



WEEKLY REPORT TO THE CITY COUNCIL

September 7, 2017

Members of the City Council
City of Tacoma, Washington

Dear Mayor and Council Members:

ITEMS OF INTEREST

1. Public Works Director Kurtis Kingsolver provides an **update on the construction schedule for the School Speed Zone Beacon Project**, including those beacons installed adjacent to school property that are operational in time for the start of the school year.
2. Attached for your information is a list of **important themes** that staff **identified while attending recent Neighborhood Council meetings**. This list does not include all issues addressed by Neighborhood Councils, nor is it a list of priority issues as selected by the Neighborhood Councils. The issues identified were selected by staff as themes that should be brought to the attention of the City Manager and City staff.
3. **Economic Development Weekly Update Report** – Please see the attached update report on projects and initiatives from the Community and Economic Development Department for the week of September 4, 2017.
4. **The September 13, 2017 Public Utility Board meeting agenda** is attached for your information. Please note item U-10957, declaring surplus and authorizing the sale of approximately 1.35 acres of Tacoma Power property to the Key Peninsula Metropolitan Park District for \$16,250, will be on the September 26th Council agenda to set a Public Hearing on October 10th.

STUDY SESSION/WORK SESSION

5. The **Joint City Council/Public Utility Board Study Session** of Tuesday, September 12, 2017, will be held in Room 16 of the Tacoma Municipal Building North, at Noon. Discussion item will include: (1) **Low-Income Solar Program**. Immediately following the Joint Session, there will be a regular Study Session with the following discussion items: 1) **Other Items of Interest – Council Consideration Requests**; (2) **Committee Reports**; (3) **Agenda Review and City Manager's Weekly Report**; (4) **Closed Session – Labor Negotiations**; and, (5) **Executive Session – Pending and Potential Litigations**.

In April, the City Council passed **Resolution No. 39699**, requesting that the **Public Utility Board develop a plan to increase the use of residential solar and to address economic inequities associated with the adoption of solar power technology**. At Tuesday's Joint City Council/Public Utility Board Study Session, the Public Utility Board and Tacoma Power staff will share with the City Council the plan that they developed over the summer. They believe the City Council will find this plan not only responsive to Council's request, but innovative and progressive.

Under Other Items of Interest at Tuesday's regular City Council Study Session, there will be **three Council Consideration Requests**:

- Mayor Strickland requesting the use of **\$15,000 of Council Contingency Funds to support the 2017 Tacoma Reads Together events** in October and November.
 - Council Member Blocker requesting the use of **\$50,000 of Council Contingency Funds for seed money to create an Immigrant Legal Defense Fund** and requesting the City Manager to consider fully funding \$220,000 for partial representation during the mid-biennial budget adjustment process.
 - Council Member Campbell requesting **inclusion of a policy development discussion on the establishment of a Commission on Immigrant and Refugee Affairs** on the earliest available Community Vitality and Safety Committee agenda.
6. The updated **Tentative City Council Forecast and Consolidated Standing Committee Calendars** are attached for your information.

COUNCIL REQUESTS/INQUIRIES

7. At the August 29th Study Session, during the discussion on the **Proposed Amendment to Tacoma Municipal Code 18.10 "Paid Leave"**, the City Council requested additional information. Tax and License staff provide the following responses:

- **How many exempt employees currently work in Tacoma?**

Staff checked with the Center for Law and Social Policy, a researcher with the Institute for Women's Policy Research, the Economic Policy Institute, and Dr. Modarres at University of Washington Tacoma. None of these resources was aware of a data set that could identify the number of exempt employees working within the City of Tacoma.

- **How many FTE's will Labor and Industries (L&I) add?**

Dave Johnson, Employment Standards Program Manager for L&I's Wage and Hour Division, provided staff with the response below:

Not all staffing decisions have been made. There are also staff indirectly related to the paid sick leave as well. Some staff will be repurposed to handle complaints (like child labor complaints) so that when agents in the field take on paid sick leave complaints, they will have more capacity by not having to investigate child labor complaints.

Basically there will be three new lead agents in the field, two agents in our headquarters to handle child labor complaints and two agents at headquarters to handle discrimination complaints.

We have an additional revenue agent for collections, an additional specialist at our citation desk, a rule-writing person, an additional customer service person to handle the influx of inquiries, three outreach people (some temporary and one of those doing internal outreach and training), an additional IT programmer for our case handling system, an already hired paid sick leave specialist, and a communications person just for I-1433 issues.

8. During the Public Hearing related to the **sale of property located at the southwest corner of 51st Street NE and Caledonia Road NE** on August 29th, a neighbor adjacent to the parcels under contract for disposition requested additional information. Council Member Mello asked for this information to be provided in the Weekly Report and staff shared the information with the adjacent neighbor directly:

- From which street (51st St NE or Caledonia Rd NE) do the buyers intend to take access to their property?

To our knowledge, the buyer will be accessing the property from 51st St NE.

- Has a wetland study been done on the property?

