



WEEKLY REPORT TO THE CITY COUNCIL

April 5, 2018

Members of the City Council
City of Tacoma, Washington

Dear Mayor and Council Members:

ACTION REQUESTED

1. Please note there are **Committee of the Whole meetings scheduled for every Tuesday in April at 3:00 p.m.**, in the Tacoma Municipal Building North, Room 16. The purpose of the meetings will be to discuss the top City Council Strategic Priorities and components that were identified at the February 23rd Strategic Planning Work Session. The topics scheduled are as follows:
 - **City Council Strategic Priority – Homelessness discussion continued (April 10th)**
 - City Council Strategic Priority - Economic Development (April 17th)
 - City Council Strategic Priority - Public Safety (April 24th)
2. 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>.

ITEMS OF INTEREST

3. Planning and Development Services Director Peter Huffman reports that the Historic Preservation Program and the University of Washington are partnering on a project to review the **potential for historic preservation and National Register Historic District establishment in portions of the McKinley Hill and South Tacoma neighborhoods**, through the Livable City Year initiative. Currently, most of the City’s landmarks and historic districts are located on the north end of the Tacoma, which has traditionally had a high awareness of planning and historic preservation processes. For this project, graduate and undergraduate students are spending Spring Quarter researching the histories of neighborhoods in South and East Tacoma in order to make recommendations about the potential for National Register Historic District nominations, individual landmark nominations, or historic context statements in these areas. Outreach activities and community workshops are under development and will be announced later this month. If you have any questions, please contact Historic Preservation Office, Reuben McKnight at 253-591-5220, or Reuben.McKnight@cityoftacoma.org.

4. City and Tacoma Community Redevelopment Authority (TCRA) staff have agreed to present a **proposed sale (transfer) of City-owned property to the City Council and TCRA Board** during the month of April. The property is approximately three acres located on **Pacific Avenue, south of South 34th Street.**

The transfer of this property to TCRA will allow TCRA to utilize Community Development Block Grant funds under their statutory spend down requirements. The transfer will also enable TCRA to market the property for potential affordable housing and/or community enhancement uses. The marketing plan will include significant community outreach. The City will include a First Right of Refusal in the transfer.

A detailed Council Action Memorandum and Council presentation will be provided by April 24th. Staff is available to attend Study Session to discuss in more detail prior to this date, if requested.

5. 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.

STUDY SESSION/WORK SESSION

6. The **City Council Study Session** of Tuesday, April 10, 2018, will be held in Room 16 of the Tacoma Municipal Building North, at Noon. Discussion items will include: (1) **Affordable Housing Update**; (2) **2018-19 CDBG, HOME and ESG Funding Recommendations for Annual Action Plan**; (3) **Other Items of Interest**; (4) **Committee Reports**; (5) **Agenda Review and City Manager's Weekly Report**, and, (6) **Executive Session – Pending Litigation.**

Community and Economic Development staff have been working with an affordable housing internal task force and a consultant. At Tuesday's Study Session, they will provide an **update on an Affordable Housing Action Strategy.**

Second on Tuesday's Study Session agenda, Community and Economic Development and Neighborhood and 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. Additional information is in the attached memorandum.

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

GRANT AWARDS

8. **Tacoma Professional Firefighters Local 31's Charity Fund has been awarded \$10,000 from the Hartford Insurance Company.** Local 31 will donate the funds to the City to be used for fire safety and public educational materials. No City match is required for Local 31's donation.

MARK YOUR CALENDARS

9. You have been invited to the following events:
 - **85th Annual Daffodil Parade "Traditions in Bloom" on Saturday, April 7th, 10:15 a.m.,** on Pacific Avenue, between South 12th and 21st Streets.
 - **Mayor Woodards' State of the City Address on Wednesday, April 11th at 6:00 p.m.,** at Lincoln High School Auditorium, located at 701 South 37th Street.
 - **Tacoma Community House 108th Annual Luncheon on Friday, April 13th, Noon,** at the Greater Tacoma Convention Center, located at 1500 Commerce Street.
 - **57th Annual Junior Daffodil Parade on Saturday, April 14th, 10:00 a.m.,** on Proctor between North 28th and 26th Streets, then heading east on North 26th Street from Proctor to Washington Streets.
 - **11th Annual South Sound Sustainability Expo on Saturday, April 14th, 10:00 a.m. to 3:00 p.m.,** at the Tacoma Convention Center (1500 Commerce Street) and Tollefson Plaza (1548 Pacific Avenue).
 - **Tacoma-Pierce County Chamber Annual Luncheon *Pierce County Outlook* on Wednesday, April 18th, 11:30 a.m. to 1:00 p.m.,** at Pacific Lutheran University, Chris Knutzen Hall, located at 12180 Park Avenue South.
 - **Cheers to a Healthy Bay Benefit Dinner & Auction on Saturday, April 21st, 5:30 to 10:30 p.m.,** at the Foss Waterway Seaport, located at 705 Dock Street.

- **Forterra's Annual Breakfast *Land for Good* on Thursday, April 26th, 7:30 – 9:00 a.m.**, at the Washington State Convention Center, 6th Floor Ballroom, located at 705 Pike Street, Seattle.
- **Graduate Tacoma Community Impact Report Forum on Friday, April 27th, 8:00 a.m.**, at the STAR Center, located at 3873 South 66th Street.
- **Pierce County Law Enforcement Memorial Ceremony on Wednesday, May 2nd, 6:00 p.m.**, at the McGavick Student & Conference Center at Clover Park Technical College, located at 4500 Steilacoom Blvd. SW, #23, Lakewood.
- **Travel Tacoma & Pierce County 2018 Annual Meeting on Thursday, May 10th, 2:00-5:00 p.m.**, at Pioneer Park Pavilion, located at 330 South Meridian, Puyallup.

