



WEEKLY REPORT TO THE CITY COUNCIL

August 6, 2015

Members of the City Council
City of Tacoma, Washington

Dear Mayor and Council Members:

ITEMS OF INTEREST

1. The Community and Economic Development Department provides the attached **brochure on the Neighborhood Council Program**. This **outreach effort to promote civil involvement** is a result of the Neighborhood Council Program review done in 2011-2012 and the budget enhancement in 2013-2014.
2. Tax and License Division Manager Danielle Larson provides the attached final **Paid Leave Rules and Notice for Employers and Employees**, which were finalized August 5th. If citizens or businesses would like additional information, they can contact the Tax and License Division at (253) 591-5306 or paidleave@cityoftacoma.org.
3. Attached for your information is a list of **important themes** that staff **identified while attending recent Neighborhood Council meetings**. This list does not include all issues addressed by Neighborhood Councils, nor is it a list of priority issues as selected by the Neighborhood Councils. The issues identified were selected by staff as themes that should be brought to the attention of the City Manager and City staff.
4. Community and Economic Development Director Ricardo Noguera reports that **our sister city Fuzhou, China will assist Tacoma in repairing the weathered and damaged Fuzhou Ting at the Chinese Reconciliation Park on Schuster Parkway**. The authentic Chinese pavilion was built in 2010-2011, with materials and construction provided by Fuzhou. The donation exemplifies Fuzhou's appreciation of the sister city relationship and acknowledgment of Tacoma's community-led process for redressing and reconciling the 1885 Chinese expulsion from Tacoma. On August 14th through September 18th, a delegation of four volunteers from Fuzhou is scheduled to repair the roof, restore delicate wooden components that have been vandalized, and repaint the structure. The Chinese Reconciliation Project Foundation will provide housing, food, transportation, translation, freight dray, customs clearance, and all on-site supplies and materials for the delegation. The City of Tacoma will reimburse the Foundation for necessary expenses and ensure that working conditions on-site will adhere to all relevant state and local regulations related to safety and construction on public property. For more information, please contact Debbie Bingham, Sister Cities Coordinator, at 591- 5117 or dbingham@cityoftacoma.org.

5. Planning and Development Services Director Peter Huffman reports that the **Planning Commission** will conduct a **public hearing on Wednesday, August 19th, at 5:00 p.m., to receive public comment on the 2015 Annual Amendment to the Comprehensive Plan and Land Use Regulatory Code.** The 2015 Annual Amendment includes: (a) a substantial update to the Comprehensive Plan; (b) an in-depth review of the Mixed-Use Centers; (c) regulatory changes to support housing affordability and infill development; (d) various clean-up amendments to the Land Use Regulatory Code; and, (e) the proposed Narrowmoor Addition Conservation District. Staff will also conduct two Community Informational Sessions for interested citizens to learn more about the proposed amendments on Wednesday, August 12th, 6:00 p.m., at Baker Middle School, and on Wednesday, August 13th, 6:00 p.m., at Stadium High School. For more information, please visit www.cityoftacoma.org/planning and click on "2015 Annual Amendment" or "Tacoma 2040: Growing Tomorrow's City." If you have any questions, please contact Brian Boudet, Planning Division Manager, at (253) 573-2389, or bboudet@cityoftacoma.org.
6. Attached is the **agenda for the August 12, 2015 Public Utility Board meeting.**

CITY COUNCIL MEETING AGENDA

7. On Tuesday's City Council agenda for your consideration is **Resolution No. 39255**, recommending to the Sound Transit Board of Directors that the project to be built for the Tacoma Link Expansion be the alignment and stations examined in the Environmental Evaluation completed by Sound Transit in June 2015 and as approved by the Federal Transit Administration. **Sound Transit provides the attached Tacoma Link Expansion Public Involvement and State Environmental Policy Act Comment Summary Report** referred to in the resolution's Council Action Memorandum.

STUDY SESSION/WORK SESSION

8. The **City Council Study Session** of Tuesday, August 11, 2015, will be held in Room 16 of the Tacoma Municipal Building North, at Noon. Discussion items will be: (1) **Marijuana Regulations**; (2) **Billboard Regulations**; (3) **Other Items of Interest**; (4) **Committee Reports**; and, (5) **Agenda Review and City Manager's Weekly Report.**

At Tuesday's Study Session, the City Attorney's Office and Planning and Development Services will provide a **presentation regarding unlicensed marijuana operations and recent state legislation on marijuana.** Topics to be discussed include an overview of previous discussions, a review of the current enforcement strategy and potential enforcement options, and an update on state legislation and potential regulatory amendments in response to those changes.

As a second topic at Tuesday's Study Session, Planning and Development Services Department staff will provide the City Council with a **status update concerning potential amendments to the City's billboard regulations**. The City is exploring amendments to the special billboards regulations as part of an effort to successfully end a legal "standstill" agreement between the City of Tacoma and Clear Channel Outdoor regarding the City's efforts to enforce its billboard regulations. The City's primary objectives continue to be to reduce the number of billboards in the City and facilitate the movement of billboards which adversely impact neighborhoods, protected districts and land uses to more acceptable areas. The amendment process follows the work of the Billboards Community Working Group (CWG), which presented their findings and a regulatory framework in March to City Council after several months of meetings. The Planning Commission is currently working towards the creation of a draft set of regulations that would be released for a public hearing in September or October. If you have any questions please contact Planning Division Manager Brian Boudet at (253) 573-2389.

9. The updated **Tentative City Council Forecast and Consolidated Standing Committee Calendars** are attached for your information.

COUNCIL REQUESTS/INQUIRIES

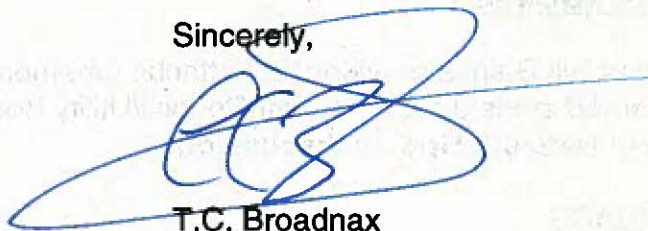
10. Director of Utilities Bill Gaines provides that attached memorandum **in response to questions raised at the June 23rd Joint Council/Utility Board Study Session during the Click! Network Update discussion**.

MARK YOUR CALENDARS

11. You have been invited to the following events:
- **COURAGE to End Domestic Violence**, the City's Domestic Violence Awareness Initiative, will be hosting eight discussions about healthy relationships and ending domestic violence as part of the Men's Talk Series on the **third Thursday of each month, 6:00 to 8:00 p.m., starting April 16th through November 19th**, at King's Books, located at 218 St. Helen's Avenue.
 - **Baskin-Robbins Grand Re-Opening Celebration on Saturday, August 8th, 1:00 p.m.**, at the Tacoma store, located at 1314 East 72nd Street.
 - **Lincoln Neighborhood Revitalization Project Community Kick-off Open House on Monday, August 20th, 6:30 to 8:30 p.m.**, at Tacoma-Pierce County Health Department Auditorium, located at 3629 South D Street.

- **Tacoma Branch NAACP 20th Annual Awards Banquet on Friday, August 21st, 7:00 to 9:00 p.m., at the STAR Center, located at 3873 South 66th Street.**
- **Tacoma Housing Authority's 75th Birthday Celebration on Saturday, August 22nd, 11:30 a.m., 1:00 p.m., at the THA Administrative Building, located at 902 South L Street.**
- **Celebrating the Life of late Washington State University President Elson S. Floyd on Wednesday, August 26th, 3:00 p.m., in the Beasley Coliseum on the Washington State University Pullman Campus.**
- **Cross District Association Summer Social on Thursday, August 27th, 5:00 to 7:00 p.m., at the Old Town Music Society Building, located at 2101 North 30th Street.**
- **Safe Street Champion Breakfast on Wednesday, September 16th, 7:30 – 8:30 a.m., at the Landmark Convention Center, located at 47 St. Helens Avenue.**

Sincerely,



T.C. Broadnax
City Manager

TCB:crh
Attachments

Who is a member?

Any resident, business owner, employee, property owner or member of an existing neighborhood group within each Neighborhood Council area is considered a member.

How can you help?

- Start projects that benefit your neighborhood.
- Recruit diverse perspectives and ideas to improve your neighborhood.
- Review and make recommendations on the City's budget.
- Develop an annual plan and supporting budget for your neighborhood.
- Promote pride and responsibility in your neighborhood.
- Identify problems facing your neighborhood and help develop solutions.
- Maintain your neighborhood as an independent, non-profit organization.

How do the Neighborhood Councils and local government agencies work together?

Good governance begins by working together and learning from one another. The Neighborhood Council Program brings neighbors together to discuss quality of life issues and opportunities with each other and with local government liaisons to build and sustain strong neighborhoods for the benefit of Tacoma as a whole. City staff assists Neighborhood Councils with annual operational funding and assigned liaisons.



Want more information about the Neighborhood Council Program?

Visit cityoftacoma.org/neighborhoodcouncils
email neighborhoodcouncils@cityoftacoma.org
or call 311 from within Tacoma and asked to be connected to Neighborhood Council Program staff.

Need information about other City of Tacoma services?

The TacomaFIRST 311 Customer Support Center provides a "one-stop shop" for services, and offers a concierge feel in the way of reception, face-to-face interaction, 311 telephone support, online resources and mobile app connectivity. Go to cityoftacoma.org/TacomaFIRST311 for more information.

Deaf, hard of hearing or speech disabled persons may contact us through Washington Relay Services (800) 833-6388 (TTY or ASCII), (800) 833-6386 (VCO) or (877) 833-6341 (STS).

Mail can be sent to:
Neighborhood Council Program
City of Tacoma Community and Economic
Development Department
747 Market Street
Tacoma, WA 98402

cityoftacoma.org



neighbors
CITY OF TACOMA
NEIGHBORHOOD COUNCIL PROGRAM



YOU'RE A MEMBER!

City of Tacoma Neighborhood Council Program



Advise City government on matters concerning the general health, safety, and welfare of your neighborhood.

GET INVOLVED!

**EMPOWER YOURSELF AND
YOUR NEIGHBORHOOD**

The Neighborhood Council Program

In 1992, the Tacoma City Council created the Neighborhood Council Program. This citizen-based effort has fostered a partnership between citizens and government, opened lines of communication, enhanced opportunities for citizen involvement, and built cooperation and consensus among diverse interests.

Why join a Neighborhood Council?

For Tacoma to become a better place to live, work and play, a broad and diverse cross-section of community members must join together to develop projects and implement positive changes in their neighborhoods.

How do I get involved?

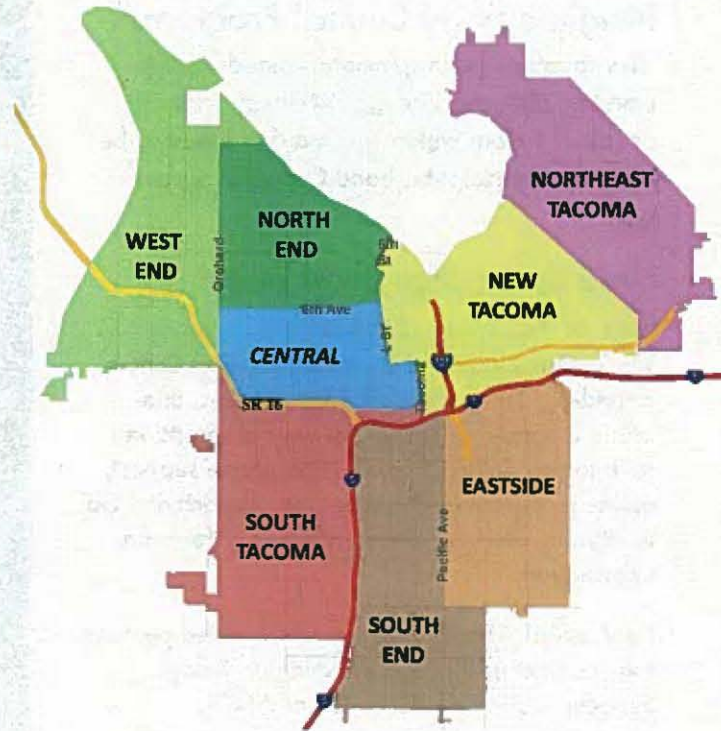
Use the map provided to determine which Neighborhood Council area you are in and show up at the next meeting to meet your neighbors!

What do the Councils do?

The Neighborhood Councils advise the City Council on issues of importance to their neighborhood(s), and seek consensus among residents to develop a specific mission and activities. They also undertake a wide range of neighborhood improvements, and cooperate with the City and other agencies to identify and develop solutions to multiple problems.

YOU'RE A MEMBER

... if you live, work, or play in one of these 8 neighborhoods.



JUST SHOW UP

Use the map to find your
Neighborhood Council and
meeting time.

NEIGHBORHOOD COUNCIL MEETINGS

Tacoma Central Neighborhood Council
First Thursday of the month at 7 p.m.
Tacoma Nature Center - South 19th and Tyler Street
cnc-tacoma.com

Eastside Neighborhood Council (ENACT)
Third Monday of the month at 6:30 p.m. Stewart
Heights Pool Building at 402 East 56th Streets.
eastsidetacoma.net

New Tacoma Neighborhood Council
Second Wednesday of the month at 5:30 p.m.
Tacoma First United Methodist Church - Fellowship
Hall at 621 Tacoma Avenue South

Northeast Tacoma Neighborhood Council
Third Thursday of the month at 7 p.m. Tacoma Police
Northeast Substation - 4731 Norpoint Way NE
netacoma.net

North End Neighborhood Council
First Monday of the month at 6 p.m. University of
Puget Sound Trimble Hall access from 14th and
Alder St nenc.org

South End Neighborhood Council
Third Monday of the month at 7 p.m. Fire Station #8
4911 South Alaska Street sencotacoma.org

South Tacoma Neighborhood Council
Third Wednesday of each month at 6:30 p.m.
S.T.A.R. Center - 3873 South 66th Street

West End Neighborhood Council
Third Wednesday of each month at 7 p.m.
Fire Station #16 - 7217 Sixth Avenue
westendneighborhoodcouncil.com



Need more information about the Neighborhood Council Program?

Visit cityoftacoma.org/neighborhoodcouncils or call 311 from within Tacoma and ask to be connected to Neighborhood Council Program staff or email neighborhoodcouncils@cityoftacoma.org

PAID LEAVE RULES

For Tacoma Municipal Code 18.10

RULE 1.0 – Working in the City

RULE 2.0 – Employer Attendance Policies

RULE 3.0 – Incremental Use of Paid Leave

RULE 4.0 – Donated Paid Leave

RULE 5.0 – Premium Pay Programs

RULE 6.0 – Employer Records Requirements

RULE 7.0 – Certification of Compliance & Noticing

RULE 8.0 – Successor Employees

RULE 9.0 – Breaks in Service

RULE 10.0 – Rate of Pay

RULE 11.0 – Additional Hours/Shifts, Substitute Hours/Shifts, & Shift Swapping

RULE 12.0 – Use & Carry Over of Paid Leave

RULE 13.0 – Payment of Paid Leave Benefits

RULE 14.0 – Administration

RULE 15.0 – Request for Administrative Review

RULE 1.0

WORKING IN THE CITY

In General.

1.1 The Paid Leave Ordinance (“Ordinance” shall mean Chapter 18.10, “Paid Leave” of the Tacoma Municipal Code) applies to all Employees who work within the geographical boundaries of the City of Tacoma (the “City” or “Tacoma”) for more than 80 hours in a Calendar Year, regardless of whether their Employer is physically located in the City or not. For example, Employees who live in or travel to the City and conduct their work are covered by the Ordinance; Employees who make pick-ups, deliveries or sales calls within the City are covered by the Ordinance for the hours that the Employees are physically in the City and performing work.

