



Centerfuse

Ellensburg Business Development Authority BOARD OF DIRECTORS MEETING MINUTES

Regular meeting held synchronously in-person and virtually

Wednesday, March 9, 2022

4:00-5:30 PM

Members in Attendance: Garrett Poshusta, Chair; Andreas Bohman, Vice Chair; Del Bankston, Secretary; John Perrie, Board Member; Jared Vallejo, Board Member; James Jankowski, Board Member, and Bob Rapp, Board Member

Excused: Grant Clark, Treasurer

Others present: Parker Jones, Matthew-CWU Student Ambassador, Paul Elstone, Heidi Cerniway, Jennifer Lubanski; Rich Elliott, Ellensburg City Council liaison, and Margaret Reich, Executive Director

1. Meeting Called To Order

Meeting was called to order at 4:01 PM

2. Approval of Agenda

Agenda was amended to remove Bryan Elliot's board member application for consideration and to rescind the current CenterFuse Conflict of Interest policy.

Motion to approve the meeting's agenda as amended by Jared Vallejo, second by John Perrie. Motion approved by unanimous vote.

3. Approval of Minutes

Motion to approve February 2022 regular meeting minutes by Jared Vallejo, second by James Jankowski. Motion approved by unanimous vote.

4. Board Business

a. Organizational Effectiveness

Executive Director Reich presented the financial reports including an update on collections activity.

Board members interviewed board applicant, Jennifer Lubanski. Board discussed the applicant's qualifications and filling the vacant board seat.



Motion to recommend for Jennifer Lubanski to fill the board vacancy and send endorsement to Ellensburg City Council by John Perrie, second by Jared Vallejo. Motion approved by vote 6 yeas, 1 nay, 1 abstention.

CenterFuse Attorney Chuck Zimmerman presented his legal findings regarding organizational structure options, Open Public Meetings Act (OPMA), Public Records Act (PRA), serving customers outside the UGA, funding and bonding. He recommended the board rescind the current Conflict of Interest Policy and rely on the Charter for such information and retain the current organization's structure. Zimmerman will refer a name of bond counsel.

Motion to rescind the existing CenterFuse policy on Conflicts of Interest and refer to the CenterFuse charter by Jared Vallejo, second by Andreas Bohman. Motion approved by unanimous vote.

Executive Director Reich has requested the county to present an offer should they wish to purchase the EBDA building. She also presented proposed building improvements.

Motion to direct staff to research the scope, cost, and benefit of building improvements by Del Bankston, second by Andreas Bohman. Motion approved by unanimous vote.

Executive Director Reich provided a Washington State legislative update report including HB 1333 which would extend the sunset date for .09 funding that is stuck in Rules.

b. Build Local Capacity

Executive Director Reich discussed the March 7th presentation to Ellensburg City Council, an update on the Kittitas County/City of Ellensburg economic development plan (shared county level data and focus groups), Creative District planning and new regional leadership meeting.

c. Marketing

The Start In Ellensburg website launched at 4 PM on March 7th. A website audit is currently underway.

Motion to implement recommendations of the website audit by Del Bankston, second by Andreas Bohman. Motion approved by unanimous vote.

Per the Marketing advisors, Executive Director Reich reached out to Washington Commerce requesting information about which businesses are interested in moving to Washington State. There was no reply, so she will pursue the answer to the question with the Director of the Office of Economic Development and Competitiveness. Marketing advisors recommend moving forward with a contract with Chmura, data analytics firm.

Motion to secure a non-profit rate subscription for Ellensburg level data analytics by Del Bankston, second by Andreas Bohman. Motion approved by unanimous vote.

d. Business Recruiting

Executive Director Reich notified the board of the submittal of a grant application to the USDA Rural Business Development Grant program in the amount of \$25,000 to

perform an inventory of retail/office/commercial/industrial buildings and land in Ellensburg. Senator Murray's office is seeking 'directed spending' request and Reich is meeting with Murray's Office to discuss the biomass feasibility study.

Representatives from CWU presented information about the CWU student ambassador program.

5. **For the good of the order**

None

6. **Adjournment** – time 5:39 Motion to adjourn by Del Bankston

Drafted: 3/14/2022

Approved: *Del Bankston*

Submitted by: Margaret Reich

