



WEEKLY REPORT TO THE CITY COUNCIL

March 1, 2018

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 16th, your “Personal Financial Affairs Statement.”** In addition, **please provide a copy of your report to the City Clerk’s Office for our records.** The Public Disclosure Commission’s link for filing is: <https://www.pdc.wa.gov/learn/file-online>.
2. As a reminder, **the March 13th City Council meetings have been canceled;** therefore, there won’t be a City Council agenda packet or weekly report sent out next Thursday, March 8th. **Citizen’s Forum has been moved to March 20th.**

ITEMS OF INTEREST

3. Public Works Director Kurtis Kingsolver provides the attached memorandum regarding the **maintenance and operation of the City’s streetlights.** Included in the information is the **status of the LED conversion project** and how it will ultimately improve overall level of service, as well as how maintenance is prioritized and the impact to repairing streetlight outages.
4. The City’s Community and Economic Development’s **Community Development Unit partners with Tacoma’s residents and local businesses to increase the vitality of neighborhoods through meaningful engagement, cultural activities, physical improvements, and small business assistance.** Attached for your information is the Community Development 2017 Year in Review.
5. Each year the City’s Events and Recognition Committee conducts a **post program survey of attendees at the Dr. Martin Luther King, Jr. Birthday Celebration.** The purpose of the effort is to determine satisfaction, areas that can use improvement and acquire thematic ideas from the audience for future programming. Interim Community and Economic Development Director Kim Bedier provides the attached memorandum which contains a summary of 2018 feedback. This year’s event was a big success and the committee will continue to use the feedback to inform future events.

6. In response to an inquiry from the Economic Development Committee about the status of the **recruitment for the Director of the Community and Economic Development Department**, I am sharing the information below related to the hiring process timeline. As a part of preparing our recruitment process and materials, I met with City staff as well as multiple business and community stakeholders. As you will note, I also intend to review the position qualifications with each of the Council Members to ensure that we have captured the experience and skills you deem most important for this position. At that time, I will also be sharing with the City Council the status of some organizational changes for that department. In addition, the final candidates will be making presentations to the Economic Development Committee and will be meeting with the whole Council as a part of this process.

Community and Economic Development (CED) Director Hiring Timeline

Early March:

- City Manager discussions with individual City Councilmembers to gather input on qualifications
- Position advertised/posted

Late March:

- Position advertisement/posting closed
- Candidates screened by Human Resources and staff panel/top candidates selected for interviews

Early to Mid-April:

- First round of interviews by staff panel/selection of top candidates

Mid-Late April:

- Top candidate interviews (timing and sequence dependent on scheduling)
 - Economic Development Committee (EDC) introductions and presentation by candidates on economic development trends and opportunities
 - City Staff interviews
 - Candidate introductions / mix and mingles:
 - All City Council Members – Lunch
 - Community Stakeholders / Public – Evening snacks
- CED Director final interviews/selection made by City Manager and confirmed by City Council
- Late April-Early May:
- New CED Director begins employment with City of Tacoma

Please let me know if you have any questions about the process or timeline.

7. 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.
8. As of last month, **958 City employees have participated in the Sexual Harassment Prevention Refresher Training Classes**. Teneeshia Marshall, Management Analyst III, and the Human Resources Analysts have been conducting a number of sessions throughout the organization. Online training for the remote locations is also available. Next steps will include additional outreach to employees who still need the training and creating a video for Fire Department personnel.

STUDY SESSION/WORK SESSION

9. The **City Council Study Session** of Tuesday, March 6, 2018, will be held in the City Council Chambers on the first floor of the Tacoma Municipal Building, at Noon. Discussion items will include: (1) **Interim City Council District No. 2 Finalists' Presentations**; (2) **Other Items of Interest**; (3) **Committee Reports**; (4) **Agenda Review and City Manager's Weekly Report**; and, (5) **Executive Session – Evaluate Interim City Council District No. 2 Finalists' Qualifications**.

Please note **Tuesday's Study Session will be in the City Council Chambers and televised live on TV Tacoma while the Interim City Council District No. 2 finalists give their presentations**. The presentations will be followed by an Executive Session for the City Council to evaluate the finalists' qualifications.

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

MARK YOUR CALENDARS

11. You have been invited to the following events:
 - **T-Town: Play, Explore, Learn City Services Expo on Saturday, March 24th, from 10:00 a.m. to 3:00 p.m., at the Tacoma Dome and parking lot, located at 2727 East D Street.**

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- **Tacoma Community House 108th Annual Luncheon on Friday, April 13th, Noon**, at the Greater Tacoma Convention Center, located at 1500 Commerce Street.

Sincerely,

A handwritten signature in blue ink, appearing to read 'EAP', followed by a small flourish.

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 *KDK*
CC: Tadd Wille, Assistant City Manager
SUBJECT: Streetlight Maintenance and Operations
DATE: February 26, 2018

The Public Works Department (Public Works) is providing information regarding streetlight maintenance and operation. This information includes the level of service associated with repairing streetlight outages, how maintenance is prioritized, and how the streetlight LED Conversion Project is anticipated to improve our overall level of service once that project is complete.

Public Works maintains approximately 22,000 streetlights. Over the past several years streetlight maintenance has, unfortunately, shifted from proactive to reactive. The City typically averages between 2,500 and 3,000 reported streetlight outages annually. In 2017 that number grew to over 4,000 reported outages. In November alone over 450 new outages were reported, the most in one month since Public Works started collecting the data in 2014. The increase in streetlight failures is partially due to theft, aging infrastructure, staff reductions and increased work load in traffic signal maintenance.