Sincerely,



Elizabeth A. Pauli
City Manager

EAP:crh
Attachments

Neighborhood Council Districts

March 1-31, 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*)

- New executive officers elected
- 2018 Comprehensive Plan process
- Concern about car wash from West End
- Request for FAQ on zoning and other land use terms when providing updates
- Update on 2018 Program Review
- NUSA and T-Town

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

- CM Hunter asked what they needed from the City that they are not already getting:
 - Better communication from PW/TPU/all to NBDA/business owners ahead of time, with consideration of impacts to traffic and on businesses (examples were given)
 - Request opportunity for feedback *before* the plans are finalized, not a "checking of the community box"

- Discussion about the high-cost of barricades for NBDA small events; what if the CDA/NBDAs and/or City purchase them:
 - CM Hunter suggested working with Summer253 interns to build the barricades
 - Johnny O indicated he would explore the possibility of City storing/delivering barricades and get back to them

Central (*Rebecca Boydston, CMO*)

- Agenda: innovative grant proposal presentations
- Homeless camping under Highway 16 overpass near Orchard St

Eastside (*Rebecca Boydston, CMO*)

- Agenda: Eastside Community Center update
- Discussion on pedestrian improvements around new community center
- Post encampment garbage removal timeline

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

- Think that Sound Transit is not contributing enough to repair sidewalks and roads torn up for the light rail extension and why sidewalk design isn't covered by Sound Transit.
- Sentiment that timeline between abatement and cleanup of encampments is excessive
- Pacific Avenue corridor should have trash cans with recycling and not just trash.
- Concerns about low visibility of Citizen's Forum focus groups

North End (*Will Suarez, CMO*)

- Had a forum with CM Mello and McCarthy where community members suggested the following:
- Would like a Design Review process to be applied to more building projects. The North End would like to be able to give more community feedback on building projects.
- Libraries seem to be understaffed.
- Would like to see more parks as part of the City's plan to increase density.
- Zoning design guidelines can be problematic for developers and can produce buildings that are ugly. Would like to see a revision of the zoning design guidelines.
- The affordable housing produced through the use of the multifamily property tax exemption program is not so affordable for most Tacoma residents.
- Would like the TPU board to support a heritage grant through the state for the Cushman substation.

Northeast Tacoma (*Lynda Foster, CMO*)

- Presentation from Reid Bennion from Public Works on the Tacoma Streets Initiative and what work is being done in NE Tacoma. Questions were asked about:
 - whether or not safety was taken into consideration when making street improvements
 - current and pursued grants in the area, especially any related to safety
 - if it's possible to restrict truck traffic to the port traveling through NE Tacoma
- Presentation from Elliott Barnett from planning and development services on the open space corridor project. Questions were asked about:
 - How impacted residents were notified of proposed changes
 - How the city would enforce the changes

South End (*Chris Bell, OMB*)

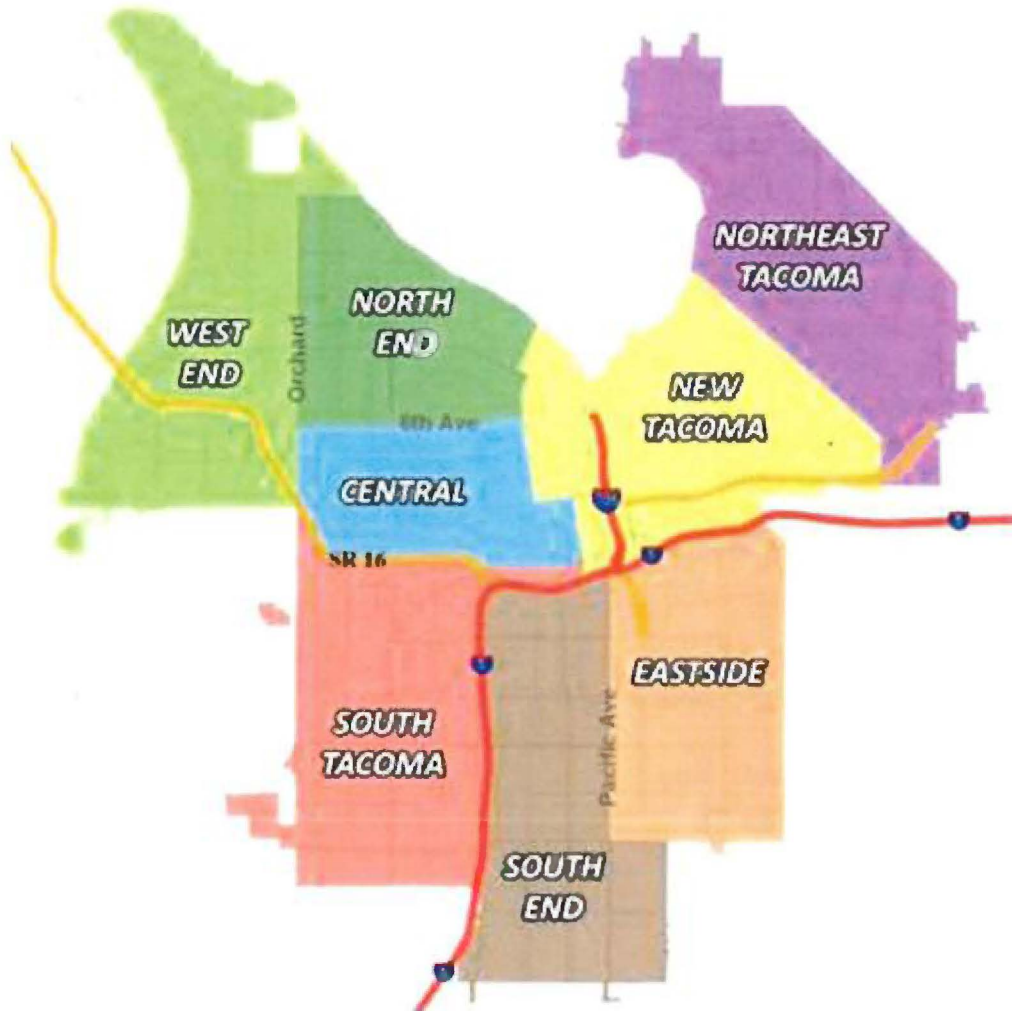
- The board funded two proposals with Innovative Grant funding.
- Resignation of two board members and added one new board member: Penny Grellier from Pierce Transit.
- Community concerns regarding the opening of Morgan Motel.
- South End Neighborhood Council Moment recording on April 13, 2018
- CM Ushka informed residents that investment and improvements are on the horizon for communities South of I-5.