The property lies outside of the City limits and Pierce County has not yet required that of the buyer. If the buyer requests, the County will be providing permitting and review for any potential development.

GRANT AWARDS

9. The City was awarded the following grant:

- **2017 Port Security Grant Program** - Funding to sustain and maximize the capabilities built by investments of the Port Security Grant Program and continue to invest in the human component of these capabilities (training), extend warranties and purchase spares, and to add a mechanism to maximize integration and maintenance of systems. The City was awarded \$747,233, with a City match required of \$241,748, which the City has not earmarked in the current biennial budget; however funds will be set aside in the next biennial budget and this will not negatively impact the current biennial budget.

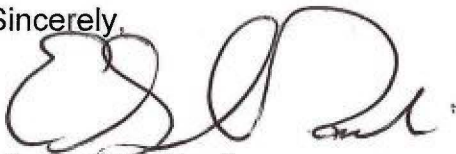
MARK YOUR CALENDARS

10. You have been invited to the following events:

- City of Tacoma and Metro Parks Annual Sunday Parkways event, **Downtown to Defiance, on Sunday, September 10th, from 9:00 a.m. to 2:00 p.m.**, from South 21st Street Park at the Foss Esplanade, along Dock Street, Schuster Parkway, and Ruston Way to the end of the Waterwalk near Point Defiance.
- **Tacoma Fire Department Honor Guard's September 11th Remembrance Ceremony on Monday, September 11th, 9:00 a.m.**, at the Firefighters Memorial, located at 3301 Ruston Way.
- **Safe Streets: The Bridge that Connects Us Breakfast on Wednesday, September 13th, 7:30 a.m.**, at the Landmark Convention Center, located at 47 St. Helens Avenue.
- **28th Annual Consular Association Reception on Thursday, September 14th, 5:30-7:00 p.m.**, at William W. Philip Hall, University of Washington Tacoma, located at 1918 Pacific Avenue.
- **Eastside Community Center Construction Celebration on Saturday, September 23rd, 2:00 p.m.**, at the First Creek Middle School, 1801 East 56th Street.
- **Neighborhood Council's 25th Anniversary Celebration on Thursday, September 28th, from 5:30 to 8:00 p.m.**, at the Star Center, located at 3873 South 66th Street.

- **Annual Laureate Recognition Banquet Honoring Pennye Nixon, 2017 Peace Prize Laureate, on Thursday, September 28th, 5:30 p.m., at Pacific Lutheran University Scandinavian Cultural Center, located at South 122nd and South Park Avenue.**
- **Forterra's The Power of Here South Sound Luncheon on Wednesday, October 4th, 11:30 a.m. to 1:15 p.m., at the Courtyard Marriott-Tacoma, located at 1515 Commerce Street.**
- **Citizens for a Healthy Bay's 2nd Annual Breakfast for the Bay on Thursday, October 12th, 7:30 a.m. – 9:00 a.m., at the Museum of Glass, located at 1801 Dock Street.**
- **Tacoma Historical Society's 11th Annual Destiny Dinner "Fighting for Dreams That Matter: Honoring Tacoma's Civil Rights Pioneers" on Saturday, October 14th, 5:00-7:00 p.m., at the University of Puget Sound Memorial Fieldhouse, located at 1500 North Warner.**
- **Korean Women's Association 45th Anniversary Celebration on Saturday, October 14th, 6:00 p.m., at the Greater Tacoma Convention Center's 3rd Floor Ballroom, located at 1500 Broadway.**
- **Graduate Tacoma 2017 Cradle to Career Lunch on Tuesday, October 24th, 11:30 a.m. to 1:00 p.m., at the Greater Tacoma Convention Center, located at 1500 Commerce Street.**

Sincerely,

A handwritten signature in black ink, appearing to read 'Elizabeth A. Pauli', with a stylized flourish at the end.

Elizabeth A. Pauli
City Manager

EAP:crh
Attachments



TO: Elizabeth A. Pauli, City Manager
FROM: Kurtis D. Kingsolver, P.E., Public Works Director/City Engineer *OK*
CC: Mark Lauzier, Assistant City Manager
SUBJECT: School Speed Zone Beacons
DATE: September 6, 2017

The Public Works Department is updating project information that was provided at the June 13, 2017, Study Session regarding the contract award and construction schedule for the school speed zone beacon project. The contractor is currently installing the new beacons which indicate a 20MPH speed limit when flashing. The school speed zone beacons are being installed to create safer walking and bicycling routes for 14 schools including ten elementary, two middle, and two high schools. The beacons will regulate 20 separate school speed zones with construction work sequenced in three groups.

Group 1: These school zones will be operational for the start of the school year on September 6, 2017. The beacon installations are adjacent to school property and include: Lowell Elementary on North I Street, Fern Hill Elementary on Yakima Avenue at South 85th Street, Downing Elementary on Orchard Street at North 24th Street, Lincoln High School on South G Street, and Truman Middle School on North 37th Street between Pearl Street and Shirley Street.

