



# City of Tacoma

## Community Vitality and Safety

### Committee Minutes - Final

747 Market Street, Tacoma, WA 98402, Conference Room 243  
Dial: 253-215-8782 Meeting ID: 859 6160 4917  
Webinar Link: [www.zoom.us/j/85961604917](http://www.zoom.us/j/85961604917) Passcode: 614650

**September 12, 2024**

**4:30 PM**

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Chair Sarah Rumbaugh, Vice Chair Jamika Scott, Sandesh Sadalge,  
Kristina Walker, Olgy Diaz (alternate)

#### Call To Order

Chair Rumbaugh called the meeting to order at 4:32 p.m.

#### Roll Call

**Present:** 3 - Rumbaugh, Sadalge and Scott

**Absent:** 1 - Walker

Vice Chair Walker arrived at 5:12 p.m. and participated virtually.

#### Public Comment

Public comment was heard from:

1. April Smith, regarding the Neighborhood Council Program.

#### Approval of Minutes

1. [24-0984](#) Minutes of the Community Vitality and Safety Committee, January 11, 2024.
2. [24-0985](#) Minutes of the Community Vitality and Safety Committee, January 25, 2024.

**MOTION:** Council Member Scott moved to approve the minutes of the January 11, and January 25, 2024, meetings.

**SECONDED BY:** Council Member Sadalge.

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

**Ayes:** 3 - Rumbaugh, Sadalge and Scott

**Absent:** 1 - Walker

## Briefing Items

3. [24-0981](#) Tacoma Area Commission on Disabilities Interviews  
[Nicole Emery, City Clerk]

At approximately 4:35 p.m., Nicole Emery, City Clerk, informed the Committee they would be interviewing one applicant for the Tacoma Area Commission on Disabilities, who was unable to attend the August 22, 2024, interviews; the youth seat will remain vacant as there have been no qualified applicants; and there are three applicants for two At-Large positions.

The Committee interviewed Carletta Skinner.

Discussion ensued regarding the applicants' qualifications, including Jason Davis and Shatone Martin who interviewed on August 22, 2024.

**MOTION: Council Member Sadalge moved to recommend the appointment of Shatone Martin to the Tacoma Area Commission on Disabilities to serve a three-year term, retroactive to September 1, 2024, to expire August 31, 2027.**

**SECONDED BY: Council Member Scott.**

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

**Ayes:** 3 - Rumbaugh, Sadalge and Scott

**Absent:** 1 - Walker

**MOTION: Council Member Scott moved to recommend the appointment of Carletta Skinner to the Tacoma Area Commission on Disabilities to serve a three-year term, retroactive to September 1, 2024, to expire August 31, 2027.**

**SECONDED BY: Council Member Sadalge.**

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

**Ayes:** 3 - Rumbaugh, Sadalge and Scott

**Absent:** 1 - Walker

- 4. [24-0982](#) Neighborhood Council Program - Standards, Guidelines, and Tacoma Municipal Code 1.45 Review  
[Keegan Buckley, Community Resources Analyst, Neighborhood and Community Services; Andrea Haug, Chair, Community Council of Tacoma]

At approximately at 4:51 p.m., Keegan Buckley, Community Resources Analyst, Neighborhood and Community Services (NCS), provided opening remarks and introduced Andrea Haug, Chair, Community Council of Tacoma. Together, they presented the Neighborhood Council (NC) Program standards, and guidelines and review of Tacoma Municipal Code (TMC) Chapter 1.45 including staff introduction and overview; NC program history; intent of review; outreach and engagement; respondents demographics, noting the survey was multi-choice which was tailored to identities; respondents affiliation; engagement of TMC Chapter 1.45; engagement date of the standards and guidelines; and timeline.

Vice Chair Walker arrived here, at 5:12 p.m.

Discussion ensued regarding feedback results around accountability, communication, and TMC structure; metrics; timeline for the Biennial Budget; language access; support; and outreach services.

### Topics for Upcoming Meetings

- 5. [24-0983](#) September 26, 2024 - Neighborhood and Community Services Competitive Funding
  - Process Allocations
  - October 10, 2024 - To be determined
  - October 24, 2024 - Code Compliance Code Review - Tacoma Municipal Code Chapter 8.30 - Recommended Revisions

D’Angelo Baker, Committee Liaison, stated the September 26, 2024, meeting will include the NCS competitive funding process allocations; the October 10, 2024, meeting currently does not have any items scheduled; and the October 24, 2024, meeting will include revisions to TMC Chapter 8.30 regarding code compliance.

