



WEEKLY REPORT TO THE CITY COUNCIL

April 10, 2025

Members of the City Council
City of Tacoma, Washington

Dear Mayor and Council Members:

ACTION REQUIRED

1. This is a reminder to complete your Financial Affairs Disclosure (F-1) Statement and Disclosure of Remote Interest form and provide confirmation to the City Clerk's Office, **by Tuesday, April 15, 2025. More information can be found at: [Who Files the Report | Washington State Public Disclosure Commission \(PDC\)](#).**

ITEMS OF INTEREST

2. City Manager's Office Constituent Relations Analyst Karyssa Mathison provides the attached **Constituent Intake Report**.
3. City Manager's Office of Strategy Chief Strategy Officer Jacques Colon provides the attached memorandum highlighting the most **recent data for the Affordable Housing Action Strategy**.
4. Public Works Director Ramiro Chavez provides the attached **April 2025 Public Works Engineering Capital Projects Planning memorandum**.
5. **On Saturday, April 19, 2025, 9:00 a.m. - 11:00 a.m., Tidy-Up Tacoma will support LitterFree253, the Community Council, and all eight Neighborhood Councils at their 5th Annual City-Wide Community Cleanup** event that includes volunteers representing all neighborhoods in the city. Tidy-Up will have several crews out to support this effort. The City will collect large items and illegal dumps while the event participants pick up litter. At the end of the event, Tidy-Up will collect and properly dispose of all garbage collected by participants. Last year, the City partnered on this event and collected 5,000 pounds of garbage!
6. Interim Tacoma Police Chief Patti Jackson provides the attached **Weekly Crime Report**.
7. Please see the attached City of Tacoma **Weekly Meeting Schedule**.

8. **Temporary and Emergency Shelter Performance: The City posts weekly updates and information about its Temporary and Emergency Shelter locations including current census, number of available beds, and exits to housing.** Updates are reported weekly, and this information can be found at: https://cityoftacoma.org/UserFiles/Servers/Server_6/File/NCS/weeklydataupdate.pdf.
9. **Neighborhood Council Code Amendments and Standards and Guidelines: Ordinance No. 29029 is a proposal to amend Tacoma Municipal Code (TMC) Chapter 1.45.** During public comment on April 8, 2025, a concern was expressed about the removal of term limits. Term limits are not covered in TMC 1.45. Therefore, changes to term limits are not included in the ordinance to amend TMC 1.45. Term limits are addressed in the Standards and Guidelines, an administrative document. The Standards and Guidelines were updated as part of the same review process as TMC 1.45 after much discussion with Neighborhood Council representatives. There are a number of Neighborhood Councils who expressed a need for the flexibility in membership, which is why Neighborhood Councils recommended the removal of specific term limit language. **Attached is a memo and updated version of the Standards and Guidelines document.**
10. **Alzheimer Memorial Church, Give Me A Chance, Shelter Standdown: The family shelter (1121 South Alzheimer Street), operated by Alzheimer Memorial Church (Alzheimer), is currently preparing to standdown.** Alzheimer staff will continue to work with the current families on their stability and housing plans during this transition and into permanent housing or other temporary solutions by **June 30, 2025**. Since opening in February 2020, the shelter has served 239 individuals, with 148 of the clients have confirmed being connected to permanent housing.

On April 7, 2025, there were 37 residents at the site and every household is currently working with case management. Neighborhood and Community Services is meeting with Alzheimer weekly to assess operational needs and will continue to support the shelter during this transition. **The City is committed to ensuring that every resident has the option to transition to the new location or has an alternative shelter location should they wish by or before June 30, 2025.**

11. **Encampment Outreach: For the week of March 31 – April 4, 2025, the City’s Homeless Engagement and Alternatives Liaison (HEAL) team visited 18 locations.** This resulted in **34 (11 new, and 23 repeat)** individuals contacted and referred to community services; **1 individual** was placed in shelter. This information can be found at: [HEAL Team Engagement Dashboard | Tacoma Open Data](#).

Please note: the HEAL dashboard indicates that no individuals were contacted last week. IT is aware of the synchronization issue, as several other departments have encountered the same problem.

STUDY SESSION / WORK SESSION

12. **The City Council Study Session of Tuesday, April 15, 2025, will be conducted as a hybrid meeting.** This meeting can be attended in-person at the Tacoma Municipal Building, Council Chambers, located at 747 Market Street on the 1st floor or be heard by dialing (253) 215 – 8782 or through Zoom at: www.zoom.us/j/89496171192 and entering the meeting ID 894 9617 1192; passcode 89659 when prompted. This meeting will be broadcast on TV Tacoma and Facebook.

The discussion items will include: (1) **Sheridan Arterial Improvements**; (2) **Other Items of Interest**; (3) **Committee Reports**; (4) **Agenda Review and City Manager’s Weekly Report**; (5) **Executive Session – Pending Litigation**.

On our first agenda item, staff from Public Works and the City Attorney’s Office will provide a briefing on the **Sheridan Arterial Improvements**.

13. The updated **Tentative City Council Forecast and Consolidated Standing Committee Calendar** are attached for your information.

MARK YOUR CALENDARS

14. You are invited to the below events:

- The City of Tacoma invites community members to participate in upcoming **Community Information Sessions** to learn more about **Streets Initiative II**. These sessions will provide an opportunity for residents to ask questions, share input, and stay informed about plans to improve Tacoma’s streets. Your feedback is essential in shaping the future of our city’s infrastructure.
 - April 12, 2025, South Tacoma Library Branch, 3411 South 56th Street, Tacoma, WA 98409, 1:45 p.m. - 2:45 p.m.
 - April 12, 2025, Swasey Library Branch, 7001 6th Avenue, Tacoma, WA 98406 4:30 p.m. - 5:30 p.m.
- **17th Annual South Sound Sustainability Expo – April 26, 2025, 10:00 a.m. – 3:00 p.m., University of Washington Tacoma Campus, 1900 Commerce Street, Tacoma WA, 98402.** Community members are invited to join the City of Tacoma on April 26, 2025, from 10: a.m. to 3:00 p.m., at the 17th Annual South Sound Sustainability Expo, returning to the University of Washington Tacoma campus along the Prairie Line Trail. This free, family-friendly event is open to the public and connects residents, businesses, and organizations dedicated to building a more sustainable South Sound. More information is available at: SouthSoundSustainabilityExpo.org or by calling (253) 381-2228.

Weekly Report
April 10, 2025
Page Four

Sincerely,
Hyun Kim

A handwritten signature in black ink, appearing to read "Hyun Kim", is enclosed within a light gray rectangular border.

HK: ram

Acting City Manager



Tacoma City Council Constituent Intake Website Data Report: April 2025

Total Request Submissions

330

Total Submissions

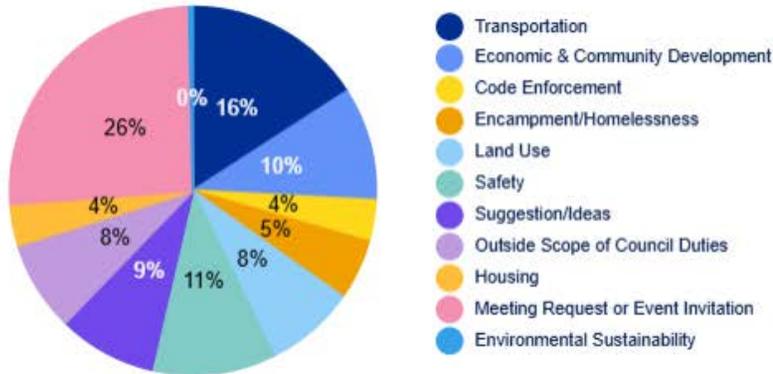
Request Submissions

219

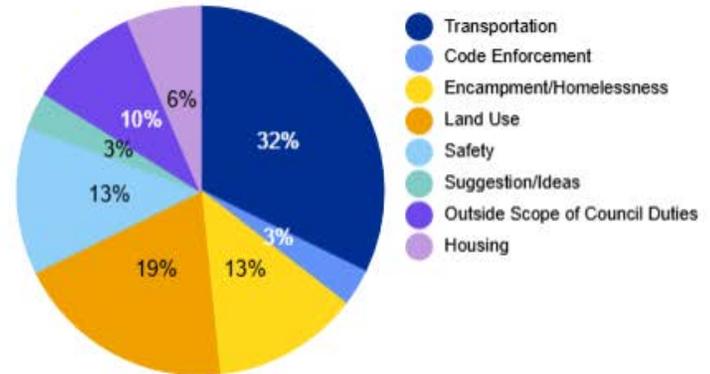
Inquiries that include +1 Council Member

