



**ELLENSBURG BUSINESS DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES**

Board Members:	Linda Schactler	Council Liaison:	Staff:
John Perrie, Chair	Steve Townsend	Bruce Tabb	Margaret Reich
Deborah Bezona, Vice Chair	Vacancy (seat 7)		Carolyn Honeycutt
Grant Clark, Secretary/Treasurer	Vacancy (seat 8)		
Scott Fendley	Vacancy (seat 9)		

SPECIAL MEETING
Wednesday May 16, 2018- 4:00 pm
City Hall – Public Works Conference Room
501 N. Anderson Street, Ellensburg

In attendance: John Perrie, Grant Clark, Deborah Bezona, Linda Schactler, Scott Fendley, Steve Townsend. Staff Carolyn Honeycutt, and Margaret Reich

Excused: Council liaison Bruce Tabb

Also in attendance: Jared Vallejo, Mary Morgan. Bob Rapp arrived at 5:00 pm.

Chair Perrie called the meeting to order at 4:04 PM

Motion to approve agenda for the May 16, 2018 meeting of the EBDA. Board Member Townsend; second Board Member Fendley.

Approved.

Motion to approve May 9, 2018 minutes. Board Member Clark; second Board Member Bezona.

Approved.

New Business

The nominated board applicants will be confirmed at City Council meeting on May 21.

The CERB loan payment is due July 31. The payoff balance is \$126,465.33. **Motion to instruct staff to determine the process to pay off the loan and report back at the June meeting.** Board Member Clark; second Board Member Schactler. **Approved.**

Old Business

Board reviewed updates to the Strategic Workplan and were updated on status of the Downtowners meetings. Staff will continue to market the Incubator Unit #5 vacancy.

Staff and Board Member Perrie shared details on a meeting with County staff to renegotiate Airport land lease. **Motion to direct staff to request a Binding Site Plan be completed to include only land for the building and parking lot.** Board Member Fendley; second Board Member Clark; **Approved.**

Staff reported applicants do not need to have a bank denial to apply for an SBA microloan.

Staff Reports

Staff updated board on fiber optic survey. Two tenants at the Airport have discussed a potential space swap and staff is working with them. Staff will prepare a report to board both prior to and after and any conference travel, as long as it is within the approved budget.

Other

Board Member Perrie opened up the meeting for public comment. Bob Rapp discuss the opportunities available to encourage Seattle businesses to come to Ellensburg.

Meeting adjourned 5:30 PM

Drafted: 5/21/18

Approved: 6/13/18