



## WEEKLY REPORT TO THE CITY COUNCIL

October 26, 2017

Members of the City Council  
City of Tacoma, Washington

Dear Mayor and Council Members:

### ITEMS OF INTEREST

1. The community is invited to the **Electric Vehicle Ride & Drive event on Saturday, November 4<sup>th</sup>, 10:00 a.m. to 3:00 p.m., at the front entrance of Point Defiance Zoo & Aquarium** (flyer attached). This event provides an opportunity to learn about and experience electric vehicle and e-bike technology before entering the Point Defiance Zoo & Aquarium for the Chillin' with Polar Bears event. The free event outside of the Zoo gives participants a chance to talk to experts about everything from how to charge an electric vehicle to the carbon and fuel cost reduction benefits of going electric. Test drives and rides will be first-come, first-served. Participants must be over 21 years old and show a valid driver's license to test drive a vehicle.
2. **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 October 23, 2017.

### STUDY SESSION/WORK SESSION

3. The **City Council Study Session** of Tuesday, October 31, 2017, will be held in Room 16 of the Tacoma Municipal Building North, at Noon. Discussion items will include: (1) **2017 Third Quarter Financial Report and Capital Projects Report**; (2) **Other Items of Interest**; (3) **Committee Reports**; (4) **Agenda Review and City Manager's Weekly Report**; and, (5) **Executive Session – Potential Litigation**.

At Tuesday's Study Session, **Office of Management and Budget staff will present the 2017 Third Quarter Budget Actuals Report, including the initiative tracker and performance management and the Capital Projects Report** to the City Council.

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

### GRANT AWARDS

5. The City has been awarded the following grant:

- **Washington Coverdell Acute Stroke Program** – Tacoma Fire was awarded \$9,600 for funding to participate in key activities to improve stroke care, documentation, data quality, and coordination with hospitals and other health care providers and community service organizations along the continuum of care. No City match has been identified at this time. This is a pass through grant from the Washington State Department of Health.

### MARK YOUR CALENDARS

6. You have been invited to the following events:

- **Annual Downtown on the Go! Luncheon on Friday, November 3<sup>rd</sup>, 11:30 a.m. to 1:00 p.m.**, at the Pacific Grill Events Center, located at 1530 Pacific Avenue.
- **Tacoma Refugee Choir Community Sing-Along *Everyone Has a Song* on November 4<sup>th</sup>, 7:00 p.m.**, at Lincoln High School, located at 701 South 37<sup>th</sup> Street.
- **All Hands on Deck! Greater Tacoma Community Foundation celebration of the greater community you help build on Wednesday, November 8<sup>th</sup>, 5:00-7:00 p.m.**, at the Foss Waterway Seaport Museum, located at 705 Dock Street.
- **South Sound Military and Communities Partnership Elected Officials Council meeting on Tuesday, November 21<sup>st</sup>, 7:30-9:00 a.m.**, at the Eagles Pride Golf Course, located at Joint Base Lewis McChord, exit 116 off of I-5.
- Broadway Center for the Performing Arts presents the **72<sup>nd</sup> Annual Holiday Tree Lighting on Saturday, November 25<sup>th</sup>, 5:00 p.m.**, at the Pantages Theater Lobby, located at 9<sup>th</sup> and Broadway.

Sincerely,



Tadd Wille  
Acting City Manager



# ELECTRIC VEHICLE RIDE & DRIVE!

Test drive a variety of electric vehicles  
and e-bikes and learn more about the  
benefits of electric mobility.

**SATURDAY, NOVEMBER 4TH 10:00AM - 3:00PM**  
**Front Entrance of Point Defiance Zoo & Aquarium**  
**5400 N Pearl St, Tacoma WA 98407**



You're invited to learn about and experience electric vehicle and e-bike technology before entering the Point Defiance Zoo & Aquarium for the **Chillin' with Polar Bears** event.

The free event outside of the Zoo gives you a chance to talk to experts about everything from how to charge an electric vehicle to the carbon and fuel cost reduction benefits of going electric.

Test drives and rides will be first-come, first-served. Must be over 21 years old and show a valid driver's license to test drive a vehicle.



