



## Legislation Passed February 5, 2019

The Tacoma City Council, at its regular City Council meeting of February 5, 2019, adopted the following resolutions and/or ordinances. The summary of the contents of said resolutions and/or ordinances are shown below. To view the full text of the document, click on the bookmark at the left of the page.

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### **Resolution No. 40224**

A resolution setting Thursday, March 21, 2019, at 1:30 p.m., as the date for a hearing by the Hearing Examiner on the request to vacate a portion of East "K" Street and alley, lying between East 25th and East 26th Streets, west of East "L" Street, for potential future business expansion.

(Neptune Capital, LLC, Lentz Properties, LLC, and AA Wright, LLC;  
File No. 124.1393)

[Ronda Cornforth, Senior Real Estate Specialist; Kurtis D. Kingsolver, P.E.,  
Director, Public Works]

### **Resolution No. 40225**

A resolution authorizing an increase to the contract with Northwest Cascade Inc., by an amount not to exceed \$280,000, excluding applicable taxes, for a new total of \$1,095,615, budgeted from the Street Initiative and Wastewater Funds, for the Wastewater Sewer Replacement Project in the vicinity of Chandler and Center Streets - Specification No. ES18-0206F.

[Kristy Beardemphl, Project Manager; Michael P. Slevin III, P.E., Director,  
Environmental Services]

### **Resolution No. 40226**

A resolution designating the SAP Analytics and Business Reporting Project as a Special Project of Limited Duration, and designating general salary classifications and benefits for the person employed on the project, through December 31, 2020.

[Grace Brosnon, Business Solutions Functional Manager; Daniel Key, Director,  
Information Technology]

### **Resolution No. 40227**

A resolution requiring any penalties the City receives pursuant to Chapter 1.95 of the Municipal Code, relating to the Rental Housing Code, be used only, for the first three years the Code is in effect, for providing tenant relocation assistance as authorized in the Code, and after such time, the use of the funds may be reviewed by the City Council.

[Linda Stewart, Director, Neighborhood and Community Services]

### **Ordinance No. 28570**

An ordinance amending Chapter 1.06 of the Municipal Code, relating to Administration, to simplify and streamline the approval process for cancellation of uncollectable amounts due to the City.

[Jenni Barrett, Tax and License Operations Manager; Andy Cherullo, Director, Finance]

**Ordinance No. 28571**

An ordinance amending Chapter 1.12 of the Municipal Code, relating to the Compensation Plan, to correct the pay rates for the Public Disclosure Analyst and Specialist classifications, represented by the International Brotherhood of Electrical Workers, Local 483, Clerical Unit; and add a new nonrepresented, appointive classification of Data Architecture Manager.

[Kari Louie, Senior Compensation and Benefits Manager; Gary Buchanan, Director, Human Resources]



## RESOLUTION NO. 40224

1 A RESOLUTION relating to the vacation of City right-of-way; setting Thursday,  
2 March 21, 2019, at 1:30 p.m., as the date for a hearing before the City of  
3 Tacoma Hearing Examiner on the petition of Neptune Capital, LLC; Lentz  
4 Properties, LLC; and AA Wright, LLC, to vacate a portion of East "K" Street,  
and alley, lying between East 25th and East 26th Streets, westerly of  
East "L" Street, for potential future business expansion.

5 WHEREAS Neptune Capital, LLC; Lentz Properties, LLC; and AA Wright,  
6 LLC, having received the consent of the owners of more than two-thirds of the  
7 properties abutting a portion of East "K" Street, and alley, lying between East 25th  
8 and East 26th Streets, westerly of East "L" Street, have petitioned for the vacation  
9 of the following legally described right-of-way area:  
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11 All that portion of East "K" Street, lying south of Blocks 7534 and  
12 7536 and between and abutting Blocks 7633 and 7635, being  
north of East 26th Street and alley between and abutting  
13 Blocks 7536 and 7635, all of the Tacoma Land Company's First  
Addition to Tacoma, W.T., according to the Plat thereof filed for  
14 record July 7, 1884, in the office of the Auditor of Pierce County,  
15 Washington.

16 Together with that portion of alley between and abutting  
17 Blocks 7536 and 7635 lying west of East "L" Street, as shown on  
Tacoma Land Company's Seventh Addition to the City of Tacoma,  
18 according to the Plat thereof filed for record August 12, 1891, in  
the Office of the Auditor of Pierce County, Washington.

