



# City of Tacoma

## Economic Development

### Committee Minutes

747 Market Street, Tacoma, WA 98402, Conference Room 248

Dial: 253-215-8782 Meeting ID: 882 2753 9908

Webinar Link: [www.zoom.us/j/88227539908](http://www.zoom.us/j/88227539908) Passcode: 614650

**July 25, 2023**

**10:00 AM**

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Chair Keith Blocker, Vice Chair Kiara Daniels, Joe Bushnell,  
Olgy Diaz, Sarah Rumbaugh (alternate)

### Call To Order

Vice Chair Daniels called the meeting to order at 10:00 a.m.

### Roll Call

**Present:** 3 - Bushnell, Daniels and Diaz

**Absent:** 1 - Blocker

Chair Blocker arrived at 10:09 a.m.

### Public Comment

There was no public comment.

### Briefing Items

1. [23-0736](#) Farmers Market 2022 Annual Report and Business Incubation Impact  
[Shari Hart, Business and Economic Development Analyst]

At approximately 10:01 a.m., Shari Hart, Business and Economic Development Analyst, Community and Economic Development (CED), introduced Britt McGrath, Executive Director, Tacoma Farmers Market, and Karen Bows, Market Manager, Proctor Farmers Market, who presented the Farmers Market 2022 annual report and business incubation.

Chair Blocker arrived here, at 10:09 a.m.

McGrath and Bows provided the overview on economic impacts, noting the number of vendors and jobs, gross vendor sales from 2019-2022, and leveraging strategic funding partners; small business incubation; community health impacts; community strategic partnerships; equity and inclusion; 2022 combined market incentive funding; Proctor Farmers Market BIPOC Mentorship Program 2022, overseeing the Pierce County American Rescue

Plan Act (ARPA) funds, data on women-, BIPOC-, and veteran-owned businesses in the Proctor and Tacoma Farmers Markets, COVID- 19 impact and recovery, and an overview of Supplemental Nutrition Assistance Program (SNAP) and electronic benefits transfer (EBT) cards.

Discussion ensued regarding EBT benefit users at Farmers Market, outreach assistance, advertising to assist SNAP benefit users, reaching out to the underrepresented zip codes for additional support, shoppers and vendors, affordability for everyone, and a request for a data tool that can keep track of each zip code and the attendance at markets.

2. [23-0737](#) Potential New Business Improvement Area Expansion  
[Debbie Bingham, Business and Economic Development Program Manager]

At approximately 10:35 a.m., Debbie Bingham, Business and Economic Development Program Manager, CED, provided opening remarks and introduced Andre Mantillas, Project Manager, BDS Planning Business. Together they presented an overview on Business Improvement Areas (BIA) of Hilltop, Dome, Sixth Avenue and South Tacoma; welcome and introductions for partners; BDS's planning of inclusive process, consensus facilitation, organizational development, and place management; and a map showing where BDS Planning is taking place. Mantillas continued by providing a definition of a BIA; an outline of what successful districts require; what vitality depends on; BIA's highlighted on Washington state map; the Downtown Tacoma Partnership; formation process; potential BIA services, including a breakdown of departments; ongoing efforts; and lessons learned and updates on ongoing work.

Discussion ensued regarding how budgets function for the businesses within the BIA procedures, and the full process of business plans.

## Topics for Upcoming Meetings

3. [23-0738](#) August 8, 2023 - Tacoma Creates Advisory Board Interviews,  
Green Jobs Tax Credit  
August 22, 2023 - Equity in Contracting Code Update  
August 29, 2023- Contracting Advisory Committee Interviews

Cathy Satava, Committee Liaison, stated the meeting of August 8, 2023, will include Tacoma Creates Advisory Board interviews and an update on Green Jobs Tax Credit; the meeting on August 22, 2023, will include an Equity Contracting Code update; and the August 29, 2023, meeting will include Equity in Contracting Advisory Committee interviews.

## **Other Items of Interest**

There were no other items of interest.

## **Adjournment**

There being no further business, the meeting adjourned at 11:17 a.m.

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Keith Blocker, Chair

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Hollyann Piotrowski, City Clerk's Office