorporate compatibility in updates of local Comprehensive Plans</b>	<i>Lead: Nisqually Tribe; Cities and Counties in JLUS Study Area</i>
3	<b>Analyze local transportation impacts</b>	<i>Lead: SSMCP Partners: WSDOT; JBLM; Nisqually Tribe; Local, County, and Regional governments</i>
5	<b>Share information about JBLM and activities among internal and external stakeholders</b>	<i>Lead: SSMCP Partners: JBLM; Nisqually Tribe; Local, County, and Regional governments</i>

# Joint Land Use Study



## Mid-Term Actions

Strategy #	Strategy	Lead/Partners
7	Establish or strengthen notification and planning processes to increase communication between JBLM and neighboring jurisdictions	<i>Lead:</i> SSMCP <i>Partners:</i> JBLM; Nisqually Tribe; Local, County, and Regional governments
9	Incorporate specific land use compatibility requirements into local zoning codes and ordinances	<i>Lead:</i> Nisqually Tribe; Local, County, and Regional governments
10	Incorporate considerations of aircraft safety and military operational noise into local jurisdiction planning and permitting processes.	<i>Lead:</i> SSMCP <i>Partners:</i> JBLM; Nisqually Tribe; Local, County, and Regional governments
13	Promote sound attenuation building standards and/or energy efficiency practices in new buildings	<i>Lead:</i> SSMCP <i>Partners:</i> Nisqually Tribe; Local, County, and Regional governments

# Joint Land Use Study



## Mid-Term Actions

Strategy #	Strategy	Lead/Partners
15	<b>Conduct a lighting study to refine the geographic area in which a Military Lighting Overlay District may be applied based on JLUS Implementation entity and stakeholder input</b>	<i>Lead: SSMCP</i> <i>Partners: JBLM; Nisqually Tribe; Local, County, and Regional governments</i>
16	<b>Establish a process for coordination among JBLM and neighboring communities to seek ways to provide adequate rental housing for servicemembers.</b>	<i>Lead: SSMCP</i> <i>Partners: JBLM</i>

# Joint Land Use Study



## Long Term Action – RE Disclosures

Strategy	Actions/Examples
<p>Real estate tools - disclosures, deed restrictions, hold harmless agreements</p>	<p><b>Adopt or promote real estate disclosure in sensitive areas</b></p> <ul style="list-style-type: none"> <li>· Release of information on possible impacts (noise/vibration, air safety zones) to prospective buyers or renters as part of real estate transactions for properties close to test/training impacts</li> <li>· Consider requiring recording of a note regarding the location of a parcel/tract within any designated airspace, noise or safety zone. Note appears on title to real property as part of any discretionary development permit, approval, or property transfer</li> <li>· Can be mandatory or voluntary disclosure</li> <li>· Can be implemented through a local or state-wide mechanism</li> <li>· Cal Portland mine redevelopment, Thurston Highlands master planned community</li> </ul> <p><b>Explore use of covenants, easements, and other deed restrictions to promote compatibility</b></p> <ul style="list-style-type: none"> <li>· Easements are conditions voluntarily accepted by property owners or purchased by agencies to secure the rights to allow or limit specific property uses or development</li> <li>· Avigation easements, for example, are tailored to impacts associated with aircraft overflight and any attendant noise, dust, vibration, etc.</li> <li>· These actions are referred to as “less than fee simple” purchase</li> <li>· Could also be explored as a condition of subdivision approval</li> </ul> <p><b>Explore use of hold harmless agreements</b></p> <ul style="list-style-type: none"> <li>· Legal document between property owner and installation that is recorded with the property title</li> </ul>

# Joint Land Use Study

## Long Term Action – RE Disclosures



### City of Virginia Beach:

Most areas of Hampton Roads, to a greater or lesser extent, experience aircraft noise and overflight. Property owners, renters, and lessees need to be aware of whether their property is located within a noise zone or APZ.

Virginia law requires that any person marketing property for sale, rental, or lease within a noise zone or APZ provide written disclosure to all prospective purchasers, renters, or lessees that such property is located within a noise zone or APZ.

