



City of Tukwila
**Planning and Community
 Development Committee**

- ◆ Cynthia Delostrinos Johnson, Chair
- ◆ Kathy Hougardy
- ◆ De'Sean Quinn

<u>Distribution:</u>	
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K. Hougardy	D. Cline
D. Quinn	R. Bianchi
T. McLeod	C. O'Flaherty
	A. Youn
	L. Humphrey

AGENDA

MONDAY, JUNE 6, 2022 – 5:30 PM

THIS MEETING WILL BE CONDUCTED BOTH ON-SITE AT TUKWILA CITY HALL AND ALSO VIRTUALLY.

**ON-SITE PRESENCE WILL BE IN THE HAZELNUT CONFERENCE ROOM
 (6200 SOUTHCENTER BOULEVARD)**

**THE PHONE NUMBER FOR THE PUBLIC TO PARTICIPATE IN THIS
 MEETING IS: 1-253-292-9750, Access Code 223807533#**

Click here to: [Join Microsoft Teams Meeting](#)

For Technical Support during the meeting call: 1-206-433-7155.

Item	Recommended Action	Page
1. BUSINESS AGENDA		
a. Application for lodging tax funds: City of Tukwila, Summer Gut Check Wrestling Tournament for \$6,000.00. <i>Brandon Miles, Business Relations Manager</i>	a. Forward to 6/6 Regular Meeting.	Pg.1
b. Applications for lodging tax funds (City of Tukwila): (1) Paint the Boulevard for \$6,000.00. (2) Seattle Sports Commission Sponsorship for \$10,000.00. <i>Brandon Miles, Business Relations Manager</i>	b. Forward to 6/13 Special Meeting Consent Agenda.	Pg.13
c. Gunter Levee design considerations. <i>Nora Gierloff, Community Development Director</i>	c. Forward to 6/13 C.O.W. Meeting.	Pg.37
d. A briefing on the Tukwila 2024-2044 Comprehensive Plan update. <i>Nancy Eklund, Long-Range Planning Manager</i>	d. Forward to 6/27 C.O.W. Meeting.	Pg.51
2. MISCELLANEOUS		

Next Scheduled Meeting: June 20, 2022



The City of Tukwila strives to accommodate individuals with disabilities.

Please contact the City Clerk's Office at **206-433-1800** (TukwilaCityClerk@TukwilaWA.gov) for assistance.



INFORMATIONAL MEMORANDUM

TO: **Planning and Community Development**

FROM: **Brandon Miles, Business Relations Manager**

CC: **Mayor Ekberg**

DATE: **May 30, 2022**

SUBJECT: **Lodging Tax Funding Requests**

ISSUE

Review of a lodging tax application request from the City of Tukwila to sponsor the 2022 Summer Gut Check Wrestling Tournament.

Note, due to the time sensitively of this application it has been placed on the June 6 regular council (same night at PCD committee) meeting for consideration by the full council.

BACKGROUND

The City collects a 1% lodging tax on certain qualifying overnight stays in paid accommodations (hotels/motels/Airbnb) in the City. State law limits the use of these funds to tourism promotion¹. There is currently just over \$1 million in lodging tax funds available for use.

The City's Lodging Tax Advisory Committee (LTAC) reviews all requests for use of lodging tax funds. LTAC then forwards a list of recommended applications to the City Council for its review and consideration. If LTAC does not recommend an application be funded, that application is not forwarded to the City Council. The City Council may approve or deny any of the applications recommended by the LTAC. The City Council may also approve an application and increase or decrease the dollar amount awarded².

The City accepts applications on a rolling basis, with the LTAC reviewing requests monthly.

¹ RCW 67.28.080 (6) defines "tourism promotion" as "...activities, operations, and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding the marketing of or the operation of special events and festivals designed to attract tourists."

² On August 17, 2016, the Washington State Attorney General's Office issued an informal opinion regarding whether a municipality could change the dollar amounts recommended by the local lodging tax advisory committee. Specifically, the informal opinion states:

"When awarding lodging tax revenues pursuant to RCW 67.28.1816(2)(b)(ii), a municipality may award amounts different from the local lodging tax advisory committee's recommended amounts, but only after satisfying the procedural requirements of RCW 67.28.1817(2), according to which the municipality must submit its proposed change to the advisory committee for review and comment at least forty-five days before final action on the proposal."

Pending Applications

At its May 13, meeting, the LTAC recommended approval of three³ funding request from the City’s Office of Economic Development.

1. City of Tukwila, Summer Gut Check Wrestling Tournament, (Not to Exceed \$6,000).

In mid-April the organizers of the Gut Check Wrestling Tournament reached out to Economic Development regarding a sponsorship opportunity for their summer event, which will be held at the end of June. Organizers estimate that the event will bring in approximately 1,000 people from across the nation for the three-day tournament. This funded request is unique is that it will be held at the Showare Center in the City of Kent. Due to a lack of hotel rooms and sponsorship funds, the City of Kent has proposed partnering with the City of Tukwila on this opportunity.

The City’s sponsorship will depend heavily on the total room nights generated by the tournament in Tukwila hotels. The City is using Seattle Southside Regional Tourism Authority’s EventConnect online booking tool to track room nights generated. This event presents an opportunity for the City to examine if it possible to capture room nights through sponsorship of activities outside of the City.

LTAC Recommendation on Application: Do Fund.

Staff Recommendation on Application: Do Fund.

FINANCIAL IMPACT

The total request for the lodging tax application will not exceed \$6,000.00. The six-year Tourism Financial Plan approved by the City Council in December of 2020 allocated a total of \$150,000 in lodging tax funding for sponsorships in 2021, 2022, and 2023.

2022 Tourism Six-Year Financial Plan Allocation	
Sponsorships:	\$150,000
City of Tukwila, Copa Surf Cup (Approved)	(\$25,000)
Seattle Seawolves (Approved)	(\$40,000)
City of Tukwila, Juneteenth (Approved)	(\$10,000)
City of Tukwila, Fiesta 5k Ole (Withdrawn)	(\$5,000)
City of Tukwila Summer Gut Check Tournament (Pending):	(\$6,000)
City of Tukwila, “Paint the Blvd” (Pending)	(\$10,000)
City of Tukwila, Seattle Sports Commission (Pending)	(\$6,000)

³ Only one application is discussed below. The remaining two funding requests are discussed under a separate memo to the PCD.

Remaining Sponsorship Funds:	\$53,000
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RECOMMENDATION

Staff recommends that the Committee approve the pending funding requests and forward to the June 6, 2022, meeting under "New Business."

ATTACHMENTS

1. City of Tukwila, Gut Check Wrestling Tournament, Staff Report to LTAC
2. Lodging Tax Application, Gut Check Wrestling Tournament.

Staff Memorandum

Lodging Tax Advisory Committee Funding Request

Name of Applicant:

City of Tukwila, Office of Economic Development, Summer Gut Check Wrestling Tournament

Address:

6200 Southcenter Blvd.
Tukwila, WA 98188

Total Funds Requested:

\$6,000

About the Applicant:

The City of Tukwila is a non-charter City organized under the laws of the State of Washington. Founded in 1908, Tukwila is one of the oldest cities in King County. Since its founding, Tukwila has always been a community at the “crossroads.” Tukwila lies at one of the busiest freeway interchanges in Washington State. The City has a small bedtime population of just under 20,000. During the day the City’s population swells to over 150,000 people, with people coming to the City to work, shop, dine, stay in hotels, and to visit once in a life time experiences, such as the Museum of Flight or iFly.

The City is one of the most diverse cities in the country. Over 70 languages are spoken in the Tukwila School District. Many well-known businesses are based in Tukwila, such as BECU, Westfield Southcenter, Seattle Seawolves, Seattle Sounders FC, Top Pot Donuts, Pop Gourmet, and the Sabey Corporation. The City has over 2,000 hotel rooms and over 100 restaurants

Funds Previously Awarded:

None for this initiative.

Funding Request Narrative:

The City of Tukwila, through its Experience Tukwila brand, is requesting \$6,000 to sponsor the Summer Gut Check Wrestling tournament (<https://www.gutcheckwrestling.com/>) scheduled to take place in June of 2022 at the Showare Center in Kent. The Gut Check Wrestling tournament is in its ninth year of operation and has consistently grown each year. It is estimated that 1,000 people will attend the event and 400-600 hotel room nights will be generated from the event.

The City’s funding request is broken down into two parts:

1. Providing a rebate of up to \$5,000 (\$15 per room night) for each room night generated in a Tukwila hotel from the event. The organizers will be required to use a Tukwila hotel or hotels as the official hotels for the event.
2. A flat sponsorship of \$1,000 to market the City to event participants lead up to and during the tournament.

Staff Comments:

This would be the first event or tournament that the City has supported outside of the City. The location of the Showare, just outside of the Southcenter District provides a possible opportunity for the City to capture room nights generated by events at Showare. This tournament is a good opportunity to see if groups at Showare will book Tukwila hotel rooms.

Staff does not value events at Showare as high as events at Starfire Sports since the main economic impact of these types of events is usually in the commercial area immediate adjacent to the venues (i.e. people going out to eat between matches, family members shopping while games are occurring, etc). Thus, staff has structured the funding request to encourage room nights and to only pay for those room nights generated by the event.

The opportunity to sponsor this tournament as passed on by the City of Kent since the City still has a spending freeze that applies to all funds, including its lodging tax program.

Consistency with Six Year Financial Model:

For 2022, the Six Year Financial Plan shows the City spending \$150,000 for sponsorship, such as this. There will be sufficient funds remaining in the budget for other 2022 sponsorships.

2022 Sponsorship Funds Provided in Six Year Financial Plan:	\$150,000
Copa Surf Cup (Approved)	(\$25,000)
Seawolves (Approved)	(\$40,000)
City of Tukwila, Juneteenth (Approved)	(\$10,000)
City of Tukwila, Fiesta 5K (Approved)	(\$5,000)
City of Tukwila, "Paint the Blvd" (Pending)	(\$6,000)
City of Tukwila, Seattle Sports Commission (Pending)	(\$10,000)
City of Tukwila, Summer Gut Check Tournament (Pending)	(\$6,000)
Remaining Funds:	\$48,000

Note, the total amount of this sponsorship will not exceed \$6,000. The room rebate portion of the request (\$5,000) is a rebate for actual room nights generated.

City of Tukwila Staff

Recommendation to LTAC: Approval

Notes: None.

Application to the City of Tukwila for Use of 2022 Lodging Tax Funds

Event or Activity Name (if applicable):	City of Tukwila, Summer Gut Check Wrestling Tournament
Amount of Lodging Tax Requested:	\$6,000
Applicant Organization:	City of Tukwila
Federal Tax ID Number:	91-6001519
Mailing Address:	6200 Southcenter Blvd; Tukwila, WA 98188
Primary Contact Name:	Brandon Miles
Primary Contact Phone:	(206) 731-9071 (cell)
Primary Contact Email Address:	Brandon.Miles@Tukwilawa.gov

Check all the service categories that apply to this application:

Tourism promotion or marketing.

Operation of a special event or festival designed to attract tourists.

Operation of a tourism-related facility owned or operated by a non-profit organization.

Operation and/or capital costs of a tourism-related facility owned by a municipality or a public facilities district.

Check which one of the following applies to your agency:

Non-Profit (Note: Attach a copy of your current non-profit corporate registration from the Washington Secretary of State Office)

Municipality

For Profit Corporation

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service for 2022. If awarded, my organization intends to enter into a services contract with the City; provide liability insurance for the duration of the contract naming the City as additional insured and in an amount determined by the City; and file for a permit for use of City property, if applicable.
- My agency will be required to submit a report documenting economic impact results in a format determined by the City.

Signature: Brandon J. Miles

Date: May 10, 2022

1. Describe your tourism-related activity or event.

The Summer Gut Check Wrestling Tournament is an annual high school wrestling tournament held at the Showare Event Center in Kent. The tournament is estimated to bring in approximately 1,000 total fans and wrestlers for its June 2022 tournament. It is estimated that nearly half of the attendees will be traveling for the tournament.

