



Tukwila Equity and Social Justice Commission

City of Tukwila – City Hall

6200 Southcenter Boulevard, Tukwila, WA 98188

NOTICE IS HEREBY GIVEN that the Equity and Social Justice Commission meeting will be held on **May 2, 2024, at 5:30PM.**

Join the meeting video on your computer or mobile app: [Click here to join the meeting](#)
Participate in the meeting by phone: **253-292-9750**, Phone Conference ID: 986 969 249#

For in-person, please join us at **5:30PM**
Tukwila City Hall, 6200 Southcenter Blvd, Tukwila, WA 98188

For assistance during the meeting, please call Jo Anderson, Equity and Social Justice Staff Liaison, at **206-658-7849**

MEETING AGENDA

Thursday, May 2, 2024 – 5:30PM

I Call to Order

II Introduction (2 minutes)

III Approval of Agenda (2 minutes)

IV Approval of Minutes, April 4, 2024 (2 minutes)

V Written Public Comments

VI Business Items

- Icebreaker Activity for Commissioners to Continue to Get to Know One Another, including welcoming new ESJC Commissioners

COMMISSION ACTION ITEM: Learn more about the Commissioners.

- City of Tukwila 2025-2026 Budget Process – Tony Cullerton, Deputy Finance Director and Joel Bush, Chief Technology Officer
- **COMMISSION ACTION ITEM:** Commissioners will receive a presentation and engage in Q&A on the budget process, including priorities, survey and outreach strategies, and implementation timeline.



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- 2024 ESJC Workplan Tasks and Updates

2024 Priority

Relationship-building in the community:
Learn What is Happening in the Community
Amplify ESJC's Community Presence

Awareness, Forums, Trainings:
Racial Restrictive Covenants
Comprehensive Plan Elements

In Partnership with EPIC, Enforce Equity Policies:
Prioritize Local Hires
Drill Into the Equity Toolkit

Board & Commissions:
Equitable Recruitment
Equity Policy Accountability

COMMISSION ACTION ITEM: Continue working on 2024 Priorities.

VII Miscellaneous

- ESJC Rotating Co-Chair Sign-ups
- EPIC Report

VIII Adjournment



CITY OF TUKWILA 2025-26

BUDGET

DEVELOPMENT PROCESS



The City of opportunity, the community of choice.

