



GENERAL GOVERNMENT & PUBLIC SAFETY COMMITTEE
DECEMBER 12, 2016
5:30 P.M.
COUNCIL CHAMBERS

1. **REVIEW PROPERTY RETAINED**
JOE UPTON, POLICE COMMANDER
(STAFF REPORT ATTACHED)

2. **COMCAST FRANCHISE AMENDMENT**
STEVE KIRKMAN, PUBLIC AFFAIRS MANAGER
(STAFF REPORT ATTACHED)



**GENERAL GOVERNMENT &
PUBLIC SAFETY COMMITTEE
December 12, 2016**

SUBJECT: Yearly review of property retained by the Police Department.

RECOMMENDATION: RCW 63.32.01 requires a yearly review of property retained by the Police Department by the City's Mayor or Council.

STAFF CONTACT: Scott Spence, City Manager *SS*
Dusty Pierpoint, Police Chief
Joe Upton, Police Commander *JU*

ORIGINATED BY: Police Department

ATTACHMENTS: [2016 Police Department Retained Property List](#)

FISCAL NOTE: None.

PRIOR REVIEW: None.

BACKGROUND:

RCW 63.32.010(2) states Police Departments may:

“Retain the property for the use of the police department subject to giving notice in the manner prescribed in RCW 63.32.020 and the right of the owner, or the owner's legal representative, to reclaim the property within one year after receipt of notice, without compensation for ordinary wear and tear if, in the opinion of the chief of police, the property consists of firearms or other items specifically usable in law enforcement work: PROVIDED, That at the end of each calendar year during which there has been such a retention, the police department shall provide the city's mayor or council and retain for public inspection a list of such retained items and an estimation of each item's replacement value.”

The attached “retained property list” complies with this RCW instruction and provides the Mayor and City Council with the list of items currently retained by the Police Department along with their current location and estimated value. This list is exactly the same as the 2015 retained property list with the exception of one pair of bolt cutters that was added in July of 2016.

ADVANTAGES:

1. Compliance with RCW 63.32.010(2).
2. Retention of selected items assists the Police Department in the performance of official duties and helps decrease the expenditure of public funds.

DISADVANTAGES:

1. None.

2016

Lacey Police Department Retained Property List

<u>Case #</u>	<u>Description</u>	<u>Location</u>	<u>Approx. Value</u>
2006-3914	Two tree limb cutters	Response Trailer	\$40
2007-1322	24" bolt cutters	Sgt. Vehicle	\$20
2008-4414	"Dakine" brand backpack	Bait Vehicle	\$15
2008-4751	Coleman Generator	Response Trailer	\$300
2009-2055	"Nextar" brand GPS unit	Bait Vehicle	\$60
2009-2905	"Rosetti" brand purse	Bait Vehicle	\$20
2009-4680	"Garmin" brand GPS unit	Bait Vehicle	\$80
2011-0750	"LG" brand 55" LED TV	Briefing Room	\$600
2011-0750	Honda Generator ES6500	Impound Yard	\$900
2011-4190	24" bolt cutters	Sgt. Vehicle	\$20
2013-6829	128GB Apple i-pad air 174	Detectives	\$400
2013-6829	128GB Apple i-pad air 174	Detectives	\$400
2013-6829	128GB Apple i-pad air 174	Detectives	\$400
2016-2792	36" bolt cutters	Patrol Vehicle	\$40



**GENERAL GOVERNMENT &
PUBLIC SAFETY MEETING**
December 12, 2016

SUBJECT: Amendment to Franchise Agreement with Comcast Cable Communications Management, LLC

RECOMMENDATION: Forward to the full City Council with a recommendation to authorize the City Manager to approve an amendment to the City's franchise agreement with Comcast Cable Communications Management, LLC, allowing the company to relocate its in-person customer service center.

STAFF CONTACT: Scott Spence, City Manager *SS*
Liz Gotelli, Public Affairs and Human Resources Director *LGD*
Steve Kirkman, Public Affairs Manager *SK*

ORIGINATED BY: Public Affairs Department

ATTACHMENTS:

1. [Proposed Amendment to Franchise Agreement with Comcast Cable Communications Management, LLC](#)
2. [Exhibit of New Comcast Customer Service Center Format \(Tukwila Location\)](#)

FISCAL NOTE: No fiscal impact is anticipated.

PRIOR REVIEW: None

BACKGROUND:

Comcast has notified the city that the company has adopted a new in-person customer service format that its current location on Yauger Way in West Olympia cannot accommodate. The company has requested an amendment to its Cable Television Franchise Agreement with the city to allow relocation of its customer service facility to the Capital Village Shopping Center in West Olympia.