1.2 Once an Employee is covered by the Ordinance, they remain covered through the next Calendar Year even if they don’t meet the 80-hour threshold.

1.3 When there is a reasonable expectation that Employees will work 80 hours in a Calendar Year, Employees shall be immediately covered by the Ordinance. Employees who work either infrequently or irregularly shall become eligible as soon as there is a reasonable expectation that they will work 80 hours within Tacoma in a Calendar Year. Once an Employee is covered by the Ordinance, an Employer shall provide the Employee with the amount of Paid Leave equal to what would have been accrued for the hours worked to date during the current Calendar Year.

Work outside the City.

1.4 An Employee who performs work outside the City, even if the Employer is based in the City, is not covered by the Ordinance for hours worked outside the City.

Telecommuting.

1.5 An Employee who lives in the City and performs work for an Employer from home, including telecommuting, is covered by the Ordinance for all hours that they perform while physically located in the City, even if the Employer is physically located outside the City. However, the Ordinance and this rule apply only if the Employee has or will perform more than 80 hours of work in Tacoma within a Calendar Year.

1.6 An Employee who performs work for an Employer by telecommuting is not covered by the Ordinance for the hours the Employee is not physically located in the City, even if the Employer is physically located in the City.

Traveling Through the City.

1.7 An Employee who travels through the City is not covered by the Ordinance if they make no stops for work purposes, or only make incidental stops that are not considered to be making a stop for work purposes (e.g. purchasing gas, eating a meal, or changing a flat tire).

1.8 An Employee who travels through the City, and stops in the City as a purpose of their work (e.g. to make pickups or deliveries), is covered by the Ordinance for all hours worked in the City, including travel within the City when it would typically occur during paid work time. However, the Ordinance and this rule apply only if the Employee performs more than 80 hours of work in the City within a Calendar Year.

1.9 An Employer may make a reasonable estimate of an Employee's time spent working in the City for purposes of Paid Leave accrual and use. Documentation of how the reasonable estimate was derived may include, but is not limited to, dispatch logs, employee logs, delivery addresses and estimated travel times, or historical averages.

Professional Development or Training in the City.

1.10 An Employee in the City solely to attend a convention, conference, training, educational class, or similar is not covered by the Ordinance.

RULE 2.0

EMPLOYER ATTENDANCE POLICIES

In General.

2.1 An Employer may take reasonable measures to verify or document that an Employee's use of Paid Leave is lawful.

Verification & Documentation Requirements.

2.2 If the Employer chooses to require written documentation or other verification for the use of all or a portion of an Employee's Paid Leave, the Employer must have a written policy regarding the requirement and said policy must be readily available to all Employees. Said policy must clearly describe: (i) the forms or types of documentation that the Employer may require and the circumstances for requiring each form or type of documentation; (ii) the timeframe in which the Employee is required to submit such documentation or verification (e.g., one week, one month, etc); and (iii) any consequences resulting from an Employee's failure or delay in providing such written documentation or other verification; provided that the policy must allow a personal statement signed by the Employee

* Capitalized words are defined in Tacoma Municipal Code (TMC) Chapter 18.10

that he or she is using Paid Leave for a qualifying absence as acceptable verification. An Employee's signed statement does not need to be in an affidavit format or notarized, but shall be legible and shall make clear the Employee's identity and the general purpose for which Paid Leave is being used, the date(s) and time(s) when paid leave hours are being used, and if applicable, the Employee's relationship to the family member for whom leave is needed. When providing documentation, an Employee is not required to provide private health information. For example, an Employee may notify his Employer that he needs to take Paid Leave to care for his sick child; the Employee does not need to indicate the nature of the child's illness.

2.3 If an Employer obtains any health information about an Employee or an Employee's family member, including when a doctor's note or other medical documentation for the use of Paid Leave is obtained by the Employer, the Employer shall treat that information in a confidential manner consistent with federal, state, and local medical privacy laws.

2.4 If an Employer obtains any records or information about an Employee or an Employee's family member related to domestic violence, harassment, sexual assault, stalking or other safety related issues, such records or information are confidential and may not be released without express written permission of the Employee, unless specifically required otherwise by law.

Absence Control Policies.

2.5 The Ordinance's protection for exercise of rights and prohibition against retaliation shall apply in situations where an absence control policy, in writing or in practice, counts Paid Leave covered under the Ordinance as an absence that may lead to or result in any adverse action taken against the Employee.

Instances / Patterns of Abuse.

2.6 The Ordinance's protections for exercise of rights and prohibition against retaliation do not prevent an Employer from taking reasonable action (e.g. discipline) when an Employee's use of Paid Leave is not in good faith, such as a clear instance or pattern of abuse. Disciplinary actions may not include deductions from an Employee's legitimately earned or donated Paid Leave hours.

Declaring the Benefit or Calendar Year.

2.7 The Ordinance allows Employers to declare their "Calendar Year" as either "the 12-month period beginning January 1; the 12-month period beginning on the date of hire; or the fiscal year." The Employer shall declare and consistently use one option to serve as their "Calendar Year" for all Employees. The definition may not be changed to avoid Employee accrual or use of Paid Leave.

RULE 3.0

INCREMENTAL USE OF PAID LEAVE

In General.

3.1 An Employee may use Paid Leave in one hour increments, unless the Employer establishes a written minimum use policy, subject to the Fair Labor Standards Act.

Minimum Use Policy.

3.2 An Employer may establish a reasonable, written policy on minimum use that requires an Employee

* Capitalized words are defined in Tacoma Municipal Code (TMC) Chapter 18.10

to use a greater amount of Paid Leave than the Employee needs or requests, subject to the Fair Labor Standards Act. The policy must be readily available to Employees.

RULE 4.0 DONATED PAID LEAVE

In General.

4.1 An Employer may establish a written policy whereby an Employee may donate unused Paid Leave to another Employee.

Use of Paid Leave.

4.2 If donated leave is permitted by Employer policy, an Employer may, but is not required to, count donated leave as part of the 40 hours maximum of Paid Leave that an Employee may use in a Calendar Year.

RULE 5.0 PREMIUM PAY PROGRAMS

In General.

5.1 An Employer that offers extra pay in lieu of paid time off can be in compliance with the Ordinance if the program meets or exceeds the requirements of the Ordinance, subject to approval by the Director.

Application, Review, and Approval of Premium Pay Programs.

5.2 The Director shall review proposed Premium Pay Programs to make a determination of compliance with the Ordinance. Employers shall submit an outline of their proposed Premium Pay Program at least 90 days before the intended Premium Pay Program start date. Proposals should demonstrate how the Employer's Premium Pay Program meets or exceeds the minimum requirements and provide an overview of the program, including: (i) how Employee base pay is determined; (ii) how extra pay would be calculated; (iii) how other forms of compensation/benefits will be or have recently been changed (if applicable); (iv) the frequency and method for distributing extra pay to Employees; (v) information on which Employees would be receiving extra pay in lieu of benefits (e.g., Employees who opt-in, all Employees, customer service staff, etc); (vi) the specific types of records that will be maintained by the Employer to document the extra pay; (vii) how the Employer will address accrued but unused Paid Leave hours if they are transitioning from Paid Leave accrual to a Premium Pay Program; and (viii) the anticipated program start date. The Director may request additional information or documentation as needed to make a determination of compliance.

5.3 The Director will issue a written determination within 60 days of receiving the request for review of a Premium Pay Program stating whether the proposed Premium Pay Program is approved. If the Premium Pay Program is not approved, the determination will include reasons why the program does not meet the Ordinance requirements. If the Director requires additional information from the Employer after the initial request is received, the time to issue a determination may extend past 60 days. Notice of the extended date will be provided by the Director in writing.

5.4 If an Employer fails to submit sufficient information that explains how the Premium Pay Program meets or exceeds the requirements of the Ordinance, then the Director shall not approve the program.

5.5 An Employer may request administrative review of the Director's determination of compliance according to the process outlined in the Ordinance and Rule 15 "Request for Administrative Review."

Premium Pay Program Criteria.

5.6 Premium Pay Programs will be evaluated based on how the proposed extra pay compares to the value of benefits outlined in the Paid Leave Ordinance, including the following criteria: (i) extra pay must meet or exceed the value of the Paid Leave benefit outlined in the Ordinance; (ii) extra pay must be readily available for expenditure, similar to wages, and not placed in a restricted account such as a retirement or flexible spending account unless mutually agreed upon by the Employee and Employer; (iii) extra pay cannot be provided in the form of goods/services; and (iv) extra pay is dispersed at reasonable intervals, not less than once per month, or "frontloaded." Additional, reasonable criteria may be applied as deemed necessary by the Director to ensure that the Premium Pay Program meets or exceeds the minimum requirements of the Ordinance. If a Premium Pay Program is not approved, the specific criteria that resulted in such a determination will be disclosed to the Employer.

Records Requirements.

5.7 If an Employer enacts an approved Premium Pay Program, the Employer will be responsible for maintaining documentation of the extra pay provided, as well as Employee name, hire date, and all records outlined in an approved Premium Pay Program proposal, for a minimum of three years and shall allow Director access to such records according to the parameters outlined in TMC 18.10.060(B).

Written Policy.

5.8 If an Employer elects to enact an approved Premium Pay Program, then it must be documented in a written policy and made readily available to Employees.

Other Ordinance Requirements Remain in Effect.

5.9 Employers who enact an approved Premium Pay Program are not exempt from other requirements of the ordinance including, but not limited to, Noticing and Posting requirements and the "Employer Responsibilities" outlined in TMC 18.10.050.

Premium Pay Program Example:

A full-time (2,000 hours/year) Employee is paid wages at a rate of \$15/ hr. In order for the Employer to establish a Premium Pay Program that meets the requirements of the Ordinance, they must pay the Employee at least \$.18 more per hour to equal the value of the required 24 hours of Paid Leave:

Current wage:	2,000 hours x \$15 =	\$30,000
Paid Leave value:	24 hours x \$15 =	\$360
Required wage:	2,000 hours x \$15.18 =	\$30,360

* Capitalized words are defined in Tacoma Municipal Code (TMC) Chapter 18.10

RULE 6.0
EMPLOYER RECORDS REQUIREMENTS

In General.

6.1 An Employer shall retain records for a period of three years that document:

1. Employee hours worked in Tacoma;
2. Amount of Paid Leave accrued by each Employee; and
3. Amount of Paid Leave used by each Employee

Other Records.

6.2 Records shall also contain at a minimum:

1. Name of each Employee;
2. The hire date of employment of each Employee;
3. Date Employee was eligible to use Paid Leave; and
4. The dates and time each Employee used Paid Leave

Universal Paid Time Off Programs.

6.3 Employers who provide a universal paid time off program that meets the requirements of the Ordinance must track leave accrued and used; however, they are not required to track the specific reasons for the use of leave.

Premium Pay Program Records.

6.4 Employers who enact an approved Premium Pay Program are subject only to the records requirements outlined in Rule 5.

RULE 7.0
CERTIFICATION OF COMPLIANCE & NOTICING

Certification of Compliance.

7.1 An Employer shall annually certify compliance with the Ordinance upon application for and renewal of their Tacoma business license.

7.2 An Employer that does not “engage in business” in Tacoma and is not required to obtain a Tacoma business license according to Title 6 of the TMC shall certify compliance with the Ordinance on a form and frequency as determined by the Director.

Noticing.

7.3 Employers are required to provide notice as outlined in TMC 18.10.050 to Employees in the Employee’s primary language when the City of Tacoma has created a notice in that language and made it available to Employers electronically or in print.

RULE 8.0
SUCCESSOR EMPLOYERS

In General.

8.1 Unused Paid Leave shall be retained by the Employee if the Employer sells, transfers, or otherwise assigns the business to another Employer and the Employee continues to work in the City.

RULE 9.0
BREAKS IN SERVICE

In General.

9.1 When an Employee is separated from employment and rehired by the same Employer within six (6) months of separation within the same Calendar Year, previously unused Paid Leave shall be reinstated. The previous period of employment shall be counted for purposes of determining the Employee's eligibility to use Paid Leave. For example, the hours worked and length of employment during the previous period of employment shall count towards the 80 hour requirement and 180 day requirement for eligibility.

Pay out of Accrued Leave upon Separation.

9.2 An Employer may, but is not required to, allow Employees the option to either leave their bank of accrued hours intact to potentially be reinstated upon rehire or receive a payout for the cash value of accrued Paid Leave. If an Employer chooses to allow payouts of accrued leave, the Employer must have an established written policy readily available to the Employees and the amount of the payout must be equal to or greater than the value of the accrued Paid Leave balance. The Employer is not responsible for reinstating any cashed out leave if the Employee is rehired within six months of separation within the same calendar year.

RULE 10.0
RATE OF PAY

In General.

10.1 When using Paid Leave, an Employee shall be compensated at the same hourly rate of pay as the Employee would have earned during the time Paid Leave was taken.

Tips, Gratuities, & Travel Allowances.

10.2 An Employee is not entitled to compensation for lost tips, gratuities, or travel allowances and shall only be compensated at the hourly rate that would have been earned during the time the Paid Leave is taken.

Commissions.

10.3 For an Employee who is paid on a commission (whether base wage plus commission or commission only), the hourly rate of pay shall be the base wage or minimum wage, whichever is greater, except for an Employee considered to be an "outside salesperson" as defined by Washington State Labor & Industries (WAC 296-128-550). The hourly rate of pay for an "outside salesperson" is computed as the amount of commission earned divided by the number of hours worked in the same pay period.

Fluctuating Pay.

10.4 If an Employee performs more than one job for the same Employer or an Employee's rate of pay fluctuates for a single job, the rate of pay shall be that which the Employee would have been paid during the time the Employee used the Paid Leave.

Annual Salary.

10.5 The hourly rate of pay for an Employee who is paid an annual salary and is exempt from overtime laws provided under the Fair Labor Standards Act and/or state wage and hour laws shall be determined by dividing the annual salary by 52 to get the weekly salary and dividing the weekly salary by 40 hours, or, if they typically work less than 40 hours per week, the number of hours of the Employee's normal work week.

Shifts of Indeterminate Length.

10.6 When an Employee uses Paid Leave for a shift of indeterminate length (e.g., a shift that is defined by business needs rather than a specific number of hours), the Employer may base hours of Paid Leave used and payment on the hours worked by a replacement Employee in the same shift or a similarly situated Employee who worked that same or similar shift in the past.

RULE 11.0

ADDITIONAL HOURS/SHIFTS, SUBSTITUTE HOURS/SHIFTS, & SHIFT SWAPPING

Written Policy.

11.1 If an Employer allows substitute hours/shifts and/or swapping shifts in conjunction with or in lieu of using Paid Leave, then the Employer must have a written policy, readily available to all Employees, that clearly describes the process.

Additional Hours & Shift Swapping.

11.2 Upon mutual consent by the Employee and Employer, an Employee may work additional hours or shifts without using available Paid Leave for the original missed hours or shifts qualifying for Paid Leave usage. Upon mutual consent by the Employer and Employees involved, an Employee may trade shifts with another Employee without using available Paid Leave for the original missed hours or shifts qualifying for Paid Leave, except as provided below.

Eating and/or Drinking Establishments.

11.3 An Employer of an eating and/or drinking establishment may offer substitute hours or shifts to an Employee who has requested to use Paid Leave. The Employee is not required to accept such hours or shifts if they are offered. If the Employee accepts and works the substitute hours or shifts, the Employer may deduct the amount of time worked during the substitute shift or the amount of time requested for Paid Leave, whichever is smaller, from the Employee's accrued leave time. No deduction of accrued leave without pay for substitute hours/shifts may occur unless the conditions outlined in this rule are met.

* Capitalized words are defined in Tacoma Municipal Code (TMC) Chapter 18.10

RULE 12.0
USE & CARRY OVER OF PAID LEAVE

Concurrent Leave.

12.1 An Employee's use of Paid Leave may also qualify for concurrent leave under other federal, state, or local laws (e.g., family medical leave, workplace injury, etc.).