Earlier this winter over 1,000 streetlights were reported out and/or damaged. At this time, approximately 600 streetlights still remain dark. Although our typical response time is eight to ten weeks, during the winter months citizens have experienced up to an 18 week backlog from the time of notification to when a streetlight is repaired simply due to the sheer volume of outages and type of repair needed. Approximately 210 of the 600 failed or damaged streetlights require major repairs and have been added to the deferred maintenance list. Due to the expense and complexity of these failed or damaged streetlights, they may not get repaired this year unless other resources can be added.

WORK PRIORITIZATION

Public Works strives to be purposeful and thoughtful when prioritizing maintenance needs. In 2012, the Traffic Signal and Streetlight Shop staff was reduced from 19 to 13 electricians, and remained at that level until 2018. In anticipation of energy savings this year as a result of the ongoing LED conversion, Public Works has added two new apprentice electricians.

In addition to streetlights, Public Works electricians are also responsible for the operation and maintenance of 340 traffic signals and over 200 school and pedestrian beacons. Repair of the streetlight system is often preempted by this higher priority work. Routinely, planned work is postponed to address knockdowns, asset failures, and other malfunctions that have the potential to create physical, electrical and traffic hazards. In addition to typical outages, significant service impacts are created by streetlight copper wire theft, damaged traffic signal cabinets and signal poles that often require several days to repair and may result in rewiring an entire intersection. This type of work is not only time consuming, it can also be very expensive.

When prioritizing streetlight repair, the following factors are considered:

- Oldest reported outages.
- Location – to improve efficiency and reduce travel times, the City is divided into 12 streetlight maintenance zones. Crews typically repair all reported outages in one zone before moving to the next zone. However, when the outage backlog becomes large, the oldest outages in each zone are addressed, and some of the newer reported outages may be postponed.
- Circuit outages and multiple outages in an area – this is typically the result of copper wire theft or third party damage; repair costs may also be a factor.
- Business districts, the downtown core, critical facilities such as hospitals, and areas of heavy public use.
- Seasonal and special events.
- Outages near schools, especially the middle and high schools – fortunately, elementary schools typically operate during daylight hours.
- Unique circumstances – when streetlight outages become numerous, it is difficult to justify repair exceptions at the expense of other reported outages. Staff exercises judgement to address each circumstance. For instance, staff recently expedited an outage that created an undue hardship for a disabled veteran, even though he did not request special treatment.

LED CONVERSION PROJECT IMPACT

Public Works partnered with TPU Power to convert 75 percent of the City's streetlights to LED technology. This conversion will save a substantial amount of energy, create a safer nighttime driving environment and reduce light pollution. By the end of 2018, approximately 16,000 streetlights will operate with new LED fixtures which are anticipated to last between 15 and 20 years. As a result, we anticipate streetlight outage reports will drop significantly and routine streetlight maintenance will once again become manageable and timely. By the end of May, we are confident our level of service will improve to less than four weeks. By the end of summer, our goal is to be at seven to ten days, our level of service prior to 2012 when we lost six of our 19 electricians.

However, the benefits of the LED project will not resolve the entire need. Aging streetlight poles, mast arms, and circuits are not being replaced as a part of the project and segments of the remaining infrastructure can be very difficult and costly to repair. In addition, traffic signal infrastructure is severely outdated and the backlog of deferred maintenance continues to grow. Our goal is to use labor and material savings generated from the LED conversion project to address both signal and streetlight deferred maintenance; however, the savings will not fund all maintenance and modernization demands of our aging infrastructure nor will it begin to address all of the areas that currently do not have streetlights at all.

LED CONVERSION PROJECT PROGRESS

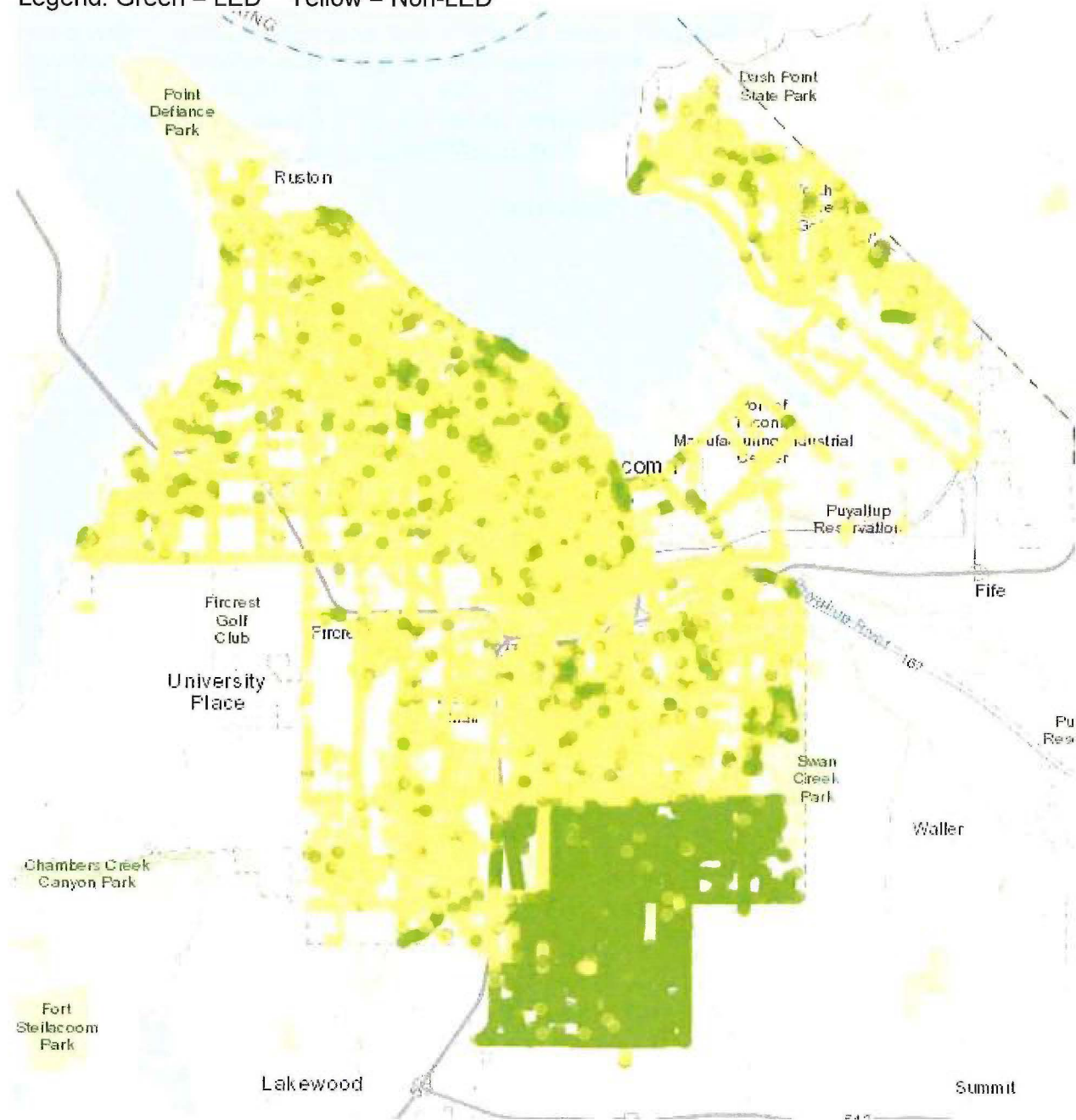
Construction began in December 2017, beginning in South Tacoma to improve the lighting in historically underserved areas and is progressing northward. As part of the project, Public Works crews are installing LED streetlights in response to outage reports. To date, through the combined efforts of City and contractor crews, approximately 3,400 streetlights have been replaced with new LED lights. Including LED lights already converted over the past few years (mostly ornamental streetlights), the City's streetlight system now includes over 5,500 LED streetlights.

