



TO: Elizabeth Pauli, City Manager
FROM: Kathryn Johnston, Budget Officer, Office of Management and Budget
Andy Cherullo, Director of Finance
COPY: City Council and City Clerk
SUBJECT: Request to Set a Public Hearing Date for the 2025-2026 Operating Budget, the 2025-2026 Capital Budget, and the 2025-2030 Capital Facilities Program (CFP)
DATE: September 13, 2024

SUMMARY AND PURPOSE:

Setting October 29, 2024, and November 19, 2024, as the dates for the City of Tacoma’s first and second public hearings on the proposed 2025-2026 Biennial Operating Budget, 2025-2030 Capital Facilities Program, and 2025-2026 Capital Budget, and directing the City Clerk to prepare and circulate proper notices of the time and place of such hearings.

BACKGROUND:

This Department’s Recommendation is Based On: In accordance with RCW 35.34, the City Manager is required to prepare and submit a preliminary budget and budget message to City Council and the City Clerk, after which the City is required to hold public hearings on the proposed budget prior to City Council making changes and adopting the Budget in its final form. The City is required to hold a public hearing at which any taxpayer may appear and be heard on any part of the budget prior to adoption.

Additionally, each year, proposed amendments to the Comprehensive Plan are considered by the Planning Commission and the City Council. The Growth Management Act, with few exceptions, requires that all proposed Plan amendments be reviewed concurrently and no more frequently than once each year [RCW 36.70A.130 (2) (a)]. This is usually referred to as the “annual amendment” whereby individual Comprehensive Plan amendments are considered together. An exception is the amendment of the Capital Facilities Element of the Comprehensive Plan, which may be adopted separate from other proposed amendments to the Comprehensive Plan if it occurs concurrently with the adoption or amendment of the City’s budget [RCW 36.70A.130 (2)(a)(iv)]. Adoption of the 2025-2030 Capital Facilities Program will occur concurrently with adoption of the 2025-2026 Capital Budget.

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:

The Office of Management and Budget has engaged in several public engagement events and processes. The Office of Management and Budget conducted community engagement and outreach in four different ways:

- The 2024 Community Survey conducted via phone and mail
- Online engagement, including the use of the tool Balancing Act – during both the summer and fall of 2024
- In-person engagement, including participation in various community events such as farmers markets and festivals
- One Tacoma Community Engagement Town Hall meetings with the public



ALTERNATIVES:

RCW 35.34.100 states that the City of Tacoma is required to hold public hearings on the 2025-2026 Proposed Biennial Budget. RCW 36.70A.035 requires that the City of Tacoma hold a public hearing on the proposed 2025-2030 Capital Facilities Program (CFP).

Alternative(s)	Positive Impact(s)	Negative Impact(s)
1. Do not set public hearing date.		Not setting a public hearing date would lead to non-compliance with State law and may delay the passage of the 2025-2026 budget(s).

STAFF/SPONSOR RECOMMENDATION:

Staff recommends that the City of Tacoma set October 29, 2024, and November 19, 2024, as the dates for the first and second public hearings on the Proposed 2025-2026 Biennial Operating Budget, 2025-2026 Capital Budget, and 2025-2030 Capital Facilities Program (CFP).

FISCAL IMPACT:

There is no fiscal impact to set the public hearing dates.