The Hampton Roads REALTORS® Association also encourages its members to provide written disclosure in all real estate transactions and advise their clients to verify whether property is located within a noise zone or APZ, especially in property transactions with non-members.

# Joint Land Use Study



## Long Term Action – RE Disclosures

### Statewide Mandatory, with Caveats • Joint Base Andrews- Maryland:

Requires inclusion of the following in all seller disclosure forms in the State of Maryland:

**MILITARY INSTALLATIONS:** This Section does not apply in Allegany, Carroll, Frederick, Garrett, Howard, Montgomery, and Washington Counties. Buyer is advised that the Property may be located near a military installation that conducts flight operations, munitions testing, or military operations that may result in high noise levels.

**MILITARY OPERATIONS.** The Property may be located near Joint Base Andrews Naval Air Facility Washington ("Andrews Air Force Base") or locations where military flight operations occur. Properties located near military aircraft operation centers may be impacted by varying degrees of noise, potential aircraft accidents consistent with other airfields or military operations. Andrews Air Force Base may conduct flight operations at any time, seven days per week, twenty-four hours a day. The effects of military operations may extend beyond the boundaries of the military facilities. Buyer is encouraged to contact Andrews Air Force Base (Public Affairs Office) or seek additional information from the Maryland National Capital Park and Planning Commission (MNCPPC) regarding the impact of military operations in the area considered for purchase. Additional information may be available at [www.PGAtlas.com](http://www.PGAtlas.com), and from the Air Installation Compatible Use Zone (AICUZ) Study prepared by Andrews Air Force Base which is available at <http://www.andrews.af.mil>

# Joint Land Use Study

## Long Term Action – RE Disclosures



### **Camp Bullis Awareness Zone Voluntary Real Estate Disclosure Statement:**

If you are contemplating buying, selling or developing a property near Camp Bullis, or otherwise arranging or a tract of land near Camp Bullis to be occupied, you should be aware that the area depicted on this map from the June 2009 Camp Bullis Joint Land Use Study (JLUS) may be subject to noise or other conditions from military operations at Camp Bullis. These conditions could possibly include noise from low flying helicopters and fixed wing aircraft, firing ranges (small arms fire and grenades), vehicles, loud music, and the demolition of unexploded devices. The noises may be occurring at any time of the day or night. These areas may also be subject to dust from frequent military maneuver operations.

Camp Bullis has been an active military facility since 1917 and new occupants or residents moving to locations near its borders should realize that they could experience the above conditions resulting from living near a busy military installation. Additional information concerning Camp Bullis is available at the JLUS website: [www.campbullisjlus.com](http://www.campbullisjlus.com).

# Joint Land Use Study



## Next Steps re JBLM Joint Land Use Study:

- **Identify members for and convene JLUS Implementation Oversight Committee (JIOC)**
- **Review, prioritize (if needed) and schedule Implementation Plan recommendations**
- **Identify potential funding needs & sources**

# SSMCP Staff Contacts

**Tiffany Speir**

Program Manager

253-983-7772 | [tspeir@cityoflakewood.us](mailto:tspeir@cityoflakewood.us)



**Sierra McWilliams**

Program Coordinator

253-983-7774 | [smcwilliams@cityoflakewood.us](mailto:smcwilliams@cityoflakewood.us)



Partnership website: [www.ssmcp.org](http://www.ssmcp.org)

JBLM Joint Land Use Study website: [www.jblm-jlus.com](http://www.jblm-jlus.com)





**TO:** Mayor and City Councilmembers

**FROM:** David Bugher, Assistant City Manager/Community & Economic Development Director

**THROUGH:** John J. Caulfield, City Manager 

**DATE:** November 2, 2015

**SUBJECT:** Parking Lots in the APZ II (Zoning - Air Corridor II)

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**Background:** On December 15, 2014, the City Council considered Ordinance No. 601, a zoning text amendment, to allow satellite parking in the Air Corridor II zoning district.