Topic Codes

Summary

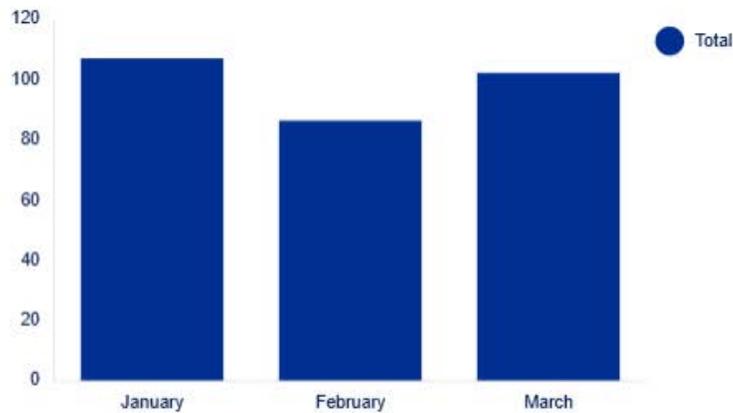


Last 14 Days

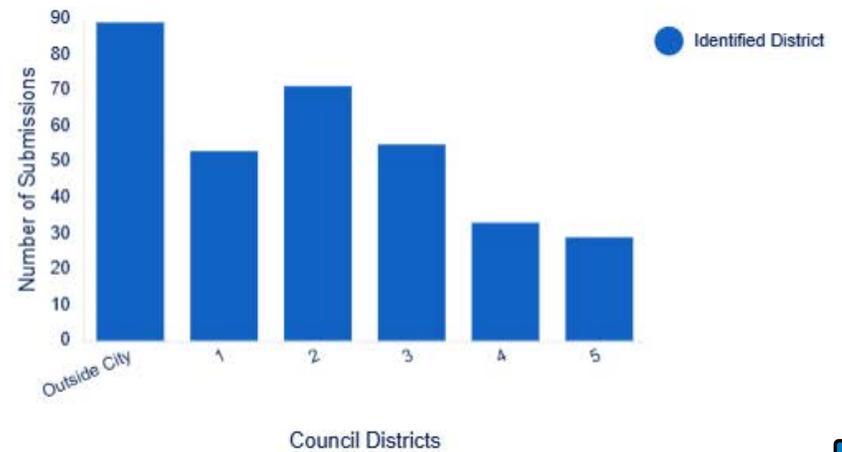


Submission Summary

Submissions by Month



Submissions by Council District



Contact: Karyssa Mathison, Constituent Relations Analyst
kmathison@cityoftacoma.org



2024 Affordable Housing Action Strategy Highlights



545

Affordable
housing units
constructed



24

Low-income
homes preserved



15,884

Low-income
Tacoma households
served with
\$9,297,405.97

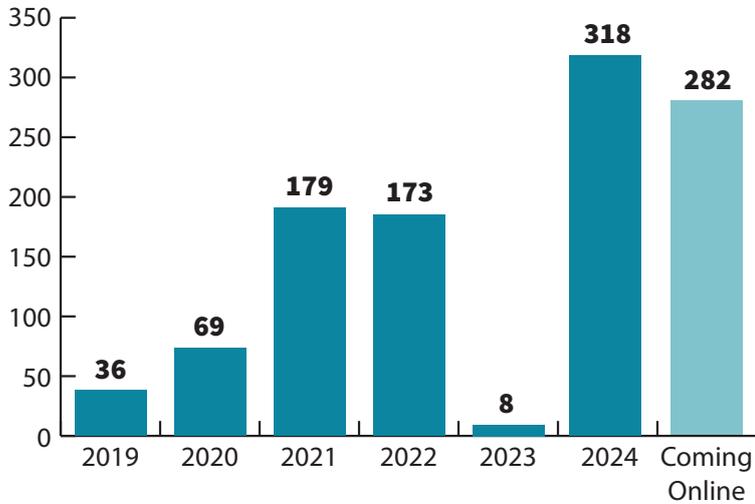


811

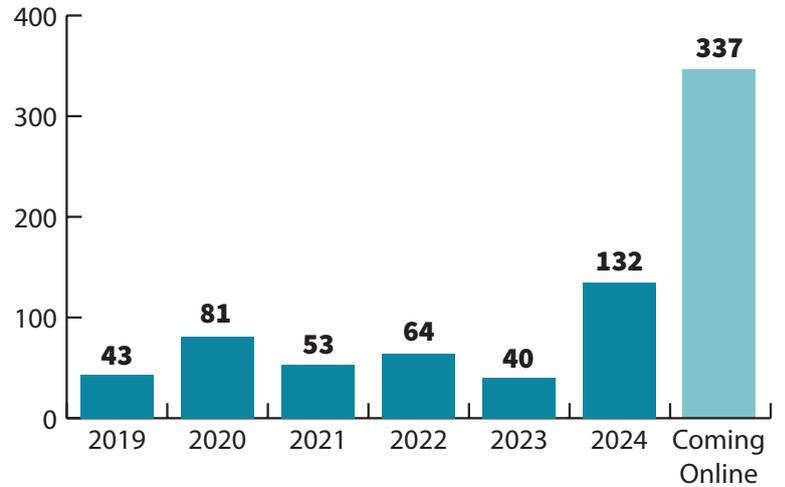
Tacoma shelter
residents exited
to housing

Objective 1: Create More Homes for More People

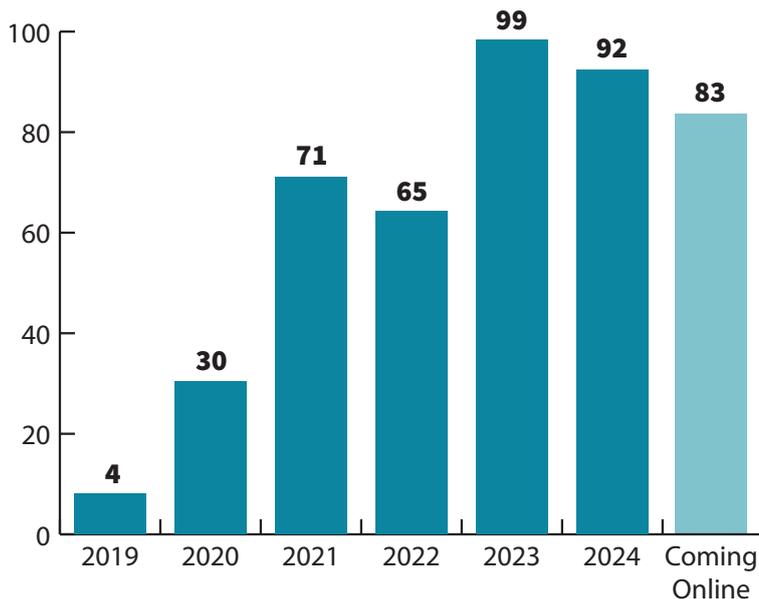
City Funded Affordable Housing Units



Multifamily Tax Exemption



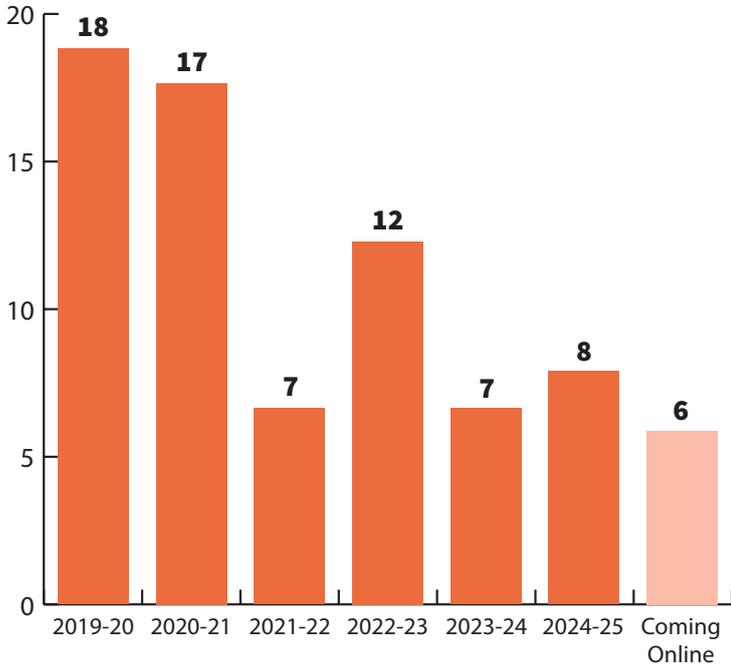
Accessory Dwelling Units



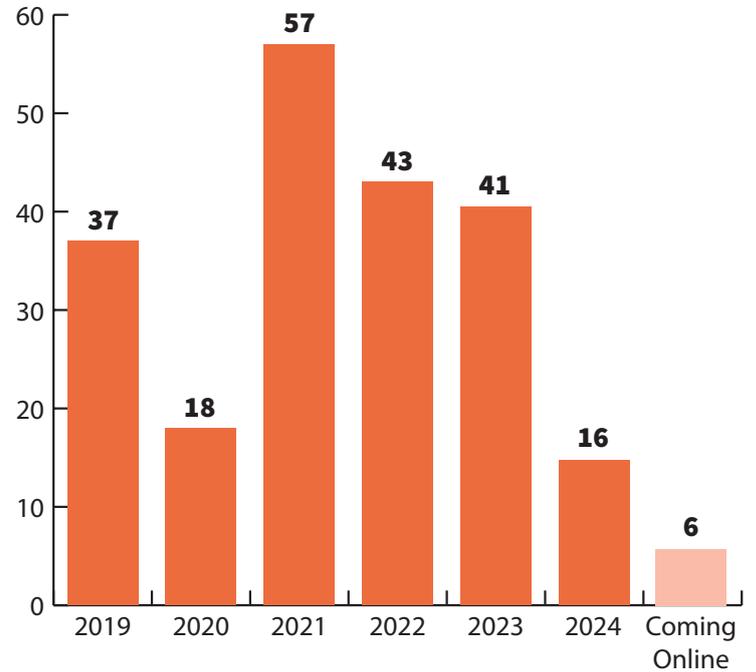
Inclusionary Zoning
Units completed: 7
Units Coming Online: 152

Objective 2: Keep Housing Affordable and in Good Repair

Single Family Rehab Projects



Rebuilding Together South Sound Home Repair Projects Funded



Objective 3: Help People Stay in Their Homes and Communities

NUMBER OF PEOPLE SERVED AND TOTAL DOLLARS BY PROGRAM 2019 - 2024

Housing Assistance Services

Year	Households	Total amount
2019	1,518	\$493,277
2020	653	\$344,079
2021	1,308	\$683,167
2022	1,338	\$683,167
2023	1,300	\$1,059,398
2024	916	\$1,644,489.51

