

# Community, Vitality, and Safety Committee 2018 Year-End Report



## Community, Vitality, and Safety Committee

# 2018

During 2018, the Community, Vitality, and Safety Committee discussed and made recommendations on a number of policy matters to enhance living standards and the safety of Tacoma residents. The Community, Vitality, and Safety Committee's work summary for the year 2018 is outlined below under the committee's suggested areas of responsibility in the Council Standing Committee Process Manual.

## 2018 YEAR-END REPORT

ISSUE AREAS	INFORMATIONAL BRIEFINGS	REQUESTS FOR RESOLUTION	REQUESTS FOR ORDINANCE	COMMITTEES, BOARDS, AND COMMISSIONS APPOINTMENTS	TOTAL ITEMS
Police Services	1			1	2
Fire Services	2				2
Housing	3		3	1	7
Human Services	1			2	3
Civil and Human Rights Compliance	1	1	1	1	4
Neighborhood Councils	1				1
Domestic Violence	1				1
Community Health Services and Initiatives			2		2
Other	1	1		2	4
<b>Total</b>	11	2	6	7	26
<b>Percentage of Total Briefings</b>	42%	8%	23%	27%	100%

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## Police Services

### 2017 Citizen Police Advisory Committee Annual Report - March 8, 2018 (informational brief)

On March 8, Ryan Webster, Chair, and Michelle Franklin-Wilson, Vice-Chair, Citizen Police Advisory Committee (CPAC), presented the 2017 CPAC year-end report, including the missions, noting policy review and advice to the Community Vitality and Safety Committee; the Police Department; and the Mayor's office, and outreach. Mr. Webster concluded on areas reviewed, 2017 scheduled meetings, 2017 accomplishments, an outline of priorities for 2018, and current vacancies.

### Citizen Police Advisory Committee Interviews - November 8, 2018 (appointments)

On November 8, the committee interviewed applicants and reviewed written responses for the Citizen Police Advisory Committee. The Committee moved to recommend the reappointment of Louis Cooper and decided to continue interviews for the other vacancies at a later date.

### Citizen Police Advisory Committee Interviews (Follow-up from 11/8/18) - December 13, 2018 (appointments)

On December 13, the committee interviewed applicants for the Citizen Police Advisory Committee. The committee moved to recommend to the full Council the appointment of two candidates.

Issue Area	Informational Briefings	Requests for Resolution	Requests for Ordinance	Committees, Boards, and Commissions Appointments
Police Services	1			1

## Fire Services

### Fire Station No. 5, Tideflats - June 14, 2018 (informational brief)

On June 14, Jim Duggan, Fire Chief, Tacoma Fire Department (TFD), introduced Justin Davis, Facilities Division Manager, Public Works, and provided an overview of Fire Station No. 5, Tideflats, including planned and existing industrial development in the Tideflats; mitigation of the risk of fire-related emergencies; provision of public safety service, noting TFD has implemented interim emergency response operations in the Tideflats; and options to renovate or build a new station have been reviewed. Mr. Davis provided a background on the options of renovating the existing station or building a new station on the existing site, and provided a high-level comparison of the two options. He concluded on issues, recommendations, and addressed questions that are circulating in regards to relocating the fire station.

### Comprehensive Emergency Management Plan Update - October 11, 2018 (informational brief)

On October 11, Tory Green, Deputy Fire Chief, Tacoma Fire Department (TFD), introduced Ute Weber, Emergency Management Program Manager, TFD, and provided an overview of the Comprehensive Emergency Management Plan (CEMP). He described the CEMP background, noting

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the City of Tacoma is a recognized emergency management organization of the State of Washington; details of the Tacoma Municipal Code (TMC) Chapter 1.10 Emergency Management; current emergency management program staffing; the update to the CEMP, noting how often it is required to be updated, and what it ensures and includes; primary sections of the plan; and key updates. Mr. Green concluded by reviewing outreach and next steps.

Issue Area	Informational Briefings	Requests for Resolution	Requests for Ordinance	Committees, Boards, and Commissions Appointments
Fire Services	2			

### Housing

#### Tacoma Community Redevelopment Authority Board Interviews – March 22, 2018 (appointments)

On March 22, the committee interviewed applicants and reviewed written responses for the Tacoma Community Redevelopment Authority Board. Recommendations to the full City Council were made for one appointment.