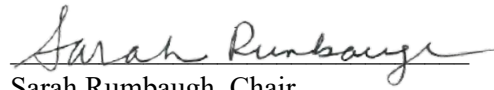
### Other Items of Interest

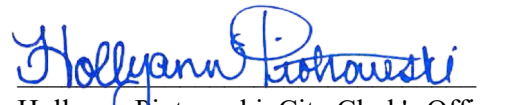
Allyson Griffith, Executive Liaison, provided a follow up for Welcoming Week with a schedule of events from September 13-21, 2024, noting Tacoma Community House has partnered with the City for this celebration.

Council Member Sadalge announced on Saturday, September 14, 2024, McKinley Hill is celebrating Tacoma HONK! Fest, starting at noon.

## Adjournment

There being no further business, the meeting adjourned at 5:30 p.m.

  
Sarah Rumbaugh, Chair

  
Hollyann Piotrowski, City Clerk's Office



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## Community Vitality and Safety

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**September 26, 2024**  
**4:30 PM**

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Chair Sarah Rumbaugh, Vice Chair Jamika Scott, Sandesh Sadalge,  
Kristina Walker, Olgy Diaz (alternate)

#### Call To Order

Chair Rumbaugh called the meeting to order at 4:31 p.m.

#### Roll Call

**Present:** 3 - Rumbaugh, Walker and Sadalge

**Absent:** 1 - Scott

Council Member Scott arrived at 4:32 p.m.

Vice Chair Walker and Council Member Scott participated virtually.

#### Public Comment

There was no public comment.

Council Member Scott arrived here, at 4:32 p.m.

#### Briefing Items

1. [24-1001](#) Competitive Funding Process Recommendations for 2025-2026  
[Jason McKenzie, Business Services Manager; Vicky McLaurin, Division Manager; Sarah Bridgeford, Community Wellness Program Manager; Caleb Carbone, Homeless Strategy, Systems and Services Program Manager, Neighborhood and Community Services; Kristi Coyne, Chair, Human Services Commission]

At approximately 4:34 p.m., Jason McKenzie, Resource Manager, Neighborhood and Community Services (NCS), presented the 2025-2026 NCS request for proposal funding recommendations, including an overview; background, noting funding sources, and certain programs that are not required to complete, application period, funds available, Human Services Commission rated applications and funding recommendations; applications from organizations led by underrepresented populations and currently-funded versus new applicants; service types, and applications received, noting those

from organizations that were not moved forward for consideration. He continued by reviewing funding recommendations by category, including equitable food access, complementary services, domestic violence, encampment impact, health and health care, BRAYVE housing; and next steps, noting timeline.

Discussion ensued regarding applications from the underrepresented population served; funding sources; application scores; raters scoring applications and requirements; grant writing; increase of funds available; process to distribute funds; and follow up community surveys.

## Topics for Upcoming Meetings

2.     [24-1002](#)     October 10, 2024 - Cancelled  
                          October 24, 2024 - Code Compliance Code Review for Tacoma Municipal Code Chapter 8.30 - Recommended Revisions  
                          November 7, 2024 (Special Meeting) - Community’s Police Advisory Committee Interviews

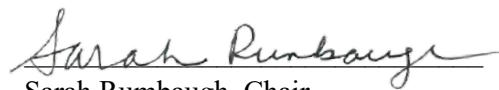
D’Angelo Baker, Committee Liaison, stated the October 10, 2024, meeting is cancelled; the October 24, 2024, meeting will include recommended revisions to Tacoma Municipal Code Chapter 8.30 related to code compliance; the November 7, 2024, special meeting will include Community’s Police Advisory Committee interviews; and the November 26, 2024, meeting is cancelled.


## Other Items of Interest

Chair Rumbaugh recommended reviewing and scheduling further briefing items to add to future agendas.

## Adjournment

There being no further business, the meeting adjourned at 5:24 p.m.