Group 2: These schools include beacon installations that are not adjacent to school property. All ground work that could impact school and traffic operations was completed by September 5, 2017. The original schedule required the new school zone beacons in Group 2 to be operational by October 31, 2017. This work is still on schedule and includes: Downing Elementary on Orchard Street at North 19th Street, Fern Hill Elementary on Yakima Avenue at South 83rd Street, Jason Lee Middle School on 6th Avenue and on Sprague Avenue, Mount Tahoma High School on South 74th Street, and Truman Middle School on North 37th Street west of Pearl Street.

Group 3: These schools include beacon installations located further away from the school buildings and consists of construction work that will have less impact to students accessing their school. The original schedule required the new school speed zone beacons in Group 3 to be operational by October 31, 2017. This work is still on schedule and includes: Birney Elementary on Sheridan Avenue, DeLong Elementary on South 12th Street and on Orchard Street, Franklin Elementary on Union Avenue, Point Defiance Elementary on North 46th Street and on Visscher Street, Reed Elementary on Alaska Street, Roosevelt Elementary on Roosevelt Avenue, and Stanley Elementary on Wilkeson Street.

With the completion of this school speed zone beacon project, 18 school zones will remain without warning beacons that are regulated only with static signs indicating the times for a 20MPH speed limit. The Public Works Department will continue to seek funding to install warning beacons for all of Tacoma's school zones.

Neighborhood Council Districts

August 1-31, 2017

Neighborhood Council Districts in the City of Tacoma are assigned a liaison from the City Manager's Office. City Manager's Office Liaisons report on important issues to the Neighborhood Councils, facilitate communication between Neighborhood Councils and other City staff, and keep the City Manager informed of issues that are important to the Neighborhood Councils. Monthly reports are provided the 1st Monday of each month during Executive Forum.

Listed below are important themes that were identified while attending recent Neighborhood Council meetings. This list does not include all issues addressed by Neighborhood Councils nor is it a list of priority issues as selected by the Neighborhood Councils. The issues identified below were selected as themes that should be brought to the attention of the City Manager and City staff with noteworthy agenda items indicated as such.

Neighborhood Specific Theme

Community Council (*Carol Wolfe, CED*)

- Leigh Starr presented on the LED streetlight conversion and demonstrated the one line tools for that project
- Rebuilding Together South Sound Presented on their program and how to get neighborhoods involved
- Planning for 25 year anniversary

Cross District Association (CDA) (*Shari Hart, CED*)

- Cancelled for August

Central (*Rebecca Boydston, CMO*)

- Cancelled for August

Eastside (*Rebecca Boydston, CMO*)

- Agenda: Tacoma Farmers Market

New Tacoma (*David Nash-Mendez, CMO*)

- Cancelled for August

North End (*Will Suarez, CMO*)

- Presentation from CMO regarding efforts to address homelessness
- Would like the City to share with them a report on how other cities are addressing homelessness.
- Considering signing on to a letter for the City Planning Commission to keep fossil fuels out of Tideflats.

Northeast Tacoma (*CMO*)

- Presentation from CMO regarding efforts to address homelessness
- SEIS review of the LNG facility

West End (*Will Suarez, CMO*)

