



WEEKLY REPORT TO THE CITY COUNCIL

November 16, 2017

Members of the City Council
City of Tacoma, Washington

Dear Mayor and Council Members:

ITEMS OF INTEREST

1. The Notices for the **November 20th, November 21st and December 1st Special Public Utility Board Meetings** are attached for your information.

STUDY SESSION/WORK SESSION

2. The **City Council Study Session** of Tuesday, November 21, 2017, will be held in Room 16 of the Tacoma Municipal Building North, at Noon. Discussion items will include: (1) **2017/2018 Mid-Biennium Budget Adjustments**; (2) **Other Items of Interest**; (3) **Committee Reports**; (4) **Agenda Review and City Manager's Weekly Report**.

At Tuesday's Study Session, Assistant City Manager Tadd Wille and Budget Manager Katie Johnston will review **recommended 2017/2018 mid-biennium budget modifications**. There will be a Public Hearing and first reading of the ordinance on the proposed modifications at the November 28th City Council meeting.


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

MARK YOUR CALENDARS

4. You have been invited to the following events:
 - **South Sound Military and Communities Partnership Elected Officials Council meeting on Tuesday, November 21st, 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 **72nd Annual Holiday Tree Lighting on Saturday, November 25th, 5:00 p.m.**, at the Pantages Theater Lobby, located at 9th and Broadway.

- **Rebuilding Together South Sound's Opening Reception of the Gingerbread Showcase on Thursday, November 30th, 6:00 p.m.**, at the Courtyard Marriott Downtown, located at 1515 Commerce Street.
- **2017 Tacoma-Pierce County Chamber's Public Officials Holiday Reception on Monday, December 4th, 5:00 to 8:00 p.m.**, at the Washington State History Museum, located at 1911 Pacific Avenue.
- **YWCA Reception for Elected Officials on Thursday, December 7th, 5:30 to 7:30 p.m.**, at the YWCA Pierce County, located at 405 Broadway.
- **Reception for Tacoma City Council, Metro Parks Board Commissioners and State Legislators of the 27th, 28th and 29th Districts on Wednesday, December 13th, 6:00 to 7:30 p.m.**, at the Broadway Center for the Performing Arts, 901 Broadway.
- **Washington State Department of Transportation and Sound Transit Opening Ceremony for the new Amtrak Cascades Station on Friday, December 15th, 2:00 p.m.**, in Tacoma's Freighthouse Square, located at 422 East 25th Street.

Sincerely,



Elizabeth A. Pauli
City Manager

EAP:crh
Attachments



SPECIAL MEETING NOTICE

**City of Tacoma
Public Utility Board
Monday, November 20, 2017; 11:30 A.M.
LT1 - Third Floor Conference Room
Administration Building North
Tacoma Public Utilities
3628 S 35th Street
Tacoma WA 98409**

1. Call to Order
2. Roll Call
3. Executive Session to evaluate the qualifications of an applicant for public employment (RCW 42.30.110(1)(g))
4. Adjournment



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.



SPECIAL MEETING NOTICE

**City of Tacoma
Public Utility Board
Tuesday, November 21, 2017; 9:30 A.M.
LT1 - Third Floor Conference Room
Administration Building North
Tacoma Public Utilities
3628 S 35th Street
Tacoma WA 98409**

1. Call to Order
2. Roll Call
3. Motion 17-19 – In accordance with Tacoma City Charter Article IV Section 4.18, the Board appoints _____ Interim Director of Utilities effective December 1, 2017.
4. Adjournment



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SPECIAL MEETING NOTICE

**City of Tacoma
Public Utility Board
Friday, December 1, 2017; 9:00 A.M.
LT1 - Third Floor Conference Room
Administration Building North
Tacoma Public Utilities
3628 S 35th Street
Tacoma WA 98409**

1. Call to Order
2. Roll Call
3. Discussion of recruitment process for the appointment of a Director of Utilities.
4. Adjournment