South Tacoma (*Lynda Foster, CMO*)

- Presentation from La'Toya Mason on Tacoma First 311 – the audience primarily had positive feedback on the service.
- Board members requested more information on the community survey, and were sent the PowerPoint after the meeting.
- Presentation from Dr. Asif R. Khan, CEO Northwest Integrated Health regarding a proposed Opioid Treatment Program clinic in South Tacoma. Sen. Steve Conway and County Council Member Connie Ladenburg were both in attendance and assisted in answering questions from the public.

West End (*Will Suarez, CMO*)

- Presentation from Metro Park about projects and bond update.
- Planning to use leftover funds from innovative grants for emergency preparedness supplies that would be stored in Fire Station #16.





TO: Elizabeth Pauli, City Manager

FROM: Kim Bedier, Acting Director, Community and Economic Development Department
Linda Stewart, Director, Neighborhood and Community Services Department *KWB*

SUBJECT: PY 2018-19 CDBG, HOME and ESG Funding Recommendations for Annual Action Plan

DATE: April 10, 2018

SUMMARY:

The purpose of this memo is to provide the Council an opportunity to review and comment on Program Year (PY) 2018-19 Community Development Block Grant (CDBG) funding recommendations for housing assistance, economic development, community development and public service projects. In addition, the Committee will review Emergency Solutions Grant (ESG) funding recommendations for homeless services related projects. This memo also serves to inform the Committee about the new CDBG and HOME Investment Partnerships Program (HOME) sub-recipient agreements between the City, Tacoma Community Redevelopment Authority (TCRA), Lakewood and individual contractors.

Staff will present the CDBG, HOME and ESG recommendations to the City Council on May 1, 2018 for incorporation in the PY 2018-19 Annual Action Plan (Plan). The Plan will outline Tacoma's use of these funds in the coming program year.

The Department of Housing and Urban Development (HUD) has not yet notified staff of Tacoma's PY 2018-19 funding award. As such, the following recommendations to the Committee assume the same level of funding provided in PY 2017-18. Specifically, staff expects to receive \$2,242,344 in CDBG; \$202,381 in ESG; and \$964,831 in HOME funds. Over the course of the previous nine funding cycles, the City of Tacoma has experienced an overall trend of decreased or level funding across the CDBG, HOME and ESG programs. *Please see Exhibit A1: City of Tacoma HUD Community Planning and Development Allocations and Exhibit A2: Funding Trend for CDBG, HOME and ESG 2010-2018.*

BACKGROUND:

PY 2018-19 FUNDING AVAILABILITY

Of the estimated new grant allocation of \$2,242,344, 20% (\$448,468) is set aside for administrative purposes correlating with the management of the City's CDBG program. 15% (\$336,352) is allocated for human services related public services. Up to 50% (\$1,121,172) is proposed for housing assistance projects. Staff proposes setting aside \$100,000 for neighborhood projects and public improvements to include infrastructure improvements in low income neighborhoods that are tied to Community and Economic Development Department (CEDD) catalytic projects. Staff proposes the remaining balance of funds (\$236,352) be allocated to fund economic development activities. These allocations are consistent with City Council's Two-Year Funding Priorities that were approved in November 2017. *Please see Exhibit B: City of Tacoma Community Planning and Development Allocation Summary*, for a visual representation of this data.



Activity	Amount
Administration	\$448,468
Public Services	\$336,352
Housing Assistance Projects	\$1,121,172
Neighborhood Projects / Public Improvements	\$100,000
Economic Development Activities	\$236,352
<i>TOTAL</i>	<i>\$2,242,344</i>

CDBG Notice of Fund Availability (NOFA)

A Notice of Funding Availability for PY 2018-19 Community Development Block Grant services funding was released on December 28, 2017. The notice and instructions for accessing the application were posted in The Tacoma News Tribune, advertised in a City of Tacoma news release, posted on the City's website and e-mailed to all projects funded in the current program year and those listed on an interested parties list.

The application process closed on Jan. 22, 2018. In total, six (6) applications were received. Four (4) applicants proposed housing assistance activities, one (1) applicant proposed economic development assistance, and one (1) applicant proposed improvements to a public facility. Staff screened each application for CDBG funding eligibility and all applications were determined to be eligible for such funds.

Three staff reviewers independently rated all six (6) applications. Recommendations are based on each project's alignment with City Council funding priorities and other funding considerations such as cost effectiveness, program need, and the program's ability to leverage CDBG funds, past performance, collaboration efforts, staff capacity, fiscal responsibility and completeness of the application.

The Tacoma Community Redevelopment Authority (TCRA) is a 10-member board of citizens appointed by the Council that has the responsibility for reviewing and recommending programs that meet the CDBG and HOME Investment Partnership priorities related to housing, community and economic development initiatives. Individual service provider recommendations are based on the examination of each application received, review of past performance, availability of funding and applicable interviews conducted.

The HOME allocation is administered within a HUD approved consortium whose members include the cities of Tacoma and Lakewood. Oversight of all HOME activities is conducted by the TCRA. The HOME Funds are used primarily for permanent affordable housing and support the TCRA down payment assistance program as well as affordable multi-family and senior housing developments. These projects are coordinated through a network of non-profit and for-profit developers and local service providers. The total estimated HOME allocation for PY 2018-19 is \$964,831 and will be allocated to projects and programs as they are presented to the TCRA, to include allocating a portion of these funds through an affordable housing Notice of Funding Availability (NOFA) that is currently anticipated to occur in summer 2018, dependent upon if and when the Washington State Housing Finance Commission releases a second 2018 application for Low Income Housing Tax Credits.