Use for On-Call Shifts.

12.2 For Employees who are scheduled for on-call shifts and are compensated for their scheduled time regardless of whether work is performed, Employers must permit use of Paid Leave. Employers may, but are not required to, permit use of Paid Leave for on-call shifts when Employees are compensated only when work is performed.

Use for Overtime Hours.

12.3 Employers are required to permit use of Paid Leave for mandatory overtime and/or overtime hours that an Employee was scheduled to work in advance.

Disciplinary Leave.

12.4 Employers are not required to permit use of Paid Leave when an Employee has been suspended or otherwise placed on leave for disciplinary reasons.

Multiple Work Locations.

12.5 If an Employee works in multiple cities, the Employer may require that accrued Paid Leave be used for shifts only within the City of Tacoma.

Carry Over of Paid Leave.

12.6 The Ordinance requires that an Employer shall allow Employees to carry over up to 24 accrued but unused hours of Paid Leave time. An Employer policy may allow Employees the option to either carry over or receive the cash value of accrued Paid Leave. If an Employer chooses to allow payouts of accrued leave, the Employer must have an established written policy readily available to the Employees and the amount of the payout must be equal to or greater than the value of the accrued Paid Leave balance.

RULE 13.0
PAYMENT OF PAID LEAVE BENEFITS

In General.

13.1 Paid Leave must be paid no later than the next regular payroll period beginning after the Paid Leave was used by the Employee, except as provided below.

Written Documentation.

13.2 If an Employer has a written policy subject to the requirements outlined in Rule 2.0 and has asked for written documentation of use of Paid Leave pursuant to these rules, then the Employer is not obligated to pay the Paid Leave until the Employee has provided written documentation or other verification that the absence was for a qualifying reason.

* Capitalized words are defined in Tacoma Municipal Code (TMC) Chapter 18.10

RULE 14.0
ADMINISTRATION

In General.

14.1 The Director shall attempt to conciliate and settle by agreement any alleged violation or failures to comply with the Ordinance.

Amending a Charge.

14.2 A Charging Party may amend their charge at any time prior to the issuance of a determination by the Director so long as the responding party has adequate time to present additional evidence if needed. The amendment must be filed in writing.

Withdrawing a Charge.

14.3 A Charging Party may request, in writing, that their charges be withdrawn at any time prior to the issuance of a determination. A Charging Party that withdraws a charge may not file another charge that alleges the same facts and violation as the withdrawn charge.

Access to Records.

14.4 All records (including written documents, emails, photographs, or recordings) created, prepared, owned, or retained for investigation or enforcement of the Ordinance are public records pursuant to RCW 42.56. If a records request is made, the records must be disclosed unless an exemption applies. One potential exemption that may apply is for "information revealing the identity of persons who are witnesses to or victims of a crime... if disclosure would endanger any person's life, physical safety, or property. If at the time a complaint is filed the complainant, victim, or witness indicates a desire for disclosure or nondisclosure, such desire shall govern (RCW 42.56.240)."

14.5 Records and information provided by one party may be disclosed to the other party if, in the judgement of the Director, such disclosure would promote the effective enforcement of the Ordinance.

Worker Documentation.

14.6 Investigations will not seek information on whether or not a worker has provided documentation showing that they are qualified to work in the United States.

Fact Finding & Settlement Conferences.

14.7 When deemed appropriate by the Director, fact finding and settlement conferences may be held during investigation of a charge. The Charging Party and the respondent shall attend the conference and notice will be provided at least 10 days in advance. Conferences may be rescheduled by the City. The purpose of the conference shall be to identify undisputed elements of the charge, define and resolve the disputed elements of the charge if possible, and attempt to settle the charge by agreement.

Findings of Fact/Standard of Proof.

14.8 The Director shall affirm the citation and notice of assessment if, in the judgement of the Director, a preponderance of the credible evidence establishes that a violation of the Ordinance is occurring or has occurred.

Payment of Assessments.

14.9 Failure to pay assessments or comply with agreed upon terms of conciliation may constitute a willful violation of the Ordinance.

RULE 15.0

REQUEST FOR ADMINISTRATIVE REVIEW

In General.

15.1 Any Citation and Notice of Assessment (Citation), Determination of Compliance (Determination) or Civil Penalty (Penalty) issued by the Director may be reviewed at the request of an Employee or Employer.

Request for Administrative Review.

15.2 An Employee or Employer may request an administrative review by filing a written request with the Director within ten calendar days from the date of the Citation, Determination or Penalty. The request shall state, in writing, the reasons the Director should review the Citation, Determination, or Penalty. If the basis for review is not stated in the written request, the request for administrative review will be dismissed and the violation affirmed.

Decision of Director.

15.3 For all properly submitted requests for administrative review, the Director shall determine whether a violation has occurred and shall affirm, vacate, suspend, or modify the Citation, Determination or Penalty. The decision shall be delivered in writing to all parties.

Appeals of Director's Decision.

15.4 An Employee or Employer may appeal the Director's decision within 10 calendar days from the date of the Director's decision by filing a written notice of appeal, clearly stating the reason the appeal is being requested, with the Hearing Examiner. Appeals of the Hearing Examiner's decision shall be governed by TMC 1.23.



NOTICE TO EMPLOYERS AND EMPLOYEES

Effective February 1, 2016: The City of Tacoma Paid Leave Ordinance (TMC 18.10) ensures that all eligible persons working in the City earn Paid Leave to use when they or a family member are sick, injured, need preventative health care or need to seek help for domestic violence, sexual assault, stalking or other safety related issues. The Ordinance is intended to allow employees to care for themselves and family members, making Tacoma a healthier, more secure, and more productive community.

WHO QUALIFIES?

EMPLOYEES RECEIVING PAID LEAVE

The Paid Leave Ordinance applies to all Employees who work within the geographical boundaries of the City of Tacoma (the "City" or "Tacoma") for 80 hours or more in a calendar year, regardless of whether their Employer is physically located in the City or not.

HOW MUCH?

ACCRUAL OF PAID LEAVE

Employers shall provide Employees with a minimum of one (1) hour of paid leave for every forty (40) hours worked within the City, up to a total of 24 hours within a year. Employees shall be entitled to use accrued paid leave beginning on the 180th calendar day after their start of their employment. Employers may, at their option, have a paid leave policy that exceeds the minimum requirements required by the Ordinance.

CARRYOVER

CARRYOVER OF UNUSED PAID LEAVE

Employees are allowed to earn up to 24 hours of Paid Leave in a year. The Ordinance allows an Employee to carry over unused accrued paid leave (up to 24 hours) into the following calendar year. An Employee can then use carried over time in addition to accrued time, with total use not to exceed 40 hours in any calendar year.

USAGE

USES OF PAID LEAVE

Employees may use Paid Leave time for any of the following reasons:

- Mental or physical illness, injury or preventative health care (for either the Employee or an Employee's family member);
- When an Employee's place of employment has been closed by order of a public official or to care for a child whose school has been closed by order of a public official;
- To seek law enforcement or legal help for domestic violence or sexual assault (either for the Employee or an Employee's family member);
- To seek safety from domestic violence, sexual assault, or stalking, (either for the Employee or an Employee's family member); and
- For bereavement of a family member.

OPTIONS

SHIFT SWAP, DONATIONS OF PAID LEAVE, & PREMIUM PAY

Employers and Employees may mutually agree to allow an Employee to work additional hours or shifts in lieu of using Paid Leave. Employers may establish policies allowing Employees to exchange or trade shifts. Employers may establish a policy allowing Employees to donate Paid Leave time to another Employee. Employers may institute an approved Premium Pay Program, providing extra pay in lieu of benefits.

REQUIREMENTS

DOCUMENTATION REQUIREMENTS

An Employer may take reasonable measures to verify or document that an Employee's use of Paid Leave is lawful. If the Employer chooses to require written documentation or other verification of the use of all or a portion of an Employee's Paid Leave, the Employer must have a written policy regarding the requirement of written documentation or other verification and said policy must be readily available to all Employees.

ENFORCEMENT

FILING A COMPLAINT

If an Employee believes that he/she has been subject to a violation of the Paid Leave Ordinance, they may file a complaint in writing with the City of Tacoma. Employers are prohibited from taking adverse action against Employees who exercise any right under this Ordinance. For more information or to file a complaint, visit the www.CityofTacoma.org/paidleave or the City of Tacoma Customer Support Center (747 Market Street, #243).

Neighborhood Council Districts

July 1, 2015 – July 31, 2015

Neighborhood Council Districts in the City of Tacoma are assigned a liaison from the City Manager's Office. Monica Ghosh, Brad Forbes, India Adams, Genesis Gavino, Shari Hart, and Carol Wolfe serve as the staff liaisons to the Councils. City Manager's Office Liaisons report on important issues to the Neighborhood Councils, facilitate communication between Neighborhood Councils and other City staff, and keep the City Manager informed of issues that are important to the Neighborhood Councils.

Listed below are important themes that were identified while attending recent Neighborhood Council meetings. This list does not include all issues addressed by Neighborhood Councils nor is it a list of priority issues as selected by the Neighborhood Councils. The issues identified below were selected as themes that should be brought to the attention of the City Manager and City staff.

Neighborhood Specific Themes

Community Council

- Billboard Presentation
- Homeless encampment map
- CM Mello City Update and Information
- Neighborhood Council Program Brochure

Cross District Association (CDA)

- Click!
- Billboards Presentation
- Deputy Mayor Boe City Update and Information

Central

- Innovative Grant Presentations

Eastside

- No meeting

New Tacoma

- Click!
- Innovative Grant Presentations

North End

- Innovative Grant Presentations
- Crosswalks (N.30th and Alder Street)
- Design Review Commission

Northeast Tacoma

- No meeting

South Tacoma

- TPD updates (Ramsdell)

South End

- Blueberry and Ryan's Park Safety and Homelessness
- Traffic concerns 80th Street (speed humps)

West End

- CM Ibsen Recommendation of Letter to Council re: Click! Task Force
- Innovative Grants Presentation



**City of Tacoma
Public Utility Board Meeting
August 12, 2015; 6:30 p.m.
Tacoma Public Utilities Auditorium
(3628 South 35th Street)**

Call to Order

Roll Call

A. Approve Minutes of Previous Meetings

B. Comments by the Public

Recognition: Randy Krueger, Water Filtration Plant Project Manager

C. Consent Agenda

D. Regular Agenda

Departmental

D-1 Resolution U-10797 – Award contracts and approve purchases:

1. Award contract to Cenveo for production and delivery of utility bill mailing envelopes (one year contract for \$60,087 plus option for two additional one-year renewals and an option for 2018 monthly billing-related volumes for a cumulative total of \$213,346.30, plus applicable sales tax);
2. Award contract to CGI Technology and Solutions, Inc., to upgrade the Distribution/Outage Management system and hardware replacement \$450,000, plus applicable sales tax);
3. Award contract to Ulsh Excavating, Inc., for the construction of ductile iron water main in East E Street from East 7th Street and East 11th Street (\$278,678.43, plus sales tax).

F. Unfinished Business

F-1 Resolution U-10792 - Authorize Tacoma Public Utilities and its employees to provide utility services to state-licensed marijuana businesses.

H. Reports of the Director

H-1 June Cash Projections for Power, Water, Rail

H-2 June Financials for Power, Water, Rail, Fleet, Self-Insurance Fund



The City of Tacoma does not discriminate on the basis of disability in any of its programs, activities, or services. To request this information in an alternative format or to request a reasonable accommodation, please contact the TPU Director's Office at 253-502-8201. TTY or speech to speech users please dial 711 to connect to Washington Relay services.



Tacoma Link Expansion

**Public Involvement and SEPA
Comment Summary Report**

August 2015

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Acronyms and Abbreviations

DCE	Documented Categorical Exclusion
DNS	Determination of Nonsignificance
FTA	Federal Transit Administration
LEP	Limited English Proficiency
NEPA	National Environmental Policy Act
OMF	Operations and Maintenance Facility
NEPA	National Environmental Policy Act
PSRC	Puget Sound Regional Council
ST2	Sound Transit 2 Regional Transit Expansion Plan
SEPA	State Environmental Policy Act
TLE	Tacoma Link Expansion
TPSS	Traction Power Sub Stations

1.0 Introduction

Voters approved Sound Transit 2 in 2008, which included funding for a partnership to explore options for expanding Tacoma Link. In February 2014, the Sound Transit Board of Directors, in cooperation with the City of Tacoma and incorporating feedback from community members, identified an alignment for the potential expansion of Tacoma Link. The proposed light rail extension, called the Tacoma Link Expansion, would continue north from the existing Theater District Station to the Hilltop District via Stadium Way, North 1st Street, Division Street and Martin Luther King Jr. Way. The project also would include expansion of the existing Operation and Maintenance Facility (OMF) in Tacoma.

Sound Transit and FTA prepared an Environmental Evaluation detailing potential impacts and proposed mitigation for the proposed alignment, stations and OMF expansion. In June 2015, based on the evaluation, FTA approved a Documented Categorical Exclusion (DCE) under NEPA (National Environmental Policy Act). On July 13, 2015, Sound Transit issued a SEPA Determination of Nonsignificance (DNS). This initiated a 14-day public comment period under SEPA that ended on July 27, 2015. During the SEPA comment period, comments could be made in-person using a written comment form, by mail, via email or by visiting the online open house. Comments received will be provided to and considered by the Tacoma City Council and the Sound Transit Board of Directors as they make decisions on the project to be built.

To increase public awareness of the project and its environmental impacts, Sound Transit held an open house on July 15, 2015 at the Evergreen State College, Tacoma Campus, with several stations where the public had the opportunity to provide comments.

This report summarizes the comments received from the general public, businesses, organizations and agencies/jurisdictions during the July 2015 SEPA comment period. The report also describes the public involvement and outreach methods Sound Transit used during the comment period. The report is organized into three sections:

- Project Overview
- Public Involvement and Outreach Summary
- Comment Summary

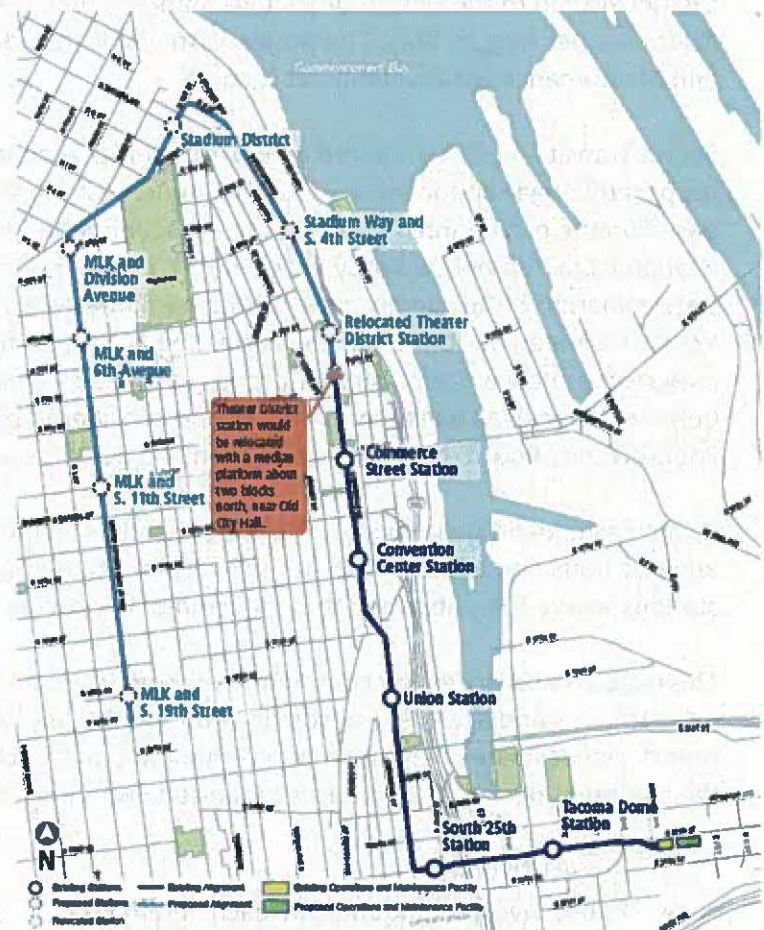
2.0 Project Overview

In 2008, voters approved a regional transit expansion plan that included partial funding for a partnership to expand Tacoma Link. The existing 1.6-mile light rail line currently serves six stations between the Theater District and the Tacoma Dome. Trains run every 12 minutes and provide nearly a million rides per year.

