



2014 City-Wide Work Plan – Mid-Year Update

Community Vision

The City of opportunity, the community of choice.

City Mission

To provide superior services that support a safe, inviting and healthy environment for our residents, businesses and guests.

Strategic Goals and Objectives

1. A Community of Inviting Neighborhoods & Vibrant Business Districts

- A. Cultivate community ownership of shared spaces.
- B. Build a broad and collaborative approach to preventing crime and increasing the sense of safety.
- C. Focus City planning and investments on creating a connected, dynamic urban environment.
- D. Use City efforts and investments to realize established visions for specific sub-areas.

2. A Solid Foundation for All Tukwila Residents

- A. Partner with organizations that help meet the basic needs of all residents.
- B. Strive for excellent education, vocational supports, and personal growth opportunities through effective partnerships and City services.
- C. Encourage maintenance, improvements, and diversity in the City's housing stock.

3. A Diverse & Regionally Competitive Economy

- A. Embrace the City's economic potential and strengthen the City's role as a regional business and employment center.
- B. Strengthen the City's engagement and partnership with the business community.

4. A High-Performing & Effective Organization

- A. Use Tukwila's Vision, Mission, and Strategic Plan to focus and prioritize City efforts.
- B. Advance Tukwila's interests through participation in regional partnerships.
- C. Continue to develop as an organization and support individual growth.
- D. Ensure City facilities are safe, efficient, and inviting to the public.
- E. Ensure the long-term fiscal sustainability of the City.

5. A Positive Community Identity & Image

- A. Improve the City's ability to build trust and work with all members of the Tukwila community.
- B. Facilitate connections among Tukwila's communities.
- C. Promote a positive identity and image of Tukwila.

2014 Priorities

- ❖ Crime Reduction along Tukwila International Boulevard (TIB)
- ❖ An Improved Environment for Community Livability
- ❖ Strengthened Financial Fundamentals
- ❖ Updated Plans and Policies Aligned with the Community's Vision
- ❖ Improved Access to City Services and Decision-Making
- ❖ Council, Staff and Partners Engaged in a Shared Commitment to the Community's Vision



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Crime Reduction along Tukwila International Boulevard (TIB)			
Tukwila Village	ED/DCD	1, 5	The site development permit is anticipated to be issued in June. Vacation of 41 st Avenue is anticipated to be complete in June. Building permits for phase 1 and the library are expected to be ready to be issued this summer. Groundbreaking is tentatively scheduled for August 1 st .
Motel Purchases/Urban Renewal	ED	1, 5	City is working through the US Attorney's office to purchase the Great Bear, Boulevard, and Traveler's Choice motels. We anticipate completing those purchases this summer. The City is negotiating with the owners of the Spruce Motel and anticipates completing that purchase this summer.
Urban renewal financing	FIN	2	In process of securing services of a financial advisor to assist with the urban renewal financing; conducted preliminary discussions with bond counsel and bond underwriter for urban renewal financing
Increase bus shelter cleaning, litter pickup and graffiti removal	PW	1	Continued higher frequency bus shelter cleaning and litter pickup. Graffiti occurrences are down from 2013.
PD Strategic Plan	Police	1, 4	The Police Department strategic plan is complete, which is aligned with the City's Strategic Plan. It identifies three broad goals and the strategies and tactics to complete those goals. Goal one - Improve Public Safety by Reducing and Preventing Crime; Goal two - Effectively Manage Our Resources; Goal three - Build a High-Performing Organization.
Residential Neighborhood Maintenance Program	DCD	1,2	Temporary re-assignment Admin. Support Technician to Code Enforcement Officer and hire temporary full time Administrative Support Technician has been completed. A review of ways to Streamline Code Enforcement process has been completed. The Community Involvement component will involve several divisions of City government, some City funds, and community groups will begin in July.
PD and FD Computer Aided Dispatch Upgrade	IT/PD/FD	1, 4	Tiburon CAD upgrade for Valley Communications went smoothly on go-live date of March 14 with 28 PD vehicles, 17 FD vehicles, and 59 office workstations updated to use the new interface.
Civics Class at Foster High School	Police	1, 5	On April 3, a Police Department team met with about 30 Foster High School students, their teacher and the principal for a two-hour open discussion meeting with their Civics class. The open forum allowed for the students to ask any questions of the officers present. The team and students engaged in thoughtful discussion and the team was able to appropriately respond to their questions and hopefully ease some of their concerns. A few of the questions asked were: <i>What are some of the most difficult situations you face being police officers? What does accountability look like for officers? How does the department ensure the best officers are working with the community? Students/teens in Tukwila often feel more fear than protection from the police, how do we develop more trusting relationships between us and the TPD? What are some of the measures the department has put in place to ensure that TIB is a safer place? At a recent police school meeting, Dr. Coogan requested additional sessions due to the success of the initial session focused on building trust and fostering positive relationships.</i>



