



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

REGULAR MEETING

Wednesday July 11, 2018- 4:00 pm  
City Hall – Council Conference Room  
501 N. Anderson Street, Ellensburg

In attendance: John Perrie, Deborah Bezona, Grant Clark, Linda Schactler, Scott Fendley, Steve Townsend, Jared Vallejo, James Jankowski, Bill Provaznik, Staff Carolyn Honeycutt and Margaret Reich, and Council Liaison Bruce Tabb

Also in attendance: Kirsten Sackett, Angela San Filippo

Chair Perrie called the meeting to order at 4:00 PM

Staff requested adding 4.C. under New Business - Report from Linda Schactler on the CWU Master Plan and an update on the Airport.

**Motion to add 4.C. - Update from Linda Schactler on the CWU Master Plan and Airport to the agenda.** Board Member Provaznik; second Board Member Grant.

**Approved.**

**Motion to approve the agenda for the July 11, 2018 meeting of the EBDA as amended.** Board Member Schactler; second Board Member Fendley.

**Approved.**

**Motion to approve June 13, 2018 minutes.** Board Member Schactler; second Board Member Vallejo.

**Approved.**

### **New Business**

The Downtowners' request for the Town Center study was removed from consideration.

Staff provided an update on the process for the Distress County Sales Tax application (.09 Funding). Mayor Tabb reminded the group that this RCW sunsets in 2023. Funding requests are decided by the Council of Governments and the application is due this Friday.

Board Member Schactler reported that CWU has updated their Master Plan, which was three years old, and it is available online. It includes a larger section on Housing. County Commissioners have approved a MOU to investigate a potential partnership with CWU for co-management of the Airport. The Board expressed willingness to support enhancement efforts at the Airport and asked for a regular update at each meeting.

### **Old Business**

Strategic Workplan - Board Member Jankowski presented steps for Connecting with Existing Businesses. Staff was directed to select 15 businesses of small, medium, and large size that make our community unique and that we want to continue to emulate, and assign them to two

board members each and give guidelines on the visit. This will be emailed out to the board. Staff updated the Board on steps for Creating Marketing Strategies and Understanding Our Built Environment.

**Motion to pay off the remaining balance of the CERB loan, principal balance \$150,663.14 plus interest \$6,026.53 for a total payment of \$156,689.67.** Board Member Provaznik; second Board Member Townsend.

**Approved**

Angela San Filippo updated on the Comprehensive Plan process and resources that are available for identifying properties and housing. Chair Perrie asked for comparisons of permitting fees with surrounding areas. Angela will forward those on with other resources completed studies. Member Fendley will also share the tax comparisons he put together.

### **Staff Reports**

Staff received a \$500 scholarship towards the Northwest Economic Development Conference in Ellensburg, August 20-23. Room and meal fees of \$345 will be paid by the EBDA.

### **Other**

Member Bezona shared an update on the Arts Academy.

Meeting adjourned 5:50 PM

**Drafted:** 7/25/18

**Approved:** 8/08/18