Rental Assistance Program

Year	Households	Total amount
2020	638	\$902,000
2021	761	\$5,027,146
2022	488	\$3,143,837
2023	72	\$569,706
2024		ended in 2023

TPU Bill Credit Assistance Plan

Year	Households	Total amount
2019	1,263	\$216,737
2020	1,084	\$227,525
2021	1,021	\$230,469
2022	1,341	\$286,246
2023	5,230	\$1,375,254
2024	8,200	\$3,498,443

TPU Discount Rate Program

Year	Households	Total amount
2019	6,159	\$3,060,764
2020	5,504	\$2,862,946
2021	5,406	\$3,301,291
2022	5,624	\$3,636,082
2023	5,805	\$3,783,378
2024	5,880	\$4,153,473.46

Landlord-Tenant Program

Year	Households
2019	1,346
2020	1,353
2021	983
2022	909
2023	1,003
2024	887

Tenant Relocation Fund

Year	Households
2019	0
2020	6
2021	0
2022	25
2023	0
2024	1

Mortgage and Foreclosure Assistance

Year	Households	Dollars Allocated
2021	70	\$334,026
2022	30	\$203,186
2023	29	\$247,189

Objective 4: Reduce Barriers for People Who Often Encounter Them

Homeless Emergency Sheltering System

Year	Clients served	Exits to permanent housing
2020	4,805	694
2021	3,152	568
2022	3,106	549
2023	2,759	696
2024	3,911	811
TOTAL	17,733	3,318



TO: Elizabeth A. Pauli, City Manager
Hyun Kim, Deputy City Manager
Allyson Griffith, Interim Deputy City Manager

FROM: Ramiro A. Chavez, P.E. PgMP, Public Works Director/City Engineer

CC: Jack Niehuser, P.E., Public Works Engineering Division Manager

SUBJECT: Public Works Engineering Capital Projects

DATE: April 9, 2025

The Public Works Department is pleased to provide the attached update to our capital projects planning document. The purpose of this document is to provide additional information regarding funding, costs, and schedules for active capital projects within Public Works. Updates include changes to project schedules and funding, the addition of new projects, and deletion of projects that are complete. The document lists projects in categories according to work phase with projects in design listed first, followed by projects in advertisement, construction, and closeout. The update also includes Public Works support services for Tacoma Rail projects, Neighborhood and Community Services projects, Community and Economic Development projects, and others.

This project list is a result of the residents of Tacoma approving the Street Initiatives (Proposition No. 3 and Transportation Benefit District Proposition A) in November 2015 to fund additional maintenance and improvements to transportation infrastructure. The project funding sources include Propositions A and No. 3, other City funds, grants, gas tax, and City utility funds. Several of the projects are currently funded for design only with construction funding sources to be determined.

Please note this is a planning document that is subject to change as new funding becomes available and as progress is made on capital projects, whether it be in design and/or construction. Questions regarding this document can be addressed by Jack Niehuser, Public Works Engineering Division Manager, at 253-591-5538 or JNiehuser@cityoftacoma.org.

Attachment: Capital Projects Planning Document, April 2025

Public Works Engineering Capital Projects Funding, Cost and Schedule

CAPITAL PROJECTS	PROJECT MANAGER	NOTES	TOTAL FUNDING	TOTAL PROJECTED COST	FUNDING SOURCES	CURRENT PHASE	TENTATIVE SCHEDULE	2025												2026												2027		
								Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar			
8 2023 National Highway System-South 11th Street	Charla Kinlow	Survey request submitted with survey anticipated Quarter 1 of 2025, 30% constructability review 5/25. Project will be closely tied to the S 11th St & Earnest S Brazil Bike Couplet Grant.	\$3,227,000	\$3,227,000	NHFP - \$3,163,000 - \$64,000	Design	Planning 1/24 10/24 Design 11/24 10/25 DBDesign ROW 5/25 7/25 AdAward 11/25 2/26 Construction 3/26 8/26 DBConst CloseOut 9/26 10/26 Other	D	D	D	D	D	D	D	D	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CO	CO							
9 East 64th Phase 3 (Portland to City limits)	Chris Storey	Completing preliminary scoping for the project for scheduling and budgeting. Technician completing the base map. Kickoff meeting scheduled for March 2025.	\$200,000	\$200,000	Fund 1085 - \$200,000	Design	Planning Design 12/23 10/25 DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D	D	D	D	D	D																				
10 Fishing Wars Memorial Bridge B - E	Chris Storey	The City selected Lochner was the lead consultant for the design phase. Currently in the negotiation phase with the consultant. Working in white paper/ financial plan.	\$9,500,000	\$280,000,000	REET - \$500,000 BRAC - \$9,000,000	Design	Planning 1/23 3/24 Design 4/24 12/25 DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D	D	D	D	D	D	D																			
11 CH AN GE Fishing Wars Memorial Bridge Cleaning	Chris Storey	Waiting on BIA Funding. Submitted permitting documents.	\$310,000	\$3,500,000	General Fund - \$310,000	Design	Planning Design 6/24 7/25 DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D	D	D																							
12 Streets Initiative #28 (Between Foss & Middle Waterway)	Clara Dubow	This project has been delayed to 2025 construction. Designing to 60% 6/25.	\$2,871,943	\$2,871,943	Fund 1085 - \$532,608 Fund 1085 - \$2,339,335	Design	Planning Design 11/23 12/25 DBDesign ROW AdAward 1/26 4/26 Construction 5/26 11/26 DBConst CloseOut 12/26 1/27 Other	D	D	D	D	D	D	D	D	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CO	CO						
13 CH AN GE 34th Street Bridge Deck Repair and Seismic Retrofit	Clara Dubow	ROW not expected. Exceltech is the consultant. Construction is anticipated to start 2025. 60% review in process now.	\$8,220,000	\$8,220,000	BRAC - \$7,220,000 Fund 1085 - \$1,000,000	Design	Planning Design 5/23 7/25 DBDesign ROW AdAward 8/25 11/25 Construction 12/25 2/26 DBConst CloseOut 3/26 4/26 Other	D	D	D	D	Ad	Ad	Ad	Ad	CN	CN	CN	CO	CO														
14 East Lincoln Bridge Improvements	Clara Dubow	DEA was selected as the project's design consultant for the East Lincoln Bridge Seismic Rehabilitation project. Designing to 60%.	\$1,230,000	\$1,230,000	BRAC - \$1,220,000 Fund 1085 - \$10,000	Design	Planning 2/23 10/24 Design 11/24 11/25 DBDesign ROW AdAward 12/25 3/26 Construction 4/26 9/26 DBConst CloseOut 10/26 11/26 Other	D	D	D	D	D	D	D	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CO	CO								



Citywide Weekly Briefing for 31 March 2025 to 06 April 2025

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	31-Mar-2024	31-Mar-2025	10-Mar-2024	10-Mar-2025	01-Jan-2024	01-Jan-2025			
	06-Apr-2024	06-Apr-2025	06-Apr-2024	06-Apr-2025	06-Apr-2024	06-Apr-2025			
Persons	63	73	298	322	1067	1018	15.9%▲	8.1%▲	4.6%▼
Assault	58	68	271	295	974	926	17.2%▲	8.9%▲	4.9%▼
Homicide (doesn't include Negligent/Justifiable)	0	0	2	0	6	6	0.0%	100.0%▼	0.0%
Kidnapping/Abduction	2	1	7	8	24	17	50.0%▼	14.3%▲	29.2%▼
Sex Offenses, Forcible	3	4	18	19	62	69	33.3%▲	5.6%▲	11.3%▲
Property	396	226	1479	954	5742	3608	42.9%▼	35.5%▼	37.2%▼
Arson	1	1	8	9	29	19	0.0%	12.5%▲	34.5%▼
Burglary/Breaking and Entering	24	31	101	103	400	315	29.2%▲	2.0%▲	21.3%▼
Counterfeiting/Forgery	2	0	10	6	26	16	100.0%▼	40.0%▼	38.5%▼
Destruction/Damage/Vandalism of Property	103	59	393	255	1603	961	42.7%▼	35.1%▼	40.0%▼
Fraud	19	8	48	27	164	133	57.9%▼	43.8%▼	18.9%▼
Larceny/Theft	172	82	616	397	2282	1578	52.3%▼	35.6%▼	30.9%▼
Motor Vehicle Theft	64	33	237	123	1009	448	48.4%▼	48.1%▼	55.6%▼
Robbery	4	8	34	16	118	65	100.0%▲	52.9%▼	44.9%▼
Stolen Property	6	4	23	13	95	50	33.3%▼	43.5%▼	47.4%▼
Society	9	18	40	78	155	242	100.0%▲	95.0%▲	56.1%▲
Drug/Narcotic	5	13	23	48	89	167	160.0%▲	108.7%▲	87.6%▲
Pornography/Obscene Material	0	0	0	3	3	7	0.0%	NC	133.3%▲
Prostitution	0	0	0	2	0	3	0.0%	NC	NC
Weapon Law Violations	4	5	17	25	63	65	25.0%▲	47.1%▲	3.2%▲
Citywide Totals	468	317	1817	1354	6964	4868	32.3%▼	25.5%▼	30.1%▼