CEDD CDBG Funding Recommendations

Based on the anticipated funding levels, staff recommends a \$100,000 set aside for public improvements in the form of ADA ramps, sidewalk and/or other capital uses associated with high priority housing and economic development projects.

Following an analysis of the most recent CDBG NOFA, housing division staff has determined \$868,350 is available for award through the NOFA process. Of this amount, \$438,350 is requested for housing assistance projects, \$180,000 is requested for economic development projects, and \$250,000 is requested to fund public facilities supporting housing (YWCA Affordable Family Housing Project) projects. Activities under this NOFA would occur as of July 1, 2018. *Please see Exhibit C: Housing, Economic Development, and Public Facilities Funds Requested and Program Description* on applicant projects.

Finally, \$432,822 will be allocated to the TCRA Affordable Housing Fund and \$56,352 will be allocated to the Economic Development Fund in support of other development projects. This amounts to a total of \$1,457,524.

The following table includes a funding breakdown:

<u>Agency</u>	<u>Activity</u>	<u>Amount</u>
CEDD/ City of Tacoma	Public Improvements	\$100,000
<i>Subtotal</i>		<i>\$100,000</i>
Various	Housing Assistance	\$438,350
YWCA	Public Facilities Supporting Housing	\$250,000
TCRA	Affordable Housing Fund	\$432,822
<i>Subtotal</i>		<i>\$1,121,172</i>
TPCC Spaceworks	Economic Development	\$180,000
TCRA	Economic Development Fund	\$56,352
<i>Subtotal</i>		<i>\$236,352</i>
<i>TOTAL</i>		<i>\$1,457,524</i>

Please see Exhibit D: Sources and Uses for more detail on CEDD funding recommendations.

Public Service CDBG and ESG Funding Allocation Recommendations

The Human Services Commission ("HSC") has the responsibility for recommending to City Council programs that meet the CDBG priorities for public services (i.e. human services). Every two years, the HSC reads and rates applications and recommends programs for CDBG funding. CDBG funds may be allocated to programs that meet one of the Council-adopted strategic priorities of Housing Stabilization Services, Economic Stabilization Services, and Youth Emergency Stabilization services. Programs that are awarded funding enter into annual contracts, with the second year of funding contingent upon funding availability as well as the program's performance and continued ability to meet a strategic priority.

The responsibility for reviewing ESG proposals and making recommended allocations for funding lies with a special ESG Review Panel. This is due to regulations issued by HUD that require the City to make ESG funding decisions in consultation with the Pierce County Continuum of Care—the local planning body for homeless services. ESG funds can be used for the following program components: Street



Outreach, Emergency Shelter, Homelessness Prevention, and Rapid Re-housing. There is a cap on Street Outreach and Emergency Shelter as no more than 60% of the total annual HUD allocation may be used for these two categories.

Applications for 2018-19 funding were made available online on December 11, 2017 and submitted to the City by January 12, 2018. The HSC and ESG Review Panel heard oral presentations from applicants on February 7, 2018 and met on February 21, 2018 to finalize their ratings and make funding allocation recommendations.

The total amount being recommended for CDBG public services is \$336,352 to be distributed across nine (9) programs. The total amount being recommended for homeless services through ESG funding is \$202,381, distributed across nine (9) programs. Details concerning specific service providers and allocation amounts by program activity are provided in the attachments. *Please see Exhibit E: PY 2018-19 Public Services Community Development Block Grant Recommendations and Exhibit F: PY 2018-19 Public Services Emergency Solutions Grant Funding Recommendations* for more details on Public Services recommendations, respectively. The funding would breakdown as follows:

Funding Source	Amount
CDBG	\$336,352
ESG	\$202,381
TOTAL	\$538,733

New CDBG and HOME sub-recipient agreements between the City, TCRA, Lakewood and individual contractors

City staff will seek authority from the City Council to enter into three (3) sub-recipient agreements with the TCRA and one (1) sub-recipient agreement with an individual contractor. These four (4) contracts will include the new Community Development Block Grant and new HOME grant funds in support of TCRA's various affordable housing programs.

ISSUE:

At issue is the Committee's review and comment on the PY 2018-19 HUD granted allocations of CDBG, HOME and ESG funds. Each year at this time, the City is tasked with determining its funding and service delivery activities for these programs as prescribed by HUD.

ALTERNATIVES:

The alternatives presented in this report are based on review and analysis of each application for funding and staff's best judgment of program activities that will lead to the preferred outcome as established in the PY 2018-19 Annual Action Plan to be submitted to HUD for review and approval on or before May 15, 2018. Other options could include, but are not limited to, changing the funding mix between activities or even between individual service providers. Further alternatives might include revamping the way these services are procured and the types of activities the City wishes to pursue. Changes of this nature would require intensive staff review which would likely jeopardize the HUD imposed May 15, 2018 Annual Action Plan and Consolidated Plan deadline submittals. It is suggested that any alternatives such as these be pursued after the May 15th date and rolled into a current year plan amendment or addressed in future years' program activities.



RECOMMENDATION:

Implementing the recommendations identified in this report will direct staff to complete the Annual Action Plan process with HUD, allowing the City to draw down funds to be used to address its housing, community and economic development, homeless assistance and social service programs. A total of \$3,409,556 will be made available to the City as a result of these actions.