Elizabeth A. Pauli, City Manager
Streetlight Maintenance and Operations
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Public Works staff and the Media and Communications Office developed a LED Conversion Project website that includes frequently asked questions and an interactive map. Citizens can use the map or open a printable file showing when their streetlight is scheduled for conversion. The schedule is updated weekly. The link to the project website is www.cityoftacoma.org/LEDStreetlights. Questions about the LED Conversion Project can be directed to Chris Larson at 253.591.5538 or at clarson@cityoftacoma.org.

The current LED Conversion Project map is attached.

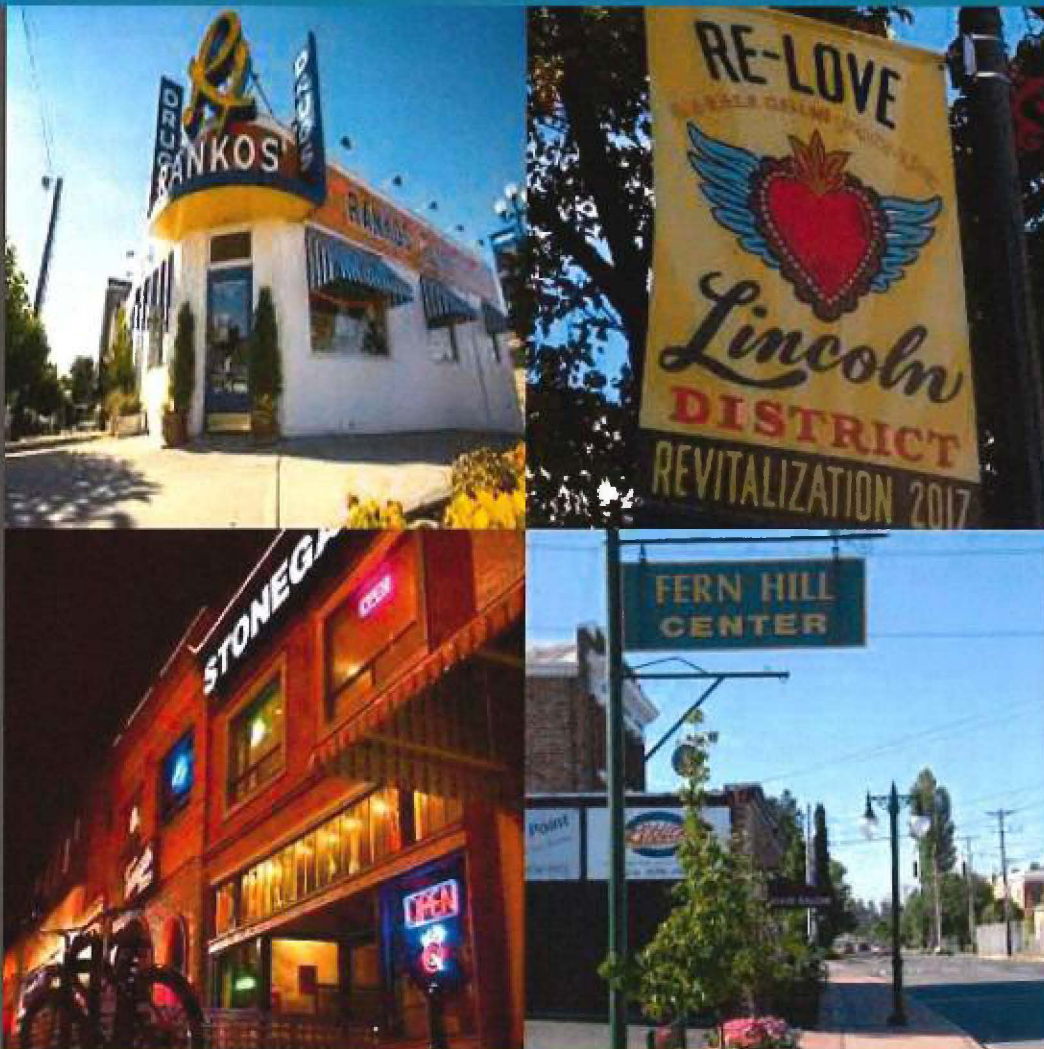
Legend: Green = LED Yellow = Non-LED



COMMUNITY DEVELOPMENT

2017 Year in Review

The Community Development Unit partners with Tacoma's residents and local businesses to increase the vitality of neighborhoods through meaningful engagement, cultural activities, physical improvements, and small business assistance.