The route the Sound Transit Board identified for the potential expansion is approximately 2.4 miles long with six proposed stations and one relocated station. Two-way train tracks would be in existing road lanes shared with cars and buses and would be compatible with on-street parking and existing bicycle facilities. Like the existing Tacoma Link system, trains would be low-floor vehicles powered by overhead wires supplied by up to five traction power substations (TPSS).

Early engineering and public comments helped determine station locations. Potential station locations include:

- Relocated Theater District Station
- Stadium Way and South 4th Street
- Stadium District
- MLK Jr. Way and Division Avenue
- MLK Jr. Way and 6th Avenue
- MLK Jr. Way and South 11th Street
- MLK Jr. Way and South 19th Street



The Tacoma Link Expansion also includes expanding the existing operations and maintenance facility located at 802 E 25th St. near the Tacoma Dome Station.

Project Goals

- Improve mobility and transportation access for Tacoma residents and visitors
- Increase transit ridership in Tacoma
- Serve underserved neighborhoods and communities
- Use transit to spur economic development and other types of investment
- Ensure the project is environmentally sensitive and sustainable
- Establish a project that is competitive for federal funding

Project Benefits

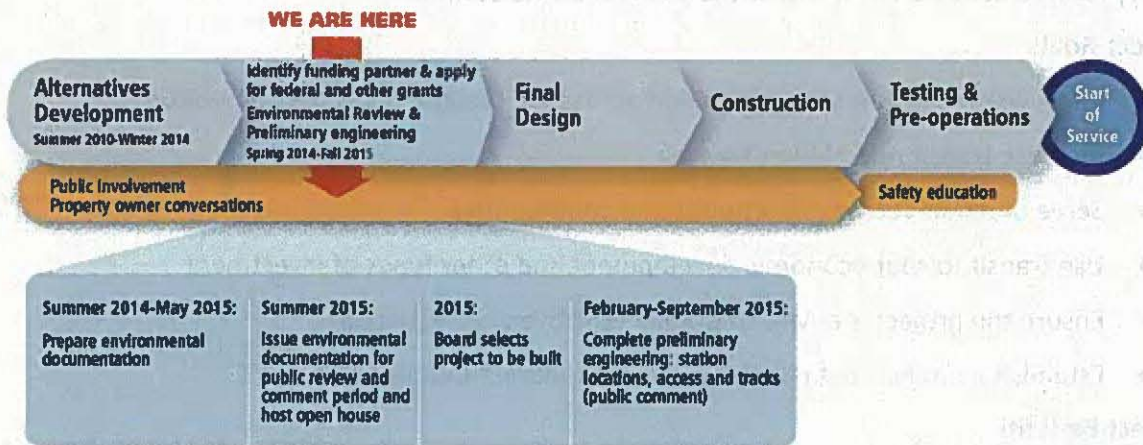
- Operate from 5 a.m. to 10 p.m. most days; increase frequency from 12 to 10 minutes
- Serve ethnically and economically diverse neighborhoods. Within one-quarter mile of the alignment, the population is 40 percent minority, 25 percent low income and 30 percent of households have no vehicle.
- By 2035 the Link corridor will include 54,000 jobs and 47,000 residents
- Save 10 to 15 minutes per trip compared to existing bus service

2.1 Background

In February 2014, the Sound Transit Board of Directors, in cooperation with the City of Tacoma, Pierce Transit and community members, identified a preferred alignment for the potential expansion of Tacoma Link, to be evaluated in the environmental review.

In summer 2014, Sound Transit and the Federal Transit Administration (FTA) began an environmental evaluation of the proposed expansion. Community and environmental impacts of the proposed alignment, stations and expanded Operations and Maintenance Facility (OMF) were evaluated.

2.2 Timeline



3.0 Public Involvement Summary

3.1 Outreach by the Numbers

- One open house with **78** attendees
- **36** documented public comments
- **3** days of fairs and festivals with 468 engagements from June 25 through July 27
- Postcard mailing to **13,000+** addresses
- Online and print ads in **7** publications
- Briefings at **7** city and community organization meetings
- **123** visitors to the project website and **244** visits to the online open house

3.2 Public Open House

Sound Transit hosted one open house during the 14-day SEPA public comment period (Table 1). The open house was held on Wednesday, July 15, 2015 from 4:30-7 p.m. at The Evergreen State College, Tacoma Campus. The meeting location was one block from the proposed alignment.

The purpose of the open house was to inform area residents and interested members of the public about potential environmental impacts and current design of the Tacoma Link Expansion. At the open house, displays were posted to show the environmental findings for topics such as traffic, air quality, community and livability, parking, noise and vibration. Sound Transit also shared the initial preliminary engineering design plans for the alignment and potential station locations.

Attendees were encouraged to submit written comments at the open house or by mail, email, by visiting the online open house or in-person to Sound Transit before the end of the 14-day comment period on July 27, 2015.

TABLE 1

Open House

Date	Time	Location
Wednesday, July 15, 2015	4:30-7 p.m.	The Evergreen State College, Tacoma Campus 1210 6 th Ave. Tacoma, WA 98405

3.2.1 Advertising

Sound Transit advertised the open house and SEPA comment period using a variety of methods, including online ads, print ads, email invites, general community outreach, and outreach at events and festivals. Approximately 10 days before the open house, Sound Transit mailed a postcard announcement to more than 13,000 businesses and households. Sound Transit also posted announcements on the Tacoma Link Expansion website, on the City of Tacoma’s website and distributed a press release to multiple publications.

Sound Transit provided a link on its website to the Environmental Evaluation and supporting technical reports (Transportation, Noise and Vibration, and Historic and Archaeological Resources) to provide an opportunity for review and comment. This link was:

<http://www.soundtransit.org/tacomalinkexpansion>.

Sound Transit placed a notice of the DNS issuance and the comment period in the State SEPA Register on July 13, 2015 and also placed a legal notice with the same information in the Tacoma Tribune on July 13, 2015.

The open house earned the following media placements:

TABLE 2

Earned Media

Media Outlet	Date	Article
Progressive Railroading	July 14	<i>Sound Transit schedules open house for Tacoma Link extension</i> http://www.progressiverailroading.com/passenger_rail/news/Sound-Transit-schedules-open-house-for-Tacoma-Link-extension--45090
Exit 133	July 14	<i>Tacoma City Business Preview-Week of July 14 (Link Expansion Update)</i> http://www.exit133.com/articles/view/tacoma-city-business-preview-week-of-july-14-2015#.VblnzLHn cs
King 5 News	July 15	<i>Public comment sought on Tacoma Link Light Rail:</i> http://www.king5.com/videos/news/traffic/2015/07/15/public-comment-sought-on-tacoma-link-light-rail/30191919/
Tacoma News Tribune	July 20	<i>Proposed Link stops open for review:</i> http://www.thenewstribune.com/news/local/article27866641.html

Print advertisements were posted in the following publications and online advertisements linked directly to the Tacoma Link Expansion website.

- *Exit 133*
- *Korea Daily*

-
- *LaRaza*
 - *Nguoi Viet Tay Bac*
 - *NorthwestMilitary.com*
 - *Tacoma News Tribune*
 - *Tacoma Weekly*

3.3 Stakeholder Roundtable

Sound Transit hosted a meeting with the Stakeholder Roundtable on July 13, 2015 at the Community Health Care, Hilltop Regional Health Center. The purpose of the meeting was to provide an update about Tacoma Link Expansion, review environmental findings, discuss upcoming public involvement opportunities and give Roundtable members an opportunity to review and discuss the current design for the preferred alignment and stations.

3.4 Community and Agency Briefings

To maximize TLE outreach, Sound Transit visited community groups to provide notice about the comment period and hosted informational tables at familiar, well-attended community events. Sound Transit held eight briefings with community groups and agencies and at community events from June to July. This outreach and coordination is listed below.

3.4.1 List of Briefings in June and July

- July 1: Transportation Commission
- July 2: Central Neighborhood Council
- July 8: New Tacoma Neighborhood Council
- July 11: Black Collective
- July 14: City Council Study Session
- July 16: Stadium Business District
- July 20: Hilltop Action Coalition

3.5 Focused Outreach to Low-Income or Minority Populations

Sound Transit is committed to equal engagement opportunities for all interested members of the public. In addition to Sound Transit's outreach policy, multiple federal laws and guidance encourage and/or require Sound Transit to provide meaningful opportunities for these groups to engage in the planning process. Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, or national origin. Executive Order 12898 directs federal agencies to make environmental justice a part of its mission. FTA and U.S. Department of Transportation guidance further describes how to incorporate environmental justice principles into plans,

projects, and activities. This guidance includes a section on achieving meaningful public engagement with environmental justice populations (low-income and minorities).

During the comment period, print ads were translated into Korean, Spanish and Vietnamese.

Offering a range of opportunities to participate was a priority. In addition to the open house, Sound Transit reached residents at community gathering places through fairs and festivals and by briefing community organizations.

Sound Transit invited the following social service and community groups to the open house, provided them with a postcard for the open house to share, invited them to the website to review more information, offered contact information for the Sound Transit Outreach Specialist in their area and invited them to provide comment:

- Urban League
- UWT Diversity Resource Center
- Tacoma Community College
- Tacoma Rescue Mission
- Centro/Latino/Cross Cultural Collaborative
- MoLE
- Korean Women's Association
- Tacoma Public Library
- Asian Pacific Islander Association
- Catholic Community Services
- Tacoma Parks
- Slavic Center
- FISH Food Bank
- TACID

3.6 Social Media and Website Outreach

Social media was used throughout the comment period to interact with members of the public about the TLE. Social media connected Sound Transit with residents across the large geographic project area. Social media also allowed the project team to reach a younger, tech-savvy portion of the population who may not attend a project hearing or otherwise learn about the project.

During the comment period, two tweets were posted on the Sound Transit Twitter page. A July 14 tweet encouraged people to attend the open house. This tweet generated 3,759 impressions with 47 interactions. A July 20 tweet mentioned planning of the project with a link to the Tacoma News-Tribune story. This tweet generated 3,901 impressions with 26 interactions. Impressions refer to the number of people who saw the post and interactions mean someone interacted with the post by liking it, commenting on it, or sharing it.

In addition to the project website, Sound Transit hosted an online project open house during the public comment period at www.tacomalink.org. The online open house included all public meeting display materials, information about the open house, how to comment and an online

comment form. Comments submitted through the online form were directly forwarded to TacomaLinkExpansion@soundtransit.org.

During the 14-day SEPA comment period, the project website received 123 page views and the online open house received 224 visits and 774 page views. Page views refer to the number of times people viewed pages within the website and the visits identify the total number of visitors to the website. Visitors submitted 20 online comments during the 14-day comment period. The following sources linked the most visitors to the project website:

- Soundtransit.org
- King5.com



4.0 Comment Summary

At the end of the comment period, Sound Transit had received comment submittals from public individuals, agencies/jurisdictions, businesses, and organizations. This report reflects the total number of comments received, although some parties submitted comments multiple times.

Table 3 shows the number of comments Sound Transit received by commenter type during the 14 day comment period from July 13-27, 2015.

TABLE 3
Comment Submittals Received by Commenter Type

Commenter Type	Number
Businesses	2
Community Organization	1
Individual	31
Local Agency or Jurisdiction	2
Total	36

4.1 Public, Business, and Organization Comments

4.1.1 Businesses

A total of two businesses submitted comments. Businesses that submitted comments include:

- MultiCare
- Station Annex, LLC

The letter from MultiCare included the following points:

- Concern about congestion and construction closures in front of the hospital and impacts to patient access.
- Questions about how much demand is generated by the hospital at 3rd (Division Avenue) and MLK Jr. Way Station and a request to re-run ridership model to see if the station is eliminated, if demand would shift to the Stadium District and MLK Jr. Way and 6th Avenue stations.
- Request for information about platform location at 3rd Street (Division Avenue) and MLK Jr. Way Station.

-
- Loss of eight parking stalls is a concern, but the projected increase of transit users should help mitigate for the loss.
 - Request for Sound Transit to make all efforts during construction to maintain two-way flow of traffic on MLK Jr. Way in front of the hospital and, at a minimum, maintain one-way flow at all times.
 - Request for Sound Transit to coordinate the timing of all construction activities on MLK JR. Way between Division and 6th Avenue with MultiCare, not just closures.

The letter from Station Annex, LLC shared the following concerns about the relocation of the Theater District Station:

- Proximity of station to entrance of the building
- Impacts to on-street parking used by visitors to business
- Impacts to commercial loading zone in front of business
- Additional noise and vibration due to train
- Security concerns
- Additional pedestrian traffic and litter
- Poor use of public funds to pay for the demolition of existing station and construction of the relocated station
- Concern about flooding issues, since this was experienced during recent roadway construction on Commerce Street
- Safety of platform due to size constraints of roadway and safety of pedestrians and drivers due to proximity next to the I-705 Stadium Way on/off-ramp
- Impact of construction on 110-year-old structure

4.1.2 Community Organizations

One community organization submitted comments. Broadway Center shared a request to rename the Commerce Street Station the "Theater District Station" and name the Relocated Theater District Station "Old City Hall."

4.1.3 Individuals

A total of 31 comments were received from individuals. Comments are summarized by topic below.

4.1.3.1 General

The Tacoma Link Expansion received six positive comments. Many commenters encouraged the project team to proceed and to “just build it already!” Participants expressed hope for an increase in jobs and a stronger economy resulting from the Tacoma Link Expansion. People also thanked the project team for allowing the public to comment online.

Two comments expressed general concerns:

- One comment opposed the expansion as a whole
- One commenter made the following points:
 - The neighborhood characteristics and demographics of Hilltop do not warrant need for Tacoma Link Expansion
 - Questions about cost-benefit of expansion due to skepticism about ridership potential
 - Streetcar is incompatible with King County light rail system
 - Limited advantages for travel times
 - Skepticism regarding environmental benefits

Some commenters shared general questions or suggestions about the project, including:

- Interest in plans for future Tacoma Link expansion
- Suggestion to keep working on the project and trying different things and responding to feedback so people know it’s worth their effort

4.1.3.2 Construction

One commenter shared concerns about construction impacts recently experienced in front of the 615 Commerce Street building and the health impacts, such as headaches, that they experienced as a result. They were concerned about going through additional construction that would impact their commute to work and cause additional health issues.

One comment discussed mitigation for businesses during construction. Specifically, the commenter said the contractor’s commitment to getting sections done in a timely manner to minimize impacts to businesses is key. In addition, Sound Transit should help to address wayfinding for customers during construction and communicate as much as possible.

4.1.3.3 Design

One participant suggested the project team consider a dedicated transit-only lane, citing Seattle’s South Lake Union Streetcar as an example to avoid, since it does not have dedicated transit-only lanes.

4.1.3.4 Economic development

One commenter was concerned that the expansion would increase foot traffic from those with “socio-economic” struggles and would have a strong downward effect on trying to rebuild and attract business in the region.

4.1.3.5 Fares

There were two comments regarding fares. One commenter asked that the fare be free or cheap to increase ridership. The other commenter asked that there be a fare to discourage the homeless from using it as a shelter, but asked that the overall fare be \$1.00 and if someone is only riding it part of the way, it should be a reduced fare of \$.25.

