ECONOMIC DEVELOPMENT BOARD AGENDA

Thursday, September 20, 2018 – 9:00AM

City Hall, 10220 270th St NW, Stanwood WA
Conference Room

1. Rules of Procedures

2. Hotel / Motel Study – Next Steps

3. 2019 Work Plan

4. General Update:
    a. Planning Commission Actions
    b. Grants

ECONOMIC DEVELOPMENT BOARD

July 19, 2018 Meeting

The Economic Development Board met on July 19, 2018. The following board members were in attendance: John Hanstad and Les Anderson. Others in attendance included: Diane White, City Councilmember; Patricia Love, Community Development Director; Steve Shepro, Kathleen Shepro, and Kathy Boyd.

Resignation of Ryan Larsen

With sadness, staff announced that Ryan Larsen has submitted his resignation with the City. The position is currently being advertised and the City hopes to have a new City Administrator hired within the next couple of months.

Economic Development Board Resolution

The Economic Development Board was established in 2014 to act as a liaison group between the business community and the City. Resolution 2014-04 established an initial four (4) year Board term after which its effectiveness was to be evaluated and reconvened for a longer term as determined by the City Council. The initial four (4) year term expired on March 27, 2018. Staff notified the EDB that the Council Community and Economic Development Committee recommended that the Resolution be renewed for an additional four (4) year term and be added to the next Council meeting agenda.

Glass Quest Addendum #2

Glass Quest is a popular 10-day treasure hunt in Stanwood and Camano Island held each February where people search for "clue balls" containing tickets for unique hand-blown glass balls. In 2017 and 2018 the City entered into a contract agreement with the Camano Island Chamber of Commerce to support the Glass Quest event in the amount of $2,500 per year. The Camano Island Chamber requested that the City continue their sponsorship of the event for the next budget biennium (2019-2020) in the amount of $5,000: $2,500 per year.

Staff updated the EDB on the Council Community and Economic Development Committee's recommendation:

1. Contract addendum for $2,500 for 2019
2. After 2019, the event should fall under the community event grant program
3. Funds should be used for marketing and advertising; not staffing expenses
4. The Chamber needs to provide supporting data on how they are tracking participants and at the end of the event the number of people who participated in the event.

The EDB agreed that Glass Quest should move under the umbrella of the City's special event grant.

Code Updates Discussion

Final Plat Procedures Code Amendment:
Changes in state law recently granted local governments the authority to administratively approve final plats. Stanwood has historically required final plats (subdivisions of 10 or more lots) to be approved by the City Council. The new law allows a jurisdiction's administrative staff, such as the Community Development and Public Works Director, to approve final plats if the project conforms to the conditions of approval and the associated infrastructure is in place.

The Council Community and Economic Development Committee recommends that final approval remain a Council function. Staff has suggested a compromise that the Council remain the final approval authority, but remove the requirement for a public hearing. The EDB agreed with this suggestion, but also suggested an alternative to allow staff to administratively approve the final plat with the option of an appeal to the City Council. Staff will take these suggestions back to the Planning Commission on July 23, 2018.

The EDB suggested that the main issue is deviations that occur at the preliminary plat stage and that there should be more oversight to that process. Council needs to stay better informed on deviations or variances. An indirect result of approving deviations is that years later, when a neighborhood wants to turn back a street or detention pond to the City, the City is then inheriting substandard infrastructure. Staff noted the issue and will add that to a future work plan.

Industrial Zones Performance Standards:
There has been a request by several members of the community to make changes to the Light Industrial and General Industrial zones regarding air quality, odor, and dust. The Planning Commission has been working on this issue for several meetings and will be holding a public hearing in August. Staff reviewed the proposed amendments and the EDB supported the proposal.

Other

New Member Recommendations: Staff noted that the Board was down one member and requested that if the Board had any suggested recommendations, to please reach out to them.

Future agenda issues:

- Create an Extended Agenda, 2019 Work Plan, and Potential Bylaws
- City Support for Community Events: Barricades, Road Closures, etc.
- Hotel / Motel Feasibility and Outreach
- Flood Insurance and Certification under the Community Rating System (CRS)
- Status of Grants
- Guest Speakers
- Economic Development Strategy / Implementation – Phase 2