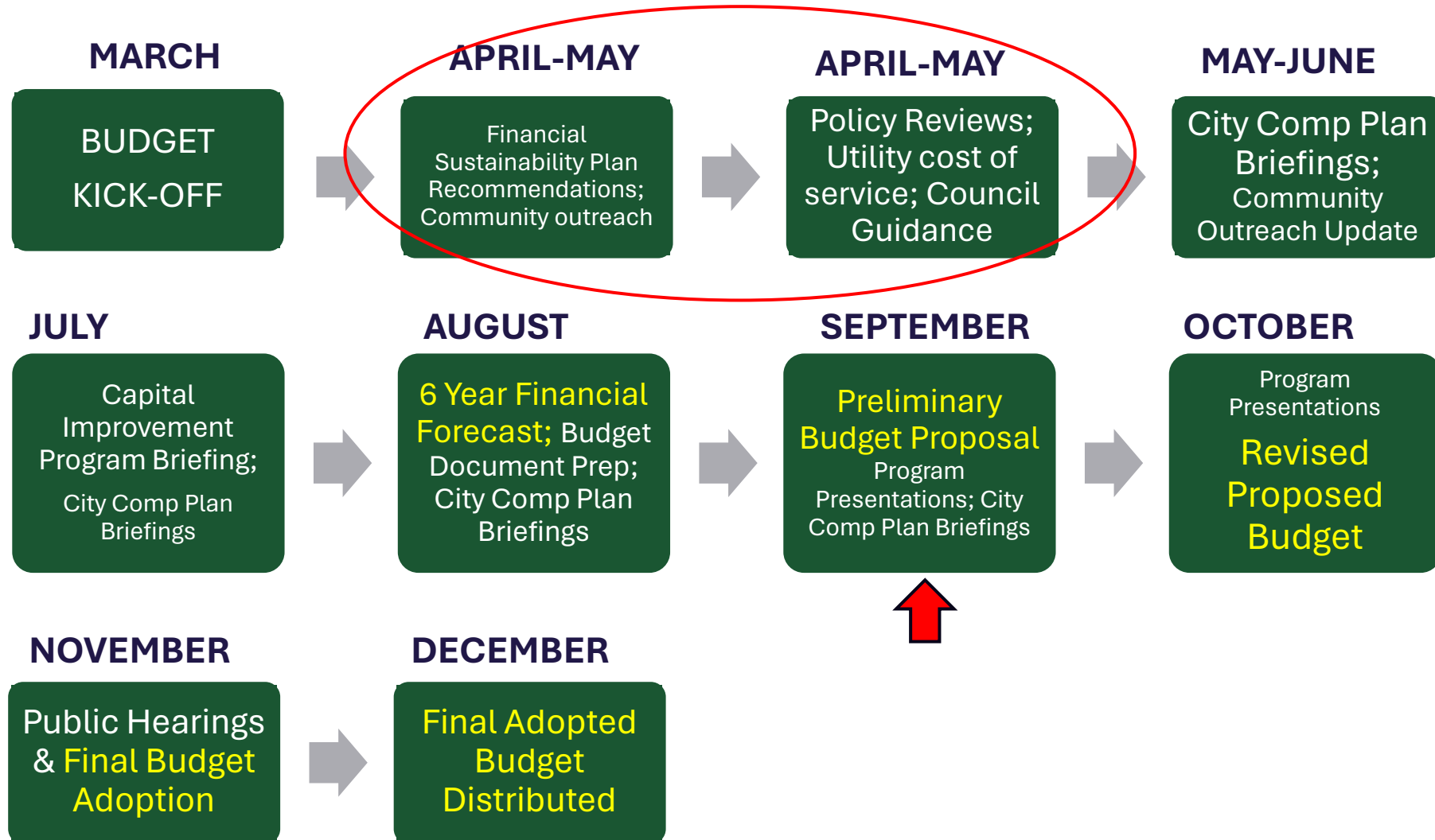
BIENNIAL BUDGET COMMUNITY OUTREACH 2025-2026



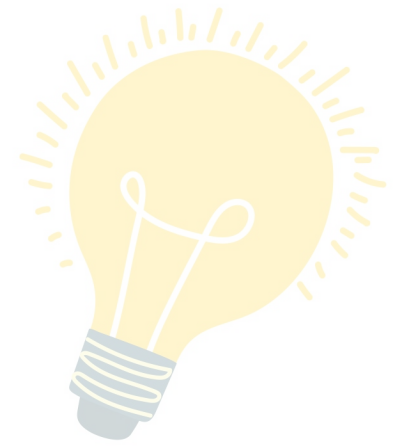
THIS BUDGET PRESENTATION INCLUDES:

- Budget Process & Roles
- Budget Community Outreach
- Priority Based Budgeting
- Balancing Act Budget Tool

Key Milestones



Budget Development Roles



Mayor

Sets Priorities and Goals

Council

Reflects values and priorities of the community

Staff

Informs and develops the budget

Community

Financial Sustainability Committee

Boards/Commissions

Community Members

Budget Outreach



Commission/Committee Meetings

Website

- Link to Balancing Act Tool
- Link to ETC Statistical Survey
- Simple language messaging

Survey

- Community Survey (ETC Institute)
- Statistically valid sample

Balancing Act Tool

- Simulation
- Prioritization

Council Town Hall

Engage Community Leaders (Ambassadors) – Jo Anderson

- Provide compensation for their involvement

Tabletop Displays

- TCC location
- City Hall
- Budget pamphlet
- (Work with Jo Anderson to build out)

Same level of service as today

Restore Service Levels

- Fill vacant positions

What do you want to see funded?

Foundations of Priority Based Budgeting



- Prioritize services
- It allows for the evaluation of individual programs and services rather than an entire department.
- Do the important things well
- Question past patterns of spending
- Know the true cost of doing business
- Provide transparency of community priorities
- Provide transparency of service impact
- Demand accountability for results
- Evaluating programs based on their influence in achieving the Strategic Goals

Priority Based Budgeting Categories



**Aligned & Innovative
Services**



**Strategic & Responsive
Engagement**



**Connected & Vital
Infrastructure**



**Accessible
Mobility Networks**



**Healthy & Sustainable
Community**



**Integrated
Operations**



**Safety &
Resiliency**

Priority Categories



Aligned & Innovative Services

"All City departments have the personnel, resources, training, and assistance to deliver services efficiently and effectively."