4.1.3.6 Funding

Some commenters expressed support for the expansion, as long as funding allows for ongoing maintenance and cleaning of the new stations. Another comment voiced support for the project and asked Sound Transit to pursue funding.

Two commenters shared the following concerns about funding:

- Opposition to any effort to create a local improvement district (LID) to help fund the project
- Tacoma should withdraw from Sound Transit’s taxing district and use taxes to fund street improvements

4.1.3.7 Noise

One commenter shared concerns about noise, including noise from passengers waiting at the stations and additional pedestrian traffic.

4.1.3.8 Overhead Contact System (OCS)

An individual posed concern about the positioning of the OCS wire near the hospital on MLK, because they will have to be removed when replacing HVAC units at the hospital and will cost the hospital “thousands of dollars.”

4.1.3.9 Operations and Maintenance Facility Expansion

One commenter noted the site of the OMF expansion would have little impact on Hilltop residents, since it is located in an industrial area.

4.1.3.10 Outreach

- One comment expressed support to move forward with the project and asked Sound Transit to “stop talking and start building.”
- One comment suggested Sound Transit coordinate with local elementary schools and School of the Arts students.

-
- One commenter applauded the efforts of Sound Transit to engage the community on the design and alignment of the Link expansion, noting that there have been numerous opportunities to comment and participate.
 - Commenters shared the following preferences for future outreach activities and ways to keep people informed:
 - Newspaper articles
 - Mailings
 - Email updates
 - Public meetings
 - Online surveys
 - Information booths at community events or locations
 - Website
 - Briefings

4.1.3.11 Parking impacts

Specific concerns shared regarding parking impacts included:

- Including enough parking, stating that Sounder and Link light rail riders depend on availability of adequate parking at stations
- Avoiding angle parking
- Removing on-street parking for adjacent businesses
- Removal of parking will result in more businesses closing on MLK Jr. Way, such as what happened at 11th Street and MLK Jr. Way
- Concern about parking loss on Commerce Street

4.1.3.12 Pedestrian and bicycle safety

- One comment identified Tacoma Link as a great alternative for bicyclists who do not like to ride up the steep streets downtown.
- Two comments suggested ways to improve pedestrian safety. Suggestions included:
 - Constructing a sidewalk between Broadway and St. Helens to make it more walkable
 - Creating a safe place to walk from the Theater District Station to Broadway by improving the lighting and landscaping
- One commenter was concerned over the cost of injury lawsuits that Sound Transit may incur because of bicyclists injuring themselves on the track. They felt the tracks present dangers to bicyclists riding parallel to the tracks and wondered if bicyclists would be detoured to a safer route.

4.1.3.13 Route

Five comments suggested modifications or changes to the Tacoma Link Expansion route. These included:

- Extending the route to Schuster Parkway and the intersection of 6th Avenue and Proctor Street in order to eliminate the need for a car
- Consider future expansion to the waterfront and Schuster Parkway
- Extending the system to Emerald Queen Casino, up Portland Avenue, and to Seattle
- Concern that not having a continuous loop is “foolish,” and request to know why the design didn’t include a route from Martin Luther King Jr. Way and 19th Street Station to Tacoma Dome, since the line “should and most likely” go to Tacoma Community College
- Extending Tacoma Link to McKinley, or to 38th and the Tacoma Mall

4.1.3.14 Safety

Some commenters shared the following general safety concerns:

- Potential for safety risks and concern about rider safety with dangerous stops along Martin Luther King Jr. Way at 6th Avenue and 15th Street
- Risks to rider safety at current Tacoma Link stations
- Potential impact on existing security and if Sound Transit would need to cut positions or identify more funding for security
- Loitering at the stations and potential for risks to employees at 615 Commerce Street
- Stations could be a magnet for the homeless population and drug users

4.1.3.15 Station design

- While commenters commended the modern design examples at the open house, some expressed interest in something different, such as historic designs that can reflect Tacoma’s streetcar past and the character of the neighborhoods.
- Two comments identified specific requests for stations.
 - Add seating at the existing Tacoma Dome station on 25th Street
 - Avoid design such as the oddly-proportioned shelter on 11th Street

4.1.3.16 Station locations

Many commented on the station locations. Specific comments in regard to stations included:

- Relocated Theater District Station:
 - Nine individual commenters opposed the relocation of the Theater District Station for reasons such as disturbances during and post-construction, the cost to taxpayers, impacts to the Old Station Annex building/businesses, impacts to recent improvements to the sidewalk and crosswalk, losing parking spaces and moving it further from the pedestrian crossing and bus.

-
- Stadium Way and S. 4th Street Station:
 - Four comments supported keeping the station. One comment noted the area is residential and needs the service.
 - Concerns about this station included:
 - Potential for this station to eliminate the bike lane installed on Stadium Way to Commerce and downtown Tacoma
 - Traffic impacts prior to the freeway on-ramp
 - Engineering costs to address grade and make it ADA-compliant
 - Stadium District Station:
 - One comment expressed concern about the proximity to Stadium High School, as that area is already very congested during school hours.
 - Stations on Martin Luther King (MLK) Jr. Way:
 - Two commenters were concerned about the distance between the stops on MLK and 11th and 18th streets, compared to the distance between Division Avenue and 6th Avenue, and suggested moving the station to 12th instead of 11th Street to make it more walkable.
 - One comment requested a station near the Subway at Division Avenue and 21st Street, noting this would benefit the elderly population because the ground is less steep.
 - One commenter requested a station at S. 15th and MLK Jr. Way.

4.1.3.14 Tacoma Link operations and maintenance

Four comments addressed operation and maintenance. Two commenters asked Sound Transit to assure ongoing maintenance and cleaning of the stations, one person asked for real-time arrival information at stations, and the other comment asked for later evening operations from the Theater District Station to encourage downtown residents to ride to Theater District.

4.1.3.17 Timeline

One commenter expressed discontent over the time it has taken Sound Transit to get this project started, since voters approved ST2 in 2008 and property owners have been paying taxes for years to support ST2 projects.

4.1.3.18 Traction Power Substations (TPSS)

Suggestions for the design of the TPSS included incorporating community art, providing opportunities for community involvement in the design, ensuring the design is aesthetically pleasing and including a staircase in the design from St. Helens to Broadway at the TPSS sited at 200 S. Broadway.

4.1.3.19 Track and roadway elements

- Some commenters were concerned about additional roadwork on streets that have already experienced recent construction, such as the roadway in front of Old Station Annex and Stadium Way.
- One commenter mentioned Sound Transit should not follow the City's rules surrounding streetscapes, because the cost can be high.
- One comment expressed that Sound Transit should not cut the district in half by raising the rail beds, and instead asked the agency to incorporate signal prioritization and coordination technology.

4.1.3.20 Historic resources

Two comments noted concerns about the impacts to a historic building at Old Station Annex/615 Commerce Street building and detractions to the historical character of the building as a result of a new station.

4.1.3.21 Other light rail projects

One open house attendee commented they have concern over the "smoothness" of the link between Tukwila and the airport.

4.2 Agencies and Jurisdictions

City of Tacoma Transportation Commission

The Commission submitted a letter on July 15 which was addressed to Ryan Mello of the City of Tacoma Infrastructure, Planning and Sustainability (IPS) Council Committee. The letter contained the following main points:

- Noted that on June 18, 2014, the Transportation Commission submitted a letter of recommendation to the IPS Committee regarding the Tacoma Link Expansion station locations and that the recommendations in that letter remain valid.
- The Commission strongly favors a station location at South 4th and Stadium Way based on the large amount of developable land in the vicinity, availability of public access, and access at this location for people with limited mobility compared to other locations uphill or downhill.
- The Commission would prefer to keep the station near the current Theater District Station location as opposed to relocating the existing station. This would be closer to complementary transit routes on South 9th and maintain a more appropriate distance from the South 4th and Stadium Way station such that ridership is not taken away from that station. However, the Commission does not wish to delay the project with continued discussion about the Theater District Station and can support the proposed relocation.

-
- The Commission also discussed the importance of maintaining or improving signalization along the Tacoma Link corridor, such that rail will complement the existing traffic system for buses, autos, pedestrians and bicyclists.
 - The Commission applauded Sound Transit's efforts to engage the community on the design and alignment on the Tacoma Link Expansion.
 - The Commission hoped the City Council would consider the Transportation Commission's station location priorities when it communicates the City's priorities to Sound Transit.

City of Tacoma Public Works/Engineering Division

This letter outlined comments on Sound Transit and FTA's Environmental Evaluation and the Transportation Technical Report. Sound Transit and FTA had previously provided the draft environmental documents and technical reports to the City for review and received comments from the Public Works/Engineering Division. The City noted in its letter that it appreciated the modifications Sound Transit made to address the City's previous comments, particularly the Transportation Technical Report.

The City noted that while they had outstanding questions, they believe the issues can be addressed during upcoming final design.

The City noted the following which define expectations they believe will be useful during final design:

- The median position of the relocated Theater District Station is still subject to review.
- Potential elimination of existing turn lanes may require further analysis or clarification
- Confirmation in final design that an exclusive trackway originally proposed along Division from MLK Way to approximately N "I" Street is not needed (i.e., the exclusive trackway is not included in the current Preliminary Engineering (PE) plans).
- Further definition of whether and how Transit Signal Priority (TSP) would be implemented and incorporated into the Tacoma Link Expansion project.
- The orientation/configuration of the station platforms is subject to further review in final design.
- More analysis of intersection operations and queuing related to station positions (i.e., median vs. curbside) may be needed.
- Some traffic and parking impacts, while not considered significant, could be perceived as problematic by the public or businesses.

5.0 Individuals Who Provided Comments

The following individuals provided comments.

Note: Many commenters wished to remain anonymous and did not provide contact information with their comments.

Will Bean
Bob Bowie
Herbert Burke
Steven Buter
Lynette Chandler
Barbara Dunson
Michael Faltus
Judie Fortier
Kevin Grossman
Paul Hatfield
Kris Hilsop
Mr. Johnston
Glynda Jones
Ric Miles
Andrew Miller
Michael Ritchie
Andy Shanstrom
Holly Stewart
Johanna Townsend
Zack Willhoite
Lowell Wyse

**City of Tacoma 2015-2016
City Council Forecast**

Date	Meeting	Subject	Department
August 11, 2015	Study Session	Marijuana Regulations	CAO/PDS
	City Council Meeting	Billboard Regulations	PDS
August 18, 2015	Joint Park Commissioners/Council	Development Regulation Agreement Point Defiance Park	Metro Parks/PDS
	City Council Study Session	Gun Safety Campaign	NCS
	City Council Meeting		
August 25, 2015	Study Session	Innovative Grants Program	CED
	City Council Meeting		
September 1, 2015	Jt. Utility Board Study Session	Click!	TPU
	City Council Meeting		
September 8, 2015	CANCELLED		
September 15, 2015	Study Session	Tacoma-Pierce County Solid Waste Plan Update	ESD-SWM
	City Council Meeting	Live-Work & Work-Live Regulations	PDS
September 22, 2015	Study Session	WSDOT Update on Amtrak Station	PDS/WSDOT
	City Council Meeting		
September 29, 2015	Study Session		
	City Council Meeting		
October 6, 2015	Joint Utility Board Study Session		
	City Council Meeting		
October 13, 2015	Study Session		
	City Council Meeting		
October 20, 2015	Study Session		
	City Council Meeting		
October 27, 2015	Study Session	2015 Comprehensive Plan Update	PDS
	City Council Meeting		
November 3, 2015	Study Session		
	City Council Meeting		
November 10, 2015	Study Session		
	City Council Meeting		
November 17, 2015	Study Session	Billboard Regulations	PDS
	City Council Meeting		
November 24, 2015	Study Session		
	City Council Meeting		
December 1, 2015	Study Session		
	City Council Meeting		
December 8, 2015	Study Session		
	City Council Meeting		
December 15, 2015	Study Session		
	City Council Meeting		
December 22, 2015	CANCELLED		
December 29, 2015	CANCELLED		

Council Committee Report

(Subject to Change)

Economic Development Committee	
Committee Members: Campbell (Chair), Boe, Walker, Mello, Alternate -Thoms Executive Liaison: Andy Cherullo; Staff Support - Brad Forbes	2nd, 4th, and 5th Tuesdays 10:00 a.m. Room 248
CBC Assignments:	<ul style="list-style-type: none"> • Tacoma Arts Commission • Greater Tacoma Regional Convention Center Public Facilities District • Foss Waterway Development Authority • City Events and Recognition Committee
August 11, 2015 GTCTC and Tacoma Dome 2014 End of Year Marketing and Financial Closing and Q2 2015 Update	Kim Bedier, Director, Public Assembly Facilities; Bennish Brown, Tacoma Regional Convention & Visitor Bureau President/CEO
Future: August 25, 2015 Neighborhood Business District activity update Semi-Annual Status Report on LEAP & SBA Programs	Shari Hart, Program Development Specialist, Community and Economic Development; Kevin Grossman, President, Cross District Association Peter Guzman, LEAP Program Manager, Community and Economic Development; Charles Wilson, SBE Coordinator, Community and Economic Development
September 8, 2015 Q2 Dashboard Presentation	Debbie Bingham, Program Development Specialist, Community and

Government Performance and Finance Committee	
Committee Members: Lonergan (Chair), Campbell, Thoms, Strickland, Alternate-Ibsen Executive Liaison: Andy Cherullo; Staff Support - India Adams	1st, 3rd, and 5th Wednesdays 4:30 p.m. Room 248
CBC Assignments:	<ul style="list-style-type: none"> • Public Utility Board • Board of Ethics • Audit Advisory • Civil Service Board
August 19, 2015 Fire Inspection Fee Implementation Emergency Radio Services Fees PSE Franchise Renewal	James Duggan, Fire Chief Jack Kelanic, Information Technology Director Jennifer Hines, Assistant Division Manager - Real Property Services; Jeff Capel, Deputy City Attorney
Future: September 2, 2015 Electronic Content Management System Equity and Empowerment Policies File Local	Jack Kelanic, Information Technology Director LaMont Green, Office of Equity and Human Rights Danielle Larson, Tax and License Manager
September 16, 2015 July Monthly Financial Report Fiscal Home Rule	Randy Lewis, Office of Government Relations

Infrastructure, Planning and Sustainability Committee	
Committee Members: Mello (Chair), Boe, Walker, Ibsen, Alternate-Campbell Executive Liaison: Mark Lauzier; Staff Support - Anita Gallagher	2nd and 4th Wednesdays 4:30 p.m. Room 16
CBC Assignments:	<ul style="list-style-type: none"> • Sustainable Tacoma Commission • Planning Commission • Board of Building Appeals • Transportation Commission
August 12, 2015 Live/Work Regulations Board of Building Appeals Interviews (2 vacancies)	Brian Boudet, Division Manager, and Sue Coffman, Building Official, Planning and Development Services Doris Sorum, City Clerk
Future: August 26, 2015 Point Defiance Update	Ian Munce, Special Assistant to the Director, Planning and Development Services
September 9, 2015 PSRC Household Travel Survey (tentative)	Diane Wiatr, Active Transportation Coordinator, Environmental Services

Council Committee Report

(Subject to Change)

Neighborhoods and Housing Committee

Committee Members: Walker (Chair), Boe, Ibsen, Lonergan, Alternate-Woodards
Executive Liaison: Mark Lauzier; Staff Support - Monica Ghosh

1st and 3rd Mondays
4:30 p.m.
Room 248

CBC Assignments:

August 17, 2015 Residential Permit Parking Plan

• Tacoma Community Redevelopment Authority
Public Works

Future:

September 7, 2015 LABOR DAY HOLIDAY

September 21, 2015 Short Term Rentals

Narrowmoor Conservation District

Community Based Services Update

Planning and Development Services; Tax and License

Planning and Development Services

Allyson Griffith, Neighborhood and Community Services

Public Safety, Human Services, and Education Committee

Committee Members: Woodards (Chair), Campbell, Lonergan, Strickland, Alternate-Mello
Executive Liaison: Nadia Chandler-Hardy; Staff Support - Genesis Gavino

2nd and 4th Thursdays
4:30 p.m.
Room 248

CBC Assignments:

- Citizen Review Panel
- Human Services Commission
- Human Rights Commission

- Commission on Disabilities
- Library Board

August 13, 2015 Commission on Disabilities Interview

Doris Sorum, City Clerk's Office

Future:

August 27, 2015 Tacoma Municipal Court Specialized Services


September 10, 2015 Capacity Building for Organizations

Judge Verhey, Tacoma Municipal Court

Diane Powers, Office of Equity and Human Rights; Pamela Duncan, Neighborhood and Community Services



TO: Mayor and City Council Members

FROM: William A. Gaines, Director of Utilities/CEO 

CC: Public Utility Board

DATE: July 23, 2015

RE: Response to Inquiries made at the June 23 Joint Study Session

1. Provide "cross-tabs" from the Click! public opinion survey, broken out by inside vs. outside Tacoma residence. If possible, also provide breakout by Council District.