CITY OF TACOMA
HUD COMMUNITY PLANNING AND DEVELOPMENT ALLOCATIONS
PY 2018-2019

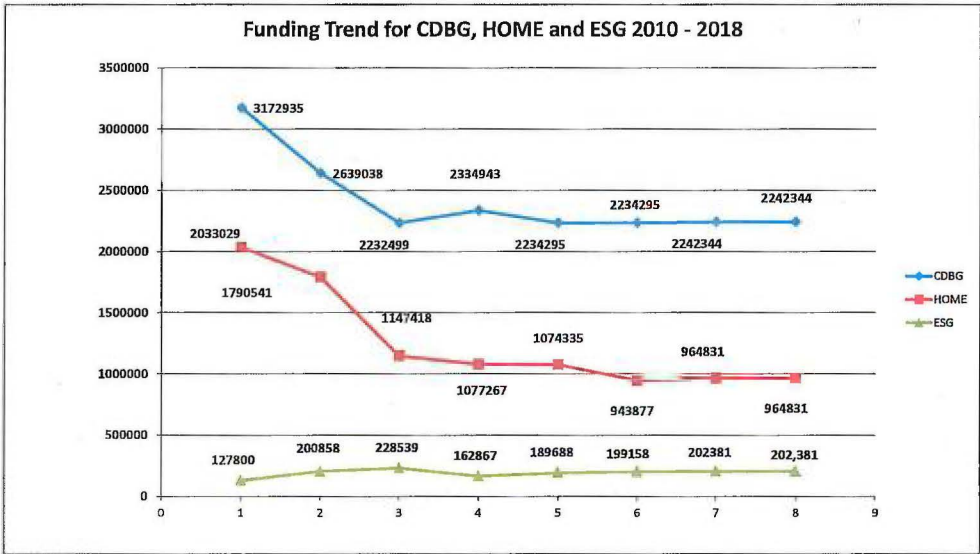
EIGHT YEAR FUNDING CYCLE SUMMARY

	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>Yr.-2-Yr.</u> <u>% Chg.</u>	<u>8 Yr.</u> <u>% Chg.</u>
CDBG	\$ 3,172,935	\$ 2,639,038	\$ 2,232,499	\$ 2,334,943	\$ 2,234,295	\$ 2,234,649	\$ 2,247,997	\$ 2,242,344	\$ 2,242,344	0.0%	-29.3%
HOME	2,033,029	1,790,541	1,147,418	1,077,267	1,074,335	943,877	998,098	964,831	964,831	0.0%	-52.5%
ESG	<u>127,800</u>	<u>200,858</u>	<u>228,539</u>	<u>162,867</u>	<u>189,688</u>	<u>199,158</u>	<u>201,163</u>	<u>202,381</u>	<u>202,381</u>	0.0%	58.4%
Total	\$ 5,333,764	\$ 4,630,437	\$ 3,608,456	\$ 3,575,077	\$ 3,498,318	\$ 3,377,684	\$ 3,447,258	\$ 3,409,556	\$ 3,409,556	0.0%	-36.1%

CDBG = Community Development Block Grant Funds

HOME = Home Investment Partnership Funds

ESG = Emergency Solutions Grant Funds



**CITY OF TACOMA
COMMUNITY PLANNING AND DEVELOPMENT ALLOCATION SUMMARY
PY 2018-19**

CDBG FUNDS PY2018-19	
Total Available 2018-19	\$ 2,242,344
Uses:	
Administration (20% cap)	448,469
Human Services (15% cap)	336,352
Housing Programs (up to 50% per 2-Yr Funding Priority)	1,121,172
Neighborhood Projects/Community Development	100,000
Economic Development (balance of funds)	236,352
Total Uses 2018-19	\$ 2,242,344

HOME FUNDS PY2017-18	
Total Available 2018-19	\$ 964,831 *
Uses:	
Administration (10% cap)	96,483
Housing Programs (90% - remaining)	868,348
Total Uses 2018-19	\$ 964,831

* HOME allocation includes Lakewood funds through T/L Consortium

ESG FUNDS PY2018-19	
Total Available 2018-19	\$202,381
Uses:	
Administration (7.5% cap)	\$15,179
HMIS Operations (2.5%)	\$5,060
External Contracts	\$182,143
Total Uses 2018-19	\$202,381

Notes:

1. In the absence of HUD guidance we will budget to PY17-18 numbers. Any changes up or down will be expressed in the AHF for HOME and EDF (1st) and AHF (2nd) for CDBG. This is for new \$ allocation only.

2018-2019 CDBG Application Funding Request Summary

Agency	Project	Funding Request	Alt. Funding Request	2018-19 Funding Recommendations	Project Description	Applicant's Proposed Use of Funds	Applicant's Proposed Outputs
HOUSING REHAB							
Rebuilding Together South Sound	Tacoma Home Repair	\$248,000.00	\$230,000.00	\$248,000.00	Health and safety related home repairs and rehabs such as roof leaks, gutter repairs, plumbing and electrical fixes, fence repairs etc. Majority of the repairs will be completed by an on staff Construction Manager dedicated to this program. The program's services are similar to what is already offered through its Year-Round and Rebuilding Day program; however programs are operated differently.	100% salaries of essential staff required for the operation of the program-- Construction Manager, Program Manager. Also will pay for materials, subcontractors, licensing, permits, prevailing wages, etc. Due to the nature of the services provided by the program and costs paid by CDBG funds, this program budget is subject to sales tax.	65 homes served with full request; 50 homes served with alternative request
Rebuilding Together South Sound	Rebuilding Day 2017 and Year-Round Projects	\$81,500.00	\$62,000.00	\$73,350.00	Health and safety related home repairs and rehabs for low income disabled, families with children and elderly households. Repairs include grab bars, floor repairs, roof repairs, electrical, plumbing, etc. Provide emergency services and Rebuilding Day services. Year-round services are provided by licensed contractors who are volunteers and who provide the services as their time allows. Rebuilding Day is done the 3rd weekend of April each year and is done by volunteers, both those who are contractors and those who are not.	35% of salaries to reflect that 35% of the program's work is done in Tacoma. CDBG will be used for salaries only.	20 homes with full request; 15 homes with alternative request.

