



Tukwila Equity and Social Justice Commission

City of Tukwila – City Hall

6200 Southcenter Boulevard, Tukwila, WA 98188

NOTICE IS HEREBY GIVEN that the Equity and Social Justice Commission meeting will be held on **August 4, 2022, at 5:30PM.**

Join the meeting video on your computer or mobile app: [Click here to join the meeting](#)

Participate in the meeting by phone: **253-292-9750**, Conference No. 176 295 228#

For in-person, please join us at **5:30PM**

Tukwila Justice Center, 15005 Tukwila International Blvd, Tukwila, WA 98188

For assistance during the meeting, please call Niesha Fort-Brooks, Equity and Social Justice Staff Liaison, at **206-406-6692**

MEETING AGENDA

Thursday, August 4, 2022 – 5:30PM

I Call to Order

II Introduction (2 minutes)

III Approval of Agenda (2 minutes)

IV Approval of Minutes, June 2, 2022 (2 minutes)

V Business Items

- Welcome and check-ins (5 minutes)
- Derek Speck, Economic Development Administrator, will brief the Commission on the 2022 Economic Development Plan and engagement efforts. (30 minutes)

Action Item: Commission to discuss and provide input on the Economic Development Plan and engagement efforts.

- Staff would like to hear from the Commission on what type of programs & city services would be of interest to bring forward to future ESJC meetings. (20 minutes)

Action Item: Commissioners are being asked to provide individual input on what type of programs & city services would be of interest to them.

- City staff will debrief Commissioners on the Juneteenth Commemoration event. (5 minutes)



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- Staff to brief the Commission on the City's policy to accept written public comments at all City Boards, Commissions and meetings per House Bill 1329, Section 13. (5 minutes)

VI Miscellaneous

VII Adjournment



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JUNE AGENDA MINUTES

June 2, 2022 – 5:30 p.m.

I Call to Order

II Introductions

Gabriela Quintana, Co-Chair

Kathy Hougardy

Johnathan Joseph

Joe Duffie

Dr. Eileen English

Niesha Fort-Brooks, Staff Liaison

Will Ragin

Perri Doll

Bao Nguyen

Tony Cullerton

Rachel Bianchi

III Approval of Agenda

IV Approval of Minutes: June 2, 2022

V Business Items

- Niesha Fort-Brooks, staff liaison to the Commission, and Tony Cullerton, Deputy Finance Director present the 2023-2024 Biennial Budget and online tool Balancing Act.

VI Miscellaneous

VII Adjournment



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CITY COUNCIL POTENTIAL AGENDA ITEMS

IMPORTANT NOTE: Items often shift meeting dates; please review published agendas to ensure that items are scheduled. This is not a comprehensive or final list as items may be added at the last minute.

August 8 <i>Item Type</i>	COMMUNITY SERVICES & SAFETY COMMITTEE	Starts at 5:30 pm
Discussion	FD 2 nd Quarter Report	N/A
August 8 <i>Item Type</i>	COMMITTEE OF THE WHOLE <i>Topic (Staff)</i>	Committee & Date
Public Hearing	2022 Housekeeping Code Amendments	PCD 8/1
Special Issues	2022 Housekeeping Code Amendments	PCD 8/1
Special Issues	Economic Development Plan Community Engagement	PCD 8/1
August 15 <i>Item Type</i>	PLANNING & COMMUNITY DEVELOPMENT <i>Topic (staff)</i>	Starts at 5:30 pm
Action Item	Zoning Code Amendment Streamlining	C.O.W. 8/22 & Special Mtg 9/1
Discussion	Rental Housing Update	
August 15 <i>Item Type</i>	COMMITTEE OF THE WHOLE <i>Topic (Staff)</i>	
Presentation	Seattle Southside Tourism Authority Update	N/A
Presentation	Seattle Seawolves End of Season Recap	N/A
Unfinished	2022 Housekeeping Code Amendments	PCD 8/1
August 22 <i>Item Type</i>	COMMUNITY SERVICES & SAFETY COMMITTEE <i>Topic (Staff)</i>	Starts at 5:30 pm Committee & Date
Discussion	Parks Speeding Cameras & Additional School Zone Speeding Camera	N/A
Action Item	Puget Sound Auto Theft Taskforce ILA	C.O.W. 9/1 & Special Mtg

COUNCIL AND SUBCOMMITTEE MEETING SCHEDULE

<i>FIN</i>	Finance & Governance Committee	2 nd and 4 th Mondays	5:30 PM
<i>PED</i>	Planning & Community Development Committee	1 st and 3 rd Mondays	5:30 PM
<i>TIC</i>	Transportation & Infrastructure Services Committee	1 st and 3 rd Mondays	5:30 PM
<i>CSS</i>	Community Services & Safety Committee	2 nd and 4 th Mondays	5:30 PM
<i>REG</i>	Regular Council Meeting	1st and 3 rd Mondays	7:00 PM



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C.O.W. Committee of the Whole

2nd and 4th Mondays 7:00 PM

** Note – the Council traditionally does not hold meetings in the last half of December.*

THE MEETINGS WILL NOT BE CONDUCTED AT TUKWILA CITY HALL, BASED ON THE GOVERNOR'S PROCLAMATION 20-28 ADOPTED MARCH 24, 2020, WHICH SAYS IN PART:

ANY PUBLIC AGENCY, SUBJECT TO RCW 42.30, IS PROHIBITED FROM CONDUCTING ANY MEETING, SUBJECT TO RCW 42.30 UNLESS (A) THE MEETING IS NOT CONDUCTED IN-PERSON AND INSTEAD PROVIDES AN OPTION(S) FOR THE PUBLIC TO ATTEND THE PROCEEDINGS THROUGH, AT MINIMUM, TELEPHONIC ACCESS, . . .”



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CITY COUNCIL REGULAR MEETING

THE PHONE NUMBER FOR PUBLIC LISTEN IN THIS MEETING IS

1-253-292-9750, ACCESS CODE 670077847#.

For Technical Support during the meeting call: 1-206-431-2179

Those wishing to provide public comments at the above meeting will have the opportunity to deliver public comments via email. All written comments received by email to CityCouncil@TukwilaWA.gov, prior to 5:00 PM on the date of the meeting, will be read aloud during the meeting by City staff within the normal five-minute time limit.

FINANCE COMMITTEE

THE PHONE NUMBER FOR THE PUBLIC TO LISTEN TO THIS MEETING IS:

1-253-292-9750, Access Code – PLEASE VISIT [TUKWILA CITY COUNCIL: UPCOMING EVENTS TO OBTAIN CURRENT ACCESS CODE](#)

PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

THE PHONE NUMBER FOR THE PUBLIC TO LISTEN TO THIS MEETING IS:

1-253-292-9750, Access Code – PLEASE VISIT [TUKWILA CITY COUNCIL: UPCOMING EVENTS TO OBTAIN CURRENT ACCESS CODE](#)

TRANSPORTATION AND INFRASTRUCTURE COMMITTEE

THE PHONE NUMBER FOR THE PUBLIC TO LISTEN TO THIS MEETING IS:

1-253-292-9750, Access Code – PLEASE VISIT [TUKWILA CITY COUNCIL: UPCOMING EVENTS TO OBTAIN CURRENT ACCESS CODE](#)

COMMUNITY SERVICES AND SAFETY COMMITTEE

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1-253-292-9750, Access Code – PLEASE VISIT [TUKWILA CITY COUNCIL: UPCOMING EVENTS TO OBTAIN CURRENT ACCESS CODE](#)

LODGING TAX ADVISORY COMMITTEE

THE PHONE NUMBER FOR THE PUBLIC TO LISTEN TO THIS MEETING IS:

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BOARD AND COMMISSION AGENDA ITEMS OF INTEREST TO TUKWILA EQUITY AND SOCIAL JUSTICE COMMISSION

IMPORTANT NOTE: Items often shift meeting dates; please review published agendas to ensure items are scheduled. This is not a comprehensive or final list as items may be added at the last minute. For up-to-date information, visit TukwilaWA.gov/departments/mayors-office/boards-and-commissions

BOARD/COMMISSION	TOPIC
Arts Commission	July 28, 2022: Commission approved the minutes and discussed ongoing business. Staff provided an update on vacant positions candidates and the Tukwila Lights funding (exploratory/preparatory work).
Civil Service Commission	July 21, 2022: Commission was briefed on the Fire and Police staffing updates; Biennial Budget 2023/2024 biennial outreach efforts- Deputy Finance Director, Tony Cullerton and Niesha Fort-Brooks, Community Engagement Manager
Community Orientated Policing Citizen’s Advisory Board (COPCAB)	July 14, 2022: Advisory Board approved June 2022 minutes. Biennial Budget 2023/2024 outreach efforts- Deputy Finance Director Tony Cullerton & Community Engagement Manager Niesha Fort-Brooks.
Human Services Advisory Board	July 14, 2022: Advisory Board reviewed the RFP Schedule and applications. City staff updated the board on the 2022 funded agencies.
Tukwila Library Advisory Board (TLAB)	July 5, 2022: Staff updated the board on the open vacancy’s, little libraries update and the 2022 board budget; Biennial Budget 2023/2024 outreach efforts-Deputy Finance Director, Tony Cullerton and Niesha Fort-Brooks, Community Engagement Manager; See You in the Park tabling and discussion.
Planning Commission	July 28, 2022: Public Hearing: Comprehensive Plan Zoning Code Amendments Consider amendments to streamline permit processes related to Zoning Code text amendments and make recommendations to the City Council for review and application. Director’s report.



