



TO: Elizabeth Pauli, City Manager
FROM: Debbie Bingham, Program Development Specialist, Community and Economic Development Department
Kim Bedier, Acting Director Community and Economic Development Department
COPY: City Council and City Clerk
SUBJECT: Request for Resolution – April 3, 2018
DATE: March 12, 2018

SUMMARY:

Entering into an agreement with the Local Development Council of Tacoma (dba downtown Tacoma Business Improvement Area, BIA) for services to administer operations of the Downtown Tacoma Business Improvement Area. This agreement includes payment in the amount of \$1,303,100 for providing the services included in the 2018-2019 BIA work Plan and Budget through Ordinance 28496.

STRATEGIC POLICY PRIORITY:

- Foster neighborhood, community, and economic development vitality and sustainability.

BACKGROUND:

On April 5, 1988 upon presentation of a petition from downtown property owners representing 50% or more of the property assessments the City Council established a BIA by ordinance 24058 for a period of ten years. The BIA was renewed for a period of an additional ten years in 1998 (Ordinance 26205) and again in 2008 (Ordinance 27696.) The BIA was renewed for a period of an additional ten years in 2018 (Ordinance 28496). This resolution authorizes entry into an agreement with the Local Development Council of Tacoma (dba downtown Tacoma Business Improvement Area) for services to administer operations of the Downtown Tacoma Business Improvement Area.

Pursuant to the BIA Ordinance 28496, special assessments are collected by the City on an annual or semiannual basis. Moneys collected are deposited in a special City fund designated as the Downtown Improvement Area Fund District No. 1, (District Fund), and expenditures from the fund are used exclusively for the purposes specified in the BIA. This agreement includes payment in the amount of \$1,303,100 for providing the services included in the 2018-2019 BIA work Plan and Budget approved through Ordinance 28496.

ISSUE:

On March 20th the first reading of Ordinance 28496 to reestablish the BIA and approve the 2018-2019 work plan, budget and assessment rates was held and the final reading of Ordinance 28496 is on March 27th. This Resolution authorizes entry into an agreement with the BIA for services to administer operations of the Downtown Tacoma Business Improvement Area.

ALTERNATIVES:

If the Resolution is not adopted, the agreement will not be entered into and the BIA would suspend services.



RECOMMENDATION:

Staff recommends Council adoption of the Resolution to enter into an agreement with the Local Development Council of Tacoma (dba downtown Tacoma Business Improvement Area, BIA) for services to administer operations of the Downtown Tacoma Business Improvement Area.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1195-DTBIA, Downtown Bus Improvement Area	845600	5330100	\$1,303,100
TOTAL			\$1,303,100

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1195-DTBIA BIA Fees	845600	4342100	\$1,200,627
Use of Fund Balance Reserves	845600	4300000	\$102,473
TOTAL			\$1,303,100

POTENTIAL POSITION IMPACT:

POSITION TITLE	PERMANENT/ PROJECT TEMPORARY POSITION	FTE IMPACT	POSITION END DATE
TOTAL			

This section should only be completed if a subsequent request will be made to increase or decrease the current position count.

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$1,303,100

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.

Explain how expenditures are to be covered and if budget modifications are required.