19 All situate in the City of Tacoma, County of Pierce, State of  
20 Washington; within the Northwest Quarter of the Northwest  
21 Quarter of Section 10, Township 20 North, Range 03 East of the  
Willamette Meridian;

22  
23 Now, Therefore,

24 BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

25 Section 1. That Thursday, March 21, 2019, at 1:30 p.m., is hereby fixed  
26 as the date and time, and the Council Chambers on the first floor of the



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Tacoma Municipal Building, 747 Market Street, in the City of Tacoma, as the place when and where said request will be heard by the Hearing Examiner and his recommendations thereafter transmitted to the Council of the City of Tacoma.

Section 2. That the Clerk of the City of Tacoma shall give proper notice of the time and place of said hearing.

Adopted \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

Property description approved:

\_\_\_\_\_  
Deputy City Attorney

\_\_\_\_\_  
Chief Surveyor  
Public Works Department

Location: A portion of East "K" Street, and alley, lying between East 25th and East 26th Streets, westerly of East "L" Street

Petitioner: Neptune Capital, LLC; Lentz Properties, LLC; and AA Wright, LLC

File No.: 124.1393



## RESOLUTION NO. 40225

1 A RESOLUTION related to the purchase of materials, supplies or equipment, and  
2 the furnishing of services; authorizing the increase of Contract  
3 No. 4600013474 with Northwest Cascade Inc., by an amount not to exceed  
4 \$280,000, excluding applicable sales tax, for a new cumulative total of  
5 \$1,095,615, budgeted from the Street Initiative and Wastewater Funds, for  
6 the Wastewater Sewer Replacement Project in the vicinity of Chandler and  
7 Center Streets, pursuant to Specification No. ES18-0206F.

8 WHEREAS the City has complied with all applicable laws and processes  
9 governing the acquisition of those supplies, and/or the procurement of those  
10 services, inclusive of public works, as is shown by the attached Exhibit "A,"  
11 incorporated herein as though fully set forth, and

12 WHEREAS the Board of Contracts and Awards has concurred with the  
13 recommendation for award as set forth in the attached Exhibit "A"; Now, Therefore,

14 BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

15 Section 1. That the Council of the City of Tacoma concurs with the Board of  
16 Contracts and Awards to adopt the recommendation for award as set forth in the  
17 attached Exhibit "A."

18 Section 2. That the proper officers of the City are hereby authorized to  
19 increase Contract No. 4600013474 with Northwest Cascade Inc., by an amount not  
20 to exceed \$280,000, excluding applicable sales tax, for a new cumulative total of  
21 \$1,095,615, budgeted from the Street Initiative and Wastewater Funds, for the  
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1 Wastewater Sewer Replacement Project in the vicinity of Chandler and Center  
2 Streets, pursuant to Specification No. ES18-0206F, consistent with Exhibit "A."

3  
4 Adopted \_\_\_\_\_

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7 Mayor

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9 Attest: \_\_\_\_\_  
10 City Clerk

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12 Approved as to form: \_\_\_\_\_  
13 City Attorney

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## RESOLUTION NO. 40226

1 A RESOLUTION relating to a Special Project; designating the SAP Analytics and  
2 Business Reporting Project as a special project of limited duration, through  
3 December 31, 2020; and designating general salary classifications and  
4 benefits for person employed on the project pursuant to Tacoma Municipal  
5 Code 1.24.187 and Tacoma City Charter Section 6.1(h).

6 WHEREAS City departments have identified a need for better data analysis,

7 and

8 WHEREAS the SAP Analytics and Business Reporting Project (“Project”) is  
9 a transformational opportunity anticipated in 2018 by the migration of the SAP  
10 system to the HANA database platform, which will provide the ability for staff to  
11 access data directly using common analytics tools, and

12 WHEREAS the Project will focus on SAP data for the Finance Department  
13 in 2019, and remaining SAP data, primarily for the Utilities and Human Resources  
14 Departments, in 2020, and

15 WHEREAS this effort will be designated as a special project of limited  
16 duration, with one person anticipated to be employed as a Project Manager through  
17 December 31, 2020, and

18 WHEREAS the Project Manager will serve as an internal organizational  
19 change management professional, focusing on strategies and techniques to  
20 support employees in the transition from current to future business analytic  
21 practices and reporting, which is vital to successful adoption of the Project, and

22 WHEREAS, pursuant to the provisions of TMC 1.24.187 and Tacoma City  
23 Charter Section 6.1(h), employees who are not regular employees and are hired as  
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1 special project employees are unclassified and paid as provided for by ordinance  
2 or resolution of the City Council; Now, Therefore,

3 BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

4 Section 1. That the SAP Analytics and Business Reporting Project is  
5 hereby designated as a special project of limited duration for a period of two years,  
6 ending December 31, 2020.