Section 6.3 of the franchise agreement, adopted in 2009, dictates that the customer service location will be situated at 440 Yauger Way SW, Olympia, which is also the location of Comcast's main operations center in Thurston County. An amendment to the franchise is required to approve the relocation.

The cities of Olympia and Tumwater, as well as Thurston County, have similar Yauger Way customer service location requirements in their franchises with the company. They are also in the process of amending their franchise documents.

Comcast has indicated the new customer service location will be open during the same business hours as the current location (9:00 a.m. to 7:00 p.m., Monday through Saturday, and 12:00 noon to 4:00 p.m. on Sundays), and will continue to fulfill all obligations specified in franchise, including the ability for customers to pick up and return equipment and pay bills. Comcast has opened locations featuring the new format in Tacoma and Tukwila.

The relocation will not have an effect on the studios of Thurston Community Media (TCTV) at the Yauger Way facility.

Comcast has adopted an outreach plan to inform customers and the general public about the relocation plans, including bill inserts; radio messages; signage at the existing service center location; digital cable box messages to subscribers; notices at Comcast.com and the “My Account” app; as well as message placement on search engines.

The projected schedule for starting operations at the new location is mid-January 2017.

ADVANTAGES:

1. The relocated customer service center will likely provide more convenient customer access, as well as improve customer experiences.

DISADVANTAGES:

1. The relocation will require some degree of change in customer habits; Comcast has adopted a customer/public outreach plan that should help to alleviate this issue.

**AMENDMENT NO. 1
TO
CABLE TELEVISION FRANCHISE AGREEMENT BETWEEN
CITY OF LACEY, WASHINGTON
AND
COMCAST OF WASHINGTON IV, INC.**

THIS AMENDMENT, made and entered into this ___ day of December, 2016, by and between the City of Lacey, Washington, a municipal corporation of the State of Washington, hereinafter called "City," and Comcast Cable Communications Management, LLC, a Washington Limited Liability Corporation, hereinafter called "Comcast," amends the non-exclusive Cable Television Franchise agreement with Comcast granted under City of Lacey Ordinance No. 1325, hereinafter called "Franchise," authorizing the relocation of the Comcast's in-person customer service facility, and amending Comcast's name under the Franchise to "Comcast Cable Communications Management, LLC."

WHEREAS, Comcast's in-person customer service location is currently located at 440 Yauger Way SW, Olympia, Washington, as reflected in Comcast's Franchise with the City; and

WHEREAS, Comcast is planning to relocate its in-person customer service facility, and has requested that the City amend its Franchise with Comcast to allow the change of location; and

WHEREAS, Comcast will continue to operate its in-person customer service facility at its current location until the new location is open to the public, and Comcast will provide notice to its customers and the community of the new location when opened; and

WHEREAS, the relocation of Comcast's in-person customer service facility will not affect the continuation of the current PEG Access Studio location at 440 Yauger Way SW, Olympia, Washington; and

WHEREAS, it has come to the attention of the City that Comcast's name has changed.

NOW, THEREFORE, IT IS HEREBY AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. Subsection 6.3 of the Cable Television Franchise granted under Ordinance No. 1325 between the City of Lacey, Washington, and Comcast of Washington IV, Inc. shall be amended as follows:

6.3 Customer Service Location(s)

The Grantee must maintain, at a minimum, ~~the a~~ customer service ~~location at 440 Yauger Way SW, Olympia, throughout the term of this Franchise or the expiration of its lease, whichever is sooner~~ facility located in a retail area not more than five miles from the Washington State Capitol Campus, which shall be open and staffed during Normal Business Hours, to provide Subscribers the opportunity to pick up a return

Subscriber equipment, make bill payments, access information related to services and products and/or speak with a Customer Service Representative.

2. The Franchise shall also be amended to reflect a change Comcast name from Comcast of Washington IV, Inc., to Comcast Cable Communications Management, LLC.
3. That except as modified by this amendment, all other terms and conditions of the Franchise granted under City of Lacey Ordinance No. 1325 shall remain in full force and effect.
4. This amendment shall take effect upon the written acceptance hereunder by an authorized representative of Comcast.

In witness thereof, the parties have hereunto set their hands this day and date first above written

CITY OF LACEY

COMCAST CABLE COMMUNICATIONS
MANAGEMENT LLC

By _____
Scott H. Spence, City Manager

By _____
Its _____

ATTEST

Carol Litten, City Clerk

APPROVED AS TO FORM

David Schneider, City Attorney