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Light Rail Station	Police	1	The Light Rail Station has become a focus of the Community Police Team (CPT) in our efforts to reduce crime on TIB. We formed a work group with Metro Police, Sound Transit, and TPD staff to develop and implement solutions to reduce crime on and near the property. CPT Officers have received training from Sound Transit Police regarding unlawful transit conduct and we have coordinated joint operations for 2014. Meetings have continued with these agencies every month since September. We continue to share crime and calls for service statistics, as well as discuss strategies and response procedures, multi-agency emphasis patrols conducted during the past 6 months, and extra patrols by TPD patrol division and CPT teams
9th Annual EAASG Conference	Police	1	The Tukwila Police Department was the host agency for the international 2014 EAASG conference, which was held at the Double Tree Suites in Tukwila, May 5-7. The mission of the East African Area Studies Group is to support law enforcement in understanding the East African community, share information regarding crime trends and gangs, and enhance collaboration between government entities regarding Horn of Africa issues. The conference covered a variety of topics, which included sessions on: 1) Understanding Somalia: Society, Culture, and the State; 2) Community Policing in the Somali Community; 3) Creating community Engagement Teams. There were approximately 130 attendees at the conference. The Department also arranged tours of the City for conference attendees. Conference attendees were excited about the location and asked to have the conference return here in the future.
Trainings	Police	4	Police staff attended the succession planning class in May and has worked diligently on organizational development and leadership development training. Staff also completed HPO training. Some Command staff as well as sergeants have either completed or been scheduled to attend the Leadership in Policing Organization (LPO) training offered by IACP.
Human Trafficking	Police	2, 4	<p>Furthering our focus on building partnerships and crime reduction on TIB, the Police Department is working with the King County Prosecutor's Office, Seattle Police Department and King County Vice to address human trafficking in our region. The KC prosecutor reached out to our police department as a result of our recent success in our investigation and arrest of a prolific human trafficker operating from one of our hotels on TIB. That person was convicted and received a significant sentence for trafficking under-aged girls.</p> <p>On May 23, the Police Department hosted an 8-hour training course on Commercial Sexual Exploitation of Children (CSEC). Approximately 60 attendees were scheduled to attend including those from police departments, Seattle public schools, county and city prosecutor's offices, probation counselors and DOC employees.</p>



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An Improved Environment for Community Livability			
Washington Place	ED/DCD	1, 5	In May the City Council approved an amendment to the development agreement for Washington Place and the Board of Architecture Review approved the project design.
Duwamish Hill Preserve	PR	1, 5	Parks & Rec Held stakeholders meeting in May to capture input for Phase II design at DHP.
Applied for 2015 Minor Home Repair funds	HS	1,2	Application for 2015 Minor Home Repair funds was submitted in May. City will know the outcome in the fall.
Minor Home Repair Activity	HS	1,2	Human Services served 12 homeowners with 72 hours of repair from Jan-March.
Access to current City laws 24 hours a day	City Clerk	2, 4	Priority has been given to incorporating new and changing City laws into the Tukwila Municipal Code upon approval by the City Council. The relevant Code sections are added to the City's Digital Records for keyword searching and 24-hour access by the public. Benefits include easy access to Fire codes, Public Safety laws, Code Enforcement regulations, Utility Fees, etc.
Fire Department Community Outreach	FD/EM	2,4,5	Participated in FHS Career Fair. Offering Public Education in the areas of First Aid, CPR, Public Defibrillator Training, CERT, and Fire Extinguisher Training.
Strengthened Financial Fundamentals			
2013 financial results	FIN	1,2	General fund increased by \$3.5M to \$9.5M and Contingency fund increase by \$4.3M to \$5.7M meeting the City's reserve policy criteria.
False Alarm fee increase	FIN, POL, FIR	1,2	Effective April 1, 2014.
Updated Plans and Policies Aligned with the Community's Vision			
Facilities Needs Assessment and Feasibility Study	PW	4, 5	Phase 2 Council Work session held on May 12, 2014. Previous meetings include a Council workshop on April 14 to discuss Council interviews, expectations and update timeline; and a Phase I update on January 13.
Southcenter Plan	DCD	1,2, 3	Completed Council review of the Southcenter Plan, updated TUC Zoning and Design Manual on June 2, 2014. Issued the final supplemental EIS for the Plan that will allow future projects meeting the Plan standards to be exempt from SEPA review and protected from appeal on environmental issues.
Community Conversations	DCD/ Mayors /HS	1,5	Conducted a survey of community issues and priorities and held two Community Conversations meetings to build community, foster communication between residents and the City and gather information to inform the Comprehensive Plan update.
Undergrounding of Utilities	PW	1	Staff is negotiating with Seattle City Light for a Franchise renewal that may include subsidized undergrounding for 42 nd Ave S. and 53 rd Ave S.
Residential Sidewalks	PW	1	Designing 42 nd Ave South Phase III Improvements and two Safe Routes to School projects.



