



# ECONOMIC DEVELOPMENT COMMISSION HYBRID MEETING

Wednesday, March 20, 2024, at 8:00 AM

Snoqualmie City Hall, 38624 SE River Street & Zoom

## COMMISSION MEMBERS

Commissioners: VACANT, Joelle Gibson, Kristina Hudson, Rob McDonald, Nichole Pas, Paula Shively, and Adrian Webb.

*This meeting will be conducted in person and remotely using teleconferencing technology provided by Zoom.*

**Join by Telephone at 8:00 AM:** To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **818 3767 3145** and Password **0800200121** if prompted.

Press \*9 to raise your hand to speak. Raising your hand signals the meeting moderator that you have a comment.

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**Join by Internet at 8:00 AM:** To watch the meeting over the internet via your computer, follow these steps:

1) Click the link:

<https://us02web.zoom.us/j/81837673145?pwd=b3BNbWVuUmNrTTVvS080WUFmeStRUT09>

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4) Please confirm that your audio works prior to participating.

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## CALL TO ORDER & ROLL CALL

**PUBLIC COMMENT - *Public comment will be accepted by in-person attendees. Remote attendees may submit written comments to the staff liaison.***

## AGENDA APPROVAL

## MINUTES

1. Approval of the minutes dated November 15, 2023.

## LIAISON REPORTS

## SPECIAL ORDERS

2. Introductions

3. Creative Districts and Mainstreets

## OLD BUSINESS

4. Council Priority Tracker

## NEW BUSINESS

## ITEMS OF COMMISSIONER INTEREST

## UPCOMING SCHEDULE

5. Work Program

**ADJOURNMENT**



## ECONOMIC DEVELOPMENT COMMISSION MEETING MINUTES NOVEMBER 15, 2023

*This meeting was conducted in person and remotely using teleconferencing technology provided by Zoom.*

### CALL TO ORDER & ROLL CALL

Committee Chair Bobbi Harrison called the meeting to order 8:00am

**Commissioners:** Chair Bobbi Harrison, Rob McDonald, Joelle Gibson, Nichole Pas and Larry Mana’o.

Councilmember Rob Wotton and Kelly Coughlin, Chamber of Commerce, were also present was also present.

Commissioners Ryan Seal and Shalabh Chandra were absent.

**City Staff:** Emily Arteche, Community Development Director; Mike Chambless; City Administrator; Nicole Wiebe, Community Liaison; Ashley Wragge, Planning Technician; Andrew Jongekryg, IT Systems Support.

**AGENDA APPROVAL:** The agenda was approved without objection.

**PUBLIC COMMENTS:** None

**APPROVAL OF MINUTES:** October 18, 2023 minutes were approved.

### DISCUSSION

- Community Liaison Update: The holiday season is here- lighting is going well and it is expected to be completely done by Thanksgiving. The Arts Commission is bringing Larry the Elk to storefronts. The tree lighting event is on December 2<sup>nd</sup> from 4-6pm, Santa is on December 9<sup>th</sup>. Downtown merchants are setting up weekend events throughout December.
- Community Development Report: Economic Development Element is at Community Development Committee. Staff had a successful public outreach event for the Comprehensive Plan Open House. Staff continues to work on development projects.
- Chamber Update: Businesses are seeing a decline in sales this year. Shop the Valley is a promotional giveaway for valley businesses, spend money at local business to enter. The wedding guide is coming out soon, more weddings have been coming to the city. SnoKing will be having all their tournaments in the city this year and free skate day is the last day of school before break. Issues with theft locally, make sure businesses call when theft occurs so it is documented. Twin Peaks Day will be February 23-25.
- Mayor’s Report: Police Chief Lynch has been appointed and will be sworn in soon. Fire and Finance interviews will be soon. Parks and Public Works and Legal will begin recruitment in the beginning of the year. Business License and BNO tax discussion in the new year.

### NEW BUSINESS

- Election of Chair: Nomination of Bobbi Harrison to serve as chair and seconded by Rob McDonald. Elections were postponed until the next meeting to discuss by-laws and chair duties.
- Council Priority Tracker: Tourism added to the tracker and EDC will take first steps. Discussion ensued about potential projects. EDC is looking for more specific direction from the Community Development Committee.

- Business Visitation Update: Create a recap of conversations and how to extract information from conversations while protecting anonymity.
- Work Program: Went over potential topics for next year; potentially update with Downtown Retail Expansion.

**ADJOURNMENT**

Meeting adjourned at 9:54 am

# Introductions



- Who are you?
- What strengths do you bring to the commission?
- What are you excited about?