Due to budget constraints, the City of Kent sent the City of Tukwila this event for a possible sponsorship. While the event will be in the City of Kent, Tukwila staff were hopeful that the City could capture room nights given the close proximity of the Southcenter District to the City. The sponsorship will be broken down into two parts:

- a. \$5,000 would be a room night rebate payable for actual room nights booked in the City.
- b. \$1,000 would be for sponsorship and promoting Experience Tukwila to attendees.

2. If an event, list the event name, date(s), and projected overall attendance.

The Summer Gut Check, June 27-29, 2022. 1.000 attendance total.

3. Is your event/activity/facility focusing on attracting overnight tourists, day tourists, or both?

Both. It is estimated that 50% of the attendees will traveling from across the nation to attend.

4. Describe why visitors will travel to Tukwila to attend your event/activity/facility.

The organizers will be required to work with Seattle Southside Regional Tourism Authority (SSRTA) and it's Event Connects booking system for the event. SSRTA will work with Tukwila hotels and the event organizers on the bookings. The rebate will only be paid for room nights booked in Tukwila and through Event Connect.

The Southcenter District is also located adjacent north of the City of Kent and it is possible that the City would see day visitors coming to the City. However, our goal with this sponsorship is to capture the hotel room nights generated from the event.

5. Describe the geographic target of the visitors you hope to attract (locally, regionally, nationally, and/or internationally). This event brings in participants from across nation and Canada.

6. Describe the prior success of your event/activity/facility in attracting tourists.

The event organizers have organized the winter Gut Check Tournament for nine years. The 2021 event was cancelled due to COVID-19.

7. If this your first time holding the event/activity/facility provide background on why you think it will be successful. N/A

8. Describe the media strategy you employ to promote your event/activity/facility to attract overnight and/or day tourists? Please list any digital or print media (newsletters, e-blasts, social media, etc.) your agency uses or intends to use to promote your event/activity/facility.

The organizers use numerous social media outlets, website, press releases, and national streaming. The City’s main goal with this sponsorship is to capture the room nights generated from the event. The City’s secondary goal is to promote the City to visitors of the event and overall branding for the City.

9. Describe how you will promote lodging establishments, restaurants, retailers, and entertainment establishments in the City of Tukwila. Through email, website, social media, indoor/outdoor Jumbotron, banners.

10. Is the City able to use your digital and print media for collaborative marketing? Yes, the City will have access to the digital platforms of the event organizers.

11. Describe how you will use the name, “Tukwila” in publications, promotions, and for your event? While the event will be held in the City of Kent, the City of Tukwila will be listed as a major sponsor.

12. Measurements and Metrics (Note: You will be required to report these metrics as part of the close out of the agreement between your organization and the City.)

As a direct result of your proposed tourism-related service, provide an estimate of:	
a. Overall attendance at your proposed event/activity/facility.	1000
b. Number of people who will travel fewer than 50 miles for your event/activity.	500
c. Number of people who will travel more than 50 miles for your event/activity.	500
d. Of the people who travel more than 50 miles, the number of people who will travel from another country or state.	400
e. Of the people who travel more than 50 miles, the number of people who will stay overnight in Tukwila.	500

f. Of the people staying overnight, the number of people who will stay in PAID accommodations (hotel/motel/bed-breakfast) in Tukwila.	500
g. Number of paid lodging room nights resulting from your proposed event/ activity/facility (for example: 25 paid rooms on Friday and 50 paid rooms on Saturday = 75 paid lodging room nights)	600-700

13. What methodologies did you use to calculate the estimates and what methodologies will you use to track outcomes, such as total participants, estimated visitor spending, etc? Past event results, calculations and estimates with growth.

14. Are you applying for lodging tax funds from another community? If so, which communities and in what amounts? Not at this time.

15. Are you applying funding from Seattle Southside Regional Tourism Authority (SSRTA)? If so, in what amount? Not at this time. SSRTA will be a partner to manage the bookings for the event.

16. What is the overall budget for your event/activity/facility? What percent of the budget are you requesting from the City of Tukwila? N/A

17. What will you cut from your proposal or do differently if full funding for your request is not available or recommended? The City would not be able to provide a rebate for room nights generated by the event.

Completed applications should be submitted to:

Lodging Tax Advisory Committee
c/o Brandon Miles
City of Tukwila
6200 Southcenter Blvd
Tukwila, WA 98188

Or,

Brandon.Miles@Tukwilawa.gov

Questions?

LTAC Contact:

Brandon J. Miles

(206) 431-3684

Brandon.Miles@Tukwilawa.gov.

Updated: January 5, 2021



INFORMATIONAL MEMORANDUM

TO: **Planning and Community Development**

FROM: **Brandon Miles, Business Relations Manager**

CC: **Mayor Ekberg**

DATE: **May 30, 2022**

SUBJECT: **Lodging Tax Funding Requests**

ISSUE

Review of a lodging tax application requests from the City of Tukwila for the “Paint the Blvd” initiative and to support the Seattle Sports Commission.

BACKGROUND

The City collects a 1% lodging tax on certain qualifying overnight stays in paid accommodations (hotels/motels/Airbnb) in the City. State law limits the use of these funds to tourism promotion¹. There is currently just over \$1 million in lodging tax funds available for use.

The City’s Lodging Tax Advisory Committee (LTAC) reviews all requests for use of lodging tax funds. LTAC then forwards a list of recommended applications to the City Council for its review and consideration. If LTAC does not recommend an application be funded, that application is not forwarded to the City Council. The City Council may approve or deny any of the applications recommended by the LTAC. The City Council may also approve an application and increase or decrease the dollar amount awarded².

The City accepts applications on a rolling basis, with the LTAC reviewing requests monthly.

Pending Applications

At its May 13, meeting, the LTAC recommended approval of three³ funding request from the City’s Office of Economic Development.

¹ RCW 67.28.080 (6) defines “tourism promotion” as “...activities, operations, and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding the marketing of or the operation of special events and festivals designed to attract tourists.”

² On August 17, 2016, the Washington State Attorney General’s Office issued an informal opinion regarding whether a municipality could change the dollar amounts recommended by the local lodging tax advisory committee. Specifically, the informal opinion states:

“When awarding lodging tax revenues pursuant to RCW 67.28.1816(2)(b)(ii), a municipality may award amounts different from the local lodging tax advisory committee’s recommended amounts, but only after satisfying the procedural requirements of RCW 67.28.1817(2), according to which the municipality must submit its proposed change to the advisory committee for review and comment at least forty-five days before final action on the proposal.”

³ Only two items are presented below. The third item was presented to PCD under a separate memo.

1. City of Tukwila, “Paint the Blvd.,” (Not to Exceed \$6,000).

Modeled after the City of Bellevue Bel-Red mural project and the U-District Partnership’s mural program, “Paint the Blvd” mural project will provide funds to install art murals on private property. Up to three artists will be selected to install art on large blank walls. This program will be focused on Tukwila International Blvd with the goal being to enhance the international district atmosphere of the area and to create “Instagram” worthy images for people to post on social media. @ExperienceTukwila will be required to be present in all of the murals to further help Experience Tukwila attain more followers and social media engagement

This activity helps to promote the international character of the Tukwila International Blvd area of the City. It will also help to grow our social media followers by providing engaging content for users to post on their social media accounts.

LTAC Recommendation on Application: Do Fund.

Staff Recommendation on Application: Do Fund.

2. City of Tukwila, Seattle Sports Commission, (\$10,000).

Economic Development staff is requesting funding to support and sponsor the Seattle Sports Commission (SSC). SSC mission is to attract and host premier sports events that shape an economically and culturally vibrant region. SSC serves as a resource to, and for our professional, amateur, collegiate and youth sports organizations and venues.

SSC is the region’s lead in bids for large sporting events for the region. Tukwila worked with SSC to bring in the NCAA D2 sports festival to the region, which will bring field hockey to Starfire Sports. Additionally, SSC is working with regional players to advocate for Seattle to host soccer matches for the 2026 World Cup. These events would have significant impacts on tourism in the Puget Sound region, including hotel bookings in Tukwila.

SSC provides a significant service to the region in promoting the region for large sporting events. These events, even when not in Tukwila, will have significant impact our the City’s economy.

LTAC Recommendation on Application: Do Fund.

Staff Recommendation on Application: Do Fund.

FINANCIAL IMPACT

The total request for the two lodging tax applications will not exceed \$16,000.00. The six-year Tourism Financial Plan approved by the City Council in December of 2020 allocated a total of \$150,000 in lodging tax funding for sponsorships in 2021, 2022, and 2023.

2022 Tourism Six-Year Financial Plan Allocation	
Sponsorships:	\$150,000
City of Tukwila, Copa Surf Cup (Approved)	(\$25,000)
Seattle Seawolves (Approved)	(\$40,000)

City of Tukwila, Juneteenth (Approved)	(\$10,000)
City of Tukwila, Fiesta 5k Ole (Withdrawn)	(\$5,000)
City of Tukwila Summer Gut Check Tournament (Pending):	(\$6,000)
City of Tukwila, "Paint the Blvd" (Pending)	(\$10,000)
City of Tukwila, Seattle Sports Commission (Pending)	(\$6,000)
Remaining Sponsorship Funds:	\$53,000

RECOMMENDATION

Staff recommends that the Committee approve the pending funding requests and forward to the consent agenda on the June 13 Special Meeting.

ATTACHMENTS

1. City of Tukwila, "Paint the Blvd", Staff Report to LTAC.
2. Lodging Tax Application, "Paint the Blvd."
3. "Paint the Blvd" LTAC PowerPoint.
4. City of Tukwila, Seattle Sports Commission, Staff Report to LTAC.
5. Lodging Tax Application, Seattle Sports Commission

Staff Memorandum

Lodging Tax Advisory Committee Funding Request

Name of Applicant:

City of Tukwila, Office of Economic Development
"Paint the Blvd" Art Mural Initiative

Address:

6200 Southcenter Blvd.
Tukwila, WA 98188

Total Funds Requested:

\$6,000

About the Applicant:

The City of Tukwila is a non-charter City organized under the laws of the State of Washington. Founded in 1908, Tukwila is one of the oldest cities in King County. Since its founding, Tukwila has always been a community at the "crossroads." Tukwila lies at one of the busiest freeway interchanges in Washington State. The City has a small bedtime population of just under 20,000. During the day the City's population swells to over 150,000 people, with people coming to the City to work, shop, dine, stay in hotels, and to visit once in a life time experiences, such as the Museum of Flight or iFly.

The City is one of the most diverse cities in the country. Over 70 languages are spoken in the Tukwila School District. Many well-known businesses are based in Tukwila, such as BECU, Westfield Southcenter, Seattle Seawolves, Seattle Sounders FC, Top Pot Donuts, Pop Gourmet, and the Sabey Corporation. The City has over 2,000 hotel rooms and over 100 restaurants.

Funds Previously Awarded:

None for this request.

Funding Request Narrative:

Modeled after the City of Bellevue Bel-Red mural project and the U-District Partnership's mural program, "Paint the Blvd" mural project will provide funds to install art murals on private property. Up to three artists will be selected to install art on large blank walls. This program will be focused on Tukwila International Blvd with the goal being to enhance the international district atmosphere of the

area and to create “Instagram” worthy images for people to post on social media.

@ExperienceTukwila will be required to be present in all of the murals to further help Experience Tukwila attain more followers and social media engagement.

Staff Comments:

This activity helps to promote the international character of the Tukwila International Blvd area of the City. It will also help to grow our social media followers by providing engaging content for users to post on their social media accounts.

Consistency with Six Year Financial Model:

2022 Sponsorship Funds Provided in Six Year Financial Plan:	\$150,000
Copa Surf Cup (Approved)	(\$25,000)
Seawolves (Approved)	(\$40,000)
City of Tukwila, Juneteenth (Approved)	(\$10,000)
City of Tukwila, Fiesta 5K (Approved)	(\$5,000)
City of Tukwila, “Paint the Blvd” (Pending)	(\$6,000)
City of Tukwila, Seattle Sports Commission (Pending)	(\$10,000)
Remaining Funds:	\$54,000

For 2022, the Six Year Financial Plan shows the City spending \$150,000 for sponsorship, such as this. There will be sufficient funds remaining in the budget for other 2022 other sponsorships opportunities that might arise.

