



## WEEKLY REPORT TO THE CITY COUNCIL

February 16, 2017

Members of the City Council  
City of Tacoma, Washington

Dear Mayor and Council Members:

### ACTION REQUESTED

1. This is a reminder that **you are required to submit** to the Public Disclosure Commission, **no later than Monday, April 17<sup>th</sup>, your “Personal Financial Affairs Statement.”** In addition, **please provide a copy of your report to the City Clerk’s Office for our records.**

### ITEMS OF INTEREST

2. Public Works Department Director Kurtis Kingsolver provides the attached memorandum about the **roadway design recommendation and relocation of the power transmission poles along North 21<sup>st</sup> Street.** Tacoma Public Utilities (TPU) asked the Public Works Department for assistance in locating new transmission poles along North 21<sup>st</sup> Street, which are scheduled to replace the existing towers between North Proctor Street and North Pearl Street in 2018. Due to the scale of the investment, the collaborative effort with TPU, and public interest in the project, Public Works presented roadway design options to the City Council at the December 6, 2016 Study Session. After considering feedback from the Council, Public Works selected a preferred alternative. While no roadway work is funded at this time, TPU will use the preferred roadway alternative to guide the installation of new poles in 2018.
3. The **February 22, 2017 Public Utility Board meeting agenda** is attached for your information. Please note the following items will be on the March 7, 2017 City Council agenda for your consideration:
  - U-10908 – Amend the gross earnings tax deduction ordinance TMC 6A.100.040.
  - U-10909 – Amend and revise Chapters 12.06 and 12.01 of the Tacoma Municipal Code regarding electric regulations and rates, and approve changes to the Tacoma Power Electric Rates and Financial Policy.
  - U-10910 – Amend and revise Chapter 12.10 of the Tacoma Municipal Code regarding water regulations and rates and approve changes to the Tacoma Water Rates and Financial Policy.

### **STUDY SESSION/WORK SESSION**

4. The **City Council Study Session** of Tuesday, February 21, 2017, will be held in Room 16 of the Tacoma Municipal Building North, at Noon. Discussion items will include: (1) **Washington State Legislative Update**; (2) **Other Items of Interest**; (3) **Committee Reports**; (4) **Agenda Review and City Manager's Weekly Report**; and, (5) **Closed Session – Labor Negotiations**.

At Tuesday's Study Session, Government Relations Officer Randy Lewis will provide the City Council an **update on the Washington State Legislative Session**.

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

### **COUNCIL MEETING**

6. Planning and Development Services Director Peter Huffman provides the following response to Council Member McCarthy's request during the February 14<sup>th</sup> City Council Meeting to communicate the upcoming changes regarding the new Federal Emergency Management Agency (FEMA) Flood Insurance Rates Maps (FIRM) to the residents of Salmon Beach. Planning and Development Services has mailed a postcard notification (see attached) to all property owners of coastal parcels/homes in the flood zones to notify them of changes to the base flood elevations with FEMA's new flood insurance rate maps. The postcard provides information on where to get more information about these changes on the City's [Tacomapermits.org](http://Tacomapermits.org) website, and also invites them to attend an informational meeting to be held on March 6, 2017 to find out how the new floodplain maps will affect them. In addition, Planning and Development Services staff have contacted representatives of the Salmon Beach homeowners associations to notify them of the upcoming changes to the base flood elevations in their area and the schedule for adoption of the new maps. Staff has also offered to attend homeowners association meetings if the informational meeting on March 6<sup>th</sup> does not work for their residents. For more information please contact Sue Coffman at (253) 594-7905 or [sue.coffman@cityoftacoma.org](mailto:sue.coffman@cityoftacoma.org); or look on [www.Tacomapermits.org/message-board](http://www.Tacomapermits.org/message-board).

**Ordinance No. 28410 amending Chapter 2.02 of the Tacoma Municipal Code, to reference the new maps identifying Special Flood Hazard Areas within the City, will be on Tuesday's City Council agenda for your consideration** during final reading. In order for the community to remain eligible for National Flood Insurance, the City of Tacoma must adopt these flood insurance rate maps by reference into our local codes.