  
Sarah Rumbaugh, Chair

  
Hollyann Piotrowski, City Clerk's Office



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**October 24, 2024**  
**4:30 PM**

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Chair Sarah Rumbaugh, Vice Chair Jamika Scott, Sandesh Sadalge,  
Kristina Walker, Olgy Diaz (alternate)

#### Call To Order

Vice Chair Walker called the meeting to order at 4:31 p.m.

#### Roll Call

**Present:** 4 - Diaz, Sadalge, Scott and Walker

**Absent:** 1 - Rumbaugh

Council Members Diaz and Scott participated virtually.

#### Public Comment

There was no public comment.

#### Approval of Minutes

1. [24-1148](#) Minutes of the Community Vitality and Safety Committee, February 8, 2024.
2. [24-1149](#) Minutes of the Community Vitality and Safety Committee, February 22, 2024.
3. [24-1150](#) Minutes of the Community Vitality and Safety Committee, March 14, 2024.
4. [24-1151](#) Minutes of the Community Vitality and Safety Committee, March 28, 2024.
5. [24-1152](#) Minutes of the Community Vitality and Safety Committee, April 11, 2024.
6. [24-1153](#) Minutes of the Community Vitality and Safety Committee, April 25, 2024.

**MOTION: Council Member Sadalge moved to approve the minutes of the February 8, through April 25, 2024, meetings.**

**SECONDED BY: Council Member Scott.**

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

**Ayes:** 4 - Diaz, Sadalge, Scott and Walker

**Absent:** 1 - Rumbaugh

## Briefing Items

7. [24-1133](#) Nuisance Code Review - Tacoma Municipal Code Chapter 8.30  
[DeJa Irving, Code Compliance Supervisor, Neighborhood and Community Services]

At approximately 4:33 p.m., DeJa Irving, Code Compliance Supervisor, Neighborhood and Community Services (NCS), presented a review and proposed update of the Nuisance Code, Tacoma Municipal Code (TMC) Chapter 8.30, including an overview; community and partner stakeholder engagement; partner stakeholder engagement; information gathering, noting council, partners, community, and others; the International Property Maintenance Code (IPMC) definition and adoption by other states; current Nuisance Code, noting enforcement guidelines and compliance expectations; current Building Code; IPMC possibilities, noting negative and positive impacts of adoption; and timeline, noting final presentation, implementing new code, monitoring, and data review.

Discussion ensued regarding what codes are focused on related to the IPMC; stakeholder concerns; animal waste code; disruptions with 311 process and extended appeal case length; penalties within TMC Chapter 8.30, new penalties assessment, and fines; violations and available resources for assistance; multiple code violations; and complaints filed resulting in code violations.

## Topics for Upcoming Meetings

8. [24-1137](#) November 7, 2024 - To Be Determined  
November 14, 2024 - Cancelled  
November 28, 2024 - Cancelled

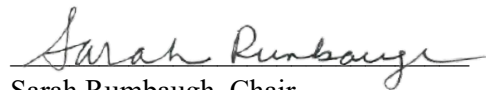
D'Angelo Baker, Committee Liaison, stated a special meeting will be held on November 7, 2024, and the agenda is being finalized; the November 14 and 28, 2024, meetings have been cancelled; and the December 12, 2024, meeting will include the final recommendations for TMC Chapter 1.45 revisions for Committee review, and a participatory budgeting update.


## Other Items of Interest

Council Member Sadalage stated he was able to visit several partners associated with public safety and NCS.

## Adjournment

There being no further business, the meeting adjourned at 5:20 p.m.

  
Sarah Rumbaugh, Chair

  
Hollyann Piotrowski, City Clerk's Office



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**December 12, 2024**  
**4:30 PM**

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Chair Sarah Rumbaugh, Vice Chair Jamika Scott,  
Latasha Palmer, Kristina Walker, Olgy Diaz (alternate)

#### Call To Order

Chair Rumbaugh called the meeting to order at 4:42 p.m.

#### Roll Call

**Present:** 3 - Rumbaugh, Sadalge and Walker

**Absent:** 1 - Scott

Vice Chair Walker participated virtually.

#### Public Comment

Public comment was held later in the meeting.

#### Briefing Items

2. [24-1338](#) Participatory Budgeting in District 2  
[Mac Acabado and Liesl Santkuyl, Management and Budget Analysts, Office of Management and Budget; Kenny Coble, Community Engagement Coordinator, Media and Communications Office]

At approximately 4:42 p.m., Katie Johnston, Budget Officer, Mac Acabado, and Liesl Santkuyl, Management and Budget Analysts, Office of Management and Budget, presented the participatory budgeting update.