City of Tukwila Staff

Recommendation to LTAC: Approval

Notes:

None.

Application to the City of Tukwila for Use of 2022 Lodging Tax Funds

Event or Activity Name (if applicable):	Paint the Blvd Art Mural Initiative
Amount of Lodging Tax Requested:	\$6,000
Applicant Organization:	City of Tukwila
Federal Tax ID Number:	91-6001519
Mailing Address:	City of Tukwila ATTN: Brandon Miles 6200 Southcenter Blvd. Tukwila, WA 98188
Primary Contact Name:	Brandon Miles
Primary Contact Phone:	206-731-9071
Primary Contact Email Address:	Brandon.Miles@Tukwilawa.gov

<input checked="" type="checkbox"/>	Check all the service categories that apply to this application:
<input checked="" type="checkbox"/>	Tourism promotion or marketing
<input type="checkbox"/>	Operation of a special event or festival designed to attract tourists
<input type="checkbox"/>	Operation of a tourism-related facility owned or operated by a non-profit organization
<input type="checkbox"/>	Operation and/or capital costs of a tourism-related facility owned by a municipality or a public facilities district

<input checked="" type="checkbox"/>	Check which one of the following applies to your agency:
<input type="checkbox"/>	Non-Profit <i>(Note: Attach a copy of your current non-profit corporate registration from the Washington Secretary of State Office)</i>
<input checked="" type="checkbox"/>	Municipality
<input type="checkbox"/>	For Profit Corporation

I am an authorized agent of the organization/agency applying for funding. I understand that:

- *I am proposing a tourism-related service for 2022. If awarded, my organization intends to enter into a services contract with the City; provide liability insurance for the duration of the contract, naming the City as additional insured and in an amount determined by the City; and file for a permit for use of City property, if applicable.*
-
- *My agency will be required to submit a report documenting economic impact results in a format determined by the City.*

Signature: Brandon J. Miles

Date: 04/5/2022

1. Describe your tourism-related activity or event.

Modeled after the City of Bellevue Bel-Red mural project and the U-District Partnership’s mural program, “Paint the Blvd” mural project will provide funds to install art murals on private property. Up to three artists will be selected to install art on large blank walls. This program will be focused on Tukwila International Blvd with the goal being to enhance the international district atmosphere of the area and to create “Instagram” worthy images for people to post on social media. @ExperienceTukwila will be required to be present in all of the murals to further help Experience Tukwila attain more followers and social media engagement.

If an event, list the event name, date(s), and projected overall attendance:

N/A

2. Is your event/activity/facility focusing on attracting overnight tourists, day tourists, or both?
Both.

Describe why visitors will travel to Tukwila to attend your event/activity/facility:

The City of Tukwila is centrally located in the transportation corridor that provides access to public light rail, King County’s Metro bus system, and the Seattle-Tacoma International Airport. Tukwila is a destination for tourism, entertainment, shopping and its diversity.

Describe the geographic target of the visitors you hope to attract (locally, regionally, nationally and/or internationally):

The geographic target of visitors is primarily a 50-mile radius. The goal of the mural project is to enhance the international atmosphere of the district. Tukwila International Blvd already features a significant number of ethnic cuisine options and shopping experiences. The district is home to Spice Bridge, a Farmer’s Market, and Soq is planned at the old Knight’s Inn property. Murals will add a sense of place and identity to the district and help to brand the district as an international experience for visitors in the Seattle metro area.

3. Describe the prior success of your event/activity/facility in attracting tourists:

The Office of Economic Development manages the Experience Tukwila digital initiative which is showing initial success in promoting the City of Tukwila within the region.

4. If this your first time holding the event/activity/facility, provide background on why you think it will be successful.

In 2020 and 2021 LTAC has supported art installations in the Southcenter District. The “Paint the Blvd” mural project is a new initiative for 2022.

5. Describe the media strategy you employ to promote your event/activity/facility to attract overnight and/or day tourists? Please list any digital or print media (newsletters, e-blasts, social media, etc.) your agency uses or intends to use to promote your event/activity/facility.

The goal of this project is to create “Instagram worthy” images that people will want to take photos of and post on their personal social media accounts. The images themselves will feature @ExperienceTukwila that will hopefully be visible in photos. Additionally, the City will run contest asking people to tag Experience Tukwila in their photos of the mural. These efforts can help draw more people to the Experience Tukwila social media accounts.

6. Describe how you will promote lodging establishments, restaurants, retailers and entertainment establishments in the City of Tukwila.

The goal of this initiative is to help to brand Tukwila International Blvd as an international district and also to help draw more people to the Experience Tukwila social media accounts. Experience Tukwila markets various businesses with its social media posts.

7. Is the City able to use your digital and print media for collaborative marketing?

Yes

8. Describe how you will use the name “Tukwila” in publications, promotions, and for your event?

@ExeperienceTukwila will be featured in the murals installed. This will help with awareness for the City’s social media handles.

9. Measurements and Metrics (Note: You will be required to report these metrics as part of the close out of the agreement between your organization and the City.)

As a direct result of your proposed tourism-related service, provide an estimate of:	
A. Overall attendance at your proposed event/activity/facility.	- 200 in-person - 1,000 Experience Tukwila social media engagement.
B. Number of people who will travel fewer than 50 miles for your event/activity.	175
C. Number of people who will travel more than 50 miles for your event/activity.	25%
D. Of the people who travel more than 50 miles, the number of people who will travel from another country or state.	0
E. Of the people who travel more than 50 miles, the number of people who will stay overnight in Tukwila.	0
F. Of the people staying overnight, the number of people who will stay in PAID accommodations (hotel/motel/bed-breakfast) in Tukwila.	0
G. Number of paid lodging room nights resulting from your proposed event/ activity/facility (for example: 25 paid rooms on Friday and 50 paid rooms on Saturday = 75 paid lodging room nights)	0

10. What methodologies did you use to calculate the estimates and what methodologies will you use to track outcomes, such as total participants, estimated visitor spending, etc.?

We will use social media engagement to track the impacts of this initiative.

11. Are you applying for lodging tax funds from another community? If so, which communities and in what amounts?

N/A

12. Are you applying for funding from Seattle Southside Regional Tourism Authority (SSRTA)? If so, in what amount?

N/A

13. What is the overall budget for your event/activity/facility? What percent of the budget are you requesting from the City of Tukwila?

\$6,000. 100% of the project funds will be coming from lodging tax.

1) What will you cut from your proposal or do differently if full funding for your request is not available or recommended?

The project will not move forward without funding from LTAC.

Applications are considered on a rolling basis. Please contact staff to discuss the process for having the application reviewed by the City's Lodging Tax Advisory Committee.

Completed applications should be submitted to:

Lodging Tax Advisory Committee
c/o Brandon Miles
City of Tukwila
6200 Southcenter Blvd
Tukwila, WA 98188

or

Brandon.Miles@TukwilaWA.gov

Questions?

LTAC Contact:

Brandon J. Miles

(206) 431-3684

Brandon.Miles@TukwilaWA.gov

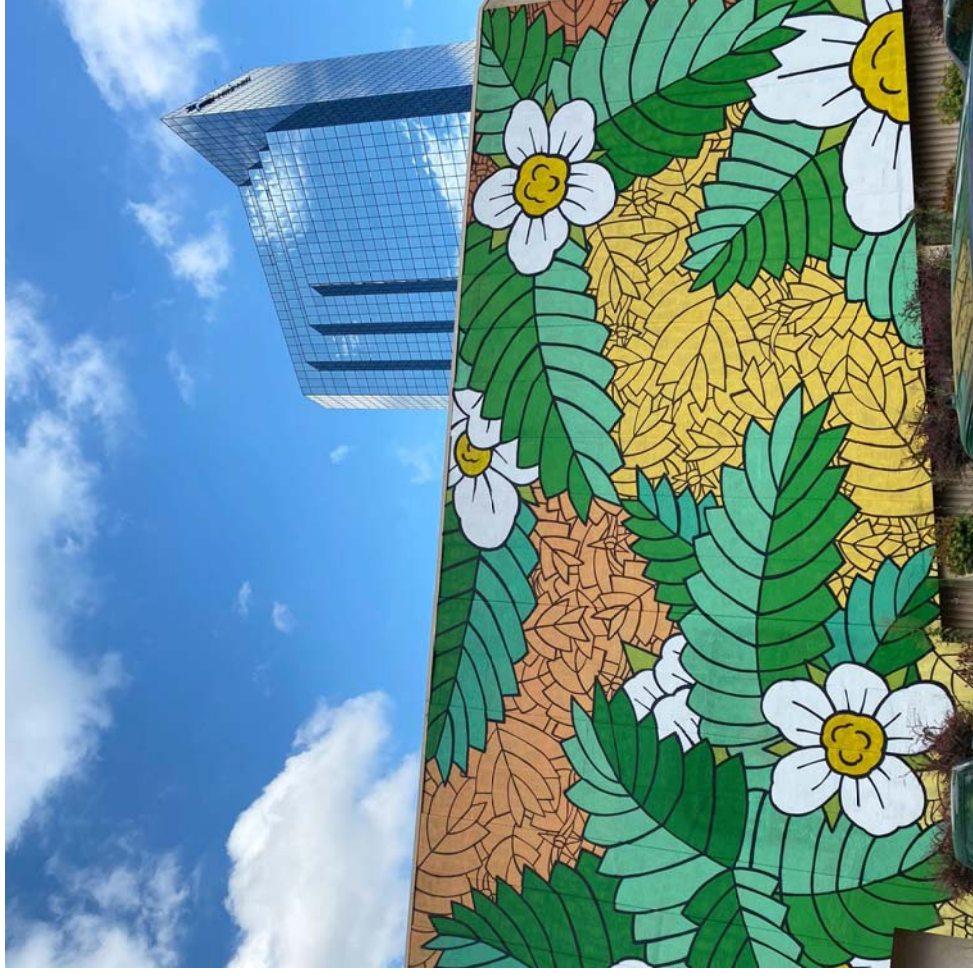


Tukwila International Blvd Mural Project

March 29, 2022



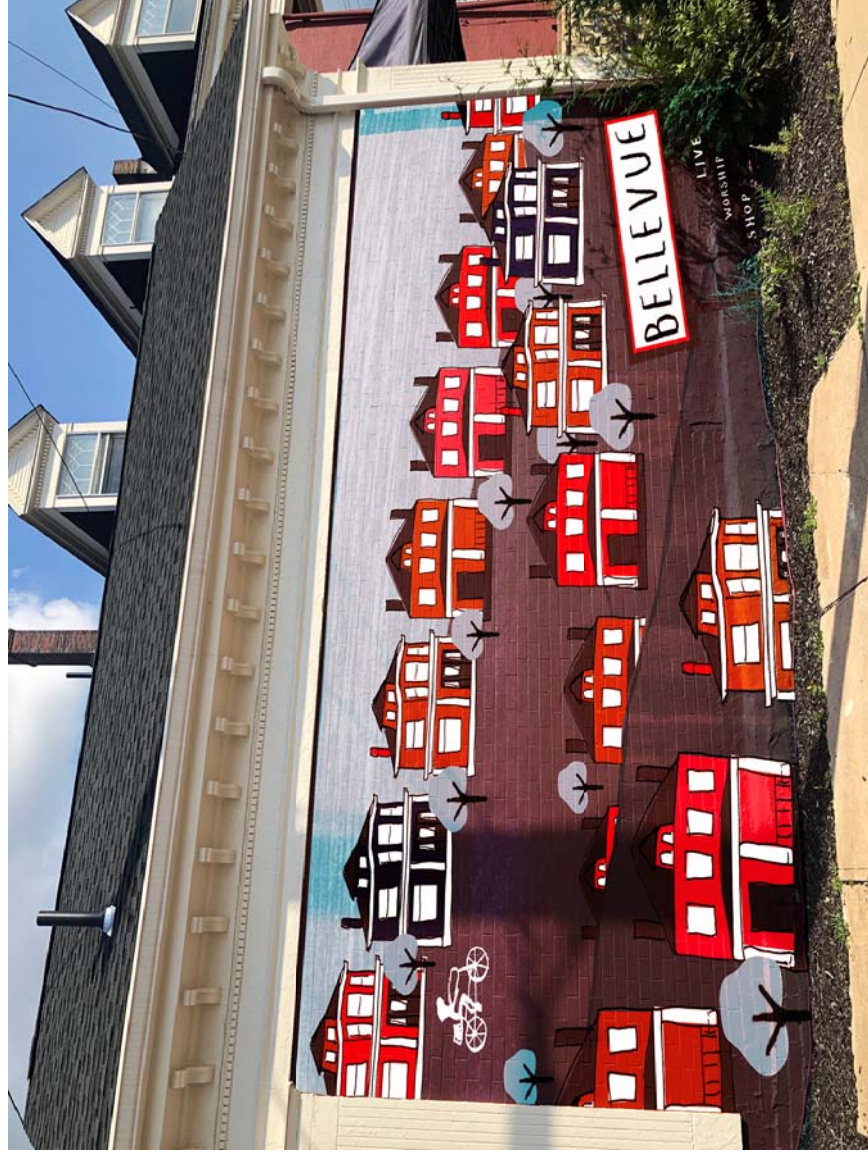
- Creation of a mural program along Tukwila International Blvd.
- Murals would be on private property.
- Goal is to improve the visual appearance of the neighborhood and add to its international character.
- Provide more “Instagram” worthy photography opportunities in the City.