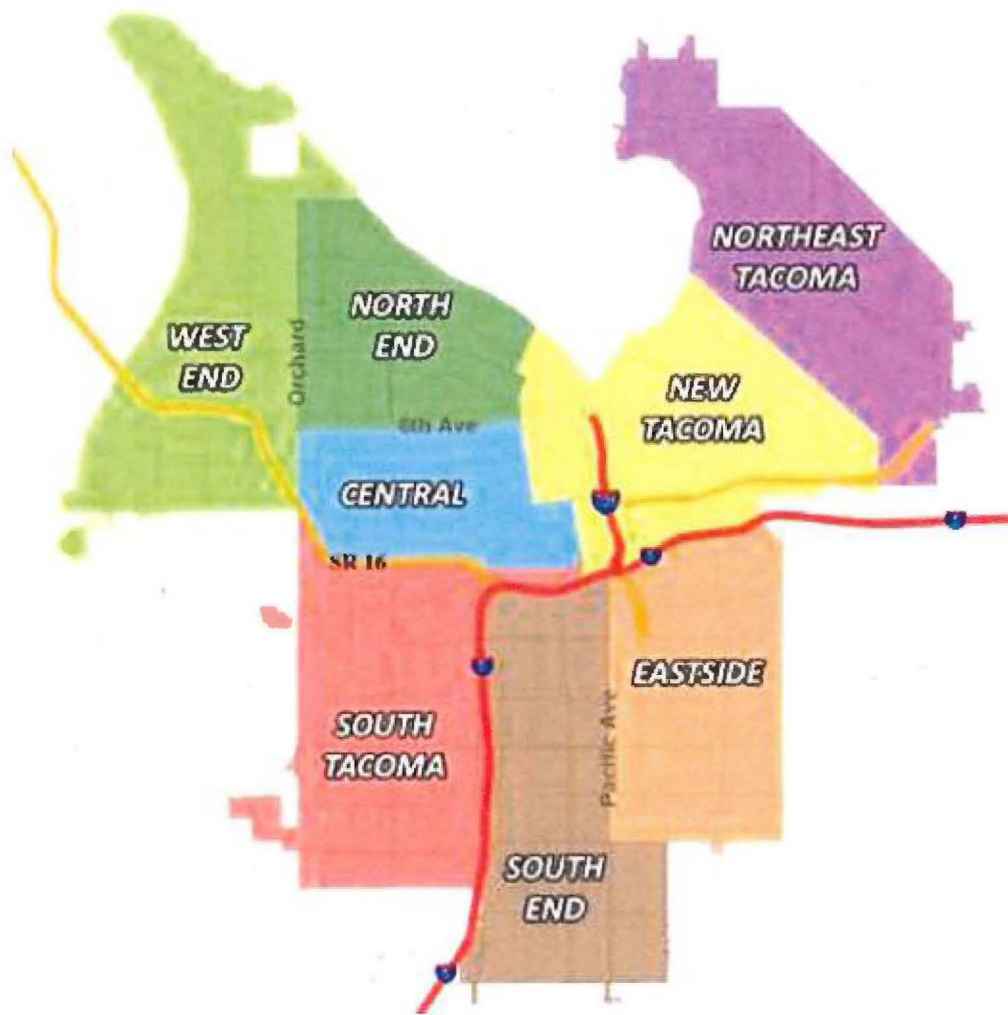
- Cancelled for August

South End (*Chris Bell, OMB*)

- Concerns about the Camping in Car ordinance. Reported incidents of individuals staying in their car on Portland Ave & 56th.
- Would like to have a community clean-up.

South Tacoma (*CMO*)

- Presentation from CMO regarding efforts to address homelessness

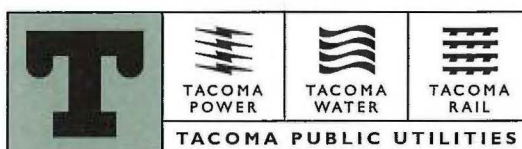


ECONOMIC DEVELOPMENT WEEKLY UPDATE REPORT

Week of September 4, 2017

Tacoma Community Redevelopment Authority (TCRA) Sells First House as Part of Lincoln District Revitalization Efforts:

Over the past year, the City's Housing staff have worked diligently to acquire available foreclosed properties with the intention of refurbishing and reselling to income qualified households. Despite the tough housing market, staff was able to acquire two foreclosed properties: 3616 Tacoma Avenue South; and, 1015 South 40th Street. The Tacoma Avenue property was purchased and renovated and recently sold to an income qualifying household whose income is below 50% of the area median income. Housing staff hope to have the South 40th Street property completed before the end of this year and resold to an income qualifying household. If all goes well, the TCRA can continue this process in other neighborhoods throughout Tacoma.



**City of Tacoma
Public Utility Board Meeting
September 13, 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

Update/Recognition: TPU 2017 United Way Campaign

C. Consent Agenda

D. Regular Agenda

Departmental

D-1 Resolution U-10953 – Award contracts and approve purchases:

1. Increase citywide contract to Business Interiors Northwest for the purchase of furniture and related services on an as-needed basis (\$2,200,000, plus applicable sales tax. Cumulative total \$4,200,000, plus applicable sales tax);
2. Increase citywide contract to Standard Parts Corp for the purchase of automotive parts on an as-needed basis (\$200,000, plus sales tax. Cumulative total \$400,000, plus sales tax);
3. Award contracts to Columbia Ford Lincoln and Northsound Auto Group LLC for the purchase of various new motor vehicles planned for replacement in the current biennium (\$1,730,000 and \$960,000, respectively. No guaranteed or minimum purchase requirement);
4. Award contract to 72 Hour LLC (dba National Auto Fleet Group) for the purchase of various new vehicles planned for replacement in the current biennium (\$1,720,000, plus applicable sales tax. No guaranteed or minimum purchase requirement);
5. Award contract to Terex Utilities, Inc., for the purchase of three new Terex Hi-Ranger aerial device truck bodies (\$574,845, plus applicable sales tax);
6. Award contract to Fine Family LLC (dba Trailer Boss) for the purchase of various new trailers planned for replacement in 2017 through 2021 (\$682,614.50, plus applicable sales tax. No guaranteed or minimum purchase requirement);
7. Increase contract to Goodyear Auto Service for a one year period for the purchase of new tires, tubes, and tire-related repair services (\$360,000, plus applicable sales tax. Cumulative aggregate total \$508,000, plus applicable sales tax. No guaranteed or minimum purchase requirement);
8. Extend contract to CalAmp Wireless Networks Corporation to continue using the automatic vehicle location system contract through July 29, 2018 or until a new contract is in place (this is a no-cost amendment).