Agency	Project	Funding Request	Alt. Funding Request	2018-19 Funding Recommendations	Project Description	Applicant's Proposed Use of Funds	Applicant's Proposed Outputs
Metropolitan Development Council	Weatherization	\$42,000.00	\$0.00	\$42,000.00	The program provides home weatherization services and small maintenance activities in preparation for weatherization services to high energy use homeowners who earn 60% or less of AMI. The priority population served includes seniors, persons with disabilities, families with children, and Native Americans. The average cost to weatherize a home is approximately \$8,000 per home. Since in 2016-17 the program no longer offers emergency or moderate home repair services, the program collaborates with Rebuilding Together South Sound to support clients in need of services other than weatherization.	CoT funds will be used for the salaries of staff in the weatherization program.	18 homeowners with full requested funds; 18 with alternate request
Associated Ministries	Paint Tacoma-Pierce Beautiful	\$75,000.00	\$66,000.00	\$75,000.00	The program paints the homes of individuals who are 80% or less of AMI, own and reside in the home and whose home does not need major repairs prior to painting or pose a danger to volunteer painters. The majority of homeowners earn 50% or less of AMI. The value of the service is an estimated \$2,200 per home. Program serves of all Tacoma and Pierce County with a majority of work within City boundaries. Volunteer paint crews perform the painting. Supplies and paint are obtained at discounted prices using non CDBG funds.	Four main staff members work on the program— none full-time. Additionally, officers for programs, finance, and development provide 5% FTE supervision, billing, and contract management support. CDBG funds would be used to cover 77% of personnel costs for the five staff members. Funds will also be used for travel conducted to assess homes for painting, advertising, outreach, postage, space, telecommunications and indirect costs.	27 homes painted with full funds; 23 homes with alternate request

Agency	Project	Funding Request	Alt. Funding Request	2018-19 Funding Recommendations	Project Description	Applicant's Proposed Use of Funds	Applicant's Proposed Outputs
	Housing Assistance Subtotal	\$446,500.00	\$358,000.00	\$438,350.00			

Agency	Project	Funding Request	Alt. Funding Request	2018-19 Funding Recommendations	Project Description	Applicant's Proposed Use of Funds	Applicant's Proposed Outputs
MICROENTERPRISE CREATION							
Tacoma Pierce County Chamber of Commerce	Spaceworks Tacoma- Creative Enterprise	\$180,000.00	\$140,000.00	\$180,000.00	Program is a decentralized incubator. It operates two creative entrepreneurial cohorts per year. Entrepreneurs are provided technical assistance. Spaceworks then assists them in securing a space at a discounted rate for 6 months. The space is provided by property owners whose space is underutilized. Program is in its 7th year and 75% of participants signed long-term leases after their 6 month introductory period. The program has expanded its services to alumni participants through their newer Tier III program to provide continued assistance as they grow their businesses and job base. The total value of client services from Tiers I-III is \$11,500. Program is actively working with CEDD and property owners in revitalization areas to place program participants in area storefronts.	Salaries, supplies, printing/advertising, consultant/case manager (contractor), insurance	6 microenterprises and 6 FTEs with full request and 4 microenterprises and 4 FTEs with alternative request.
	Economic Development Subtotal	\$180,000.00	\$140,000.00	\$180,000.00			

Agency	Project	Funding Request	Alt. Funding Request	2018-19 Funding Recommendations	Project Description	Applicant's Proposed Use of Funds	Applicant's Proposed Outputs
PUBLIC FACILITIES							
YWCA	DV Shelter - Elevator	\$250,000.00	\$200,000.00	\$250,000.00	The project is a new 4,000 square foot construction development that will include 53 affordable housing units serving households that are low-income (50% of AMI or less) or experiencing homelessness. 75% of the units will serve homeless households. The development will also include space for program staff to provide social services onsite as well as office space (e.g. lobby, counseling offices, therapy room, meeting rooms, restrooms, and staff break room). The	YWCA is requesting City CDBG funding to cover project soft costs including architectural fees, and project management fees for the non-residential component of the development. CDBG funds will not be used for ongoing program operations.	N/A
	Public Facilities Subtotal	\$250,000.00	\$200,000.00	\$250,000.00			

**SOURCES AND USES OF CDBG ALLOCATION
HOUSING, ECONOMIC DEVELOPMENT AND COMMUNITY DEVELOPMENT
PY 2018-19**

HOUSING

SOURCES OF CDBG FUNDS FOR HOUSING OPPORTUNITIES

Available CDBG 2018-19	\$ 1,121,172
Reprogrammed	
	\$ 1,121,172

USES OF CDBG FUNDS FOR HOUSING OPPORTUNITIES

Contracted Housing Activity Requests	
(1) RTSS (Tacoma Home Repair)	\$ 248,000
(2) RTSS (Rebuilding Day and Year Round)	\$ 73,350
(3) MDC - Weatherization	\$ 42,000
(4) Paint Tacoma-Pierce Beautiful	\$ 75,000
CED/TCRA Housing Fund Activities	
TCRA Contracted Housing Pgms (items 1-4)	\$ 438,350
(5) SFR Rehab Loan Program	\$ -
Small Site Development Program	\$ -
Down Payment Assistance Program	\$ -
(6) Public Facilities Supporting Housing	\$ 250,000
(7) Affordable Housing Trust Fund (AHF)	\$ 432,822
Total Uses of CDBG 2018-19	\$ 1,121,172

ECONOMIC DEVELOPMENT

SOURCES OF CDBG FUNDS FOR ECONOMIC DEV. OPPORTUNITIES

Available CDBG 2018-19	\$ 236,352
Reprogrammed	\$ -

USES OF CDBG FUNDS FOR ECONOMIC DEV. OPPORTUNITIES

Econ. Dev. Activity Requests	
(8) Spaceworks Tacoma	\$ 180,000
(9) Economic Development Fund	\$ 56,352
Total Uses of CDBG 2018-19	\$ 236,352

NEIGHBORHOOD PROJECTS/COMMUNITY DEVELOPMENT

SOURCES OF CDBG FUNDS FOR CD ACTIVITIES

Available CDBG 2018-19	\$ 100,000
Reprogrammed	\$ -

USES OF CDBG FUNDS FOR PUBLIC FACILITIES OPPORTUNITIES

Community Development /Neighborhood Revitalization	
(10) ADA/other public improvements	\$ 100,000
Total Uses of CDBG 2018-19	\$ 100,000

