

CITY OF BELLEVUE  
CITY COUNCIL

Summary Minutes of Regular Meeting

May 1, 2023  
6:00 p.m.

Council Chambers  
Bellevue, Washington

PRESENT: Mayor Robinson, Deputy Mayor Nieuwenhuis and Councilmembers Barksdale, Lee, Robertson, Stokes and Zahn

ABSENT: None.

1. Call to Order

The meeting was called to order at 6:02 p.m., with Mayor Robinson presiding.

2. Roll Call; Flag Salute

City Clerk Charmaine Arredondo called the roll and all Councilmembers were present. Councilmember Barksdale led the flag salute.

- (a) Asian American, Native Hawaiian and Pacific Islander Heritage Month Proclamation

Councilmember Lee read the proclamation recognizing May 2023 as Asian American, Native Hawaiian and Pacific Islander Heritage Month in Bellevue. As an Asian American immigrant, Mr. Lee said he is proud to live in a country with opportunity, freedom and justice. He encouraged all residents to celebrate the rich diversity of this community and to reflect on the many challenges they have faced through history and continuing today. He noted two exhibits in City Hall this month, one featuring artists from the AANHPI community and one from the Chinese American Civic Association called “Applaud to the Chinese Transcontinental Railroad Workers.”

Councilmember Zahn, also an immigrant, said it is special to celebrate this month because the Asian communities know they have been part of U.S. history for many years. She noted a program in many states called “Make Us Visible,” which engages with AANHPI individuals to teach their history in schools.

(b) International Firefighters Day Proclamation

Deputy Mayor Nieuwenhuis read the proclamation recognizing May 4, 2023 as International Firefighters' Day in Bellevue. He encouraged everyone to show support and appreciation for the Bellevue Fire Department and the firefighters who protect lives and property, and to remember past firefighters who dedicated their lives to public service.

Mayor Robinson introduced a group accepting the proclamation: Battalion 102 Chief Luke Steere and Firefighters D'Andre Goodwin, Junho Kim, Steve Seiwerath, Jessica Slider and Nick Yencopal. Chief Steere thanked the Council for honoring the contributions of firefighters. He said they are proud to serve Bellevue and surrounding communities and appreciate the recognition.

(c) Public Service Recognition Week Proclamation

Councilmember Stokes said he appreciated the opportunity to read this proclamation. He noted that he spent approximately 10 years working for the U.S. Department of Health, Education and Welfare, served as regional attorney for the U.S. Department of Health and Human Services, and worked for the City of Seattle's hearings and appeals office.

Mr. Stokes read the proclamation recognizing the week of May 7-13 as Public Service Recognition Week in Bellevue. He urged everyone to reflect on the contributions of public employees who carry out the missions of the various branches of government.

City Manager Miyake accepted the proclamation and said that City employees are all here to do a job as public servants. He thanked everyone for their work.

3. Approval of Agenda

→ Deputy Mayor Nieuwenhuis moved to approve the agenda, with the addition of an Executive Session as Agenda Item 15(a) to discuss one item of property acquisition. Councilmember Lee seconded the motion.

→ The motion carried by a vote of 7-0.

4. Oral Communications

City Clerk Arredondo reminded the public that no election-related topics may be discussed during oral communications, including promoting or opposing a ballot measure or candidate.

(a) Patrick Bannon, President/CEO, Bellevue Downtown Association (BDA), thanked the Council for the Keep Bellevue Beautiful initiative. He said one issue that seems to bring people in Bellevue together is maintaining safe, clean neighborhoods. He thanked City staff and the community for their advocacy and support of a safe, vibrant, healthy and litter-free Bellevue.

