1. Call to Order
   a. Pledge of Allegiance
   b. Attendance (by presence, not roll call)
      i. Position 1: Scott Kilmer
      ii. Position 2: Andrew Wiesenfeld
      iii. Position 3: Lora Butterfield
      iv. Position 4: Jeff Southard
      v. Position 5: Kim Larson
      vi. Position 6: Shawn Carter
      vii. Position 7: Jason Neil

2. Consent Agenda: All matters listed under Item 2, Consent Agenda, are considered routine in nature and will be enacted by one motion. Individual discussion of these items is not planned. A member, however, may remove any item to discuss as an item for separate consideration under New Business.
   a. Agenda Approval or Modifications
   b. Approval Meeting Minutes for July 1, 2019

3. Citizen Comment Period: This portion of the agenda is reserved for the public to comment on items not on the agenda. The Planning Commission may invite additional public comment on agenda items noted for discussion later in the meeting.

4. Items of Business
   a. Action Item(s)
      i. None
   b. Discussion Item(s)
      i. Interim Zoning
      ii. Buxton Update
      iii. Partnering with Non-Profit Organizations
      iv. 2019 Work Plan

5. Staff Comments

6. Board Member Updates

7. Adjourn
1. **CALL TO ORDER:** Chair Butterfield called the meeting to order at 5:30 p.m.

   A. **Members Present:** Kilmer; Wiesenfeld; Butterfield; Carter; Neil

   B. **Commissioners Absent:** Southard; Larson

   C. **Staff Member(s) Present:** Darren Groth, Community Development Director
      Dave Gray, Assistant City Administrator/Finance Director

   D. **Others Present:** Mayor Eidinger

2. **CONSENT AGENDA**
   A. **Agenda Approval or Modifications**
   B. **Approval of Meeting Minutes for June 3, 2019**
      i. Wiesenfeld moved to add Agenda Item 4.b.iv regarding Partnering with Non-Profit Organizations and to approve the minutes as presented.
      ii. Neil seconded.
      iii. The Board voted 5-0 to approve the Consent Agenda, as moved and seconded.

3. **CITIZEN COMMENT PERIOD:** None

4. **NEW BUSINESS**
   A. **Action Item(s)**
      i. None
   B. **Discussion Item(s)**
      i. Buxton Update
         a. Groth opened discussion and briefed the board
         b. Discussion ensued
      ii. Economic Development Survey
         a. Groth asked for discussion on this carry-over item from two meetings ago
         b. Butterfield asked for more information regarding the need for a survey
         c. Wiesenfeld reviewed his submitted questions and agreed partnerships with the community would be effective for the EDAB’s mission
         d. Discussion ensued
      iii. Interim Zoning
         a. Groth opened discussion and briefed the board on the status
      iv. Partnering with Non-Profit Organizations
         a. Wiesenfeld introduced this item and mentioned his affiliation with the Rotarians
         b. Discussion ensued

5. **STAFF COMMENTS:** None

6. **BOARD MEMBER UPDATES:** Butterfield asked to place the work plan as a standing agenda item

7. **ADJOURN:** Chair Butterfield adjourned the meeting at 6:41 p.m.
Date: August 5, 2019
Title: Interim Zoning
Attachments: None
Submitted By: Darren Groth, Community Development Director

Discussion
On April 9, 2019, Council adopted Ordinance 19-0547, which adopted an emergency interim zoning ordinance on the acceptance of applications for new residential/multi-family development in the TC, C, MUR, and BP zones for a period of six months. Ordinance 19-0547 allows the City Council to consider whether the amount and type of residential/multi-family development in the TC, C, MUR, and BP zones should be modified. May 7th was the study session where the Council, Mayor, and staff were all present to discuss how the City will complete all of the “whereas” activities described in Ordinance 19-0547.

On May 14, 2019, the City Council heard staff presentations and public testimony on the issue whether interim zoning ordinance No. 19-0547 should be terminated, modified or continued. The City Council voted to continue the interim zoning ordinance as adopted. During the next regular City Council meeting on May 28, 2019, the City Council adopted Resolution No. 19-0458, adopting findings of fact to support the continued maintenance of interim zoning Ordinance No. 19-0547.

On June 20, 2019, the City Council held a Town Hall style open house meeting to review the public sentiment regarding growth and residential development in Edgewood in order to learn from citizens about the desired future of the community. In addition, City Council added on continued discussions for interim zoning Ordinance No. 19-0547 on each agenda during their June 11, June 18, June 25, July 2, July 9, July 16, and July 23, 2019 meetings.