7 Section 2. That, in accordance with the provisions of Tacoma Municipal  
8 Code ("TMC") 1.24.187 and Tacoma City Charter Section 6.1(h), employees who  
9 have been hired or may be hired for positions expected to be of limited duration  
10 shall be designated as unclassified special project employees as of the date of  
11 hire.  
12

13 Section 3. That the salaries and classifications set forth in the Compensation  
14 Plan of the City of Tacoma for permanent employees, or the closest classifications,  
15 shall be applied, contingent upon funding, to similar positions of the special project,  
16 including from the Management Analyst series. The Compensation Plan is  
17 incorporated herein by reference as if fully set forth.  
18

19 Section 4. That employees who have been hired or may be hired as special  
20 project employees herein shall receive benefits in accordance with and pursuant to  
21 the provisions of the Compensation Plan of the City of Tacoma. They shall be  
22 given a one-time binding and irrevocable election to participate in the City's  
23 Retirement System pursuant to TMC 1.30. Special project employees hired to  
24 work on the identified special project shall not be eligible for longevity pay; and  
25 further, that should any current regular employee eligible for longevity pay be  
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1 assigned to the special project, the employee so assigned shall continue to be  
2 eligible for longevity pay and shall become or remain a member of the City's  
3 Retirement System pursuant to any applicable provisions of TMC 1.30, and  
4 contributions shall be paid therein by the City pursuant to TMC 1.30.360.

5 Section 5. That, inasmuch as the positions to be filled pursuant to this  
6 resolution are of a temporary nature and are unique in that they pertain only to the  
7 aforementioned special project, they are deemed unclassified, temporary positions  
8 of limited duration and persons so employed in such positions shall have no claim  
9 to further or continued employment with the City of Tacoma after cessation of such  
10 special project or after cessation of activities funded by said program, except  
11 pursuant to obtaining status as regular City of Tacoma employees under the  
12 provisions of the TMC or pursuant to further action of the City Council relating to  
13 this special project.  
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15 Section 6. That all acts by agents or employees of the City consistent  
16 herewith are hereby ratified.  
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Section 7. That the City Manager is hereby authorized to direct the appropriate City officers to proceed with the necessary actions for the completion of this special project.

Adopted \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Deputy City Attorney



## RESOLUTION NO. 40227

1 BY REQUEST OF COUNCIL MEMBERS BEALE AND USHKA

2 A RESOLUTION relating to rental housing; requiring that any penalties the City  
3 receives under the Rental Housing Code, Tacoma Municipal  
4 Code ("TMC") 1.95, be used only, for the first three years the TMC is in  
5 effect, for providing tenant relocation assistance as authorized in the TMC,  
6 and after such time, the use of the funds may be reviewed by the City  
7 Council.

8 WHEREAS, on November 20, 2018, pursuant to Ordinance No. 28559, the  
9 City enacted Tacoma Municipal Code 1.95, "Rental Housing Code," to provide  
10 better protections for tenants and provide specific guidance to landlords, and

11 WHEREAS the Rental Housing Code provides tenants relocation assistance  
12 in certain circumstances, and

13 WHEREAS the 2019-2020 Biennial Budget includes \$200,000 for tenant  
14 relocation assistance support, and

15 WHEREAS the Rental Housing Code encourages landlords to voluntarily  
16 comply with the requirements in the Code, even after a violation is alleged, and

17 WHEREAS, in circumstances where landlords do not voluntarily comply with  
18 Rental Housing Code requirements, the City is authorized to enforce the Code  
19 provisions and impose penalties on landlords who choose not to comply, and