#### Tenants Rights – May 10, 2018 (informational brief)

On May 10, Debra Casparian, Deputy City Attorney, introduced ChiQuata Elder, Landlord-Tenant/Crime Free Housing Coordinator, Office of Equity and Human Rights, and presented the research and results found on what the City can do for landlord and tenant rights. Ms. Elder identified six options that could be implemented by the City and reviewed background, benefits, what they can prevent, concerns, and unintended consequences pertaining to each option. The six options presented were to increase the notice of rent increase from 30 days to 60 days, increase the notice to terminate tenancy from 20 days to 60 days for no cause, just cause eviction, prohibit discrimination based on source of income, distribution of tenants' rights by landlords, and the limits on amount of security deposits and payment plans for security deposits.

#### Relocation Assistance – May 10, 2018 (informational brief)

On May 10, Andreta Armstrong, Program Manager, Office of Equity and Human Rights, introduced Pamela Duncan, Human Services Division Manager, Neighborhood and Community Services, and presented the status of relocation assistance, noting the goal and the sub fund created. Ms. Duncan further reviewed the sub fund, noting the fund has been established but is not funded and stated what it will be used for. Ms. Armstrong listed questions compiled to ask other local jurisdictions that have relocation services for best practices used to create a program. Ms. Duncan concluded by providing an example of the use of the relocation assistance fund in the City of Seattle.

#### Tenants Rights – June 28, 2018 (request for ordinance)

On June 28, Debra Casparian, Deputy City Attorney, introduced ChiQuata Elder, Landlord Tenant/Crime Free Housing Coordinator, OEHR, made opening remarks, provided the draft Tenant Rights Code, and a summary of the draft recommendations. Ms. Casparian reviewed the draft recommendations to Chapter 1.95 of the Tacoma Municipal Code (TMC), relating to the Tenant Rights Code, including maintaining the 90-day notice to vacate for specific circumstances, adding a

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60-day notice to vacate in other circumstances, 60-day notice requirement for certain increases in rent, a requirement for landlords to distribute summary of rights, the prohibition of retaliation against tenants exercising legal rights, a requirement for landlords to notify tenants of local code enforcement actions within the last 12 months, and installment payment options. She further reviewed a recommendation to TMC 1.29, relating to the Human Rights Commission, including adding prohibition of "source of income" discrimination; and provided information on rights of first refusal that was discussed at a previous Community Vitality and Safety Committee meeting. Ms. Elder described the research on the recommendations, and presented the advantages, landlords' concerns, and suggestions for each. She informed the Committee of a lawsuit against the City of Seattle on the installment payment option and recommended to wait for the outcome before making any changes. Ms. Elder concluded by addressing a concern with the TMC 1.29 recommendation.

### **Relocation Assistance (Follow-up from 5/10/18) - June 28, 2018 (informational brief)**

On June 28, Pam Duncan, Human Services Division Manager, Neighborhood and Community Services, reviewed two primary benefits of the tenant relocation assistance program and indicated the program would provide assistance for displaced renters due to construction, demolition, substantial rehabilitation or alteration, change of use, or other development. She described the program process for the landlords and tenants and stated the tenant is eligible for relocation assistance payments of \$2,000 if they qualify as low income. She informed if eligibility is determined, the owner must issue a 90-day notice to the tenant, and the notice must expire before Page 4 the tenant relocation license can be issued; if no eligibility is determined, the tenant would still have 90 days to vacate. She stated staff is proposing a 50/50 cost sharing model where the owner and the City would each pay 50 percent of the assistance, the owner would have five business days to pay their share, and the tenant would then receive a \$2,000 check to assist with their relocation. Ms. Duncan concluded by providing background of the research completed and provided an additional recommendation to consider condominium conversion assistance.

### **Tenants Rights (Follow-up from 6/28/18) - August 9, 2018 (request for ordinance)**

On August 9, ChiQuata Elder, Landlord-Tenant and Crime Free Housing Coordinator, Office of Equity and Human Rights (OEHR), provided an updated on the proposed Tenant Rights Code and stated since the last Community Vitality and Safety Committee (CVS) meeting on June 28, 2018, a stakeholder group has been convened, the group has held two meetings, and listed whom the stakeholder group consists of. She informed the Council Members that during the meetings the group was able to make progress on the proposed changes to the draft Code, however, since the idea was introduced to the stakeholder group without specific language regarding the addition of Just Cause eviction in the proposed Code, the support of the code changes and concerns were addressed. Ms. Elder concluded by providing a recommendation to extend the emergency 90-day ordinance to the end of the year and reviewed concerns that were brought forward.

