



## WEEKLY REPORT TO THE CITY COUNCIL

May 7, 2020

Members of the City Council  
City of Tacoma, Washington

**Dear Mayor and Council Members:**

### ITEMS OF INTEREST

1. **A special meeting of the City Council will be held on Friday, May 8<sup>th</sup> 2020, at 2:00 p.m.** To comply with Governor Inslee's Proclamation 20-28, this meeting will not be conducted in-person and will have telephonic access for the public to attend. **The City Council special meeting can be heard on [TVTacoma.com](http://TVTacoma.com) or by dialing 253-215-8782 and entering ID 832 6587 6087**, when prompted. Staff will be providing updates on the status and impact of the COVID-19 virus and the City's response, Tacoma's micro-shelter site and will be followed by an update from the City Manager.
2. The second series of The City of Tacoma's **T-Town Virtual Community events on May 7<sup>th</sup>, 2020 6:00-7:30 pm**, will focus on the topic of **"the City of Tacoma's Relationship with Immigrant Communities"** and will be hosted by Council Members Catherine Ushka and Chris Beale. **The presentation can be heard by dialing 253- 215-8782 and entering 820 7578 8412 when prompted or by visiting <https://us02web.zoom.us/j/82075788412> to participate in the live Q&A.**
3. Please see the attached memorandum from **Public Works Street Operations regarding reduced irrigation and water usage** in City-maintained parks and fountains.
4. May is **Building Safety Month** and **highlights the need for safe and sustainable structures where we live, work and play**, and recognizes the critical role our staff who assure us of safe, efficient, and livable buildings that are essential to the City's prosperity. **Please see the attached memorandum from Planning and Development Services Director Peter Huffman.**
5. The **May 13<sup>th</sup>, 2020 Public Utility Board Agenda** is attached for your information.
6. Please see the attached City of Tacoma **Weekly Meeting Schedule**.

### STUDY SESSION/WORK SESSION

7. The **City Council study sessions have been cancelled until further notice**. The City Clerk's office will notice when the City Council study sessions reconvene. Notices can be found at: <http://www.cityoftacoma.org/notices>

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

**MARK YOUR CALENDARS**

9. City of Tacoma's "**T-Town Virtual Community**," **May 14, 2020 6:00-7:30 pm.**, hosted by Council Members Robert Thoms and Conor McCarthy discussing "**Economic Development.**"

Sincerely,



Elizabeth A. Pauli  
City Manager

EAP:ram



City of Tacoma  
Office of the City Clerk

May 7, 2020

# NOTICE SPECIAL MEETING

## Tacoma City Council

Notice is hereby given that a special meeting of the City Council will be held on Friday, May 8, 2020, at 2:00 p.m. To comply with Governor Inslee's Proclamation 20-28, as extended through May 31, 2020, this meeting will not be conducted in-person and will have telephonic access for the public to attend.

The City Council special meeting can be heard by dialing 253-215-8782 and entering the meeting ID 832 6587 6087, when prompted.

The purpose of this meeting is to discuss the following items:

- A resolution directing the City Manager to create and promote appropriate public service announcements that are aimed to improve public awareness of the impacts of speeding on City roads; and encouraging voluntary compliance with a limit of 20 miles per hour on residential streets, for the safety of our entire community.
- Update on the status and impact of COVID-19 and the City's response including:
  - Update on the City of Tacoma's financial status; and
  - Update on the Temporary Emergency Shelter Site Transition.

Doris Sorum  
City Clerk



The City of Tacoma does not discriminate on the basis of disability in any of its programs, activities, or services. To request this information in an alternative format or to request a reasonable accommodation, please contact the City Clerk's Office at 253-591-5505. TTY or speech to speech users please dial 711 to connect to Washington Relay Services.



TO: Elizabeth A. Pauli, City Manager

FROM: Kurtis D. Kingsolver, P.E., Public Works Director/City Engineer *KDK*  
Rae Bailey, Public Works Street Operations Division Manager

SUBJECT: Reduced Irrigation and Water Usage in City-Maintained Parks and Fountains

DATE: April 29, 2020

In response to the current budget situation, Public Works Street Operations is implementing measures to reduce water usage in our parks and rights-of-way landscapes. These measures are similar to what Metropolitan Parks is implementing at their parks and similar to what we have done in the past during severe droughts.