**Our Partners:**



# **ECONOMIC DEVELOPMENT WEEKLY UPDATE REPORT**

**Week of October 23, 2017**

## **KOZ Micro-Units**

The KOZ Micro-Unit developers based in Snohomish County broke ground on a 107-unit project on August 23<sup>rd</sup>, and now they are officially under construction. This project is ideally situated across the street from the UW Tacoma campus and the UW YMCA, and a great opportunity for students and downtown dwellers. The project should be completed in approximately 12 months. In addition, the Convention Center Hotel is ramping up and the Town Center should officially break ground next week with others in the works.

## **Dick's Sporting Goods**

Dick's Sporting Goods Store, offering a full-line of sporting goods equipment, apparel and footwear, will be officially opening up this Friday at the Tacoma Mall with three days of special events.

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

| Date             | Meeting  | Subject  | Department | Background   |
|------------------|--|--|------------|--|
| October 31, 2017 | Study Session (TMBN 16, Noon)                        | 3rd Quarter Financial Report and Capital Projects Report                           | OMB        | 2017 3rd Quarter Budget Actuals Report, including initiative tracker and performance management and Capital Projects Report. |
|                  |  | Executive Session - Potential Litigation   | CAO        |  |
|                  | City Council Meeting (TMB Council Chambers, 5:00 PM) | Marijuana Code Amendment First Reading<br>Property Tax and EMS Levy Public Hearing | PDS<br>OMB |  |



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

| Date              | Meeting  | Subject  | Department        | Background  |
|-------------------|--|--|-------------------|---|
| November 7, 2017  | Study Session (TMBN 16, Noon)                        | Update on the Tacoma Link Extension Project  | ST/GRO/PW         | Sound Transit staff will provide an update on the Tacoma Link Extension Project   |
|                   |  | Tideflats Interim Regulations  | PDS               |   |
|                   | City Council Meeting (TMB Council Chambers, 5:00 PM) | Marijuana Code Amendment Final Reading<br>Property Tax and EMS Ordinance First Reading   | PDS<br>OMB        |   |
| November 14, 2017 | Study Session (TMBN 16, Noon)                        | 2-Year Funding Priorities for HUD Funds  | CED/Housing       | Staff recommendations for the use of HUD funds for housing, community and economic development and human services for the next two years.   |
|                   |  | Small Wireless Cell Installations  | CMO/MCO           | Briefing on how and why we grant the use of the right of way to telecommunications companies, the process for negotiating the pole attachment fee agreements with TPU and Public Works, potential revenue generating including where the money goes once collected, and discussions occurring at the legislative level. |
|                   | City Council Meeting (TMB Council Chambers, 5:00 PM) | Tideflats Interim Regulations Ordinance First Reading<br>Billboard sign code amendments Public Hearing   | PDS               |   |
| November 21, 2017 | City Council Study Session (TMBN 16, Noon)           | Mid-biennium Budget Adjustments  | OMB               | 2017 mid-biennium budget modifications will be discussed.   |
|                   |  | Tacoma Mall Subarea Plan   | PDS               |   |
|                   | City Council Meeting (TMB Council Chambers, 5:00 PM) | Tideflats Interim Regulations Ordinance Final Reading<br>Tacoma Mall Subarea Plan Public Hearing<br>Property Tax and EMS Ordinance Final Reading | PDS<br>PDS<br>OMB |   |
| November 28, 2017 | Study Session (TMBN 16, Noon)                        | Tacoma Mall Subarea Plan   | PDS               |   |
|                   | City Council Meeting (TMB Council Chambers, 5:00 PM) | Public Hearing - Mid-Biennial Budget Modifications & Ordinance First Reading<br>Tacoma Mall Subarea Plan Ordinance First Reading                 | OMB<br>OMB<br>PDS |   |

