



# City of Tacoma

## Government Performance and Finance Committee Minutes

747 Market Street, Tacoma, WA 98402, Conference Room 248  
Dial: 253-215-8782 Meeting ID: 844 1669 0206  
Webinar Link: [www.zoom.us/j/84416690206](http://www.zoom.us/j/84416690206) Passcode: 614650

**September 06, 2022**

**10:00 AM**

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Chair John Hines, Vice Chair Kristina Walker, Joe Bushnell,  
Sarah Rumbaugh, Kiara Daniels (alternate),  
Christine Cooley (ex officio)

### Call To Order

Chair Hines called the meeting to order at 10:04 a.m.

### Roll Call

**Present:** 4 - Bushnell, Hines, Rumbaugh and Walker

### Briefing Items

1. [22-0981](#)

Accessory Dwelling Units Policy

[Stephen Antupit, Senior Planner, Planning and Development Services,  
Felicia Medlen, Housing Division Manager, Community and Economic Development]

At approximately 10:05 a.m., Felicia Medlen, Housing Division Manager, Community and Economic Development, presented an update on Accessory Dwelling Unit (ADU) policies, including background; financing ADUs, noting variables; homeowner support, noting resource constrained homeowners, and navigating the permitting and financing processes; and next steps. Chair Hines invited Amy Hoyte, Executive Director, Rebuilding Together South Sound, and Amanda DeShazo, Executive Director, Affordable Housing Consortium, to provide more information on their non-profit organizations' work regarding affordable housing.

Discussion ensued regarding philanthropic support, getting an ADU and not being able to manage it, delayed construction, utilizing ADUs as an anti-displacement method versus an affordable housing option, current and future plans for City-provided support, other successful ADU programs, possible consequences of increasing property values and taxes, barriers to building ADUs, the Keys to Equity Program, the benefits of supporting all stages of ADU development and management, the City's role, the willingness of people to add ADUs to their property, and next steps.

2. [22-0982](#) Consideration and recommendation of one applicant to the Public Utility Board [Council Member Hines]

At approximately 11:02 a.m., Chair Hines informed the Committee that they would be recommending an applicant to fill a vacancy on the Public Utility Board (PUB) and reminded the Committee that the candidate would be chosen from a pool of candidates previously interviewed for past PUB vacancies.

The Government Performance and Finance (GPF) Committee meeting recessed at 11:02 a.m.

The GPF Committee meeting reconvened at 11:07 a.m.

Discussion ensued regarding candidate qualifications.

**MOTION: Council Member Bushnell moved to recommend the appointment of Elly Claus-McGahan to the Public Utility Board to fill an unexpired term, to expire June 30, 2023.**

**SECONDED BY: Council Member Rumbaugh.**

**ACTION: Voice vote was taken and carried. The motion was declared adopted.**

**Ayes:** 4 - Bushnell, Hines, Rumbaugh and Walker

3. [22-0983](#) State Auditor's Office - 2021 Exit Financial Audit [Susan Calderon, Assistant Finance Director, Finance]

At approximately 11:07 a.m., Sandra Groshong, Audit Manager, State Auditor's Office (SAO), provided opening remarks and introduced Thuy Huynh, Audit Supervisor, SAO. Together, they presented an update on the SAO's 2021 exit financial audit, including results that matter; the annual comprehensive financial report; financial audit results, noting the unmodified opinion issues; internal control and compliance over financial reporting; and required communications; work of other auditors; and closing remarks and the report publication.

Discussion ensued regarding next steps in the audit process, building public trust in the government, how to fix problems auditors find, and the entrance conference for 2022.