9. Award five-year contract to Smart Energy Systems, LLC for an outage communications application to provide customers with notification of power outages (\$686,000);
10. Award contract to SHI International Corp., for hardware, software, and maintenance support to replace the existing security information and event management system (\$142,150.27; plus three years of software support in the amount of \$136,249 for a cumulative total of \$278,399.27, plus sales tax);
11. Award contract to Tapani, Inc., for the construction of the TPU eductor waste decant facility (\$2,079,650, plus sales tax);
12. Award contract to the Washington Department of Natural Resources for the acquisition and analysis of aerial light detection and ranging data to be developed under a cooperative purchasing agreement (\$509,251, plus applicable sales tax).

D-2 Motion 17-11 – Confirm the appointment of William Scott Dewhirst II to serve as Tacoma Water Superintendent effective October 2, 2017.

Tacoma Power

- D-3 Resolution U-10954 – Authorize execution of a telecommunications franchise agreement between the City of Puyallup and Tacoma Power/Click! Network.
- D-4 Resolution U-10955 – Approve an amendment to the regional energy efficiency initiative agreement with the Northwest Energy Efficiency Alliance to allow Tacoma Power's participation in the regional end use load research project.
- D-5 Resolution U-10956 – Authorize Tacoma Power to convey an easement to C. Blakely and M. and D. Christy across the Potlatch-Cushman transmission line corridor for \$5,000.
- D-6 Resolution U-10957 – Declare surplus and authorize the sale of approximately 1.35 acres of Tacoma Power property to the Key Peninsula Metropolitan Park District for \$16,250.00 **(To Council on September 26, 2017 to set Public Hearing on October 10, 2017)**
- D-7 Resolution U-10958 – Authorize execution of an agreement with Tacoma Power and the City of Fife to underground aerial facilities on 34th Avenue East between Highway 99 and 12th Street East.

H. Reports of the Director

- H-1 July 2017 cash projections for Power, Water, Rail
- H-2 July 2017 financials for Power, Water, Rail, Fleet

Presentation: Update from Tacoma Water on replacing lead goosenecks.



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, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST (CCR)**

TO: City Council
FROM: Mayor Marilyn Strickland and Chief Policy Analyst Anita Gallagher
COPIES TO: Elizabeth Pauli, City Manager; Tadd Wille, Assistant City Manager; Mark Lauzier, Assistant City Manager; Bill Fosbre, City Attorney; Executive Leadership Team; File
SUBJECT: Council Contingency Fund Request for Tacoma Reads Together 2017
DATE: August 28, 2017

ITEM/ISSUE PROPOSED FOR COUNCIL CONSIDERATION:

I ask for your support for the inclusion of the following item on the agenda at the earliest available meeting of the Study Session:

I respectfully request City Council concurrence to direct the City Manager to allocate up to \$15,000 from the City Council Contingency Fund to support the 2017 Tacoma Reads Together events in October and November, 2017.

BRIEF BACKGROUND:

Each year, Mayor Strickland chooses a book for the Tacoma Reads Together. The book selections are intended to be thought-provoking and promote discussion about topics of interest to the community. The City works with Tacoma Public Library to develop programming and bring the author to Tacoma for a book reading, discussion and book signing. For 2017, Mayor Strickland has selected a book that has been described as a searingly honest memoir of food, weight, self-image and the effect of trauma that explores our shared anxieties over pleasure, consumption, appearance and health.

This year's program will include a reading, lecture and discussion with an author on October 25, 2017 at Lincoln High School. Mayor Strickland is also planning companion events for the program that will include a book discussion at one of the libraries, a film screening and a panel discussion. The requested funds will be leveraged by a contribution from the Tacoma Public Library of up to \$15,000 and will cover the costs of the author's honorarium and other event-related expenses.

This program is aligned with the Tacoma 2025 goal areas of Education, Arts and Cultural Vitality and Civic Engagement.

FUNDING REQUESTED:

Up to \$15,000 to be set aside for the Tacoma Reads Together 2017 program expenses.

In you have a question related to the Council Consideration Request, please contact Anita Gallagher at (253) 591-5156 or anita.gallagher@cityoftacoma.org.



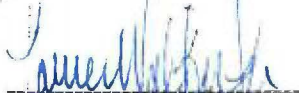
SUBMITTED FOR COUNCIL CONSIDERATION BY:

Mayor

SUPPORTING COUNCILMEMBERS SIGNATURES (2 SIGNATURES ONLY)

(Signatures demonstrate support to initiate discussion and consideration of the subject matter by City Council for potential policy development and staff guidance/direction.)

1.



POS # 6

2.



POS # 4



**CITY OF TACOMA, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST (CCR)**

TO: Mayor & City Council
FROM: Council Member Keith Blocker and Council Assistant Rebecca Boydston
COPIES TO: Elizabeth Pauli, City Manager; Mark Lauzier, Assistant City Manager; Bill Fosbre, City Attorney; Executive Leadership Team; File
SUBJECT: Council Contingency Fund Request-Immigrant Legal Defense Fund
DATE: September 12, 2017

ITEM/ISSUE PROPOSED FOR COUNCIL CONSIDERATION:

I ask for your support for the inclusion of the following item on the agenda at the earliest available meeting of the Study Session:

I respectfully ask for City Council concurrence to direct the City Manager to allocate funding in the amount of \$50,000.00 from the City Council Contingency Fund, to support the seed money for the creation of an Immigrant Legal Defense Fund. Furthermore, I would respectfully ask the City Manager to consider fully funding the implementation of the Immigrant and Refugee Task Force's recommendation of allotting \$220,000 for partial representation, during the mid-biennial budget adjustment process.

BRIEF BACKGROUND:

At the July 18, 2017 Study Session, I shared a Council Consideration Request to bring a topic forward to the Community, Vitality and Safety Committee. The topic relates to the feasibility of the City establishing an Immigrant Legal Defense Fund for residents of Tacoma facing deportation to ensure these residents would have access to an attorney at their deportation hearing.

At the August 8, 2017 study session, the Immigrant and Refugee task force presented several recommendations, including the establishment of an Immigrant Legal Defense Fund. Their recommendation included two levels of funding: full representation at an annual cost of \$440,000 or partial representation at \$220,000 annually.

At the August 10, 2017 Community, Vitality and Safety Committee, we discussed the feasibility of the creation of such a fund, including questions on eligibility, administration, and source of funding. No consensus was reached as to full or partial representation, but there was some interest in immediately putting some money toward such a fund.

While we acknowledge this is substantially less than the amounts recommended by the task force, our hope is that this small amount will encourage our community partners and residents to donate to the fund, and provide an outlet for those wishing to show support to the immigrant community. We also hope the City Manager will consider allocating the funding recommended by the task force, as part of the mid-biennium adjustment process.

FUNDING REQUESTED:

*Please provide the Council Contingency Fund Biennial Budget Document if this request is for the use of this fund.


In you have a question related to the Council Consideration Request, please contact Rebecca Boydston at 253-591-5164 or rboydston@cityoftacoma.org

SUBMITTED FOR COUNCIL CONSIDERATION BY: _____


Council Member

SUPPORTING COUNCILMEMBERS SIGNATURES (2 SIGNATURES ONLY)

(Signatures demonstrate support to initiate discussion and consideration of the subject matter by City Council for potential policy development and staff guidance/direction.)

1.  _____

POS # 1 _____

2. _____

POS# _____

2017-2018 Council Contingency Commitments

2017-2018 Biennium Budget	\$ 500,000
Hilltop Regional Health Center (\$50K 2017, \$50K 2018)	\$ 100,000.00
<i>Resolution No. 39693 (03/28/2017)</i> <i>To support the Hilltop Regional Health Center expansion, contingent upon the Center securing sufficient funds for building renovations and expansion [Council Member Blocker]</i>	
Developing an Anchor Institutions Strategy	\$ 50,000.00
<i>Resolution No. 39701 (04/18/2017)</i> <i>To develop an anchor institutions strategy to complete a comprehensive study to align current planning efforts, identify gaps, and achieve Tacoma 2025 related goals [Council Member Ibsen]</i>	
Sister Cities Events for Festival of Sail Delegation	\$ 12,000.00
<i>Resolution No. 39747 (6/13/2017)</i> <i>For expenses related to events for visiting Sister Cities' delegations during the Festival of Sail 2017 [Mayor Strickland, Deputy Mayor Thoms, and Council Members Ibsen and Loneragan]</i>	
Retail Enhancement Strategy Contract	\$ 25,000.00
<i>Resolution No. 39776 (08/8/2017)</i> <i>Contract for \$25,000 to develop a Downtown retail enhancement study and recruitment strategy.</i>	
Affordable Housing Public and Private Asset Review and Mapping	\$ 10,000.00
<i>Resolution No. 39790 (8/22/2017)</i> <i>Contract with Forterra for \$10,000 for a comprehensive review and mapping of public and private land that could be utilized for affordable housing.</i>	
Total 2017-2018 Approved by City Council Through Legislation	\$ 197,000.00
2017-2018 Biennium Budget Remaining	\$ 303,000.00

This balance does not include the two Council Consideration Requests on Tuesday's Study Session.



**CITY OF TACOMA, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST (CCR)**

TO: City Council

FROM: Council Member Marty Campbell and Chief Policy Analyst Anita Gallagher

COPIES TO: Elizabeth Pauli, City Manager; Tadd Wille, Assistant City Manager; Mark Lauzier, Assistant City Manager; Bill Fosbre, Acting City Attorney; Executive Leadership Team; File

SUBJECT: Commission on Immigrant and Refugee Affairs

DATE: September 6, 2017

ITEM/ISSUE PROPOSED FOR COUNCIL CONSIDERATION:

I ask for your support for the inclusion of the following item on the agenda at the earliest available meeting of the Community Vitality and Safety Committee:

BRIEF BACKGROUND:

In January, 2017, the City Council passed a Resolution to convene an Immigrant and Refugee Task Force to gain a better understanding of issues faced by immigrants and refugees in our community. The Task Force convened community partners and conducted surveys to obtain diverse perspectives on how Tacoma can become a more inclusive and welcoming city. The Task Force developed a set of recommendations that have been conveyed to the City Manager and City Council with the assistance of staff from the Office of Equity and Human Rights.