### **Relocation Assistance (Follow-up from 6/28/18) - August 9, 2018 (informational brief)**

On August 9, M'Balu Bangura, Risk Analyst/Civil Rights Investigator, OEHR, presented on tenant relocation assistance, stating landlords will provide tenant relocation packets before or at the same time a notice to vacate is given to the tenant, tenants would need to apply for tenant relocation assistance in order to determine eligibility, and if eligible, a tenant would receive \$3899.69 which

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would be a 50/50 cost share between the City and the landlords. She continued by stating if a tenant is eligible, the City would notify the landlord and the landlord would provide the City with a cash deposit of half the assistance and the amount given to tenants will increase yearly, based on Consumer Price Index. Ms. Bangura reminded the Council Members that at the last CVS meeting there was a decision to remove the need for a tenant relocation permit and to add the requirement of providing the tenant relocation packets with the requirement to provide the notice to vacate. She concluded by providing the reason behind the increase of the amount a tenant would receive and described the next steps of working on an appeal process, finalizing the methods landlords would use to deliver the relocation assistance packet to tenants, drafting documents that would go into the packets, and creating timelines.

### **Tenants Rights – August 23, 2018 (request for ordinance)**

On August 23, Andreta Armstrong, Program Manager, Office of Equity and Human Rights, stated staff is requesting to extend the prohibitions relating to temporary protections contained in Amended Ordinance No. 28508, from September 30, 2018 to October 31, 2018. She further stated this action will allow staff enough time to continue working on the Tenant Rights Code and provided information on the legislation process, including stakeholders' feedback, draft language, timeline, and next steps. The Committee reached a general consensus on forwarding staffs request to the full City Council.

### **Washington State Department of Correction's Earned Release Date Housing Voucher Program - September 13, 2018 (informational briefing)**

On September 13, Mr. Williams introduced Sean Raybell, Regional Housing Specialist, Washington State Department of Corrections (DOC); made opening remarks; and provided background information on the DOC's Release Date Housing Voucher Program, which offers three-month voucher assistance for private housing to incarcerated individuals who are unable to secure approved housing prior to their release. He then reviewed the Memorandum of Understanding (MOU), including the purpose; benefits of the partnership, noting interior inspections and sharing of information; the City's responsibilities; requirements for both entities; and the intent to review and make any needed modifications annually.

### **Rental Housing Code – September 27, 2018 (request for ordinance)**

On September 27, ChiQuata Elder, Landlord-Tenant/Crime Free Housing Coordinator, Office of Equity and Human Rights (OEHR), made opening remarks and explained the reasons why the title was changed from Tenant Protection Code to Rental Housing Code. Debra Casparian, Deputy City Attorney, City Attorney's Office, stated staff is proposing to extend the temporary Amended Ordinance No. 28508 once more to January 31, 2019, to change the title to Rental Housing Code and to amend the code under the Human Rights Commission section. Ms. Elder reviewed the proposed amendments, including the notice process, noting concerns from the public, impacts on tenants and landlords, and a two-tier alternative option. M'Balu Bangura, Risk Analyst/Civil Rights Investigator, OEHR, and Ms. Elder presented the changes to the tenant relocation assistance fund and other options. Ms. Elder further explained the proposed amendments, including Section 1.95.060 of the Municipal Code, relating to notice to increase rent requirements; Section 1.95.070, relating to distribution of information requirement, noting issues, feedback, sources available on the City's web page, and tenant rights and responsibilities; Section 1.95.080, relating to retaliation prohibited, noting the City's involvement; Section 1.95.090, relating to installment payments permitted, noting the revisions to two-month lease language; and Section 1.95.100, relating to compliance and enforcement, noting community feedback, education and outreach, and other corrections to already

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provided language. Ms. Elder stated staff is working on how to collect valuable data related to tenant/landlord issues and concluded by sharing concerns from the Rental Housing Association. The committee moved to forward the Rental Housing Code recommendations to the City Council study session, including the amendments that have been discussed this evening.

Issue Area	Informational Briefings	Requests for Resolution	Requests for Ordinance	Committees, Boards, and Commissions Appointments
Housing	3		3	1

### Human Services

#### Human Services Commission Interviews - May 10, 2018 (appointments)

On May 10, the committee interviewed applicants and reviewed written responses for the Human Services Commission. The committee decided to continue interviews at the next meeting before making recommendations to the full Council.