4. [22-0985](#) Revenue Strategy and Fee Schedule Proposals  
[Katie Johnston, Budget Officer, Office of Management and Budget]

At approximately 11:30 a.m., Katie Johnston, Budget Officer, Office of Management and Budget (OMB), presented the revenue strategy and fee schedule proposals, including an agenda, revenue strategy, General Fund position, the excise tax on solid waste, and background on the excise tax. Lewis Griffith, Division Manager, Environmental Sciences, presented on community cleanup services and expansion of the Tidy-Up Tacoma initiative; encampment response, noting centralizing management of existing programs and the need for new funding to maintain 2021-2022 service levels; litter and debris response, noting enhancing services through new revenues; centralized response, noting communications support and centralizing management and staff support of programs; and the phase-in plan and communication. Johnston concluded by reviewing tax impacts and the spending plan, and next steps.

Discussion ensued regarding services within the City's jurisdiction, price of solar-powered garbage cans, previous increases in solid waste costs and what the total increase to solid waste customers will be, cost recovery plans and debris on private property, illegal dumping, long-term goals, trail maintenance, recycling with litter cans; allocating money for cost recovery; and services covered by solid waste fees.

Reid Bennion, Lead Budget Analyst, OMB, then presented the 2023-2024 Fee Schedule update; including background; summary of changes; and updated fees, noting fees related to the Tacoma Police Department, Public Works Real Property Services, Tacoma Fire Department, and Hearings Examiner.

Discussion ensued regarding possible discounts for certain groups, volunteer services, setting an acceptable rate, costs that are covered by fees, lowering fees, fees being put on a schedule, fees based on size of event; impacted groups, how the City can support events and volunteers, and reviewing services and fee changes every two years.

The GPF Committee meeting recessed at 12:27 p.m.

The GPF Committee meeting reconvened at 12:33 p.m.

5. [22-0986](#) 2022 Proposed Changes to Purchasing Code (TMC 1.06)  
[Patsy Best, Senior Financial Manager, Finance Department]

At approximately 12:34 p.m., Patsy Best, Procurement and Payables Division Manager, Finance, presented the 2022 proposed changes to the purchasing code, including an agenda, governing statutes, competitive solicitation

thresholds, approval hierarchy, the Board of Contract and Awards, purchasing code revisions, equity in contracting, and staff recommendations.

Discussion ensued regarding staff volunteers, changes due to the COVID-19 pandemic, how the staff recommendations were developed, possible effects of the recommended changes, and next steps.

**MOTION: Council Member Bushnell moved to forward staff recommendations on the 2022 proposed changes to the Tacoma Municipal Code Chapter 1.06 to the full City Council for consideration.**

**SECONDED BY: Council Member Rumbaugh.**

**ACTION: Voice vote was taken and carried. The motion was declared adopted.**

**Ayes:** 4 - Bushnell, Hines, Rumbaugh and Walker

## Topics for Upcoming Meetings

6. [22-0987](#) September 20, 2022 - TPU Latest Update on Preliminary Budget/Rates; Accessory Dwelling Units (ADUs); Solid Waste Recycle Surcharge Update
- October 4, 2022 - TPU Final Rates Proposal prior to Council Consideration; Creation of Repair and Replacement Fund; Amendments to Tacoma Municipal Code 6B.220 - For-Hire Regulations; Accessory Dwelling Units (ADUs)
- October 18, 2022 - Accessory Dwelling Units (ADUs); Review Senate Bill 5755

Claire Goodwin, Committee Liaison, stated that the next meeting will be on September 20, 2022, and will include an update on Tacoma Public Utilities (TPU) preliminary rates and budget, ADUs, and a solid waste surcharge update; the October 4, 2022, meeting will include the final TPU rates proposal, creation of a repair and replacement fund, an amendment to Tacoma Municipal Code 6B.220, and ADUs; and the October 18, 2022, meeting will include updates on ADUs and review of Senate Bill 5755.

## Other Items of Interest

There were no other items of interest.

## Public Comment

There was no Public Comment.

## Adjournment

There being no further business, the meeting adjourned at 12:52 p.m.



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John Hines, Chair



for

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Kiara Thomas, City Clerk's Office