### **GRANT APPLICATIONS**

7. The City has applied for the following Grant:

- **FY2016 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program** – Request for funding to hire and employ 12 firefighters for a three-year period beginning with award of the grant. There is a City Match requirement of 25% of the cost of a first-year firefighter for the first two years, and 65% of the cost in the last year. The additional FTEs will be used to form and assign an additional engine company in the Tacoma Tideflats at Station 5. City is requesting \$3,507,732 with a required City match of \$1,344,631, which is not earmarked in the current biennial budget. In addition to the City match required, acceptance of the award would be conditioned with the requirement that no layoffs of commissioned Fire Department personnel could occur during the three-year performance period of the grant.

### **MARK YOUR CALENDARS**

8. You have been invited to the following events:

- **2017 South Sound Sustainability 10<sup>th</sup> Anniversary Expo on Saturday, March 4<sup>th</sup>, 10:00 a.m. to 3:00 p.m.**, at the Greater Tacoma Convention and Trade Center (1500 Broadway) & Tollefson Plaza (1548 Pacific Avenue).
- **Citizens for a Healthy Bay Cheers to a Healthy Bay Annual Dinner and Auction on Saturday, April 15<sup>th</sup>, 5:30 to 10:00 p.m.**, at the Foss Waterway Seaport, located at 705 Dock Street.

Sincerely,



Elizabeth A. Pauli  
Interim City Manager



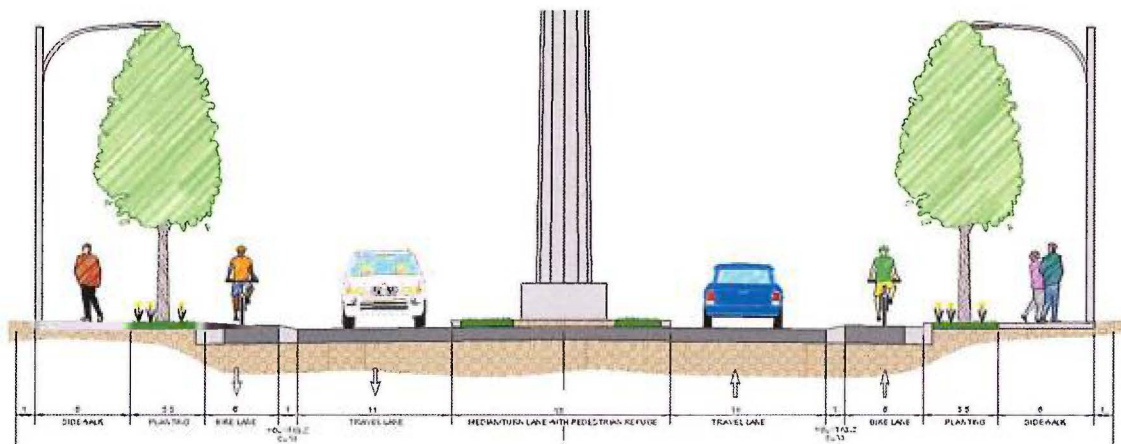
**TO:** Elizabeth A. Pauli, Interim City Manager  
**FROM:** Kurtis D. Kingsolver, P.E., Public Works Director/City Engineer /KDK  
**SUBJECT:** North 21<sup>st</sup> Street Design Recommendations  
**DATE:** February 16, 2017