- (b) Jodie Alberts, Bellevue Chamber of Commerce, spoke in support of the Keep Bellevue Beautiful program. She said the program provides opportunities for partnerships and educational outreach while ensuring that Bellevue remains a desirable place to live, play and work. She thanked the Council and staff for their dedication to the community.
- (c) Xueqiao (Joel) Sun said his family owns a dance studio and is trying to relocate it to the Lake Hills area. He expressed concern that the landlord is charging a significant transportation impact fee for the tenant space. He said the developer or property owner should pay the impact fee. He said they have tried for a couple of months to negotiate with the landlord.
- (d) Shams Pirbhai expressed concern about a \$124,000 transportation impact fee attached to his request for a tenant improvement permit. He said he was told by the City Manager's Office that, based on the current code, there is no way for the City to differentiate who should pay the impact fee. Mr. Pirbhai suggested that the landlord should pay the impact fee because they benefit from renting the space. He asked whether the City can issue his TI permit without him paying the impact fee.
- (e) Heidi Dean expressed concerns regarding the Newport Hills Woodlawn Park off-leash area. When visiting the park recently, she heard compliments from visitors from Seattle, Renton and Newcastle about the large off-leash area. She said the park was intended to be a neighborhood park but has become a regional off-leash dog park. She expressed concern that there is not adequate space for a neighborhood picnic at the park. She said the rules for the off-leash area have been posted but the text is very small and the sign is placed below waist level on the gate into the area. She said the sign at Robinswood Park is large and posted at eye level to be more visible. She asked the City to provide better signage at Woodlawn Park. She expressed concern about people with unleashed dogs on the trails and requested larger and more effective signage regarding rules for the trails. She urged staff to reach out to the group of dog owners who have been meeting at Ringdall Middle School to remind them about the park's off-leash rules. She said people are leaving chairs and other personal effects in the off-leash area.
- (f) Joe Kunzler thanked the Council and staff for their public service. He asked the City to remind Alex Zimmerman that there is a \$3,000 fine he must pay to the public disclosure commission next month. Mr. Kunzler said the fine was issued the previous Thursday. He said he vehemently objects to the words, phrases and racism from Mr. Zimmerman before the Council.
- (g) Alex Zimmerman expressed concern about investments in bike infrastructure that serve a limited number of people. He said he attends the Human Services Commission's meetings and that members of the public complained about a number of issues during a recent meeting. He said the commission and staff do not respond to the complaints.
- (h) Pamela Johnston said that while it is painful to hear certain comments, she appreciates the Council's respect and patience regarding the exercise of First Amendment rights. She

thanked Mayor Robinson for visiting the Pike's Peak neighborhood in response to concerns about trees that could be causing instability for the road.

- (i) Betsi Hummer thanked the City for the Keep Bellevue Beautiful initiative. She said she has been reporting abandoned shopping carts for a long time and she is thrilled to hear that the City has an effective shopping cart retrieval program. She encouraged the public to use the MyBellevue app to report potential code violations.
- 5. Reports of Community Councils, Boards, and Commissions: None.
- 6. Report of the City Manager: None.
- 7. Council Business and New Initiatives: None.
- 8. Consent Calendar
  - Deputy Mayor Nieuwenhuis moved to approve the Consent Calendar, and Councilmember Stokes seconded the motion.
  - The motion to approve the Consent Calendar carried by a vote of 7-0, and the following items were approved:
    - (a) Council Minutes  
*Minutes of April 17, 2023 Regular Meeting*
    - (b) Resolution No. 10250 determining that a portion of a public utility easement located at 14121 NE 20th Street is surplus to the City's needs and is no longer required for providing continued public utility service; and setting a time and place for a public hearing to consider the release of this easement.
    - (c) Resolution No. 10251 authorizing Amendment 3 of the Interloc Solutions Technical Services agreement to increase spending authority from a not to exceed amount of \$680,000 plus all applicable taxes to a not to exceed amount of \$1,080,000 plus all applicable taxes.
- 9. Public Hearing: None.
- 10. Study Session Items
  - (a) Human Services Commission's recommendations for the 2023-2024 ARPA Critical Human Services Needs Funding and information on a Human Services Strategic Plan

City Manager Brad Miyake introduced discussion regarding the Human Services Commission's recommendations for critical human services funding provided through the American Rescue Plan Act (ARPA).

Toni Esparza, Assistant Director, Parks and Community Services Department, said staff is seeking direction to prepare a resolution approving the Human Services Commission's recommendations for \$3,050,585 in ARPA funding. She said the Council has allocated more than \$21 million in one-time pandemic funding, including \$450,000 from the Council Contingency Fund and the remainder through federal government programs.

Ms. Esparza thanked Senator Patty Murray, Senator Maria Cantwell, Congressman Adam Smith and Congresswoman Suzan DelBene for their efforts in securing federal grant funds.

Ms. Esparza said the City's 2023-2024 ARPA allocation for human services included \$1.55 million for essential Eastside shelters, \$2.93 million for rental and mortgage assistance, \$3.05 million for critical human services needs and \$300,000 for the administration of ARPA funding. Ms. Esparza noted that federal grants include reporting requirements involving significant staff time.

