



Centerfuse

Ellensburg Business Development Authority
BOARD OF DIRECTORS MEETING MINUTES
Regular meeting held synchronously in-person and virtually
Wednesday, July 13, 2022
4:00-5:30 PM

Members in Attendance: Garrett Poshusta, Chair; Grant Clark, Treasurer; Del Bankston, Secretary; John Perrie, Board Member; Jennifer Lubanski, Board Member, and James Jankowski, Board Member

Excused: Jared Vallejo, Board Member; Andreas Bohman, Vice Chair

Absent: Bob Rapp, Board Member

Others present: Rich Elliott, Ellensburg City Council liaison; and Margaret Reich, Executive Director

1. Meeting Called To Order

The Chair called the meeting to order at 4:04 PM

2. Approval of Agenda

Motion to approve the July 2022 meeting's agenda by Del Bankston, second by John Perrie. Motion approved by unanimous vote.

3. Approval of Minutes

Motion to approve the June 2022 regular meeting minutes by Grant Clark, second by Del Bankston. Motion approved by unanimous vote.

4. Public Comment

Chair Poshusta mentioned he and his family are relocating to Seattle in September, and that he will continue to serve as Chair and on the CenterFuse board through the end of the calendar year.

5. Board Business

- a. Organizational Effectiveness
Grant Clark, Treasurer presented the financial reports.

Executive Director Reich updated the board on the tenant move at the EBDA Airport Building, the future need to replace insulation, and the tenant proposal to cost share additional temperature control in unit #1 bay. The board discussed and decided they are not prepared to move ahead with the cost share for the additional temperature control.



Executive Director Reich updated the board on summer staffing, the intent to continue to locate a firm to perform a staffing study, and the status of the city's economic development fund.

Executive Director Reich informed the board of the USDA funding decision to award a \$25,000 grant to CenterFuse for the project that would create an inventory non-residential buildings and land in Ellensburg.

Motion to accept the \$25,000 grant funding from USDA Rural Business Development Grant program and authorize staff to proceed with submitting grant award documents by Grant Clark, second by Del Bankston. Motion approved by unanimous vote.

b. Build Local Capacity

The board packet contained information about the City's Preliminary Budget Adoption Schedule. The board directed staff to schedule a meeting with the city, Chair Poshusta and Treasurer Clark to learn more about CenterFuse's funding. Executive Director Reich let the board know the Clymer Foundation's grant application to Washington Commerce's Building for the Arts Grant Program was submitted, the TIP Opportunity Workshop is being held July 20th, and the Creative Workgroup continues to meet to implement the action plan. Staff has met with the Community Economic Revitalization Board (CERB) to determine if funding for a makerspace and performance hall feasibility study is of interest. CERB advised yes however at the reduced maximum funding level of \$25,000.

Motion to approve Resolution 2022-4 directing staff to pursue a grant application to the Community Economic Revitalization Board in the amount of \$25,000 and commit \$5,000 in cash match by James Jankowski, second by Jennifer Lubanski. Motion approved by unanimous vote.

Council member Elliott mentioned that recent changes to fire code may adversely impact food truck businesses.

c. Marketing

The Start In Ellensburg website received updates to the zoning layers to align with recent city code action, and an email was set to developers letting them know of the update. The online data contained in the key industry spotlight summaries was updated. A draft analytics report was shared with the board, and the Marketing Advisors will meet between now and the next meeting to discuss further.

d. Business Recruiting

Executive Director Reich reported on the status of the prospective large distribution center, Consolidated Communications broadband project, and a discussion with Rob Ogburn about the forthcoming Cat Tank business plan competition. Funding a project manager to assist with the student-led Cat Tank was deemed necessary, and staff identified the city's Community Grant Program as a source of funding.

Motion to approve Resolution 2022-5 authorizing staff to pursue a grant application to the City of Ellensburg's Community Grant Program in the amount of \$12,000 and



commit \$15,000 in cash match by Jennifer Lubanski, second by Grant Clark. Motion approved by unanimous vote.

Staff has met with the Community Economic Revitalization Board (CERB) to determine if funding for a feasibility study for private development at the I-90 West Interchange is of interest. CERB advised yes at the maximum funding level of \$50,000. And only one grant application per applicant per grant cycle.

Motion to approve Resolution 2022-6 directing staff to pursue a grant application to the Community Economic Revitalization Board in the amount of \$50,000 and commit \$12,500 in cash match by John Perrie, second by Del Bankston. Motion approved by unanimous vote.

6. For the good of the order

The dates for the Washington Economic Development Association's summer conference are August 9-11, 2022, which conflicts with the date of the regularly scheduled board meeting (second Wednesday of the month or August 10th). The board is required to meet four times per year; however, the board wishes to meet monthly due to the volume of work being undertaken. The date of the August CenterFuse Board meeting will not be August 10th, and instead on August 17th.

7. Adjournment – time 5:37 Motion to adjourn by Del Bankston

Drafted: 7/14/2022

Approved: *Del Bankston*

Submitted by: Margaret Reich