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

| Date              | Meeting  | Subject   | Department | Background  |
|-------------------|--|---|------------|---|
| December 5, 2017  | Study Session (TMBN 16, Noon)                        | State and Federal Legislative Agenda  | GRO        | Government Relations Office staff will share the proposed state and federal legislative agendas for 2018 for Council's review and input prior to the resolution to adopt. |
|                   |  | Environmental Action Plan and Biogas Project  | ESD-OEPS   | Update on the Environmental Action Plan First Annual Progress Report, to include briefing on the City's climate goals.  |
|                   | City Council Meeting (TMB Council Chambers, 5:00 PM) | Mid-Biennial Budget Modifications Ord. Final Reading<br>Tacoma Mall Subarea Plan Ordinance Final Reading<br>Billboard Sign Code Amendments Ord. First Reading | OMB PDS    |   |
| December 12, 2017 | Joint Utility Board Study Session (TMBN 16, Noon)    | Quarterly Joint Meeting   | TPU        |   |
|                   | City Council Meeting (TMB Council Chambers, 5:00 PM) | Billboard Sign Code Amendments Ord. Final Reading   |            |   |
| December 19, 2017 | Study Session (TMBN 16, Noon)                        |   |            |   |
|                   | City Council Meeting (TMB Council Chambers, 5:00 PM) |   |            |   |
| December 26, 2017 | CANCELLED  |   |            |   |

| Community Vitality and Safety  |  |   |   |  |
|--|--|---|---|--|
| <b>Committee Members:</b> Blocker (Chair), Campbell, Lonergan, Walker Lee, Alternate-Mello<br><b>Executive Liaison:</b> Linda Stewart; Staff Support - Will Suarez |  | 2nd and 4th Thursdays<br>4:30 p.m.<br>Room 248  | <b>CBC Assignments:</b> • Citizen Police Advisory Committee • Human Services Commission • Human Rights Commission • Housing Authority • Commission on Disabilities • Library Board • Tacoma Community Redevelopment Authority   |  |
| November 9, 2017   | Human Rights Commission Interviews                                 | Clerks Office   |   |  |
|  | 2-Year Funding Priorities for HUD Funds                            | <i>Daniel Murillo, Housing Division Manager, Community and Economic Development, and TBD, Neighborhood and Community Services</i> | Staff will present bi-annual funding priority recommendations for the City's allocation of Federal housing, economic development and social services funds received from the U.S. Department of Housing and Urban Development (HUD). These funds consist of three core programs: (1) Community Development Block Grant (CDBG); (2) HOME Investment Partnership Program (HOME); and (3) Emergency Solutions Grant (ESG). |  |
|  | Proposed Creation of a Commission on Immigrant and Refugee Affairs | <i>Diane Powers, Equity and Human Rights Director, 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.  |  |
| Future:  |  |   |   |  |
| November 23, 2017  | CANCELLED  |   | Thanksgiving Holiday  |  |
| December 14, 2017  | Citizen Police Advisory Committee Interviews                       | Clerks Office   |   |  |



| <b>Economic Development Committee</b>  |  |   |   |
|--|--|---|---|
| <b>Committee Members:</b> Campbell (Chair), Mello, Strickland, Thoms, Alternate-McCarthy<br><b>Executive Liaison:</b> Tadd Wille; Staff Support - Lynda Foster |  | <b>2nd, 4th, and 5th Tuesdays</b><br><b>10:00 a.m.</b><br><b>Room 248</b>   | <b>CBC Assignments:</b> •Tacoma Arts Commission •Greater Tacoma Regional Convention Center Public Facilities District •Foss Waterway •City Events and Recognition Committee   |
| October 31, 2017   | Sister City Program Update [Informational Briefing]                    | <i>Debbie Bingham, Program Development Specialist, Community and Economic Development</i>   | Staff will provide a recap of the past year's activities including new sister city additions, high level program overview and draft work plans for 2018.  |
|  | Special Events Program Update & Enhancements [Informational Briefing]  | <i>Kala Dralle, Program Development Specialist, Community and Economic Development</i>  | Staff will provide an annual update on the Special Event Program Highlights will include 2017 year in review with statistics and cost; City Events and Recognition Committee – brief review of their productions; and a Focus on a few key events – Festival of Sail, Freedom Fair, Polar Plaza.  |
|  | Spaceworks Update [Informational Briefing]                             | <i>Amy McBride, Arts Administrator, Community and Economic Development; Heather Joy, Spaceworks Manager; and David Schroedel, Vice President, Policy and Entrepreneurship</i> | 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.   |
| <b>Future:</b>   |  |   |   |
| November 14, 2017  | Tacoma Arts Commission Interviews                                      | <i>Doris Sorum, City Clerk</i>  |   |
|  | SBE/LEAP Proposed Code Changes   | <i>Keith Armstrong, SBE &amp; LEAP Supervisor, Community and Economic Development</i>   | CEDD staff will present proposed code changes to streamline the LEAP code: Increase SBE preference from 5% to 10%; add 5% preference for SBEs on Small Works Roster; delete community empowerment zone and adjustments provisions; add 15% apprenticeship goal; add 15% priority hire goal; and add vendor performance evaluation report for all contracts. |
|  | MultiFamily Property Tax Exemption (MFPT) Update                       | <i>Debbie Bingham, Program Development Specialist, Community and Economic Development</i>   |   |
| November 28, 2017  | Adaptive Reuse of the Old Post Office - Past, Present and Future Plans | <i>Gloria Fletcher, Business Development Manager, community and Economic Development</i>  | The developers of Courthouse Square building, which was formerly the Old Post Office Building on 11th and A Street, will be presenting the story of this adaptive reuse project. It will include a history of the building, and it's current use as restaurant, office, and event space.  |