On July 23, 2019, City Council voted 6-1 to modify the interim zoning ordinance by limiting the geographic scope to the Mixed Use Residential (MUR) zone on the east side of Meridian Avenue and a portion of the Town Center (TC) zoning district, which is located only on the east side of Meridian Avenue south of 22nd Street East. City Council also provided direction to City staff regarding the next steps necessary under the interim ordinance.

Recommendation
Receive an update regarding the status of the interim zoning ordinance.
Date: August 5, 2019

Title: Buxton Update

Attachments: 1) Edgewood 2019 Retail Match Results

Submitted By: Darren Groth, Community Development Director

Discussion
City staff recently kicked off the second year with Buxton during a strategy conference call with the City’s Buxton representative. We learned about their data and analytical platform (Scout) that was recently upgraded with several new reporting options. In addition, Buxton identified 20 additional profile matches with their updated 2019 demographic and consumer spending information. This agenda item is intended to serve as a briefing to the EDAB regarding the status of the Buxton agreement and the work staff is doing to move forward in leveraging this partnership to increase economic development opportunities in Edgewood.

Recommendation
Hold a discussion regarding the City’s partnership with Buxton.
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Information is drawn from our best known resources at the time of this study. Information specific to individual retailers is subject to change.
Date: August 5, 2019

Title: Partnering with Non-Profits

Attachments: None

Submitted By: Darren Groth, Community Development Director

Discussion
On July 1, 2019, the Economic Development Advisory Board (EDAB) added an agenda item for discussion regarding the possibility of Partnering with Non-Profits. This item was added at the request of an EDAB member. While the discussion was brief, the EDAB member indicated he would be able to provide any additional information or further refinement, if necessary. This agenda item is intended to allow further review if the EDAB is interested in discussing or pursuing.

Recommendation
Determine whether this item warrants further review and hold a discussion subsequent to the decision.
Date: August 5, 2019
Title: 2019 Work Plan
Attachments: 1) Work Plan
Submitted By: Darren Groth, Community Development Director

Discussion
On December 17, 2018, the Economic Development Advisory Board (EDAB) met for the first time in nearly three years. In addition to their initial December meeting, the EDAB continued to discuss possible work plan ideas during their January 7, 2019 meeting. These first two meetings allowed the board members an opportunity to review prior Edgewood development goals, discuss economic development with City staff, and propose objectives for the coming year.

On January 29, 2019, the EDAB held a joint meeting with City Council to strategize the EDAB’s work plan for 2019. The City Council offered general direction to the members present for the discussion and recommended that the EDAB could spend their next meeting(s) compiling their ideal work plan and presenting back to City Council for adoption. As a result, once the EDAB finalizes their recommended 2019 Work Plan, various board members, e.g., selected representatives, the chair, or the entire board, will present their objectives to the City Council and seek adoption of the EDAB 2019 Work Plan.

The EDAB members winnowed their work plan down to three primary goals during their March 4, 2019 meeting. The attached work plan maintains only those three as the agenda for the board to focus their attention during the year. Additional steps may result from the findings; however, the proposed time and effort necessary to successfully implement the three items identified will likely fill the remainder of the EDAB’s calendar for 2019.

This is a standing item for the remainder of 2019 to allow the EDAB to discuss items and plan future agendas as necessary.

Recommendation
Review and discuss the work plan, as needed.
Economic Development Advisory Board

2019 Work Plan

1) **Create, distribute, and analyze results of a restaurant or other preferred business survey.**
   a. Optional methods of distribution include: Survey Monkey, publishing the survey in the local paper; copies in the Chamber of Commerce office; a new webpage on the City’s website; or a separate website or landing page.
   b. Seek [anecdotal] information to give to a targeted restaurant or eatery, e.g., “Our recent survey showed that 72% of the respondents wanted XYZ Café in Edgewood.”
   c. End result may be a press release or new marketing materials.

2) **Develop a SWOT Analysis.** *(previously #3)*
   a. Schedule economic development workshops, at least two
      i. First workshop – ask for input from stakeholders
      ii. Second workshop, at least a month later so the analyses can be completed – present the findings.
   b. Use the SWOT Analysis to develop a strategic plan and the SWOT findings may be used in business attraction.

3) **Serve as Business Retention Ambassadors.** *(previously #4)*
   a. Visit existing businesses and conduct a survey or see if they will provide testimonials, i.e., what is it like doing business in Edgewood.
   b. Determine if they are looking to expand – if so, can you find another place for them in Edgewood?
   c. If they may be looking to leave – find out why and see what can be done to keep them in Edgewood.