20 WHEREAS it is the City's intent that any penalties received under the Rental  
21 Housing Code be used as follows: (1) all fees received during the initial three-year  
22 program period will be directed to tenant relocation costs; and (2) after the initial  
23 three-year period, the City Council may consider reallocating surplus funding to  
24 program costs, excluding staff time; or may direct surplus funding to service  
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agencies in the community which serve the needs of the most economically challenged residents experiencing homelessness or housing instability; Now,

Therefore,

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:**

That the proper officers are hereby directed to use any penalties received from enforcing the Rental Housing Code, Tacoma Municipal Code 1.95, as follows:

- (1) all fees received during the initial three-year program period will be directed to tenant relocation costs; and
- (2) after the initial three-year period, the City Council may consider reallocating surplus funding to program costs, excluding staff time; or may direct surplus funding to service agencies in the community which serve the needs of the most economically challenged residents experiencing homelessness or housing instability.

Adopted \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:  
  
\_\_\_\_\_  
City Clerk

Approved as to form:  
  
\_\_\_\_\_  
Deputy City Attorney



## ORDINANCE NO. 28570

1 AN ORDINANCE relating to administration; amending Section 1.06.226 of the  
2 Tacoma Municipal Code, "Cancellation of amounts due," to simplify and  
3 streamline the approval process for cancellation of uncollectable amounts  
4 due to the City.

4 WHEREAS, in an effort to continually review and improve financial  
5 processes, the Finance Department is establishing a Citywide policy to standardize  
6 the write-off of uncollectible amounts due to the City, and

7 WHEREAS Tacoma Municipal Code ("TMC") 1.06.226 "Cancellation of  
8 amount due," allows for the write-off or cancellation of amounts due to the City  
9 after reasonable collection or settlement efforts have been attempted, and

10 WHEREAS the approval process contained in TMC 1.06.226 has not been  
11 updated since 1995, and was identified as an area of improvement, and

12 WHEREAS the proposed amendment would authorize department directors  
13 to approve write-off of amounts of up to \$5,000; amounts between \$5,000 and  
14 \$25,000 would require City Attorney and Finance Director, or TPU Director  
15 approval; and amounts over \$25,000 would continue to require City Council  
16 approval; Now, Therefore,

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BE IT ORDAINED BY THE CITY OF TACOMA:

That Section 1.06.226 of the Tacoma Municipal Code, "Cancellation of amounts due," is hereby amended as set forth in the attached Exhibit "A."

Passed \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Deputy City Attorney



EXHIBIT "A"

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**1.06.226 Cancellation of amounts due.**

No amounts in excess of \$25,000.00 which are due any department of the City, including its public utilities, from any individual or corporate debtor thereto under the provisions of leases, contracts, other instruments or agreements, or under provisions of rate or other ordinances or resolutions, or which are due and legally enforceable from any person, corporation or insurance company as a result of damages to City property, shall be canceled, written off, reduced or otherwise compromised without the authorization therefor by a resolution or motion of the City Council or of the Public Utility Board upon recommendation of the City Manager for the general government and upon recommendation of the Director of Utilities for the Department of Public Utilities, as the case may be.

Such amounts due the City which are in excess of ~~\$15,000.00~~ but which are no greater than \$25,000.00 may, after reasonable efforts for the collection or settlement thereof have been exhausted, be authorized to be canceled, written off or settled in part upon recommendation of a Department's Administrative Officer ~~the City Attorney~~ and with the approval of the City Manager ~~Attorney and Director of Finance~~ for general governmental departments or the approval of the Director of Utilities for the Department of Public Utilities, as the case may be.

Such amounts due the City which are no greater than ~~\$15,000.00~~ may, after reasonable efforts for the collection or settlement thereof have been exhausted, be authorized to be canceled, written off or settled in part upon approval of the Department's Administrative Officer ~~Director of Finance and City Attorney~~, based on written procedures developed by the Director of Finance and approved by the City Manager or the Director of Public Utilities, as may be appropriate.

Nothing herein shall prevent the ~~Finance~~ Director of Finance, as approved by the City Manager for general governmental departments and the Director of Utilities for the Department of Public Utilities, as the case may be, from employing collection agencies of recognized competence and repute for the purpose of attempting to collect through assignment thereto, all or any portion of any accounts which have been heretofore canceled and written off the City's books pursuant to this section, except where prior settlement thereof has extinguished the liability of the debtor to the City.