Santkuyl continued to present the overview; District 2 timeline; number of votes, noting votes by collection type, list of locations and events, race/ethnicity, language, and age; proposals being voted on; and next steps.

Discussion ensued regarding events, where to collect votes from, ballot decisions, district pauses and implementations, engagement in government, and feasibility.

1. [24-1337](#) Neighborhood Council Program Standards and Guidelines, and Tacoma Municipal Code Chapter 1.45 Review Recommendations [Sarah Bridgeford, Community Resources Analyst Principal; Keegan Buckley, Community Resources Analyst, Neighborhood and Community Services; Andrea Haug, Chair, Community Council of Tacoma]

At approximately at 5:04 p.m., Sarah Bridgeford, Principal Community Resources Analyst, Neighborhood and Community Services, introduced Andrea Haug, Chair, Community Council of Tacoma. Together, they presented the Neighborhood Council (NC) Program Standards and Guidelines, and Tacoma Municipal Code (TMC) Chapter 1.45 review recommendations, including staff introduction and overview; timeline; recommendation development; TMC 1.45.020 intent; TMC 1.45.030 standards and guidelines; TMC 1.45.040 NC duties and expectations; TMC 1.45.070 City responsibilities; TMC 1.45.090 review and revisions; standard and guidelines recommendations, noting program overview, bylaw requirements, essential duties, expectations, and program support; funding opportunities; and considerations for a proposed ordinance.

Discussion ensued regarding staff recommendations; committees, boards and commissions; adding overview language updates; and recommendations for a future meeting to allow time to review materials.

**MOTION: Council Member Sadalge moved to forward the recommended changes to the Tacoma Municipal Code Chapter 1.45, with the following edit: in Section 1.45.060, to replace the second line to read as “The Community Council should serve as a forum to discuss, share information, and support the needs of individual Neighborhood Councils”, to the full City Council for consideration.**

**SECONDED BY: Vice Chair Walker.**

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

**Ayes:** 3 - Rumbaugh, Sadalge and Walker

**Absent:** 1 - Scott

## Public Comment

Public comment was heard from:

1. Heidi Stephens, speaking on the NC program standards and guidelines and TMC Chapter 1.45 review.
2. April Smith, speaking on the NC program standards and guidelines and TMC Chapter 1.45 review.

## Topics for Upcoming Meetings

3. [24-1339](#) December 26, 2024 - Cancelled  
January 9, 2025 - To Be Determined  
January 23, 2025 - Tacoma Community Redevelopment Authority  
Interviews

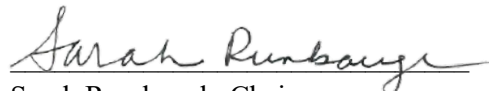
D'Angelo Baker, Committee Liaison, stated the next meeting is cancelled; the January 9, 2025, meeting agenda items are to be determined; and the January 23, 2025, meeting will include Tacoma Community Redevelopment Authority Board interviews.


## Other Items of Interest

This item was not discussed.

## Adjournment

There being no further business, the meeting adjourned at 5:58 p.m.

  
Sarah Rumbaugh, Chair

  
Hollyann Piotrowski, City Clerk's Office



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**January 09, 2025**  
**4:30 PM**

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Chair Sarah Rumbaugh, Vice Chair Jamika Scott,  
Latasha Palmer, Kristina Walker, Olgy Diaz (alternate)

#### Call To Order

Chair Rumbaugh called the meeting to order at 4:32 p.m.

#### Roll Call

**Present:** 2 - Sadalge and Walker

**Absent:** 1 - Scott

Council Member Scott arrived at 4:33 p.m., and participated virtually.

#### Public Comment

There was no public comment.

Council Member Scott arrived here, at 4:33 p.m.

#### Briefing Items

1. [25-0005](#) Neighborhood Council Program Review - Standards and Guidelines Recommendations [Sarah Bridgeford, Principal Community Resources Analyst, Neighborhood and Community Services; Andrea Haug, Chair, Community Council of Tacoma]

At approximately 4:34 p.m., Sarah Bridgeford, Principal Community Resources Analyst, Neighborhood and Community Services (NCS), presented the Neighborhood Council (NC) program Standards and Guidelines and Tacoma Municipal Code (TMC) Chapter 1.45 review, including an overview; review process, noting the review period in the TMC would be extended by 180 days; standards and guidelines updates; NC program support; and next steps.