NC = Noncalculable

Last 7 Days

<p>Notes:</p> <ul style="list-style-type: none"> There were no Homicide offense(s) during the last 7 days. 66.2% (45/68) of the Assaults were coded Simple Assault. There were 43 DV-related offenses. 67.4% (29/43) of the DV-related offenses were Persons. 41.2% (28/68) of the Assaults were DV-related. DV-related Offenses: 39 ↗ 43 There were no Gang-Related offense(s) during the last 7 days. Theft from Motor Vehicle: 59 ↘ 30 	<p>Top 5 Locations - Compared to last year</p> <ul style="list-style-type: none"> 4502 S Steele St: 7 ↗ 12 110 S 10th St: 0 ↗ 5 4057 E Spokane St: 0 ↗ 4 410 E 11th St: 0 ↗ 3 S 12th St & S Adams St: 0 ↗ 3 7002 E Tonia St: 0 ↗ 3 802 S J St: 0 ↗ 3 There were 8 additional locations with 3. 	<p>Top 5 Offense Locations - Compared to last year</p> <ul style="list-style-type: none"> Parking Lot: 87 ↘ 58 Street/Right Of Way: 68 ↘ 53 Single Family Residence: 71 ↘ 41 Apartment: 53 ↘ 39 Other Business: 10 ↔ 10
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Sector 1 Weekly Briefing for 31 March 2025 to 06 April 2025

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	31-Mar-2024	31-Mar-2025	10-Mar-2024	10-Mar-2025	01-Jan-2024	01-Jan-2025			
	06-Apr-2024	06-Apr-2025	06-Apr-2024	06-Apr-2025	06-Apr-2024	06-Apr-2025			
Persons	18	18	77	82	260	259	0.0%	6.5%▲	0.4%▼
Assault	14	16	68	73	231	231	14.3%▲	7.4%▲	0.0%
Homicide (doesn't include Negligent/Justifiable)	0	0	2	0	3	4	0.0%	100.0%▼	33.3%▲
Kidnapping/Abduction	1	0	3	3	9	6	100.0%▼	0.0%	33.3%▼
Sex Offenses, Forcible	3	2	4	6	17	18	33.3%▼	50.0%▲	5.9%▲
Property	92	67	389	291	1572	1068	27.2%▼	25.2%▼	32.1%▼
Arson	1	0	3	4	15	6	100.0%▼	33.3%▲	60.0%▼
Burglary/Breaking and Entering	7	9	32	24	119	81	28.6%▲	25.0%▼	31.9%▼
Counterfeiting/Forgery	1	0	1	0	1	0	100.0%▼	100.0%▼	100.0%▼
Destruction/Damage/Vandalism of Property	29	22	127	96	533	366	24.1%▼	24.4%▼	31.3%▼
Fraud	6	3	8	9	25	26	50.0%▼	12.5%▲	4.0%▲
Larceny/Theft	38	22	143	118	578	404	42.1%▼	17.5%▼	30.1%▼
Motor Vehicle Theft	9	6	60	33	263	146	33.3%▼	45.0%▼	44.5%▼
Robbery	1	4	10	5	22	18	300.0%▲	50.0%▼	18.2%▼
Stolen Property	0	1	3	1	12	15	NC	66.7%▼	25.0%▲
Society	3	3	11	16	38	45	0.0%	45.5%▲	18.4%▲
Drug/Narcotic	2	1	8	7	26	28	50.0%▼	12.5%▼	7.7%▲
Pornography/Obscene Material	0	0	0	2	0	2	0.0%	NC	NC
Prostitution	0	0	0	0	0	0	0.0%	0.0%	0.0%
Weapon Law Violations	1	2	3	7	12	15	100.0%▲	133.3%▲	25.0%▲
Sector Totals	113	88	477	389	1870	1372	22.1%▼	18.4%▼	26.6%▼

NC = Noncalculable

Last 7 Days

<p>Notes:</p> <ul style="list-style-type: none"> There were no Homicide offense(s) during the last 7 days. 50.0% (8/16) of the Assaults were coded Simple Assault. There were 11 DV-related offenses. 63.6% (7/11) of the DV-related offenses were Persons. 43.8% (7/16) of the Assaults were DV-related. DV-related Offenses: 8 ↗ 11 There were no Gang-Related offense(s) during the last 7 days. Theft from Motor Vehicle: 15 ↗ 16 	<p>Top 5 Locations - Compared to last year</p> <ul style="list-style-type: none"> 110 S 10th St: 0 ↗ 5 802 S J St: 0 ↗ 3 410 E 11th St: 0 ↗ 3 4602 45th Ave Ne: 1 ↗ 3 1554 Market St: 1 ↗ 3 	<p>Top 5 Offense Locations - Compared to last year</p> <ul style="list-style-type: none"> Street/Right Of Way: 19 ↔ 19 Parking Lot: 9 ↗ 17 Apartment: 17 ↘ 16 Single Family Residence: 21 ↘ 6 Sidewalk: 4 ↔ 4
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Sector 2 Weekly Briefing for 31 March 2025 to 06 April 2025

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	06-Apr-2024	06-Apr-2025	06-Apr-2024	06-Apr-2025	06-Apr-2024	06-Apr-2025			
Persons	15	21	79	81	266	249	40.0%▲	2.5%▲	6.4%▼
Assault	14	19	74	76	245	220	35.7%▲	2.7%▲	10.2%▼
Homicide (doesn't include Negligent/Justifiable)	0	0	0	0	0	1	0.0%	0.0%	NC
Kidnapping/Abduction	1	1	1	1	6	5	0.0%	0.0%	16.7%▼
Sex Offenses, Forcible	0	1	4	4	14	23	NC	0.0%	64.3%▲
Property	133	44	447	215	1593	863	66.9%▼	51.9%▼	45.8%▼
Arson	0	0	0	2	3	2	0.0%	NC	33.3%▼
Burglary/Breaking and Entering	6	6	20	26	91	77	0.0%	30.0%▲	15.4%▼
Counterfeiting/Forgery	0	0	3	2	12	4	0.0%	33.3%▼	66.7%▼
Destruction/Damage/Vandalism of Property	28	11	108	52	442	229	60.7%▼	51.9%▼	48.2%▼
Fraud	9	1	23	6	57	35	88.9%▼	73.9%▼	38.6%▼
Larceny/Theft	64	20	214	101	693	381	68.8%▼	52.8%▼	45.0%▼
Motor Vehicle Theft	24	6	66	22	252	110	75.0%▼	66.7%▼	56.3%▼
Robbery	1	0	7	2	26	14	100.0%▼	71.4%▼	46.2%▼
Stolen Property	1	0	4	1	14	5	100.0%▼	75.0%▼	64.3%▼
Society	0	2	4	9	18	21	NC	125.0%▲	16.7%▲
Drug/Narcotic	0	1	4	4	11	8	NC	0.0%	27.3%▼
Pornography/Obscene Material	0	0	0	1	0	2	0.0%	NC	NC
Prostitution	0	0	0	0	0	0	0.0%	0.0%	0.0%
Weapon Law Violations	0	1	0	4	7	11	NC	NC	57.1%▲
Sector Totals	148	67	530	305	1877	1133	54.7%▼	42.5%▼	39.6%▼

NC = Noncalculable

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 63.2% (12/19) of the Assaults were coded Simple Assault.
- There were 6 DV-related offenses.
- 83.3% (5/6) of the DV-related offenses were Persons.
- 21.1% (4/19) of the Assaults were DV-related.
- DV-related Offenses: 9 ↘ 6
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 17 ↘ 8

Top 5 Locations - Compared to last year

- 5928 6th Ave: 0 ↗ 3
- 3320 S 23rd St: 5 ↘ 3
- 1002 S Pearl St: 0 ↗ 3
- S 12th St & S Adams St: 0 ↗ 3
- 644 N Trafton St: 0 ↗ 2
- 618 N 1st St: 0 ↗ 2
- 1500 N Warner St: 1 ↗ 2
- There were 3 additional locations with 2.

Top 5 Offense Locations - Compared to last year

- Parking Lot: 31 ↘ 17
- Apartment: 24 ↘ 9
- Street/Right Of Way: 14 ↘ 9
- Single Family Residence: 22 ↘ 5
- Garage (Residential): 5 ↔ 5



Sector 3 Weekly Briefing for 31 March 2025 to 06 April 2025

The data is not National Incident Based Reporting System (NIBRS) compliant. Do not compare the results with any report using that standard. The data is dynamic and is subject to change and/or revision. The number of distinct offenses listed on a report are counted. This does not represent reports or individuals. All data is compared to last year for the same number of days or date range. Small numbers may cause large percent increases and decreases. Beginning 1 October 2022, there was a change in how TPD reports certain Aggravated Assaults and Destruction offenses.

Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	31-Mar-2024	31-Mar-2025	10-Mar-2024	10-Mar-2025	01-Jan-2024	01-Jan-2025			
	06-Apr-2024	06-Apr-2025	06-Apr-2024	06-Apr-2025	06-Apr-2024	06-Apr-2025			
Persons	17	13	69	69	262	222	23.5% ▼	0.0%	15.3% ▼
Assault	17	13	66	64	246	209	23.5% ▼	3.0% ▼	15.0% ▼
Homicide (doesn't include Negligent/Justifiable)	0	0	0	0	1	0	0.0%	0.0%	100.0% ▼
Kidnapping/Abduction	0	0	2	1	5	3	0.0%	50.0% ▼	40.0% ▼
Sex Offenses, Forcible	0	0	1	4	10	10	0.0%	300.0% ▲	0.0%
Property	91	63	350	213	1381	905	30.8% ▼	39.1% ▼	34.5% ▼
Arson	0	1	2	1	5	5	NC	50.0% ▼	0.0%
Burglary/Breaking and Entering	6	7	29	25	98	78	16.7% ▲	13.8% ▼	20.4% ▼
Counterfeiting/Forgery	1	0	5	2	8	6	100.0% ▼	60.0% ▼	25.0% ▼
Destruction/Damage/Vandalism of Property	25	17	86	53	328	200	32.0% ▼	38.4% ▼	39.0% ▼
Fraud	2	2	10	5	46	34	0.0%	50.0% ▼	26.1% ▼
Larceny/Theft	37	25	145	94	567	465	32.4% ▼	35.2% ▼	18.0% ▼
Motor Vehicle Theft	16	8	56	24	264	91	50.0% ▼	57.1% ▼	65.5% ▼
Robbery	2	2	10	5	29	11	0.0%	50.0% ▼	62.1% ▼
Stolen Property	2	1	6	2	32	11	50.0% ▼	66.7% ▼	65.6% ▼
Society	2	3	10	17	47	65	50.0% ▲	70.0% ▲	38.3% ▲
Drug/Narcotic	0	2	4	11	24	48	NC	175.0% ▲	100.0% ▲
Pornography/Obscene Material	0	0	0	0	2	3	0.0%	0.0%	50.0% ▲
Prostitution	0	0	0	0	0	1	0.0%	0.0%	NC
Weapon Law Violations	2	1	6	6	21	13	50.0% ▼	0.0%	38.1% ▼
Sector Totals	110	79	429	299	1690	1192	28.2% ▼	30.3% ▼	29.5% ▼

NC = Noncalculable

Last 7 Days

<p>Notes:</p> <ul style="list-style-type: none"> There were no Homicide offense(s) during the last 7 days. 69.2% (9/13) of the Assaults were coded Simple Assault. There were 8 DV-related offenses. 62.5% (5/8) of the DV-related offenses were Persons. 38.5% (5/13) of the Assaults were DV-related. DV-related Offenses: 15 ↘ 8 There were no Gang-Related offense(s) during the last 7 days. Theft from Motor Vehicle: 16 ↘ 4 	<p>Top 5 Locations - Compared to last year</p> <ul style="list-style-type: none"> 4502 S Steele St: 7 ↗ 12 7837 South Tacoma Way: 0 ↗ 3 5102 S 58th St: 0 ↗ 3 4602 Center St: 0 ↗ 2 S 52nd St & South Tacoma Way: 0 ↗ 2 2919 S 38th St: 0 ↗ 2 S 40th St & S Puget Sound Ave: 0 ↗ 2 There were 5 additional locations with 2. 	<p>Top 5 Offense Locations - Compared to last year</p> <ul style="list-style-type: none"> Parking Lot: 23 ↘ 13 Single Family Residence: 12 ↘ 9 Apartment: 8 ↔ 8 Other Business: 2 ↗ 7 Street/Right Of Way: 18 ↘ 5
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Sector 4 Weekly Briefing for 31 March 2025 to 06 April 2025

The data is not National Incident Based Reporting System (NIBRS) compliant. Do not compare the results with any report using that standard. The data is dynamic and is subject to change and/or revision. The number of distinct offenses listed on a report are counted. This does not represent reports or individuals. All data is compared to last year for the same number of days or date range. Small numbers may cause large percent increases and decreases. Beginning 1 October 2022, there was a change in how TPD reports certain Aggravated Assaults and Destruction offenses.

Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	31-Mar-2024	31-Mar-2025	10-Mar-2024	10-Mar-2025	01-Jan-2024	01-Jan-2025			
	06-Apr-2024	06-Apr-2025	06-Apr-2024	06-Apr-2025	06-Apr-2024	06-Apr-2025			
Persons	13	21	73	90	279	288	61.5%▲	23.3%▲	3.2%▲
Assault	13	20	63	82	252	266	53.8%▲	30.2%▲	5.6%▲
Homicide <i>(doesn't include Negligent/Justifiable)</i>	0	0	0	0	2	1	0.0%	0.0%	50.0%▼
Kidnapping/Abduction	0	0	1	3	4	3	0.0%	200.0%▲	25.0%▼
Sex Offenses, Forcible	0	1	9	5	21	18	NC	44.4%▼	14.3%▼
Property	80	52	293	235	1196	772	35.0%▼	19.8%▼	35.5%▼
Arson	0	0	3	2	6	6	0.0%	33.3%▼	0.0%
Burglary/Breaking and Entering	5	9	20	28	92	79	80.0%▲	40.0%▲	14.1%▼
Counterfeiting/Forgery	0	0	1	2	5	6	0.0%	100.0%▲	20.0%▲
Destruction/Damage/Vandalism of Property	21	9	72	54	300	166	57.1%▼	25.0%▼	44.7%▼
Fraud	2	2	7	7	36	38	0.0%	0.0%	5.6%▲
Larceny/Theft	33	15	114	84	444	328	54.5%▼	26.3%▼	26.1%▼
Motor Vehicle Theft	15	13	55	44	230	101	13.3%▼	20.0%▼	56.1%▼
Robbery	0	2	7	4	41	22	NC	42.9%▼	46.3%▼
Stolen Property	3	2	10	9	37	19	33.3%▼	10.0%▼	48.6%▼
Society	4	10	15	36	52	111	150.0%▲	140.0%▲	113.5%▲
Drug/Narcotic	3	9	7	26	28	83	200.0%▲	271.4%▲	196.4%▲
Pornography/Obscene Material	0	0	0	0	1	0	0.0%	0.0%	100.0%▼
Prostitution	0	0	0	2	0	2	0.0%	NC	NC
Weapon Law Violations	1	1	8	8	23	26	0.0%	0.0%	13.0%▲
Sector Totals	97	83	381	361	1527	1171	14.4%▼	5.2%▼	23.3%▼

NC = Noncalculable

Last 7 Days

<p>Notes:</p> <ul style="list-style-type: none"> • There were no Homicide offense(s) during the last 7 days. • 80.0% (16/20) of the Assaults were coded Simple Assault. • There were 18 DV-related offenses. • 66.7% (12/18) of the DV-related offenses were Persons. • 60.0% (12/20) of the Assaults were DV-related. • DV-related Offenses: 7 ↗ 18 • There were no Gang-Related offense(s) during the last 7 days. • Theft from Motor Vehicle: 11 ↘ 2 	<p>Top 5 Locations - Compared to last year</p> <ul style="list-style-type: none"> • 4057 E Spokane St: 0 ↗ 4 • 7250 Pacific Ave: 1 ↗ 3 • 7002 E Tonia St: 0 ↗ 3 • 5230 E F St: 0 ↗ 2 • 1920 E 36th St: 0 ↗ 2 • 2064 E 56th St: 0 ↗ 2 • 8425 Pacific Ave: 0 ↗ 2 • There were 7 additional locations with 2. 	<p>Top 5 Offense Locations - Compared to last year</p> <ul style="list-style-type: none"> • Single Family Residence: 16 ↗ 21 • Street/Right Of Way: 17 ↗ 20 • Parking Lot: 24 ↘ 11 • Apartment: 4 ↗ 6 • Grocery Store: 9 ↘ 5
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MEETINGS FOR THE WEEK OF APRIL 14, 2025 THROUGH APRIL 18, 2025

TIME	MEETING	LOCATION
MONDAY, APRIL 14, 2025		
5:00 PM	Local Improvement District (L.I.D.) Hearings*	747 Market St., Municipal Bldg., Council Chambers Visit www.cityoftacoma.org/hearingexaminer
5:00 PM	Tacoma Arts Commission	747 Market St., Municipal Bldg., Conf. Rm. 248 Join Zoom Meeting at: https://zoom.us/j/91664469812 Telephonic: Dial 253-215-8782 Meeting ID: 916 6446 9812 Passcode: 376093
5:30 PM	Human Rights Commission Study Session	747 Market St., Municipal Bldg., Conf. Rm. 243 Join Zoom Meeting at: http://zoom.us/j/85915410975 Telephonic: Dial 253-215-8782 Meeting ID: 859 1541 0975 Contact Vicky McLaurin at HRCandCIRA@cityoftacoma.org
6:00 PM	Community's Police Advisory Committee	747 Market St., Municipal Bldg., Conf. Rm. 220A Join Zoom Meeting at: https://zoom.us/j/85076233615 Telephonic: Dial 253-215-8782 Meeting ID: 850 7623 3615 Passcode: 889454 Contact Ted Richardson at trichardson@cityoftacoma.org
6:30 PM	Human Rights Commission	747 Market St., Municipal Bldg., Conf. Rm. 243 Join Zoom Meeting at: http://zoom.us/j/85915410975 Telephonic: Dial 253-215-8782 Meeting ID: 859 1541 0975 Contact Vicky McLaurin at HRCandCIRA@cityoftacoma.org
TUESDAY, APRIL 15, 2025		
9:00 AM	Hearing Examiner's Hearing*	747 Market St., Municipal Bldg., Council Chambers Visit www.cityoftacoma.org/hearingexaminer
10:00 AM	Government Performance and Finance Committee	747 Market St., Municipal Bldg., Conf. Rm. 248 Join Zoom Meeting at https://zoom.us/j/84416690206 Telephonic: Dial 253-215-8782 Meeting ID: 844 1669 0206 Passcode: 614650
11:15 AM	Bid Opening**	3628 S. 35th St., Public Utilities Bldg., ABN-M1 Join Zoom Meeting at: https://zoom.us/j/88402380573 Telephonic: Dial 253-215-8782 Meeting ID: 884 0268 0573 Passcode: 070737 Visit www.tacomapurchasing.org
NOON	City Council Study Session	747 Market St., Municipal Bldg., Council Chambers Join Zoom Meeting at: https://zoom.us/j/89496171192 Telephonic: Dial 253-215-8782 Meeting ID: 894 9617 1192 Passcode: 896569
5:00 PM	City Council Meeting	747 Market St., Municipal Bldg., Council Chambers Join Zoom Meeting at: https://zoom.us/j/84834233126 Telephonic: Dial 253-215-8782 Meeting ID: 848 3423 3126 Passcode: 349099