**ISSUE:**

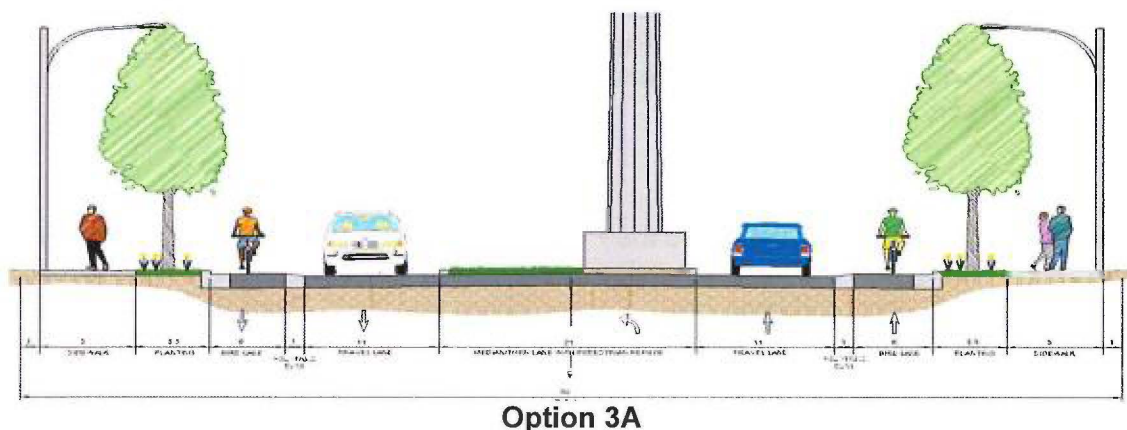
Tacoma Public Utilities (TPU) has asked the Public Works Department (Public Works) for assistance in locating new transmission poles along North 21<sup>st</sup> Street, which are scheduled to replace the existing towers between North Proctor Street and North Pearl Street in 2018. Due to the scale of the investment, the collaborative effort with TPU, and public interest in the project, Public Works presented roadway design options to City Council at Study Session on December 6, 2016. After considering feedback from Council, Public Works selected a preferred alternative. While no roadway work is funded at this time, TPU will use the preferred roadway alternative to guide the installation of new poles in 2018.

**RECOMMENDATION:**

For the 20-year design life of the roadway project, Option 1 better meets the intent of the Transportation Master Plan, the Complete Streets Policy, and the goals of the community to improve safety and mobility for all roadway users. For this reason, Public Works intends to provide pole location guidance to TPU based on Option 1. Public Works will then continue pursuing funding opportunities to complete the design of the roadway features and, ultimately, to construct the roadway improvements. When design funding for the roadway work is available, Public Works will work with the community to identify traffic calming treatments to reduce the possibility of cut-through traffic from the corridor. These treatments may include continuous medians through some intersections on North 21<sup>st</sup> Street, intersection neck-downs (bulbouts) at side street intersections along the corridor, partial diverters, and speed humps.



**Option 1 (Preferred)**



### BACKGROUND:

The roadway, as currently configured, does not include many desired characteristics identified in previously adopted transportation plans and policies. The TPU project will install poles that have a smaller footprint and are spaced further apart than the existing towers, thus providing an opportunity to reconstruct the roadway and add the desired features. While Public Works does not have funding identified for this roadway construction, collaborating with TPU provides the opportunity to ensure the infrastructure investment being made by TPU will facilitate other desired outcomes in the community.

To support the effort by TPU, Public Works conducted detailed traffic forecasting to develop alternatives for the future roadway design. These alternatives were presented by Public Works and TPU at community meetings held throughout the second and third quarter of 2016. The alternatives were also presented to the Bicycle Pedestrian Technical Advisory Group, the Transportation Commission, and the Infrastructure, Planning, and Sustainability Council Committee (IPS). Following detailed review of the alternatives, each of these groups provided suggestions about the potential alternatives. Based on this feedback, and after conducting additional traffic analysis, Public Works refined the leading alternatives. IPS recommended forwarding two alternatives—Option 1 and Option 3A—to the full Council for consideration at Study Session. The two alternatives, while equivalent in many regards, would require different pole placement. Therefore, in order to reduce future costs, Public Works must select a preferred roadway design prior to the TPU pole replacement project.

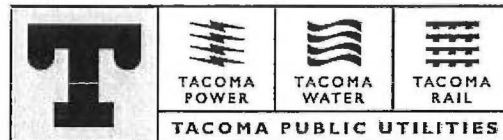
On December 6, 2016, the City Council asked Public Works to ensure that the selection of a preferred alternative include consideration of neighborhood cut-through traffic, provide a long-term commitment to pedestrian safety, and provide for the future traffic demands along this corridor. In order to allow pole construction in 2018, Public Works must provide TPU with pole locations by April 2017.

Both Option 1 and Option 3A provide sidewalks, planter strips, bike lanes, one travel lane in each direction, center turn lanes, and a center landscaped median island. While both options accommodate the forecast traffic demand beyond 2040, traffic demand during the expected lifetime of the poles may exceed the capacity of a single lane, particularly in the westbound direction.