City of Tacoma
Recommended CDBG Allocations
PY 2018-19

<u>Agency</u>	<u>Program</u>	<u>Allocation Amount</u>
Korean Women's Association	Economic Stabilization	\$ 32,900.00
Living Access Support Alliance (LASA)	Prevention Services	\$ 55,000.00
New Phoebe House Association	Phoebe Family Recovery, Reunification & Resiliency	\$ 20,000.00
South Sound Outreach Services	Credit Up Financial Empowerment	\$ 73,452.00
The Rescue Mission	Emergency Services	\$ 71,000.00
St Leo's Food Connection	St Leo Food Bank	\$ 20,000.00
VADIS	Fostering Living and Supportive Housing (FLASH)	\$ 20,000.00
YWCA Pierce County	Domestic Violence Shelter	\$ 20,000.00
YWCA Pierce County	Legal Services	\$ 24,000.00
	TOTAL	\$ 336,352.00

City of Tacoma
Recommended ESG Allocations
PY 2018-19

Emergency Shelter

<u>Agency</u>	<u>Program</u>	<u>Allocation Amount</u>
Catholic Community Services	Homeless Adult Services	\$ 20,000.00
Catholic Community Services	Family Housing Network	\$ 20,000.00
Korean Women's Association of WA	We Are Family Home (WAF)	\$ 20,000.00
The Rescue Mission	Emergency Services (Men's Shelter)	\$ 20,000.00
The Rescue Mission	Family Shelter	\$ 20,000.00
YWCA Pierce County	Domestic Violence Shelter	\$ 20,000.00
	TOTAL	\$ 120,000.00

Rapid Re-Housing

<u>Agency</u>	<u>Program</u>	<u>Allocation Amount</u>
Associated Ministries of Tacoma-Pierce County	Family Permanent Housing	\$ 20,000.00
Exodus Housing	Rapid Re-housing Domestic Violence	\$ 22,142.00
NW Furniture Bank	NW Furniture Bank	\$ 20,000.00
	TOTAL	\$ 62,142.00

Administration (7.5%)	\$	15,179.00
HMIS (2.5%)	\$	5,060.00
GRAND TOTAL	\$	202,381.00

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

Date	Meeting	Subject	Department	Background
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.
		2018-19 CDBG, HOME and ESG Funding Recommendations for Annual Action Plan	CED	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.
		Executive Session - Pending Litigation	CAO	
	Special Committee of the Whole (TMBN 16, 3:00)	Council Strategic Priority - Homelessness Discussion		At the April 3rd Committee of the Whole the Council discussed homelessness which was one of their top four strategic priorities. At this meeting, the discussion on homelessness will continued
	City Council Meeting (TMB Council Chambers, 5:00 PM)			

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

Date	Meeting	Subject	Department	Background
April 17, 2018	City Council Study Session (TMBN 16, Noon)	Pierce Transit Bus Rapid Transit Project	Pierce Transit	Pierce Transit staff will provide the Council an update on their Bus Rapid Transit Project. The Project will enhance a 14.4 mile corridor from Downtown Tacoma, through Dome Station, and continuing down Pacific Avenue/State Route 7 to Spanaway.
		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.
		Local Employment & Apprenticeship Program (LEAP) Proposed Changes	CED	CED/LEAP staff will present the proposed LEAP code changes to be consistent with the state and federal laws.
	Special Committee of the Whole (TMBN 16, 3:00)	Council Strategic Priority - Economic Development Discussion	CED and Council	At the February 23rd Council Strategic Planning Work Session, the Council identified their top four strategic priorities. At this meeting, staff will provide Council an update on their discussions on how to achieve the components identified under the priority of economic development.
	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, gathered public input and take action on the Tacoma Mall Neighborhood Subarea Plan, a package of zoning and standards changes, and conceptual streetscape designs.
	Special Committee of the Whole (TMBN 16, 3:00)	Council Strategic Priority - Public Safety Discussion		At the February 23rd Council Strategic Planning Work Session, the Council identified their top four strategic priorities. At this meeting, staff will provide Council an update on their discussions on how to achieve the components identified under the priority of public safety.
	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.
		Asset Management Presentation	OMB/PW	OMB and PW staff will provide a high-level overview of the state of General Government assets including discussion of best practices and anticipated needs in the 2019-2020 biennium.
	Special Committee of the Whole (TMBN 16, 3:00)	Tacoma Public Utilities Low Income Program Update	TPU	
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
May 8, 2018	City Council Study Session (TMBN 16, Noon)	Racial Equity and Homelessness Report	OEHR	Author Marc Dones will share information on the Supporting Partnerships for Anti-Racist Communities (SPARC) report on Racial Equity and Homelessness.
	City Council Meeting (TMB Council Chambers, 5:00 PM)	Tacoma Mall Neighborhood Subarea Plan First Reading	PDS	
May 15, 2018	Joint Utility Board Study Session (TMBN 16, Noon)	Director of Utilities Top Three Candidates Interview (tentative)	Council/TPU	
	City Council Study Session (TMBN 16, Noon)	Year End 2017 and First Quarter of 2018 Financials and Six Year Financial Forecast	OMB	
	City Council Meeting (TMB Council Chambers, 5:00 PM)	Tacoma Mall Neighborhood Subarea Plan Final Reading	PDS	
May 22, 2018	Joint Utility Board Study Session (TMBN 16, Noon)	CTC Energy and Technology Recommendation for Proposals on the Alternative Click! Partnership Model	CAO	The CTC Energy and Technology consultant will provide the Council and U-Board recommendations for the proposed Click! alternative partnership model.
	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			