WEDNESDAY, APRIL 16, 2025

- 9:00 AM Unfit Building Hearings*** 747 Market St., Municipal Bldg., Council Chambers
Call to confirm if a Hearing is scheduled.
Contact Code Compliance at 253-591-5049
- 2:00 PM Tacoma Permit Advisory Group 747 Market St., Municipal Bldg., Conf. Rm. 243
Join Zoom Meeting at: <https://zoom.us/j/83142338104>
Telephonic: Dial 253-215-8782
Meeting ID: 831 4233 8104 Passcode: 193952
Contact Megan Norman at 253-325-3948
- 4:00 PM City Events and Recognitions Committee 747 Market St., Municipal Bldg., Conf. Rm. 248
Join Zoom Meeting at: <https://zoom.us/j/87320156844>
Telephonic: Dial 253-215-8782
Meeting ID: 873 2015 6844
- 5:00 PM Planning Commission 747 Market St., Municipal Bldg., Council Chambers
Join Zoom Meeting at: <https://zoom.us/j/84416624153>
Telephonic: Dial 253-215-8782
Meeting ID: 844 1662 4153
Contact Stephen Atkinson at 253-905-4146
- 5:30 PM Tacoma Public Library Board of Trustees South Tacoma Branch, 3411 South 56th St.,
Visit <https://tacomalibrary.org/board-of-trustees/>
- 5:30 PM Transportation Commission 747 Market St., Municipal Bldg., Conf. Rm. 243
Join Zoom Meeting at: <https://zoom.us/j/96320674154>
Telephonic: Dial 253-215-8782
Meeting ID: 963 2067 4154 Passcode: 638370

THURSDAY, APRIL 17, 2025

- 8:30 AM Greater Tacoma Regional Convention Center Public 1500 Commerce St., Greater Tacoma Convention and Trade
Facilities District Board of Directors Ctr., Board Rm. South
Join Zoom Meeting at: <https://zoom.us/j/87331822786>
Telephonic: Dial 253-215-8782
Meeting ID: 873 3182 2786 Passcode: 922524
- 9:00 AM Hearing Examiner's Hearing* 747 Market St., Municipal Bldg., Council Chambers
Visit www.cityoftacoma.org/hearingexaminer
- 5:00 PM Sustainable Tacoma Commission 747 Market St., Municipal Bldg., Conf. Rm. 248
Join Zoom Meeting at: <https://zoom.us/j/84328083947>
Telephonic: Dial 253-215-8782
Meeting ID: 843 2808 3947 Passcode: 253253
Contact LaKecia Farmer at 253-625-4318
- 5:30 PM Urban Design Board 747 Market St., Municipal Bldg., Conf. Rm. 243
Join Zoom Meeting at: <https://zoom.us/j/82923259724>
Telephonic: Dial 253-215-8782
Meeting ID: 829 2325 9724
Contact Stephen Antupit at 253-381-5195

FRIDAY, APRIL 18, 2025

NO MEETINGS SCHEDULED



Meeting sites are accessible to people with disabilities. People with disabilities requiring special accommodations should contact the appropriate department(s) 48 hours prior to the meeting time.

* Hearing Examiner's Hearings and Local Improvement District Meetings meet on an as-needed basis. Contact the Hearing Examiner's Office at 253-591-5195 to confirm whether a meeting will be held this week. Hearings may be held at various times throughout the day.

** Bid Opening will be held on an as-needed basis. Contact the Finance Procurement and Payables Office at 253-502-8468 or www.tacomapurchasing.org to confirm whether Bid Opening will be held.

*** Hearings may be held at various times throughout the day.



City of Tacoma

Neighborhood Council Program

Standards and Guidelines

December 17, 2019 [TBD Updated Date]

City of Tacoma

Neighborhood and Community Services
Department 747 Market Street, Room 836



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Section 1: Neighborhood Council Program Overview

The Neighborhood Council Program (“Program”) was established by the City of Tacoma (“City”) thru Ordinance No. 25188 in 1992, and since that time the Neighborhood Council Program has succeeded in developing a sense of pride and responsibility in neighborhoods, as well as developing grass roots leadership for the advancement of neighborhood issues.

The purpose of ~~developing this~~ Standards and Guidelines document (“Standards and Guidelines”) for the Neighborhood Council Program is to provide ~~detailed functions of the program and expectations of the Neighborhood Councils, and to ensure that the resources and responsibilities of the program continue to reflect the policy intentions of the City Council while recognizing the changing community engagement strategies and neighborhood priorities.~~ additional information regarding the administrative responsibilities of the City, and the City’s expectations and requirements for the Neighborhood Councils (“NCs”) and Community Council of Tacoma (“Community Council” or “CCOT”).

This document will serve as a tool to ensure that Tacoma’s Neighborhood Council Program is accountable and transparent, and meets the program goals to create an environment in which residents are afforded an opportunity to meaningfully discuss City programs and policies that affect the neighborhood, bring neighborhood concerns, priorities, and goals to the attention of the City, and encourage diverse relationships and representative participation where residents feel included and empowered to contribute to improving the livability of their communities.

Section 2: Neighborhood Council Program and Tacoma 2025

The Neighborhood Council program engages residents across Tacoma and creates opportunities for residents to engage civically with their government and better advocate for their neighborhoods. The Neighborhood Council program will support the goals and metrics for civic engagement, equity, and accessibility contained in the Tacoma 2025 Strategic plan in the following areas:



Civic Engagement Goals

- Increase the number of residents who participate civically through volunteering and voting.
- 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.



Equity and Accessibility Goals

- Elected officials, boards, commissions, and volunteer leadership will reflect the diversity of the Tacoma community.
- Representation at public meetings will reflect the diversity of the Tacoma community.

Section 3: Bylaw Requirements

Neighborhood Councils (NCs) and the Community Council of Tacoma (CCOT) must adopt bylaws that, at a minimum include the following provisions. These requirements must be adopted in NC and CCOT bylaws in order to be eligible for City support.

1. NCs and CCOT must have bylaws on record with the City which include a description of the governance structure and decision-making mechanisms employed by the Neighborhood Council. Neighborhood Councils and CCOT bylaws must include a review period and must not contain provisions which restrict board representation or participation based on protected classes or tenure of service to the Neighborhood Councils (i.e., bylaws cannot contain provisions that restrict individuals from joining a NC board based on the number of meetings they have attended, number of years volunteering, etc.). We define “board” as individuals who apply to join a Neighborhood Council’s board of directors and serve as the governing body of the Neighborhood Council. Additional positions within a Neighborhood Council include community members who attend/participate in meetings (but are not on the board) and board officers who are elected to their roles on the board (i.e., Chair, Vice Chair, Treasurer, Secretary).
2. NC bylaws must clearly state geographic boundaries of the neighborhood that do not overlap with other Neighborhood Council boundaries that have been established by the City Council.
3. ~~NC and CCOT bylaws must address term limits. NC and CCOT bylaws must contain provisions stating terms limits for years of service and number of terms allowed for members of the governing board. NCs may choose the number of terms allowed and years of service per term (ex, 2-4 year terms, 4-2 year terms, 8-1 year terms, etc.), so long as the total years of continuous service on the board in any capacity does not exceed 8 years.~~
4. NC bylaws must outline a process for internal mediation of conflicts and a method of addressing community complaints. Complaints will be received by the City and provided to the Neighborhood Councils when received.
5. NC and CCOT bylaws must outline an election process that concludes near the end of the calendar year with terms beginning in January for consistency. This provision must also outline a process for filling leadership vacancies mid-term.

Section 4: Neighborhood Council Essential Duties and Expectations

To be effective the Neighborhood Councils (NCs) should be aware of the duties and expectations the City has of them. Any expectation the City has for the Neighborhood Councils will be supported with technical assistance and training.

1. NCs should encourage all participants in the program to actively engage and be involved in Neighborhood Council decisions and actions.
2. NCs are independent organizations that work closely with the City of Tacoma to support the success of the program and the intent of TMC 1.45. NCs may receive funding or contract with the City and must adhere to those contracting requirements to receive resources.
3. NCs may review and recommend an action, policy, or plan to the appropriate Council Committee, department, or committee, board, or commission on matters that affect the neighborhood.
4. NCs provide effective community participation in government by articulating, defining, and addressing neighborhood problems by ~~advising,~~ consulting ~~with,~~ and cooperating with various City departments and the City Council, and by notifying and relaying information to NC participants regarding matters that affect their respective neighborhoods.
5. NCs must provide contact information for all board members for all official communications from the City via email, and at least one physical address for mailings (~~information may be subject to public disclosure under RCW 42.56~~).
6. NCs will be accountable to participants within the neighborhood in which they represent. They will be responsible for disseminating information and notifying participants about meeting times and location, elections, Neighborhood Council events, and when decisions will be voted on ~~at least three days~~ in advance (~~with a preference for at least 24-hour advance notice~~). This is intended to address planned elections and votes, not matters brought up by the community or board members during a meeting.
7. ~~Neighborhood Councils may make recommendations concerning particular actions, policies, plans, programs, projects, and other matters affecting the quality of life to the various offices, departments, commissions, boards, committees and council. Review items for inclusion in the City budget, make recommendations which reflect the needs of the neighborhood, and state the priorities thereof. Advocate members' interests to all departments of City government.~~

Matters affecting the quality of life include, but are not limited to, land use, housing, community facilities, human resources, social and recreational programs, traffic and transportation, environmental quality, and public safety. The Neighborhood Council should be encouraged to review and make recommendations on changes occurring City-wide which may affect the quality of life within its area.