Stand-alone turf areas and seasonal flower beds will not be watered. Turf will be allowed to go dormant and will turn brown. Annual flowers will also not be planted in parks and sidewalk planters. Irrigation will be directed towards sensitive landscapes and to preserve the health of our trees. Decorative water fountains will also remain off to reduce maintenance costs and water consumption.

Additionally, Street Operations has closed facilities and parking areas in our parks to encourage social distancing.

Information on specific locations affected by these measures is posted online at [cityoftacoma.org/parks](http://cityoftacoma.org/parks).



**TO:** Elizabeth A. Pauli, City Manager  
**FROM:** Peter Huffman, Planning and Development Services Director  
**CC:** Tadd Wille, Deputy City Manager  
**SUBJECT:** Building Safety Month 2020  
**DATE:** May 6, 2020

Building Safety Month is a campaign sponsored by the International Code Council that takes place in May to raise awareness about building safety. Planning and Development Services, together with the community we support, celebrate Building Safety Month because we understand the need for safe and sustainable structures where we live, work and play, and to recognize the critical role our staff who assure us of safe, efficient, and livable buildings that are essential to the City's prosperity.

This campaign also reinforces the need for the adoption of modern, regularly-updated building codes, as these codes are society's best way of protecting homes, offices, schools, hospitals, manufacturing facilities, stores and entertainment venues. This takes the work of a diverse partnership of professionals from the building construction, design and safety communities together with corporations, government agencies, professional associations and nonprofits.

All communities need building and development codes to protect their citizens from disasters like earthquakes, fires, floods and other weather-related events. In addition, during this time of international pandemic, the safety and security provided by our homes, hospitals, and other essential facilities is of utmost importance to our community.

Please join Planning and Development Services in celebrating the ongoing support of Building Safety Month and the important role our staff play in public safety in the built environment, supporting advances in constructing safe, sustainable, affordable and resilient buildings and homes.



## **SPECIAL MEETING NOTICE**

**City of Tacoma  
Public Utility Board  
Wednesday, May 13, 2020  
3:00 P.M.**

Notice is hereby given that a special meeting of the Tacoma Public Utility Board will be held on Wednesday, May 13, 2020 at 3:00 p.m.

\*To comply with Governor Inslee's Proclamation 20-28, this meeting will not be conducted in-person and will have telephonic access for the public to attend. The Public Utility Board meeting can be heard by dialing 1-866-705-2554 and entering the passcode 1928729, when prompted. This meeting will be broadcast on TV Tacoma and also [live streamed](#).

### **Call to Order**

### **Roll Call**

#### **A. Approve Minutes of Previous Meetings**

#### **B. Comments by the Public**

\*Oral comments cannot be accepted at this meeting, but written comments submitted to the Board at [utilityboard@cityoftacoma.org](mailto:utilityboard@cityoftacoma.org) will be provided to the Board before the meeting if the comments are received by 2:00 p.m.

### **D. Regular Agenda**

#### **D-1 Resolution U-11161– Award contracts and approve purchases:**

1. Award contract to H. D. Fowlers Co., for the purchase of 91,800 water meter box lids to accommodate Sensus meter radio probes in conjunction with the Advanced Meter Program (\$2,190,976.56, plus applicable taxes) [Corey Bedient, Water Assistant Division Manager].

#### Tacoma Water

- D-2 Resolution U-11162 – Authorize execution of a new Memorandum of Agreement between Tacoma Water and the Information Technology Department to replace and supersede the existing agreement [Greg Volkhardt, Water Division Manager].**

- D-3 Resolution U-11163 – Authorize execution of a Site License Agreement between Tacoma Water, the Information Technology Department, and King County for new King County radio equipment at the Indian Hills Reservoir [Greg Volkhardt, Water Division Manager].**

#### **H. Reports of the Director**

- Update on the status and impact of the COVID-19 virus and TPU's response to the emergency declaration.
- Rail Rate Policy
- Water Financial Update and Rate Policy
- Power Financial Update
- Advanced Meter Project Policies
- General Updates

#### **I. Comments of the Board**



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## MEETINGS FOR THE WEEK OF MAY 11, 2020 THROUGH MAY 15, 2020

