



**CITY OF EDGEWOOD
ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB)
MEETING MINUTES**

Monday, November 1, 2021, 6 p.m. • Virtual Zoom Meeting
Meeting Link: (<https://zoom.us/j/92275379112>)

1. **CALL TO ORDER:** Chair Wiesenfeld called the meeting to order at 6:19 p.m.
 - A. **Members Present:** Butterfield; Clark; Vice Chair Kilmer; A. Swanson; Chair Wiesenfeld
 - B. **Commissioners Absent:** Neil; D. Swanson
 - C. **Staff Member(s) Present:** Emily Arteché, Planning Manager
Morgan Dorner, Senior Planner
 - D. **Others Present:** Councilmember Wise
2. **CONSENT AGENDA:**
 - A. **Agenda Approval or Modifications**
 - B. **Approval of Meeting Minutes for October 4, 2021**
 - C. **Review of October Development Review Reports**
 - i. Wiesenfeld moved to approve, as presented.
 - ii. The Board voted 4-0 to approve the Consent Agenda.
3. **CITIZEN COMMENT PERIOD:**
 - A. None
4. **OLD BUSINESS**
 - A. Town Center
 - i. Emily Arteché provided a brief background and update regarding the status of Dept. of Commerce Transit Oriented Development Grant applied for by the City to cover the Town Center Subarea Plan. The City was not awarded this grant and is now re-evaluating the scope of work for the subarea plan. The City is looking to have the subarea plan out by the end of 2022.
 - ii. Discussion ensued
 - B. Business Survey
 - i. Emily Arteché provided a background regarding the business survey from Retail Strategies to understand the Edgewood community and requested EDAB members to participate in the survey.
 - ii. Discussion ensued
 - C. Retail Strategies
 - i. Emily Arteché provided a brief background and update Retail Strategies regarding their city visit.
 - ii. Board Member Kilmer asked about coordination with Milton regarding the shared commercial area along Meridian. Emily Arteché responded stating that the City will coordinate with Milton regarding the Town Center Subarea plan to look for support or input from Milton. The City has already reached out to Milton working regarding ongoing development that requires coordination with Milton.
 - iii. Chair Wiesenfeld asked about Retail Strategies coming to EDAB; City staff will look into this.
 - iv. Discussion ensued
 - D. 2021 Work Plan
 - i. No discussion was held.
 - E. 2022 Work Plan
 - i. No discussion was held.

6. NEW BUSINESS:

A. City GIS Business Map Layer

- i. Morgan Dorner provided a brief background regarding a City of Edgewood Businesses Map to provide a tool for EDAB and a visual to help EDAB's discussions. Staff asked for input and ideas and if this is something that EDAB wants to pull up at the beginning of future EDAB meetings.
- ii. D. Clark stated this is a great tool and would like to have this up at the beginning of EDAB meetings and for when EDAB is talking through things to bring it up and reference. She advised that it may be better to have this on the front page of the City's website for citizens to use. D. Clark also mentioned a tool for a business owner to be able to add their business to the map if it's not already there;
- iii. Kilmer provided input that this would be a good tool for citizens to use and spend money at Edgewood businesses.
- iv. Wiesenfeld inquired about additional data resources and discussion ensued; Butterfield and A. Swanson provided potential resources
- v. Councilmember Wise provided input regarding how this tool would be useful for the public to use and support local businesses and for Retail Strategies to use in their work.
- vi. Chair Wiesenfeld asked about providing this tool to Retail Strategies and City staff stated that we would share it with them.
- vii. Further discussion will occur at the December meeting.

B. Mayor's Message

- i. Morgan Dorner provided a brief background regarding the Mayor's Message.
- ii. No discussion was held.

C. WA Department of Commerce – Short Courses for on Local Planning and Economic Development ([link](#))

- i. Chair Wiesenfeld introduced this topic regarding training for EDAB.
- ii. Morgan Dorner provided a brief background regarding past trainings the City has taken, and introduced some of the Department of Commerce economic development and planning trainings provided and available for EDAB to take.
- iii. Chair Wiesenfeld asked to take the 2-minute intro course at the next meeting and others agreed.
- iv. Morgan Dorner asked if EDAB would be interested in future trainings and resources for EDAB.
- v. Discussion ensued.

7. STAFF COMMENTS:

- A. Councilmember Wise shared that EDAB Board Member D. Swanson resigned from the board and there should be advertising for her position.

8. BOARD COMMENTS:

- A. Chair Wiesenfeld introduced this new section of the meeting to create a space for the board members to provide comments about EDAB meetings and any ideas or suggestions for improving future meetings.
- B. No discussion was held.

9. BOARD MEMBER UPDATES:

- A. Butterfield provided an update regarding the Grocery Outlet grand opening in Milton on Nov. 4th.
- B. Chair Wiesenfeld mentioned the progress for the new park.

10. ADJOURN:

Chair Wiesenfeld adjourned the meeting at 7:15 p.m.