



TO: Elizabeth Pauli, City Manager
FROM: Council Member Kiara Daniels and Council Assistant for Policy Development Claire Goodwin
COPY: City Council and City Clerk
SUBJECT: Resolution - Links to Opportunity Project Office - December 20, 2022
DATE: December 14, 2022

SUMMARY AND PURPOSE:

A resolution authorizing the use of \$10,000 from the Council Contingency Fund to fund project office space, office supplies and materials, translation services, and graphics as needed for the Links to Opportunity project during the construction phase to communicate broadly, consistently, and in real time so that community can actively participate in meaningful dialog to address concerns and issues during construction.

COUNCIL SPONSORS:

Council Members Blocker, Daniels, and Walker

BACKGROUND:

The Links to Opportunity Streetscape Project (LTO Project) was initiated in 2016, to actively engage the community in designing streetscape improvements along Sound Transit's Hilltop Tacoma Link Extension route which runs along Martin Luther King (MLK) Jr. Way between Division Avenue and South 19th Street. This work includes ADA compliant sidewalks, bicycle facilities, illumination, streetscape amenities, decorative and colored concrete sections, local art, landscaping and street trees. The LTO project will significantly impact the residents and business owners in the vicinity as the construction will affect pedestrian access and parking during construction. Funding will support project office space, office supplies and materials, translation services, and graphics as needed during the construction phase that demonstrates the community based, inclusive and equitable approach to education and engagement that was implemented during the design phase. The goal is to communicate broadly, consistently, and in real time so that community can actively participate in meaningful dialog to address concerns and issues during construction and celebrate the success of project accomplishments.

The \$10,000 request contributes towards the total cost of \$50,000 which is co-sponsored by the Public Works Department (\$30,000) and the Community and Economic Development Department (\$10,000). The project office will be staffed internally using existing City staff. Some of this time will be outside of normal business hours during evenings and sometimes weekend community events where necessary. No new staff will be hired with this funding. Staff will attend regularly scheduled community meetings at local businesses, restaurants, community events and existing stakeholder meetings such as the Hilltop Business District Association, Hilltop Action Coalition, New Tacoma and Central Neighborhood Councils. Current estimates anticipate completion of the sidewalks in the Hilltop and Stadium districts by the end of 2024. The project office location will be in the heart of the Hilltop community and the intent is to have a presence and location where residents and business owners can review the scope and schedule of the project, ask questions, log complaints, give suggestions, and find out more information regarding the project.

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:



The LTO project serves one of Tacoma’s oldest historically Black neighborhoods and business districts, and the design was informed by nearly two years of grassroots outreach to the Hilltop community. Downtown On the Go!, Hilltop Action Coalition, and Tacoma Housing Authority all assisted in the initial outreach effort. The final design is informed and defined by the community that it will serve and will honor the history of the corridor.

2025 STRATEGIC PRIORITIES:

Equity and Accessibility: (Mandatory)

The Public Works Department has engaged with the City’s Equity in Contracting program and the Community and Economic Development Department to develop a new strategy to change the old process of advertising and awarding construction contracts. The team started with changing the approach for awareness and outreach which includes promotion of this project to local Tacoma/Pierce County BIPOC contractors through outreach events, attendance at local contractor forums, and through the Minority Business Development Agency (MBDA) office events. The LTO project as a whole is estimated to cost \$8M to construct. The intent is to create more contracting opportunities by dividing up the overall project into separate bid packages. The intent is to provide more opportunity to lower tiered, MWBE contractors to acquire bonds for the project at a level they can sustain and promote more opportunities for sub-contractors to team with prime contractors. This is a new approach to contracting and may need to be adjusted as the program moves forward.

Economy/Workforce: *Equity Index Score:* Very Low Opportunity
Increase positive public perception related to the Tacoma economy.

Civic Engagement: *Equity Index Score:* Very Low Opportunity
Increase the percentage of residents who believe they are able to have a positive impact on the community and express trust in the public institutions in Tacoma.

Explain how your legislation will affect the selected indicator(s).