Discussion ensued regarding the NC program timeline for 2025, the 2035 strategic plan adoption, promoting community recruitment, and working together while encouraging alternative opinions for feedback and recommendations.

## Topics for Upcoming Meetings

2. [25-0006](#) January 23, 2025 - Election of Committee Chair and Vice Chair;  
Tacoma Community Redevelopment Authority Interviews
- February 13, 2025 - Human Rights Commission Annual Report;  
Human Services Commission Annual Report;  
Tacoma Community Redevelopment Authority  
Annual Report;  
Housing Authority Annual Report
- February 27, 2025 - Tacoma Area Commission on Disabilities Annual Report;  
Commission on Immigrant and Refugee Affairs Interviews;  
Library Board of Trustees and Tacoma Public Library  
Annual Report

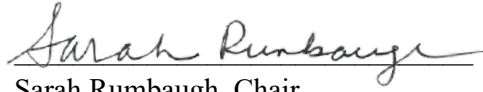
D'Angelo Baker, Committee Liaison, stated the January 23, 2025, meeting will include the election of Committee Chair and Vice Chair, and interviews for the Tacoma Community Redevelopment Authority Board; the February 6, 2025, special meeting will include interviews for the Community's Police Advisory Committee; the February 13, 2025, meeting will include annual reports from the Human Rights Commission, the Human Services Commission, and Tacoma Community Redevelopment Authority Board; and the February 27, 2025, meeting will include the Tacoma Area Commission on Disabilities annual report, interviews for the Commission on Immigrant and Refugee Affairs, and the Library Board of Trustees and Tacoma Public Library annual report.


## Other Items of Interest

Chair Rumbaugh stated she would like Committee members to start attending committee, board, and commission meetings. Council Member Sadalge provided an update on the transition of senior services and gave appreciation to Metro Parks Tacoma and NCS staff. Chair Rumbaugh stated she will be visiting the People's Community Center.

## Adjournment

There being no further business, the meeting adjourned at 5:30 p.m.

  
Sarah Rumbaugh, Chair

  
Hollyann Piotrowski, City Clerk's Office



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**January 23, 2025**  
**4:30 PM**

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Chair Sarah Rumbaugh, Vice Chair Jamika Scott,  
Latasha Palmer, Kristina Walker, Olgy Diaz (alternate)

#### Call To Order

Council Member Rumbaugh called the meeting to order at 4:33 p.m.

#### Roll Call

**Present:** 3 - Sadalge, Scott and Walker

Council Member Scott initially participated virtually and arrived in-person at 4:40 p.m.

#### Public Comment

There was no public comment.

#### Briefing Items

1. [25-0047](#) Election of Committee Chair and Vice Chair

**MOTION: Council Member Sadalge moved to reelect Council Member Rumbaugh as Chair of the Community Vitality and Safety Committee for the year 2025.**

**SECONDED BY: Council Member Walker.**

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

**Ayes:** 4 - Rumbaugh, Sadalge, Scott and Walker

**MOTION: Council Member Walker moved to elect Council Member Scott as Vice Chair of the Community Vitality and Safety Committee for the year 2025.**

**SECONDED BY: Council Member Sadalge.**

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

**Ayes:** 4 - Rumbaugh, Sadalge, Scott and Walker

2. [25-0045](#) Tacoma Community Redevelopment Authority Board Interviews  
[Nicole Emery, City Clerk]

At approximately 4:37 p.m., Susan Haigh, Deputy City Clerk, informed the Committee they would be interviewing four applicants for the Tacoma Community Redevelopment Authority (TCRA) Board and reviewing the updated applications for four individuals seeking reappointment, noting staff have requested the committee consider their reappointments based off their prior experience and updated applications; seven positions are available; and no qualified applications were received for the Certified Public Accountant (CPA) position, which will remain vacant.

Ronda VanderMeer, Staff Liaison, and Felicia Medlen, Division Manager, Community and Economic Development, provided background on when TCRA has meetings and funding authority clarification.

Vice Chair Scott arrived here, at 4:40 p.m.

