

## WEEKLY REPORT TO THE CITY COUNCIL

February 27, 2014

Members of the City Council  
City of Tacoma, Washington

**Dear Mayor and Council Members:**

### ACTION REQUESTED

1. As a reminder, since the **March 11, 2014 Council meetings have been canceled**, there won't be a Weekly Report next Thursday, March 6<sup>th</sup>.

### TOPICS OF INTEREST

2. This month the **Public Works Department has begun their work on the Pedestrian Crossings Improvement Project**. This project will provide for the identification, evaluation and construction of pedestrian crosswalks, and associated facilities, at intersections citywide. Community priorities for intersections and their specific upgrades will be identified through a series of public meetings, with prioritization of the locations being improved based on the community input and transportation engineering criteria. Improvements will be distributed geographically with a budget allocation for design and construction of approximately \$300,000 per Council District, and an additional allocation of \$1 million within the downtown area to improve connections between adjacent neighborhoods, Council Districts, and desired public and business services. Please see the attached memorandum from Public Works Director Kurtis Kingsolver for additional information on public outreach efforts, funding and schedule.
3. Neighborhood and Community Services is excited to provide the **attached listing of the 2014 community clean-up dates, times and locations**. These community clean-ups were requested by community members through an application process. Last year, the City and community groups partnered to remove over 450 tons of trash from neighborhoods throughout the City. If you have some free time on a Saturday, please feel free to join us and help the community as we clean up our neighborhoods. Please note we will provide an updated listing as necessary.

### STUDY SESSION/WORK SESSION

4. The **City Council Study Session** of Tuesday, March 4, 2014, will be held in Room 16 of the Tacoma Municipal Building North, at Noon. Discussion items will be: (1) **Legislative Updates**; (2) **Hilltop Subarea Plan and Environmental Impact Statement**; (3) **Other Items of Interest**; (4) **Agenda Review**; and (5) **Closed Session – Labor Negotiations**.

At Tuesday's Study Session, **Government Relations Officer Randy Lewis will provide Council a Legislative Update**.

As a second item on Tuesday's Study Session, Planning and Development Services staff will provide a **brief update on the progress to date on the Hilltop Subarea Plan and Environmental Impact Statement.**

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

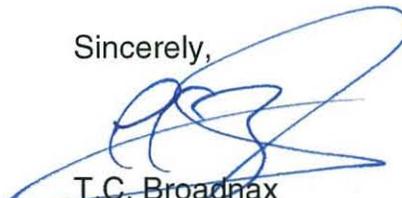
### GRANT APPLICATIONS

6. The City applied for the following grant:
  - **Tacoma Mall Regional Growth Center Subarea Plan and EIS** – Funding to develop a subarea plan and Environmental Impact Statement (EIS) for the Tacoma Mall Regional Growth Center, pursuant to the requirements of Vision 2040. The approach is modeled after the successful South Downtown Subarea Plan/EIS effort. The scope of work will include the following tasks: project management; data review; public outreach; existing conditions report; area-wide transportation and stormwater strategy; draft plan and EIS; and, implementation report.

### MARK YOUR CALENDARS

7. You have been invited to the following events:
  - **Tacoma/Pierce County Habitat for Humanity Annual Changing Lives Luncheon** on Tuesday, March 4<sup>th</sup>, Noon, at the Hotel Murano, located at 1320 Broadway Plaza.
  - **Tacoma-Pierce County Chamber State of the City Address** on Wednesday, March 19<sup>th</sup>, 11:30 a.m. to 1:00 p.m., at the Hotel Murano Venice Ballrooms, located at 1320 Broadway.
  - **Annual Sister City Film Festival February 6<sup>th</sup> through April 3<sup>rd</sup>**, at the University of Puget Sound – Tahoma Room, located at the corner of North 13<sup>th</sup> and Lawrence Streets.