Community Development Unit
Community & Economic Development Department
City of Tacoma
Phone: (253) 591-5364
Fax: (253) 591-5232

Visit our website: www.MakeItTacoma.com

BUSINESS DEVELOPMENT



Small or micro-businesses make up more than half of the licensed businesses in the City of Tacoma. Our staff provides one-on-one consultations as well as gap financing, site selection assistance, funding for non-profits and event production, and target market data to help them promote and grow.

Small Business Partnerships and Promotion

We work directly with independent, locally owned businesses to make sure they have the tools they need to start or grow in Tacoma, or to relocate their enterprise here.

- 24 small businesses promoted on TV Tacoma's **Business Matters**
- Marketing consultation and information services delivered to 12 small businesses
- \$250,000 in funding dedicated to revolving loan program for roll out in 2018

Lincoln Revitalization - New Businesses

In 2016, the City of Tacoma opened a satellite office on South 38th Street in the heart of the **Lincoln International District**. As a part of the efforts occurring in Lincoln, we partnered with property owners to recruit and expand businesses.

- 6 New Businesses moved into the district since the project started
- Coordinated location acquisition for national coffee chain to open in 2018

MakeltTacoma.com

MakeltTacoma.com all-business assistance website launched in October 2017

Here you will find multiple forms of business intelligence tools like **SizeUp**. With this tool, you are able to search and compare businesses and their statistical data, to help you make sound decisions about your own business. You'll find partner organizations, as well as information designed especially for developers looking to expand into our ever growing marketplace.

Farmers Markets

Our partnerships with **Tacoma's Farmers Markets** support the overall health of residents, especially youth and vulnerable populations. The markets typically are located in vibrant commercial zones with access to public transportation. The economic development goal focuses on the small, independent farmer and entrepreneur.

- Contracted with 2 organizations in support of 4 markets
- Invested \$34,500 in 2017 and will invest an additional \$31,000 in 2018
- **Tacoma Farmers Markets** hosts the **Eastside** on Wednesday at Salishan, **Broadway** downtown on Thursday, Pt Ruston **South Tacoma** on Sunday at the STAR Center both on Sunday **TacomaFarmersMarket.com**
- **The Proctor Farmers Market** runs year round on Saturday on North 27th Street **ProctorFarmersMarket.com**

Small Business Assistance | Kala Dralle | (253) 573-2523

Lincoln Revitalization | Debbie Bingham | (253) 591-5117 | My Nguyen | (253) 591-5174

Business Matters | Shari Hart | (253) 591-5208

NEIGHBORHOOD PROGRAMS



Neighborhood programs strive to deliver services and resources to residents throughout the City to help them build strong, sustainable amenities, bring neighbors and business owners together to learn more about each other and their City, and encourage development of dense housing in our urban centers.



Neighborhood Councils & Business Districts

Investing in our neighborhoods, both residential and commercial, gives them a running start to become self reliant and sustainable. There are 10 active [Business District Associations](#) and 8 [Neighborhood Councils](#). City staff logged over 250 hours in stakeholder meetings to ensure that community engagement is a top priority for the programs. [CityofTacoma.org/BusinessDistricts](#)

- \$36,000 invested in 9 Neighborhood Council Associations
- 16 segments of [Neighborhood Moments](#) on TV Tacoma
- Produced 25 year Program Celebration at STAR Center with 100+ attendees
- \$40,000 invested in 10 active Neighborhood business District Association contracts
- 12 segments of [District Focus](#) on TV Tacoma

Innovative Grant Program

The Neighborhood Council Program invests funding for citizen-initiated projects that build community, improve neighborhoods, and build alignment with residents.

[CityofTacoma.org/NeighborhoodCouncils](#)

- 40 applications representing 30 first time applicants with 24 projects funded totaling \$109,818
- Implemented 2nd application cycle for December 2018 to move program into a rolling application process to better meet community needs

Multifamily Property Tax Exemption

To encourage the development of a minimum of four new multifamily units in one of Tacoma's 17 Mixed-Use Centers, the City of Tacoma offers a property tax exemption to eligible property owners.

- 18 projects applied
- 1571 new housing units
- 110 affordable housing units



**TACOMA
REFUGEE
CHOIR**



Neighborhood Business Districts | Innovative Grant Program | Shari Hart | (253) 591-5208

Neighborhood Councils | Carol Wolfe | (253) 591-5384

Multifamily Property Tax Exemption | Debbie Bingham | (253) 591-5117

CAPITAL IMPROVEMENTS



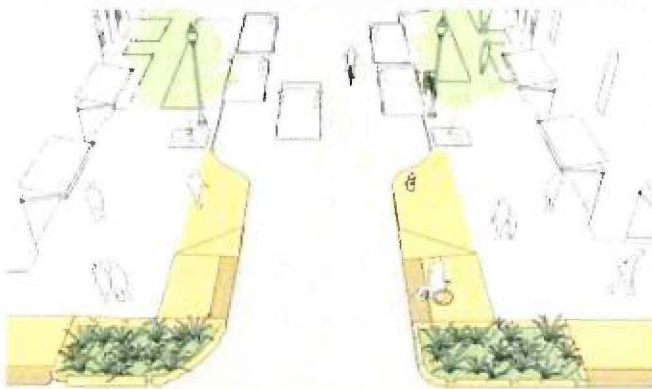
Neighborhood infrastructure projects



Financial investment in neighborhoods
and business districts

Lincoln District Revitalization

Community & Economic Development partnered with **Public Works** to revitalize Tacoma's international district. The **Lincoln District Streetscape** is the cornerstone of the Lincoln Revitalization Project. Key features of the streetscape include neighborhood entryway, roadway, sidewalk and pedestrian infrastructure improvements.