Ms. Esparza highlighted the eight most critical needs identified in the 2021-2022 Human Services Needs Update, which are recommended for this round of ARPA funding: 1) basic needs, 2) behavioral health services, 3) child care, 4) civil legal aid, 5) domestic violence and sexual assault survivor services, 6) food insecurity, 7) fostering well-being in the face of racial and ethnic discrimination, and 8) homelessness services. Ms. Esparza said staff centered equity in its efforts through pre-application meetings, follow-up technical assistance and a simplified application process. She noted that the Human Services Commission spent extensive time reviewing the funding applications.

Ted Mansfield, Chair of the Human Services Commission, said that prior to the funding review process, the City's Diversity Advantage Team presented to the commissioners about creating a culture of equity for their work. Staff and the commissioners have continued their discussions during subsequent meetings. Mr. Mansfield said staff introduced the concept of trauma-informed care and cultural humility. The commission was presented with data demonstrating that there are disproportionate levels of need experienced by residents of certain zip codes, with 98007 being the most racially diverse in Bellevue and the area with the highest percentage of households receiving basic food benefits. Mr. Mansfield said data shows that racism is part of the trauma carried by people of color.

Mr. Mansfield said the commission made recommendations for funding to agencies currently contracted with the City as well as new agencies and programs, including those considered trusted messengers by the community. In the area of civil legal aid, the commission recommends funding a new applicant, Family Law CASA. In the area of domestic violence and sexual assault survivor services, funding is recommended to a new provider, Indian American Community Services. In the area of behavioral health services, the applications focused on the needs of youth or people experiencing homelessness. Mr. Mansfield said that International Community Health Services and the Boys and Girls Clubs of Bellevue applied to provide behavioral health services in schools.

Chair Mansfield said the Boys and Girls Clubs of Bellevue was the only applicant for child care financial assistance. He said agencies providing food assistance have experienced a significant increase in requests for assistance. King County data shows that the Latinx, Black, Native Hawaiian/Pacific Island and senior adult populations are the most disproportionately represented in those seeking food assistance. The basic needs category (e.g., hygiene products, laundry detergent, etc.) had the greatest difference between the funding available versus the funding requested.

In the category of fostering well-being in the face of racial and ethnic discrimination, nine applications were received. The largest proposed investment would help Open Doors for Multicultural Families to create a pilot program to support youth with developmental disabilities and their families. Funding recommendations for homelessness services include an expanded investment in hoteling programs to address unmet needs.

Chair Mansfield thanked the Council for its ongoing support of human services. He said the pandemic continues to create significant disruptions in many Bellevue residents' lives, and the City's investments are critical to support the community safety net.

Ms. Esparza said staff released a request for proposals (RFP) for a consultant to complete the 2023-2024 Human Services Needs Update and the City's first human services strategic plan. The plan will provide direction on actionable ways to address human services needs and gaps in services. Ms. Esparza said the strategic plan will provide a roadmap for tracking the impact of human services funding. The plan will identify issues that need to be considered in light of the increasing needs in the community and will outline how the City can most effectively further equity through human services investments.

Community outreach during the development of the strategic plan will include input from residents, human services providers, clients, the Human Services Commission and the City Council. Ms. Esparza said the outreach efforts will be culturally responsive, including providing language translation and interpretation to ensure that the community's diverse members are able to participate.

Staff anticipate returning to the Council for updates in November and January and will be seeking input regarding the Human Services Needs Update and the new strategic plan. Ms. Esparza said the plan will provide a roadmap for Bellevue to increasingly address inequity based upon best practices and concerns from the community. It will help the Human Services Commission to focus on the most important needs and to meet the Council's policy direction.

Ms. Esparza said staff is seeking direction to prepare a resolution approving the Human Services Commission's recommendations for the \$3,050,585 in ARPA funding to address critical human services needs.

Deputy Mayor Nieuwenhuis, liaison to Human Services Commission, thanked Ms. Esparza and Chair Mansfield for the presentation. He commended the commission for continuing to advance and improve the City's equitable funding practices. He thanked staff for assisting providers with the application process. Mr. Nieuwenhuis said he is proud of the City's investments in human

services, especially in response to the pandemic. Deputy Mayor Nieuwenhuis spoke in favor of approving the funding recommendations and expressed support for the development of the strategic plan.

