



Meeting Minutes

Community & Economic Revitalization Committee (CERC)

City Hall
601 4th Avenue E
Olympia, WA 98501
Information: 360.753.8244

Monday, February 8, 2016

5:30 PM

Room 112

1. ROLL CALL

Present: 3 - Chair Nathaniel Jones, Committee member Jim Cooper and Committee member Julie Hankins

2. CALL TO ORDER

Mayor Pro Tem Jones called the meeting to order at 5:30 p.m.

OTHERS PRESENT

Community Planning and Development Director Keith Stahley
Deputy Director Leonard Bauer
Economic Development Director Renée Sunde
Senior Planner Joyce Phillips

3. APPROVAL OF MINUTES

- 3.A** [16-0129](#) Approval of November 23, 2015 Community and Economic Renewal Committee Meeting Minutes

The minutes were approved.

4. COMMITTEE BUSINESS

- 4.A** [16-0130](#) Review Draft 2016 Community and Economic Revitalization Committee Schedule and Work Plan

Mr. Stahley reviewed and noted significant work plan items:

- Review Water Street Redevelopment Area Development Partner Contract and Scope of Work: January - March
- Review Area Plan concepts and participate in associated public involvement process: April - September
- Annual review of regional and local economic indicators including the Economic Vitality Index, the Regional Economic Outlook and other relevant economic development data and information: March
- Review Opportunity Areas and consider possible next steps: March and July
- Consider focus area planning efforts for Kaiser/Harrison: April and August
- Finalize the Community Renewal Plan: August - December
- Section 108 Loan Program and Grow Olympia Fund oversight:

ongoing, as needed

Mr. Bauer stated the Department of Ecology has a funding source for the Water Street Redevelopment Area project.

The Committee made suggestions and additions to the work plan.

The Committee agreed to forward the revised 2016 Schedule and Work Plan to City Council for consideration.

4.B [16-0141](#) Community Renewal Budget Request for 2016

Mr. Stahley stated the Community Renewal process requires an additional \$75,000 to support this ongoing process. These funds would be used to: 1. Support predevelopment activities as detailed in the Request for Letters of Interest and included in the scope of work for the contract with the Development Partner (\$35,000); and 2. Continue the legal services contract with Jay Reich of the Pacifica Law Group (\$40,000). Staff would like the Committee to approve the City Manager's recommendation of adding \$75,000 to the Community Renewal Area budget for 2016.

There is approximately \$40,000 remaining in the budget for the ECONorthwest contract. Depending on the extent of ECONorthwest's involvement in the Water Street Redevelopment Area process and the amount of public involvement in the Community Renewal Plan needed this should be sufficient to complete the work contemplated in the Water Street Redevelopment Area and the formation of the Community Renewal Area. These funds were carried forward and no action is needed.

The Committee agreed to forward a recommendation to the City Council to increase the Community Renewal Area project budget by \$35,000 to support predevelopment work by the development partner within the Water Street Redevelopment Area and the Downtown Strategy and by \$40,000 to fund ongoing legal support from Jay Reich with the Pacifica Law Group.

4.C [16-0137](#) Update on Kaiser-Harrison Opportunity Area Plan

Ms. Phillips presented an update:

During the briefing in November, Mr. Bauer provided drafts of the market analysis update and a summary of comments from interviews with property owners, neighbors, and interested parties. Since then, additional market analysis has been completed in order to provide more specific information about the local context. The main conclusions are retail and housing will be the primary drivers of redevelopment in this area, although some additional medical offices are also likely. The mix of housing and retail will be influenced by zoning changes the City makes when, and if, the highway access ramps are built, local amenities and changes in the real estate market over time.

- There is potential for a medium sized retail center with approximately 100,000 to 150,000 square feet of commercial space in multiple retail units.
- To incorporate the required needs like parking and addressing stormwater, approximately 10 - 20 acres would be needed.
- Additionally, the zoning should be flexible enough to accommodate a 20,000 to 60,000 square foot building for an anchor tenant but also ensure smaller retail spaces, a more walkable design, and provision of public spaces.
- Design guidelines and requirements will influence the type of tenants attracted to this type of shopping center as well as those with the ability to pay rent levels required for the development to be financially feasible.
- Mill Creek Town Center in Mill Creek and Timberland Town Center in Portland are examples of the type of development supported by the market study.

The information was provided.

4.D [16-0176](#) Status Reports and Updates

Ms. Sunde gave an update on the Water Street Redevelopment Area project:

- Staff has handed off the broker information to the development team.
- A contract has been drafted and provided to Urban Olympia for review.
- A draft scope of work is almost completed.
- Staff is hoping to be ready for a preliminary review with the Committee on February 29.
- Walker's team has already met with Makers Group.
- Public Works staff has begun involvement.

The report was received.

5. ADJOURNMENT

The meeting was adjourned at 6:54 p.m.