



# SPECIAL

## Planning & Economic Development Committee Minutes

Thursday, September 24, 2020

4:00 PM – 5:30 PM

\* Virtual Meeting \*

Members:	Present:	Commence:	4:00 PM
		Adjourn:	5:27PM
Stanley Tombs, Chair	X		
Deputy Mayor Peter Kwon	X		
Mayor Erin Sitterley	X		

Other Councilmembers: Clyde Hill, Takele Gobena

Staff & Presenters: Gwen Voelpel *Deputy City Manager*, Evan Maxim *CED Director*, Kyle Moore *Government Relations & Communications Manager*, Aleksandr Yeremeyev *Economic Development Manager*, Jennifer Kester *Planning Manager*, Kate Kaehny *Senior Planner*, Tanja Carter *Economic Development Strategist*, Bart Perman *Information Systems Manager*, Mark Johnsen *Senior Assistant City Attorney*, Neil Tabor *Associate Planner*, Annika Vaughn, Josh Weiss, Barbara Mailo *Administrative Assistant 3*, SeaTV

1. Call to Order	Chair Stanley Tombs called the meeting to order at 4:00 PM  Chair Tombs read the virtual meeting, meeting recordings, and call-in disclaimers.
2. Public Comment	None received.  Chair Tombs read the Public Comments disclaimer.
3. Approval of minutes of 07/23/2020	Minutes approved by Mayor Erin Sitterley, second by Deputy Mayor Peter Kwon.  Chair Tombs declared that motion by Council members to approve 7/23/2020 Minutes is Unanimous.

<p>4. House Action Plan: Status Update</p>	<p><u>X</u> Briefing</p> <p>Kate Kaehny, Senior Planner</p> <p>No committee action requested today</p> <p>Kate presented the project’s three main goals including:</p> <ul style="list-style-type: none"> <li>• Creation of HNA Housing Need Assessment</li> <li>• Identification of Housing Strategies to Meet the Needs– supported by community</li> <li>• Robust Community Engagement</li> </ul> <p>Kate also provided an overview of the project tasks and highlighted some early findings the consultant team is working on related to housing needs and demand in the city.</p> <p>Chair Tombs was interested in the 50/50 split between home owners and renters and stated a concern that there is not a way of identifying who’s a renter in SeaTac. He was also concerned as to how the study came up with these statistics. Kate to follow up regarding data source.</p> <p>Chair Tombs also expressed concern about projection numbers regarding the future housing market, etc. in light of COVID impacts. Kate said project will factor in potential Covid19 impacts.</p> <p>Deputy Mayor Kwon had questions about the data comparing housing growth in SeaTac and different communities, data on population by age, and also information sources and the need to ensure that all data is cited properly. He was also curious about the housing growth chart and changes from 2018 to 2019, especially in terms of housing unit growth versus occupancy rates in Tukwila. Deputy Mayor Kwon stated that there is currently high demand for SeaTac real estate which he did not see represented in the data.</p> <p>Deputy Mayor Kwon also spoke about other COVID-related trends like working from home, and requested a midpoint check in for the Housing Action Plan project with PED.</p>
<p>5. School Resilience to Air Pollution</p>	<p><u>X</u> Briefing</p> <p>Kyle Moore, Government Relations &amp; Communications Manager</p> <p>Stated that Project came thru Peter Kwon.</p> <p>Presentation Overview – make recommendations on air quality inside school facilities, 50K study</p> <ul style="list-style-type: none"> <li>• School Resilience to Air Pollution</li> <li>• Potential Committee Action – other cities collaboration to fund Air Quality Study</li> <li>• UW Study on Air Quality Inside Schools – follow up to Dec 2019 Mobile Observations of Ultrafine Particles (MOV-UP) study – Phase 1 baselining and find out what’s needed in the schools, filtration systems. Phase 2 Capital Funds \$250K to fund actual intervention (installation in schools).</li> <li>• Committee Action Requested – Options CMO sign or not funded</li> <li>• Questions?</li> </ul>

	<p>Deputy Mayor Kwon is involved with the Board that oversee the Ultrafine study and other relevant committees, stated that this study doesn't only affect SeaTac but everybody and that this is the perfect opportunity during the Covid to study the air quality.</p> <p>Mayor Sitterley stated that she supports this study of air pollution. Especially in places where vulnerable people live and our kids need clean air. Chair Tombs agrees with Mayor Sitterley &amp; Deputy Mayor Kwon.</p> <p>Deputy Mayor Kwon makes motion to approve item and ILA between cities and recommended moving to A&amp;F. Chair Tombs second, Mayor Sitterley recommend/approved. Council members' vote is Unanimous.</p>
<p>6. Economic Development – Value Capture Financing</p>	<p><u>  X  </u> Briefing</p> <p>Kyle Moore, Government Relations &amp; Communications Manager Tax Increment Financing Presentation Overview – TIF seed</p> <p>Potential Committee Action</p> <ul style="list-style-type: none"> <li>• Tax Increment Financing - What is TIF? Invest now, for future rewards</li> <li>• Value capture revenue tool</li> <li>• Used by different cities- Portland, Hillsboro, OR, seed money to start business in local areas</li> <li>• Why doesn't Washington Have TIF? It's unconstitutional, Attempts to authorize the use of state prop tax rev in Washington...</li> <li>• City tool belt to spur development in the city.</li> <li>• Questions?</li> </ul> <p>Deputy Mayor Kwon commented that he is not super familiar with TIF, from what he can tell, this was shut down by the vote of the people back then.</p> <p>Kyle introduced Josh Weis who will step in to answer Council questions.</p> <p>Josh Weis - local option, can create a tax zone in city if wanted, have the ability to establish who the board is, local tool if you want it to set up in a way you want it. The initiative failed with the voters before because it was amended to the Washington Institution that was set aside for basic education funding and people didn't want to take away from that funding.</p> <p>Deputy Mayor Kwon expressed that he still has concerns because he doesn't understand the actual proposal, hesitant regarding new financing ideas that takes away from the city.</p> <p>Mayor Sitterley commented – “How many mortgages do you want to carry in your life?” She further stated that she tends to see things way down the road. “How many mortgages is this state going to put on the people that live here? I would not want to put an ounce of energy on this. There are far more important things we need to work on.”</p> <p>Chair Tombs echoed Mayor's comments, stated that it this is an inappropriate time to bring this in and don't see this as something we should be encouraging at all. Chair Tombs is not recommending to forward this at this time.</p>