- Permits Issued for national coffee shop at 38th and G
- Community Garden established in partnership with Tacoma Public Utilities
- 2 Single Family Homes Purchased for rehabilitation and resold to low income first time home buyers
- Key blighted building demolished and site in productive use for construction staging – site to be redeveloped post infrastructure construction by City
- 40% complete by end of 2017

Neighborhood Business Districts

We partner with our **Neighborhood Business Districts** to install their own form of revitalization and improvements. This past year saw over \$250,000 invested in cleanliness and event promotion.

- 3 new location installations for over-the-street festival banners
- Replaced pedestrian can systems in **Hilltop**, **6th Ave** and **Stadium** business districts with modern recycling and solid waste "kiosks"



Lincoln Revitalization | Debbie Bingham | (253) 591-5117 | My Nguyen | (253) 591-5174
Neighborhood Business Districts | Shari Hart | (253) 591-5208

CULTURE AND EVENTS



As a part of our unit's mission to create opportunities for vibrant, happy and healthy neighborhoods and communities, we manage international cultural exchanges and locally grown special events. This quality-of-life focus makes Tacoma a desirable place to live, play and learn.

Sister Cities Program

The City of Tacoma has 14 **Sister Cities**, all of which have aspects similar or complementary to Tacoma's economic character. Tacoma's Sister Cities activities are as diverse as its membership. Some examples of activities include Student Exchanges, Sports Exchanges, Performing Arts Festivals, Arts Exchanges and the International Film Festival.

- Inbound visitors: **Gunsan, Kitakyushu, Fuzhou, Brovary, George** = total 29
- Outbound Visitors: George, Fuzhou, Brovary, Cienfuegos, **Boca Del Rio**,
- **El Jadida**, Kitakyushu, Biot =61
- Hosted Students from: Gunsan, Kitakyushu, Fuzhou , **Taichung** = 65
- Sent Students to: **Biot, Cienfuegos, Kitakyushu** = 19
- Held 21 events open to the public with over 2,000 attendees
- Raised nearly \$30,000 for various projects such as funding an ambulance donation to Brovary, an orphanage in Cienfuegos, and the annual Sister Cities International Film Festival SisterCityFilmFest.org
- Won 2017 Innovation and Youth and Education award from Sister Cities International



20th Anniversary of relationship with **George, South Africa**

Added a new Sister City **Brovary, Ukraine**



Special Events Office

CityofTacoma.org/SpecialEvents

The Special Events Office supports communities, event producers, and partner organizations to activate public spaces. We seek to increase attendance, attract out-of-town visitors, and deliver high quality-of-life experiences across the City. The office also produces the popular City hosted events, City of Destiny Awards and Dr. Martin Luther King, Jr. Birthday Celebration.

- 130 events permitted representing 264 event days citywide
- \$210,800 invested in community events that attract locals as well as out-of-town visitors
- \$118,800 invested in signature event – Festival of Sail
- 468,918 in estimated special event attendance



Sister Cities Program | Debbie Bingham | (253) 591-5117

Special Events Office | Kala Dralle | (253) 573-2523 | Ricky Clousing | (253) 591-5186



TO: Kim Bedier, Interim Director Community and Economic Development
FROM: Kala Dralle, Special Events and Film Permits Coordinator,
Community and Economic Development
COPY: Elly Walkowiak, Assistant Director Community and Economic Development
Carol Wolfe, Supervisor Community and Economic Development
SUBJECT: MLK Survey Feedback
DATE: February 13, 2018

SUMMARY

Each year the City's Events and Recognition Committee conducts a post program survey of attendees at the Dr. Martin Luther King, Jr. Birthday Celebration. The purpose of the effort is to determine satisfaction, areas that can use improvement and acquire thematic ideas from the audience for future programming. This memo contains a summary of 2018 feedback, and accompanies the full report.

Attendance Statistics

- Attendance was estimated by Convention Center staff at about 2,500 this year, up from an estimated 1,500 in the past three years. The rise in attendance is attributed to promotion, high interest in speakers, and the large number of performers who brought family members.
- We received surveys from 240 people, which is just shy of 10% participation, and that is a very good result. Typically we have about 100 surveys filled out.
- 55 zip codes were represented, including one from Raleigh, NC, one from the San Francisco area.
- Highest number of attendees came from 404, 405, 406, 407, 466 and 498.

How did you find out about the MLK event?

16.8% found out about the MLK event from the City's website, the highest number in this category, followed by Facebook/Twitter at 12.7%, Newspaper at 11.9% and Church at 11.5%. Other ways people heard about it include Email, Event Poster, Word of Mouth, at School, and Personal Invitation from the Mayor's Office. Fourteen of the answers in this category mentioned that they are regular attendees.

Would you attend the MLK event again?

The majority of those surveyed, a whopping 76.1% said that they would attend again. 21.9% said Maybe. Only one participant said No.

What was your favorite part of the program?

Not too surprisingly, Key Note Speaker Nate Bowling ranked the highest in this category taking 41.6% of the "votes". Others that were mentioned were Dr. Dexter Gordon, the Choirs, Band/Orchestra and the Dancers. Thirty three of those surveyed just enjoyed absolutely everything or "All"!