INFORMATIONAL MEMORANDUM

TO: **Equity and Social Justice Committee**

FROM: **Derek Speck, Economic Development Administrator**

DATE: **July 25, 2022**

SUBJECT: **Economic Development Plan**

ISSUE

As part of our task to create an Economic Development Plan for the City, staff has started the process of community engagement. We would like to hear ideas from the Equity and Social Justice Committee on the future of Tukwila's economy and community engagement to create the Plan.

BACKGROUND

The City's Comprehensive Plan, Strategic Plan, Zoning, Capital Improvement Plan (CIP), other infrastructure plans, budget, and the Parks, Recreation and Open Space (PROS) Plan provide vision and strategies related to economic development. The Comprehensive Plan even includes a chapter on economic development. One of the implementation strategies in the Comprehensive Plan is to create an economic development plan. One of the primary goals of an economic development plan is to ensure a strong economy and tax base for the City.

Even with the many existing plans that relate to the City's economy, creating an Economic Development Plan provides an opportunity to review and update the City's vision for its economy and provide additional context, options, and guidance for staff and policy makers.

PROJECT SCOPE

Staff anticipates the scope of the project to create the Economic Development Plan will be:

1. **Basic Plan:** The City has hired Community Attributes, Inc. (CAI) to conduct research and analysis, write, design, and produce the Plan. It would also include standard community engagement such as an online survey and in-person surveys at public meetings, community meetings and events, and gathering places. This will include translation of the website, surveys, and engagement materials into Somali, Spanish, and Vietnamese. The website will be designed to work with mobile devices. We will also form and coordinate an advisory committee of approximately eight people to provide general advice on the process and draft plan.
2. **Expanded Engagement:** This work may include multiple community-based organizations or firms to help engage with various groups based on culture, language, age, etc. It would include tailoring those contracts to work with those groups on methods appropriate for each group. These methods may include surveys, conversations, interviews, focus groups, or other ways. We hope to find fun and easy ways for the public to engage. As appropriate, methods would include interpretation, translation, childcare, and participation incentives.

It is important to note that the City plans to engage with our community on many projects this

year and we need to be sensitive to “survey fatigue” or confusion.

3. Improved Business Contacts Database: We would like to improve our business contacts database, especially to understand the preferred language for each of our businesses. This would help inform the economic development plan but would also improve future engagement for multiple city purposes, such as emergency preparedness. Adding to this database may include door-to-door business visits which may provide an opportunity for additional business input. We would email our businesses inviting them to visit the website and submit the survey.

INPUT ON ENGAGEMENT OPPORTUNITIES

We would like a community engagement process that welcomes Tukwila’s diverse community. This includes residents, businesses, and property owners. Some possibilities are:

1. Website and online survey (optimized for mobile users)
2. City Hosted Opportunities
 - a. City Boards and Commissions
 - b. City groups (e.g., Teens for Tukwila)
 - c. City Facilities (Tukwila Community Center, Permit Counter, Spraypark, etc.)
 - d. Parks and Recreation events (e.g., “See You in the Park”)
 - e. Direct door-to-door business visits
 - f. National Night Out
3. Community Meetings and Events
4. Community Gathering Places
 - a. Food Trucks (e.g. at Southgate Mobile Home Park)
 - b. Saar’s Supersaver grocery store
 - c. Spice Bridge
 - d. Tukwila Library
 - e. Tukwila Village Farmers Market
5. Community Organizations
 - a. Access to Our Community
 - b. African Community Housing and Development
 - c. Chamber of Commerce
 - d. East African Community Services
 - e. Para Los Ninos
 - f. Partners in Employment
 - g. Refugee Women’s Alliance (REWA)
 - h. Small Business Development Center at Highline College
 - i. Talitha Consults
 - j. Tukwila Metropolitan Park District Board
 - k. Tukwila School District (e.g., Foster High School classes)

We would appreciate the Committee’s suggestions on these or other potential engagement opportunities.

INPUT ON THE ECONOMIC DEVELOPMENT PLAN

We would appreciate the Committee's input on the plan:

1. What types of businesses would you like to see *more* of in Tukwila?
2. What types of businesses would you like to see *less* of in Tukwila?
3. What are the strengths of Tukwila's economy and businesses?
4. What are the weaknesses of Tukwila's economy and businesses?
5. What are the challenges facing Tukwila's businesses?
6. What are the opportunities facing Tukwila's businesses?
7. What are your ideas to improve Tukwila's economy and tax revenue?
8. What are your ideas to improve the lives of Tukwila's working residents?

If you have additional thoughts after the meeting, please contact me at Derek.Speck@TukwilaWA.gov or 206-433-1832.