	<p>Deputy Mayor Kwon second Chair Tombs' motion. Asked Mayor Sitterley, "Are we rejecting this?"</p> <p>Mayor Sitterley approved not to move forward with this, Deputy Mayor Kwon second this motion, Chair Tombs asked Council members if All in favor of motion to not move forward with this, Deputy Mayor Kwon in favor, Second by Mayor Sitterley and Chair Tombs.</p> <p>Kyle acknowledged the recommendation not to go forward.</p>
<p>7. Economic Development – Small Business Grants Update</p>	<p><u>  X  </u> Briefing</p> <p>Aleksandr Yeremeyev, Economic Development Manager Presentation Overview – Purpose of Presentation. Why is this issue important?</p> <ul style="list-style-type: none"> <li>• Small Business Emergency Relief Grant Program – Project Background</li> <li>• What changed between Phase 1 &amp; Phase II – applications, qualified applications, eligibility, communications</li> <li>• Total Applicants Chart – 62% do not qualify, 38% qualified</li> <li>• Reasons Businesses did not qualify – less than 2 years, inactive license, duplicate app, not located in SeaTac, revenue over 1.5 mil</li> <li>• Number of Reasons to not qualify</li> <li>• Next Steps – conduct Phase 3 to broadcast wider – step 1, step 2</li> <li>• No Action Requested, Informational Only</li> <li>• Questions?</li> </ul> <p>Deputy Mayor Kwon inquired if additional CARES Act funding was available, could it be added to the existing fund, to help more small businesses.</p> <p>Aleksandr commented that with the increased grant amounts, the eligible applicants to date will get \$5,000 total instead of the \$2,500 original amount, which will leave about 10 more slots for funding at \$5,000 for the original allocation of funds to this program. If there are more funds available for grants, we can distribute funds to more business applicants.</p> <p>Mayor Sitterley – no comment, wondering same thing Deputy Mayor Kwon was wondering.</p> <p>Chair Tombs asked how many business licensees located in City of SeaTac.</p> <p>Aleksandr answered about 750 commercial businesses and about 1,200 non-city based.</p> <p>Chair Tomb expressed concern about the response numbers, under 300 business thus far, and there's still many more businesses that we have not reached out to. Chair Tombs asked Mayor Sitterley &amp; Deputy Mayor Kwon if they agree regarding robust outreach.</p> <p>Mayor Sitterley &amp; Deputy Mayor Kwon agreed.</p> <p>Deputy Mayor Kwon commented that if the dollar amount were higher, it would excite businesses to apply.</p>

	<p>CED Director Evan Maxim asked Aleksandr to explain “What business outreach we’ve been engaged in thus far.”</p> <p>Aleksandr explained the outreach process.</p> <p>Chair Tombs expressed concerned if we are actually reaching out to the majority and in their own language or third parties in their own language. Stating that we have to be careful we’re not operating in our own silos or that we’re maybe not reaching out to enough businesses.</p> <p>CED Director Evan Maxim commented that we need to look for additional ways to increase our community awareness and that we will look into this in Phase 3.</p> <p>Aleksandr expressed appreciation for the feedback. Commented that we reached out to the African Chamber of Commerce and Seattle Southside Chamber of Commerce and the Small Business Development Center (SBDC). Added that we will see what the response is and provide details.</p> <p>Chair Tombs commented that we cannot ignore the Latino population as well as they make up a large percentage of our community.</p>
<p>8. PED Schedule through December 2020</p>	<p>CED Director Evan Maxim explained that Nov &amp; Dec PED committee meetings fall on two holidays and hoping we can schedule Special PED meetings to propose the dates of Nov 18<sup>th</sup> &amp; Dec 2<sup>nd</sup>.</p> <p>Mayor Sitterley is ok with these dates.</p> <p>Deputy Mayor Kwon stated that he will be available for the Nov 18<sup>th</sup> meeting and for the Dec 2<sup>nd</sup> meeting he will be available before 4pm to 5:30pm on that day.</p> <p>Chair Tombs stated that he will be available for both day meetings and he will follow up via email to the committee after the meeting is adjourns tonight. Chair Tombs asked if there are any further issues.</p> <p>CED Director Evan Maxim replied that there are no other that we’re aware of.</p>
<p>9. Adjourn</p>	<p>Chair Tombs closed the meeting and declared the meeting adjourned at 5:27 PM.</p>