8. The governance and decision-making mechanisms and processes utilized by the Neighborhood Council to elect leadership or submit letters of support and/or opinions to the City must be transparent, equitable, well documented, and provide adequate opportunity for participation by the Neighborhood Council participants.
9. NCs will ~~develop~~ submit an ~~approved~~ Annual Report, Annual Action Plan and Budget, and if applicable provide a current long-range neighborhood plan. ~~Upon request~~, NCs will also provide ~~notes and/or~~ minutes ~~with comments and to include~~ votes adopting Action Plan, Annual Report, Budget, or changes to the long-range neighborhood plan to the City. NCs must demonstrate ~~significant~~ community outreach and equitable inclusion in the development of the annual action plan, annual report, budget, or long-range neighborhood plan.
10. NCs must also include in their annual reports, ~~in a template provided by NCS~~, their board recruitment, participant outreach, and ~~leadership development strategy documents that demonstrate~~ a commitment to diversity, equity, and ~~inclusion practices that recruits and engages members from diverse backgrounds that represent the neighborhood in the Neighborhood Councils and leadership roles.~~
11. NCs ~~must seek~~ should consider the views of people affected by proposed policies or actions and shall ~~consider~~ review all proposed options before adopting any final recommendations or actions.
12. NCs will designate at least one ~~representative~~ person to the Community Council of Tacoma ~~who will to attend each meetings as the NC representative, and distribute information received from Community Council meetings to Neighborhood Council board members and participants.~~
13. NCs and CCOT must maintain a physical or digital copy of current bylaws and/or governing documents that must be made available at each Neighborhood Council and/or Community Council meeting for reference.
14. ~~NCs will collaborate with the City to complete the reviews of the TMC and Standards and~~

Guidelines document for the Neighborhood Council program.

15. NCs will review proposals for new Neighborhood Councils or boundary adjustments and make recommendations to staff and the City Council.

Section 5: Community Council of Tacoma Essential Duties and Expectations

The Community Council of Tacoma (CCOT) is an independent body that brings together the eight Neighborhood Councils to share information and work together to address larger citywide issues. Like Neighborhood Councils, the expectations of CCOT will be supported by the City through training and technical assistance.

1. CCOT will support and advocate for the needs of the individual Neighborhood Councils.
2. CCOT will ~~support~~ disseminate the citywide strategic plan and ~~support~~ encourage the individual Neighborhood Councils in doing the same.
3. CCOT may review and recommend an action, policy, or plan to the appropriate Council Committee, department, or committee, board, or commission on matters that affect neighborhoods across Tacoma.
4. CCOT ~~in partnership with the NCs~~ will collaborate with the City to complete ~~the five-year reviews~~ a review of the TMC and Standards and Guidelines document for the Neighborhood Council program ~~at least every five years and 180 days~~.
5. CCOT ~~in partnership with the NCs~~ will review proposals for new Neighborhood Councils or boundary adjustments and make recommendations to staff and the City Council.

Section 6: Neighborhood Council Program Support

The Neighborhood and Community Services Department (NCS), which will administer the program in a manner that best serves neighborhoods and effectively uses City resources, will provide support for the Neighborhood Council program. The responsibilities of the department are outlined below.

1. Contact and Coordination – NCS will identify a point of contact for all Neighborhood Council business. This may be a specified employee or program email maintained by the department specifically for this program, [responsible for ensuring timely responses to Neighborhood Councils](#).
 - [NCS will promote and facilitate open communication between the City and the Neighborhood Councils and Community Council.](#)
2. Information Resource – NCS will support NCs in accessing information through [publicly publicly](#) available reports, dashboards, data sets, and notification listservs.
 - [Upon request from the NCs or CCOT, provide information regarding the process to receive notifications of meetings, hearings, elections, and other resident participation events. If needed, clarify the timeline and processes for notifications to NCs \(i.e. notification process and timeline for receiving Land Use Notices\). If NCS has a role in providing such notices to the NCs, ensure that NCS staff are meeting the expectations for notice requirements.](#)
3. Community Participation— NCS will support and promote resident participation within the Neighborhood Council program.
4. Publicizing Program – NCS will publicize ~~the dates, times, locations, bylaws, as well as events and elections~~ [contacts, websites and/or social media](#) of the Neighborhood Councils on the City webpage, TV Tacoma, or City Social Media as appropriate [to ensure community members have access to NCs meeting dates, times, locations, bylaws, events, elections, and other applicable information.](#)
 - [NCS will provide updates to City leadership \(i.e., an annual presentation to the Community Vitality and Safety Committee and share information at the Director Forums\).](#)
 - [NCS will maintain a list of NCs for all departments to have access to.](#)
 - [NCS will maintain a current map of all Neighborhood Council boundaries that is](#)

made publicly available.

5. Reporting and Requests – NCS will create and make available standard forms and templates for annual reports, budgets, agendas, and other items as they emerge.
6. ~~Complaint~~ Feedback System – The City will host ~~on-an~~ online system Neighborhood Council participants can use to submit ~~complaints-feedback about the Neighborhood Council program~~. NCS will provide all ~~complaints-feedback~~ to the appropriate Neighborhood Council to address as their bylaws outline.
7. Meeting Liaisons – The City Manager’s Office will identify a liaison to attend NC meetings to be the connection between City leadership and the neighborhoods. Liaisons may provide technical assistance and provide information, but are not expected to take minutes or provide direct staff support to the Neighborhood Councils.
 - Other City departments may send representatives, such as Tacoma Police Department, Tacoma Fire Department, and Tacoma Public Utilities.
 - The City will assist in inviting outside agencies to send liaisons as requested, though it cannot compel those agencies to attend. Such liaisons include the Tacoma School District, Metro Parks Tacoma, and the Port of Tacoma, for example.
8. Training and Development – NCS will provide annual training and development opportunities to Neighborhood Councils in areas of:
 - Board Governance
 - Community Outreach
 - Diversity, Equity, and Inclusion
 - Other areas identified as needs by staff or the Neighborhood Councils.These trainings will be open to all leaders and participants of the Neighborhood Councils. Upcoming training opportunities are found on the Neighborhood Councils webpage.
 - NCS will provide an annual orientation for new board members after elections to include board governance, annual action plans and reports, and budgeting.
9. New Board Member Handbook – NCS will develop, and update annually, a handbook for all new board members that outlines the relationship of the Neighborhood Council to the City, available resources and timelines for reoccurring funding opportunities, and tips for being a successful board member.
10. City Engagement with Neighborhood Councils – NCS will assist city officials and staff in developing methods to more effectively engage neighborhoods through the Neighborhood

Council Program and act as a liaison between the Neighborhood Councils and the City as a whole.

Section 7: Funding Opportunities

In some instances, funding resources may be available to the Neighborhood Councils through the City or other source. Neighborhood and Community Services may provide opportunities for operational funding to Neighborhood Councils and will make a good faith effort to publicize the availability of various public grants. In any case where the Neighborhood Councils receive funding from the City the contracts will detail the use of funds and spend-down requirements of the funding.

1. Operational Funding – NCS may provide annual operational funding ~~that to~~ cover basic expenses of the Neighborhood Council such as insurance, printing, and space rental. **To receive operational funding from NCS, a contract will be executed between the NCs and NCS.**
2. Capacity Funding - NCS may provide additional funding to support activities beyond basic operations such as board development trainings, community events, and community projects. Capacity funding is based on the size of the Neighborhood Council boundaries, the participants represented by the Neighborhood Council, and the existing treasury. Capacity funding activities and details are outlined in contract documents.
3. Grant Opportunities – The City of Tacoma may provide a number of grants with various purposes that would be available to the Neighborhood Councils to support projects, development, outreach, and more. The City will make a good faith effort to inform Neighborhood Councils of the opportunity to apply in a timely manner and support them in sharing that information within their boundaries.



TO: Elizabeth Pauli, City Manager
FROM: Katie Johnston, Interim Director, Neighborhood and Community Services (NCS)
COPY: City Council and City Clerk
SUBJECT: Neighborhood Council Code Amendments and Standards and Guidelines
DATE: April 10, 2025

Ordinance 29029 is a proposal to amend Tacoma Municipal Code (TMC) 1.45. During public comment on April 8, a concern was expressed about the removal of term limits. Term limits are not covered in TMC 1.45. Therefore, changes to term limits are not included in the ordinance to amend TMC 1.45.

Term limits are addressed in the Standards and Guidelines, an administrative document. The Standards and Guidelines were updated as part of the same review process as TMC 1.45 after much discussion with Neighborhood Council representatives. The revised Standards and Guidelines document is attached.

There are a number of Neighborhood Councils who expressed need for the flexibility in membership, which is why Neighborhood Councils recommended the removal of specific term limit language (see below). This was included in the update finalized in January 2025. Contracts for 2025 through 2026 reference this updated version.

1. ~~NC and CCOT bylaws must address term limits. NC and CCOT bylaws must contain provisions stating terms limits for years of service and number of terms allowed for members of the governing board. NCs may choose the number of terms allowed and years of service per term (ex, 2 4 year terms, 4 2 year terms, 8 1 year terms, etc.), so long as the total years of continuous service on the board in any capacity does not exceed 8 years.~~

The Standards and Guidelines may be amended through an administrative process. As practice, staff engage the Neighborhood Councils in the process, but at minimum, Neighborhood Councils must have the opportunity to provide input per TMC.

