



TO: Elizabeth Pauli, City Manager
FROM: Christina Caan, Policy Analyst, City Manager's Office
Melanie Harding, Assistant to the City Manager, City Manager's Office
COPY: City Council and City Clerk
SUBJECT: Resolution – Historic Cushman Street Fair – September 19, 2023
DATE: September 13, 2023

SUMMARY AND PURPOSE

A resolution authorizing a Council Contingency Fund expenditure of \$8,000 for the Historic Cushman Street Fair, sponsored by the North End Neighborhood Council (NENC).

COUNCIL SPONSORS

Council Member John Hines, Deputy Mayor Kristina Walker, and Council Member Sarah Rumbaugh

BACKGROUND

The North End Neighborhood Council (NENC) is sponsoring the Historic Cushman Street Fair, a family-friendly event designed to celebrate community and raise public awareness about Tacoma's historical Cushman and Adams Substations. The event will also celebrate the re-launch of the commitment by the City of Tacoma and Tacoma Public Utilities to finding three potential future uses for the Cushman and Adams Substations buildings and properties. The event will include music, food, drinks, free treats for kids, family activities, a video tour inside the Cushman Substation, and a chance to learn more about the City's Proctor Neighborhood Plan. The event is planned for September 23 and builds on the tradition of the first Cushman Street Fair held in 2018. Community members from across Tacoma are invited to participate and event organizers are stressing messaging that "these historical buildings belong to all Tacomans."

This contingency fund request would provide funding for:

Entertainment/Music/Rentals:	\$3,500
Barricades/Permits/Insurance:	\$1,500
Foods/Drinks:	\$1,500
Materials/Supplies/Decorations:	\$1,500

Planning for this event occurred outside the standard City of Tacoma event grant application timeline due to new information regarding Tacoma Public Utilities' efforts to surplus the Cushman and Adams Substations. This request is intended to provide a one-time opportunity for contingency funds to support the Historic Cushman Street Fair. For future years, event organizers seeking City of Tacoma funds should apply for the City's event and cultural grant opportunities.

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH

The NENC has long been helping to raise awareness among residents in the community and across the city about the Cushman and Adams substations and potential future uses for the locations. The event is being promoted with the public, the Proctor neighborhood, and historical building enthusiasts.

2025 STRATEGIC PRIORITIES



Equity and Accessibility

This event will help expand the public’s awareness and knowledge of the historical Cushman and Adams Substations, bolstering the public’s ability to provide input for the City of Tacoma and Tacoma Public Utilities regarding the future use of the buildings and properties. The event will bring people from across Tacoma into the conversation about the future use of these community assets as early as possible, helping to ensure a more inclusive dialogue. In addition, the event will be an opportunity for all community members to have broad access to the grounds of these sites, as well as a video showing of the inside of the Cushman Substation.

The Cushman and Adams Substations are an important part of Tacoma’s history for all residents and notable assets to the City as a whole. Located at the intersection of N. 21st St. and N. Adams St., the Cushman and Adams Substations were built in the mid-1920s to bring electricity from Cushman Dam to Tacoma. For many years, the substations served as active parts of the electric system. In June 2017, the Tacoma City Council placed both substations on the Tacoma Register of Historic Places.

Civic Engagement: *Equity Index Score:* Moderate Opportunity

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.

Livability: *Equity Index Score:* Moderate Opportunity

Increase positive public perception of safety and overall quality of life.

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

This contingency fund will help expand public awareness and broaden the accessibility of historical locations that are City assets. In addition, the event will provide the public with an opportunity to learn more about these historical properties and how to get involved in helping to determine their potential future uses, creating a more inclusive dialogue. The public will also have an opportunity to share their views and input on the Proctor Neighborhood Plan with City staff. The NENC is an all-volunteer neighborhood council, and this event will help build support for their work and engagement with the community.

ALTERNATIVES

Alternative(s)	Positive Impact(s)	Negative Impact(s)
Provide less funding	Preserve some additional contingency funds for other Council priorities.	The Historic Cushman Street Fair would be unable to purchase planned resources for the event, minimizing the event’s value to the community.
Provide more funding	Enable the event to increase programming and community benefit.	The NENC has not requested additional funds.



EVALUATION AND FOLLOW UP

These contingency funds are intended as a one-time funding source for the Historic Cushman Street Fair. Event organizers will be provided with information on how to apply for future grants and event funding opportunities at the City of Tacoma during standard application cycles.

STAFF/SPONSOR RECOMMENDATION

Sponsors recommend providing \$8,000 for the Historic Cushman Street Fair.