Please see Attachment A.

2. Provide the amount of the Click! marketing budget, trended over the past 5 years, and how that compares to marketing budgets for other municipal broadband providers. Also, describe the nature of Click's marketing activities over the past 5 years.

Please see Attachment B.

3. Referring to the Shut Down scenario on Slide 12 of the Click! Alternatives presentation, reconcile the 26 remaining FTE's with the 94/6 cost allocation.

Please see Attachment C.

4. In the shutdown scenario, what is the impact to Power rates?

Under Doug Dawson's shutdown scenario, Tacoma Power would require .75 percent less revenue in 2016 at base rates compared to the status quo.

5. Please ask Mr. Dawson to study the proposed "Seattle" model if implemented in Tacoma (City builds/owns the network, network is operated by a private entity, City retails services to end users).

Please see Attachment D.

6. Provide information about buyouts of smaller broadband systems, particularly by Comcast, over the past 10 years.

Comcast System Acquisitions (Dawson -CCG Presentation 7/7/2015)

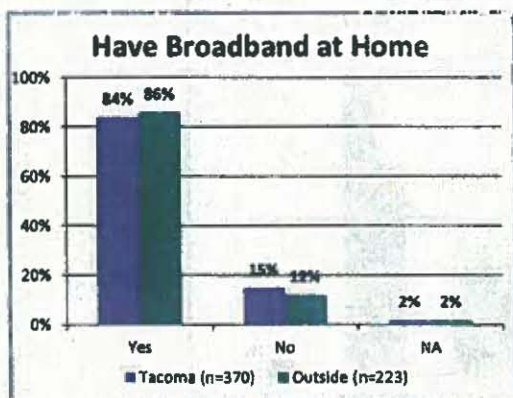
- Comcast grew by acquisition and made their first acquisition in 1986.
- When Comcast bought TCI from AT&T in 2001 they hit an FCC limit that defined how large a cable company could be.
- For a few years after the TCI purchase they divested properties they didn't want to buy properties they wanted.
- There have been numerous swaps with other cable companies that both increased and decreased Comcast customers.
- Last acquisitions were Lowell, MA system in 2007 and Alameda, CA in 2008 (both muni systems).
- Rumor is that now that Time Warner merger fell through that they might go into acquisition mode again, but we won't know until they buy something.

CLICK! PUBLIC OPINION POLL CROSS TAB: IN & OUT OF TACOMA RESPONSES

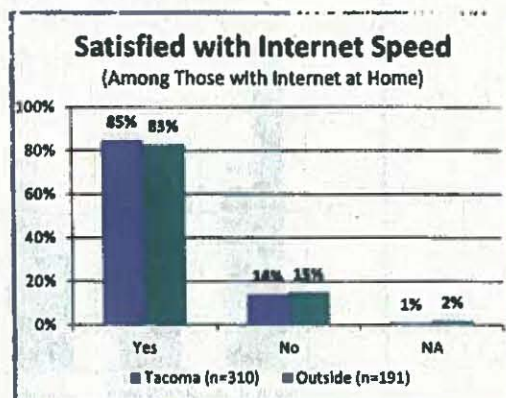
TACOMA PUBLIC UTILITIES



TACOMA PUBLIC UTILITIES



Q.2 Do you have broadband internet access at home?

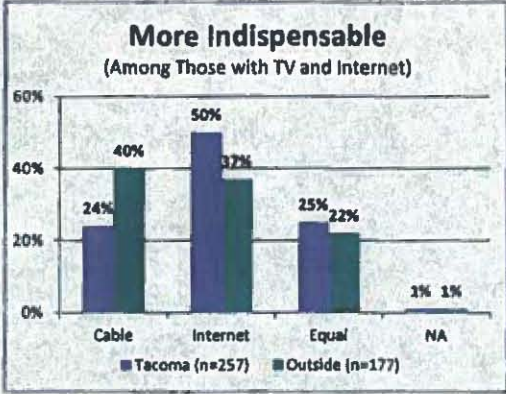


Q.2.2 Are you satisfied with your current internet speed?

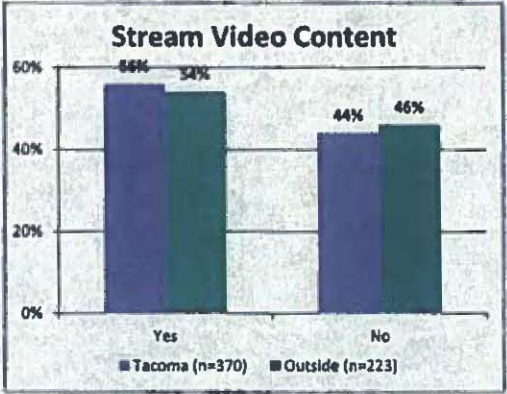


ATTACHMENT A

TACOMA PUBLIC UTILITIES



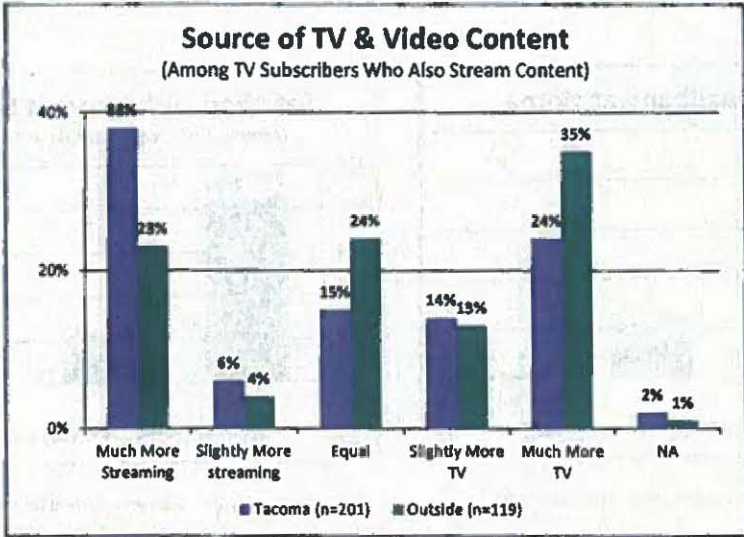
Q.3 Which would you say is more indispensable to your household: Internet or Cable TV?



Q.4 Do you stream video content or entertainment at home, using services such as Netflix, Hulu, Apple TV, Amazon Prime or similar services?



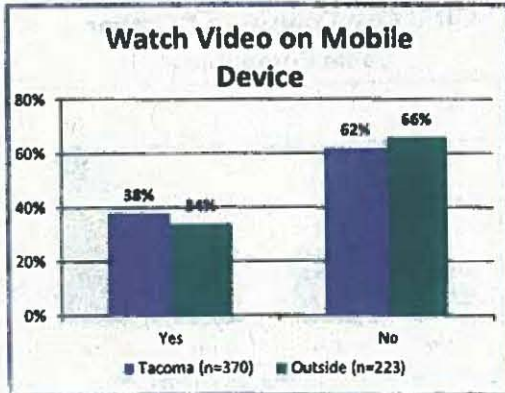
TACOMA PUBLIC UTILITIES



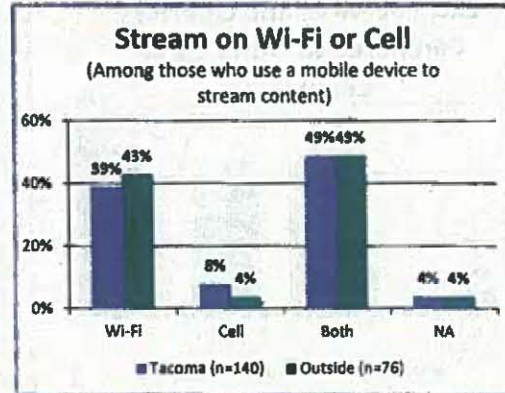
Q.4.1 Would you say you watch more content on your cable/satellite, or more on streaming services?



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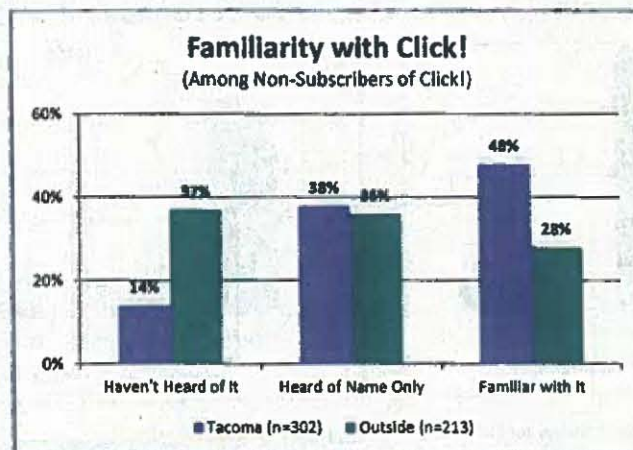
Q.5 Do you use a mobile device to watch video or television content?



Q.5.1 Do you use Wi-Fi or your cell phone company to stream content on your mobile device? Or do you use both?



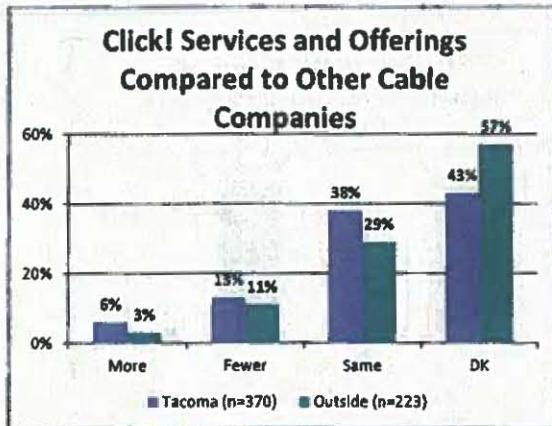
TACOMA PUBLIC UTILITIES



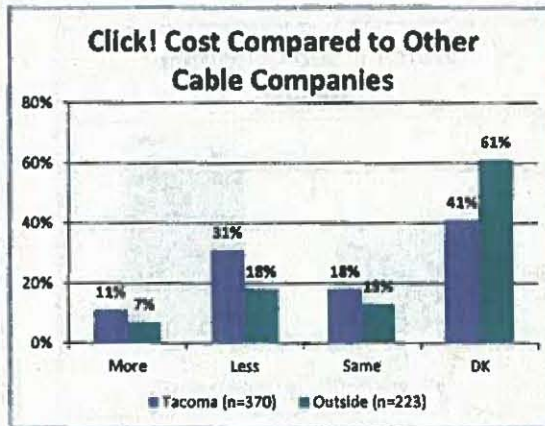
Q.5 How familiar are you with Click Cable TV? Would you say you...haven't heard of it, heard of the name only, or are familiar with it?



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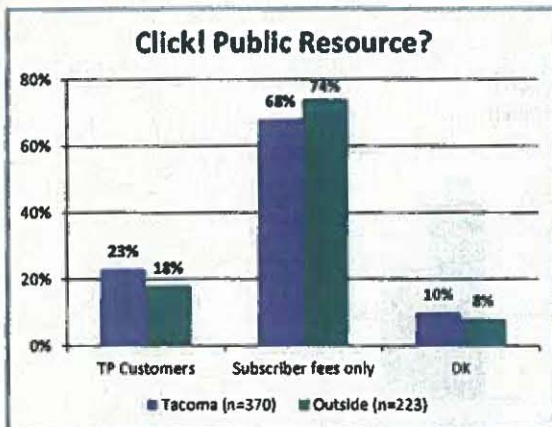
Q.8 Compared to other cable companies, do you think Click Cable TV offers [more/fewer channels and services/about the same] than other cable companies?



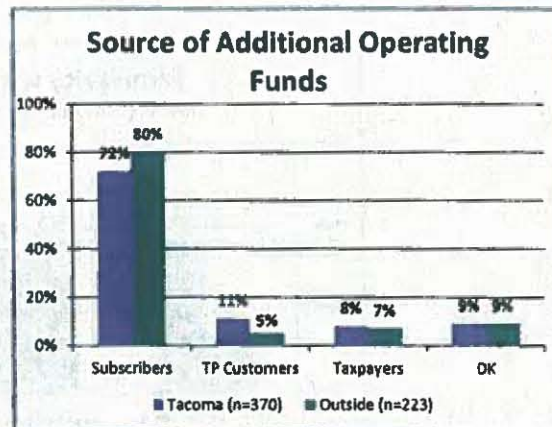
Q.9 Compared to other cable companies, is Click Cable TV [more/less expensive/about the same] than other cable companies?



TACOMA PUBLIC UTILITIES



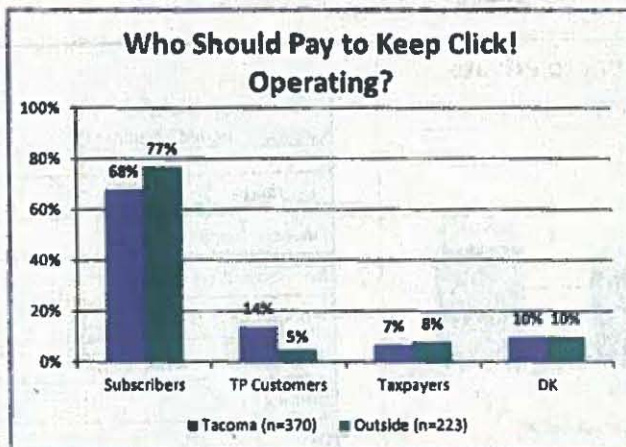
Q.10 Currently, all Tacoma Power customers help pay for Click Cable TV through a portion of their power bills, whether they subscribe to Click or not. Which of these statements comes closest to your opinion:
 -Click Cable TV should operate solely on fees paid by subscribers - not other electricity ratepayers
 -Click Cable TV is a public resource, so it is appropriate that all Tacoma Power customers help pay for it



Q.11 Click is currently experiencing financial challenges that will require additional revenue. In your opinion should the additional money to keep Click operating come from:
 -Click subscribers
 -Tacoma Power customers - both Click subscribers and non-subscribers
 -Tacoma taxpayers



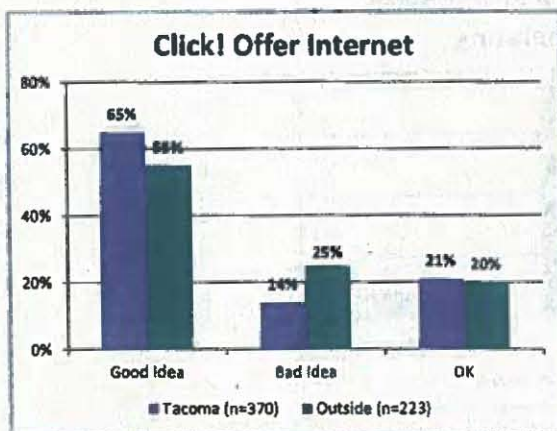
TACOMA PUBLIC UTILITIES



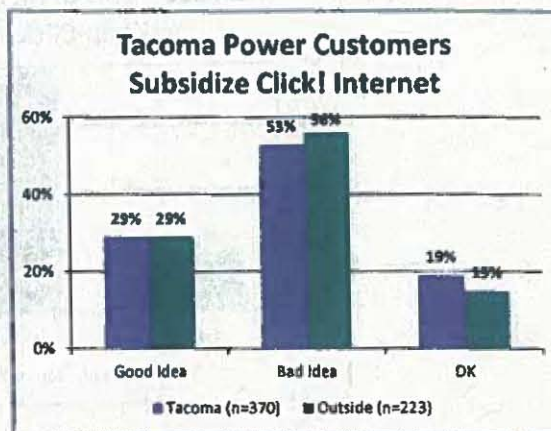
- Q.12 If Click cannot cover the costs it may have to change operations or shut down. Given that possibility, which of these statements comes closest to your opinion:
- Click customers should pay higher rates. If subscriber fees can't cover the cost, Click should shut down.
 - Tacoma Power customers – both Click subscribers and non-subscribers, should pay more to keep Click up and running.
 - Tacoma taxpayers should pay more to keep Click up and running.