The proposed amendment was requested by the owner of the Starlight Swap Meet to allow the use of a vacant lot across 84th Street SW from the Swap Meet as a satellite parking area. The proposed amendment would add the AC2 zoning district to the list of areas where satellite parking lots may be considered.

Satellite parking lots are currently allowed (with an administrative use permit) in “commercial zones” per LMC Section 18A.50.550 (F). The term “commercial zones” includes the NC1, NC2, ARC, CBD, TOC, C1, C2 and C3 zoning districts per LMC Section 18A.02.130.K. The proposed amendment would change LMC 18A.50.550 (F), to allow satellite parking areas “in commercial and AC2 zones within one-half mile of the sending site.”

Both the Community and Economic Development Department and the Planning Advisory Board, now Planning Commission, had recommended denial of the amendment.

The City Council, after reviewing the public record, and taking into account the recommendations, took the following action:

COUNCILMEMBER BRANDSTETTER MOVED TO POSTPONE ACTION ON THE ZONING CODE AMENDMENT (ORDINANCE NO. 601) UNTIL COMPLETION OF THE JOINT LAND USE STUDY AND A RECONSIDERATION BY THE PLANNING COMMISSION OF THE CODE PERTAINING TO SATELLITE PARKING IN COMMERCIAL ZONES. SECONDED BY COUNCILMEMBER BARTH.

ROLL CALL VOTE WAS TAKEN ON THE MOTION AS FOLLOWS:

AYES: 6 – BOCCHI, BRANDSTETTER, MOSS, SIMPSON, BARTH AND  
MAYOR ANDERSON.

NAYS: 1 – DEPUTY MAYOR WHALEN.

THE MOTION WAS DECLARED ADOPTED.

As of October 29, 2015, the Joint Base Lewis McChord Joint Land Use Study has been completed and accepted by the elected officials representing the South Sound Military Communities Partnership (SSMCP).

**Parking Lots in the APZ I & II:** Within Appendix B of the JLUS Implementation Plan, there are charts that identify what is considered compatible or not for the CZ, APZ I & II, and the Noise Zones per federal guidance. Auto Parking is listed as not compatible in a CZ, and compatible in the APZ I & II areas. At first glance, satellite parking would not appear to be a problem.

However, when applying the existing swap meet operations with the other data tables within the JLUS Implementation Plan, it is likely that the swap meet exceeds intensity limitations (number of people per acre). The inclusion of new parking facilities could actually exacerbate existing conditions, thus, representing an encroachment upon McChord Field at least in the APZ II location.

Pursuant to the Council's direction, we will schedule a review of Ordinance No. 601, and its relationship with the JBLM JLUS, and the JLUS Implementation Plan, with the Planning Commission, after the Commission has completed its work of the critical areas/floodplain regulations.



TO: Mayor, Deputy Mayor and City Councilmembers  
FROM: Adam Lincoln, Assistant to City Manager  
THROUGH: John J. Caulfield, City Manager  
DATE: November 2, 2015  
SUBJECT: Municipal Court Services Update

**Discussion:**

The City of Lakewood uses a detailed costing model to show exactly what services each contracted municipality should pay for.

In 2014, the City conducted an analysis of the cost and capacity of the Municipal Court system. The analysis led to the creation of a model that establishes a method for the City of Lakewood to charge other municipalities for Municipal Court services based on the services that each municipality uses. This model has then been applied to the interlocal agreements so that the partnering cities and town are accurately charged for fair shares of court services.

**Next steps:**

University Place will see a decrease in their cost due to a decrease in their use of court services while Steilacoom and DuPont will see increases in their costs due to increased use of court services.

Overall costs of the court system have increased by nearly 6%. This is primarily driven by the cost public defense services, cost of living increases, and increases in the cost of overhead.