One of the proposed action steps shared by the Immigrant and Refugee Task Force was to establish a Commission on Immigrant and Refugee Affairs. This Commission would work to identify concerns of the immigrant and refugee community, develop recommendations as to how to address barriers to inclusion of immigrants and refugees, and conduct policy analysis to include recommendations to the City Council. Additionally, the Commission would be charged with identifying and developing opportunities to promote recognition of the contributions of foreign-born residents to the economic and cultural vitality of Tacoma.

I respectfully request that policy development on this topic, including but not limited to the jurisdiction of the commission in relation to the Human Rights Commission, be addressed at the soonest possible meeting of the Community Vitality and Safety Committee.

In you have a question related to the Council Consideration Request, please contact Anita Gallagher at 253-591-5156 or anita.gallagher@cityoftacoma.org.

SUBMITTED FOR COUNCIL CONSIDERATION BY:

Council Member Marty Campbell, Position #4

SUPPORTING COUNCILMEMBERS SIGNATURES (2 SIGNATURES ONLY)

(Signatures demonstrate support to initiate discussion and consideration of the subject matter by City Council for potential policy development and staff guidance/direction.)

1. 

POS # Mayor

2. 

POS #6

**City of Tacoma 2017
City Council Forecast Schedule**

Date	Meeting	Subject	Department	Background
September 12, 2017	Joint Utility Board Study Session (TMBN 16, Noon)	Low-Income Solar Program	TPU	Quarterly Joint Meeting with a follow-up to the Low-Income Solar Program.
	City Council Study Session (Immediately following the Joint Session)	Council Consideration Requests: - Tacoma Reads Together 2017 - Immigrant Legal Defense Fund - Commission on Immigrant and Refugee Affairs	Mayor Strickland Council Member Campbell Council Member Blocker	Request for \$15,000 Council Contingency Funding for Tacoma Reads Together events in Oct & Nov; Request for \$50,000 from Council Contingency Fund for Immigrant Legal Defense Fund seed money; and, Policy Development discussion on a Commission on Immigrant & Refugee Affairs at the CVS Committee.
		Closed Session - Labor Negotiations and Executive Session - Pending and Potential Litigation	HR CAO	
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
September 19, 2017	Study Session (TMBN 16, Noon)	Environmental Services Strategic Plan Update	ESD	Update on the next steps to implement an Environmental Services Strategic Plan for 2018-2025, which supports the Tacoma 2025 Citywide Vision & Strategic Plan.
		Financial Planning Update	OMB	Update on approaches utilized for financial planning and updated financial forecast through 2020.
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
September 26, 2017	Study Session (TMBN 16, Noon)			
	City Council Meeting (TMB Council Chambers, 5:00 PM)			

**City of Tacoma 2017
City Council Forecast Schedule**

Date	Meeting	Subject	Department	Background
October 3, 2017	Study Session (TMBN 16, Noon)			
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
October 10, 2017	Study Session (TMBN 16, Noon)			
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
October 17, 2017	Study Session (TMBN 16, Noon)			
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
October 24, 2017	Study Session (TMBN 16, Noon)			
October 31, 2017	Study Session (TMBN 16, Noon)	3rd Quarter Financial Report, Mid-biennium Budget Adjustments, and Capital Projects Report	OMB	2017 3rd Quarter Budget Actuals Report, including initiative tracker and performance management, mid-biennium budget modifications and Capital Projects Report.
		Environmental Action Plan	ESD-OEPS	Update on the Environmental Action Plan First Annual Progress Report, to include briefing on the 2016 Greenhouse Gas Inventory and the City's climate goals.
	City Council Meeting (TMB Council Chambers, 5:00 PM)			

Community Vitality and Safety				
Committee Members: Blocker (Chair), Campbell, Lonergan, Walker Lee, Alternate-Mello Executive Liaison: Linda Stewart; Staff Support - Will Suarez		2nd and 4th Thursdays 4:30 p.m. Room 248	CBC Assignments: • Citizen Police Advisory Committee • Human Services Commission • Human Rights Commission • Housing Authority • Commission on Disabilities • Library Board • Tacoma Community Redevelopment Authority	
September 14, 2017				
Future:				
September 28, 2017	Proposed Affordable Housing Strategies [Policy Direction]	Daniel Murillo, Housing Division Manager, Community and Economic Development	Staff will bring proposed affordable housing policy recommendations for City Council to review and discuss	
October 12, 2017				