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Parks, Recreation and Open Space Plan (PROS)	PR	1, 2, 5	Adopted PROS Plan in March
Fire Department Strategic Plan	FD	4,5	Plan completed with exception of implementation matrix. Staff working with BERK to finalize.
Information Technology Assessment	All	4,5	Contract with Moss Adams to do an Information Technology Assessment to include review of current operations and interviews with stakeholders. To be completed in the 3 rd Quarter.
Improved Access to City Services and Decision-Making			
Created a Communications Division	Mayor's Office	2, 4, 5	Created a Communications Division to focus on improving communication as an organization both internally and externally. Reallocated existing staff to the Communications Division and dedicated work space in the 6300 building. This division has assisted in creating publications and brochures for upcoming events, increased the City's presence with Social Media, created/reinstated employee publications the City Digest and the Grapevine and collaborated with other organizations to develop resources. A Communications Consultant currently oversees the division and is providing administration with an assessment of the City's current communications. The City is in the process of hiring a Communications and Government Relations Manager.
TRAKiT Permitting System	DCD		The implementation of the City's new permitting system is going well. The end users are continuing to become familiar with the features that it offers. Staff is continuing to work with the vendor to soon have the eTRAKiT module available to the public. This module will allow our customers to apply/issue over-the-counter permits online as well as allow citizen comments/concerns to be submitted electronically.
Tukwila Community Center Rental Office	PR	4, 5	Created Rental Office at Tukwila Community Center to increase level of service to patrons renting parks and recreation facilities.
Joint Request for Proposal Process for 2015 human service providers	HS	2	Human Services Advisory Board will start reviewing 52 proposals in June
Open Government as the highest priority	City Clerk	2, 4	Digital Delivery and online accessibility of meeting materials has been enhanced to include not only Council meetings, but Boards and Commissions to include the Planning Com., Parks Com. Arts Com., Community Policing, Civil Service, Equity & Diversity, Human Services, and Library Advisory Board. These meeting materials are distributed via a link to the City's Digital Records Center available 24 hours a day. The minutes of each meeting are also available online.
Records transparency and availability	City Clerk	2, 4	The City strives to fulfill the requirements of the Public Records Act at the highest level. Providing online access to records frequently requested by the public is the most innovative and efficient means of serving the community and meeting the stringent requirements of the law. Records continue to be added to the City's Digital Records Center to enhance records transparency. A project currently in progress involves digitizing and indexing all development and land use files from 1908 to current for online access by citizens.



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Fire Prevention Move to 6300	FD	4,5	Space has been identified. Drawings for remodel have been submitted to PW. Projecting a move in 3 rd Quarter.
Council, Staff and Partners Engaged in a Shared Commitment to the Community's Vision			
High Performance Organization/Cultural Awareness	Mayor's Office	1, 2, 4, 5	Over the past 9 months, over 100 employees have received training in High Performance Organization, Cultural Awareness, and LEAN principles. This work is creating a foundation that will support organizational/cultural change, and improve communication and understanding with each other and the community we serve.
Succession Plan Training	All	4	32 Executive staff and mid-level supervisors attended a full day training offered by WCIA on Succession Plan Training.
RFP for afterschool provider	Mayor's /HS	2	The School District and City have agreed on a joint process for selecting an afterschool provider, expected to be completed early in 3 rd Quarter.
Community budget forum	FIN	1	Community budget forum was conducted in March
Budget survey	FIN	1	Budget survey made available in March
Job shadowing and Future Business Leaders of America	FIN/IT	1, 2	Both Finance and IT hosted Foster High School students that participated in job shadowing; Finance assisted with the Future Business Leaders of America meetings at Foster High School.
FHS Career Fair	P&R FIN	2, 5	Staff served as a lead organizer for the FHS Career Fair event in April. Several other staff served on a professional speaker panel team and as exhibitors for the career resource fair.
VROOM Partnership	P&R	2, 5	Staff has been working in partnership with the Bezos Family Foundation on the VROOM "Movement" (promoting an early learning nation). Involvement includes serving on the Advisory Committee, distributing materials at events, educating facility and program staff on engagement strategies, and supporting related events and activities.
Project Feast Partnership	P&R	1, 2, 5	Staff has developed a collaborative partnership with the non-profit organization "Project Feast" to support their job training program for refugees and immigrants. Project Feast now uses the Tukwila Community Center as its operations center for the training program and catering business (which helps to ensure the training program remains to be free for participants).
Fire Department/Emergency Management to SR-530 Slide	FD/EM	4,5	FD and EM staff gained significant experience and training in assisting the Oso/Snohomish County Community during the SR-530 Slide Incident. Much that was learned can be utilized in response to local disaster. The City of Tukwila enhanced its reputation as a caring and giving regional community partner. Public confidence in the City's ability to respond to a major local disaster has improved as well.



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Community Connectors	Mayor's Office	1, 2, 5	Implemented the City's Community Connector program by working collaboratively with Global to Local and Forterra. Provided training of basic City services, developed Pilot Project, and enlisted in the help and support of 7 community leaders and City staff to engage over 180 residents in discussions related to housing and food access. It was one of the City's most successful community outreach events to date.