Traffic diversion into surrounding neighborhoods was a concern expressed by the community and by City Council. To evaluate the potential for traffic diversion into surrounding neighborhoods, Public Works measured vehicular volumes and speeds at eight locations (two directions in each location) in surrounding neighborhoods in early 2017. The data indicates that existing speeds and volumes are lower than typical residential streets, and that there is not currently a problem with cut-through traffic on the surrounding streets. However, this does not obviate the importance of addressing the potential for cut-through traffic during design. Public Works will address cut-through traffic as part of the design process for this future project. Option 3A was designed to be a hybrid option, which could provide the benefits of Option 1 while allowing for cost-effective addition of a second westbound lane in the future, if needed. Both options can provide for future mobility needs with comparable investment. Additional design refinement, however, has invalidated much of the anticipated benefit of Option 3A. Option 1 is anticipated to provide better benefit to the community for the design life of the project.

1. Cost: Since both options would route stormwater to the center of the roadway, significant investment would be required to modify the stormwater system to allow for the future turn lanes. This reduces much of the cost benefit of Option 3A.
2. Amenities: Either option could be reconstructed in the future, but both will require removal of other amenities. Future lane additions would most likely require removal of the pedestrian refuge area for Option 3A, and removal of the bicycle lane and outside planter strip for Option 1.
3. Flexibility/Near-term Utility: Option 3A requires reserving a portion of the right-of-way for a potential future lane. Because this lane will not be needed during the designed life of the roadway, Option 1 better utilizes the available right-of-way and provides more community benefit during the life of the improvements.

While no fiscal impact is expected in the current biennium, if Public Works is successful in pursuing grant opportunities, it is likely that the City will be required to provide matching funds. It is also likely that the utilities will want to budget for complementary improvements to be conducted in advance of, or simultaneously with, the roadway work.



**City of Tacoma  
Public Utility Board Meeting  
February 22, 2017; 6:30 p.m.  
Tacoma Public Utilities Auditorium  
(3628 South 35th Street)**

**Call to Order**

**Roll Call**

- A. Approve Minutes of Previous Meetings**
- B. Comments by the Public**
- C. Consent Agenda**
- D. Regular Agenda**

**Departmental**

- D-1 Resolution U-10907 – Award contracts and approve purchases:**
- 1. Award five-year contract to Petrocard Systems, Inc., for mobile and cardlock fueling services (\$14,882,698.32, includes two additional one-year renewal options, plus applicable sales tax);
  - 2. Increase contracts to Associated Petroleum Products, Inc., and Wilson Oil, Inc., dba Wilcox & Flegal for purchase of bulk fuel including a keep-full delivery service (\$10,016,191.13 for a cumulative total of \$20,032,382.26, plus applicable sales tax; and \$1,113,163.80 for a cumulative total of \$2,226,327.60, plus applicable sales tax, respectively);
  - 3. Award contract to HDR Engineering, Inc., for updating the Water System Plan and associated work (\$229,985.99, sales tax not applicable).

**Tacoma Power**

- D-2 Resolution U-10908 – Amend the gross earnings tax deduction ordinance TMC 6A.100.040. TO COUNCIL: March 7, 2017**
- D-3 Resolution U-10909 – Amend and revise Chapters 12.06 and 12.01 of the Tacoma Municipal Code regarding electric regulations and rates, and approve changes to the Tacoma Power Electric Rates and Financial Policy. TO COUNCIL: March 7, 2017**

**Tacoma Water**

- D-4 Resolution U-10910 – Amend and revise Chapter 12.10 of the Tacoma Municipal Code regarding water regulations and rates and approve changes to the Tacoma Water Rates and Financial Policy. TO COUNCIL: March 7, 2017**
- D-5 Resolution U-10911 – Amend and revise the definitions, Sections 3.A.ii and 13.D.iii of the Tacoma Water Customer Service Policy.**



The City of Tacoma does not discriminate on the basis of disability in any of its programs, activities, or services. To request this information in an alternative format or to request a reasonable accommodation, please contact the TPU Director's Office at 253-502-8201. TTY or speech to speech users please dial 711 to connect to Washington Relay services.

