



City of Tacoma

Government Performance and Finance Committee Minutes

747 Market Street, Tacoma, WA 98402, Conference Room 248

Dial: 253-215-8782 Meeting ID: 844 1669 0206

Webinar Link: www.zoom.us/j/84416690206 Passcode: 614650

February 07, 2023

10:00 AM

Joe Bushnell, John Hines, Sarah Rumbaugh,
Kristina Walker, Kiara Daniels (alternate),
Carlos Watson (ex officio)

Call To Order

Chair Hines called the meeting to order at 10:02 a.m.

Roll Call

Present: 4 - Bushnell, Hines, Rumbaugh and Walker

Audit Advisory Board Members:

Present: 3 - Ball, Claus-McGahan, and O'Loughlin

Deputy Mayor Walker and Board Members Ball and Claus-McGahan participated virtually.

Public Comment

There was no Public Comment.

Approval of Minutes

1. [23-0107](#) Approval of the minutes of the September 20, 2022, meeting.

MOTION: Council Member Bushnell moved to approve the minutes of the September 20, 2022, meeting.

SECONDED BY: Council Member Rumbaugh.

ACTION: Voice vote was taken and carried. The motion was declared adopted.

Ayes: 4 - Bushnell, Hines, Rumbaugh and Walker

Briefing Items

2. [23-0092](#) Election of Committee Chair and Vice Chair

At approximately 10:03 a.m., Chair Hines provided opening remarks on the election of the Committee Chair and Vice Chair.

MOTION: Deputy Mayor Walker moved to re-elect Council Member Hines as Chair of the Government Performance and Finance Committee for the year 2023.

SECONDED BY: Council Member Rumbaugh.

ACTION: Voice vote was taken and carried. The motion was declared adopted.

Ayes: 4 - Bushnell, Hines, Rumbaugh and Walker

MOTION: Deputy Mayor Walker moved to elect Council Member Bushnell as Vice Chair of the Government Performance and Finance Committee for the year 2023.

SECONDED BY: Council Member Rumbaugh.

ACTION: Voice vote was taken and carried. The motion was declared adopted.

Ayes: 4 - Bushnell, Hines, Rumbaugh and Walker

3. [23-0091](#) State Auditor's Office 2021 Exit Conference - Federal and Accountability Audit [Susan Calderon, Assistant Director/Controller, Finance]

At approximately 10:06 a.m., Susan Calderon, Assistant Director, Finance, provided opening remarks on the 2021 exit conference on the federal and accountability audit; and introduced Saundra Groshong, Audit Manager, State Auditor's Office (SAO). Groshong introduced Wolsey Bradley, Audit Lead, SAO; and presented on results that matter. Bradley reviewed the accountability audit results, including the fiscal year, purpose, use of a risk-based approach when examining various areas within the City, and a management letter on cash receipting and credit card usage; federal grant compliance audit results, noting the fiscal year, adverse and unmodified opinions, and internal control and compliance over major programs; major programs selected for audit; and single audit findings, noting areas of concern

and recommendations for compliance with federal subrecipient monitoring requirements, federal requirements for suspension and debarment and subrecipient monitoring, and federal suspension and debarment requirements. Groshong concluded by providing closing remarks, reviewing report publication, and expressing appreciation for City staff.

Discussion ensued regarding the granting process, repeat findings for the following year, the availability of SAO staff to answer questions throughout the year, the single audit findings for suspension and debarment monitoring and requirements, subrecipient versus contractor, if the testing indicated improprieties in expenditures of the subrecipients, if the same individuals that handle Community Development Block Grant funds are working on some of the other subrecipient grants, the status of the 2022 audit, Tacoma Public Utilities' employee recognition programs, the amount spent on the employee recognition program, and consolidation of all of the employee recognition programs.

4. [23-0096](#)

Local Improvement District Overview

[Chris Larson, Engineering Division Manager; Ralph Rodriguez, Local Improvement District Administrator, Public Works]

At approximately 10:39 a.m., Chris Larson, Engineering Division Manager, Public Works (PW), provided opening remarks and introduced Ralph Rodriguez, Local Improvement District Administrator, PW. Larson presented on the Local Improvement District (LID) program, including an overview and background, noting history. Rodriguez outlined what PW, Environmental Services, Tacoma Power, and Tacoma Water LID's consist of; and provided additional background, noting staff, partners, and examples of before and after photos of LID implementation. Rodriguez continued by presenting the LID basics, noting LID's are a financial tool, are for public infrastructure, are a benefit to parcels greater than assessments, and are governed by state law; legal guidelines; the LID process, noting the informal and formal process; past funding contribution methods; LIDs by other jurisdictions, noting large infrastructure projects and paving; and funding opportunities.

Discussion ensued throughout regarding Tacoma Water's LID staff; LID basics, noting the benefit to parcels greater than assessments and state law; the appeal process; the financing periods; alleyway paving, noting process and cost; funding assistance; implementation of LIDs with existing projects and initiatives; the paving of alleyways versus impervious paving; City and state funding, noting potential limitations; LID assistance, noting coverage and funding; if there is a geographic size for improvements in neighborhoods; the approval process, noting proof that improvements will benefit property values; the use of permeable pavement for alleyways in lieu of storm water

infrastructure improvements, noting who is responsible for maintaining it, and cost; if additional funding is available for families on fixed incomes when applying for LIDs; and broadband coverage.

5. [23-0097](#) Monthly Budget Update - Parking and Enterprise Funds
[Reid Bennion, Financial Services Manager, Office of Management and Budget]

At approximately 11:32 a.m., Reid Bennion, Financial Services Manager, Office of Management and Budget, presented a monthly budget update, including an agenda; trends that are being monitored; the lifecycle of a budget; General Fund supported funds, noting planned fully or significantly funded programs, planned subsidization or contributions to other funds, and revenue dependent subsidized funds; the 2019-2024 subsidized areas, noting funds and actual versus budgeted amounts; and the parking fund debt.

Discussion ensued throughout regarding the role of the City Council during the lifecycle of the budget, the parking fund forecast, and if City facilities are supported by the General Fund.

Topics for Upcoming Meetings

6. [23-0098](#) February 21, 2023 - Energy Imbalance Markets
March 7, 2023 - Audit Advisory Board Quarterly Meeting;
Margins Tax Briefing
March 21, 2023 - Civil Service Board Quarterly Update;
Monthly Budget Update

Joe Franco, Committee Liaison, stated that the next meeting will be on February 21, 2023, and will include a presentation on energy imbalance markets; the March 7, 2023, meeting will include the Audit Advisory Board quarterly meeting and a presentation on the 2022 audit entrance conference and amendments to Tacoma Municipal Code Chapters 6A.50 and 6A.130; and the March 21, 2023, meeting will include presentations on the Civil Service Board quarterly update and a monthly budget update.

Discussion ensued regarding potential topics, including updates on Comcast contracts with City, and pole attachments.

Other Items of Interest

There were no other items of interest.

Adjournment

There being no further business, the meeting adjourned at 11:55 a.m.

John Hines, Chair

Jessica Mazique, City Clerk's Office