Sincerely,



T.C. Broadnax  
City Manager



**TO:** T.C. Broadnax  
City Manager

**FROM:** Kurtis D. Kingsolver, P.E. *CK For*  
Public Works Director/City Engineer

**SUBJECT:** Pedestrian Crossings Improvement Project

**DATE:** February 20, 2014

### Summary

The Pedestrian Crossings Improvement project provides for the identification, evaluation, and construction of pedestrian crosswalks, and associated facilities, at intersections citywide. Community priorities for intersections and their specific upgrades will be identified through a series of public meetings. The prioritization of the locations to be improved will be based on community input and transportation engineering criteria. Improvements will be distributed geographically with a budget allocation for design and construction of approximately \$300,000 per Council District and an additional allocation of \$1,000,000 within the downtown area to improve connections between adjacent neighborhoods, Council Districts, and desired public and business services.

While the primary motivation for the project is the installation of marked crosswalks, other improvements will be installed to enable and enhance the marked crossings. These include curb ramp and sidewalk construction, curbing and drainage improvements, limited paving, pedestrian activated beacons and accessibility upgrades to existing traffic signals.

### Funding and Schedule

This work will be primarily supported through a \$2,500,000 General Fund allocation, with the potential for additional contributions through the identification of joint projects with the Community and Economic Development Department and the Neighborhood and Community Services Department. Staff will also investigate opportunities to extend the effectiveness of other programs, such as the Hazardous Sidewalk Replacement program and the implementation of the City's ADA Transition Plan, by using the economies of scale offered by this large contract.

The location identification and evaluation process is expected to begin in early 2014, with construction of most improvements expected from summer/fall 2014 through mid-2015, pending weather.

### Process

A prioritization process will be used to identify the improvements to be completed with the available funding and create a Transportation Master Plan companion document outlining the policy and prioritization process for future pedestrian crossing improvement requests. The proposed process is as follows:

1. February: Notify Neighborhood Councils, Business Districts, and other key stakeholders (Transportation Commission, Bike/Pedestrian Technical Advisory Group, Commission on Disabilities, etc.) of the upcoming project and request they evaluate their area's needs with respect to needed pedestrian improvements.

2. March: Conduct one public meeting in each council district to gather crossing improvement needs from key stakeholders.
3. February/March: Contract with a consultant to assist in evaluating and prioritizing the identified pedestrian crossing improvements at intersections based on developed criteria, such as:
  - a. Outcomes from the community engagement and stakeholder review process;
  - b. Proximity to schools, bus stops, libraries, parks and other public centers;
  - c. Pedestrian and vehicular volumes, as available;
  - d. Crossing location (principal/principal arterials, principal/minor arterials, etc.);
  - e. Vehicular and vehicular/pedestrian collisions;
  - f. Existing facilities (traffic signal, crosswalks, etc.);
  - g. Proximity to accessible routes and bike/trail systems; and,
  - h. Time/effort/cost to implement the given improvement.

Issue a Request for Qualifications for Design-Build teams; review teams and shortlist.

4. April/May: Present the draft prioritized list of the citywide pedestrian crossing improvements at a public meeting in each council district (as needed, based on the response from the March outreach).

Summarize process, outcomes and schedule at an Infrastructure, Planning, and Sustainability Committee (IPS) meeting.

5. May/June: Request design-build proposals to complete the recommended improvements in an expedited manner. The design-build approach will provide several advantages over the typical design-bid-build process, including:
  - a. Design and construction will be completed by one team (design consultant and contractor) requiring less procurement time;
  - b. The design-build team assumes more risk and the City assumes less;
  - c. Design and construction will be completed concurrently allowing construction to begin sooner; and,
  - d. The design-build team is responsible for quality and oversight resulting in less City staff time for construction management and inspection.
6. July/August: Design-build team selection and award process:
  - a. Evaluate and rank proposals;
  - b. Interview selected teams; and,
  - c. Select design-build team and obtain City Council approval.

With your approval, we will move forward with this project. Please let me know if you have any concerns about how this work is structured, schedule, or the expected outcomes.

