



Centerfuse

Ellensburg Business Development Authority
BOARD OF DIRECTORS MEETING MINUTES
Regular meeting held synchronously in-person and virtually
Wednesday, December 14, 2022
4:00-5:30 PM

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

Others present: Laura Troyani, Plan Beyond; Manda Scott, KVH; Heidi Behrends Cerniwey, Ellensburg City Manager; Rich Elliott, Ellensburg City Council liaison; and Margaret Reich, Executive Director

1. Meeting Called To Order

The Chair called the meeting to order at 3:59 PM

2. Approval of Agenda

Motion to approve the December 2022 meeting's agenda by Del Bankston, second Grant Clark. Motion approved by unanimous vote.

3. Approval of Minutes

Motion to approve the November 3, 2022 special meeting minutes by John Perrie, second by Grant Clark. Motion approved by unanimous vote.

Motion to approve the November 9, 2022 regular meeting minutes by Grant Clark, second John Perrie. Motion approved by unanimous vote.

4. Public Comment

None.

5. Board Business

a. Organizational Effectiveness

Grant Clark, Treasurer presented the financial reports.

The board reviewed and discussed the draft 2023 budget, draft updated City of Ellensburg Interagency Agreement, and Employee Handbook/Employee Policy. Member Jankowski agreed to review the Employee Handbook.

Motion to approve the draft updated City of Ellensburg Interagency Agreement and refer it to CenterFuse attorney for legal review by John Perrie, second by Grant Clark. Motion approved by unanimous vote.



Board members discussed board term limits, upcoming board vacancies and reappointment application process. Board member Perrie proposed the current slate of officer continue in 2023.

b. Build Local Capacity

Executive Director Reich provided a brief update on the Kittitas County economic development plan, City of Ellensburg's deferral of the Economic Development Chapter of the Comp Plan, and the work of the Ellensburg Art and Culture Alliance.

c. Marketing

The board received November's digital reports.

Laura Troyani, Plan Beyond, presented findings of the 2022 market research project. The board received a summary of the research.

Motion to accept the 2022 market research findings and report by James Jankowski, second by Del Bankston. Motion approved by unanimous vote.

d. Business Recruiting & Expansion

The Executive Director provided a progress report on prospective large distribution center and key industry work. Updates on grant funded projects including the USDA Non-Residential Building and Land data collection, the CERB I-90 West Interchange Private Development study, and the CERB Wood Products study, City Cat Tank, and Washington State Microenterprise Association (WSMA) grant award.

Motion to authorize staff to enter into grant agreement with WSMA and commence work by Del Bankston, second by Grant Clark. Motion approved by unanimous vote.

6. **For the good of the order**

Board member Bob Rapp provided an update on electric vehicles.

7. **Adjournment** – time 5:30 Motion to adjourn by Del Bankston

Drafted: 12/15/2022

Approved:

Submitted by: Margaret Reich