TIME	MEETING	LOCATION
<b>MONDAY, MAY 11, 2020</b>		
5:00 PM	Local Improvement District Meeting * - CANCELLED	
5:00 PM	Tacoma Arts Commission - CANCELLED	
6:00 PM	City Events and Recognitions Committee - CANCELLED	
6:00 PM	Citizen Police Advisory Committee - CANCELLED	
6:00 PM	Metro Parks Tacoma Board of Commissioners	Join Zoom Meeting at: <a href="https://zoom.us/j/92980243675">https://zoom.us/j/92980243675</a> Telephonic: Dial 253-215-8782 Meeting ID: 929 8024 3675
<b>TUESDAY, MAY 12, 2020</b>		
9:00 AM	Hearing Examiner's Hearing * - CANCELLED	
9:00 AM	Police Pension/Disability Board - CANCELLED	
10:00 AM	Economic Development Committee - CANCELLED	
11:00 AM	Bid Opening - CANCELLED	
NOON	City Council Study Session - CANCELLED	
5:00 PM	City Council Meeting	Join Zoom Meeting at: <a href="https://zoom.us/j/89027150863">https://zoom.us/j/89027150863</a> Telephonic: Dial 253-215-8782 Meeting ID: 890 2715 0863
<b>WEDNESDAY, MAY 13, 2020</b>		
9:00 AM	Contracts & Awards Board ** - CANCELLED	
3:00 PM	Mayor's Youth Commission – SPECIAL MEETING	Join Zoom Meeting at: <a href="https://zoom.us/j/85722699287">https://zoom.us/j/85722699287</a> Telephonic: Dial 253-215-8782 Meeting ID: 857 2269 9287
3:00 PM	Public Utility Board – SPECIAL MEETING	Telephonic: Dial 1-866-705-2554 Passcode: 1928729
5:00 PM	Metro Parks Tacoma Board of Commissioners – Capital Improvement Committee - CANCELLED	
5:30 PM	Landmarks Preservation Commission	Join Zoom Meeting at: <a href="https://zoom.us/j/83929077881">https://zoom.us/j/83929077881</a> Telephonic: Dial 253-215-8782 Meeting ID: 839 2907 7881
6:00 PM	Human Services Commission - CANCELLED	
6:30 PM	Public Utility Board Meeting - CANCELLED	
<b>THURSDAY, MAY 14, 2020</b>		
7:30 AM	Tacoma Community Redevelopment Authority Board – CANCELLED	
9:00 AM	Hearing Examiner's Hearing * - CANCELLED	
10:00 AM	Fire Pension/Disability Board - CANCELLED	
10:00 AM	Tacoma Permit Advisory Task Force - CANCELLED	
1:00 PM	Tacoma Employees' Retirement System Board Meeting – CANCELLED	
4:30 PM	Community Vitality and Safety Committee – CANCELLED	
5:00 PM	Land Use Public Meeting *** - CANCELLED	
<b>FRIDAY, MAY 15, 2020</b>		
2:00 PM	City Council Meeting – SPECIAL MEETING	Telephonic: Dial 253-215-8782 Meeting ID: 832 6587 6087



**SATURDAY, MAY 16, 2020**

10:00 AM Mayor's Youth Commission –  
SPECIAL MEETING

Join Zoom Meeting at: <https://zoom.us/j/89889293118>

Telephonic: Dial 253-215-8782

Meeting ID: 898 8929 3118

Password: 144796



Meeting sites are accessible to people with disabilities. People with disabilities requiring special accommodations should contact the appropriate department(s) 48 hours prior to the meeting time.

\* Hearing Examiner's Hearings and Local Improvement District Meetings meet on an as-needed basis. Please contact the Hearing Examiner's Office at (253) 591-5195 to confirm whether a meeting will be held this week. Hearings may be held at various times throughout the day.

\*\* The Contracts & Awards Board (C&A Board) *may* meet weekly on Wednesdays *if* there is regular business to conduct. Updated meeting information and agendas are posted by Tuesday of each week on the City of Tacoma Purchasing website at: [www.tacomapurchasing.org](http://www.tacomapurchasing.org). Please check this website to confirm whether a C&A Board meeting will actually be held this week.

\*\*\* Land Use Public Meetings meet on an as-needed basis. Please contact Planning Manager, Jana Magoon at (253) 594-7823 to confirm whether a meeting will be held this week.

**City of Tacoma 2020  
City Council Forecast Schedule**

Date	Meeting	Subject	Department	Background
May 8, 2020	City Council Emergency Management Update 2:00 pm (dail-in)	Covid-19 Response Update	City of Tacoma Staff	City of Tacoma Staff will be providing on update on the status and impact of COVID-19 and the City's response.
May 12, 2020	City Council Study Session (Cancelled)			
	City Council Meeting (dail-in)			
May 15, 2020	City Council Emergency Management Update 2:00 pm (dail-in)	Covid-19 Response Update	City of Tacoma Staff	City of Tacoma Staff will be providing on update on the status and impact of COVID-19 and the City's response.