This proposal will increase positive public perception related to the Tacoma economy by achieving a community-driven process that impacts the physical surroundings of the Hilltop Tacoma Link Extension project. The proposal will increase the percentage of residents who believe they are able to have a positive impact on the community and express trust in the public institutions in Tacoma by conducting thorough public outreach and being physically present in the community to address concerns and answer questions.

ALTERNATIVES:

Alternative(s)	Positive Impact(s)	Negative Impact(s)
1. No action	Funding available for other identified priorities from the Council Contingency Fund.	The education and outreach would not be as robust.
2. Fund at a higher level	Additional resources may be able to fund additional enhancements to the planned outreach, though the request was for \$10,000.	Larger financial ask to the Council Contingency Fund.



City of Tacoma

City Council Action Memorandum

EVALUATION AND FOLLOW UP:

Success will be defined as establishing the project office and implementing a robust educational and outreach plan to address the community's concerns and incorporate the community's preferences. Quarterly updates of the outreach and education process shall be provided to the City Council through a memo in the City Manager's Weekly Report.

STAFF/SPONSOR RECOMMENDATION:

Support a Council Contingency Fund expenditure of \$10,000 to fund project office space, office supplies and materials, translation services, and graphics as needed for the Links to Opportunity project during the construction phase to communicate broadly, consistently, and in real time so that community can actively participate in meaningful dialog to address concerns and issues during construction



FISCAL IMPACT:

This proposal has a fiscal impact of \$10,000 budgeted from the Council Contingency Fund.

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
1030 - Council Contingency Fund	660000		\$10,000
TOTAL			\$10,000

What Funding is being used to support the expense?
COUNCIL CONTINGENCY FUND

Are the expenditures and revenues planned and budgeted in this biennium’s current budget?

YES
The Council Contingency Fund is provided an established amount of funding each biennium available for Council-sponsored initiatives.

Are there financial costs or other impacts of not implementing the legislation?

YES
The outreach and communications to community members for the LTO project would not be as robust, there would not be a physical presence in the neighborhood, and it could result in community feeling unheard with any potential concerns.

Will the legislation have an ongoing/recurring fiscal impact?

No

Will the legislation change the City’s FTE/personnel counts?

No
The proposal supports establishing a project office and using existing City staff to provide education and outreach for the Links to Opportunity project during the construction phase.

ATTACHMENTS:

- Resolution

2022 Council Contingency Commitments

2022-2023	\$ 250,000.00
(Remaining balance from 2021 that will be carried over)	\$ 85,521.09
Council Requested - Seed Internships	\$ 31,000.00

Resolution 40919

A Council Contingency fund expenditure of \$31,000 to fund the full or partial costs of five or more Tacoma-based small businesses or non-profits of hosting a Seed Internship.

Council Requested - Daffodil Parade	\$ 20,000.00
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Resolution 40925

A resolution authorizing the one-time use of \$20,000 from the Council Contingency Fund to be applied to the cost of in-kind services provided by the City of Tacoma such as traffic control devices and traffic control services.

Council Requested - Tacoma Reads	\$ 10,000.00
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Resolution 40934

A request for City Council concurrence for a \$10,000 City Council Contingency Fund request to support the 2022 Tacoma Reads Together events.

Council Requested - Tacoma Refugee Choir	\$ 25,000.00
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Resolution 40941

A Council Contingency Fund expenditure for \$25,000 to assist the Tacoma Refugee Choir in funding the music video portion of their 2022 spring projects.

Council Requested - Litter Free 253	\$ 2,500.00
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Resolution 40940

A Council Contingency Fund expenditure of \$2,500 to fund litter pick-up tools "litter grabbers," for the annual volunteer-led Litter Free 253 event.

Council Requested - South Sound Together	\$ 12,000.00
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Resolution 40948

A Council Contingency Fund expenditure of \$12,000 to fund grants that support community engagement programs sponsored through South Sound.

Council Requested - Multicultural Childcare Center	\$ 5,000.00
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Resolution 40986

A Council Contingency Fund request to purchase infant formula to support the Multicultural Childcare Center formula drive.

