

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

**January 23, 2024**

**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**

**One tap mobile**

**+13092053325,,81027464536#,,, \*702512# US**

**Attendance**

In-person: Councilmember Sarah Froelich (chair); Councilmember Joe Daugherty (6:13); Mayor Kathy Zembrodt (6:18); Gary Huff (6:40); Pam Spoor (6:50); Greg Johnson (6:58)

Virtual: Mike Conway (member), Emily Sayers (member)

The meeting began at 6:00 PM. Other individuals joined the meeting throughout the hour, as listed with the times they arrived in the in-person section above.

1. Review of [November](#) minutes (5 minutes)
  - a. Minutes approved
2. Z21 update (5 minutes)
  - a. Sarah shared that the Z21 working group is in the process of reviewing the full Z21 ordinance and that the first reading is the next step. The date of this first reading is yet to be determined.
3. Marty Boyer's PowerPoint, Economic Dev Committee: A Year Behind & A Year Ahead (20 minutes)
  - a. **The committee agreed to share this presentation with City Council followed by or along with a next steps plan.**
  - b. Mike mentioned how people working at or visiting the new Lexus dealer in Ft. Wright will want to have places to go for lunch.
  - c. Mike and Emily both support the idea of creating incentives for new businesses in Park Hills.
    - i. For example, a tourism tax credit.
    - ii. Mike mentioned that distilleries can qualify for incentives like this.
  - d. Sarah and Emily support the idea of services for coworking, senior programming, and childcare in the city.

- e. Kathy responded to the recap on the Dixie Study questioning whether we should heed any previous denials of ideas based on state regulations.
  - i. Sarah pointed out that Josh Wice at PDS recommended that we continue to push for what we think is appropriate for Park Hills.
  - ii. Sarah and Mike agree with this point of view.
- 4. [Park Hills Parcel Analysis Proposal](#) (10 minutes)
  - a. **The committee agreed unanimously to present the parcel analysis to council and ask for approval to review all of the parcels discussed.**
    - i. **All parcels in our Neighborhood Commercial, Highway Commercial, and Institutional zones**
    - ii. **Amsterdam parcels, at Montague and Sleepy Hollow**
    - iii. **Parcels at the Devou**
  - b. Use [GIS Map Viewer](#) to review parcels.
  - c. Pam Spoor also **recommended parcels for the properties at the end of St. Joseph Lane and along Elberta Circle and Far Hills Drive.**
- 5. Business district update (5 minutes)
  - a. New Park Hills entrance sign on Dixie Highway—sign to be installed soon.
  - b. Kathy shared that there's a new safety glass business at 1470 Dixie Highway
  - c. Szechuan Garden—Kathy mentioned that there have been some new conversations about the property, but nothing substantial that she can share yet.
  - d. Sisters of Notre Dame
- 6. [Park Hills Business Community](#) spreadsheet (3 minutes)
  - a. Sarah reminded committee members to add information to the list so we can create an inventory.
- 7. Next steps (5 minutes)
  - a. Share parcel analysis proposal and presentation with council.
  - b. Request approval to move forward on selected parcels from council.
  - c. Begin discussion about the sidewalk/curb cut/lighting/greenery plan on the western side of Dixie Highway between North Arlington and Covington. Work on getting approval to fund a proposed plan by our city engineer.
- 8. ["Willkommen" to Washington State's own Bavarian village](#) video (if time allows)
  - a. Time didn't allow, so Sarah suggested that committee members review on their own.

Adjourned at 7:00 PM

Next Meeting: Tuesday, February 27, 2024 at 6 PM.