Mayor Robinson thanked the commissioners for their proactive and effective response to the needs arising with the onset of the pandemic. She said the organization Open Doors for Multicultural Families is recommended to receive a significant portion of the funding in the current allocation cycle. She noted the group is located in Auburn and Redmond and asked why they received funding while other organizations assisting with basic needs and child care (i.e., Boys and Girls Clubs of Bellevue, Imagine Housing and Crisis Connections) did not receive funding allocations.

Ms. Esparza said the group was founded by an individual with lived experience as an immigrant with a child with an intellectual disability, and the Redmond office serves the entire Eastside. The organization is dedicated to ensuring that families with loved ones with development and/or intellectual disabilities and special health care needs have equal access to culturally and linguistically appropriate information, resources and services. The group is expanding its programs to the Eastside. Ms. Esparza said the Human Services Commission identified the organization as filling a gap in needed services. She said the Boys and Girls Clubs of Bellevue will receive \$250,000 and Open Doors for Multicultural Families will receive \$210,000.

Councilmember Barksdale thanked staff and the commission for the equity-focused approach reflected in the recommended allocations. He said many human services providers are small organizations with limited fundraising capabilities. He looks forward to the development of the strategic plan.

Councilmember Lee thanked the commissioners for their dedication and extensive time commitment in reviewing human services applications. He said it is important to continue to reach out to populations that are not connected to or aware of how to access social services.

Mr. Lee said it was a little surprising to see only one applicant for child care services. Chair Mansfield said child care is an increasing need while there is a decreasing capacity in service providers.

Ms. Esparza said that, similarly, behavioral health is a prominent need. However, it is difficult to train, hire and retain experienced and appropriate providers. She said the issue will be addressed in the strategic plan.

Councilmember Lee suggested focusing a portion of funding on building nonprofit organizations and the capacity to provide services.

Councilmember Zahn noted that she serves on the board for The Sophia Way. She said the strategic plan will help the City maximize the impact of human services funding on the community. She said many people found themselves needing services for the first time during the pandemic. She concurred with Councilmember Lee's interest in continuing to build capacity through service providers.

Councilmember Zahn noted the importance of assisting with food and basic household and hygiene needs. She said that only one-third of the We Feed Washington program is funded. She encouraged the City to partner with other government entities and potentially private funders to more fully address food insecurity. She noted the need to address wages to retain nonprofit staff.

Councilmember Zahn suggested the City provide the community's stories to the National League of Cities (NLC) and Bellevue's congressional delegation to demonstrate and reinforce the positive impacts of funding.

Councilmember Stokes thanked staff and the commission for the presentation and thanked his colleagues for their comments. He said there will never be enough funding to meet the need for services and he is eager to allocate the available ARPA funding. He thanked staff and the commission for their holistic perspective and suggested thinking about a new approach to the commission's process in terms of meeting gaps in services. He expressed support for the current funding recommendations.

Councilmember Robertson said the Council has a great deal of confidence and trust in the Human Services Commission. She noted her concerns about child care and capacity building and suggested exploring more private-public partnerships. She said perhaps nonprofit organizations could reserve a certain number of child care slots in existing child care centers for funding assistance. She encouraged the City to explore additional child care options because they allow parents to work and/or attend school to improve their family's economic well-being. She suggested including this objective in the strategic plan.

Ms. Robertson noted the need for funding in the subcategory of family homelessness and housing instability. She said funding is recommended for only one of the three grant applicants. Ms. Esparza said the subcategory falls into the basic needs category, and the funded agency provides hygiene and other items versus services. She said the commission attempted to recommend funding that would reach the entire community and felt the delivery of items was different than providing services.

Ms. Robertson noted the need for behavioral health services, including youth mental health services. She asked whether organizations pursue funding from King County and suggested exploring how the City could help the organizations compete for that funding. She asked whether those organizations could be put into the queue for HB 1590 housing stability and related services funding.

Ms. Esparza said her staff is collaborating with intergovernmental relations staff to determine ways to help organizations. When the City becomes aware of a funding opportunity, staff notifies the appropriate Eastside providers. Ms. Esparza said staff's practices include desk monitoring and in-person monitoring of contracted agencies. The pandemic required a focus on desk monitoring. However, staff will conduct in-person monitoring with every agency over the next year. She said the application includes questions about whether the organization is receiving King County funding and what barriers, if any, they have encountered.