Economic Development Committee			
Committee Members: Campbell (Chair), Mello, Strickland, Thoms, Alternate-McCarthy Executive Liaison: Mark Lauzier; Staff Support - India Adams		2nd, 4th, and 5th Tuesdays 10:00 a.m. Room 248	CBC Assignments: •Tacoma Arts Commission •Greater Tacoma Regional Convention Center Public Facilities District •Foss Waterway •City Events and Recognition Committee
CBC Assignments: <ul style="list-style-type: none"> • Tacoma Arts Commission • Greater Tacoma Regional Convention Center Public Facilities District 		<ul style="list-style-type: none"> • Foss Waterway • City Events and Recognition Committee 	
September 12, 2017	Cancelled		
Future:			
September 26, 2017	Economic Development Dashboard Report	Debbie Bingham, Program Development Specialist, Community and Economic Development	This is the regularly occurring update relating to economic trends, opportunities, and challenges through Q2 2017.
	SBE/LEAP Proposed Code Changes	Keith Armstrong, SBE & LEAP Supervisor, Community and Economic Development	CEDD staff will present proposed code changes to streamline the LEAP code.
	2018 MLK, Jr. Celebration Programming [Informational Briefing]	Kala Dralle, Program Development Specialist, Community and Economic Development; Erin Lee, CERC Chair	Recognition Committee members have received very consistent and specific feedback from the community that regularly attend the annual Martin Luther King, Jr. Birthday Celebration event. The community and the CERC membership are proposing new program content for future MLK events beginning in 2018. Programming will focus on Tacoma/Pierce County citizens' commitment to the vision of Dr. King, his own words and teachings, the experiences of children and youth of our community.
October 10, 2017	City of Tacoma Arts Program & Spaceworks Update [Informational Briefing]	Amy McBride, Arts Administrator, Community and Economic Development	
	Tacoma Maker City/Made in Tacoma Update [Informational Briefing]	Amy McBride, Arts Administrator, Community and Economic Development	
	Small Business and Revitalization Update [Informational Briefing]	Daniel Murillo, Housing Division Manager; Carol Wolfe, Community and Economic Development Supervisor, Community and Economic Development	Staff will present an update on the activities and policies to date for the Small Business Development and Neighborhood Revitalization unit which includes the Neighborhood Business District and Neighborhood Council Programs, Neighborhood Revitalization Project Areas, Special Event Permitting Office.

Government Performance and Finance Committee			
Committee Members: Lonergan (Chair), Campbell, Ibsen, Walker Lee, Alternate-Strickland Executive Liaison: Andy Cherullo; Staff Support - Chris Bell		1st, 3rd, and 5th Wednesdays 4:30 p.m. Room 248	CBC Assignments: •Public Utility Board •Board of Ethics •Audit Advisory Board •Civil Service Board
September 20, 2017	Cancelled		
Future:			
October 4, 2017	TBD		
October 18, 2017	2016 CAFR Review	Susan Calderon, Assistant Finance Director, Finance Department	The 2016 Comprehensive Annual Financial Report (CAFR) is a comprehensive annual report that provides an overview of the City of Tacoma's budget that includes financial statements, audit documents, and balance sheets.
	Joint Audit Advisory Board		

Infrastructure, Planning and Sustainability Committee				
Committee Members: Mello (Chair), Ibsen, McCarthy, Thoms, Alternate-Blocker		2nd and 4th Wednesdays	CBC Assignments: •Sustainable Tacoma Commission •Planning	
September 13, 2017	Tacoma Mall Neighborhood Subarea Plan Update (Tour) [Informational Briefing]	Elliott Barnett, PDS	IPS committee members will be touring the mall subarea plan area	
Future:				
September 27, 2017	Transportation Commission Interviews [Request for Recommendation]	Doris Sorum, City Clerk	4 expiring vacancies	
	Model Traffic Ordinance Update [Informational Briefing]	Josh Diekmann, Engineer, PS		
	Parking Initiative Update [Informational Briefing]	Dana Brown, Parking Services, PW	Parking Services will provide it's annual status report to the IPS committee. Our report will include current and projected parking revenues and expenses, status of the revised Residential Parking Permit program, the improved capabilities of the new parking enforcement system, highlights of our successes in 2016, and a discussion about a commercial parking tax. Other topics may come up from the other three committee members or PW Director.	
October 11, 2017	2018 Amendments Progress and Key Issues	Stephen Atkinson, Sr Planner, PDS	needs 1 hour, only schedule 2 topics	
	Transportation Master Plan Proposed Amendments	Jennifer Kammerzell, Engineer, PW	Public Works staff will present proposed Transportation Master Plan Amendments to the Infrastructure, Planning, and Sustainability Committee meeting. The presentation will include an overview of the proposed amendments and timeline for adoption.	
	Biogas Project [Informational Briefing]	Jim Parvey, OEPS	The Office of Environmental Policy and Sustainability will provide an update on the status of the bio-gas project at the Central Treatment Plant. This project will purify bio-gas from the wastewater treatment plant so that it can be used for vehicle fuel. This fuel is known as Compressed Renewable Natural Gas (CRNG) and is used to replace geological natural gas resulting in greatly reduced greenhouse gas emissions.	