



City of Tacoma Economic Development Committee Minutes

747 Market Street Tacoma, WA 98402

Conference Room 248

August 25, 2015

10:00 AM

Chair Marty Campbell, Vice Chair David Boe,
Ryan Mello, Lauren Walker, Robert Thoms (alternate)

Call To Order

Chair Campbell called the meeting to order at 10:01 a.m.

Present: 3 - Boe, Campbell and Walker

Absent: 1 - Mello

Approval of Minutes

- 1. [15-0904](#)** Approval of the minutes from the July 28, 2015 meeting
MOTION: Deputy Mayor Boe moved to approve the minutes of the July 28, 2015 meeting.
SECONDED BY: Council Member Walker.
ACTION: Voice vote was taken and carried. The motion was declared adopted.
Ayes: 3 - Boe, Campbell and Walker
Absent: 1 - Mello

Briefing Items

- 2. [15-0899](#)** Neighborhood Business District activity update
[Shari Hart, Program Development Specialist, Community and Economic Development; Kevin Grossman, President, Cross District Association]

At approximately 10:02 a.m., Shari Hart, Program Development Specialist, presented a status report on the Neighborhood Business District element of the Economic Development Strategic Framework Plan. She stated strategic framework will strengthen retail, maximize revenue and neighborhood

livability, create a walkable, vibrant environment to attract people and support adaptive reuse and infill development. She discussed business districts and neighborhood revitalization to strengthen business district retail to its full potential, maximizing revenue impact and neighborhood livability. She discussed relocation, expansion, retention and adaptive reuse and new construction of buildings. She stated development and construction plans are in the works for Pierce Transit, Amtrak relocation, McKinley lofts, James Donaldson Building and Martin Luther King District Mixed-Use. She stated proposed developments are the REX Theater and Lincoln District Mixed-Use. She stated moving forward, staff will continue to focus on targeted retail and office recruitment, facilitation of multi-family and mixed-use developments, assist with recruiting and collaboration with local brokers to fill vacant spaces with commercial uses, coordinate physical improvements such as sidewalk repairs, street scape amenities, and coordinate implementation of revitalization goals in Lincoln and South Tacoma.

Discussion ensued regarding retail space, Vahalla Hall, Martin Luther King Mixed-Use Development, vacancy rate in the business districts and cost per square foot for rent.

03. [15-0901](#)

Semi-Annual Status Report on LEAP & SBE Programs

[Peter Guzman, LEAP Program Manager, Community and Economic Development; Charles Wilson, SBE Coordinator, Community and Economic Development]

At approximately 10:23 a.m., Peter Guzman, Local Employment and Apprenticeship Training Program (LEAP) Manager, presented a summary of accomplishments for the first half of 2015 for the LEAP Program. He stated LEAP is to establish a means of proving for the development of a trained workforce possessing the skill necessary to fully participate in the construction and related trades. He discussed how LEAP works, utilization, accomplishments for 2015, and workforce development initiatives. He stated LEAP does a lot of Outreach and community involvement such as Construction Career Day, Washington State Apprenticeship Council Committees, and Puyallup Tribe of Indians. He stated LEAP monitors City of Tacoma construction projects for compliance, work force development and manage programs that provide short-term environmental training to area residents

Discussion ensued regarding Tacoma resident hours, Tacoma veterans hours, and certificates received in the program,

At approximately 10:41 a.m., Charles Wilson, Small Business Enterprise (SBE) Coordinator, presented SBE Program semi-annual report. He stated SBE is aligned with the City's strategic goal of a diverse, productive and sustainable economy, as well as the City's sustainability priorities of equity,

culture and economy and the program provides participation opportunities and contract compliance for all supplies, services and public works contracting. He discussed the SBE goals and objectives, goal for contract values, and correlating quarterly accomplishments. He stated the SBE program outreach staff has coordinated and/or participated in 31 outreach/training workshops. He discussed the efforts to reduce or eliminate barriers to competition such as rising of the personal net worth, increasing total gross receipts, and eliminating the requirements of the six year federal business tax returns. He concluded his presentation by discussing future efforts to assist local small business including developing a process for SBE firms, developing contractor performance, establishing a regional partnership, establishing business education, revising regulations addressing goods and services, re-establishing a more meaningful mentor protégé program, and drafting rules and regulations for joint ventures.

Discussion ensued regarding setting of goals, database list of vendors and how often the database is updated, and training hours.

Topics for Upcoming Meetings

4. 15-0902 Our next meeting will be on September 8, 2015
Q2 Dashboard Presentation [Debbie Bingham, Program Development Specialist,
Community and Economic Development]

Brad Forbes, Committee Liaison, stated the next meeting will be on September 8, 2015, and will include a presentation on office retention, expansion, and recruitment strategy. He stated the second quarter dashboard presentation has been moved to a later meeting.

Discussion ensued regarding topics for the meeting of September 8, 2015. Chair Campbell stated the September 8, 2015 meeting will be cancelled.

Other Items of Interest

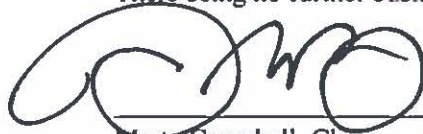
There were no other items of interest.

Public Comment

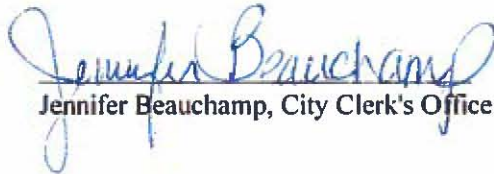
There was no public comment.

Adjournment

There being no further business, the meeting adjourned at 11:05 a.m.



Marty Campbell, Chair



Jennifer Beauchamp, City Clerk's Office