**City of Tacoma 2017  
City Council Forecast**

Date	Meeting	Subject	Department
February 21, 2017	Study Session	Washington State Legislative Updates	GRO
		Closed Session - Labor Negotiations	HR
	City Council Meeting		
February 28, 2017	Study Session	Permit System Process Improvements	PDS
		2017 Strategic Planning Emerging Themes Follow-up Discussion	Council/CMO/OMB
	City Council Meeting		
March 7, 2017	Joint Utility Board Study Session	Quarterly Joint Meeting	TPU
	City Council Meeting		
March 14, 2017	CANCELLED		
March 21, 2017	Study Session	Washington State Legislative Updates	GRO
		2016 Streets Initiative Progress Report and 2017 Work Plan	PW
	City Council Meeting	Citizens Forum	
March 28, 2017	Study Session	Community Technology Survey Results	IT
	City Council Meeting		
April 4, 2017	Study Session		
	City Council Meeting		
April 11, 2017	Study Session	Six-Year Transportation Improvement Program	PW
	City Council Meeting		
April 18, 2017	Study Session	Washington State Legislative Updates	GRO
	City Council Meeting		
April 25, 2017	Study Session	2016 Financial Year-end and 2017 1st Quarter Financial Reports	OMB
	City Council Meeting	Budget Reappropriations Ordinance	OMB
May 2, 2017	Study Session		
	City Council Meeting		
May 9, 2017	Study Session		
	City Council Meeting		
May 16, 2017	Study Session		
	City Council Meeting		
May 23, 2017	Study Session	Washington State Legislative Updates	GRO
	City Council Meeting		
May 30, 2017	CANCELLED		
June 6, 2017	Joint Utility Board Study Session	Quarterly Joint Meeting	TPU
	City Council Meeting		
June 13, 2017	Study Session		
	City Council Meeting		
June 20, 2017	Study Session		
	City Council Meeting		
June 27, 2017	Study Session		
	City Council Meeting		
July 4, 2017	CANCELLED		
July 11, 2017	Study Session		
	City Council Meeting		
July 18, 2017	Study Session		
	City Council Meeting		
July 25, 2017	Study Session		
	City Council Meeting		

<b>Community Vitality and Safety</b>		
<b>Committee Members:</b> Blocker (Chair), Campbell, Lonergan, Altemate-Mello <b>Executive Liaison:</b> Nadia Chandler-Hardy; Staff Support - India Adams		<b>2nd and 4th Thursdays</b> <b>4:30 p.m.</b> <b>Room 248</b>
<b>CBC Assignments:</b>	<ul style="list-style-type: none"> <li>• Citizen Police Advisory Committee</li> <li>• Human Services Commission</li> <li>• Human Rights Commission</li> <li>• Housing Authority</li> </ul>	<ul style="list-style-type: none"> <li>• Commission on Disabilities</li> <li>• Library Board</li> <li>• Tacoma Community Redevelopment Authority</li> </ul>
<b>February 23, 2017</b>	Tacoma Area Commission on Disabilities Interviews South Tacoma Community Policing Plan	<i>Doris Sorum, City Clerk's Office</i>  <i>Captain Shawn Stringer and Lt. Alan Roberts, Tacoma Police Department; Pam Duncan, Human Services Division Manager</i>
<b>Future:</b>		
<b>March 9, 2017</b>	HUD Annual Action Plan 2016 Citizen's Police Advisory Committee Year End Report	<i>Carev Jenkins, Housing Division Manager, Community and Economic</i> <i>Keith James, Chair, Citizen's Police Advisory Committee</i>
<b>March 23, 2017</b>	Human Rights Commission Interviews	<i>Doris Sorum, City Clerk's Office</i>

<b>Economic Development Committee</b>		
<b>Committee Members:</b> Campbell (Chair), Strickland, Mello, Thoms, McCarthy (alternate) <b>Executive Liaison:</b> T.C. Broadnax; Staff Support - Brad Forbes		<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> </ul>	<ul style="list-style-type: none"> <li>• Foss Waterway</li> <li>• City Events and Recognition Committee</li> </ul>
<b>February 28, 2017</b>	Cancelled	
<b>Future:</b>		
<b>March 14, 2017</b>	Cancelled	
<b>March 28, 2017</b>	Update on Workforce Dev & Job Training in Tacoma; Challenges and Opportunities FWDA Property Update	<i>Keith Armstrong, Community and Economic Development Supervisor, Community and Economic Development</i> <i>Martha Anderson, Assistant Director, Community and Economic Development</i>