- Call for artists will be released.
- Three murals along TIB on private property.
- Murals must be viewable and/or accessible from a public street for people to view and take photos of.
- City would provide a stipend to the artist for the work.
- Goal is to improve the visual appearance of the neighborhood and add to the international character of the area.



- City of Bellevue has a program for the BelRed Corridor and the U-District Partnership for Seattle.
- Estimated cost is \$6,000.
- Program will run through summer of 2023 to provide time to identify artists and property owners.



Staff Memorandum

Lodging Tax Advisory Committee Funding Request

Name of Applicant:

City of Tukwila, Office of Economic Development
Seattle Sports Commission Sponsorship

Address:

6200 Southcenter Blvd.
Tukwila, WA 98188

Total Funds Requested:

\$10,000

About the Applicant:

The City of Tukwila is a non-charter City organized under the laws of the State of Washington. Founded in 1908, Tukwila is one of the oldest cities in King County. Since its founding, Tukwila has always been a community at the “crossroads.” Tukwila lies at one of the busiest freeway interchanges in Washington State. The City has a small bedtime population of just under 20,000. During the day the City’s population swells to over 150,000 people, with people coming to the City to work, shop, dine, stay in hotels, and to visit once in a life time experiences, such as the Museum of Flight or iFly.

The City is one of the most diverse cities in the country. Over 70 languages are spoken in the Tukwila School District. Many well-known businesses are based in Tukwila, such as BECU, Westfield Southcenter, Seattle Seawolves, Seattle Sounders FC, Top Pot Donuts, Pop Gourmet, and the Sabey Corporation. The City has over 2,000 hotel rooms and over 100 restaurants.

Funds Previously Awarded:

None for this request. The City has previously joined SSC under our general operations budget

Funding Request Narrative:

Economic Development staff is requesting funding to support and sponsor the Seattle Sports Commission (SSC). SSC mission is to attract and host premier sports events that shape an economically and culturally vibrant region. SSC serves as a resource to, and for our professional, amateur, collegiate and youth sports organizations and venues.

SSC is the region’s lead in bids for large sporting events for the region. Tukwila worked with SSC to bring in the NCAA D2 sports festival to the region, which will bring field hockey to Starfire Sports. Additionally, SSC is working with regional players to advocate for Seattle to host soccer matches for the 2026 World Cup. These events would have significant impacts on tourism in the Puget Sound region, including hotel bookings in Tukwila.

Staff Comments:

SSC provides a significant service to the region in promoting the region for large sporting events. These events, even when not in Tukwila, will have significant impact our the City’s economy.

Consistency with Six Year Financial Model:

2022 Sponsorship Funds Provided in Six Year Financial Plan:	\$150,000
Copa Surf Cup (Approved)	(\$25,000)
Seawolves (Approved)	(\$40,000)
City of Tukwila, Juneteenth (Approved)	(\$10,000)
City of Tukwila, Fiesta 5K (Approved)	(\$5,000)
City of Tukwila, “Paint the Blvd” (Pending)	(\$6,000)
City of Tukwila, Seattle Sports Commission (Pending)	(\$10,000)
Remaining Funds:	\$54,000

For 2022, the Six Year Financial Plan shows the City spending \$150,000 for sponsorship, such as this. There will be sufficient funds remaining in the budget for other 2022 other sponsorships opportunities that might arise.

City of Tukwila Staff

Recommendation to LTAC: Approval

Notes:

None.

Application to the City of Tukwila for Use of 2022 Lodging Tax Funds

Event or Activity Name (if applicable):	City of Tukwila, Seattle Sports Commission Support
Amount of Lodging Tax Requested:	\$10,000
Applicant Organization:	City of Tukwila
Federal Tax ID Number:	91-6001519
Mailing Address:	City of Tukwila ATTN: Brandon Miles 6200 Southcenter Blvd. Tukwila, WA 98188
Primary Contact Name:	Brandon Miles
Primary Contact Phone:	206-731-9071
Primary Contact Email Address:	Brandon.Miles@Tukwilawa.gov

<input checked="" type="checkbox"/>	Check all the service categories that apply to this application:
<input checked="" type="checkbox"/>	Tourism promotion or marketing
<input type="checkbox"/>	Operation of a special event or festival designed to attract tourists
<input type="checkbox"/>	Operation of a tourism-related facility owned or operated by a non-profit organization
<input type="checkbox"/>	Operation and/or capital costs of a tourism-related facility owned by a municipality or a public facilities district

<input checked="" type="checkbox"/>	Check which one of the following applies to your agency:
<input type="checkbox"/>	Non-Profit <i>(Note: Attach a copy of your current non-profit corporate registration from the Washington Secretary of State Office)</i>
<input checked="" type="checkbox"/>	Municipality
<input type="checkbox"/>	For Profit Corporation

I am an authorized agent of the organization/agency applying for funding. I understand that:

- *I am proposing a tourism-related service for 2022. If awarded, my organization intends to enter into a services contract with the City; provide liability insurance for the duration of the contract, naming the City as additional insured and in an amount determined by the City; and file for a permit for use of City property, if applicable.*
-
- *My agency will be required to submit a report documenting economic impact results in a format determined by the City.*

Signature: Brandon J. Miles

Date: 04/5/2022

1. Describe your tourism-related activity or event.

Economic Development staff is requesting funding to support and sponsor the Seattle Sports Commission (SSC). SSC mission is to attract and host premier sports events that shape an economically and culturally vibrant region. SSC serves as a resource to, and for our professional, amateur, collegiate and youth sports organizations and venues.

SSC is the region's lead in bids for large sporting events for the region. Tukwila worked with SSC to bring in the NCAA D2 sports festival to the region, which will bring field hockey to Starfire Sports. Additionally, SSC is working with regional players to advocate for Seattle to host soccer matches for the 2026 World Cup. These events would have significant impacts on tourism in the Puget Sound region, including hotel bookings in Tukwila.

If an event, list the event name, date(s), and projected overall attendance:

Various dates. A list of current events and bids SSC is working on is attached with this application.

2. Is your event/activity/facility focusing on attracting overnight tourists, day tourists, or both?

Both.

Describe why visitors will travel to Tukwila to attend your event/activity/facility:

SSC is focused on bringing in a variety of events to the Puget Sound region. Tukwila's proximity to SeaTac Airport and its large supply of hotel rooms likely means the City would see significant room nights from these events. Additionally, SSC is also working on events that would likely directly benefit the City, such as the World Cup bid, NCAA D2 Sports, and basketball events at Showare.

Describe the geographic target of the visitors you hope to attract (locally, regionally, nationally and/or internationally):

The geographic target of the events SSC is working on would depend on the specific event. The World Cup would draw fans internationally, while the NCAA events would bring people in nationally.

3. Describe the prior success of your event/activity/facility in attracting tourists:

SSC has had success in bringing in events such as the 2022 NCAA D2 Fall Sports Festival, NCAA D1 Basketball (men's and women's) and races.

4. If this your first time holding the event/activity/facility, provide background on why you think it will be successful.

N/A

5. Describe the media strategy you employ to promote your event/activity/facility to attract overnight and/or day tourists? Please list any digital or print media (newsletters, e-blasts, social media, etc.) your agency uses or intends to use to promote your event/activity/facility.

The goal of this application is to support the work of SSC in bringing large events to the region. The specific events will employ their own media strategy to promote it locally, nationally, and as appropriate internationally.

6. Describe how you will promote lodging establishments, restaurants, retailers and entertainment establishments in the City of Tukwila.

There is no specific activity being promoted now. Tukwila's restaurants, retailers, lodging establishments, and entertainment establishments will benefit as SSC secures large sporting event to the region.

7. Is the City able to use your digital and print media for collaborative marketing?

Yes

8. Describe how you will use the name “Tukwila” in publications, promotions, and for your event?

The City will work with SSC to ensure proper recognition for its support.

9. Measurements and Metrics *(Note: You will be required to report these metrics as part of the close out of the agreement between your organization and the City.)*

As a direct result of your proposed tourism-related service, provide an estimate of:	
A. Overall attendance at your proposed event/activity/facility.	Depends on the specific events awarded.
B. Number of people who will travel fewer than 50 miles for your event/activity.	Depends on the specific events awarded.
C. Number of people who will travel more than 50 miles for your event/activity.	Depends on the specific events awarded.
D. Of the people who travel more than 50 miles, the number of people who will travel from another country or state.	Depends on the specific events awarded.
E. Of the people who travel more than 50 miles, the number of people who will stay overnight in Tukwila.	Depends on the specific events awarded.
F. Of the people staying overnight, the number of people who will stay in PAID accommodations (hotel/motel/bed-breakfast) in Tukwila.	Depends on the specific events awarded.
G. Number of paid lodging room nights resulting from your proposed event/ activity/facility (for example: 25 paid rooms on Friday and 50 paid rooms on Saturday = 75 paid lodging room nights)	Depends on the specific events awarded.

10. What methodologies did you use to calculate the estimates and what methodologies will you use to track outcomes, such as total participants, estimated visitor spending, etc.?

Room nights for specific events will be tracked and monitored.

11. Are you applying for lodging tax funds from another community? If so, which communities and in what amounts?

N/A

12. Are you applying for funding from Seattle Southside Regional Tourism Authority (SSRTA)? If so, in what amount?

N/A

13. What is the overall budget for your event/activity/facility? What percent of the budget are you requesting from the City of Tukwila?

N/A

14. What will you cut from your proposal or do differently if full funding for your request is not available or recommended?

The City would not be considered a sponsored of SSC. SSC work would not stop should the City choose not support it. It could hinder SSC ability to grow and to attract more cities to join.

Applications are considered on a rolling basis. Please contact staff to discuss the process for having the application reviewed by the City's Lodging Tax Advisory Committee.

Completed applications should be submitted to:

Lodging Tax Advisory Committee
c/o Brandon Miles
City of Tukwila
6200 Southcenter Blvd
Tukwila, WA 98188

or

Brandon.Miles@TukwilaWA.gov

Questions?

LTAC Contact:

Brandon J. Miles

(206) 431-3684

Brandon.Miles@TukwilaWA.gov



INFORMATIONAL MEMORANDUM

TO: Planning and Community Development

FROM: Nora Gierloff, DCD Director

BY: Mike Perfetti, Senior Program Manager PW

CC: Mayor Ekberg

DATE: May 31, 2022

SUBJECT: Gunter Levee Design Considerations

ISSUE

Staff is seeking policy direction from Council on City priorities for the design of the Gunter Levee improvements.

BACKGROUND

The Howard A. Hanson Dam and the system of levees along the Green River work together to reduce downstream flooding in Tukwila and adjacent cities. The certification for the Tukwila 205 Levee extending along the west bank of the River from I-405 to S. 196th Street expired in August 2013. The Tukwila Levee Accreditation Report – Phase I in 2015 and Phase 2 in 2018- found that approximately 80% of the levee requires repair or reconstruction (see Attachment A). The City is working to maintain Federal Emergency Management Agency (FEMA) accreditation requirements. The King County Flood Control District (District) is making levee improvements to contain the median estimate of a 500-year flood event in a manner that will enable certification and accreditation by the City.

