



ELLENSBURG BUSINESS DEVELOPMENT AUTHORITY BOARD OF DIRECTORS MEETING MINUTES

Board Members:	Deborah Bezona	Council Liaison:	Staff:
John Perrie, Chair	Scott Puntenney	Bruce Tabb	Jim Armstrong
Isa Harrison, Vice Chair	Nicalee Smith		Sarah Truglio
Grant Clark, Treasurer	Chad Youngquist		Margaret Reich
Steve Townsend, Secretary	Scott Fendley		

Tuesday July 18, 2017- 5:30 pm
City Council Conference Room
501 N. Anderson Street, Ellensburg

In attendance: John Perrie, Grant Clark, Steve Townsend, Deborah Bezona, Scott Puntenney, Nicalee Smith, Scott Fendley, Bruce Tabb, Jim Armstrong, Sarah Truglio, and Margaret Reich

Absent: Isa Harrison and Chad Youngquist

Chair Perrie called the meeting to order at 5:30 PM.

Motion to approve agenda. Board Member Townsend; second Board Member Bezona.
Approved.

Motion to approve May 2017 and June 2017 minutes. Board Member Townsend; second Board Member Fendley.
Approved.

NEW BUSINESS

Discussion with City Manager John Akers pertaining to roles/responsibilities of economic development representatives since the Council brought EBDA back in house. Board member Bezona suggested EBDA redo the strategic plan to reflect the Board's direction moving forward. Also discussed what the City would like to do with the business incubator, and the possible establishment of a building maintenance fund.

Motion to support and commit \$5,000 toward YMCA feasibility study. Board Member Townsend; second Board Member Fendley.

Approved.

Council Member Tabb provided context and history for the future potential development of Water Street and how the YMCA building might fit into this. City Council and YMCA building owner entered into a Memorandum of Understanding to pursue a scope of work to explore the potential repurposing of the YMCA building.

Motion to support for Ellensburg Downtown Association's pursuit of a downtown parking study. Board Member Fendley; Board Member Smith.

Approved.

Ellensburg Downtown Association's Director, Carolyn Honeycutt, presented information about business concerns regarding parking in the downtown area. She shared the Wenatchee Parking Study, and indicated she would be presenting to Ellensburg City Council as well.

Motion to support City's appointment of Interim Executive Director. Board Member Bezona; second Board Member Townsend.

Approved.

Board discussed the articulation of an Executive Director in the EBDA Charter. There is a desire to get a permanent person placed in this position as soon as possible. The Interim Executive Director Margaret Reich will continue to support the EBDA board.

Update on Strategic Opportunities:

Strategic Opportunity	Action Item	Responsible Party/s
Create an investment fund	Meet with Scott Repp to learn more about how he got his fund up and running	Steve
Develop/Trade Dolarway Property	RV Park update; not zoned for this. Continue to pursue other options. Provide a list of use in light industrial zone.	Nicalee
Enhance EBDA image	Website development and transition of URL underway.	Margaret
Water Street business corridor	Continue to explore possibilities with KR D, Darigold. EBDA to assist with financing YMCA building.	Jim Deborah Downtowners
Downtown Hotel	Progressing. Parking lot property closing soon. Four stories, rather than five.	Steve Downtowners

OLD BUSINESS

The Charter and Bylaws Subcommittee provided update on the recommended changes to the Charter and Bylaws. Discussion ensued about the attributes or professions the Board might want to have represented at the table. Subcommittee will reconvene to review comments, and provide the Board with additional updated documents.

Brief discussion about the microloan; continue at next meeting.

Board decided to hold off on visiting any PDAs for now.

STAFF REPORT

Jim Armstrong provided an update on the CERB grant/loan to construct a second building and the Hobart legal issue.

Board also discussed the failing roof on the Airport building. Staff to address possible other funding sources such as Council of Governments. Cost estimate for roof replacement is \$40,000.

Chair adjourned meeting at 7:10 PM.

Drafted: 07/26/2017

Approved: 08/15/2017