



WEEKLY REPORT TO THE CITY COUNCIL

September 14, 2017

Members of the City Council
City of Tacoma, Washington

Dear Mayor and Council Members:

ITEMS OF INTEREST

1. **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 11, 2017.
2. Planning and Development Services Director Peter Huffman provides **an update regarding the Tacoma Presbyterian Church located at 5 South G Street. A demolition permit** was issued June 13, 2017, for this church. During the permit process, the Landmarks Preservation Commission reviewed the project's Cultural Resource Management Plan and demolition was approved with comments. On September 8, 2017, a right of way utility permit was approved to cut and cap a Puget Sound Energy gas line in the alleyway. Based on information provided by the developer, asbestos abatement will begin the week of September 18th with a duration of approximately two weeks. Structure demolition is expected to be complete by the end of October. The developer is working with the State Department of Archaeology and Historic Preservation to comply with the reporting requirements. The Monitoring and Inadvertent Discovery Plan is being reviewed by the City's Historic Preservation Office (HPO). The developer will engage with the Tacoma Preservation Office as necessary to obtain design review approval for any future building to ensure compatibility with the surrounding built environment. Future plans for the site are still in development. The developer will continue to communicate with the City's HPO as they progress through the process, and the City Manager will continue to be updated.

STUDY SESSION/WORK SESSION

3. The **City Council Study Session** of Tuesday, September 19, 2017, will be held in Room 16 of the Tacoma Municipal Building North, at Noon. Discussion items will include: (1) **Environmental Services Strategic Plan Update**; (2) **Financial Planning Update**; (3) **Other Items of Interest**; (4) **Committee Reports**; and, (5) **Agenda Review and City Manager's Weekly Report**.

Five years ago Environmental Services became a new department and implemented the **2013-2018 Environmental Services Strategic Plan**. The 2013-2018 Strategic Plan was developed in the Director's Office with the goal of communicating the Director's vision for the Environmental Services staff. As the timeline of this first departmental plan approaches completion, the Environmental Services Department (ESD) is taking the next steps to implement a strong strategic plan that supports the Tacoma 2025 Citywide Vision & Strategic Plan. The department is broadening the approach for the 2018-2025 Strategic Plan to have the development and implementation efforts led by staff.

Research efforts, which were conducted earlier this year, included reviews and presentations on Tacoma 2025, the Equity & Empowerment Framework, the Environmental Action Plan, and the current 2013-2018 Environmental Services Strategic Plan. The Department is currently undertaking an outreach phase to incorporate feedback and involvement from stakeholders and employees. These outreach efforts include stakeholder interviews, employee surveys & focus groups, assimilating data from customer surveys, and a workshop with the Environmental Services Commission which represents residential, commercial, industrial, and governmental sectors. Information collected from the research and outreach phases will be utilized in the outlining and drafting of the strategic plan. A final draft of the 2018-2025 Environmental Services Strategic Plan is anticipated in the 4th Quarter of 2017, with implementation beginning in January 2018.

ESD is continuing to conduct outreach and has started the development phase to create an outline of priorities. At Tuesday's Study Session ESD staff will provide an **update on the research, outreach, and development efforts, and give an overview of next steps.**

As a second item on Tuesday's Study Session agenda, Finance Department staff will provide an **update on approaches utilized for financial planning and an updated financial forecast through 2020.**

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

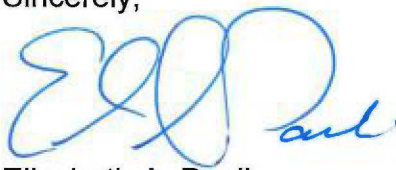
MARK YOUR CALENDARS

5. You have been invited to the following events:
 - **Latinx Unidos of the South Sound's Festival Lantinx on Friday, September 15th, 6:30 – 8:30 p.m., at Lincoln High School Auditorium, located at 701 South 37th Street.**

- **Oak Trace Apartments Grand Opening of the new affordable housing community on Saturday, September 16th, 2:00 p.m.**, located at 7419 South Verde Street.
- **Eastside Community Center Construction Celebration on Saturday, September 23rd, 2:00 p.m.**, at the First Creek Middle School, 1801 East 56th Street.
- **The RAIN (Readiness Acceleration & Innovation Network) Grand Opening Event on Wednesday, September 27th, 4:00 – 8:00 p.m.**, at The Wedge, located at 2304 Jefferson Avenue.
- **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.
- **Behavioral Health Hospital Groundbreaking Celebration on Friday, September 29th, Noon to 1:00 p.m.**, at the MultiCare Allenmore Hospital Campus, located at 1901 South Union 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.

- **Black Student Union Scholarship Fundraising Dinner on Thursday, October 19th, 5:00-7:30 p.m.**, at the University of Puget Sound, Upper Marshal Hall, located at 1500 North Warner.
- **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 blue ink, appearing to read 'E. Pauli', with a stylized flourish at the end.

Elizabeth A. Pauli
City Manager

EAP:crh
Attachments

ECONOMIC DEVELOPMENT WEEKLY UPDATE REPORT

Week of September 11, 2017

Oak Trace Affordable Housing Development:

This coming Saturday, September 16th at 2:00 p.m., Von Bay Construction, a private development company focused exclusively on developing affordable housing, will celebrate the grand opening of this project. The project consists of 130 affordable housing units reserved for household earning from 30-50% of the area median income. The project is ideally situated across the street from Mount Tahoma High School along 74th Street in South Tacoma. The event will take place at 7419 S. Verde Street. This project represents the second affordable housing development to celebrate a grand opening within the past two months; Bay Terrace II celebrated its grand opening in late August.

