



# 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

**June 06, 2023**

**10:00 AM**

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

### JOINT MEETING WITH THE AUDIT ADVISORY BOARD

#### Call To Order

Chair Hines called the joint meeting to order at 10:03 a.m.

#### Roll Call

**Present:** 3 - Bushnell, Hines and Rumbaugh

**Absent:** 1 - Walker

Audit Advisory Board Members:

Present: 3 - Ball, Claus-McGahan, and O'Loughlin

Audit Advisory Board Member Ball attended virtually.

Deputy Mayor Walker arrived at 10:06 a.m.

#### Approval of Minutes

1. [23-0581](#) Approval of the minutes of the February 7, 2023, meeting.
2. [23-0582](#) Approval of the minutes of the February 21, 2023, meeting.

**MOTION: Council Member Bushnell moved to approve the minutes of the February 7, and February 21, 2023, meetings.**

**SECONDED BY: Council Member Rumbaugh.**

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

**Ayes:** 3 - Bushnell, Hines and Rumbaugh

**Absent:** 1 - Walker

## Public Comment

There was no Public Comment.

## Briefing Items

3. [23-0564](#) Board of Ethics Interviews  
[Doris Sorum, City Clerk]

At approximately at 10:04 a.m., Doris Sorum, City Clerk, informed the Committee that they will be interviewing two applicants for the Board of Ethics, noting Kashmirir Gavronski withdrew from consideration.

Deputy Mayor Walker arrived here, at 10:06 a.m.

The Committee interviewed Nelson Rascon and Collin Thrower.

Discussion ensued throughout regarding what the Board of Ethics is responsible for, and rescheduling Gavronski's interview to the June 20, 2023, meeting.

4. [23-0562](#) Accessory Dwelling Unit Accelerator Phase 2 - Site Planning Assistance  
[Corey Newton, Division Manager, Planning and Development Services]

At approximately 10:28 a.m., Corey Newton, Division Manager, Planning and Development Services (PDS), provided opening remarks and introduced Stephen Antupit, Senior Planner, PDS. Together, they presented on encouraging and incentivizing the creation of accessory dwelling units (ADUs), including an overview of previous Committee activity; Washington State legislative changes, noting Engrossed Second Substitute Senate Bill (E2SSB) 5045 and House Bill (HB) 1337; upcoming work by PDS, noting added staff capacity, data collection and reporting, site planning assistance, and other pre-application opportunities; and topics for Committee discussion and feedback, noting options to budget for services that support ADU development.

Discussion ensued throughout regarding methods to ensure that ADUs are used for housing opportunities and not short-term rentals; development costs, noting utility permits and fees; parking concerns; E2SSB 5045, noting tax relief requirements and scope; HB 1337, noting limitations for off-site improvements; pre-approved ADU plans, noting support, reduced permitting timelines and costs, the number and variety of plan sets, inspections, duplex and triplex plans, opportunities for property owners to re-use a previously permitted ADU plan, and design guidelines; strategies used by other cities; infrastructure improvement funding, noting the relationship with impact fees and incorporating other utilities; increased staff capacity and process improvements; possible impacts of the Home In Tacoma Project, noting legislation and budget priorities; staff support early in development to avoid surprises; coordination with the Tacoma Housing Authority, South Sound Housing Affordability Partners, Pierce County, and others; and a request for the total regulatory costs and fees for a typical ADU project.

5. [23-0563](#) State Auditor's Office - 2021 Transportation Benefit District Exit Financial and Accountability Audit and 2022 Entrance Audit Conference  
[Susan Calderon, Assistant Finance Director/Controller]

At approximately 11:22 a.m., Susan Calderon, Assistance Director, Finance, provided background regarding the 2020-2021 Transportation Benefit District Financial (TBD) and accountability exit conference as well as the 2022 entrance conference, including the TBD structure and fee collection, and the Streets Initiative that is set to expire in 2025. Saundra Groshong, Audit Manager, Washington State Auditor's Office (SAO), introduced Thuy Huynh, Assistant Audit Manager and Jason Starr, Assistant State Auditor. Together they presented the 2021 TBD exit financial and accountability audit and the 2022 entrance audit conference, including an overview for the 2022 audit scope, the annual comprehensive financial report, financial statement audit, federal grant compliance audit, major programs selected for audit, work of other auditors, levels of reporting, important information, reporting cybersecurity issues, and peer reviews of the SAO. Groshong concluded by explaining how the SAO is working to improve government, noting their local government support team, the Center for Government Innovation, and resources; emerging issues; and next steps.

Discussion ensued throughout regarding TBD audit recommendations; the TBD structure; previous audit findings; the SAO risk assessment; cybersecurity, noting the relationship to the audit process; and artificial intelligence standards.

## Topics for Upcoming Meetings

6. [23-0565](#) June 20, 2023 - Pole Attachments and 5G Build Out Overview;  
Fiscal Sustainability Overview; Tacoma Water 2023 Refunding  
Bonds  
Overview; Monthly Budget Update  
July 4, 2023 - Cancelled for Independence Day  
July 18, 2023 - Monthly Budget Update; Class and Compensation Overview  
and Update

D'Angelo Baker, Committee Liaison, stated the June 20, 2023, meeting will include presentations on pole attachments and 5G build-out, fiscal sustainability, Tacoma Water 2023 refunding bonds, and a monthly budget update. He concluded by stating the July 4, 2023, meeting is cancelled; and the July 18, 2023, meeting will include a monthly budget update, and an overview and update on class and compensation.


## Other Items of Interest

There were no other items of interest.

## Adjournment

There being no further business, the meeting adjourned at 11:57 a.m.

  
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John Hines, Chair

  
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Hollyann Piotrowski, City Clerk's Office