TACOMA PUBLIC UTILITIES



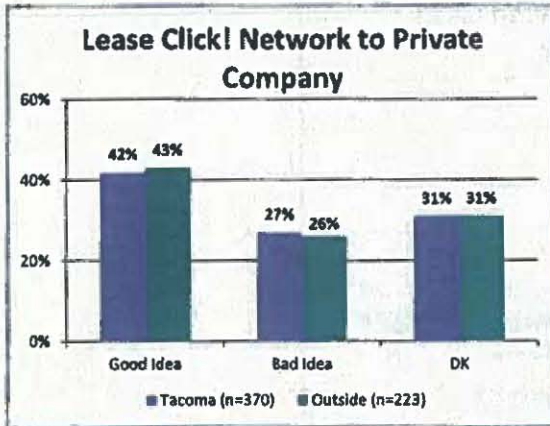
Q.14 One possibility is for the city to allow Click Network to offer internet service. Click would then compete with private companies to offer internet service. I realize there are details to consider, but as you hear it now, does this sound like...a good idea/bad idea?



Q.15 If the Click Network were to offer Internet service in competition with private companies, it would still require all Tacoma Power customers to help pay for the service. Given this, does having Click offer internet services sound like...a good idea/bad idea?



TACOMA PUBLIC UTILITIES



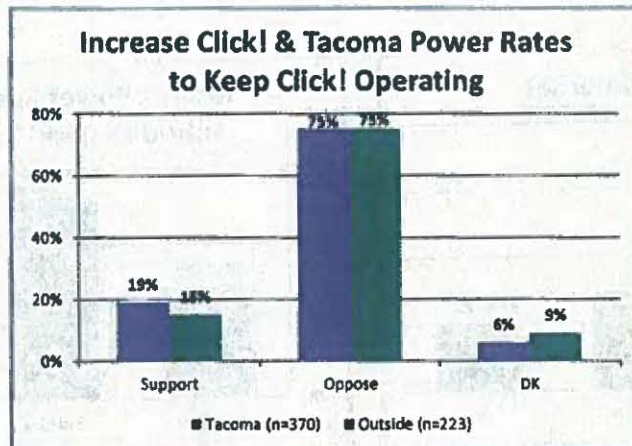
Q.16 Another possibility is that private companies would pay Tacoma Power to use its network to offer both cable TV and internet service. Under this plan, Click Cable TV would be replaced by private cable and internet companies. As you hear this idea, does this sound like...a good idea/bad idea?

Information Needs (Top Open-ended Responses)	Tacoma (n=370)	Outside (n=223)
Cost /Rates	32%	34%
Financial Detail	12%	12%
Non-subscribers don't pay	10%	10%
Who will be in charge	8%	6%
Quality of services	7%	5%
Nothing	6%	9%
DK	10%	12%

Q.17 Before the city partners with private companies to use the Click network, what would you want to know about the arrangement?



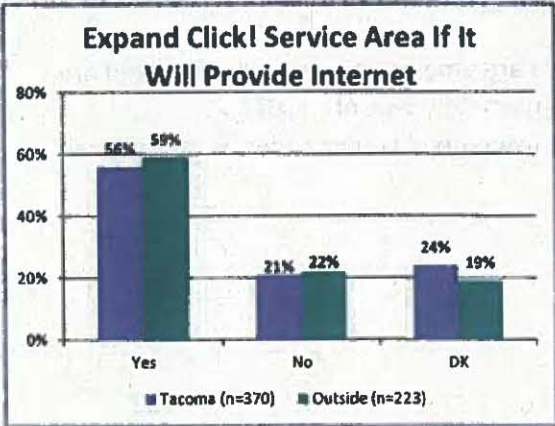
TACOMA PUBLIC UTILITIES



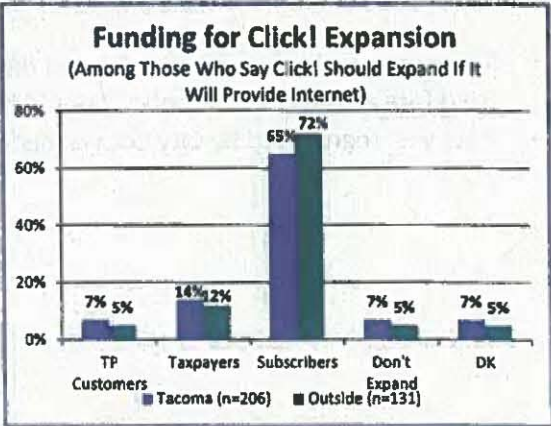
Q.18 Another possibility is to increase both Click Cable TV rates and Tacoma Power rates to keep Click operating. Would be inclined to [support/oppose] a rate increase to keep Click operating?



TACOMA PUBLIC UTILITIES



Q.19 If Click were to become an Internet service provider, should it expand its service area?



Q.19.1 Expanding Click's service area would cost millions of dollars. In your opinion, who should pay for the expansion?



Click! Public Opinion Poll: City Council District Tables

The following tables represent Click! Public Opinion Poll responses by City Council District.

- Survey results by Tacoma City Council districts are among City residents only, and are therefore a subset of the entire sample (approximately 58% of n=602).
- Data was segmented by City Council districts using zip plus-four codes, where available.



Click! Public Opinion Poll: City Council District Tables

Q1. How do you get the television signal at your home?

	City Council District					Total
	1	2	3	4	5	
Cable	57	41	52	37	61	248
	70%	69%	76%	61%	74%	70%
Satellite	11	8	2	8	9	38
	13%	14%	3%	13%	11%	11%
Antenna	7	3	5	4	5	24
	9%	5%	7%	7%	6%	7%
No TV	6	7	6	10	7	36
	7%	12%	9%	16%	9%	10%
NA	1	0	3	2	0	6
	1%	0%	4%	3%	0%	2%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Q1.1. IF CABLE OR SATELLITE: Which company do you subscribe to?

	City Council District					Total
	1	2	3	4	5	
Comcast	38	24	30	27	47	166
	56%	49%	56%	60%	67%	58%
Century Link	0	0	1	1	1	3
	0%	0%	2%	2%	1%	1%
Direct TV	9	6	1	3	4	23
	13%	12%	2%	7%	6%	8%
Dish	2	1	1	4	5	13
	3%	2%	2%	9%	7%	5%
Click!	17	13	19	7	11	67
	25%	27%	35%	16%	16%	23%
Other	1	3	2	3	0	9
	1%	6%	4%	7%	0%	3%
NA	1	2	0	0	2	5
	1%	4%	0%	0%	3%	2%
Total	68	49	54	45	70	286
	24%	17%	19%	16%	24%	100%

Frequency Missing = 66

Q2. Do you have broadband internet access at home?

	City Council District					Total
	1	2	3	4	5	
Yes	76	52	52	45	71	296
	93%	88%	76%	74%	87%	84%
No	6	5	15	13	11	50
	7%	8%	22%	21%	13%	14%
NA	0	2	1	3	0	6
	0%	3%	1%	5%	0%	2%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Q2.1. IF YES: Who is your internet service provider?

	City Council District					Total
	1	2	3	4	5	
Comcast	43	22	23	27	49	164
	57%	42%	44%	60%	69%	55%
Century Link	5	8	5	1	5	24
	7%	15%	10%	2%	7%	8%
Rainier Connect	8	11	3	5	4	31
	11%	21%	6%	11%	6%	10%
Advanced Stream	8	1	7	2	3	21
	11%	2%	13%	4%	4%	7%
Net Venture	8	6	5	3	4	26
	11%	12%	10%	7%	6%	9%
Other	1	2	7	5	4	19
	1%	4%	13%	11%	6%	6%
NA	3	2	2	2	2	11
	4%	4%	4%	4%	3%	4%
Total	76	52	52	45	71	296
	26%	18%	18%	15%	24%	100%

Frequency Missing = 56

Q2.2 Are you satisfied with your current internet speed?

	City Council District					Total
	1	2	3	4	5	
Yes	64	47	40	38	63	252
	84%	90%	77%	84%	89%	85%
No	12	4	11	6	7	40
	16%	8%	21%	13%	10%	14%
NA	0	1	1	1	1	4
	0%	2%	2%	2%	1%	1%
Total	76	52	52	45	71	296
	26%	18%	18%	15%	24%	100%

Frequency Missing = 56

Q3. IF BOTH CABLE TV AND BROADBAND:

Which would you say is more indispensable to your household:

	City Council District					Total
	1	2	3	4	5	
Cable	17	10	10	11	10	58
	27%	23%	23%	32%	16%	24%
Internet	28	20	25	14	34	121
	44%	47%	58%	41%	56%	50%
Equal	16	13	8	9	16	62
	25%	30%	19%	26%	26%	25%
NA	2	0	0	0	1	3
	3%	0%	0%	0%	2%	1%
Total	63	43	43	34	61	244
	26%	18%	18%	14%	25%	100%

Frequency Missing = 108

Q4. Do you stream video content or entertainment at home, using services such as Netflix, Hulu, Apple TV, Amazon Prime or similar services?

	City Council District					Total
	1	2	3	4	5	
Yes	50	37	37	33	35	192
	62%	63%	57%	58%	43%	56%
No	31	22	27	24	46	150
	38%	37%	42%	42%	57%	44%
NA	0	0	1	0	0	1
	0%	0%	2%	0%	0%	0%
Total	81	59	65	57	81	343
	24%	17%	19%	17%	24%	100%

Frequency Missing = 9

Q4.1. IF YES: Would you say you watch more content on your cable/satellite, or more on streaming services? [Would you say Much More or Slightly More?]

	City Council District					Total
	1	2	3	4	5	
Much more streaming	17	14	16	14	13	74
	34%	38%	43%	42%	37%	39%
Slightly more streaming	4	2	4	2	1	13
	8%	5%	11%	6%	3%	7%
Equal	12	3	4	6	5	30
	24%	8%	11%	18%	14%	16%
Slightly more TV	6	5	5	5	8	29
	12%	14%	14%	15%	23%	15%
Much more TV	10	12	7	6	8	43
	20%	32%	19%	18%	23%	22%
NA	1	1	1	0	0	3
	2%	3%	3%	0%	0%	2%
Total	50	37	37	33	35	192
	26%	19%	19%	17%	18%	100%

Frequency Missing = 160

Q5. Do you use a mobile device to watch video or television content?

	City Council District					Total
	1	2	3	4	5	
Yes	27	34	31	19	26	137
	33%	58%	46%	31%	32%	39%
No	55	25	37	42	54	213
	67%	42%	54%	69%	66%	61%
NA	0	0	0	0	2	2
	0%	0%	0%	0%	2%	1%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Q5.1. IF YES: Do you use Wi-Fi or your cell phone company to stream content on your mobile device? Or do you use both?

	City Council District					Total
	1	2	3	4	5	
Wi-Fi	8	15	9	10	11	53
	30%	44%	29%	53%	42%	39%
Phone	1	2	5	2	1	11
	4%	6%	16%	11%	4%	8%
Both	17	15	15	7	13	67
	63%	44%	48%	37%	50%	49%
NA	1	2	2	0	1	6
	4%	6%	6%	0%	4%	4%
Total	27	34	31	19	26	137
	20%	25%	23%	14%	19%	100%

Frequency Missing = 215

Q6. How familiar are you with Click Cable TV?

	City Council District					Total
	1	2	3	4	5	
Haven't heard of it	9	6	9	4	13	41
	14%	13%	18%	7%	18%	14%
Heard of name only	19	14	17	23	32	105
	29%	30%	35%	43%	45%	37%
Familiar with it	37	26	23	26	26	138
	57%	57%	47%	48%	37%	48%
NA	0	0	0	1	0	1
	0%	0%	0%	2%	0%	0%
Total	65	46	49	54	71	285
	23%	16%	17%	19%	25%	100%

Frequency Missing = 67

Q8. Compared to other cable companies, do you think Click Cable TV offers [READ LIST] than other cable companies?

	City Council District					Total
	1	2	3	4	5	
More channels/services	4	6	4	3	5	22
	5%	10%	6%	5%	6%	6%
Fewer channels/services	8	6	13	10	11	48
	10%	10%	19%	16%	13%	14%
Same channels/services	36	26	24	24	26	136
	44%	44%	35%	39%	32%	39%
NA	34	21	27	24	40	146
	41%	36%	40%	39%	49%	41%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Click! Public Opinion Poll: City Council District Tables

Q9. Compared to other cable companies, is Click Cable TV [READ LIST] than other cable companies?

	City Council District					Total
	1	2	3	4	5	
More expensive	9	6	6	8	9	38
	11%	10%	9%	13%	11%	11%
Less expensive	23	21	26	16	24	110
	28%	36%	38%	26%	29%	31%
Costs about the same	19	9	11	10	12	61
	23%	15%	16%	16%	15%	17%
NA	31	23	25	27	37	143
	38%	39%	37%	44%	45%	41%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Q10. Currently, all Tacoma Power customers help pay for Click Cable TV through a portion of their power bills, whether they subscribe to Click or not. Which of these statements comes closest to your opinion:

	City Council District					Total
	1	2	3	4	5	
Click Cable TV is a public resource, so it is appropriate that all Tacoma Power customers help pay for it	26	16	20	14	9	85
	32%	27%	29%	23%	11%	24%
Click Cable TV should operate solely on fees paid by subscribers - not other electricity ratepayers	43	40	43	43	63	232
	52%	68%	63%	70%	77%	66%
DK	13	3	5	4	10	35
	16%	5%	7%	7%	12%	10%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Click! Public Opinion Poll: City Council District Tables

Q11. Click is currently experiencing financial challenges that will require additional revenue. In your opinion should the additional money to keep Click operating come from:

	City Council District					Total
	1	2	3	4	5	
Click! subscribers	50	44	48	46	62	250
	61%	75%	71%	75%	76%	71%
Tacoma Power Customers	14	7	8	6	7	42
	17%	12%	12%	10%	9%	12%
Taxpayers	7	7	6	4	3	27
	9%	12%	9%	7%	4%	8%
DK	11	1	6	5	10	33
	13%	2%	9%	8%	12%	9%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Q12. If Click cannot cover the costs it may have to change operations or shut down. Given that possibility, which of these statements comes closest to your opinion:

	City Council District					Total
	1	2	3	4	5	
Click! customers should pay higher rates. If subscriber fees can't cover the cost, Click should shut down.	50	37	48	41	63	239
	61%	63%	71%	67%	77%	68%
Tacoma Power customers – both Click subscribers and non-subscribers, should pay more to keep Click up and running.	16	11	11	10	5	53
	20%	19%	16%	16%	6%	15%
Tacoma taxpayers should pay more to keep Click up and running.	5	6	5	3	4	23
	6%	10%	7%	5%	5%	7%
DK	11	5	4	7	10	37
	8%	6%	11%	12%	11%	11%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Click! Public Opinion Poll: City Council District Tables

Q14. One possibility is for the city to allow Click Network to offer internet service. Click would then compete with private companies to offer internet service. I realize there are details to consider, but as you hear it now, does this sound like a...

