



TO: Elizabeth Pauli, City Manager
FROM: Katie Johnston, Budget Officer, Office of Management and Budget
Andy Cherullo, Director of Finance
COPY: City Council and City Clerk
SUBJECT: Ordinance – 2023-2028 Capital Facilities Program and 2023-2024 Capital Budget Adoption
– November 15, 2022
DATE: October 13, 2022

SUMMARY AND PURPOSE:

An ordinance adopting the 2023-2028 Capital Facilities Program (CFP), an amendment of the Comprehensive Plan, and approve the City of Tacoma’s 2023-2024 Capital Budget. The 2023-2028 CFP document replaces the previous 2021-2026 CFP.

BACKGROUND:

This Department’s Recommendation is Based On:

In compliance with the Growth Management Act, the City Council periodically adopts an updated Capital Facilities Program that indicates existing and proposed capital facilities projects throughout the City of Tacoma. A public hearing was held and the CFP was reviewed by the Planning Commission and recommended for approval. The Capital Facilities Program helps inform development of the City’s Biennial Capital Budget. The Capital Budget was presented at a City Council Worksession on November 1, 2022. Estimates, budgets, notices of hearing(s), hearing(s) and adoption of the Biennial Budget, including the Capital Budget, are processed and accomplished in accordance with the requirements of RCW 35.34. Funds within the Capital Budget are provided with multi-year appropriation and thus must be adopted separately from the Biennial Operating Budget.

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:

The draft 2023-2028 Capital Facilities Program was presented to the Planning Commission on May 4 and 18, 2022, and the public hearing was held on June 15, 2022. The public hearing notice was distributed to individuals and entities on the Planning Commission’s mailing list that included the City Council, Neighborhood Councils, business district associations, civic organizations, environmental groups, the development community, the Puyallup Tribal Nation, adjacent jurisdictions, major employers and institutions, City and State departments, and other interested parties. A City of Tacoma News Release was issued on June 7, 2022. An online advertisement was placed on The News Tribune on June 7, 2022. A legal notice was published on the Tacoma Daily Index on June 7, 2022. A “Notice of Intent to Adopt Amendment 60 Days Prior to Adoption” was sent to the State Department of Commerce (per RCW 36.70A.106) on September 12, 2022. A similar notice was sent to Joint Base Lewis-McChord (per RCW 36.70A.530(4)) on June 3, 2022, asking for comments within 60 days of receipt of the notice. A letter was sent to the chairman of the Puyallup Tribe of Indians on June 3, 2022 to formally invite the Tribe’s consultation on the proposed CFP update. The proposal was posted on the website of the Planning Services Division at www.cityoftacoma.org/planning. Public hearings were held at the City Council on November 1 and November 15, 2022.

2025 STRATEGIC PRIORITIES:

Equity and Accessibility: (Mandatory)

The CFP prioritizes equitable access to City facilities and services as well as maintenance and upgrades to improve equity and accessibility.



Economy/Workforce: *Equity Index Score:* Moderate Opportunity

Increase the number of infrastructure projects and improvements that support existing and new business developments.

Select an indicator.

Livability: *Equity Index Score:* Moderate Opportunity

How does your policy, program, or service help or harm the health of the natural environment? (e.g. reduction in carbon emissions, open space conditions, sustainability, clean air, water and soil, and noise and light pollution).

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

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

The Capital Facilities Program is a component of the Comprehensive Plan. It aims to align planning processes with financial recourses. The projects included in the CFP include transportation, public buildings, and other public facilities that help achieve important goals in the local economy and livability. The CFP does this through a scoring system that seeks to align projects with Comprehensive Plan goals. Projects that are well-aligned are organized into Tier 1, while projects that are less aligned are organized into Tiers 2 and 3. Ideally, Tier 1 projects are prioritized first to receive funding.

ALTERNATIVES:

Presumably, your recommendation is not the only potential course of action; please discuss other alternatives or actions that City Council or staff could take. Please use table below.

Alternative(s)	Positive Impact(s)	Negative Impact(s)
1. Adopt the 2023-2024 Capital Budget without approving the 2023-2028 CFP	None	Outdated compliance with the Growth Management Act and hindered ability to seek grant funding

EVALUATION AND FOLLOW UP:

Periodic updates on the status of CFP projects will be provided to the Planning Commission on an as needed basis. The CFP will be reviewed and updated again in 2024 in preparation for the 2025-2030 CFP.

STAFF/SPONSOR RECOMMENDATION:

Staff recommends that the City Council approve the ordinance to update the Capital Facilities Program as an amendment to the Comprehensive Plan, and that the City Council approve the ordinance to appropriate the estimated expenditures and revenues/use of available funds for the Capital Budget for the 2023-2024 biennium, as outlined in Exhibit "A."



FISCAL IMPACT:

The adoption of the 2023-2024 Capital Budget authorizes capital projects and adjusts capital project budgets. There is no fiscal impact, however, for adopting the CFP.

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
Multiple – See Exhibit “A” and “B”			
TOTAL			

What Funding is being used to support the expense?

Multiple – See Exhibits “A” and “B.”

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

Adoption of the 2023-2024 Capital Budget authorizes capital projects and adjusts project budgets for the next biennium.

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

YES
Failing to adopt the 2023-2024 Capital Budget will result in the City being out of compliance with RCW 35.34. Failing to approve the 2023-2028 Capital Facilities Program will result in the City being in outdated compliance with the Growth Management Act.

Will the legislation have an ongoing/recurring fiscal impact?

YES
See Exhibits “A” and “B.”

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

No

ATTACHMENTS:

- Exhibit A
- Exhibit B
- Capital Facilities Program