

**Economic Development Committee Meeting Agenda
City of Park Hills**

October 24th, 2023

6:00 PM

**In-Person at Park Hills City Building
1106 Amsterdam Road, Upstairs Council Chambers**

Virtual via Zoom:

<https://us02web.zoom.us/j/81027464536?pwd=VIFUYXVXdjZ3aEt1L2lWRkFRSWhVUT09>

Meeting ID: 810 2746 4536

Passcode: 702512

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Attendance (Virtual): Kathy Zembrodt

In-person: Mike Conway, Marty Boyer, Monty O'Hara

1. Review of the [Sept minutes](#). (5 minutes)
 - a. Note that the meeting was on October 12th.

Notes:

Minutes approved.

2. Ribbon Cutting Ceremony (5 minutes)
 - a. Review proposed content/suggest changes from ribbon cutting procedures. Will seek approval as communication and method to handle these requests moving forward.

Notes:

- Good Sprits & Wine wish to have a ribbon cutting ceremony Nov. 15th
- Lash Bar wants to have a ribbon ceremony on Nov. 18th
- Role of Committee-Mayor Inclusive
 - Show up if available
 - Share content out as it is shared with us (LINK/Web/Social)
 - Details TBD

3. Review of PDS Park Hills Study (10 minutes)
 - a. It would be helpful if participants reviewed this content prior to meeting. Content can be found in the online [Park Hills Dixie Study](#).
 - b. Does this materially change any of "ideas" or "origins" of proposed planning? Please note these have not been presented at this time.

- c. Per Josh Wice, PDS doesn't manage the design process, but they can help with efforts around zoning requirements and coordination with other organizations like the Kentucky Transportation Cabinet (KYTC).

Notes:

- Mayor Zembrodt mentioned that the Z21 work will eclipse the existing study that that should be treated as "archived".
- Monty inquired on how Z21 will be presented to committed/council. Mayor Zembrodt stated it is in the final stages of wrapping up and expects it to be shared broadly with council in the coming months (not specific on timing, but expected soon).
- **Actions for next meeting**
 - Marty Boyer to evaluate study for any key data points that have materially changed for evaluation of the study.
 - Mike Conway has requested a portion of time, e.g. 10 minutes, as he'd like to review objectives and goals from previous study that are material the economic development committee moving forward.

4. Park Hills Parcel Analysis Proposal (10 minutes)

- a. Review the [Park Hills Parcel Analysis Proposal](#) from Josh Wice.
- b. Consider moving forward with this as a tool and informational background for the group.
 - i. Per Josh, this is considered early research, usually done before developing a strategic plan. It can help with forming goals and objectives.
 - ii. PDS can do this as part of our community development services to Park Hills, and there would be no cost to the city. PDS can also help with coordination and conversations about what can or cannot be done.
- c. Vote to recommend this to the council if we believe it will be of utility.

Notes:

- Committee elected not to pursue this at this time. Felt most of the property is known at this time. Let's reserve the ask until we feel like this may prove useful.
- Importantly (and not discussed at meeting): For a strategic plan, this would be a necessary step. We may bring this up at next meeting in unfinished business as a consideration.

5. Monty O'Hara Proposed Plan & Discussion (10 minutes)

- a. Monty O'Hara to propose a plan, e.g. executed idea, or "what" the committee should focus on in the coming months/projects.

Notes:

- Monty noted that he has emailed and spoken with individuals, including Judge Executive K. Knochelmann and Chris McDaniel. Will keep the group apprised.
- Monty will bring a generalized description of this ask to our next meeting for the group to have a common understanding.

- At this time, the common understanding is curb cuts, lighting, and sidewalks that extend from Police Department -> Tapestry Ridge area (Covington City boundary).
- Not a formalized plan nor proposal, Mike Conway mentioned that one city, Crestview, realized a resurgence in foot traffic after removal of lanes, including diagonal parking and additional greenscape. This accompanied some walking and biking pathways as well.

6. General Dixie Highway Corridor Updates (5 minutes)

- a. New city building update
- b. Liquor store update (sidewalk in progress)
- c. New Park Hills entrance sign on Dixie Highway
- d. Szechuan Garden
- e. Sisters of Notre Dame

Notes:

- City Building is largely completed.
 - They have received two estimates for flag poles.
 - Park Hills Police sign is present and they are operating there.
 - Once some internal changes are completed, the City Clerk will move to facility and they'll reserve previous facilities for meeting space.
 - Need to install ADA ramp.
- No material changes in Szechuan Garden.
 - Believe back of lot is zoned commercial (informal discussion point).
- Good Spirits set to open approximately November 15th.
- Sisters of Notre Dame: They will be modifying/removing the west wing, but continuing to use it for educational purposes. It is not believed they will alter core structure, which is the "existing" knowledge. Not confirmed in writing.

7. Meeting Outcomes (10 minutes)

- a. Next steps
- b. Who on the committee is assigned to each next step?
- c. Needed approvals—we can make recommendations to council
- d. What parties and/or support is required to move forward?
 - i. For a sidewalk and lighting project, we'd want to make a recommendation to council and then council and the mayor would proceed with communication with our city engineer to identify scope, planning needs, costs, and more.

Actions:

- Monty O'Hara to return with
 - Updates of interactions with Judge Executive K. Knochemann
 - Formalized outline of plan
- Mike Conway to return with

- PDS review/objectives and goals that he believes material to the our current Economic Development Committee Endeavors (to be on agenda)
- Marty Boyer to return with
 - Noted data points from PDS study that we should consider that are/have materially changed for decision making purposes.
- All: Participate in the opening activities of the Lash Bar and Good Spirits. We should probably see how these go to see if we should modify any approach/actions.
- Unfinished business:
 - Inventory of existing Park Hills businesses
 - Strategic Plan consideration for parcel analysis (we did not discuss)
 - Lighting area (Heights)
 - Strategy to keep in touch with ongoingings at Notre Dame

Next Meeting: Tuesday, November 28th, 2023 at 6 PM.