Municipality	2015 Adopted Contract Amount	2015 Adjusted Rate (Estimate)	2016 Revised Contract Amount	Percent Change (2015 Contract vs 2016 Contract)
University Place	\$170,589	\$162,397	\$152,079	(11%)
Steilacoom	\$99,329	\$107,230	\$136,264	37%
DuPont	89,044	\$106,459	\$122,986	38%
Total	\$358,962	\$376,132	\$411,329	15%

# MUNICIPAL COURT

Serving

**LAKEWOOD**  
**UNIVERSITY PLACE**  
**STEILACOOM**  
**DUPONT**

## 2016 Court Cost Update

- University Place ILA approved 2015 through 2020
- Steilacoom ILA approved 2015 through 2020
- DuPont ILA approved 2015 through 2019



### Municipal Court

12.5 Employees/Wages/Benefits	\$1,251,180
1 Court Sgt (paid via Police Department budget)	\$147,480
Public Defenders	\$451,200
Operating Expenses	\$439,657
<b>TOTAL</b>	<b>\$2,289,517</b>

### Legal Department- Criminal Division

9 Employees/Wages/Benefits	\$338,457
Contract Prosecutors	\$130,000
Operating Expenses	\$88,385
<b>TOTAL</b>	<b>\$556,842</b>

**2016 Grand Total = \$2,846,359**

\* Employees number includes partial employees and not an FTE count.



## 2016 Criminal Cases Plus Infractions Estimates

Lakewood	12,225	87.3%
University Place	554	4.0%
Steilacoom	594	4.2%
DuPont	627	4.5%
<b>TOTAL</b>	<b>14,000</b>	<b>100%</b>

\*This allocation is based on 2015 year-end estimates, and applied to the 2016 budget as memorialized in the adopted ILAs.



# 2016 Cost per Municipality

Municipality	Percent of caseload	Courtroom costs	Administrative Cost	Paid Tickets Cost	Prisoner Transport Cost	Total Contract Cost
Lakewood	87.3%	\$1,005,793	\$1,383,087	\$8,183	\$37,968	\$2,435,031
University Place	4.0%	\$77,230	\$63,372	\$239	\$11,238	<b>\$152,079</b>
Steilacoom	4.2%	\$67,366	\$66,540	\$739	\$1,619	<b>\$136,264</b>
DuPont	4.5%	\$48,627	\$71,293	\$1,170	\$1,896	<b>\$122,986</b>
<b>Totals</b>	100%	\$1,199,016	\$1,584,292	\$10,331	\$52,721	\$2,846,360

**2016 Total Budget Amount = \$2,846,360**



To: Mayor and City Councilmembers

From: Adam Lincoln, Management Analyst

Through: John J. Caulfield, City Manager

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

Date: November 2, 2015

Subject: EDB 2016-2020 annual budget allocation

**Background:** The City of Lakewood is a partner with the Pierce County Economic Development Board (EDB). The City helped shape the EDB's new five-year strategic plan and helps with the creation and implementation of a county-wide economic development agenda. The City has made a financial commitment of \$15,000 to the EDB for 2015 and is committed to a contribution of \$15,000 in 2016.

In September, the EDB as a follow-up to their presentation to the City Council, asked the City to increase its contribution to \$20,000 per year starting in 2016. The increase would result in a commitment of \$100,000 from 2016 to 2020. The EDB believes that their new strategic plan requires a larger budget than what was previously projected under the previous work program.

**Recommendation:** The City of Lakewood has already committed to contributing \$15,000 as part of the 2016 budget. The City should continue with committing \$15,000 in 2016 and commit to \$20,000 per year for 2017 to 2020 for a total commitment of \$95,000, subject of course to future City Council consideration and approval as part of the biennial budget process during these years.



TARGA SOUND TERMINAL LLC  
4130 E 11th, Tacoma, WA 98421  
(253) 272-9348 1-800-426-9799

September 14, 2015

John Caulfield  
City Manager  
City of Lakewood  
6000 Main Street SW  
Lakewood, WA 98499-5027

Dear Mr. Caulfield,

Thank you for board level, hands-on participation in strategizing the Economic Development Board's future actions and impacts. It is excellent to have public sector participation in programs that look beyond local jurisdictions and embrace a county-wide agenda.