**Neighborhood and Community Services Department  
2014 Community Cleanup Schedule**

Month	Councilmanic District	Group	Proposed Location
<b>April</b>			
26	3 and 5	Edison	Edison Elementary (5830 S. Pine St.)
<b>May</b>			
3	5	Spoooner's Tract, Fern Hill, Blueberry Park	Larchmont Elementary (8601 East B St.)
17	4	Lincoln West and Jennie Reed	Jennie Reed Elementary (1802 S. 36th St.)
17	4	Lincoln LAWGs, East Abes, Four Star-East Tanglewood and Whitman	Lincoln High School (701 S. 37th St.)
31	1 and 2	Jefferson	University of Puget Sound Fieldhouse Lot (1500 N. Warner)
<b>June</b>			
7	2	NE Tacoma	Meeker Middle School (4402 Nassau Ave. NE)
14	2	North Slope Historic District	Jason Lee Middle School (602 N. Sprague Ave.)
21	4	Stewart, Spring Hill and Mann	Mann Elementary (1002 S. 52nd)
21	5	East Wapato, Park Ave., Birney Baker, Hillsdale and Pac West	St. Anne's Church (7025 S. Park)
28	4	DomeTop and First Creek	Tacoma Dome Parking Lot (2727 East D)
<b>July</b>			
12	4 and 5	Sector 4-2	First Creek Middle School (1801 E. 56th St.)
19	2 and 3	Hilltop Action Coalition	Tacoma Evergreen Campus (1201 6th Ave.)
26	4 and 5	South Wapato, North Wapato, Giadrone and HAWCS	Giaudrone Middle School (4902 S. Alaska St.)
<b>August</b>			
9	3	Mason and Delong Park in partnership with Central Neighborhood Council	Foss High School (2112 S. Tyler)
16	5	Manitou and Arlington	Mt. Tahoma High School (4634 S. 74th St.)
<b>September</b>			
6	1	West End Neighborhood Council	Hunt Middle School (6501 S. 10th St.)

\*Please note: This schedule is subject to change based on availability of cleanup locations. Please contact 253-591-5026 if you have questions.

**City of Tacoma 2013-2014  
City Council Forecast**

Date	Meeting	Subject	Department
<b>2014</b>			
<b>March 4, 2014</b>	Study Session	Legislative Update	GRO
		Hilltop Subarea Plan & EIS	PDS
		Closed Session - Labor Negotiations	HR
	Committee of the Whole	City Council's 2014 Strategic Direction	Mayor & Council
	City Council Meeting		
<b>March 11, 2014</b>		CANCELLED	
<b>March 18, 2014</b>	Joint Utility Board Study Session	Comcast-Time Warner Impact on Municipal Comm Networks	TPU
		Tacoma Power Franchise Agreements with Municipalities	TPU
	Study Session	Community Development Block Grant & Emergency Solutions Grant Funding Recommendations for 2014-15 Action Plan	CED/NCS
	Committee of the Whole	CBC Application Process & Recruitment Methods	CMO
	City Council Meeting		CAO
<b>March 25, 2014</b>	Study Session	Legislative Update	GRO
		Temporary Homeless Camp Permitting Process	PDS
	City Council Meeting		
<b>April 1, 2014</b>	Study Session	P3 Partnerships - Public Safety	TPD/TFD
	Committee of the Whole		
	City Council Meeting		
<b>April 8, 2014</b>	Study Session	Proposed New Pierce County Campus	Pierce County
		Legislative Update	GRO
	City Council Meeting		
<b>April 15, 2014</b>	Study Session	Charter Review Committee Update (tentative)	
	Committee of the Whole		
	City Council Meeting		
<b>April 22, 2014</b>	Study Session	Legislative Wrap-up Report	GRO
	City Council Meeting		
<b>April 29, 2014</b>	Study Session	2014 1st Quarter and 2013 Year End Report	Finance (Budget)
	City Council Meeting		
<b>May 6, 2014</b>	Study Session	Subarea Plan & Eis: North Downtown (tentative)	PDS
		SBE Revisions	CED
	Committee of the Whole		
	City Council Meeting		
<b>May 13, 2014</b>	Study Session	2014 Annual Amendment	PDS
	City Council Meeting		
<b>May 20, 2014</b>	Study Session	2015 GMA Update and Annual Amendment (tentative)	PDS
	Committee of the Whole		
	City Council Meeting	2014 Annual Amendment - 1st Reading Changes to the Harbor Code (tentative)	TFD
<b>May 27, 2014</b>		CANCELLED	
<b>June 3, 2014</b>	Joint Utility Board Study Session		
	Committee of the Whole		
	City Council Meeting		
<b>June 10, 2014</b>	Study Session	CBS Speaker's Bureau	NCS
	City Council Meeting		
<b>June 17, 2014</b>	Study Session		
	Committee of the Whole		
	City Council Meeting		
<b>June 24, 2014</b>	Study Session	Gun Safety Education Campaign	NCS
		Human Services Strategic Plan Recommendations	NCS
	City Council Meeting		
<b>July 1, 2014</b>	Study Session		
	Committee of the Whole		
	City Council Meeting		
<b>July 8, 2014</b>	Study Session		
	City Council Meeting		
<b>July 15, 2014</b>	Study Session		
	Committee of the Whole		