Councilmember Robertson noted the multiple funding sources and programs across different levels of government. She said it would be useful for the strategic plan to evaluate how they overlap. She thanked staff and the commission for their work and expressed support for the recommendations.

Mayor Robinson concurred with her colleagues' emphasis on the need for child care, which is a prominent need expressed by the community as well. She said there are individuals interested in becoming child care providers and she suggested exploring ways to help them achieve certification. She noted options such as encouraging child care facilities in new buildings and three- to four-bedroom apartments for families.

Councilmember Lee requested an ongoing list of the new organizations recommended for funding.

Councilmember Zahn asked whether the Council and staff could resume the discussion regarding HB 1590 funds while the human services strategic plan is under development. She noted that up to 40 percent of those revenues can be used for services.

Ms. Esparza noted an upcoming update to the Council regarding HB 1590 funds. She recalled previous Council direction that the services portion of the funding be limited to behavioral health and housing-related services. She acknowledged the significant need for affordable housing and supportive housing

Councilmember Robertson suggested the creation of a common application for organizations to apply for funding from both cities and King County.

Responding to Ms. Robertson, Ms. Esparza confirmed that there are opportunities for focusing on capacity building. Ms. Esparza recalled that the Council funded a capacity building cohort of seven small diverse agencies that are working with Communities Rise, which is helping them with governmental finance and technology issues.

Ms. Esparza said that all of the suburban cities currently share a common application portal for general grant funding.

→ Deputy Mayor Nieuwenhuis moved to direct staff to prepare a resolution approving the Human Services Commission's recommendations for \$3,050,585 in 2023-2024 ARPA funding to address critical human services needs, for action at a future meeting. Councilmember Stokes seconded the motion.

→ The motion carried by a vote of 7-0.

At 7:33p.m., Mayor Robinson declared a short break. The meeting resumed at 7:45 p.m.

(b) Keep Bellevue Beautiful Program

City Manager Miyake introduced discussion regarding the new Keep Bellevue Beautiful program. He recalled that the Council approved funding for the program in the 2023-2024 budget.

Mike McCormick Huentelman, Assistant Director, Community Development Department, said the Keep Bellevue Beautiful initiative is part of the Safe, Clean and Vibrant City funding provided in the current budget. The program is a partnership model with the community to address litter and abandoned shopping carts. Mr. McCormick Huentelman said the purpose of the presentation is to provide staff's roadmap for joining and expanding the community momentum behind the initiative.

Mr. McCormick Huentelman commended local high school students who have committed to picking up litter on their way to and from school. Another community effort is Bellevue Green and Clean, which is sponsoring local efforts to pick up litter citywide. He said he was touched by the support expressed by the BDA, Chamber of Commerce, and residents earlier in the evening.

Mark Heilman, Neighborhood Outreach Manager, noted that City staff will continue to remove large debris and hazardous materials and to maintain streetscapes. He said the Keep Bellevue Beautiful program will involve volunteers and other community partners. He said there has been an increase in requests for trash removal since 2020. He said requests can be submitted through the MyBellevue app and he encouraged the public to report trash removal needs.

The Keep Bellevue Beautiful program will be implemented in phases, with the first phase to involve volunteer cleanup events including a downtown event on July 29 and Factoria volunteer event on August 12. Mr. Heilman said both large and small employers have expressed an interest in partnerships and sponsorships. He said the public will be able to sign up for the events online. He said the program will partner with existing programs including those sponsored by the Utilities Department and local schools.

Mr. Heilman said the second phase of the initiative will expand events to visible signature streets:

- Bridle Trails – 148<sup>th</sup> Avenue NE
- Downtown – NE 8<sup>th</sup> Street and Main Street
- BelRed – Bel-Red Road
- Crossroads – 156<sup>th</sup> Avenue NE
- Lake Hills – 148<sup>th</sup> Avenue NE and Lake Hills Connector, and
- Factoria Boulevard.

Mr. Heilman said phase three of the initiative is to implement an Adopt-A-Street program that will allow community organizations, neighborhood associations and businesses to focus their ongoing volunteer work in their own neighborhood or a place of high interest. The City will provide supplies for the Adopt-A-Street efforts. Mr. Heilman said staff is look for opportunities

for corporate sponsorships and partnerships with neighborhood associations and community groups to qualify for recognition and related signage.