<b>Government Performance and Finance Committee</b>		
<b>Committee Members:</b> Loneragan (Chair), Campbell, Thoms, Ibsen, Alternate-Strickland		<b>1st, 3rd, and 5th Wednesdays</b>
<b>Executive Liaison:</b> Andy Cherullo; Staff Support - David Nash-Mendez		<b>4:30 p.m. Room 248</b>
<b>Future:</b>	<b>March 1, 2017</b> TPU Presentation of Power and Water Rates	<b>TPU</b>
	Board of Ethics Interviews	<b>Clerk's Office</b>
	Mobilitie Wireless Telecom Franchise Agreement and Verizon Wireless Telecom Franchise	<b>Jeff Lueders, Cable Communications &amp; Franchise Services Manager, Media and Communications Office</b>
	<b>March 15, 2017</b> Cancelled	
	<b>March 29, 2017</b> 2017 Radio System Access Fees and MOU	<b>Jack Kelanic, Director, Information Technology Dept.</b>
	2016 Open Data Report	<b>Katie Johnston, Principal Management Analyst, Office of Management and Budget</b>

<b>Infrastructure, Planning and Sustainability Committee</b>		
<b>Committee Members:</b> Mello (Chair), Ibsen, Thoms, McCarthy, Alternate-Blocker		<b>2nd and 4th Wednesdays</b>
<b>Executive Liaison:</b> Mark Lauzier; Staff Support - Rebecca Boydston		<b>4:30 p.m. Room 16</b>
<b>CBC Assignments:</b>	<ul style="list-style-type: none"> <li>• Sustainable Tacoma Commission</li> <li>• Planning Commission</li> <li>• Landmarks Preservation Commission</li> </ul>	<ul style="list-style-type: none"> <li>• Board of Building Appeals</li> <li>• Transportation Commission</li> </ul>
<b>Future:</b>	<b>February 22, 2017</b> 6 Year Comprehensive Transportation Improvement Project Draft	<b>Diane Sheesley, Project Manager, PW</b>
	Street Occupancy Permit and Fee In Lieu for Off Site Improvements Update	<b>Peter Huffman, Director, PDS</b>
	Occidental Update	<b>WA Dept of Ecology</b>
	<b>March 8, 2017</b> Unified Development Code Update	<b>Sue Coffman, Building Official, PDS</b>
	Accident Potential Zone/JLUS	<b>Lauren Flemister, Sr Planner, PDS</b>
	2016 Annual IPS Report	<b>Rebecca Boydston, Council Assistant, CMO</b>
	<b>March 22, 2017</b> 6 Year Comprehensive Transportation Improvement Project Final	<b>Diane Sheesley, Project Manager, PW</b>
	Transportation Commission Annual Report and Work Plan	<b>Jennifer Kammerzell, Engineer, PW</b>
	Complete Streets Ordinance	<b>Jennifer Kammerzell, Engineer, PW</b>

# INFORMATIONAL MEETING



Planning and Development Services Department is holding an informational meeting to answer questions about the impacts of FEMA's new Flood Insurance Rate Maps in flood zones along Tacoma's coastal areas.

## **INFORMATIONAL MEETING ABOUT FLOOD MAPS**

Monday, March 6, 2017, 6:00 pm, Tacoma Municipal Building North  
733 Market Street, Room 16, Tacoma, WA

### **WHAT IS CHANGING?**

FEMA has published new Flood Insurance Rate Maps (FIRMs) for our community and they will be effective March 7, 2017. In order for our community to remain eligible for National Flood Insurance, City of Tacoma must adopt these maps by reference into our local codes. City Council is scheduled to finalize code changes to adopt the new maps on February 21, 2017.

The impacts of changes to the flood elevations on building construction in Tacoma's coastal areas will be discussed.

**WHERE CAN I GET ADDITIONAL INFORMATION?**

Additional information describing the changes with the new maps can be found on [Tacomapermits.org](http://Tacomapermits.org) under Notifications. This notice also has links to FEMA Region X website and all the FIRM maps.



PLANNING AND DEVELOPMENT SERVICES  
747 MARKET STREET – ROOM 345  
TACOMA WA 98402  
(253) 591-5030

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If you have additional questions please feel free to contact  
Sue Coffman at:

**(253) 594-7905**



*To request this information in an alternative format or a reasonable accommodation, please contact the City Clerk's Office at 591-5505. TTY or STS users please dial 711 to connect to WA Relay Services.*