**Emily Arteche, Director**  
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MEMORANDUM

To: Economic Development Commission  
From: Emily Arteche, Director CD  
Date: March 20, 2024  
Subject: Economic Development Support Opportunities

**INTRODUCTION:**

The purpose of this memo is to introduce forthcoming economic development opportunities for Commission consideration relating to Mainstreets by using a Main Streets Approach and Creative Districts, a geographically defined area of cultural and economic activity.

[Washington Main Street](#) helps communities revitalize the economy, appearance, and image of their downtown districts using the successful Main Street Approach™, and a comprehensive revitalization strategy built around a community’s unique heritage and attributes. Washington Main Street is a program of the Department of Archaeology & Historic Preservation, managed under contract by the Washington Trust for Historic Preservation.

Creative Districts is a certification program administered by [ArtsWA](#), the Washington State Arts Commission, a state agency, formed by the Washington State Legislature in 1961. The mission of the Commission is to nurture and support the role of the arts in the lives of all Washingtonians. The Commission values diversity, equity, and inclusion and believes in diverse forms of artistic expression as well as providing access to arts and arts education to everyone.

**BACKGROUND:**

On September 27, 2023, the Economic Development Commission signed a recommended draft Economic Development Element of the Comprehensive Plan. The Element calls for fostering a business climate that facilitates economic development with specific policies focused on the creation of public art and the preservation of economic viability within the City’s historic downtown including the support for a full-service restaurant to replace the now closed Woodman as a key tourism draw to the City’s downtown.

In the Winter of 2009, the City applied to the Department of Commerce for an Affiliate Level Membership of the Downtown Revitalization Tier System Network with a requirement to include but not limited to: “Take time to learn about the Main Street Approach”. Currently the City of Snoqualmie is considered an Affiliate of the Mainstreet program.

Creative Districts is an award-winning program that is now working in the cities of Edmonds, Chewelah, Olympia, Langley and many other cities to grow the community creative sectors. Thus far, 15 cities have received certification to turn cultural activities into economic growth. The program is so successful that in March 2019, the ArtsWA received the Innovation in Economic Development Award from the Washington Economic Development Association, WEDA. The award is for programs that significantly improve a community’s ability to attract and keep investment.

**ANALYSIS:**

Both programs offer funding opportunities such as grant monies and tax donations as well as other benefits that would advance the City’s desire of fostering a business climate that facilitates economic development.

Mainstreets offers the Main Street Tax Credit Incentive Program which provides a Business & Occupation (B&O) or Public Utility Tax (PUT) credit for private contributions given to eligible downtown organizations. Once a donation request is approved by the Department of Revenue, that business is then eligible for a tax credit worth 75% of the contribution to a downtown revitalization organization, such as the downtown Snoqualmie Mainstreet Program.

A designated Washington Main Street Communities, like the Snoqualmie Mainstreet Program, could be eligible to receive contributions through this state tax credit program when certain qualifications are met.

Mainstreets Tax Credit Incentive Overview
Businesses statewide can donate.
Business can donate up to \$250,000.
Program lets you self-direct your business taxes
Requires a downtown organization to have a 501(c)3

A Creative District designation, acknowledged by State of Washington with certification, accelerates the potential for economic growth. The Washington State’s Creative Economy is reported to have 376,121 jobs for the year 2020 in the following areas: software developers, postsecondary teachers, photographers, web developers, writers/authors, musicians, marketing managers, graphic designers, fine artist, interpreters and more. From the years 2019 to 2020 there was a 3% increase in creative job earning with a total of \$43.2 billion in total industry earnings. The benefits of such have a Creative Districts designation are summarized in the Overview below.

Creative District Designation Overview
Promote your community’s creative identity
Grow jobs in the creative sector
Increase tourism and bring new visitors
Attract artists, start-ups, and creative businesses
Create opportunities for affordable housing.
Boost livability
Redevelop historic assets in your community

**NEXT STEPS:**

Learn more about Mainstreets and Creative Districts through two consecutive presentations and then discuss. Make a motion to support the two programs through a letter of support from the Commission to the City Council.