# Council Committee Report

(Subject to Change)

<b>Economic Development Committee</b>	
<b>Committee Members:</b> Campbell (Chair), Boe, Walker, Mello, Alternate -Thoms <b>Executive Liaison:</b> Nadia Chandler Hardy; Staff Support - Anita Gallagher	<b>2nd, 4th, and 5th Tuesdays</b> <b>10:00 a.m.</b> <b>Room 248</b>
<b>CBC Assignments:</b>	<ul style="list-style-type: none"> <li>• Tacoma Arts Commission</li> <li>• Greater Tacoma Regional Convention Center Public Facilities District</li> <li>• Foss Waterway Development Authority</li> <li>• City Events and Recognition Committee</li> </ul>
<b>March 11, 2014</b> Fourth Quarter 2013 Financial Indicators Report	<b>Elly Walkowiak, Business Development Manager, Community and Economic Development</b>
<b>Future:</b>	
<b>March 25, 2014</b> Tacoma Arts Commission Report (tentative) Economic Development Trends in the Puget Sound Region	<b>Traci Kelly, Chair, Tacoma Arts Commission</b> <b>Patrick Pierce, Program Manager, Economic Development/Prosperity Partnership, Puget Sound Regional Council</b>
<b>April 8, 2014</b> Foss Waterway Development Authority Report	

<b>Government Performance and Finance Committee</b>	
<b>Committee Members:</b> Lonergan (Chair), Campbell, Thoms, Strickland, Alternate- Ibsen <b>Executive Liaison:</b> T.C. Broadnax; Staff Support - Reid Bennion	<b>1st, 3rd, and 5th Wednesdays</b> <b>4:30 p.m.</b> <b>Room 248</b>
<b>CBC Assignments:</b>	<ul style="list-style-type: none"> <li>• Public Utility Board</li> <li>• Board of Ethics</li> <li>• Audit Advisory</li> <li>• Civil Service Board</li> </ul>
<b>March 5, 2014</b> CANCELLED	<b>CANCELLED</b>
<b>Future:</b>	
<b>March 19, 2014</b> SAP Strategic Assessment Report Out (Tentative) Level 3 Telecom Franchise Agreement tw telecom Franchise Agreement	<b>Jack Kelanic, IT Director</b> <b>Jeff Lueders, Media and Communications, Franchise Svcs</b> <b>Jeff Lueders, Media and Communications, Franchise Svcs</b>
<b>April 2, 2014</b> Tacoma 24/7 and Budget Book Performance Measures (Tentative)	<b>Tadd Wille, Budget Officer, Office of Management and Budget</b>