What should be added to the program?

Without a doubt the most mentioned missing element was the Community Gospel Choir, aka MLK Mass Chorus. Other suggestions for programming included even more school involvement, more singing and dancing and general entertainment, and some type of community representation, such as highlighting a community performing group. A handful requested a shorter program, and only one person asked for it to run an hour longer, maybe even the whole weekend. As has been mentioned in past years, more video or live performance about Dr. King is desired. And perhaps because the theme this year was Be the Change, quite a few suggested we have a final Call to Action, to hold us all accountable for the rest of the year. The majority who asked for this included suggestions to involve the audience during the program.

Suggested themes for future events

These suggestions ranged from focusing close to home to a Parade of Nations. Many suggested highlighting Tacoma's strong community of black families, and how resilient and hardworking they are. Others suggested MLK, Beyond Vietnam and The Radical Dimensions of Dr. King's Legacy. And with being change agents fresh on their minds, Continue the Change, A Year of Being Engaged, Change is a Work in Progress were offered as themes more often than any others.

Neighborhood Council Districts

February 1-28, 2018

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*)

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

- CED staff and Proctor District Manager presented on Annual Work Plans
- CDA is excited about Director representation at future meetings
- Discussed creating a "City Council NBD/Small Business Report Card" and posting it on their Experience Tacoma website

Central (*Rebecca Boydston, CMO*)

- CM Blocker discussed priorities and accomplishments

Eastside (*Rebecca Boydston, CMO*)

- Agenda: I-5 construction update, election of board officers
- Attendees discussed demographic makeup of the board, wanting Treasurer's report to include expenses and income

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

- Innovative grant proposals

North End (*Will Suarez, CMO*)

- The Neighborhood council is interested in welcoming new businesses that are starting up within the boundaries of the North End. They asked about receiving the list of the new business licenses, but they informed the list sometimes is not very helpful since the location of the new business might not be known and/or the owner of the business may list an address outside Tacoma.
- Neighbors gave suggestions for the five year review of the neighborhood council program. They included:
 - Review NC boundaries to make them align with other boundaries, police sector, council member districts, school district boundaries, business district boundaries etc.
 - Change deadlines related to grant programs.
 - Provide for videotaping of the meetings so they can be posted on the neighborhood council website.
- Ask the City Council to have their remote meetings at the neighborhood council sites

Northeast Tacoma (*Lynda Foster, CMO*)

- Tacoma Planning & Development Services presented on an auto storage & distribution facility being opened in the Port of Tacoma. Citizens raised concerns about noise and increased traffic.
- Greg Stidham spoke on behalf of Tacoma Public Schools about the Brownspoint School construction project and Meek Middle School track and field work. Questions focused on the removal of the tennis courts, improvements to the street scape, and the reuse of buildings from the old school.

South End (*Chris Bell, OMB*)

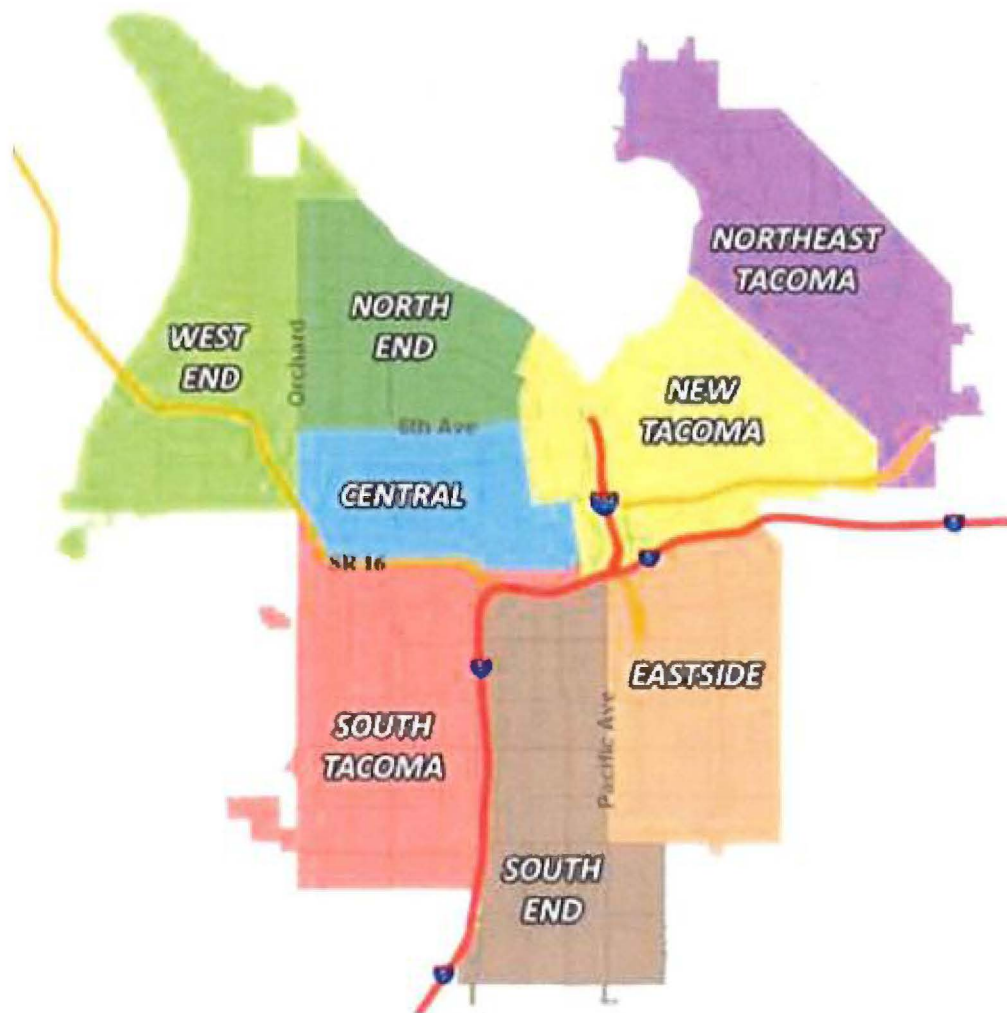
- City Liaison presented highlights from the Community Survey.
- The Board will conduct interviews for two open seats at the March meeting.
- Erika Tucci, Tacoma Public Utilities, asked residents what questions they would pose to the TPU director.
- Lieutenant Darlington, Tacoma Police Department, updated residents regarding treats at Truman Middle School and Lincoln High School.