Mr. Heilman said key performance indicators for the Keep Bellevue Beautiful program include number of volunteer hours, number of volunteers, number of bags and weight of litter collected. He said a number of groups have expressed an interest in volunteering and organizing.

Mr. McCormick Huentelman said the City recently established a contract in April with a vendor to provide weekly collection of abandoned shopping carts. He encouraged the public to submit reports about abandoned carts through the MyBellevue app. Over the past four weeks, 342 shopping carts were collected in Bellevue. Mr. McCormick Huentelman said the City will send a letter to all retail businesses informing them of their responsibility for retrieving their own shopping carts.

Mr. Heilman said the Keep Bellevue Beautiful initiative is a One City approach involving multiple departments. He thanked the public for their efforts in support of this initiative.

Councilmember Zahn expressed support for the program and is pleased to see it moving forward. She noted her past involvement with Bellevue Clean and Green's efforts. She said the trash cans at King County Metro stops include a strap to block large items. However, it interferes with the disposal of small items as well. She expressed support for working with local high schools. Ms. Zahn suggested considering a mascot for the Keep Bellevue Beautiful program.

Councilmember Robertson suggested using the Adopt-A-Street program as an option for high school students to earn community service hours. She said she likes the suggestions for signage and possibly a mascot. She encouraged providing information about the overall initiative to local businesses, nonprofit organizations, community associations and schools. She recalled past successful nationwide campaigns to decrease littering. She encouraged the City to work with the Washington State Department of Transportation (WSDOT) to address littering and trash at freeway ramps.

Ms. Robertson expressed support for the abandoned shopping cart program. She asked whether retailers are asked to retrieve their shopping cars. She noted that many retailers in Canada require a small payment to access a shopping cart, which is reimbursed when the cart is returned.

Mr. McCormick Huentelman confirmed that the City conducts outreach and education with retailers. Businesses are not fined and the carts are returned to them as a courtesy. He said the City is tracking that activity to help inform future decisions about the program. Councilmember Robertson encouraged strong incentives for retailers to proactively manage their shopping cars.

Councilmember Barksdale said he volunteered with a litter cleanup program in the past and enjoyed the interaction with the community. He suggested considering for the future the removal of snow from sidewalks near transit stops. He expressed support for anti-theft measures to prevent the removal of carts from a business's property.

Mr. Heilman said staff would look into the possibility of including snow removal in the future, especially for older and disabled adults.

Mr. McCormick Huentelman said the City will add information regarding anti-theft shopping carts to other information provided to retailers.

Deputy Mayor Nieuwenhuis thanked staff for their work.

Councilmember Stokes commended the City's efforts to inform and involve the community.

Councilmember Lee said everyone knows that Bellevue is a clean and safe community. He expressed support for the program and for the City's role in facilitating community organizing and sponsoring events.

Mayor Robinson expressed support for community involvement, including by high school students. She commended Elle Johnson, a Bellevue High School student, for her creation of the One Bag a Day garbage pickup program in recent years. Ms. Robinson said she looks forward to partnerships with businesses, residents and others.

Councilmember Zahn noted that the Adopt-A-Street program is not scheduled for implementation until early 2024. She suggested moving forward more quickly with groups that are eager to organize their efforts. Mr. Heilman said staff keeps in touch with the Bellevue Green and Clean group to continue to explore partnerships and joint events.

Mayor Robinson thanked staff for their work.

Mr. McCormick Huentelman thanked the Council for initiating the program.

- (c) Tourism Promotion Area (TPA) Update and Review of Draft Ordinance to Establish Advisory Board and Amend Bellevue City Code

City Manager Miyake introduced discussion regarding the Tourism Promotion Area (TPA) established with the City of Redmond. Staff is requesting direction to return to a future meeting with an ordinance establishing the TPA advisory board and adopting amendments to the Bellevue City Code.

Jesse Canedo, Assistant Director, Community Development Department, thanked Visit Bellevue and local businesses for their support of the TPA.

Lorie Hoffman, Arts Community Manager, recalled that the establishment of the TPA was initiated by hoteliers in Bellevue and Redmond. Under state law, two cities are required to create a TPA. The TPA interlocal agreement calls for the formation of an advisory board to create annual budgets and strategic plans for the use of TPA funds.