The EDB's 2016-2020 **Complete. Every Day. Forever.** Program of Work embeds key innovations suggested by investors and stakeholders through the study, the Report and Recommendations, the refinement committee and board member feedback. The plan encompasses (a) hard goals, (b) specific strategies to achieve success, (c) transparent reporting and (d) cluster industry emphasis to make the most of assets and opportunities. As a participant in the planning and review processes, you have been one of the drivers in representing municipal points of view.

Given the economic impact projection for Pierce County GDP growth based upon effective program implementation, there is no doubt that we want to earn the benefit of \$1.1B in fresh new spend effective 2020 and yearly thereafter.

For these reasons, I am available to work with you, mayor and council to implement the new plan and to do so with an investment commitment that is commensurate with tasks at hand. It is requested that the City of Lakewood enhances its investment in the Economic Development Board for Tacoma – Pierce County with a pledge in the amount of \$20,000 annually for five years. The commitment at this level is consistent with the acceptance of the work plan across both the public and private sectors.

I recognize that the city's financial commitment is subject to annual budget reviews. However, a timely pledge intention will move the campaign forward and helps ensure that we are prepared for 2016 in a timely manner. Please contact me for additional information at any time.

Sincerely,

Troy M. Goodman  
President - Targa Sound Terminal  
Chair – EDB for Tacoma-Pierce County

Enclosure



ECONOMIC DEVELOPMENT BOARD  
FOR TACOMA-PIERCE COUNTY

# PLEDGE FORM

City Manager  
City of Lakewood  
6000 Main Street SW  
Lakewood, WA 98499-5027

Economic Development Board Tacoma-Pierce County Board of Directors:

The City of Lakewood is pleased to invest annually in the EDB board approved Program of Work 2016-2020 "Compete. Every Day. Forever." The plan to attract and retain primary businesses is consistent with the city's intent to "improve the economic well-being of Lakewood through efforts that increase job creation, job retention, tax base enhancements and quality of life."

Our pledge payment schedule is expected to be as follows:

CALENDAR YEAR	PAYMENT	AMOUNT	CUMULATIVE
2016	2 <sup>nd</sup> Q 2016	\$20,000.00	\$20,000.00
2017	2 <sup>nd</sup> Q 2017	\$20,000.00	\$40,000.00
2018	2 <sup>nd</sup> Q 2018	\$20,000.00	\$60,000.00
2019	2 <sup>nd</sup> Q 2019	\$20,000.00	\$80,000.00
2020	2 <sup>nd</sup> Q 2020	\$20,000.00	\$100,000.00

Payable to:

Economic Development Board for Tacoma – Pierce County  
Post Office Box 1555  
950 Pacific Avenue, Suite 410  
Tacoma WA 98401-1555

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date



ECONOMIC DEVELOPMENT BOARD  
FOR TACOMA-PIERCE COUNTY

# LETTER OF INTENT

FROM

City Manager  
City of Lakewood  
6000 Main Street SW  
Lakewood, WA 98499-5027

TO

Economic Development Board Tacoma-Pierce County  
ATTN: "Compete. Every Day. Forever." Campaign Leadership Team

The City of Lakewood intends to invest in the EDB board approved Program of Work 2016-2020 "Compete. Every Day. Forever." thereby continuing our support of the economic development organization. Due to operations procedures and budgeting process, it is anticipated that formal approval of the PLEDGE FORM will be completed by:

October 15, 2015

DATE

The pledge request will go forward for municipal consideration and approval as follows, and will be executed and forwarded to the EDB ASAP and no later than October 30, 2015.

CALENDAR YEAR	PAYMENT	AMOUNT	CUMULATIVE
2016	2 <sup>nd</sup> Q 2016	\$20,000.00	\$20,000.00
2017	2 <sup>nd</sup> Q 2017	\$20,000.00	\$40,000.00
2018	2 <sup>nd</sup> Q 2018	\$20,000.00	\$60,000.00
2019	2 <sup>nd</sup> Q 2019	\$20,000.00	\$80,000.00
2020	2 <sup>nd</sup> Q 2020	\$20,000.00	\$100,000.00

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date