Losing accreditation could potentially result in an expansion of lands mapped within the special flood hazard area (i.e. 100-year floodplain), and subjecting development on those lands to floodplain regulation requirements and floodplain management standards at RCW 86.16.

In 2020 Tukwila updated its Shoreline Master Program and increased the shoreline buffer width to 125 feet landward from ordinary high-water mark in the Urban Conservancy environment for areas with levees. This was done to preserve space for the eventual setback and reconstruction of levees in the City. The District has agreed to begin several projects that will address levee deficiencies and improve flood protection to the new 500-year flood standard, including reconstruction of the Gunter Levee, which is the subject of this informational memorandum, and has committed \$39.3 million over the next six years for the design and construction of the project. The levee is being designed by a team from King County's Water and Land Resources Division (WLRD, as a service provider of the District) with a multi-benefit approach, integrating habitat restoration, flood risk reduction, and recreation.



1. Aerial Photo showing the Gunter Levee Location

DISCUSSION

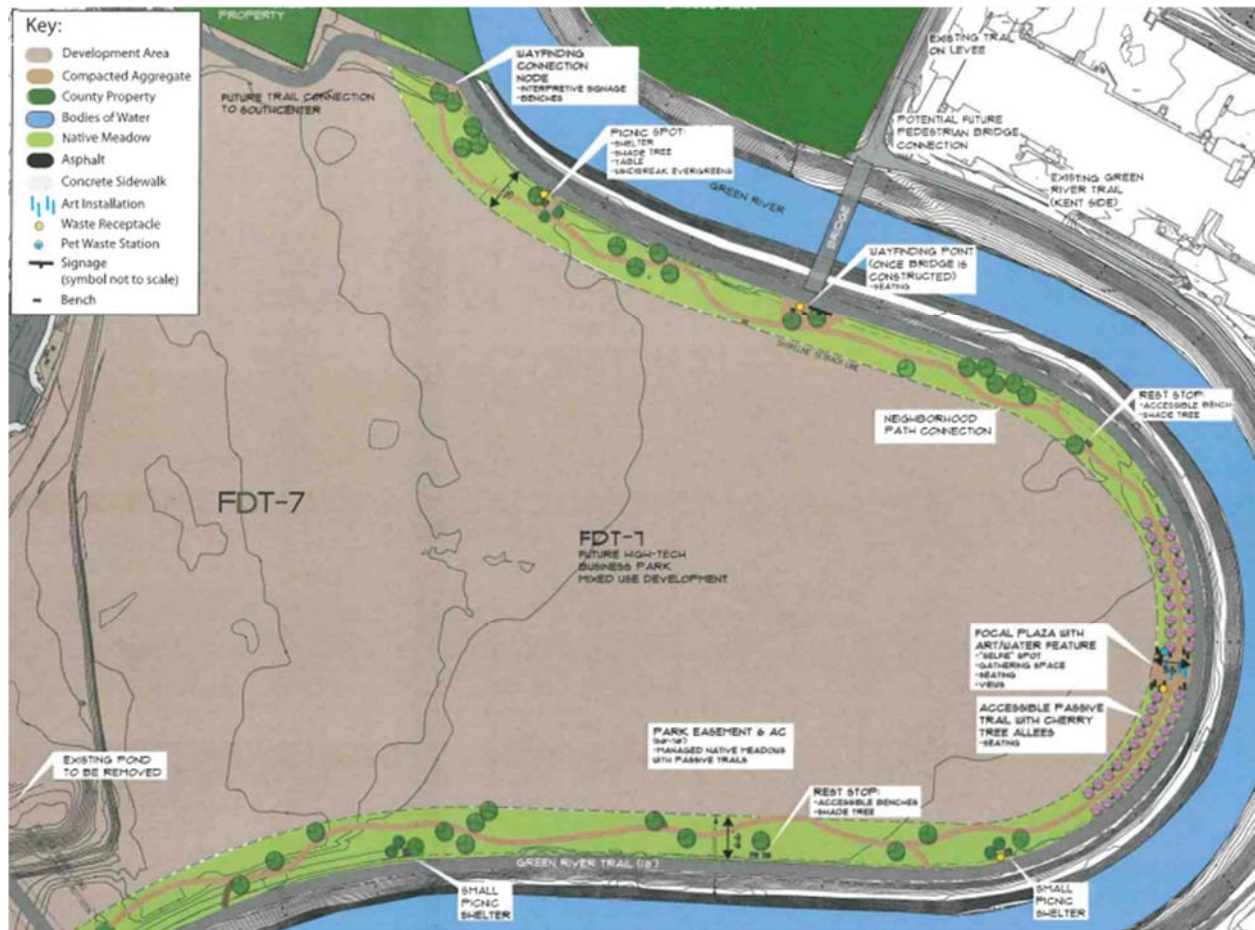
Regarding the Gunter levee, King County has an existing easement on the adjacent privately-owned property that varies in width, but is approximately 65-foot-wide, paralleling the river and includes within it an 18-foot wide trail easement that follows the top of the existing levee. In order to reconstruct the levee to provide 500-year flood protection and incorporate flood storage and habitat features necessary for on-site mitigation and to meet District goals, the District needs to purchase an additional 60 feet or so, at a minimum, out to the 125-foot setback and achieve a self-mitigating project. The property owner at the Gunter site entered into a Memorandum of Understanding (MOU) to sell the property in 2019 (Attachment B).

The Gunter levee site lies within the Tukwila South Overlay Zone (TSO). Per City code, residential development within the TSO requires both on and off-site recreation areas be provided for future housing. This requirement is to ensure a high quality of life for future residents as there are no existing or planned public parks in the area. The property owner has said that in the absence of the levee project they intended to provide much of this required off-site recreation area within the space that King County is seeking to purchase and is referenced in the draft MOU language. The property owner has visualized this as a linear park with a secondary trail, see conceptual plan at 2 below.

If that strip is acquired by King County, rather than locate recreation space for future housing elsewhere, the property owner is arguing for recreation space “credits” that would be developed as a linear trail/park waterward of the reconstructed levee as a condition of the sale to the District (see conceptual plans at 3, 4, and 5 below).

Based on earlier coordination, the property owner expressed willingness to provide this additional 60 ft width along the river (5.88 acres area) for flood risk reduction capital project improvements. Beyond the regional trail/maintenance road, the District likely would not purchase property for exclusive recreational use.

Each future residential unit in the TSO is required to have 125 square feet of off-site recreation space (in addition to 75 square feet of on-site space) so in terms of available area, this strip could meet that off-site requirement for approximately 2,200 units¹. However, to comply with the code, the recreation area would need to meet other location and design criteria at TMC 18.41.090 in conjunction with shoreline code requirements. The code anticipates that a variety of recreation activities be provided such as fields and sport courts which would not fit into a linear park. The Tukwila South Master Plan and Environmental Impact Statement anticipate development of between 700 and 1,900 residential units, <https://www.tukwilawa.gov/wp-content/uploads/DCD-Tukwila-South-Final-Environmental-Impact-Statement.pdf>.



2. Segale Concept Drawing of Linear Park within Shoreline Buffer

Policy Question:

Should recreation space “credit” be granted for land not controlled, improved, or maintained by the property owner? For example, if Forterra purchased property in Tukwila

¹ The code mandates a minimum recreation space requirement for new residential developments. The property owner has indicated a willingness to construct more recreation space in Tukwila South than would be required by City Code. [https://tukwilawa.sharepoint.com/sites/mayorsoffice/cc/Council Agenda Items/DCD/Gunter Levee/Gunter Levee Rec Space Memo.docx](https://tukwilawa.sharepoint.com/sites/mayorsoffice/cc/Council%20Agenda%20Items/DCD/Gunter%20Levee/Gunter%20Levee%20Rec%20Space%20Memo.docx)

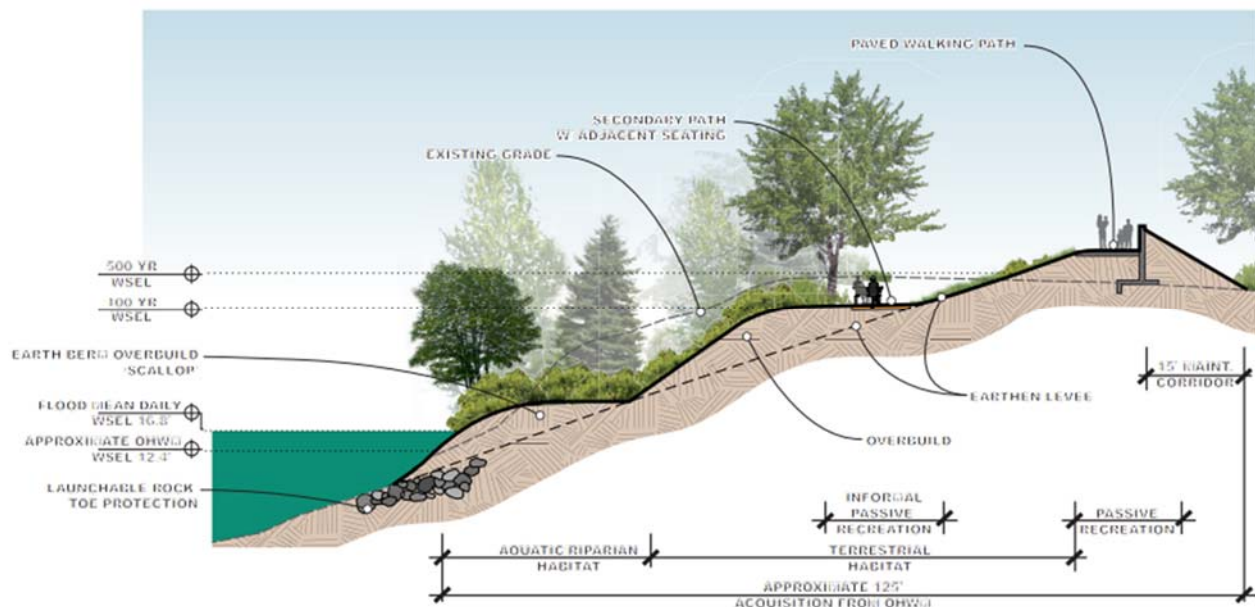
South and developed a park, would the former landowner be able to count that area as off-site recreation space for an apartment building they developed nearby?

Staff from Tukwila and King County WLRD as service provider to the District have met with the property owner to discuss what amount of usable recreation space could be incorporated into the levee design while continuing to meet other objectives such as flood risk reduction and fish habitat improvements. The TSO code requirements for off-site recreation space were reviewed, amended, and approved by the Council last year. At this time, the City is following those requirements to define recreational area.

TMC 18.41.090 A 3 c

(4) To qualify, the proposed recreation area must be located adjacent to, and highly visible from, a street (public or private) or trail and provide a range of active and passive recreational opportunities (as outlined in this Chapter) for multiple ages and physical abilities. Only those areas that are usable may count towards the off-site recreation space requirement. The following areas are excluded: parking lots, utility sheds, inaccessible natural/planted areas, any landscaped area required by code, and unimproved steep slopes as defined in TMC Section 18.45.120.

(5) Larger off-site recreational areas are typically characterized by recreational activities that serve a range of individuals and groups, such as field games, court games, craft areas, playground apparatus, picnicking, and space for quiet/passive activities. Neighborhood recreation areas may contain active recreational facilities such as softball, basketball, volleyball, handball, tennis, children’s play structures, trails, and grass areas for activities and/or picnic facilities.



