



TO: Elizabeth Pauli, City Manager
FROM: Allyson Griffith, Director, Neighborhood & Community Services
COPY: Community Vitality and Safety Committee
PRESENTER: Keegan Buckley, Community Resources Analyst, Neighborhood & Community Services
Andrea Haug, Chair, Community Council of Tacoma
SUBJECT: Neighborhood Council Program Standards and Guidelines and Tacoma Municipal Code (TMC) 1.45 Review
DATE: September 12, 2024

PRESENTATION TYPE:
Informational Briefing

SUMMARY:
Neighborhood and Community Services (NCS) staff, in partnership with the Community Council of Tacoma (CCOT) Chair, will present an informational briefing to update the Community Vitality and Safety Committee (CVS) on the community engagement activities that have occurred in support of the review of the Neighborhood Council [Standards and Guidelines](#) and [Tacoma Municipal Code \(TMC\) 1.45](#).

BACKGROUND:
The [Neighborhood Council Program](#) was established by [Ordinance 25188](#) in 1992. In January 2019, NCS assumed administration of the Neighborhood Council Program and, in partnership with the Neighborhood Councils, developed recommendations and brought several code amendments forward for Council consideration in December 2019. The Neighborhood Council Standards and Guidelines and TMC 1.45 are due for internal review every five years. NCS staff, in partnership with the CCOT Chair and representatives from the Neighborhood Councils, kicked off the 2024 review after presenting to CVS on April 11, 2024.

In collaboration with Neighborhood Council representatives, a community engagement survey was created to support this review; the survey opened mid-July and is planned to close on August 31st (pending review of the response rate from each Neighborhood Council). The survey was drafted to serve a dual purpose: 1) to support this review and updates to the Standards and Guidelines and TMC 1.45, and 2) to provide the Neighborhood Councils with tangible data and information that they can consider and incorporate into their Neighborhood Council to expand and improve upon their current activities. In addition to City staff supporting outreach and engagement, each Neighborhood Council had at least one “Champion” supporting outreach for the survey by methods including community events, speaking with community members, and sharing with their Neighborhood Councils. Over 120 surveys have been received from a diverse pool of respondents who have provided feedback on the Neighborhood Council Program’s successes and areas of improvement, barriers to engagement, and specific recommendations to update the Standards and Guidelines and TMC 1.45.

NCS will return to CVS in the fourth quarter of 2024 to present recommendations to update the Standards and Guidelines and/or TMC 1.45 based on the feedback and information received in the engagement survey.

ISSUE:
The Neighborhood Council Program Standards and Guidelines and TMC 1.45 were last reviewed and updated in 2019; these documents are due for internal review every 5 years. The previous Standards and



Guidelines and TMC 1.45 updates were completed prior to the pandemic, and some priorities and goals were not met due to the uncertainty of COVID-19 and shifts to operation during the pandemic. Our community engagement throughout this review has aimed to collect feedback from various stakeholders (i.e., community members, Neighborhood Council members, and partner agency and City of Tacoma liaisons to the Neighborhood Councils) to support the development of the recommendations to update the Standards and Guidelines and/or TMC 1.45 for CVS consideration later this year. NCS staff, in collaboration with the Neighborhood Council Champions, will be reviewing and recommending changes to these documents to ensure they meet stakeholders' needs and are in alignment with current City Council priorities and NCS department goals.

ALTERNATIVES:

This is an informational briefing only. There are no alternatives presented.

FISCAL IMPACT:

This is an informational briefing only. There is no fiscal impact.

RECOMMENDATION:

This is an informational briefing only. There is no recommendation.