



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

REGULAR MEETING

Wednesday September 12, 2018- 4:00 pm
City Hall – Council Conference Room
501 N. Anderson Street, Ellensburg

In attendance: John Perrie, Deborah Bezona, James Jankowski, Grant Clark, Linda Schactler, Scott Fendley, Steve Townsend, Bill Provaznik, Staff Carolyn Honeycutt

Excused absence: Jared Vallejo

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

Motion to approve the agenda of the September 12, 2018 Meeting of the EBDA.

Board Member Schactler; second Board Member Provaznik.

Approved.

Motion to approve August 8, 2018 minutes. Board Member Clark; second Board Member Fendley.

Approved.

New Business

a. Board reviewed the Supplemental Budget and Resolution.

Motion to approve the Supplemental Budget and Resolution as presented. Board Member Townsend; second Board Member Clark.

Approved

Board discussed the need for a regular maintenance person to respond to tenant issues rather than a property manager.

Motion to authorize staff to contract with a maintenance person and terminate contract with Accolade Property Management. Board Member Townsend; second Board Member Schactler.

Approved.

b. Board Member Schactler provided feedback from the Marketing Committee regarding the airport and airport property. Schactler provided an airport update (Agenda Item 5.b.) and said the process is with CWU and the County is already a month behind. Board members are concerned about the future of the airport and want to be proactive, as this is a key component of economic development.

Motion to authorize staff to work with Board Member Schactler on a draft Letter of Support from EBDA to the Commissioners about the importance of the Airport.

Board Member Grant; second Board Member Bezona. Abstained - Board Members Schactler, Provaznik, and Fendley.

Approved.

The Marketing Committee discussed ownership of the airport building, which may not be in line with the future mission of the EBDA, especially since CERB funding cannot be used for expansion due to county ownership of the land. Chair Perrie wants to make sure there is a

project in mind before the airport building is sold. Staff to research sale of the building. Board recommended a month-to-month lease with ASI when their lease renews at the end of December. Staff to research options and rent.

- c. Staff will provide a report to council at the first meeting in October. Report to include what we've done, what we've discovered, identified development challenges, and new market strategies.
- d. Staff will research existing guidelines for letters of support for regional issues that the EBDA wants to support. All issues will be highly vetted by the board.

Old Business

- a. I. Board members shared business visits with Claim Clothing, Iron Horse Brewery, Yarn Folk, Cashmere Valley Bank and Gigglydoo. Marketing Committee is continuing to work on new ideas and marketing plan. Next meeting is Tuesday.
II. Downtowners continue to work on the Town Center planning and Parking Study.
- b. Airport Update covered in Agenda Item 4.b.
- c. Comparisons – Scott will get together with staff on this.

Financials – Board Member Clark provided updates.

Staff Reports – Due to the time, a discussion of the Hobart filing will be discussed at the October meeting. Staff shared a list of the COG Distressed Sales Tax rankings. Funding will be decided at the September 19 meeting. Staff is working with Laura Bobovski at the Chamber to pull together an inventory of available spaces and land to get the Choose Washington site updated.

Other

Meeting adjourned 5:30 PM

Drafted: 9/17/2018

Approved: 10/10/18