FISCAL IMPACT

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
1. 1030 – Council Contingency Fund	660000		\$8,000
TOTAL			\$8,000

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?

NO, PLEASE EXPLAIN BELOW

The Council Contingency Fund provides an established amount of funding each year for unbudgeted Council sponsored initiatives.

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

No

Will the legislation have an ongoing/recurring fiscal impact?

No

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

No

ATTACHMENTS:

None

2023 Council Contingency Commitments

2023-2024 \$ 225,000.00

Resolution 41151

Council requested - South Sound together \$ 12,000.00

A Resolution authorizing 2023 membership in South Sound Together, in the amount of \$12,000.

Resolution 41150

Council Requested - Welcoming Interactive Conference Participation Sponsorship \$ 4,800.00

Council Contingency Fund expenditure for \$4,800 to fund two Commission on Immigrant and Refugee Affairs' Members and a Council Member Participation in the 2023 Welcoming Interactive Conference

Resolution 41163

Council Requested - Mayor's Youth Commission of Tacoma Youth Summit 2023 \$ 5,000.00

Council Contingency Fund expenditure of \$5,000 to sponsor the Mayor's Youth Commission of Tacoma 2023 Youth Summit

Resolution 41162

Council Requested - Raising Girls Care Package Initiative \$ 10,000.00

Council Contingency Fund expenditure for \$10,000 to fund the Raising Girls Non-Profit Organization's "One Bag Drive" to support the creation and distribution of 500 care bags with essential hygiene items to youth and young adults in Tacoma.

Resolution 41161

Council Requested - Wheelstops \$ 12,500.00

Contingency Fund of \$12,500 expenditure to install wheelstops along South D street, from S. 72nd to S. 74th on the east side of the street.

Resolution 41160

Council Requested - Khmer New Year Celebration \$ 10,000.00

Council Member Bushnell provides the attached Council Action memorandum for a Resolution authorizing the use of \$10,000 of Council contingency funding to support the first annual Khmer New Year Celebration.

Resolution 41173

Council Requested - Mi Centro's First Domestic Violence & Sexual Assault Conference \$ 20,000.00

A Council Contingency Fund expenditure to sponsor Mi Centro's First Domestic Violence & Sexual Assault conference for \$20,000.

Resolution 41181

Together We End Gun Violence Conference \$ 10,000.00

A Council Contingency Fund expenditure of \$10,000 to sponsor the Together We End Gun Violence Conference.

Resolution 41216

Mitigating Impact of City's Light Rail Investment \$ 20,000.00

Council Contingency fund expenditure of \$20,000 to support efforts to mitigate the impact of the City's light rail investment for the Hilltop Street Fair and Stadium Business District events.

Resolution 41217

City of Tacoma 2023 Juneteenth Celebration \$ 2,500.00

Council Contingency Fund expenditure to sponsor the City's 2023 Juneteenth Celebration.

Resolution 41215

Summer Coding Workshop Series Sponsorship \$ 7,000.00

Council Contingency Fund expenditure of up to \$7,000 to sponsor the Summer Coding Workshop Series developed by the Lifelong Kindergarten group at the Massachusetts Institute of Technology Media Lab and hosted by Tacoma Public Libraries.

Resolution 41225

Buffalo Solider Museum Event Sponsorship \$ 6,000.00

Council contingency fund expenditure of \$6,000 to sponsor the Buffalo Soldiers Museum's event, "Honoring Our Military Labor Force."

Resolution 41246

2023 National Association of Local Boards of Health Conference Sponsorship \$ 20,000.00

Resolution authorizing \$20,000 in Council contingency funds to sponsor the 2023 National Association of Local Boards of Health (NALBOH) conference.

Resolution 41245

6th Avenue Business District's Art on the Avenue Festival \$ 10,000.00

A resolution authorizing \$10,000 in Council contingency funds to support the 6th Avenue Business District's 2023 Arts on the Avenue event.

To Council September 19, 2023

Historic Cushman Street Fair Sponsorship \$ 8,000.00

Council Contingency Fund expenditure of \$8,000 for the Historic Cushman Street Fair, sponsored by the North End Neighborhood Council (NENC).

To Council September 19, 2023

Poverty to Possibilities Summit Sponsorship \$ 5,000.00

A \$5,000 Council Contingency Fund expenditure to sponsor the Poverty to Possibilities Summit.

Starting Balance	\$	225,000.00
Total Amount Allocated	\$	162,800.00
Current Balance	\$	62,200.00