Council Requested - LGBTQIA+ Pride Painting	\$ 2,500.00
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Resolution 40994

A Council Contingency Fund expenditure of \$2,500 to fund three LGBTQ+ Pride painting projects including temporary rainbow crosswalks, permanent rainbow bricks, and temporary rainbow barriers.

Council Requested - Mayors Innovation Project Summer Conference in Tacoma	\$ 6,500.00
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Resolution 41000

A \$6,500 Council Contingency Fund expenditure to sponsor the Mayors Innovation Project Summer Conference in Tacoma.

Council Requested - Safe Youth Awareness Campaign	\$ 35,000.00
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Resolution 40995

A resolution authorizing the one time use of Council Contingency Funds, in the amount of \$35,000, to fund the partial costs to develop and implement an eight-week Safe Youth Awareness Campaign beginning in July 2022.

Council Request - Korean Association Tacoma Building Renovation	\$ 10,000.00
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Resolution 41004

Council Contingency Fund expenditure to support the Korean Association of Tacoma building renovation.

Council Requested - Peace Bus "Every Kid Eats" Summer Program	\$ 2,500.00
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Resolution 41015

Council Contingency Fund expenditure of \$2,500 to support the Peace Bus and the "Every Kid Eats" summer program

Council Requested - Hilltop Street Fair	\$ 10,000.00
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Resolution 41018

Council Contingency Fund expenditure of \$10,000 to fund entertainment and arts programming at the 2022 Hilltop Street Fair sponsored by the Hilltop Business Association.

Council Requested - UWT Celebrando Comunidad 2022 -Latinx Celebration and Awards	\$ 5,000.00
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Resolution 41028

Council Contingency Fund expenditure of \$5,000 to support the 2nd Annual University of Washington Tacoma Celebrando Comunidad: Latinx Celebration and Awards.

Council Requested - Tacoma Urban League Empowerment Awards	\$ 5,000.00
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Resolution 41042

Council Contingency Fund expenditure of \$5,000 to support the Tacoma Urban League Empowerment Awards.

Council Requested - Youth Commission of Tacoma Travel to NLC	\$ 5,000.00
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Resolution 41046

Council Contingency fund expenditure of \$5,000 to sponsor the Mayor's Youth Commission of Tacoma travel to the National League of Cities Conference

Council Requested - 2022 Santa Parade	\$ 5,000.00
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Resolution 41074

A Council Contingency Fund expenditure to sponsor the 2022 Santa Parade

Council Requested - Dia de Los Muertos Event	\$ 9,019.84
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To Council December 13, 2022

A Council Contingency Fund expenditure of \$9,019.84 to fund barricades that supported the community-organized and Tacoma Creates-sponsored Dia de los Muertos procession on October 29, 2022 and incurred this unexpected expense.

Council Requested - Faith Community Audit	\$ 10,000.00
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To Council December 20, 2022

A Resolution allocating \$10,000 in Council Contingency Funds to support a faith community audit

Council Requested - Homelessness Solutions Convening with UWT	\$ 20,000.00
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To Council December 20, 2022

A \$20,000 Council Contingency Fund expenditure to support the convening of community conversations at the University of Washington Tacoma to focus on solutions to homelessness in 2023.

Council Requested - Supporting Ukrainian Refugees	\$ 20,000.00
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To Council December 20, 2022

A contingency fund expenditure of \$20,000 to support the Tacoma Community House in assisting Ukrainian refugees with direct client specific assistance for essential needs and programs.

Council Requested - LeRoy Clock	\$ 35,000.00
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To Council December 20, 2022

A Council Contingency Fund expenditure of up to \$35,000 for the restoration of the LeRoy Street Clock on Broadway Street in downtown Tacoma.

Council Request - Links to Opportunity Project Office	\$ 10,000.00
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To Council December 20, 2022

A Council Contingency Fund expenditure of \$10,000 to fund existing Public Works Department and Community and Economic Development Department staff to provide education and outreach for the Links to Opportunity project during the construction phase to communicate broadly, consistently, and in real time so that community can actively participate in meaningful dialog to address concerns and issues during construction.

Starting Balance	\$ 338,521.09
Total Amount Allocated	\$ 296,019.84
Current Balance	\$ 42,521.25