Discussion ensued regarding clarification on grants, award amounts, and how the process works to receive funds; TCRA Board functions; real estate transactions; CPA representation; and the reappointment process.

**MOTION: Vice Chair Scott moved to recommend the reappointment of Azaria Azene to the “At-Large” position on the Tacoma Community Redevelopment Authority Board to continue to serve a two-year term, effective March 1, 2025, to expire February 28, 2027.**

**SECONDED BY: Council Member Walker.**

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

**Ayes:** 4 - Rumbaugh, Sadalge, Scott and Walker

**MOTION: Vice Chair Scott moved to recommend the reappointment of Amanda DeShazo to the “At-Large” position on the Tacoma Community Redevelopment Authority Board to continue to serve a two-year term, effective March 1, 2025, to expire February 28, 2027.**

**SECONDED BY: Council Member Walker.**

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

**Ayes:** 4 - Rumbaugh, Sadalge, Scott and Walker

**MOTION: Vice Chair Scott moved to recommend the reappointment of Ian Northrip to the “Attorney Rep.” position on the Tacoma Community Redevelopment Authority Board to serve a two-year term, effective March 1, 2025, to expire February 28, 2027.**

**SECONDED BY: Council Member Walker.**

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

**Ayes:** 4 - Rumbaugh, Sadalge, Scott and Walker

**MOTION: Vice Chair Scott moved to recommend the reappointment of Barb Commare to the “Contractor Rep.” position on the Tacoma Community Redevelopment Authority Board to serve a two-year term, effective March 1, 2025, to expire February 28, 2027.**

**SECONDED BY: Council Member Walker.**

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

**Ayes:** 4 - Rumbaugh, Walker, Scott and Sadalge

The Committee interviewed Zachary Burr, Erick Harpole, Cindy Norton, and Caryn Ragin.

Discussion ensued regarding the applicants’ qualifications.

**MOTION: Vice Chair Scott moved to recommend the appointment of Caryn Ragin to the “Attorney Rep.” position on the Tacoma Community Redevelopment Authority Board to serve a two-year term, effective March 1, 2025, to expire February 28, 2027.**

**SECONDED BY: Council Member Sadalage.**

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

**Ayes: 4 - Rumbaugh, Sadalge, Scott and Walker**

**MOTION: Vice Chair Scott moved to recommend the appointment of Cindy Norton to the “Contractor Rep.” position on the Tacoma Community Redevelopment Authority Board to serve a two-year term, effective March 1, 2025, to expire February 28, 2027.**

**SECONDED BY: Council Member Sadalge.**

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

**Ayes: 4 - Rumbaugh, Sadalge, Scott and Walker**

## **Topics for Upcoming Meetings**

3.     [25-0046](#)     February 6, 2025 - (Special Meeting) Community’s Police Advisory Committee Interviews  
February 13, 2025 - Human Rights Commission Annual Report;  
Human Services Commission Annual Report;  
Tacoma Community Redevelopment Authority Annual Report;  
Housing Authority Annual Report  
February 27, 2025 - Commission on Immigrant and Refugee Affairs Interviews;  
Tacoma Area Commission on Disabilities Annual Report;  
Library Board of Trustees and Tacoma Public Library Annual Report

D’Angelo Baker, Committee Liaison, stated the special meeting of February 6, 2025, will include interviews for the Community’s Police Advisory Committee; the February 13, 2025, meeting will include the annual reports of the Human Rights Commission, the Human Services Commission, TCRA Board, and the Housing Authority; and the February 27, 2025, meeting will include interviews for the Commission on Immigrant and Refugee

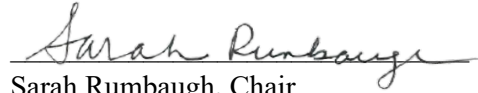
Affairs, and the Tacoma Area Commission on Disabilities annual report.

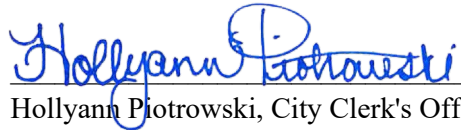
## Other Items of Interest

There were no other items of interest.

## Adjournment

There being no further business, the meeting adjourned at 5:43 p.m.

  
Sarah Rumbaugh, Chair

  
Hollyann Piotrowski, City Clerk's Office