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

| Date | Meeting | Subject | Department | Background |
|-------------------|--|---|--|--|
| December 4, 2017 | Special Joint Port Study Session (TMBN 16, 9:00 AM) | Tideflats Subarea Plan Interlocal Agreement | | The City Council and the Tacoma Port Commissioners will be discussing the draft Interlocal Agreement for the Tideflats Subarea Plan. The Puyallup Tribe and Pierce County have been invited to participate in the Special Study Session. |
| December 5, 2017 | Study Session (TMBN 16, Noon) | Federal Transit Administration Ladders of Opportunity Grant – Final Findings & Recommendations | PDS & CED (with Smart Growth American Representatives) | The City was awarded a grant from the FTA to study and identify transit-oriented economic and housing opportunities in the Hilltop neighborhood. The technical assistance team from Enterprise Community Partners and Smart Growth America will present their findings and recommendations for how the City, local partners, and Hilltop residents can stabilize the neighborhood, including ways to preserve affordable housing, incentivize new development, and capitalize on opportunities for small-scale infill development. |
| | | 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. |
| | | Tacoma Police Department Hiring Process Update | Police | Briefing on the Police Department's efforts to improve their recruiting and hiring process |
| | City Council Meeting (TMB Council Chambers, 5:00 PM) | Mid-Biennial Budget Modifications Ord. Final Reading Billboard Sign Code Amendments Ord. First Reading | OMB CAO | |
| December 12, 2017 | Joint Utility Board Study Session (TMBN 16, Noon) | Quarterly Joint Meeting | TPU | |
| | | Joint Executive Session - Pending Litigation | CAO | |
| | City Council Meeting (TMB Council Chambers, 5:00 PM) | Billboard Sign Code Amendments Ord. Final Reading | CAO | |
| December 19, 2017 | Study Session (TMBN 16, Noon) | | | |
| | City Council Meeting (TMB Council Chambers, 5:00 PM) | | | |
| December 26, 2017 | CANCELLED | | | |

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

| Date | Meeting | Subject | Department | Background |
|--------------------------|--|---|------------|---|
| November 21, 2017 | City Council Study Session (TMBN 16, Noon) | Mid-biennium Budget Adjustments | OMB | 2017 mid-biennium budget modifications will be discussed. |
| | City Council Meeting (TMB Council Chambers, 5:00 PM) | Tideflats Interim Regulations Ordinance Final Reading Property Tax and EMS Ordinance Final Reading | PDS OMB | |
| November 28, 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. |
| | City Council Meeting (TMB Council Chambers, 5:00 PM) | Public Hearing - Mid-Biennial Budget Modifications & Ordinance First Reading | OMB | |

| 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 |
| November 23, 2017 | CANCELLED | | Thanksgiving Holiday |
| Future: | | | |
| November 29, 2017 | Creation of a Commission on Immigrant and Refugee Affairs | Office of Equity and Human Rights | Special committee meeting to discuss in more detail the commission on Immigrant and Refugee affairs. |
| December 14, 2017 | Citizen Police Advisory Committee Interviews | Clerks Office | |

| Economic Development Committee | | | | |
|--|--|---|---|--|
| Committee Members: Campbell (Chair), Mello, Strickland, Thoms, Alternate-McCarthy Executive Liaison: Tadd Wille; Staff Support - Lynda Foster | | 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 | |
| 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. | |
| | SBE/LEAP Proposed Code Changes | <i>Keith Armstrong, SBE & LEAP Supervisor, Community and Economic Development and Carrie Lynn, Contract & Program Auditor in Community 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. | |
| Future: | | | | |
| December 12, 2017 | NBD Program Activity Update [Informational Briefing] | <i>Shari Hart, Program Development Specialist, Community and Economic Development</i> | Bi-annual status report on the Neighborhood Business Districts element of the "Economic Development Strategic Framework Plan"; including retail activities, physical improvements, and adaptive reuse and infill development. | |
| | Foss Waterway Development Authority Interviews | <i>Doris Sorum, City Clerk</i> | | |
| December 26, 2017 | <i>Cancelled</i> | | | |

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|---|--|--|--|--|
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| 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 | |
| November 29, 2017 | Microsoft Office 365 Enterprise Agreement Transition | Brian Tetreault, Management Analyst, IT; Paul Federighi, Assistant Director, IT | 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. | |
| Future: | | | | |
| December 6, 2017 | Joint Audit Advisory Board | | | |
| December 20, 2017 | | | | |

| Infrastructure, Planning and Sustainability Committee | | | |
|---|--|---|---|
| Committee Members: Mello (Chair), Ibsen, McCarthy, Thoms, Alternate-Blocker Executive Liaison: Kurtis Kingsolver; Staff Support - Rebecca Boydston | | 2nd and 4th Wednesdays 4:30 p.m. Room 16 | CBC Assignments: •Sustainable Tacoma Commission •Planning Commission •Landmarks Preservation Commission •Board of Building Appeals •Transportation Commission |
| November 22, 2017 | CANCELLED | | Day before Thanksgiving |
| Future: | | | |
| 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. |
| December 27, 2017 | CANCELLED | | |