Amazon H2Q:

Community and Economic Development Department is working with the Economic Development Board, Tacoma Public Utilities, University of Washington Tacoma, and others to respond to the nationwide Request for Proposals (RFP) for the second Amazon headquarters, which is due on October 19, 2017. Last Friday, on September 8th, Amazon released an RFP inviting cities, counties, states and provinces to be "creative" and submit proposals to support their second headquarters location. They're initially seeking a community which can accommodate 500,000 square feet of Class A office space with growth potential to support up to 8,000,000 square feet over a 15+ year period. Amazon proposes to invest \$5 billion in capital expenditures and hire more than 50,000 workers who could earn, on average, more than \$100,000 annually.

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

Date	Meeting	Subject	Department	Background
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)	State of Emergency on Homelessness and Interim Shelters Zoning Regulations	CMO/PDS	Staff will provide an update on efforts for the homeless population. Council will need to decide if they want to extend or otherwise modify the Emergency Declaration for Temporary Aid and Sheltering Ordinance and the Shelters Interim Zoning Regulations Ordinance.
	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)	Tideflats Interim Regulations	PDS	
	City Council Meeting (TMB Council Chambers, 5:00 PM)	Public Hearing - Tideflats Interim Regulations	PDS	
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 28, 2017	Proposed Affordable Housing Strategies [Policy Direction]	<i>Daniel Murillo, Housing Division Manager, Community and Economic Development</i>	Staff will bring proposed affordable housing policy recommendations for City Council to review and discuss.	
Future:				
October 12, 2017	Proposed Creation of a Commission on Immigrant and Refugee Affairs	<i>Office of Equity and Human Rights</i>	Staff will bring proposal for the creation of a Commission on Immigrant and Refugee Affairs for review and discussion.	
October 26, 2017	Tacoma Community Redevelopment Authority Board interviews	<i>Clerks Office</i>		

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
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September 26, 2017	2018 MLK, Jr. Celebration Programming [Informational Briefing]	<i>Kala Dralle, Program Development Specialist, Community and Economic Development; Erin Lee, CERC Chair</i>	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.
	Economic Development Dashboard Report	<i>Debbie Bingham, Program Development Specialist, Community and Economic Development</i>	This is the regularly occurring update relating to economic trends, opportunities, and challenges through Q2 2017.
Future:			
October 10, 2017	City of Tacoma Arts Program & Spaceworks Update [Informational Briefing]	<i>Amy McBride, Arts Administrator, Community and Economic Development</i>	The Office of Arts and Cultural Vitality will share updates on key projects including Tacoma's Arts Month, the Artist in Residence program, public art projects and creative space developments. Spaceworks will provide updates on programs and initiatives to support Tacoma's creative entrepreneurs and activate our city with art and events. They will share the new re-branding and communications plan, new projects on the Hilltop, and the development of the acceleration training for Spaceworks alumni.
	Small Business and Revitalization Update [Informational Briefing]	<i>Daniel Murillo, Housing Division Manager; Carol Wolfe, Community and Economic Development Supervisor, Community and Economic Development</i>	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.
October 24, 2017	Tacoma's Office Market - Opportunities & Challenges [Informational Briefing]	<i>Elly Walkowiak, Business Development Manager, Community and Economic Development</i>	Staff will present an update on the current Tacoma office market trends, opportunities and challenges for the coming year.
	Historic Buildings Relationship to Economic Development in Downtown Tacoma [Informational Briefing]	<i>Pat Beard, Project Manager, Community and Economic Development</i>	Staff will present an update on the economic impacts of adaptive reuse projects in the City of Tacoma. Focusing on three recent projects that have been completed in 2017.

Government Performance and Finance Committee			
Committee Members: Loneragan (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			
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 27, 2017	Transportation Commission Interviews [Request for Recommendation]	Doris Sorum, City Clerk	4 expiring vacancies. 6 interviewees
	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.
	Model Traffic Ordinance Update [Informational Briefing]	Josh Diekmann, Engineer, PS	The presentation will describe proposed changes to Title 11 of the municipal code, including a potential conversion of south 32nd Street to one-way, some cleanup of the references used in the section governing commercial vehicle parking in residential districts, and some cleanup items from the modifications made to the Model Traffic Ordinance in 2016.
Future:			
October 11, 2017	2018 Amendments and Planning Work Program Update [Informational Briefing]	Stephen Atkinson, Sr Planner, PDS	Staff will be presenting on recent progress on the Long-range planning work program as well as modifications to the scope of amendments under consideration for adoption in 2018.
	Skip Vaughn Train Naming [Request for Recommendation]	Reuben McKnight, Historic Preservation Officer, PDS	For naming the Gwilymn "Skip" Vaughn Trail. It is going through landmarks currently and I expect a motion to approve at the end of September. Next step in the process is Council Committee for a recommendation or Do Pass.
	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.
October 25, 2017	Unified Development Code Update	Peter Huffman, Director, Planning and Development Services	Director Huffman will provide a status update on the Unified Development Code.
	Revolving Loan for Historic Buildings Pilot Program [Informational Briefing]	Reuben McKnight, Historic Preservation Officer, PDS	On May 24, 2017, staff will provide a briefing on the Historic Preservation Rehabilitation and Repair Loan. This low-interest loan was created in 2014 to provide gap financing for commercial projects that involve City Landmarks, and may be used for envelope and systems improvements, tenant improvements, and restoration of historic elements, in amounts ranging from \$20,000 to \$100,000.
	Tacoma Dome Puyallup Ave	Mark D'Andrea, Engineer, Public Works	Our traffic study will be complete, and we will summarize in a report. We will come to IPS to present the outcome of the project with all comments.