Community Vitality and Safety				
Committee Members: Blocker (Chair), Beale, Camarata, Ushka, Alternate-Hunter 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	
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		
FUTURE:				
April 26, 2018	2018 Innovative Grant Application and Schedule	Shari Hart, Program Development Specialist, Community and Economic Development	Update on the 2018 Innovative Grant Application and schedule to include a presentation of recommended neighborhood projects	
	Human Rights Commission Annual Report (informational briefing)	Rebecca Stith, Chair, Human Rights Commission	Presentation about the accomplishments of the Human Rights Commission in 2017 and future projects.	
	Fire Station #5, Tideflats (informational Briefing)	Jim Duggan, Fire Chief and Josh Clarke, Assistant Division Manager, Public Works	Project update regarding Fire Station #5 in the Tideflats	
May 10, 2018	Human Services Commission Interviews	Clerk's Office	4 vacancies	
	Tacoma Creates Ballot Measure	Amy McBride, Tacoma Arts Administrator, Community and Economic Development, and members of the Arts and Culture Coalition of Pierce County	Tacoma Creates, championed by the Arts & Culture Coalition of Pierce County, along with many civic and community partners, will be requesting the Tacoma City Council to place a measure for approval by the voters for the November 2018 election. The program, as authorized by the Washington State Legislature, would allow the City of Tacoma to ask the voters through a ballot initiative to increase 0.1% of sales tax. Such a tax would generate approximately \$5 million per year. The impact to an average Tacoma household would be \$13 per year. Of the revenues generated, a minimum of roughly 1/3 is proposed for youth programs, 1/3 for access programs, and 1/3 for neighborhood and community programs.	

Economic Development Committee			
Committee Members: McCarthy (Chair), Hunter, 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:		• Tacoma Arts Commission • Greater Tacoma Regional Convention Center Public Facilities District • Foss Waterway • City Events and Recognition Committee	
April 10, 2018	Small Works Roster (request for action)	Patsy Best, Financial Manager, Finance Procurement & Payables Division	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.
	2018 NAIOP Challenge Results – Municipal Parking Lot (informational briefing)	Gloria Fletcher, Business Development Manager, CEDD Grants Management	
	Community & Economic Development Department strategy (informational briefing)	Kim Bedier, acting Community and Economic Development Division Director	Review of existing policy and strategic plans related to economic development
FUTURE:			
April 24, 2018	Office Market Opportunities (informational briefing)	Elly Walkowiak	Staff and representatives from the Economic Development Board will present on how to leverage the Amazon HQ2 proposal to market Tacoma and fill office space vacated by State Farm
May 8, 2018	Update on RAIN and Aqualyst: Biotech and Clean Water Incubator (informational briefing)	Pat Beard, Project Manager, CEDD - Private Capital Division	David Hirschberg, Ph.D., from the Readiness Acceleration and Innovation Network, will report on their first year in operation - activities being implemented such as the Women's Entrepreneur Network, iGEM student competition and Super Heroes of Science Series, as well as companies forming within the incubator at 2304 Jefferson Avenue.
	Tentative: leveling development the playing field	CM Ushka & staff	Research national best practices in urban environments using public, private, and public private partnerships to aid in leveling the development playing field between areas with good infrastructure compared to those areas where infrastructure has been under funded and or seriously deferred.

		<i>Government Performance and Finance Committee</i>		
Committee Members: Ibsen (Chair), Blocker, Hunter, Mello, Alternate-Camarata Executive Liaison: Andy Cherullo; Staff Support - Rebecca Boydston		1st and 3rd Tuesday 10 a.m. Room 248	CBC Assignments: •Public Utility Board •Board of Ethics •Audit Advisory Board •Civil Service Board	
April 17, 2018	Review of participatory budgeting	Katie Johnston, Budget Manager, Office of Management and Budget	An informational update regarding participatory budgeting approaches and strategies	
FUTURE:				
May 1, 2018	Fossil fuels and sustainable alternatives	Kathleen Simpson, CFO, Russell Family Foundation, Richard Woo, COO, Russell Family Foundation, Brad Harrison, and Managing Director of Tiedemann Wealth Management	The Russell Family Foundation will share its experience with divesting of fossil fuels and reinvesting in sustainable alternatives.	
May 15, 2018	Public Utility Board Interviews	Doris Sorum, City Clerk		

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
April 11, 2018	Title 2.21 Housing Code Requirements for Temporary Shelters	Sue Coffman, Building Official, PDS	Washington Administrative Code (WAC) 51-16-030 allows the adoption of exemptions from the state building code requirements for temporary changes of use or occupancy to existing buildings in order to provide housing for individuals and families who are homeless. This proposed code establishes permitting and operational requirements that provide health and life safety provisions where those code exemptions are being allowed.
	IPS 2017 Year End Report	Rebecca Boydston, Committee Liaison	The year end report summary of IPS' activities will be presented.
FUTURE:			
April 25, 2018	Sustainable Tacoma Commission Annual Update [briefing]	Kristi Lynett, OEPS	Annual update on the progress and work plan of the Sustainable Tacoma Commission
	Environmental Action Plan Year Two Progress Report [briefing]	Kristi Lynett, OEPS	Progress report on the implementation of the Environmental Action Plan
	Tree Planting Policy/Urban Forestry	Jim Parvey, OEPS; Mike Carey, OEPS Urban Forestry; Rae Bailey, Street Operations Division Manager, Public Works; Sarah Low, OEPS Urban Forestry	Overview of City's tree planting policy, and feasibility of urban forestry work crew
May 9, 2018	Sustainable Tacoma Commission Interviews [request for recommendation]	Doris Sorum, City Clerk	6 vacancies
	Landmarks Preservation Commission Annual Report [briefing]	Reuben McKnight, Historic Preservation Officer, PDS	The Landmarks Preservation Committee will discuss their work plan and give an overview of the year's activities.
	Traffic Light Synchronization [briefing]	Kurtis Kingsolver, Director, Public Works; Leigh Starr, Division Manager, Public Works	Recent media coverage and community surveys have identified traffic synchronization as a growing concern in Tacoma. Public Works staff will provide an overview of traffic signal synchronization and provide information about the City of Tacoma's Traffic Signal Infrastructure