

City of Tacoma Operational Strategy and Administrative Committee (OSAC) Minutes

2/13/2026 | 10:30 AM 747 Market Street, Tacoma, WA 98402, Conference Room 243

Call to Order

The meeting was called to order at 10:33 AM by Committee Member Bushnell.

Roll Call

Committee Members Present: Committee Member Bushnell, Committee Member Scott, Committee Member Walker, and Committee Member Hines .

Committee Members Absent: Chair Ibsen .

Welcome and Opening Remarks

Committee Member Bushnell opened the meeting and provided a key topic summary of the previous meeting.

Approval of Minutes

MOTION: Committee Member Scott moved to approve the minutes of January 23, 2026.

SECONDED BY: Committee Member Walker

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

MOTION: Committee Member Scott moved to approve the minutes of January 29, 2026.

SECONDED BY: Committee Member Walker

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

Briefing Item 26-0112: City Manager Recruitment

Presented by Human Resources Manager Keith Gulley.

Key Discussion Points:

- **Interview Timeline:** Final in-person interviews are scheduled for February 26, featuring four panels (Community Members, Community Leaders, City Leaders, and Council Members).
- **Community Interaction:** A televised evening event will be held at the Tacoma Dome on February 26, where candidates will present their vision and answer questions derived from a community stakeholder survey.
- **Council Deliberation:** Executive sessions to deliberate on candidates are planned for March 3, with final confirmation of the new city manager targeted for March 24.
- **Feedback Process:** Council members will be the last to interview the candidates and will receive debriefed feedback from the other three panels before final deliberations.

Briefing Item 26-0113: City Council Rules

Presented by Continuous Improvement Manager Matt Janzow.

Key Discussion Points:

- **Overview of Current Rules:** The rules govern meeting conduct, legislative processes, and public engagement.
- **Housekeeping vs. Substantive Changes:** Staff categorized updates into technical alignment (e.g., officially adding OSAC as a standing committee) and substantive policy changes (e.g., public comment limits).
- **Proposed Process Change:** Discussion on a new workflow that formally integrates OSAC into the rule-change process to allow for deeper analysis before a resolution reaches the full Council.
- **In-Depth Discussion of Potential Rule Changes:** The committee decided to revisit more substantive changes at a future point in time for further discussion.

Discussion topics included:

- **Rule 2 (Recess):** Proposal to limit the chair's authority to declare a recess to 15 minutes, with longer durations requiring a Council motion & language limiting consecutive recesses.
- **Rule 2 (Travel Reporting):** Requiring Council members to report on travel, with considerations for geographical location on triggering the need for a report (IE thresholds for out-of-state travel or international travel), & considerations for triggering reporting requirements based on how the travel is funded (IE city-funded or funded by external entities).

- **Rule 4 (order of Business):** Moving multi-family housing tax exemption to the consent agenda.
- **Rule 15 (Standing Committees):** Proposal to officially add OSAC to the list of Council standing committees.
- **Rule 9 (Public Comment / Forum):** Proposal to move the Community Forum into community spaces and update the format to allow for more robust back-and-forth dialogue with elected officials.

Public Comment

Public comment was taken.

Closeout

MOTION: Committee Member Bushnell moved to direct Continuous Improvement Staff to bring forward the housekeeping items that were identified during the conversation to the full council for consideration, along with the more substantive updates to the rules and the substantive proposal to full council for consideration.

SECONDED BY: Committee Member Scott

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

Action Items:

Action Item	By Whom	When	Communication / Decision
1. Send out a Detailed City Manager Interview Agenda & Final Panelist Names to the full Council	Keith Gulley, Human Resources	ASAP	
2. Explore Sharing the Topics of the Three Panel Interview Questions With the full Council	Keith Gulley, Human Resources	ASAP	

Adjournment

There being no further business, the meeting adjourned at 12:15 PM.

MOTION: Committee Member Bushnell moved to adjourn.

SECONDED BY: Committee Member Scott

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

Minutes prepared by: Ben Thurgood
Date: 2/24/2026

Andos Ibsen

X Chair Ibsen

Ben Thurgood

X Executive Liaison Ben Thurgood