#### Human Services Commission Interviews (Follow-up from 5/10/18) - June 14, 2018 (appointments)

On June 14, the committee continued interviewing applicants and reviewing written responses for the Human Services Commission. The committee decided to recommend to the full Council 4 candidates for appointments and 1 for re-appointment.

#### Tacoma Area Commission on Disabilities Interviews - August 9, 2018 (appointments)

On August 9, the committee interviewed applicants and reviewed written responses for the Tacoma Area Commission on Disabilities. The committee recommended to the full Council the reappointment of three candidates and appointment of two new candidates to the Tacoma Area Commission on Disabilities.

#### Sustained Contracts and Competitive Funding for 2019-2020- October 11, 2018 (informational briefing)

On October 11, Vicky McLaurin, Program Manager, Neighborhood and Community Services (NCS), introduced Erica Azcueta, Program Manager, NCS, and presented the 2019-2020 NCS funding recommendations, including department goals; Human Services funding process; NCS contracts, noting total investment in the Mental Health Substance Use Disorder (MHSUD) and General Fund (GF); contracts rating criteria; and total available versus requested funds for the GF and MHSUD. Ms. Azcueta reviewed the sustained contracts rating criteria, stating overall rating is based on points earned in five criteria's. Ms. McLaurin presented the 2019-2020 total investments in social wellness, and opportunity and achievement. Ms. Azcueta reviewed the total investments for the 2019-2020 community mobilization contracts and sustained contracts. Ms. McLaurin concluded by reviewing next steps.



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Issue Area	Informational Briefings	Requests for Resolution	Requests for Ordinance	Committees, Boards, and Commissions Appointments
Human Services	1			2

### Civil and Human Rights Compliance

#### Human Rights Commission Annual Report – July 12, 2018 (informational briefing)

On July 12, Ms. Stith introduced Brad Bates, Commissioner, HRC, provided a background on HRC member positions and described the Commission's goals. She then presented the HRC annual report, including stating the commission is in a citizen-advisory role, the Commission's purpose, current protected categories in Section 1.29.010 of the Tacoma Municipal Code (TMC), and principal duties and powers.

#### Resolution about the Separation of Immigrant Families – July 12, 2018 (request for resolution)

On July 12, it was decided that this item would not be discussed today and was removed from the agenda.

#### Human Rights Commission Interviews - March 22, 2018 (appointments)

On March 22, the committee interviewed Sarah Lee, Michealea Lemons, Melvin Nobles Jr., and Karol Shadowvine-Bogle for the Human Rights Commission. The committee recommended that the four candidates move forward to the full City Council for appointments.

#### Gender Neutral Labeling of Single-Occupancy Restrooms – November 8, 2018 (request for ordinance)

On November 8, Andreta Armstrong, Manager, Office of Equity and Human Rights, made opening remarks and introduced Jen Haggard, Commissioner, Human Rights Commission. Ms. Haggard presented on gender neutral labeling of single-occupancy restrooms, including why Pride at Work decided to focus on this topic, background, and requested for an ordinance to amend the Tacoma Municipal Code Chapter 1.29 relating to the Human Rights Commission, to add a new section. She further provided an ordinance that put a similar code in place in the City of Bainbridge Island, draft language for an ordinance, letters of support, and statements from community members. The committee moved to recommend the gender-neutral labeling of single-occupancy restrooms to the full City Council for consideration.

Issue Area	Informational Briefings	Requests for Resolution	Requests for Ordinance	Committees, Boards, and Commissions Appointments
Civil and Human Rights Compliance	1	1	1	1

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## Neighborhood Councils

### Neighborhood Council Program – September 27, 2018 (informational brief)

On September 27, Carol Wolfe, Supervisor, Community and Economic Development, made opening remarks; briefly explained the documents presented to the Council Members; and provided information on the Neighborhood Council Program, including an overview; background, including a timeline, updates since the last presentation, and outreach; issues; proposed revisions, including Sections 1.45.010, 1.45.020, 1.45.050, 1.45.060, and 1.45.070 of the Municipal Code and other potential changes; outreach process; partners; next steps; and recommendations.

Issue Area	Informational Briefings	Requests for Resolution	Requests for Ordinance	Committees, Boards, and Commissions Appointments
Neighborhood Councils	1			

## Domestic Violence

### Domestic Violence Assessment – April 12, 2018 (informational brief)

On April 12, Vicky McLaurin, Program Manager, Neighborhood and Community Services, presented a briefing of the 2018 Domestic Violence (DV) Assessment, including background, current 2017-2018 investments, actual and projected outcomes, 2015 and 2016 funding priorities, and common measures. She reviewed regional DV emergency shelter capacity, including name of shelter, capacity, and eligibility criteria; agencies that DV providers refer to; and referrals from agencies to DV providers. She concluded on client characteristics, age, race, and ethnicity; DV offenses per 1000 residents; and priority needs of clients, including a list of recommendations.

Issue Area	Informational Briefings	Requests for Resolution	Requests for Ordinance	Committees, Boards, and Commissions Appointments
Domestic Violence	1			

## Community Health Services and Initiatives

### Chronic Nuisance Code and Business License Code Updates- June 14, 2018 (request for ordinance)

On June 14, the committee received a presentation on Chronic Nuisance Code and Business License Code updates by staff from the City Attorney's Office and the Finance Department. Discussion

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ensued throughout regarding proposed revisions to TMC 8.30A. Discussion continued on conducting a community outreach before bringing the proposals to the full City Council, issues with the execution of TMC 8.30A notification of unfit building orders and timelines, and if there is a procedure written outside of the code in regards to next steps on non-compliance to TMC 8.30A, relating to notice of violation requirements, and timelines.

## Update to Minimum Building and Structures Code Regarding Receivership – September 13, 2018 (request for ordinance)

On September 13, Keith Williams, Code Inspector Supervisor, Neighborhood and Community Services, introduced Debra Casparian, Deputy City Attorney, City Attorney's Office; made opening remarks; and provided an update on Chapter 2.01 of the Municipal Code, relating to the Minimum Building and Structures Code, to explore the use of receivership, including a background, history, and purpose of the code amendments. Ms. Casparian provided information on benefits of the proposed amendments; the process, noting another jurisdiction's similar process; building violations; a comparison between the City and another jurisdiction; explained the proposed amendments; the benefits of adding receivership language to the code; and next steps. This item moved to the full Council for a vote.

Issue Area	Informational Briefings	Requests for Resolution	Requests for Ordinance	Committees, Boards, and Commissions Appointments
Community Health Services and Initiatives			2	

## Other

### Community, Vitality, and Safety Committee 2017 Year End Report – February 8, 2018 (informational brief)

Committee liaison, Will Suarez, presented the Community, Vitality, and Safety 2017 Year End Report, including key accomplishments, informational briefings, and requests for action.

### Commission on Immigrant and Refugee Affairs Interviews - March 8, 2018 (appointments)

On March 8, the committee interviewed 15 applicants for the Commission on Immigrant and Refugee Affairs. The committee decided to continue interviewing applicants and make recommendations to forward candidates at the next meeting on March 22, 2018.

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### **Program Year 2018-2019 Community Development Block Grant, Home Investment Partnerships, and Emergency Solutions Grant Funding Recommendations for Annual Action Plan - March 22, 2018 (request for resolution)**

On March 22, the Community and Economic Development Department provided an overview of 2018-2019 Annual Action Plan. The committee forwarded the Annual Action Plan to the City Council study session.

### **Commission on Immigrant and Refugee Affairs Interviews (Follow-up from March 8, 2018) - March 22, 2018 (appointments)**

On March 22, the committee interviewed more applicants for the Commission on Immigrant and Refugee Affairs. The committee recommended to the full Council 12 candidates for appointment.

### **Commission on Immigrant and Refugee Affairs Alternate Member Position Selection and Recommendations - June 28, 2018 (appointments)**

On June 28, Alison Beason, Senior Policy Analyst, Office of Equity and Human Rights (OEHR), provided an illustration created at the Commission on Immigrant and Refugee Affairs retreat showing the current members' background, and requested to have the Alternate position filled and a short list created for the Commission from previously interviewed candidates. The committee recommended to the full Council the appointment of Jason Gamboa to the "Alternate" position.

<b>Issue Area</b>	<b>Informational Briefings</b>	<b>Requests for Resolution</b>	<b>Requests for Ordinance</b>	<b>Committees, Boards, and Commissions Appointments</b>
Other	1	1		2