|  |  |  |   |
|--|--|--|---|
|  |  |  |   |
| <b>Government Performance and Finance Committee</b>  |  |  |   |
| <b>Committee Members:</b> Lonergan (Chair), Campbell, Ibsen, Walker Lee, Alternate-Strickland<br><b>Executive Liaison:</b> Andy Cherullo; Staff Support - Chris Bell |  | <b>1st, 3rd, and 5th Wednesdays</b><br><b>4:30 p.m.</b><br><b>Room 248</b>                 | <b>CBC Assignments:</b> •Public Utility Board •Board of Ethics •Audit Advisory Board •Civil Service Board   |
| <b>November 1, 2017</b>  | Board of Ethics Interviews   | <i>Clerk's Office</i>  | There is an open position   |
|  | Telecom Franchise Agreement [Request for Approval by Council]          | <i>Jeff Lueders, Information Technology Supervisor, MCO</i>                                | This item is a request for ordinance related to telecommunications and franchise services, granting a ten-year Telecommunications Franchise Agreement to Crown Castle and ExteNet, wireless communications facilities within public right-of-way areas within the City of Tacoma. |
| <b>Future:</b>   |  |  |   |
| <b>November 15, 2017</b>   | Permit enterprise fund restructuring and single family fee adjustments | <i>Peter Huffman, Director, Planning and Development Services</i>                          | Review of fund restructuring and financial policies regarding single family fee adjustments.  |
|  | Microsoft Office 365 Enterprise Agreement Transition                   | <i>Brian Tetreault, Management Analyst, IT;<br/>Paul Federighi, Assistant Director, IT</i> | This item will provide details on the current environment, the various options around Microsoft Office 365 platforms and the cost associated with the procurement, implementation and migration to the new platform.  |
| <b>November 29, 2017</b>   |  |  |   |

| Infrastructure, Planning and Sustainability Committee   |  |   |   |
|---|--|---|---|
| Committee Members: Mello (Chair), Ibsen, McCarthy, Thoms, Alternate-Blocker<br>Executive Liaison: Kurtis Kingsolver; Staff Support - Rebecca Boydston |  | 2nd and 4th Wednesdays<br>4:30 p.m.<br>Room 16      | CBC Assignments: •Sustainable Tacoma Commission •Planning Commission •Landmarks Preservation Commission •Board of Building Appeals •Transportation Commission   |
| November 8, 2017  | Planning Commission Interviews   | Doris Sorum, City Clerk                             | Council District No. 5 open   |
|   | General Government Capital Facilities Planning and Integration               | Kurtis Kingsolver and Mike Slevin                   |   |
|   | Permitting Process Improvements  | Jana Magoon and Steve Sandley, PDS                  | This is a bundle of legislation regarding ROCC (right-of-way), fee-in-lieu for offsite improvements, and changes to requirements for performance bonding. There will be three CAMs that go to Council as requests for ordinance for each of these three.  |
| Future:   |  |   |   |
| November 22, 2017   | CANCELLED  |   | Day before Thanksgiving   |
| December 13, 2017   | Landmarks Preservation Commission Interviews                                 | Doris Sorum, City Clerk                             |   |
|   | 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. |