<b>Infrastructure, Planning and Sustainability Committee</b>	
<b>Committee Members:</b> Mello (Chair), Boe, Walker, Ibsen, Alternate-Campbell <b>Executive Liaison:</b> Nadia Chandler Hardy; Staff Support - Carmen White	<b>2nd and 4th Wednesdays</b> <b>4:30 p.m.</b> <b>Room 16</b>
<b>CBC Assignments:</b>	<ul style="list-style-type: none"> <li>• Sustainable Tacoma Commission</li> <li>• Planning Commission</li> <li>• Board of Building Appeals</li> <li>• Transportation Commission</li> </ul>
<b>March 12, 2014</b> Complete Streets Quarterly Update Board of Building Appeals 2013 Accomplishments and Proposed Work Plan for 2014	<b>Jennifer Kammerzell, Engineer, Public Works</b> <b>Sue Coffman, Division Manager, Planning and Development Services</b>
<b>Future:</b>	
<b>March 26, 2014</b> Growing Transit Communities (tentative) Parking System Initiatives 17th Street Extension and UW-Tacoma	<b>Kurtis Kingsolver, Director, Public Works</b> <b>Dana Brown, Assistant Division Manager, Public Works</b> <b>Darius Thompson, Associate Engineer, Public Works</b>
<b>April 9, 2014</b> Transportation Master Plan Schuster Corridor Shared Use Trail	<b>Josh Diekmann, Assistant Division Manager, Public Works</b> <b>Peter Huffman, Director, Planning and Development Services</b>

# Council Committee Report

(Subject to Change)

<b>Neighborhoods and Housing Committee</b>	
<b>Committee Members:</b> Walker (Chair), Boe, Ibsen, Lonergan, Alternate-Woodards	<b>1st and 3rd Mondays</b> <b>4:30 p.m.</b> <b>Room 248</b>
<b>Executive Liaison:</b> Tansy Hayward; Staff Support - Christina Watts	<b>Room 248</b>
<b>CBC Assignments:</b>	<ul style="list-style-type: none"> <li>• Landmarks Preservation Commission</li> <li>• Tacoma Housing Authority</li> <li>• Tacoma Community Redevelopment Authority</li> </ul>
<b>March 3, 2014</b>	<b>Tansy Haward, Assistant City Manager</b>
House for Hope	<b>Allyson Griffith, Program Development Specialist, Community Based</b>
Rapid Removal Graffiti Pilot Update	<b>Lisa Wojtanowicz, Division Manager, Neighborhood and Community</b>
Code Compliance Windshield Survey	
<b>Future:</b>	
<b>March 17, 2014</b>	<b>Jacinda Howard, Community and Economic Development</b>
TCRA Update	<b>John Harrington, Planning and Development Services</b>
Temporary Homeless Camps Permit Process	<b>Carol Wolfe, Program Development Specialist, Community Based</b>
<b>April 7, 2014</b>	<b>Services</b>
Neighborhood Council Boundary Adjustment	<b>John Harrington, Planning and Development Services</b>
Temporary Homeless Camps Permit Process	

<b>Public Safety, Human Services, and Education Committee</b>	
<b>Committee Members:</b> Woodards (Chair), Campbell, Lonergan, Strickland, Alternate-Mello	<b>2nd and 4th Thursdays</b> <b>4:30 p.m.</b> <b>Room 248</b>
<b>Executive Liaison:</b> Tansy Hayward; Staff Support - Julie Stoltman	<b>Room 248</b>
<b>CBC Assignments:</b>	<ul style="list-style-type: none"> <li>• Citizen Review Panel</li> <li>• Human Services Commission</li> <li>• Human Rights Commission</li> <li>• Commission on Disabilities</li> <li>• Library Board</li> </ul>
<b>March 13, 2014</b>	<b>CANCELLED</b>
<b>Future:</b>	
<b>March 27, 2014</b>	<b>Gerrit Nyland, Chair, Commission on Disabilities; Gail Himes, ADA</b>
Report from Commission on Disabilities	<b>Coordinator, Neighborhoods &amp; Community Services</b>
Report from Human Rights Commission	<b>Fred Schuneman, Chair, Human Rights Commission; Marya Gingrey,</b>
Eastside Community Center Feasibility Study	<b>Human Rights Manager, Neighborhoods &amp; Community Services</b>
<b>April 10, 2014</b>	<b>Alisa O'Hanlon, Government Relations Coordinator (tentative)</b>
Report from Citizens Review Panel (tentative)	<b>Keith James, Chair, Citizens Review Panel</b>
Potential changes to the Harbor Code regarding derelict recreational vehicles	<b>Assistant Fire Chief Pat McElligott, Tacoma Fire Department</b>
2014 - 2018 Tacoma Fire Department Strategic Plan	<b>Chief Jim Duggan, Tacoma Fire Department</b>