## ORDINANCE NO. 28571

1 AN ORDINANCE relating to pay and compensation; amending Chapter 1.12 of  
2 the Tacoma Municipal Code to implement rates of pay and compensation  
3 for employees represented by the International Brotherhood of Electrical  
4 Workers, Local 483, Clerical Unit, and other changes to nonrepresented  
5 classifications to reflect the organizational structure; and declaring the  
6 effective dates thereof.

7 WHEREAS the collective bargaining agreement with the International  
8 Brotherhood of Electrical Workers (“IBEW”), Local 483, Clerical Unit, adopted on  
9 August 23, 2016, pursuant to Resolution No. 39520, provides for a wage  
10 increase of 2 percent, effective January 1, 2019, and

11 WHEREAS Ordinance No. 28486, passed February 6, 2018, established  
12 the classifications of Public Disclosure Specialist and Public Disclosure Analyst,  
13 and Ordinance No. 28504, passed April 17, 2018, amended the classification of  
14 Public Disclosure Analyst to be overtime eligible, and established that both  
15 classifications would be represented by IBEW, Local 483, Clerical Unit, and

16 WHEREAS the classifications of Public Disclosure Specialist and Public  
17 Disclosure Analyst were inadvertently omitted from the 2019 wage increase  
18 approved pursuant to Ordinance No. 28567, passed December 18, 2018, and  
19 should receive a 2 percent wage increase retroactive to January 1, 2019, and

20 WHEREAS this ordinance will also create a new unclassified, appointive  
21 classification of Data Architecture Manager to be used in the Information  
22 Technology Department, which will be nonrepresented and exempt from  
23 overtime, and  
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WHEREAS the Data Architecture Manager will act as a working supervisor, an independent contributor, and as part of a team to establish and maintain alignment between data domains and reference data architecture, and

WHEREAS the Data Architecture Manager position will serve as the recognized enterprise-level data architecture expert responsible for providing direction on the best use of the components that comprise the reference data architecture; Now, Therefore,

BE IT ORDAINED BY THE CITY OF TACOMA:

Section 1. That Section 1.12.355 of the Tacoma Municipal Code is hereby amended, effective retroactive to January 1, 2019, to read as follows:

Code	A	Job Title	1	2	3	4	5
1141		Public Disclosure Analyst	28.01	29.41	30.88	32.42	34.04
1140		Public Disclosure Specialist	25.24	26.47	27.79	29.18	30.64

Code	A	Job Title	1	2	3	4	5
1141		Public Disclosure Analyst	<a href="#">28.57</a>	<a href="#">30.00</a>	<a href="#">31.50</a>	<a href="#">33.07</a>	<a href="#">34.72</a>
1140		Public Disclosure Specialist	<a href="#">25.71</a>	<a href="#">27.00</a>	<a href="#">28.35</a>	<a href="#">29.76</a>	<a href="#">31.25</a>

Section 2. That Section 1.12.355 of the Tacoma Municipal Code is hereby amended, effective as provided by law, to read as follows:

Code	A	Job Title	1A	1B	1C	1D	2A	2B	2C	2D	3A	3B
<a href="#">0147</a>	<a href="#">A</a>	<a href="#">Data Architecture Manager</a>	<a href="#">53.61</a>	<a href="#">54.28</a>	<a href="#">54.96</a>	<a href="#">55.65</a>	<a href="#">56.35</a>	<a href="#">57.05</a>	<a href="#">57.76</a>	<a href="#">58.48</a>	<a href="#">59.21</a>	<a href="#">59.95</a>
			3C	3D	4A	4B	4C	4D	5A	5B	5C	5D
			<a href="#">60.70</a>	<a href="#">61.46</a>	<a href="#">62.23</a>	<a href="#">63.01</a>	<a href="#">63.80</a>	<a href="#">64.60</a>	<a href="#">65.41</a>	<a href="#">66.23</a>	<a href="#">67.06</a>	<a href="#">67.90</a>
			6A									
			<a href="#">68.75</a>									



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Section 3. That Section 1 is effective retroactive to January 1, 2019. That  
Section 2 is effective as provided by law.

Passed \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:  
\_\_\_\_\_  
City Clerk

Approved as to form:  
\_\_\_\_\_  
Deputy City Attorney