Ms. Hoffman said that overnight visitors spend approximately twice the amount of their hotel stay in other businesses while in the community. Last year, 1.84 million overnight visitors to

Bellevue directly spent more than \$500 million in the local economy. The TPA is expected to generate \$3.5 million in its first year for tourism promotion.

Ms. Hoffman noted meeting materials regarding the draft ordinance to establish the TPA advisory board and the corresponding fund. The board is advisory to the City Council and is subject to public meeting requirements. The board's membership will be comprised of representatives of eligible ratepayers in equal membership from the Bellevue and Redmond zones. Members may serve two four-year terms and will be appointed by the City Manager. Once established, the board will make recommendations for future appointments. The board will meet at least quarterly with meetings open to the public.

The advisory board will present to the Bellevue City Council, as the legislative authority for the TPA, a recommended budget and strategic plan by July 30 annually. The first plan will cover 16 months through the end of 2023. The advisory board will review and recommend proposals for management agreements with tourism and destination marketing organizations, public entities and similar organizations.

Ms. Hoffman highlighted next steps if staff is directed by the Council to return on May 22, 2023 for formal action on the ordinance. The TPA will then establish a contract with the Washington State Department of Revenue for fund collection, appoint board members, and begin revenue collection on July 1, 2023.

Deputy Mayor Nieuwenhuis, liaison to the Bellevue Convention Center Authority (BCCA) Board, thanked everyone for their hard work and expressed support for moving forward.

Responding to Mayor Robinson, Ms. Hoffman said the daily administration of the TPA will be conducted by a contracted destination marketing organization. The advisory board provides the opportunity for Bellevue and Redmond to discuss how it would like the TPA funds to be spent.

Responding to Councilmember Lee, Ms. Hoffman said Visit Bellevue collects data regarding weekly hotel occupancy rates and daily room rates. Ms. Hoffman said that experience going forward will help to determine the impact of the TPA on filling hotel rooms.

Councilmember Barksdale expressed support for moving the advisory board ordinance forward for formal Council action. Ms. Hoffman said that advisory board members must be from eligible ratepayers (e.g., hotel owners, general managers, operations managers). In further response to Mr. Barksdale, Ms. Hoffman said the interlocal agreement adopted in January requires equal representation from the two TPA zones on the advisory board. She said there is a limited pool of eligible members.

Mr. Canedo said the diversity in the current makeup of local hotel general managers and operations managers has increased significantly over the past six years.

Responding to Mr. Barksdale, Ms. Hoffman said the TPA covers any hotel with more than 40 rooms.

Councilmember Stokes expressed support for staff's proposal for moving forward and noted that travel and tourism have increased significantly since the pandemic.

Councilmember Robertson expressed support for staff's recommendation and noted that she would be comfortable with the ordinance coming back for Council action on the consent calendar. Responding to Ms. Robertson, Ms. Hoffman said there has been discussion about staggering the terms of the board members.

Councilmember Zahn said work was underway to explore a TPA in 2020 when she was liaison to the BCCA Board. She expressed support for moving forward to begin collections in July.

Responding to Ms. Zahn, Ms. Hoffman said Bellevue hotels are fuller during the week with corporate clients. However, weekend occupancy tends to be lower. Ms. Hoffman said TPA funds can be used for arts and culture events and other community events. She said the City is interested in TPA funds to increase weekend hotel occupancies and shoulder-season travel. In further response to Ms. Zahn, Ms. Hoffman said the destination development plan will be updated over the next couple of years.

→ Deputy Mayor Nieuwenhuis moved to direct staff to return with an ordinance establishing a Tourism Promotion Area (TPA) advisory board and amending the Bellevue City Code related to the TPA's administration, for approval during a future meeting. Councilmember Stokes seconded the motion.

→ The motion carried by a vote of 7-0.

11. Land Use: None.

12. Other Ordinances, Resolutions, and Motions: None.

13. Unfinished Business: None.

14. New Business: None.

15. Executive Session

- (a) Property Acquisition Item - RCW 42.30.110(1)(i): To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

At 8:37 p.m., Mayor Robinson declared recess to Executive Session for approximately 20 minutes to discuss one item of property acquisition. She said the session would begin at 8:50 p.m. and the meeting would adjourn upon its conclusion.

16. Adjournment

At 8:57 p.m., Mayor Robinson declared the meeting adjourned.

Charmaine Arredondo, CMC  
City Clerk

/kaw