



# City of Tacoma

## City Council Study Session Minutes

733 Market Street, Tacoma WA 98402

Conference Room 16

September 19, 2017

12:00 PM

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### Call to Order

Mayor Strickland called the study session to order at 12:04 p.m.

**Present:** 7 - Blocker, Campbell, Lonergan, McCarthy, Mello, Thoms and Mayor Strickland

**Absent:** 2 - Ibsen and Walker Lee

Council Member Walker Lee arrived at 12:21 p.m. and Council Member Ibsen arrived at 12:28 p.m.

### Briefing Items

1. [17-0945](#) Environmental Services Strategic Plan Update

At approximately 12:05 p.m., Mike Slevin, Director, Environmental Services, briefly highlighted the strategic planning process and introduced staff leads Jessica Knickerbocker, Engineer, and Shane Pettit, Management Analyst. Ms. Knickerbocker presented the planning team goals, planning process, research components, and stakeholder outreach, including employee statements, employee workshops, and Environmental Services Commission workshops. She then presented the strength, weakness, opportunities, and threats (SWOT) analysis conducted and summarized the themes that emerged from the stakeholders, including the belief that we are all things environmental, national leadership in the field, and improving communication.

Council Member Walker Lee arrived here, at 12:21 p.m.

Mr. Pettit discussed the framework used to create the Strategic Plan, Simon Sinek's Start with Why, which includes why the organization exists, how it uniquely provides services, and what services are provided. He stated the "why" statement developed during this framework is "We believe everything we do supports healthy neighborhoods and a thriving Puget Sound leaving behind a better Tacoma for all." Mr. Pettit then presented how services will be provided and what services will be provided in the lens of

customers, employees, and operations. He stated next steps include focus groups, Neighborhood Council meetings, communicating through the larger Tacoma 2025 Strategic Plan, and drafting the plan in October.

Council Member Ibsen arrived here, at 12:28 p.m.

Discussion ensued regarding how to fulfill the desire to be environmental experts; commercial business customers; anticipated metrics in the Strategic Plan; recycling in multi-family housing; proactive reporting for code violations; lifecycle cost replacement for utility assets; partnering with the Port of Tacoma relative to regulations, permitting, and planning in the Tideflats area; open space management; and rates and inflation.

2. [17-0946](#) Financial Planning Update

At approximately 12:57 p.m., Tadd Wille, Assistant City Manager, introduced Katie Johnston, Budget Manager, Office of Management and Budget.

Ms. Johnston stated the goal of the Office of Management and Budget is to ensure fiscal sustainability to meet the needs of current and future residents through four key areas, financial planning and management, analytical support, trust and transparency, and continuous improvement. Finally, she discussed incorporating these strategies into good budgeting decisions, including long-term perspective, links to organizational goal, focusing on results and outcomes within available resources, effective stakeholder communication, and fiscally responsible actions. Mr. Wille provided information on economic cycles and recessions, the City's actions in response to the most recent recession, and rating agency downgrade statements. He then discussed the City's move toward fiscal sustainability through financial planning and reporting, policies and engagement, and analysis. He concluded by discussing General Fund financials from 2011 to the 2017-2018 adopted budget.

Ms. Johnston reviewed the budget process and timeline, including long-range forecast, the Biennial Budget and City Council touch points, budget monitoring and adjustments, and comparison of actuals and projections. She then reviewed good and bad budgeting processes, next steps for modifying the 2017-2018 budget, outstanding commitments and considerations, a General Fund forecast update, and other outstanding considerations and initiatives. Ms. Johnston concluded by stating additional presentations on the reserve policy and asset management are forthcoming, and summarized key points from the presentation.

Discussion ensued regarding the fiscal rating agencies view on the City's reserves spending, the mid-biennium adjustment process for proposed changes from Council Members, Sound Transit Link Light Rail project funding, and budget process improvements.

## Other Items of Interest

There were no other items of interest.

## Committee Reports

There were no Committee Reports given.

## Agenda Review and City Manager's Weekly Report

3. [17-0947](#) Weekly Report to the City Council, September 14, 2017

Elizabeth Pauli, City Manager, stated there will be two proclamations tonight, proclaiming September 15-24, 2017 as Welcoming Week, and October 2017 as Neighborhood Council Recognition Month, and there are no anticipated changes to the City Council agenda.

## Closed Session - Labor Negotiations

**MOTION: Deputy Mayor Thoms moved to convene to Closed Session pursuant to RCW 42.30.140(4)(a and b) to discuss labor negotiations, not to exceed 15 minutes.**

**SECONDED BY: Council Member Campbell.**

**ACTION: Voice vote was taken and carried. The motion was declared adopted.**

**Ayes: 9 - Blocker, Campbell, Ibsen, Lonergan, McCarthy, Mello, Thoms, Walker Lee and Mayor Strickland**

The Council convened to Closed Session at 1:40 p.m.

The Closed Session was extended by 15 minutes at 1:55 p.m.

The Closed Session concluded and the study session reconvened at 2:10 p.m.

## Adjournment

On proper motion, the study session was adjourned at 2:10 p.m.

  
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Marilyn Strickland, Mayor

  
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Doris Sorum, City Clerk