



# City of Tacoma Economic Development Committee Minutes

733 Market Street Tacoma, WA 98402

Conference Room 248

**April 10, 2018**

**10:00 AM**

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Chair: Conor McCarthy, Vice Chair: Catherine Ushka, Lillian Hunter,  
Victoria Woodards, Chris Beale (alternate)

## Call To Order

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

**Present:** 3 - Hunter, McCarthy and Ushka

**Absent:** 1 - Woodards

## Approval of Minutes

1. 18-0351 Approval of the minutes of the meeting of February 27, 2018

**MOTION:** Council Member Ushka moved to approve the minutes of the February 27, 2018 meeting.

**SECONDED BY:** Council Member Hunter.

**ACTION:** Voice vote was taken and carried. The motion was declared adopted.

**Ayes:** 3 - Hunter, McCarthy and Ushka

**Absent:** 1 - Woodards

## Briefing Items

2. 18-0352 2018 Commercial Real Estate Development Association Challenge Results - Municipal Parking Lot  
[Gloria Fletcher, Business Development Manager, Community and Economic Development Department, and Brendan Mason, Commercial Real Estate Development Association]

At approximately 10:02 a.m., Gloria Fletcher, Business Development Manager, Community and Economic Development, made opening remarks and introduced Brendan Mason, Commercial Real Estate Development Association. Mr. Mason provided background information and summarized the National Association of Industrial and Office Properties real estate challenge results, including schools the graduate students attend, main focuses, timeframe, who reviewed the submissions, and the site description and location. He presented the three proposals, the Marquee, Spectrum, and PC Tower; noting the proposed uses, what is included in each proposal, key amenities and services, overall allocation of square footage, investment to the City, target demographic markets, and challenges.

Discussion ensued throughout regarding financing needs and compliance with the current market, if there was a requirement to produce a pro-forma, types of brokers involved in assisting the students' understandings, whether or not the parking provided would be replacement parking, involvement with the Tacoma Community Redevelopment Authority Board, what proposal stood out the most to the Committee members, the difference of target demographic markets, why the chosen proposal was chosen, opportunities for students before graduation, and the restructure of City Hall.

3. 18-0353 Small Works Roster  
[Patsy Best, Financial Manager, Finance Procurement & Payables Division]

At approximately 10:26 a.m., Patsy Best, Financial Manager, Finance Procurement and Payables Division, made opening remarks and provided an overview of the Small Works Roster Program (SWR) and the Small Business Enterprise Program. Ms. Best reviewed the background of SWR; issues involved in the SWR Program; proposed revisions to the Tacoma Municipal Code and Small Public Works Contracts; the expected benefits of the Code revisions; a health, equity, and sustainability analysis; next steps; and recommendations.

Discussion ensued throughout regarding the meaning of the threshold, the

expedited bidding process, barriers involved, thresholds established by the State of Washington, purchasing and the SWR Codes, processes consistent with the State, comparison to other local agencies, challenges with the prompt payment benefits, the consideration of progress payments for small businesses, outreach and feedback, and timeline to register for the roster.

**MOTION: Council Member Hunter moved to recommend the Small Works Roster Program to the full City Council for consideration.**

**SECONDED BY: Council Member McCarthy.**

**ACTION: Voice vote was taken and carried. The motion was declared adopted.**

**Ayes:** 3 - Hunter, McCarthy and Ushka

**Absent:** 1 - Woodards

4. 18-0354 Community and Economic Development Department Strategy  
[Kim Bedier, Acting Community and Economic Development Department Director]

At approximately 10:54 a.m., Kim Bedier, Acting Director, Community and Economic Development (CED), made opening remarks and introduced Elly Walkowiak, Assistant Director, CED. Ms. Bedier gave background information on the existing CED strategy and policy. She then presented on Tacoma 2025; noting economic vibrancy and employment, human and social needs, arts and cultural vitality, and built and natural environment. She reviewed One Tacoma, noting urban form, housing, downtown involvement, and economic development goals. Ms. Bedier concluded on the Five Year Framework, noting key areas, and the Two-Year Action Plan; including the main areas of priority.

Discussion ensued throughout regarding specific locations of focus areas, grant processes, ownership of the Rhodes building, and leveraging public assets.

## Topics for Upcoming Meetings

5. 18-0355 April 24, 2018 - Office Market Opportunities

Lynda Foster, Committee Liaison, stated the next meeting will be on April 24, 2018, and will include Office Market Opportunities.

## Other Items of Interest

Discussion ensued regarding proposed topics for future Economic

Development Committee meetings such as Workforce Central and an industrial/manufacturing type presentation.

### **Public Comment**

There was no public comment.

### **Adjournment**

There being no further business, the meeting was adjourned at 11:37 a.m.



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Conor McCarthy, Chair



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Stacy Manthou, City Clerk's Office