**City of Tacoma 2020  
City Council Forecast Schedule**

Date	Meeting	Subject	Department	Background
May 19, 2020	City Council Study Session (Cancelled)	Historic Preservation Annual Update (Update to be included in City Manager's Weekly Report)	PDS	PDS will give their annual update on the Historic Preservation Program, as well as Landmarks Commission, as a part of Preservation Month.
	City Council Meeting (dail-in)			
May 22, 2020	City Council Emergency Management Update 2:00 pm (dail-in)	Covid-19 Response Update	City of Tacoma Staff	City of Tacoma Staff will be providing an update on the status and impact of COVID-19 and the City's response.
May 26, 2020	Cancelled			
May 29, 2020	City Council Emergency Management Update 2:00 pm (dail-in)	Covid-19 Response Update	City of Tacoma Staff	City of Tacoma Staff will be providing an update on the status and impact of COVID-19 and the City's response.
June 1, 2020	City Council Study Session (TMBN 16, Noon)	Six-Year Financial Forecast	OMB	Office of Management and Budget staff will present the six-year forecast for major funds and include an overview of key baseline services included in the financial forecast.
	City Council Meeting (TMB Council Chambers, 5:00 PM)			
June 5, 2020	City Council Emergency Management Update 2:00 pm (dail-in)	Covid-19 Response Update	City of Tacoma Staff	City of Tacoma Staff will be providing an update on the status and impact of COVID-19 and the City's response.
June 9, 2020	City Council Study Session (TMBN 16, Noon)	Sound Transit- Tacoma Dome Link Extension Update	PDS	
	City Council Meeting (TMB Council Chambers, 5:00 PM)			

Community Vitality and Safety			
<b>Committee Members:</b> Blocker (Chair), Beale, Hines, Ushka, Alternate-Hunter <b>Executive Liaison:</b> Linda Stewart; Staff Support - Bucoda Warren		<b>2nd and 4th Thursdays</b> <b>4:30 p.m.</b> <b>Room 248</b>	<b>CBC Assignments:</b> • Citizen Police Advisory Committee • Human Services Commission • Human Rights Commission • Housing Authority • Commission on Disabilities • Library Board • Tacoma Community Redevelopment Authority
	Topic	Presenters	Description
May 14, 2020	Cancelled		
Future			
May 28, 2020	Cancelled		
June 11, 2020	TBD		

Economic Development Committee			
Committee Members: Thoms (chair), Blocker, McCarthy, Ushka, 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 •Tacoma Creates Advisory Board
	Topic	Presenters	Description
May 12, 2020	Cancelled		
Future			
May 26, 2020	Cancelled		
June 9, 2020			

Government Performance and Finance Committee			
Committee Members: Hines, Hunter (chair), Thoms (vice chair), and Walker Alternate - Blocker Executive Liaison: Andy Cherullo; Staff Support - Latasha Ware		1st and 3rd Tuesday 10 a.m. Room 248	CBC Assignments: •Public Utility Board •Board of Ethics •Audit Advisory Board •Civil Service Board
	Topic	Presenters	Description
May 5, 2020	TBD		
Future			
May 19, 2020	2019 Audit exit conference for Moss Adams	Susan Calderon, Assistant Finance Director/Controller	Joint GPFC and Audit Advisory Meeting

**Infrastructure, Planning and Sustainability Committee**

<b>Committee Members:</b> McCarthy (Chair), Beale (Vice Chair), Hunter, & Walker; Alternate-Ushka <b>Executive Liaison:</b> Mike Slevin; Staff Support - Claire Goodwin		<b>1st and 3rd Wednesdays; Beginning in June 2020,</b> <b>2nd and 4th Wednesdays</b> <b>4:30pm</b> <b>Room 248</b>	<b>CBC Assignments:</b> •Sustainable Tacoma Commission •Planning Commission •Landmarks Preservation Commission •Board of Building Appeals •Transportation Commission
	<b>Topic</b>	<b>Presenters</b>	<b>Description</b>
<b>May 20, 2020</b>	<i>Cancelled</i>		
<b>Future</b>			
<b>June 3, 2020</b>	<i>Cancelled</i>		