



## 2014 TACOMA CHARTER REVIEW A LOOK AT HOW YOUR CITY WORKS

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Wednesday, April 9, 2014 at 7:00 p.m.

# Charter Review Committee Agenda

1. Call to Order
2. Roll Call
3. Public Comment
4. Reports by the Subcommittees
5. Form of Government
  - A. Status Check on Form of Government Changes
6. Article II Legislative
  - A. Section 2.25 Power of the People (Charter Review Period)
7. Article III Administrative
  - A. Section 3.13 NEW SECTION: Neighborhood Councils
8. Article IV Public Utilities
  - A. Section 4.XX NEW SECTION: (City Council Retention of Management Consultant for 10 year performance audits of TPU)
9. Human Resource
  - A. Section 6.13 City Officers and Personnel (Personnel Officer)
  - B. Section 6.14 City Officers and Personnel (Rule Changes By Resolution)
  - C. Section 6.15 City Officers and Personnel (Apprenticeship Programs)
10. Other Items to be considered
  - A. NEW SECTION: F-1 Public Disclosure Form for City Employees with Fiduciary Responsibility
11. Communications
12. Other Business/Unfinished Business
13. Committee Comments
14. Adjournment



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## ARTICLE II

### The Legislative Branch

#### Amendment to 2.25 Charter Review

##### **CURRENT CHARTER LANGUAGE:**

The City Council shall commence a review of this charter no less frequently than once every ten years, by appointing a charter review committee, or by the election of a board of freeholders in the manner provided in state law.

##### **RECOMMENDED CHARTER LANGUAGE:**

The City Council shall review the charter every five years to determine if an additional full charter review is necessary, commencing a review of this charter as described herein no less frequently than once every ten years, by appointing a charter review committee, or by the election of a board of freeholders in the manner provided in state law.

##### **RATIONALE FOR CHANGE:**

- Allows for a more frequent review of the charter.
- Allows for course changes if strategic direction changes.

##### **RATIONALE AGAINST CHANGE:**

- Changes to the charter should be allowed time to mature so the full impact can be determined before another change.

## ARTICLE III

### The Administrative Branch

#### Adding 3.13 Neighborhood Councils (Major)

**CURRENT CHARTER LANGUAGE:** Not included in the charter.

**RECOMMENDED CHARTER LANGUAGE:**

In order to foster communication and to promote citizen-based neighborhood involvement, there shall be Neighborhood Councils and one (1) Community Council. The Neighborhood Councils and Community Council shall act as advisors to the City Council, Mayor and City Manager (MC/CAO). The City Council shall determine the boundaries of the Neighborhood Councils with the intention of recognizing neighborhood groups, and shall set those boundaries by resolution. A Neighborhood Council may propose boundary adjustments for consideration by the City Council so long as there is agreement by any impacted Neighborhood Councils prior to request for consideration by the City Council. The Community Council shall be composed of one member from each Neighborhood Council with such powers, duties and tenure as are provided by ordinance. Neighborhood Councils and the Community Council shall have the power to make bylaws and rules for the conduct of their business not inconsistent with this charter or ordinances of the City of Tacoma or the Open Records and Open Meetings Acts. Said Neighborhood Councils and Community Council members shall serve without pay.

**RATIONALE FOR CHANGE:**

-Currently, there are three boards/commissions in the charter: Public Utilities Board, Civil Service Board and Planning Commission. Each of these makes recommendations to the Council but is also autonomous, acting on its own authority in a limited area. The Neighborhood Councils are the only other commission/board/council/committee that fit this description.

-A non-profit organization, receiving funds from the city and other sources.

-A strong platform for civic engagement and communications from the Council to the community. They represent a neighborhood voice in government especially for minorities and those living in poverty.

-No increase in cost to the city. There are no dedicated FTE's and the General Fund support of operational funding is \$90,000 per biennium, a non-competitive line item in the budget.