South Tacoma (*Lynda Foster, CMO*)

- CM Blocker attended to inform the council that NW Integrative Health has applied to open a clinic on S 38th St and South Tacoma Way that would provide methadone treatment. CM Blocker informed the council that this is through the state and county, not the city, and that he would share information once a public hearing is scheduled.
- Council members raised concerns about the recent vote to change zoning for prisons and detention centers to allow them to be built in South Tacoma. A request was made to do more to inform citizens of proposed zoning changes that would impact their neighborhood.

West End (*Will Suarez, CMO*)

- Lauren Flemister, Senior Planner from Planning and Development Services, gave a presentation on Commercial View Height Measurement. Some neighbors were not pleased with the recommendations that the planning consultant gave to the Planning Commission regarding this subject.



**City of Tacoma 2018
City Council Forecast Schedule**

Date	Meeting	Subject	Department	Background
March 6, 2018	City Council Study Session (City Council Chambers)	Interim City Council District No. 2 Finalists' Presentations	Council	The City Council will be hearing presentations from the finalists for the Interim City Council District No. 2 Position.
		Executive Session - Evaluate Interim City Council Position No. 2 Finalists' Qualifications	Council	
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
March 13, 2018	CANCELLED			
March 20, 2018	Joint Study Session (TMBN 16, Noon)	Joint Utility Board Study Session	TPU	
	Council Study Session (TMBN 16, Noon)	Sound Transit 3 - Tacoma Dome Link Extension, Project and Partnership Agreement	PDS	
		Pierce Transit - Bus Rapid Transit Update	GRO/Pierce Transit	Pierce Transit will brief the City Council on the latest developments with the Bus Rapid Transit (BRT) before their next round of open houses.
	City Council Meeting (TMB Council Chambers, 5:00 PM)			Proposed Emergency Temporary Shelters Permanent Regulations Public Hearing
March 27, 2018	City Council Study Session (TMBN 16, Noon)	Streets Initiative - 2017 accomplishments and 2018 work plan	PW	Public Works staff will provide a 2017 Streets Initiative Progress Report with the work performed last year and a preview of the 2018 work plan.
		TacomaFIRST311 Customer Service Update	CMO	Update on the City's Customer Support Center, which provides a "one-stop shop" for services through their reception, 311 phone support, online resources, and mobile app connectivity.
		Emergency Temporary Shelters Permanent Regulations	PDS	Review the proposed code amendments recommended by the Planning Commission to supersede the interim regulations currently in effect; consider potential modifications to the proposal based on public comments received at the Council's public hearing the prior week; and prepare for the first reading of adopting ordinance the same night.
	City Council Meeting (TMB Council Chambers, 5:00 PM)			

**City of Tacoma 2018
City Council Forecast Schedule**

Date	Meeting	Subject	Department	Background
April 3, 2018	City Council Study Session (TMBN 16, Noon)	Legislative Session Updates	GRO	
		Six-Year Transportation Improvement Program	PW	Draft Annual Amendment of the Six-Year Transportation Improvement Program, which is required to be annually updated by state law (RCW 35.77.010)
		Single Family Residential Permit Fee, Permit Process Changes and Fund Restructuring	PDS	
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
April 10, 2018	City Council Study Session (TMBN 16, Noon)	Affordable Housing Update	CED	Community and Economic Development staff have been working with an internal task force and a consultant and will provide an update on an Affordable Housing Action Strategy.
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
April 17, 2018	City Council Study Session (TMBN 16, Noon)			
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
April 24, 2018	City Council Study Session (TMBN 16, Noon)	One Tacoma Comprehensive Plan Overview	PDS	One Tacoma is the City's Comprehensive Plan which guides our community's development over the long term and describes how our community's vision for the future is to be achieved (blueprint for future character of the City).
		Tacoma Mall Neighborhood Subarea Plan	PDS	Council will consider, gather public input and take action on the Tacoma Mall Neighborhood Subarea Plan, a package of zoning and standards changes, and conceptual streetscape designs. The Subarea Plan is intended to guide long-term growth and change in the Tacoma Mall Regional Growth Center and proposed expansion area.
	City Council Meeting (TMB Council Chambers, 5:00 PM)	Tacoma Mall Neighborhood Subarea Plan Public Hearing	PDS	