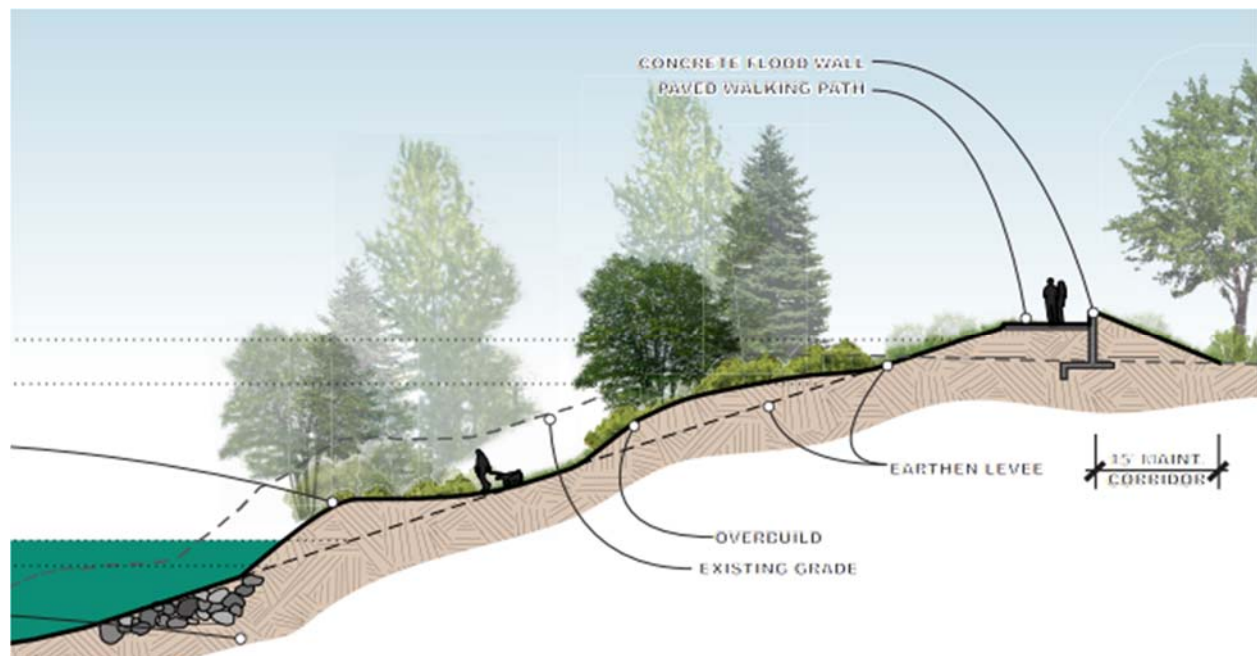
3. Conceptual Levee Cross Section with additional Recreation Space along a side path

King County WLRD staff has stated that in purchasing the land, they would need to have input on how recreation features are developed so that they can work towards achieving the self-mitigating and multi-beneficial project, which is the intent of the property purchase. The WLRD staff anticipates that the Green River Trail will be rebuilt atop the revised levee crest that results from this project. It is typical for the District, in the Green River watershed, to accommodate the

regional Green River trail in this way, and it typically serves as maintenance access for them. On some projects, the District allowed a limited degree of trail-related recreation within the levee project area. They have stated that the Gunter levee project could achieve some level of recreation and have referenced other projects in the watershed as examples.

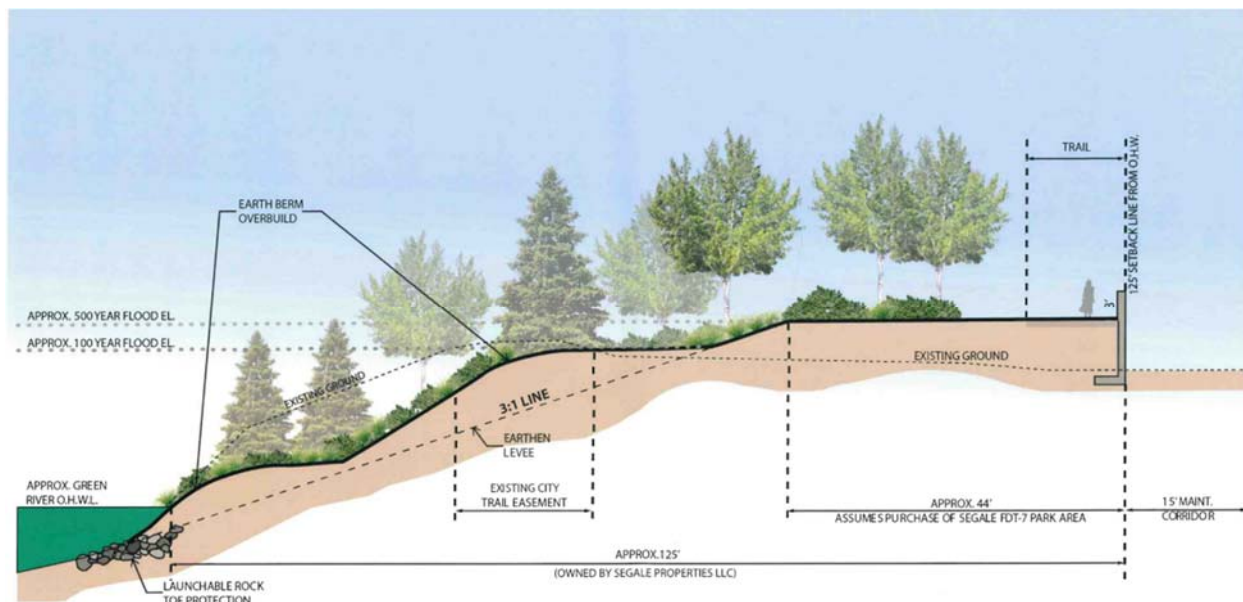
Above is an example of a very schematic design developed for discussion purposes, showing possible recreational access along the main trail and an adjacent secondary path/overlook area on one section of the levee face. Staff expressed support for crediting the trail as well as some selected areas that meet the TSO code requirements listed above toward off-site recreation space which might result in 400 to 500 units worth of recreation space.

However, Staff questioned the utility and safety of inviting the public into sloped areas subject to flooding and not highly visible from the trail as shown on the left side of the diagram below. It is staff's determination that these types of spaces would not meet the off-site recreation criteria at TMC 18.41.090, as an inaccessible natural/planted area.



4. Conceptual Levee Cross Section with Recreation Space on Levee Face

The property owner has suggested a cross section (shown below at 5) that creates a high elevation flat area within the land that District is offering to purchase that would be utilized to create recreation credits. However, this recreation space would be developed at the expense of the habitat and flood storage objectives. Therefore, the design would not meet the District's design objectives and would be unlikely to be permitted without additional off-site mitigation, which the District is trying to avoid.



5. Segale Conceptual Levee Cross Section with Recreation Area at top

Discussions between the City, the District and the property owner about the sale have reached an impasse. Tukwila staff has suggested a compromise solution of a wider trail to alleviate conflicts between bicycle commuters and recreational users along with one or more overlooks containing seating or picnic tables. The County is reluctant to deviate from the standard of a 12-foot trail with 2-foot shoulders (16 foot easement) because of implications to provide adequate space for habitat and to ensure the flood improvement project can be self mitigating. The standard trail design would result in less recreation area credit than the property owner desires.

Options:

- 1) Maintain current policy of granting off-site recreation space credit for all usable levee areas (trail, overlooks, picnic areas) that meet the current TSO code requirements ; or
- 2) Lower the code requirement for off-site recreation space in the TSO Zone so that the area generated by the standard trail and useable recreation space along the future levee would accommodate off-site recreation credits supporting a specific number of future housing units desired by the property owner; or
- 3) Eliminate the code requirement for off-site recreation space in the TSO Zone to remove an impediment to the reconstruction of the Gunter levee. This would result in 75 square feet of on-site recreation area for each future housing unit, the District constructed trail, and whatever off-site space the property owner voluntarily constructs. The property owner has indicated that it intends to install more recreation space than is already required by City code, thus the off-site recreation space requirement is redundant.; or
- 4) Clarify for staff that planted areas on levee slopes which are not intended for human use meet the intent of off-site recreation space so that we can calculate a recreation credit to the property owner for future residential development; or
- 5) Clarify for staff that only recreation space owned, developed, and maintained by the property owner or an entity affiliated with the housing developer should be counted as off-site recreation space for future housing units.

In the near to mid-term Options 1 through 4 would all result in the same amount of recreation space being developed, the levee trail, assuming that the property owner proceeded with the sale.

- The property owner has said that Option 1 does not meet their needs and that is why staff is bringing the issue to Council.
- Option 2 would be a compromise and the reduction in required off site recreation space would need to be negotiated.
- Option 3 would likely be the most straightforward path to facilitating an agreement for the property purchase and levee reconstruction as it removes the recreation space issue from the property sale negotiation.
- Options 2 and 3 would each require amending the Zoning Code with a process that requires a Planning Commission hearing and SEPA Determination.

FINANCIAL IMPACT

There is no financial impact to the City budget since District is offering to purchase the property and is funding the Gunter levee project. However, if an agreement for the property purchase is not reached in the near future the District could shift their funding to another project. This could result in an increased danger of a flood event and additional areas within Tukwila being mapped as floodplain, limiting their development potential.

RECOMMENDATION

Staff is seeking policy direction to enable negotiations for the Gunter Levee project to move forward. Staff believes that option 3 is straight forward and recommends the City Council adopt an ordinance to remove the offsite recreation space requirement. Council is being asked to consider this item at the June 13, 2022 Committee of the Whole meeting. If an option requiring a zoning code change is chosen staff asks that it be sent directly to Planning Commission rather than returning to PCD Committee in order to expedite a resolution to this issue.

ATTACHMENTS

- A. Tukwila 205 Certification Study Letter
- B. Tukwila South Levee Transfer Request with Appendix A MOU



May 1, 2019

King County Flood Control District
 Michelle Clark, Executive Director
 516 3rd Avenue, Room 1200
 Seattle, WA 98104

RE: Tukwila 205 – Certification Study
 King County Flood District's 2019 Capital Budget - Proposed City Projects

Dear Ms. Clark:

The City of Tukwila is working with Northwest Hydraulics Consultants (NHC) to evaluate and certify the Tukwila 205 Levee in accordance with Federal Emergency Management Agency (FEMA) requirements. The 4.5-mile long levee is located on the left bank of the Green River between Interstate 405 and South 196th Street and protects the highly developed Tukwila Urban Center. Work to date is comprised of a Phase 1 and Phase 2 Accreditation report.

The Phase 1 report evaluated the levee conditions relative to Code of Federal Regulations Title 44, Chapter I, Subchapter B, Part 65, Section 10 criteria on a project reach scale, to determine if the levee could be certified in the existing condition. The Phase 1 report found that steep side slopes result in significant lengths of levee failing to meet the required factor of safety for several geotechnical criteria. FEMA requires that levees be certified in their entirety therefore the entire levee cannot be accredited in its current condition.

The Phase 2 report took a detailed look at each segment identified in the Phase 1 report as not meeting FEMA requirements. This included using site specific information, including additional geotechnical and survey work, to further investigate and more accurately define the limits of the deficient segments. This detailed work has shown that approximately 80% of the Tukwila 205 Levee cannot be certified in its existing condition. The Phase 2 report also considered large scale improvement options for repair and certifying the deficient levee segments, developed conceptual plans and initial cost estimates, and proposed a prioritization for constructing large scale improvements.


The following list of ten prioritized projects was developed as a result of this certification effort. They are the City of Tukwila's highest priority regarding flood risk throughout the City and are needed to certify the Tukwila 205 Levee as providing 100-year level of protection. The City of Tukwila is requesting that each of these projects be included in the Flood Districts Capital Budget for construction within the next 10 years.

1. **Gaco-Mitchell-Segale Levee** from RM 15.41 to RM 15.90. Approximately 2,600' of levee repair to address the highest calculated levee failure risks based on computed factor of safety. This project should also seek to obtain additional property rights to allow for the levee to be setback to reduce overall project costs, construction impacts, and to provide needed habitat benefits.