-Mumblings have been heard in the Council of doing away with these organizations. It's harder to eliminate them if they are in the charter. Their value to the city warrants inclusion.

-Included in the Spokane charter.

**RATIONALE AGAINST CHANGE:**

-Don't add more rules or bureaucracy in the charter to this well organized system.

-Budget could be cut at the discretion of the City Manager or Council and weaken their impact.

-Need a legal determination if these Councils meet the definition of Open Records and Open Meetings, i.e. they meet in small groups in their neighborhood and talk about issues, is that a Public Meeting?

-Suggest the City Council get input from each Neighborhood Council on this wording before sending it to the voters.

**The Human Relations Sub-Committee recommends: Approval**

## City Council Retention of Management Consultant for TPU

### **Current Charter Language:**

None

### **Recommended Language:**

#### **Article ?? – New Section**

The City Council shall, every 10 years, retain a management consulting firm to analyze all the City's utilities, and to recommend changes in assets, management, ownership, organization, lines of business, strategic direction and other relevant topics. The first year for such a review shall be 2015.

Passed by verbal motion at the April 3 committee meeting.

## ARTICLE VI

### City Officers and Personnel

#### Amendment to 6.13, 6.14 and 6.15 Personnel Officer (Minor)

##### **CURRENT CHARTER LANGUAGE:**

Article VI City Officers and Personnel

6.13 Personnel Officer There shall be a Personnel Officer, appointed by the City Manager on the basis of his experience in and demonstrated knowledge of modern personnel administration, who shall ~~a~~be the administrative head of the Personnel Department.

6.14 Personnel Rules The Civil Service Board, except as provided in subsection (b) below, shall make and promulgate all Civil Service and Personnel Rules,

6.14 (b) The City Council may propose civil service and personnel rule changes by resolution,

6.14 (c) Such civil service and personnel rules shall, among other things,

6.15 The Personnel Officer may develop an apprenticeship program for the recruitment and promotion of employees in the skilled trades.

##### **RECOMMENDED CHARTER LANGUAGE:**

Article VI City Officers and ~~Personnel~~ Staff

6.13 ~~Human Resources Personnel~~ Officer There shall be a ~~Human Resources Personnel~~ Officer, appointed by the City Manager on the basis of his experience in and demonstrated knowledge of modern ~~human resources personnel~~ administration, who shall ~~a~~be the administrative head of the ~~Human Resources Personnel~~ Department.

6.14 Personnel Rules The Civil Service Board, except as provided in subsection (b) below, shall make and promulgate all Civil Service and ~~Human Resources Personnel~~ Rules,

6.14 (b) The City Council may propose civil service and ~~human resources personnel~~ rule changes by resolution,

6.14 (c) Such civil service and ~~human resources personnel~~ rules shall, among other things,

6.15 The ~~Human Resources Personnel~~ Officer may develop an apprenticeship program for the recruitment and promotion of employees in the skilled trades.

##### **RATIONALE FOR CHANGE:**

-Personnel is an archaic and militaristic term

**Article 1**  
**New Section**

**Current Charter Language**

None

**Recommended Language:**

**Article 1x – New Section**

Appointed members of citizen boards, commissions, committees, and City of Tacoma employees given the delegation of authority to sign contracts, must annually file an F-1 Personal Financial Affairs Statement with the Public Disclosure Commission and with the City Clerk. This information will be made available on the City’s website.

**Rationale for Change:**

City employees manage a great deal of public money. Citizen board members recommend policies that involve the expenditure of taxpayer dollars. This amendment ensures more transparency and accountability that those managing tax dollars are not engaged in activities that may conflict with their duties as employees or board members.

The “delegation of authority” language is directly from the TMC 1.06.268 and the City’s Purchasing Manual.

**Rationale against Change:**

The requirement may have a chilling effect on citizens wanting to serve on City boards and commissions but object to the public disclosure of their financial affairs.