Date	Meeting	Subject	Department	Background
April 15, 2025	Study Session (Hybrid Council Chambers / Dial-in 12:00 p.m.)	Sheridan Arterial Improvements Project Updates	Public Works Susie Rogers & Jon Kulju	To update City Council on the Sheridan Arterial Improvements Project (from South 72nd Street to South 64th Street), which is a road improvement project to construct pedestrian crossing ramps and signals, sidewalks, driveway approaches, and landscape restoration and to discuss the need for an ordinance authorizing the use of eminent domain as may be required for the acquisition of fee interests and/or easement interests necessary to construct the Sheridan Arterial Improvements Project upon exhaustion of attempts at negotiation with property owners.
		Executive Session - Pending Litigation		
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)			
April 22, 2025	Study Session (Hybrid Council Chambers / Dial-in 12:00 p.m.)	Therapeutic Courts Updates	Judges Drew Henke & Dee Sonntag	More info to come
		Executive Session - Pending Litigation		
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)			
April 29, 2025	Study Session (Hybrid Council Chambers / Dial-in 12:00 p.m.)	Tacoma Public Library - Annual Report	Tacoma Public Library - Amita Lonial & Lyndea Kelleher	Staff from the Tacoma Public Library will present on their annual report.
May 6, 2025	Study Session (Hybrid Council Chambers / Dial-in 12:00 p.m.)	Six-Year Transportation Improvement Program	Public Works - Ramiro Chavez, Jennifer Kammerzell, Darius Thompson	In advance of the public hearing anticipated during the May 20, 2025, City Council Meeting, staff will present the draft annual amendment of the Six-Year Comprehensive Transportation Improvement Program required by RCW 35.77.010.
		City of Tacoma Historic Preservation Annual Update		Annual update to City Council on COT Historic Preservation Program and Landmarks Preservation Commission, as part of Historic Preservation Month (May)
	Committee of the Whole (Hybrid Council Chambers / dial-in 3:00 p.m.)	Year End and First Quarter Financials, and Reappropriation	Office of Management and Budget Reid Bennion	
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)			
May 13, 2025	Study Session (Hybrid Council Chambers / Dial-in 12:00 p.m.)	South Tacoma Neighborhood Plan	Planning and Development Services	Staff and members of the South Tacoma Neighborhood Plan Steering Group will present the proposed draft of the South Tacoma Neighborhood Plan in anticipation of its adoption by resolution at Council on June 10. The presentation will include a brief program update.
		One Tacoma Comprehensive Plan Update	Planning and Development Services - Stephen Atkinson, Maryam Moeinian, Alyssa Torrez, Public Works Carrie Wihelme	Staff will share the Planning Commission's recommendation on the One Tacoma Comprehensive Plan update.
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)			
May 20, 2025	Joint City Council / Tacoma Utility Boards Study Session (Hybrid Council Chambers / Dial-in 12:00 p.m.)	Cushman Substation Update		
		2030 Climate Action Plan 2024 Progress and Implementation Update	Center for Strategic Priorities- Sonja Hallum, Kristin Lynette, Tacoma Public Utilities Rochelle Gandour-Rood	Staff will provide an update on the Provide an overview of the 2030 Climate Action Plan 2024 progress and implementation.
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)			
May 27, 2025	*Cancelled			

Community Vitality and Safety Committee

Committee Members (Chair) Rumbaugh, (Vice Chair) Walker, Sadalge, and Scott Alternate: Diaz Executive Liaison: Katie Johnston; Coordinator: D'Angelo Baker		2nd and 4th Thursdays of the month 4:30pm Zoom and TMB 248	CBC Assignments • Commission on Disabilities • Commission on Immigrant and Refugee Affairs • Community's Police Advisory Committee • Housing Authority • Human Rights Commission • Human Services Commission • Public Library Board • Tacoma Community Redevelopment Authority
Date	Topic	Presenter(s)	Description
April 10, 2025	Code Compliance Informational Briefing	DeJa Irving, Code Compliance Supervisor; Mindee Weber	Planning and Development Services will be providing an update on the process of integrating the International Property Maintenance Code (IPMC) into the existing compliance framework, including information on the Uniform Enforcement Code, and alternative compliance options.
	Smart Policing Technology Informational Briefing	Karl Christopher, Assistant Chief, Tacoma Police Department	This informational briefing is to inform city about the gun detection technology. TPD will provide an update on their community outreach plan and follow up on next steps presented at Study Session on March 4th. Progress update on internal policies related to Smart Policing technology.
April 24, 2025	Rental Housing Code/Landlord Fairness Code and Landlord Tenant Program Informational Briefing	Felicia Medlen, Housing Division Manager, Community & Economic Development	Informational briefing that offers an overview of the current state of the respective programs and codes.
May 8, 2025	Tacoma Municipal Code 8.19 and Sheltering Update	Katie Johnston, Neighborhood and Community Services	Staff will provide an update on the implementation of TMC 8.19. Additionally, staff will provide information on the strategy for temporary and emergency sheltering sites given State funding.

Economic Development Committee

Economic Development Committee			
Committee Members (Chair) Daniels, (Vice Chair) Diaz, Bushnell, Scott Alternate: Rumbaugh; Executive Liaison: Carol Wolfe; Coordinator: Anna Le		2nd, 4th, and 5th Tuesdays of the month 10:00am Zoom and TMB 248	CBC Assignments • City Events and Recognition Committee • Equity in Contracting Advisory Committee • Convention Center Public Facilities District • Tacoma Arts Commission • Tacoma Creates Advisory Board
Date	Topic	Presenter(s)	Description
April 22, 2025	Equity in Contracting 2024 Annual Report	Kacee Woods, Equity in Contracting and Workforce Programs Manager, Community and Economic Development	Staff will provide an update on the City's Equity in Contracting Program.
April 29, 2025	Tacoma Creates Reauthorization	Rebecca Solverson, Arts and Cultural Vitality Division Manager; Lisa Jaret, Tacoma Creates Program Manager, Community and Economic Development; Steve Victor, Chief Deputy City Attorney, City Attorney's Office	Staff will share proposed updates to Tacoma Creates in advance of reauthorization decision.
May 13, 2025	Economic Development Strategic Plan Work Session	Dierdre Patterson, Business Financing Program Manager; Paul Bakker, Business and Economic Development Analyst, Community and Economic Development	The sixth strategic plan work session will focus on objective 6 of the Economic Development Strategic Plan: Support Employment Generating Activities and Office-Industrial Product.

Government Performance and Finance Committee

Committee Members (Chair) Hines, (Vice Chair) Bushnell, Daniels, and Rumbaugh Alternate: Walker		1st and 3rd Tuesdays of the month 10:00am Zoom and TMB 248	CBC Assignments • Audit Advisory Board • Board of Ethics • Civil Service Board • Public Utility Board
Date	Topic	Presenter(s)	Description
April 15, 2025	Review of City Council Rules and Procedures	Chris Bacha, City Attorney	Related to community forum, public comment, consent agenda etc.
	Monthly Budget Update	Reid Bennion, Budget Officer, OMB	Staff from OMB will present on topics related to the current biennium budget, revenue collections and expenditures, and other issues related to budgeting.
May 6, 2025			
	Bonneville Power Administration Contract Negotiations Update	Chris Robinson, Power Superintendent	Informational briefing to provide an update on the Bonneville Power Administration (BPA) contract negotiations and other issues related to BPA.
	Amendments to Subtitle 6B – License Code	Danielle Larson, Tax & License Manager, Finance Department	Staff from Tax & License will present on proposed amendments to Subtitle 6B – License Code to align with updates to the State Licensing Model Ordinance, update regulatory license fees to reflect current cost of review and administration of the license and clean-up of language and code cites for clarity and consistency throughout the licensing chapters.

Infrastructure, Planning, and Sustainability Committee

Committee Members (Chair) Walker, (Vice Chair) Diaz, Hines, and Sadalge Alternate: Bushnell Executive Liaison: Ramiro Chavez; Coordinator: Anna Le		2nd and 4th Wednesdays of the month 4:30pm Zoom and TMB 248	CBC Assignments • Board of Building Appeals • Climate and Sustainability Commission • Landmarks Preservation Commission • Planning Commission • Transportation Commission • Urban Design Board
Date	Topic	Presenter(s)	Description
April 23, 2025	Automated Traffic Enforcement Expansion Update	Carrie Wilhelme, Principal Transportation Planner; Josh Diekmann, Transportation Division Manager, Public Works	Staff will provide an update on the expansion of automated enforcement, including a summary of discussions with the Automated Enforcement Task Force and next steps.
	Six-Year Transportation Improvement Plan Final Draft	Jennifer Kammerzell, Assistant Transportation Division Manager; Darius Thompson, Assistant Engineering Division Manager, Public Works	Public Works staff will present the final draft of the 2024 Amended and 2025-2031 Comprehensive Transportation Improvement Program. Staff will present the draft program recommending the Committee forward the final draft to the full City Council for review and comment.
May 14, 2025	Transportation and Mobility Plan Final Draft	Jennifer Kammerzell, Assistant Transportation Division Manager, Public Works	Public Works staff will present the Transportation and Mobility Plan final draft as part of the state-mandated Comprehensive Plan Update.
	Decorative Crosswalk Update	Brennan Kidd, Assistant Transportation Division Manager; Natalie Dupille, Artist-in-Residence, Public Works	The Transportation Division of Public Works will deliver an informational presentation detailing the status of the Council-directed effort to design and implement a decorative, Pride-themed, crosswalk at the existing mid-block crossing location on Broadway in between South 9th and South 11th Streets. A brief update will also be included about how the directed efforts are helping adjunct efforts to establish guidelines and parameters for potential requests for other decorative crosswalks or aesthetic treatments of paved spaces within the public right-of-way.