**City of Tacoma 2018
City Council Forecast Schedule**

Date	Meeting	Subject	Department	Background
May 1, 2018	City Council Study Session (TMBN 16, Noon)	Tacoma Mall Neighborhood Subarea Plan	PDS	Council will receive a summary of input provided during the City Council Public Hearing.
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
May 8, 2018	City Council Study Session (TMBN 16, Noon)			
	City Council Meeting (TMB Council Chambers, 5:00 PM)	Tacoma Mall Neighborhood Subarea Plan First Reading	PDS	
May 15, 2018	Study Session (TMBN 16, Noon)			
	City Council Meeting (TMB Council Chambers, 5:00 PM)	Tacoma Mall Neighborhood Subarea Plan Final Reading	PDS	
May 22, 2018	Study Session (TMBN 16, Noon)	Local Food Access and Equity Research and Projects	ESD/OEPS	Harvest Pierce County and the Puyallup Watershed Initiative's Just and Healthy Food Community presentation on local food access and equity research, projects, and the community they are growing
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
May 29, 2018	CANCELLED			
June 5, 2018	Study Session (TMBN 16, Noon)			
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
June 12, 2018	Study Session (TMBN 16, Noon)			
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
June 19, 2018	City Council Study Session (TMBN 16, Noon)	Department of Ecology's Tacoma Smelter Plume Update	WSDOE/PDS	WA Department of Ecology will be providing an update on the Tacoma Smelter Plume to include progress of soil samplings, yard cleanups and outreach efforts with TPC Health Dept.
	City Council Meeting (TMB Council Chambers, 5:00 PM)			

Community Vitality and Safety			
Committee Members: Blocker (Chair), Beale, Thoms, Ushka, Alternate-McCarthy 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
March 8, 2018	Commission on Immigrant and Refugee Affairs Interviews	Clerk's Office	The Committee will continue interviewing applicants on this date.
	2017 Year-End Report for Citizen Police Advisory Committee (informational briefing)	Ryan Webster, Chair, Citizen Police Advisory Committee, and Michelle Franklin-Wilson, Vice-Chair, Citizen Police Advisory Committee	Informational discussion regarding the 2017 year-end report for the Citizen Police Advisory Committee.
Future:			
March 22, 2018	Tacoma Community Redevelopment Authority Board, Commission on Immigrant and Refugee Affairs, and Human Rights Commission Interviews	Clerk's Office	TCRA has 3 vacancies, Human Rights Commission has 2 vacancies, and Commission on Immigrant and Refugee Affairs has 11 vacancies.
	PY 2018-19 CDBG, HOME and ESG Funding Recommendations for Annual Action Plan (request for resolution)	Daniel Murillo, Housing Division Manager, Community and Economic Development, and Erica Azcueta, Program Manager, Neighborhood & Community Services	Staff will present the Program Year 2018-19 Community Development Block Grant (CDBG) funding recommendations for housing assistance, economic development, community development and public service projects as well as Emergency Solutions Grant (ESG) funding recommendations for homeless services related projects. Staff will also present the new CDBG and HOME sub-recipient agreements between the City, TCRA, Lakewood and individual contractors.
April 12, 2018	Human Services Commission Annual Report (informational briefing)	Jovan Dumas, Chair, Human Services Commission	Informational discussion regarding the 2017 year-end report for the Human Services Commission.
	Domestic Violence Assessment (informational briefing)	Vicky McLaurin, Neighborhood and Community Services	

Economic Development Committee				
Committee Members: Thoms (Chair), McCarthy, Ushka, Woodards, Alternate-Beale 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	
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 		
March 13, 2018	CANCELLED			
Future:				
March 27, 2018	Small Works Roster	Dawn Leischner, Financial Manager, Finance Purchasing Section	Staff will summarize proposed revisions to the City of Tacoma Municipal Code 10.27 to update the Small Works Roster Program to be consistent with the estimated contract amount thresholds and bond waiver authority established by Washington State Law, and to provide program incentives for City of Tacoma Small Business enterprise members to participate in Small Works Roster projects.	
	LEAP proposed changes (request for action)	Clifford Armstrong, Contract & Program Auditor, CED LEAP	Staff will present a request for action on LEAP code changes to update code to be consistent with state and federal laws.	
April 10, 2018	Update on Workforce Development & Job Training in Tacoma	Keith Armstrong, Community & Economic Development Supervisor, CEDD - Housing Division		

Government Performance and Finance Committee				
Committee Members: Ibsen (Chair), Blocker, Hunter, Mello, Alternate-Thoms Executive Liaison: Andy Cherullo; Staff Support - Chris Bell		1st and 3rd Tuesday 10 a.m. Room 248		CBC Assignments: •Public Utility Board •Board of Ethics •Audit Advisory Board •Civil Service Board
March 6, 2018	Authority Related to Granting Severance Payments	Bill Fosbre, City Attorney, City Attorney's Office, Gary Buchanan Director, Human Resource Department	Review of severance payments	
	Modifications to funds and fees	Peter Huffman, Director, Planning and Development Services	Modifications to TMC Title 2.09 to restructure dedicated funds, increase fees for single-family developments, and create a separate permit fee schedule	
Future:				
March 20, 2018	Joint Audit Advisory Board Meetings			
	Tacoma 24/7 End of 2017 Report	Jared Eyer, Sr Management & Budget Analyst, Office of Management and Budget	Presentation regarding the 2017 year-end performance management and open data report.	
April 3, 2018				

Infrastructure, Planning and Sustainability Committee			
Committee Members: Mello (Chair), Beale, Ibsen, McCarthy, Alternate-Hunter 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
Future:			
March 14, 2018	CANCELLED		
March 28, 2018	Nature's Scorecard		at the request of Beale and Mello: Puget Soundkeeper Alliance and WA Environmental Council recently released Nature's Scorecard – a tool to determine how well Puget Sound cities and counties are protecting our waters and using green solutions when planning for growth. All large cities and counties were required to update their development codes and regulations in 2016 to make low-impact development the "preferred and commonly used approach" under their NPDES stormwater municipal permits. The presentation would recap what the scorecard is and then discuss how Tacoma was designated as a green star
	2018 Amended and 2019-2024 Transportation Improvement Program [request for recommendation]	Diane Sheesley, Engineer, PW	Follow up from 2/28 meeting with any revisions to the added and deleted list including a draft of the document.
	Commercial Carry Service Charge		