2. **S. 180th Bridge to Pedestrian Bridge** from RM 14.33 to RM 14.75. Approximately 2,000' of levee repair to address this high scour area and over steepened banks.
3. **Christensen Rd. Levee** from RM 13.40 to RM 13.60. Approximately 1,200' of levee repair to address slope stability.
4. **Ratolo Levee** from RM 14.75 to RM 14.92. Approximately 1,000' of levee repair along S. 180th St. between the pedestrian bridge and Segale Floodwall to address a moderate to high risk of slope failure.
5. **Van Warden Levee** from RM 12.77 to RM 12.98 adjacent to the Riverview Plaza Business Park. Approximately 1,100' of levee repair to address a high risk of slope failure.
6. **Christensen Rd. Levee** from RM 13.85 to RM 14.32. Approximately 2,450' of levee repair to address slope stability.
7. **Segale-Green Levee** from RM 15.10 to RM 15.41. Approximately 1,600' of levee repair for moderate risk of slope failure. The upstream end point of this repair will tie into the Gaco-Mitchell-Segale repair so the exact limits will need to be determined once this repair is complete.
8. **Gunter Levee** from RM 15.90 to RM 16.70. Approximately 4,250' of levee repair to address moderate risk of slope failure. The downstream project limit will tie into the Gaco-Mitchell-Segale project.
9. **Christensen Rd. Levee** RM 12.56 to RM 12.67. Approximately 1,000' of levee repair to address a low risk of slope failure.
10. **Cross Levee** from RM 16.70 to high ground tie in. Approximately 1,050' of levee repair to address moderate freeboard and stability issues.

In closing, the City requests that the Flood District provide funding for the ten Tukwila 205 certifications projects in the Flood District's 2019 Capital Budget. These projects are the City's highest priority and will provide the Tukwila Urban Center with a 100-year level of flood protection. Thank you for your consideration of the City's flood control needs.

Sincerely,



Allan Ekberg
Mayor, City of Tukwila

Enclosures: Tukwila Levee Accreditation – Phase 2 Report



COMMERCIAL • INDUSTRIAL • AGRICULTURAL • NATURAL RESOURCES

October 16, 2019

Michelle Clark, Executive Director
King County Flood Control District
516 3rd Avenue, Room 1200
Seattle, WA 98104

RE: Tukwila South Levee Transfer Request

Dear Director Clark,

Through this letter, Segale Properties LLC (Segale) is formally requesting that the King County Flood Control District (FCD) accept into their inventory, the Tukwila South Levee located on the left bank of the Green River between River Mile 16.8 and 17.2.

This levee was originally proposed by Segale as an extension of the Tukwila 205 Levee and was designed and constructed by Segale to meet all applicable US Army Corps of Engineers' (USACE) requirements. The City of Tukwila supported Segale in this effort and formally submitted a Section 408 Levee Modification to the USACE in April 2009. This request was denied because it was determined that it would require Congressional approval to change the area that was protected under the original 205 program authorization. Since its completion in 2013, Segale has maintained the Tukwila South levee as a private levee.

Segale made a request to the King County Flood Control District (FCD) concerning the possible transfer of the levee into the District's inventory. In response to this inquiry, Aspect Consulting was hired by River and Floodplain Management Section (RFMS) staff to study, inspect, and produce a report on the levee system's overall condition. The report concluded that this levee, in general, meets the criteria for Levee Certification by FEMA and is eligible for the PL 84-99 program by USACE. Additionally, Segale and FCD have agreed to some minor conditions which are listed in a Memorandum of Understanding, attached as Appendix A of this letter.

The proposed Memorandum of Understanding is enclosed for your convenience. RFMS staff is in control of the report prepared by Aspect Consulting and can provide it upon request. All RFMS noted field deficiencies have been corrected by Segale and all as-built and construction records have been transmitted to RFMS staff for review and for their records. In summary, the levee improvements constructed by Segale satisfy all the conditions and requirements for

acceptance of the Tukwila South Levee into the FCD inventory as an FCD asset to be maintained by the FCD in perpetuity.

The draft easement required to inspect, repair and upgrade the levee is enclosed for your review. The easement will be executed and recorded upon the FCD accepting the Tukwila South Levee as an asset to be maintained by the FCD

If you have any questions or require any additional information to evaluate this request, please feel free to contact me at 206-575-2000.

Very truly yours,

SEGALE PROPERTIES LLC

A handwritten signature in black ink, appearing to read 'Mark A. Segale', written over the printed name and title.

Mark A. Segale
President of Its Manager

Attachments: Easement documents
Memorandum of Understanding

Appendix A

October 15, 2019

Memorandum of Understanding between the King County Flood Control District (FCD) and Segale Properties LLC (Segale)

Gaco-Mitchell-Segale Levee Replacement CIP related items for Right-of-Way (ROW) to support the project:

1. Segale agrees to provide at fair market value, additional ROW or easements (maybe only the 5-15 ft. wide grassy area between existing fence and the parking lot strip) between the levee and the Segale warehouse (parcel number 352304-9115), provided it doesn't affect/impact the current Segale business operations.
2. Segale agrees to provide at fair market value, additional ROW or easement at two levee transition areas upstream (u/s) and downstream (d/s) of Gaco and Mitchell properties where the potential setback levee is planned and needs to be transitioned to the u/s and d/s levee sections.
3. FCD agrees to provide at fair market value, any surplus ROW or easement to Segale, where the surplus ROW or easement is adjacent to Segale ownership, between RM 15.88 and RM 16.7.
4. Segale agrees to provide at fair market value, additional ROW or easement between the existing easement and 125 feet landward of the OHWM for the levee section between RM 15.88 and RM 16.7 for the FCD to construct a levee wall to contain the 500-year flood. It is understood the additional ROW or easement granted by Segale will be the minimal amount needed to complete the levee wall.
5. Easement along the Segale stormwater pond (RM 17.2 – 17.3): Segale will provide additional easement area between Segale's pond and the river. The additional easement is for the FCD to be able to maintain the entire levee prism on the river side and on the pond side without encroaching into private property during potential future repairs. Segale has provided an exhibit showing the location of the existing City of Tukwila levee easement with the requested additional easement area along Segale's stormwater pond. In addition, Segale revised the easement to match the as-built levee at the S. 200th bridge (River and Floodplain Management Section has been provided drawings showing both areas).

6. The new levee easement along the west border of the Segale mitigation project (RM 16.85-17.0): The landward levee slope is retrofitted to meet the slope requirements as requested by United States Army Corps of Engineers (USACE). The current easement language shows the easement border at the top of the slope, on the landward side.

Segale will add language in the levee easement for two potential future conditions:

- If the area is filled to the top of the levee, the easement will stay as is.
- If not filled at the time of development, the easement will extend to the landward toe plus 10 feet of inspection area.

Segale has provided a red-line to the existing City of Tukwila easement which includes the above language and will be included in the levee easement accepted by FCD.

7. U/S terminus of the Tukwila South Levee has jersey barriers at S. 204th St. At the time of transfer, the FCD will build a gate and Segale would remove the jersey barriers. Both the FCD and Segale will have keys to access the levee top.
8. King County Drainage District #2 owns the property which contains Johnson Creek and its outfall to the Green River. Johnson Creek outfall is deemed not fish passable by WRIA at this time. Segale indicated that during the time of construction, Washington Department of Fish and Wildlife approved the design of the outfall culvert and the gate. The gate is designed to stay open and be fish passable until the water in the Green River gets too high, at which time the gate closes for flood protection.

Segale will not oppose modification of this outfall if needed in the future, provided after review of final plans there is no impact to Segale's existing, adjacent stormwater pond and properties.

9. Gunter Cut-off Levee access or by-pass around the temporary jersey barriers. Segale has built a temporary gravel bypass road around the jersey barriers which is acceptable to the King County River and Floodplain and Management Section. The by-pass will remain in place until the future development allows for removal of the utility crossing and/or buries the utility.
10. Segale stormwater pond (RM 17.2- 17.3) outfall control structure: The FCD is waiting for an opinion from the USACE if this structure would be acceptable within the levee prism in the context of PL 84-99 eligibility. If not, Segale agrees to work with the FCD to resolve this issue.



TO: Planning and Community Development Committee

FROM: Nora Gierloff, AICP, DCD Director

BY: Nancy Eklund, AICP

CC: Mayor Ekberg

DATE: May 31, 2022

SUBJECT: Tukwila 2024-2044 Comprehensive Plan Update Process - Briefing

ISSUE

This agenda item is to brief the City Council on the required Periodic Update of the City's Comprehensive Plan, to be completed by the end of 2024.

Staff is requesting Council direction to begin work on the Tukwila Comprehensive Plan Periodic Update.

BACKGROUND

The Washington State Growth Management Act (GMA) requires certain cities, towns, and counties to develop comprehensive plans that plan for anticipated population growth in a coordinated and intentional way, creating both regional and statewide alignment. Comprehensive Planning provides cities with the opportunity to consider how and where they want to distribute growth, accommodate new trends, and coordinate municipal and community efforts to adapt to change over time.

The GMA requires that each jurisdiction, as part of an eight-year periodic review cycle (RCW 36.70A.130)¹, take legislative action to review and, if needed, revise their comprehensive plan and associated development regulations to ensure that they comply with the GMA. At a minimum, the review must include consideration of critical area ordinances and provide an analysis of how the City will plan for population growth expected over the next 20 years.

The review of the comprehensive plan and development regulations is required to include a public participation program, and needs to address state laws identified through Washington Department of Commerce GMA Periodic Review Checklist; align with the Puget Sound Regional Council's Vision 2050 and Regional Growth Strategy; respond to the King County Countywide Planning Policies (CPPs); and address any

¹ This interval was amended to require plan updating every 10 years by the 2022 legislature.

planning issues identified as locally important. The City of Tukwila’s periodic review and necessary updates must be adopted by December 31, 2024.

Tukwila’s Comprehensive Plan

A comprehensive plan is a broad statement of community goals and policies that direct the orderly and coordinated physical development of a jurisdiction into the future. It reflects the results of public involvement, technical analysis, and the judgment of decision makers. The goals, policies, and maps of this Comprehensive Plan provide the guide for designating the use of land, implementing regulations, investing in infrastructure, and developing programs and services.

The City’s first Comprehensive Plan under GMA was adopted in 1995. The Plan has been kept current with specific annual updates, as well as through a more comprehensive review in 2004 and in a phased review from 2011 through 2015. During each update, the City reached out to City residents, employees, and property owners to encourage them to participate in shaping the priorities that would be identified in the Plan. A plan for how that outreach will occur for this coming update is being developed.

The City’s current Comprehensive Plan includes the following elements (i.e., chapters):

Required Elements	Optional Elements
Land Use*	Natural Environment
Housing	Shoreline
Capital Facilities	Residential Neighborhoods
Utilities	Subarea plans
Transportation	Tukwila International Boulevard District
Economic Development	Tukwila South
Parks, Recreation and Open Space	Southcenter – Tukwila’s Urban Center
	Manufacturing / Industrial Center
	Community Image and Identity
	Roles and Responsibilities
*The City does not have a single Land Use element but has individual elements for the major areas of the City.	

Each element provides goals and policies, which are realized through the implementation of the City’s associated development regulations. At the time of the adoption of the Comprehensive Plan, all implementing regulations must also be adopted.

2024 Tukwila Comprehensive Plan Update

The 2024 update will integrate state, regional, and county requirements with community feedback, the City Council’s vision for the City, and guidance from City studies and plans. The scope of the update includes:

1. Confirming and updating the vision for growth and development in the City, including expanding housing and employment capacity within the City, its identified Regional Growth Centers, and targeted local centers, to be consistent with the growth targets identified in the Countywide Planning Policies (CPPs);
2. Amending the Housing element section to be consistent with the revised Housing section of the CPPs and addressing the need for more housing types and affordable options for all;
3. Including policies that address and aim to correct the legacy of discrimination;
4. Employing consistent, equitable outreach and engagement with the full diversity of the City's communities;
5. Including policies that address the causes and impacts of climate change and enhance the resiliency of the built and natural environments;
6. Making policy changes in all the elements that reflect the City's priorities for the next 20 years;
7. Updating the Plan's implementation strategies to ensure local accountability for implementing the plan, and enabling the City to comply with new requirements that an implementation monitoring report be submitted within 5 years of the Plan Update's adoption; and
8. Exploring opportunities to modify the format and presentation of the Plan and its goals and policies to enhance the document's accessibility and utility to the City Council, City departments and staff, and residential, commercial, and business communities. This could mean reviewing existing policies to identify opportunities for consolidating policy intent to help streamline the City's policy direction.