- Professional Development & Training
- Accounts Payable
- Police Support Operations
- Technology Mobility Services
- Payroll & Benefit Administration
- TIS Service Desk

Strategic & Responsive Engagement

"Tukwila is dedicated to enhancing community inclusivity. The city pledges transparent communication and equitable access to information and services for all residents."

- Public Record Req & Record Management
- Court Case Management
- Council Agenda/Meeting Functions
- Council Legislative Support

Connected & Vital Infrastructure

"Tukwila provides resources towards managing the city's water supply, surface water, and sewer systems. Safe and uninterrupted provision of utilities for both residents and businesses is a top priority."

- Projects & Capital Improvements Management
- Fire Hydrants
- Pump Station Monitoring & Maintenance
- Utility Billing

Accessible Mobility Networks

"Tukwila invests in transportation infrastructure across the city to guarantee accessibility and safety for all residents. This includes the maintenance and development of streets, sidewalks, and trails."

- Snow & Ice Control
- Street Lighting
- Traffic Control Devices
- Trail Maintenance

Priority Categories Continued



Healthy & Sustainable Community

"Tukwila fosters a thriving community and economy. The city provides support for essential needs, cultural and recreational pursuits, and actively encourages the growth of dynamic businesses."

- Parks Maintenance
- Preschool Services and Program
- Tourism Marketing
- Wellness & Adult Services & Programs

Integrated Operations

"Tukwila is equipped with the necessary tools and support to effectively oversee the city's finances, operations, technology, and infrastructure."

- Investment & Cash Management
- Long-Range Financial Planning Model
- Police Professional Standards

Safety & Resiliency

"Tukwila offers resources for emergency management and law enforcement. The city implements programs that facilitate access to desired services for its residents."

- Employee Health & Safety
- Police Patrol Services
- Risk Management
- School Zone Safety Cameras

BALANCING ACT TOOL



<https://admin.abalancingact.com/login>

<https://tukwilabudgetprioritiessurvey.org/>



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MEETING MINUTES

Thursday, April 4, 2024 – 5:30PM

ATTENDEES:

Aaron Draganov
Joe Duffie
Kathy Hougardy
Trish Kinlow
Jovita McConnell

Dennis Nguyen
Kristen Schwabe-Fry
Jo Anderson

I Call to Order

II Introduction (2 minutes)

III Approval of Agenda (2 minutes)

IV Approval of Minutes, March 7, 2024 (2 minutes)

V Business Items

- Get to know your fellow Commissioners.

Commissioners shared something about themselves.

- Board & Commission Equity Training – Review Budget, Announcement, and Scheduled Visits

Commissioners approved \$500 from the ESJC budget towards food and refreshments and reviewed/approved the announcement. Jo invited Commissioners to attend board and commission meetings in April.

- 2024 ESJC Goal setting and Budget planning, spotlight on Racial Restrictive Covenants awareness and education next steps; Juneteenth planning

Relationship Building in the Community: Commissioners requested nametags, a banner, and giveaways. Jovita volunteered to research giveaway items. Jo will work on nametags and a banner. Juneteenth planning will begin; Jo asked for potential planning participants from the community.



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Awareness, Forums, and Trainings: Aaron, Kristen, and Jo led a discussion about adding information from King County on how to address Racial Restrictive Covenants to the City of Tukwila homepage. Potential web pages were identified. Content and staff education to answer questions from the public need to be developed. Kathy will discuss Comp Plan content with City Planners Neil Tabor and Nancy Eklund for the May or June meeting.

In Relationship with EPIC, Enforce Equity Policies: Trish and Jo serve on an EPIC subcommittee addressing high level EP integration, including goal 1, which includes developing a workforce that reflects the community.

Board & Commissions: Equity Training for B&C members will be Saturday, May 18, 9am-1pm at the Justice Center.

