



**TO:** Elizabeth Pauli, City Manager  
**FROM:** Ricardo Noguera, Director, Community & Economic Development  
Carol Wolfe, Supervisor Community and Economic Development  
**COPY:** Economic Development Committee  
**SUBJECT:** Small Business and Neighborhood Revitalization Update  
**DATE:** October 10, 2017

**SUMMARY:**

This item is presented as an informational briefing and is intended to update the Economic Development Committee with CED's approach to coordinating the following existing programs and services:

1. Small Business Loan Programs
2. Neighborhood Business District Program
3. Special Event Permitting Office
4. Neighborhood Revitalization Project Areas
5. Neighborhood Council Program

All of these activities will be presented in a strategic fashion within the Small Business and Revitalization Unit to better meet the needs of the small business community and surrounding neighborhoods.

**BACKGROUND:**

Since 2006, the CED Supervisor position within the Economic Development business unit had been shared with the CBS program within the Neighborhood and Community Services Department. CED was re-assigned this position from .3 FTE to 1 FTE in September 2016 to increase the alignment of several key CED programs and services in support of our small business and development community and to increase the revitalization of surrounding neighborhoods to existing Neighborhood Business Districts.

Staff are working in the Lincoln, South Tacoma and Hilltop Neighborhood Business Districts and abutting neighborhoods on the coordination of public projects to spur private investment, increase involvement of traditionally underrepresented voices and use special events and creative place-making/ makers to enhance these neighborhoods and the investments within them.

Unit staff are working cross functionally and engaging private sector partners for feedback on the existing building and land use permitting system, reviewing current small business loan underwriting criteria, and increasing their roles as business advocates within the organization as a whole.



**ISSUE:**

Coordinating efforts, aligning priorities and communicating operational tactics continues to be the primary advantage of refocusing staff into a Supervisor led Small Business and Neighborhood Revitalization Unit. Staff is collaborating within the Department as well as interdepartmentally to address root causes and make suggestions for improving underperforming tools such as gaps in technical assistance; online navigation; and financing available to existing small businesses and entrepreneurs. These lessons learned will be reviewed and strategies for improvements discussed.

**ALTERNATIVES:**

This is an information briefing only. There are no alternatives presented.

**FISCAL IMPACT:**

This is an information briefing only. There is no fiscal impact.

**RECOMMENDATION:**

This is an information briefing only. There is no recommendation.