The update will include changes to numerous elements of the plan and, possibly, the future land use map. Updates to the vision and policy direction of the plan may be required as public outreach either confirms or revises the community vision. The level of environmental review that will be needed for this update (per the State Environmental Policy Act) will likely be an addendum to the existing environmental documents, depending on the degree of "course correction" expressed during the public outreach.

DISCUSSION

The horizon year for the upcoming comprehensive plan update is 2044. To plan for 2044, the comprehensive plan will need edits to many sections. As guided by policy direction from Vision 2050 and the CPPs, one significant focus of the update will be to

evaluate and enhance the jobs and housing balance within the City. This balance is key to supporting regional mobility, access to living-wage jobs, and affordable housing.

Housing and Jobs Targets

Housing and jobs targets are based on population forecasts done by the Washington Office of Financial Management (OFM). Population is then allocated to counties by the PSRC, and then to the regional geographies and individual cities by the County. In King County, the Urban Growth Capacity Analysis (Buildable Lands) evaluates housing unit and employment capacity in each city based on existing development, zoning, and development projects in the pipeline. The capacity analysis informs the assignment of housing and employment targets for each City, which are then adopted as part of the King County Countywide Planning Policies (CPPs).

The CPPs define the growth targets for housing and jobs for each city within King County. Based on forecasts, the population growth for the Puget Sound region for 2019-2044 period is anticipated to be approximately 1.3 million and job growth projection is 884,450 jobs. King County is expected to take approximately 50 percent of this growth. Tukwila is one of the 10 Core cities in King County, and collectively these Core cities are expected to plan for 112,850 new housing units and 222,800 new jobs. Tukwila’s 2044 growth targets (in the blue column below) are as follows:

King County Growth Targets for the City of Tukwila			
Housing	2021 Housing Units ¹ (Estimated)	Existing Target ² (2015-2035 planning period)	New Target³ (2019-2044 planning period) ⁴
	8,839	5,626 new units	6500 new units
Jobs	2020 Employment ⁴ (Covered)	Existing Target ² (2015-2035 planning period)	New Target³ (2019-2044 planning period)
	45,180	20,358 new jobs	15,890 new jobs
<p>¹ Washington State Office of Financial Management, Forecasting and Research Division, Postcensal Estimates of Housing Units, April 1, 2020 to April 1, 2021 (Revised)</p> <p>² King County, 2021 King County Urban Growth Capacity Report, June 2021, pages 32 and 42.</p> <p>³ King County, 2021 King County Countywide Planning Policies, p. 23.</p> <p>⁴ PSRC, 2020 Covered Employment Estimates by Jurisdiction, (based on the Washington State Employment Security Department’s (ESD) Quarterly Census of Employment and Wages (QCEW) series) (Covered employment refers to a specific category of work that is protected by the United States labor laws. These laws prohibit employers from discriminating against employees or applicants based on certain characteristics, such as race, sex, or age. Covered employment also includes workers who are eligible for overtime pay and other benefits.)</p>			

The Buildable Lands process indicated that Tukwila has both sufficient housing and job capacity to absorb the targets for housing units and jobs for the 2044 horizon. Although the City has capacity for this growth, the City’s overall rate of growth has been well

below that needed to achieve the targets. Between 2018 and 2020, a total of 846 housing units were constructed in Tukwila, a sharp rise from the 2006-2018 period when a total of 130 new units were added. This reflects new multifamily developments in the Tukwila Urban Center and the Tukwila International Blvd. corridor.

Affordable Housing

In addition, the 2021 Washington Legislature instructed local governments to “plan for and accommodate” housing affordable to *all income levels*. These requirements include an inventory and analysis of existing and projected housing needs for all economic segments, as well as the need for permanent supportive housing, emergency housing, and emergency shelters.

The requirements mandate that jurisdictions link their goals with overall County goals to ensure that the comprehensive plan housing element goals are met. Commerce will be providing these projections of affordable housing need to King County, and then the County will work with its cities to project their individual housing need, broken out by income levels (moderate, low, very low and extremely low income), as well as special housing needs (emergency housing, emergency shelters and permanent supportive housing). The County’s [Affordable Housing Committee](#) of the Growth Management Planning Council (GMPC) will identify the affordable housing need allocations by November 2022, and will provide a recommendation to the GMPC for their action in early 2023.

One of the largest challenges that Washington communities are facing is how to provide “missing middle” housing. Missing Middle Housing is defined as a range of modestly sized buildings with multiple units – compatible in scale and form with detached single family homes – that are located within walkable neighborhoods. This housing can include duplexes, triplexes, fourplexes, cottage courts, multiplexes, and other small-footprint homes, and is typically two to three stories in height. Because of the diversity in unit footprint, this type of housing also provides a wider range of housing costs. Tukwila has also prioritized greater housing development and options in the City’s Urban Center and those areas adjacent to the transit hubs.

Additional Focus Areas of the Update (based on direction CPPs and Vision 2050)

In addition to addressing the strategy for achieving the City’s housing and job targets, the Comprehensive Plan’s update will also need to:

- embed race and social equity into the planning process and plan content;
- address the potential for displacement of residents and jobs;
- strengthen and preserve a strong sense of community in the face of environmental and social changes;
- improve the quality of life for Tukwila residents; and
- consider how to support community resilience in response to disruptive environmental, economic, and social events.

The updated comprehensive plan will address these values and issues in a cohesive, accessible document that expresses continuity in community vision, goals, policies, strategies, and implementation actions.

Several ongoing parallel efforts may continue to shift the direction of Plan update work over the next couple years. Ongoing legislative actions, particularly regarding potential requirements for a new Climate and Resiliency Element, and additional provisions for “missing middle” housing may continue to impact the baseline state requirements. Rulemaking for the 2022 legislation will also guide the update. Staff will provide additional detail at subsequent study sessions highlighting the schedule and potential impacts for this ongoing work. A high-level draft schedule is included as an attachment to this memo (Attachment A).

Community Engagement Strategy: Throughout the development of the plan, staff will periodically check in with the Council regarding the plan’s progress. The Tukwila Planning Commission is tasked with reviewing proposed amendments, and conducting public outreach and ultimately a public hearing, after which the plan is forwarded to the Council (TMC 18.80). The Council will then review the recommendation, hold another public hearing, and issue a decision. DCD staff will develop a public engagement plan for the process that will be shared with the Council at a future meeting.

DCD is coordinating with other City departments to combine engagement efforts as they work on related projects such as Public Works’ Transportation Master Plan and the Economic Development Plan. The intent of this coordination is to increase efficiency and reduce outreach fatigue. We are also drawing on information from other efforts such as Health Point’s community engagement report.

Public engagement will be conducted through surveys, outreach to identified community groups deemed relevant for revising each element, and through limited meetings with the public. While a robust outreach is desirable, the staff will work within its available resources, unless the Council wishes to have more public engagement than can be reasonably conducted in-house. Staff will evaluate options and make a request of council if appropriate. Phases of the public engagement plan are as follows:

- **Phase 1: Vision Engagement** – Prepares residents to participate by building awareness of the Comprehensive Plan, gathering feedback on livability-related issues, and building relationships with diverse community groups through conversations about key data and trends.
- **Phase 2: Policy Engagement** – Engages public in discussions about policy direction and growth strategy.

- **Phase 3: Revise and Refinement** – Residents will be invited to respond to the draft and contribute to refining policy changes. The timeline is integrated with the overall timeline.

FINANCIAL IMPACT

The process of reviewing, analyzing, and updating the City's Comprehensive Plan in order to align with the new policy direction and other state and regional mandates will require significant staff time and possible consultant assistance. Limited funding from the Washington Department of Commerce has been made available for periodic update work; "missing middle" housing planning as well as racial equity analysis and development of anti-displacement policies; and development of an optional climate action element. Staff are currently developing grant applications for some of that funding. The department may provide a request for additional City funds to support the effort as a part of the City's annual budget process.

RECOMMENDATION

Staff recommends that this item be forwarded to the City Council Committee of the Whole on June 27th, 2022.

ATTACHMENTS

A. Project Schedule

Attachment A

SCHEDULE

Updating the Comprehensive Plan will be a two-year process to adequately address the full scope of work.

The following phases will be informed by the input received from the City's elected and appointed officials, staff, and various stakeholders, and the public.

- Phase 1: Project Kick-off and Vision Statement Update. The goals of this phase are to refine and update the Vision in the Comprehensive Plan to align with the community's and the Council's vision for the City. During this phase, we will initiate the community engagement plan.
- Phase 2a: Analyze and Lay the Foundation. This is a technical exercise ensuring that language and policies are consistent with the City Council direction and priorities across elements. This effort will also provide data to the community about the City's current environment and will seek feedback and input on local priorities in order to build the foundation of understanding needed to develop a Plan for the City's future.
- Phase 2b: Audit and Evaluate Plan Goals and Policy Foundation. Relative to required Plan modifications necessary due to state, regional, and county policy guidance, and City Council direction and priorities, and community input, assess the degree of modification needed to comply with update requirements. The Washington Department of Commerce checklist (expected to be released in Summer 2022) will be used, along with the Puget Sound Regional Council Certification Checklist.
- Phase 3: With an understanding of the breadth of regulatory requirements, and community guidance, the city will develop any land use alternatives necessary, which may require substantive environmental review. At this time, the City is intending to use the ability to update the environmental review of the Plan with an addendum. This phase will define whether greater environmental review (i.e., an environmental impact statement) of alternatives is warranted, in which case, additional city funding will be necessary.
- Phase 4: Revise and Refine. This phase includes the revision of the draft update based on feedback from the Council, boards, and commissions (including Planning Commission), and community.

The state requires the Plan be adopted no later than December 2024. Staff's timeline plans on discussing plan updates with the Planning Commission starting in Summer 2022 and conducting public hearings on the various elements between 2023 and 2024, with the Planning Commission holding final public hearings on the full document in early 2024 and Council adopting the Plan in Summer or fall 2024.

A high-level scope of work and schedule follows:

COMPREHENSIVE PLAN UPDATE PROGRAM	2022	2023	2024	Tasks
Initial Approach and Discussion				<ul style="list-style-type: none"> • Review existing comp plan, subarea plan(s) and development regulations • Review requirements in WA Dept of Commerce and PSRC Checklists, and King County Countywide Planning Policies, and recent legislation • Apply for grant funding • Determine approach and extent of update, work program, and schedule
Data Collection and Mapping				<ul style="list-style-type: none"> • Update relevant inventories, demographics, and population projections • Housing Needs Assessment • Capacity analysis • GIS mapping • Contract with consultant/s
Foundational Work and Element Review				<ul style="list-style-type: none"> • Allocate King County Countywide Planning Policy requirements to Plan elements • Allocate PSRC Vision 2050 Multicounty Planning Policy requirements to Plan elements • Address & Complete PSRC Checklist analysis • Coordinate with other departments on Transportation, Utilities (Sewer Water Plan, Stormwater Plan), Economic Development, and Parks Plans/Element revisions, and other City departments (Finance, TIS, Police, Fire)

COMPREHENSIVE PLAN UPDATE PROGRAM	2022	2023	2024	Tasks
				<ul style="list-style-type: none"> • Review all elements; identify/complete potential plan amendments and policy language • Address specific area plans (SRO Subarea?) • Identify potential zoning amendments
Prepare Draft Comprehensive Plan Amendments				<ul style="list-style-type: none"> • Draft goals, policies, maps, etc. • Draft code and map changes • City Council review of draft elements at committee level.
SEPA Compliance and Notice				<ul style="list-style-type: none"> • Informal Scoping - Determine if plan update warrants SEPA EIS, or if 1995 and subsequent analysis mitigates impacts • Complete environmental checklist • Publish notice of SEPA decision and public hearing • Provide information and notice to interested parties
Draft and Final Plan Review				<ul style="list-style-type: none"> * Planning Commission Review * Planning Commission Public Hearing and recommendation * City Council preliminary review of elements * City Council review, revision, and adoption * Provide 60-day notice to Department of Commerce
Public Outreach				<ul style="list-style-type: none"> * Develop/implement public outreach program * Develop informational materials * Continuous public involvement events