

**CITY OF ELLENSBURG
AGENDA
Council Conference Room
Wednesday, September 16, 2020
4:00 PM - Ellensburg Business Development Authority**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES**
 - 3.A Approval of August 12, 2020 Minutes
[8-12-20 EBDA Minutes FINAL.pdf](#)
- 4. BOARD BUSINESS**
 - 4.A Administrative Support
 - 4.B Broadband RFP Status Update
 - 4.C Property Management
- 5. ADJOURNMENT**

In-person attendance is currently prohibited per the Washington Governor's Proclamation No. 20-28.9 until October 1, 2020. Meeting participation is limited to access through remote attendance by contacting the City Clerk at 509-925-8614 or email cityclerk@ci.ellensburg.wa.us meeting link: <https://global.gotomeeting.com/join/325112725>

NEXT MEETING: October 14, 2020 at 4:00 PM

ELLENSBURG BUSINESS DEVELOPMENT AUTHORITY
dba CenterFuse
BOARD OF DIRECTORS MEETING MINUTES

REGULAR MEETING
Wednesday, August 12, 2020 – 4:00 pm
Virtual Meeting

In attendance: Jared Vallejo, Linda Schactler, Garrett Poshusta, Grant Clark, James Jankowski, John Perrie, City staff Kirsten Sackett, Ben Faubion and Carolyn Honeycutt, and Council liaison Stacey Bankston Engel.

Excused absence: Andreas Bohman (excused)

1. Chair Vallejo called the meeting to order at 4:05 pm
2. Approval of Agenda. Amended to switch Item D for Item A. Schactler moved, Jankowski seconded. Motion approved.
3. Approval of Minutes. Jankowski moved to approve the minutes of the July 8, 2020 meeting. Schactler seconded. Motion approved.
4. Board Business
 - a) **Broadband RFP** – The Public Works Board is allowing expenses into the 1st quarter of 2021, although CenterFuse feels confident this will be completed by the end of 2020. City IT Director Ben Faubion expressed his appreciation to CenterFuse for the grant and wants to help with communication on what has been previously accomplished in line with the 2015 strategic plan. Staff to pull together a committee to talk with Finley and CCG, who were chosen by the subcommittee. Andreas Bohman is being deployed and staff will let the City know so they can open that board seat.
 - b) **Tenant Updates** – CWPR requested to move from the Airport to Unit 1 of the Incubator, asking for a significant cut in rate to do improvements. CenterFuse agreed they preferred to leave CWPR at the Airport and pursue other tenants.
 - c) **Airport Lease** – Staff informed CenterFuse that the County is interested in Unit 1 at the Airport, but needs a signed land lease. The board agreed that staff and the Treasurer have spent enough time reviewing land leases and instructed staff to inform the Airport Manager that they are willing to sign the lease that the CenterFuse Attorney, Chuck Zimmerman, offered.
 - d) **COVID Economic Relief Group** – CenterFuse discussed the possibility of offering funding through the existing group to assist larger businesses who are struggling through COVID. Staff did check with Zimmerman as to whether

or not this could be considered gifting of public funds, which it is not. CenterFuse could be an action arm of this committee and staff and Engel will take it to the next meeting on Friday.

- e) **Tenant Past Due Accounts** – CenterFuse discussed offering grants to tenants on an as-needed basis. The group needs to be good stewards of public funds. Staff will connect with tenants.
- f) **Current Projects** – Jared has a starting point on the How To Guide. CenterFuse should be involved in the CARES Funding Grants with the City.
- g) **Subcommittees** – Staff to work with Clark on getting financials in order. Executive Committee will begin reviewing the City Interlocal Agreement and evaluating and reducing fixed costs.

Adjournment: Meeting adjourned 5:19 pm

Drafted: 9/9/2020

Approved: