

ELLENSBURG BUSINESS DEVELOPMENT AUTHORITY
dba CenterFuse
BOARD OF DIRECTORS MEETING MINUTES

REGULAR MEETING
Wednesday, June 12, 2019 - 4:00 pm
City Hall – Public Works Conference Room
501 N. Anderson Street, Ellensburg

In attendance: John Perrie, Bill Provaznik, Jared Vallejo, Steve Townsend, Linda Schactler, James Jankowski, Grant Clark, Garrett Poshusta, Jamie Rosen, and staff Carolyn Honeycutt.

Excused absence: none

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

Motion to approve June 12, 2019 Agenda. Perrie; second Vallejo.
Approved.

Motion to approve May 8, 2019 Minutes. Perrie; second Clark.
Approved.

Motion to approve excused absences for the July and August Board Meetings for James Jankowski. Vallejo; second Provaznik.
Approved.

Board Business

1. Subcommittee Reports

a. FutureForce – Staff gave an overview of the new website, which should be complete by the end of the month. The logo designs are now complete and the designer is ready to work on creation of collateral. Board reviewed the first draft of the 2019 strategic plan, which is a more concise version of the original strategic plan from 2017/2018. Members to send edits and comments to staff for FutureForce, which will add key performance indicators and finalize the document.

Staff shared process of proposing amendments to the Economic Development section of the Comprehensive Plan. This will be sent out to the board for comments due back by June 18. The final version of the request for amendments must be submitted by June 30 with final amendment language due in September. Clark review financials and staff will add a YTD Budget column to the P&L.

b. SpaceForce – Committee is pulling together proformas for Incubator and Airport facilities. Staff updated that the city manager presented a Lease Agreement for the Incubator that was signed in 2014 and is good through 2024. The Lease Agreement and the Interlocal are not consistent with each other in regard to repairs and maintenance.

c. MegaForce – Provaznik reported that the group is working on an event this fall for businesses that are 3-10 years old that will bring them together to uncover barriers for

expansion. The committee met with Kirsten Sackett to start the process on a "How To" guide for development.

Executive Director Report – The following updates were presented by staff:

- An overview of the Foreign Trade Zone, which all of Kittitas County qualifies for, in partnership with the Port of Moses Lake.
- Participation in the new 5-year Chamber Tourism Plan and Chamber's County Economic Development Committee.
- Still waiting on the County for the new airport land lease.
- EBDA has formally requested that the countersuit for the Hobart lawsuit be dismissed so that the insurance company can settle
- EBDA will apply for Distressed Sales Tax Funding for 2020, but the county commissioners may decide to utilize the funds for the airport so we should not assume we will receive funding. Application is due July 15.
- Staff would like to present an update to council on July 15, which would include the new CenterFuse branding.

Other Business: None

Adjournment: Meeting adjourned 5:30 PM

Drafted: 6/12/19

Approved: 7/10/19



Ellensburg Business Development