2024 Priority

Relationship-building in the community:

Learn What is Happening in the Community

Amplify ESJC's Community Presence

Awareness, Forums, Trainings:

Racial Restrictive Covenants

Comprehensive Plan Elements

In Partnership with EPIC, Enforce Equity Policies:

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Drill Into the Equity Toolkit

Board & Commissions:

Equitable Recruitment

Equity Policy Accountability

VI Miscellaneous

- ESJC Co-Chair: Commissioners decided to have a rotating chair; Jo will bring a sign-up sheet for chairing future meetings.
- ESJC Meeting Location: The meeting will move to City Hall's Hazelnut Conference Room.
- EPIC Updates – Jo reported that the Racial Equity Toolkit Project Team is focusing on language access and currently interviewing internal stakeholders.

VII Adjournment



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COUNCIL AND SUBCOMMITTEE MEETING SCHEDULE

<i>FIN</i>	Finance & Governance Committee	<u>2nd and 4th Mondays</u>	<u>5:30 PM</u>
<i>PCD</i>	Planning & Community Development Committee	1 st and 3 rd Mondays	5:30 PM
<i>TIS</i>	Transportation & Infrastructure Services Committee	1 st and 3 rd Mondays	5:30 PM
<i>CSS</i>	Community Services & Safety Committee	2 nd and 4 th Mondays	5:30 PM
<i>REG</i>	Regular Council Meeting	1 st and 3 rd Mondays	7:00 PM
<i>C.O.W.</i>	Committee of the Whole	<u>2nd and 4th Mondays</u>	<u>7:00 PM</u>

** Note – the Council traditionally does not hold meetings in the last half of December.*

The City of Tukwila offers hybrid format for its Council and Committee meetings. Those wishing to join the meetings electronically may access them with the information below. Those wishing to attend in person should visit:

- **Regular Council and Committee of the Whole** Meetings: Tukwila City Hall Council Chambers – 6200 Southcenter Boulevard
- **Planning & Community Development and Community Services & Safety** committee meetings: Hazelnut Conference Room – 6200 Southcenter Boulevard (knock on door to the east)
- **Finance & Safety and Transportation and Infrastructure Services** committee meetings: Duwamish Conference Room – 6300 Southcenter Boulevard (second floor, down the hall on the right)



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CITY COUNCIL REGULAR & COMMITTEE OF THE WHOLE MEETINGS

To listen to the meeting, dial: 1-253-292-9750, ACCESS CODE 670077847#

To view the meeting, [Join Microsoft Teams Meeting](#)

Those wishing to provide public comments may verbally address the City Council both onsite at Tukwila City Hall or via phone or Microsoft Teams for up to 5 minutes for items both on and not on the meeting agenda. To provide comment via phone or Microsoft Teams, please email citycouncil@tukwilawa.gov with your name and topic by 5:00 p.m. on the meeting date. Please clearly indicate that your message is for public comment during the meeting, and you will receive further instructions.



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PLANNING & COMMUNITY DEVELOPMENT COMMITTEE

1st Monday of the month:

To listen to the meeting, dial: 1-253-292-9750, ACCESS CODE 225 526 605#

To view the meeting, [Click here to join the meeting](#)

3rd Monday of the month:

To listen to the meeting, dial: 1-253-292-9750, ACCESS CODE 604 773 150#

To view the meeting: [Click here to join the meeting](#)

TRANSPORTATION & INFRASTRUCTURE SERVICES COMMITTEE

1st Monday of the month:

To listen to the meeting, dial: 1-253-292-9750, ACCESS CODE 439 818 817#

To view the meeting: [Click here to join the meeting](#)

3rd Monday of the month:

To listen to the meeting, dial: 1-253-292-9750, ACCESS CODE 478 777 930#



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FINANCE & GOVERNANCE COMMITTEE

2nd Monday of the month:

To listen to the meeting, dial: 1-253-292-9750, ACCESS CODE 965
223 169#

To view the meeting, [Click here to join the meeting](#)

4th Monday of the month:

To listen to the meeting, dial: 1-253-292-9750, ACCESS CODE 313
004 383#

To view the meeting: [Click here to join the meeting](#)

COMMUNITY SERVICES & SAFETY COMMITTEE

2nd Monday of the month:

To listen to the meeting, dial: 1-253-292-9750, ACCESS CODE 912
764 861#

To view the meeting, [Click here to join the meeting](#)

4th Monday of the month:

To listen to the meeting, dial: 1-253-292-9750, ACCESS CODE 944
274 640#

To view the meeting: [Click here to join the meeting](#)