	City Council District					Total
	1	2	3	4	5	
Good Idea	48	49	43	38	47	225
	59%	83%	63%	62%	57%	64%
Bad Idea	10	2	11	7	18	48
	12%	3%	16%	11%	22%	14%
DK	24	8	14	16	17	79
	29%	14%	21%	26%	21%	22%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Q15. If the Click Network were to offer internet service in competition with private companies, it would still require all Tacoma Power customers to help pay for the service. Given this, does having Click offer internet services sound like a...

	City Council District					Total
	1	2	3	4	5	
Good Idea	29	21	23	16	14	103
	35%	36%	34%	26%	17%	29%
Bad idea	28	28	34	39	52	181
	34%	47%	50%	64%	63%	51%
DK	25	10	11	6	16	68
	30%	17%	16%	10%	20%	19%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Click! Public Opinion Poll: City Council District Tables

Q16. Another possibility is that private companies would pay Tacoma Power to use its network to offer both cable TV and internet service. Under this plan, Click Cable TV would be replaced by private cable and internet companies. As you hear this idea, does this sound like a...

	City Council District					Total
	1	2	3	4	5	
Good idea	33	28	24	28	37	150
	40%	47%	35%	46%	45%	43%
Bad idea	25	15	22	16	20	98
	30%	25%	32%	26%	24%	28%
DK	24	16	22	17	25	104
	29%	27%	32%	28%	30%	30%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Q18. Another possibility is to increase both Click Cable TV rates and Tacoma Power rates to keep Click operating. Would be inclined to [READ LIST] a rate increase to keep Click operating?

	City Council District					Total
	1	2	3	4	5	
Support	26	13	11	9	10	69
	32%	22%	16%	15%	12%	20%
Oppose	49	42	53	49	68	261
	60%	71%	78%	80%	83%	74%
DK	7	4	4	3	4	22
	9%	7%	6%	5%	5%	6%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Click! Public Opinion Poll: City Council District Tables

Q19. If Click were to become an internet service provider, should it expand its service area?

	City Council District					Total
	1	2	3	4	5	
Yes	48	36	48	24	38	194
	59%	61%	71%	39%	46%	55%
No	14	10	11	19	21	75
	17%	17%	16%	31%	26%	21%
NA	20	13	9	18	23	83
	24%	22%	13%	30%	28%	24%
Total	82	59	68	61	82	352
	23%	17%	19%	17%	23%	100%

Q19.1. IF YES: Expanding Click's service area would cost millions of dollars. In your opinion, who should pay for the expansion?

	City Council District					Total
	1	2	3	4	5	
Tacoma Power customers	5	2	1	4	3	15
	10%	6%	2%	17%	8%	8%
Taxpayers	3	9	7	3	4	26
	6%	25%	15%	13%	11%	13%
Click! subscribers	30	20	35	17	24	126
	63%	56%	73%	71%	63%	65%
Don't expand	4	3	3	0	3	13
	8%	8%	6%	0%	8%	7%
DK	6	2	2	0	4	14
	13%	6%	4%	0%	11%	7%
Total	48	36	48	24	38	194
	25%	19%	25%	12%	20%	100%

Frequency Missing = 158

Click! Public Opinion Poll: City Council District Tables

Q20. Age

	City Council District					Total
	1	2	3	4	5	
18-35	18	8	15	16	20	77
	22%	14%	22%	26%	24%	22%
36-50	24	17	18	12	17	88
	29%	29%	26%	20%	21%	25%
51-64	19	16	21	16	25	97
	23%	27%	31%	26%	30%	28%
65+	20	16	14	16	17	83
	24%	27%	21%	26%	21%	24%
Won't say	1	2	0	1	3	7
	1%	3%	0%	2%	4%	2%

Q24. Household Income

	City Council District					Total
	1	2	3	4	5	
Less than \$35k	12	4	22	16	16	70
	15%	7%	32%	26%	20%	20%
\$35k-\$60k	23	18	18	15	27	101
	28%	31%	26%	25%	33%	29%
\$60k-\$100k	14	15	12	15	20	76
	17%	25%	18%	25%	24%	22%
Over \$100k	16	11	9	4	4	44
	20%	19%	13%	7%	5%	13%
Won't say	17	11	7	11	15	61
	21%	19%	10%	18%	18%	17%

Gender

	City Council District					Total
	1	2	3	4	5	
Male	38	29	28	33	34	162
	46%	49%	41%	54%	41%	46%
Female	44	30	40	28	48	190
	54%	51%	59%	46%	59%	54%

Response to Council Member Question From 6/23/2015 Joint Study Session

Q2. Provide the amount of the Click! marketing budget, trended over the past 5 years, and how that compares to marketing budgets for other municipal broadband providers. Also, describe the nature of Click's marketing activities over the past 5 years.

Sales and Marketing Expenditures Trend

SALES AND MARKETING		Actuals					
PERSONNEL		2009	2010	2011	2012	2013	2014
552100	Click MrktBusOpsAdm	\$171,171	\$169,034	\$179,248	\$143,639	\$164,463	\$174,149
552200	Click Mkt Admin	957,602	1,000,459	1,011,786	1,044,516	1,036,665	1,063,988
552300	Click Marketing Svc	12,190	10,750	12,755	8,809	9,753	14,151
	Sub-total	\$1,140,963	\$1,180,243	\$1,203,789	\$1,196,964	\$1,210,881	\$1,252,288
OTHER O&M		2009	2010	2011	2012	2013	2014
552100	Click MrktBusOpsAdm	\$4,749	\$9,283	\$4,181	\$3,411	\$12,442	\$18,879
552200	Click Mkt Admin	45,224	39,658	35,568	50,569	37,299	34,726
552300	Click Marketing Svc	1,186,080	1,183,296	1,077,968	981,712	1,234,120	891,954
	Sub-total	\$1,236,053	\$1,232,237	\$1,117,717	\$1,035,692	\$1,283,861	\$945,559
TOTAL		2009	2010	2011	2012	2013	2014
552100	Click MrktBusOpsAdm	\$175,920	\$178,317	\$183,430	\$147,050	\$176,905	\$193,029
552200	Click Mkt Admin	1,002,826	1,040,117	1,047,354	1,095,086	1,073,964	1,098,714
552300	Click Marketing Svc	1,198,270	1,194,046	1,090,723	990,521	1,243,873	906,105
	Total	\$2,377,016	\$2,412,480	\$2,321,507	\$2,232,657	\$2,494,742	\$2,197,848

Comparison to Other Municipal Broadband Providers (Dawson -CCG Presentation 7/7/2015)

- Click! spends 5.6% of total expenses on marketing which equates to \$8.00 per month per existing customer.
- I looked at 5 other municipal providers in the same size range as Click!
 - The lowest spends 4.0% of revenues and \$3.24 per customer.
 - The highest spends 9.2% and \$5.87 per customer.
 - Average for the other cities is \$6.2% and \$4.51 per customer.
- Comcast spends 7.6% of revenues and \$8.71 per customer per month. Comcast is one of the five highest advertising spenders for all businesses and spends over \$2 billion per year.
- My conclusion is that Click! is similar to other municipal businesses.
- I don't think marketing is a problem at Click! – you are selling a product the public doesn't value as a standalone.

Summary of Marketing Activities

- Brand tied to Tacoma Public Utilities (brand leveraging)
- Transit (branding)
- Billboards (branding)
- Vehicle signage (branding)
- Website (branding, customer acquisition, customer communications, upgrades)

Response to Council Member Question From 6/23/2015 Joint Study Session

- Digital media/internet advertising (acquisition)
- Social Media (branding, customer communications, upgrades)
- Bill message/inserts (promotions, customer communication, upgrades)
- Direct Mail (customer acquisition, upgrades/customer communications)
- Print (customer acquisition)
- Customer referral programs (customer acquisition)
- TPU referral program (customer acquisition)
- TPU Multi-Dwelling Unit (MDU) move outs/ins referral program (customer acquisition)
- Property Manager referral program (customer acquisition)
- Realtor referral program (customer acquisition)
- One salesperson for residential door-to-door sales (customer acquisition)
- One salesperson for commercial sales (i.e. bars and restaurants, hotels/motels, condominiums and apartment, and small businesses) (customer acquisition)
- Cross channel promotions (upgrade promotions, customer communications)
- Newsletter (upgrade promotions, customer communications)
- Community Partnerships (branding, customer acquisition, promotions, retention)
 - Museum of Glass
 - Washington State Historical Society
 - Tacoma Art Museum
 - Dockyard Derby Dames
 - Tacoma Community House
 - Foss Waterway Seaport Museum
 - South Sound Magazine
 - Tacoma Arts Commission
 - Grand Cinema
 - Rainier Communications/PCTV
- Community Events (branding, customer acquisition, promotions)
 - The Click! Family Flick
 - 6th Avenue Farmers Market
 - Downtown Farmers Market
 - S. Tacoma Way Farmers Market
 - Eastside Tacoma Farmers Market
 - Proctor Market
 - Click! Mobile Movies – 9 movies shown
 - Out in the Park
 - Art on the Ave
 - UP Sun Festival
 - Fircrest Fun Days
 - Proctor Arts Festival
 - Fife Farmers Market
 - Freedom Fair
 - Lakewood Chamber Boo Bash

Response to Council Member Question From 6/23/2015 Joint Study Session

Q3. Referring to the Shut Down scenario on Slide 12 of the Click! Alternatives presentation, reconcile the 26 remaining FTE's with the 94/6 cost allocation.

Shut Down Scenario (Dawson -CCG Presentation 7/7/2015)



**Shut Down Scenarios
Joint Council / TPU Board Meeting**

July 7, 2015

What Does it Mean to Shut Down?



- Click! Commercial operations shut down. Tacoma Power no longer provides Cable TV and Wholesale Internet and Data services.
- Maintaining the network only to provide connectivity to Power and the City's I-Net.
- Reducing staff to the minimum needed to keep the network operating.
- Take other measures that would minimize costs and achieve the greatest benefit for electric ratepayers.
- Explore various options with range of costs

Shut Down (from last presentation)



- Kept 26 employees. This was three cost centers plus the HFC groups.
- Kept the whole hybrid fiber and coaxial (HFC) network operating.
- Included ongoing capital expenditures – lower than today but still significant.
- Most expensive shut-down option

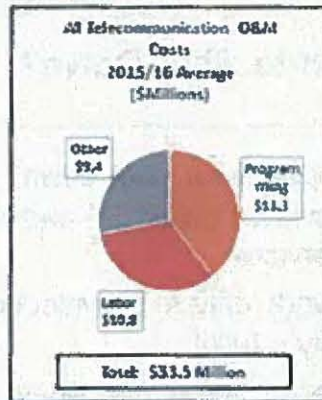
	Accumulated Cash Flow	2024 Cash Flow	Net Present Value
Shut Down	\$(62.6M)	\$(7.4M)	\$(49.3M)



94/6 Cost Allocation vs. Shut Down



- The 94/6 Cost Allocation Model is inclusive of all O&M (operating and maintenance) costs as shown in chart.
- Cost allocated to Power under the 94/6 allocation model is \$2.0M per year.
- The cost of the Shut-down scenario with capital and 14 employees is \$2.9M.
- Shut-down scenario without capital expenditures is \$2.1M per year.
- The cost of shutting down Click! is almost identical to the costs allocated to Power under the 94/6 allocation.
- The cost of shutting down is much less than the subsidy required to stay in the business.



Refined Shut Down Scenario



- Further discussion with staff to refine scenario
- Assumptions:
 - Accelerates the shutdown of the Gateway Meter program.
 - Shuts down the coaxial network.
 - Reduces staff to 14.
 - Outsources some functions to achieve cost efficiencies.
 - Lease dark fiber to one or more companies to generate income.
 - Still requires significant capital investment.

	Accumulated Cash Flow	2024 Cash Flow	Net Present Value
Refined Shut Down	\$(25.1M)	\$(2.9M)	\$(19.9M)

Results of the Shut Down



- **It is not recommended.**
- Does not fully leverage the value of the existing telecommunications asset.
- Shut down does not advance community goals.
- If shut down is pursued, then more analysis should be done because staffing could be less than the 14 I've estimated.

Response to Council Member Question From 6/23/2015 Joint Study Session

Q5. Please ask Mr. Dawson to study the proposed "Seattle" model if implemented in Tacoma (City builds/owns the network, network is operated by a private entity, City retails services to end users).

Seattle Model in Tacoma (Dawson -CCG Presentation 7/7/2015)

Seattle Model in Tacoma



What is the Seattle Model?

- Seattle builds and owns the network.
- Pursues municipal retail model.
- Non-traditional open network concept – no ISPs, but open to Over-the-Top (OTT) service providers.
- Offers a single data product - gigabit Internet service.
- Public / Private Partnership.
- Outsources day-to-day operations and management of the network to a commercial partner.
- The City approves operating budget and approves rate increases but otherwise does not determine how the business operates (except that there would be a contract that would define things like customer service expectations).

Scenario w/ a \$75 Gigabit Product



Assumptions:

- Cable TV and Commercial Data services are not offered.
- Terminates Wholesale contracts with ISPs and MSAs.
- Enters into a management agreement with a private company.
- Staff is 6 at Clické and 34 at the partner, growing to 38.
- Assumes 12,000 gigabit customers (8.5%) at \$75 per month rate.
- Assumes strong competition from Comcast and CenturyLink.
- Requires \$11.1M in upgrades for gigabit to support 12,000 customers.
- Breakeven requires 40,000 customers (23.6% penetration).

	Accumulated Cash Flow	2024 Cash Flow	Net Present Value
12,000 Customers at \$75 per month	\$(69.4M)	\$(3.5M)	\$(57.8M)

Scenario w/ a \$45 Gigabit Product



Assumptions:

- Cable TV and Commercial Data services are not offered.
- Terminates Wholesale contracts with ISPs and MSAs.
- Enters into a management agreement with a private company.
- Assumed incumbents will not match the price and speed.
- Staff is 6 at Click! and 37 at the partner, growing to 73.
- Assumed 40,000 gigabit customers (28.3%) at \$45 per month rate.
- Requires \$21.9M in capital upgrades for gigabit.
- Breakeven is at 95,700 customers (67.87%).

	Accumulated Cash Flow	2024 Cash Flow	Net Present Value
40,000 Customers at \$45 per month	\$(58.1M)	\$1.3M	\$(50.5M)



Seattle Model using In-house Labor



Assumptions:

- Cable TV and Commercial Data services are not offered.
- Terminates Wholesale contracts with ISPs and MSAs.
- Uses in-house labor instead of outsourcing operations.
- Staff is 99 at Click! and growing to 99.
- Same assumptions on take rate and capital expenditures from outsource models
- Below results are for 12,000 customers at \$75.
- All other scenarios made comparatively worse. No breakeven possible at \$45.

	Accumulated Cash Flow	2024 Cash Flow	Net Present Value
12,000 Customers Outsourced	\$(69.4M)	\$(3.5M)	\$(57.8M)
12,000 Customers In-House	\$(135.3M)	\$(11.8M)	\$(109.3M)



Challenges with the Seattle Model



- As we saw with Google in Austin, the incumbents will match your prices and speeds, at least at \$75.
- This is a cherry-picking scenario that only serves the top tier of the market and ignores everybody else.
- Must both cut and outsource staff for it to work.
- Must end ISP contracts because with competing lower-price products on your networks the take rates will be quite low (estimated 3% in the last presentation).
- You are still fighting the \$10 - \$20 bundling discount for customers who take Comcast cable TV.
- Breakeven at \$75 dollars requires 40,000 customers.
- May require other subsidy such as a property tax or Power rate increase to break even.