**City of Snoqualmie**  
**2023-2024 Council Priority Tracker**  
 Community Development Committee

Topic	Council Priorities						Purpose	Council Committee	Department	Start Date	End Date	Intended Outcome	Next Steps	Contact	Notes	Hyperlinks (if available)
	Encourage Economic Vibrancy	Bolster Neighborhood Viability	Invest in Transportation and Infrastructure	Enhance Quality of Life	Assure a Safe Community	Insure Fiscal Transparency and Operational Stability										
Snoqualmie Mill Site Development	✓	✓	✓	✓			Economic Development and Affordable Housing	Community Development	Community Development	N/A	Ongoing	New Community with Economic Vibrancy	Awaiting the permit review process	Emily Artesche	The applicant is currently waiting for improved economic conditions before pursuing additional permits. An approval of resolution for MFTE is required.	<a href="https://www.snoqualmieva.gov/888/Snoqualmie-Mill-PC-Plan">https://www.snoqualmieva.gov/888/Snoqualmie-Mill-PC-Plan</a>
Affordable Housing		✓		✓		✓	Meet State Requirements	Community Development	Community Development	Nov-22	Ongoing	New Units Available to All Income Levels	Roundtable	Emily Artesche	3-pronged approach analyzing city lands, city funds and city policy.	
Tourism	✓	✓		✓		✓	Economic Development	Community Development	Community Development	Nov-23	Ongoing	On-going Economic Vibrancy	Economic Development Commission	Emily Artesche	This is an effort to support downtown businesses and retail expansion to create a Tourism Multiplier Effect. A Trolley Car could be considered.	<a href="https://www.railwaypreservation.com/vintagetrolleyissues.htm">https://www.railwaypreservation.com/vintagetrolleyissues.htm</a>
Northwest Railway Museum Roundhouse Project	✓	✓		✓			Economic Development	Community Development	Community Development	Sep-21	Ongoing	Expanded Museum Bringing Tourism	Continue the permit review process	Emily Artesche	The applicant is currently addressing City review comments on permitting on plans for a building with a circular or semicircular shape used by railways for servicing and storing locomotives.	
FEMA Community Rating System (CRS) and Flood Mitigation		✓		✓	✓		Meet State and Federal Requirements	Community Development	Community Development	Sep-23	Ongoing	Lower Insurance Rate for Property Owners	Review Repetitive Loss Properties	Emily Artesche	Staff is seeking opportunities to address flood mitigation including raising of homes above flood elevation and changing the city classification.	<a href="https://www.fema.gov/foodplain-management/community-rating-system">https://www.fema.gov/foodplain-management/community-rating-system</a>
Comprehensive Plan	✓	✓	✓	✓	✓	✓	Meet State Requirements	Community Development	Community Development	Jan-23	Ongoing	A Viable Roadmap for Future	Review Recommendations from Commission	Emily Artesche		<a href="https://www.snoqualmieva.gov/997/Comprehensive-Plan-Update-2044">https://www.snoqualmieva.gov/997/Comprehensive-Plan-Update-2044</a>
Urban Growth Area (UGA) Boundaries		✓		✓			Meet State and County Requirements	Community Development	Community Development	Jul-23	Dec-25	A Review of Capacity Opportunities	Identify desired features in UGA, Proposed Reconciliation Steps, complete current housing efforts	Emily Artesche	Staff is working with King County on next steps which include completion of a Comprehensive Plan, determination of feasible boundaries, requesting County/State Tools to assist the City in the process, and requesting reconciliation.	
Snoqualmie Municipal Code (SMC) Retail Code Amendment	✓	✓				✓	Economic Development	Community Development	Community Development	Apr-23	Dec-24	Increased Retail in Key Locations	Initiate MUPF Amendments	Jonathan Kestler	Discussion occurred at a Community Development Committee Meeting in April 2023. Next steps to come.	
Middle Housing	✓	✓	✓	✓			Meet State and Federal Requirements	Community Development	Community Development	Sep-22	Jun-23	Development and Encouragement of Attached Units, Variety of Complexes	N/A	Emily Artesche	The city will continue to stay involved in discussions on middle housing additions. Other opportunities to address work-force housing and low-income housing are forthcoming.	<a href="https://www.snoqualmieva.gov/1017/Middle-Housing">https://www.snoqualmieva.gov/1017/Middle-Housing</a>
Human Services Program		✓		✓	✓		Support Desired Services and/or Enhancements	Community Development	Administration	Jan-23	Dec-24	Providing Money to Desired Services and Enhancements	Identify Gaps to Fill	Carson Hornsby	The Human Services Advisory Committee will review accountability forms and distribute remaining funds to human services organizations throughout the biennium.	<a href="https://www.snoqualmieva.gov/583/Human-Services">https://www.snoqualmieva.gov/583/Human-Services</a>



# Economic Development Commission Work Program

2024 WORK PROGRAM ITEMS	
TOPIC	DATE
Business Visitations	1st Quarter
Snoqualmie Wayfinding Signage	On-going
Council Priority Tracker, Tourism	On-going
Training, Department of Commerce	1st Quarter
Mainstreets USA Status	1st-2nd Quarters
Annexation Strategy Study	3rd Quarter
Washington State’s Creative Districts	1st-2nd Quarters
Business Park Recruitment	On-going
Branding Identity	TBD
Kiosks	TBD
Funding, Doors Open King County	TBD

2025 AND FUTURE WORK PROGRAM ITEMS	
TOPIC	DATE