



**Ellensburg Business Development Authority dba CenterFuse
BOARD OF DIRECTORS SPECIAL MEETING MINUTES**

Special meeting held synchronously in-person and virtually

Wednesday, January 24, 2024

12:00- 12:30 PM

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

Others present: Kristine Miller, Executive Director

Meeting Called to Order

The Chair called the meeting to order at 12:00 PM

1. Approval of Agenda

Motion to approve the agenda for the January 24, 2024 special board meeting by Garrett Poshusta, second by Grant Clark. Motion approved by unanimous vote.

2. Public Comment

None

3. USDA Grant Resolution

Executive Director Miller presented the Board with information pertaining to the USDA grant resolution, noting the success of CenterFuse obtaining and working with USDA grants in the past and the desire to pursue a USDA grant in 2024.

The Board was presented with several potential grant project ideas to consider: 1. Light Manufacturing Business Park Upgrade, 2. Develop a Strategic Plan to Attract and Grow Key Industries, 3. Creation of an Electronic Database, 4. Vocational Training Program in Partnership with Local High Schools, 5. Feasibility Study for Attracting Aerospace Suppliers.

Executive Director Miller noted that each of these potential grant project ideas was conceptualized through discussions with the USDA representative in Yakima Roni Baer, CenterFuse contracted grant writer Margaret Reich, and key stakeholders.

Robust discussion ensued about the merits of the potential grant project ideas. Jared Vallejo noted he would like to see something tangible come from the grant (e.g. potential grant project idea #3). Garrett Poshusta noted building on the work we have done (e.g. potential grant project idea #3) is good. James Jankowski noted a preference for potential grant project ideas #2,3,5. Dawn Alford noted a preference for potential grant project idea #2, noting its alignment with CenterFuse strategy and key industries and what we are trying to do.

Jennifer Lubanski asked about timing of potential grant project idea #5, given current issues affecting the aerospace industry. John Perrie also noted that relative to other aerospace locations and potential locations Ellensburg is less of a major player/contender.



The total cost of ownership of a database was raised and discussed (#3). Garrett Poshusta noted preference for potential grant project idea #2. Total dollar amount and total CenterFuse match was raised and discussed. Executive Director Miler shared an estimate on the amounts and noted that she would seek additional information and confirm this and share with board.

No serious objection was raised to any of the five ideas, although final agreement was that #2 and #5 were ideal/preferred by the board. It was agreed that the board has confidence in Executive Director Miller to conduct additional discussions with stakeholders and additional research and make final determination as to which project to pursue.

Motion to accept the grant resolution Jennifer Lubanski, second by Grant Clark. Motion approved by unanimous vote.

4. **Tenant Request for Units #1 & #2 at Airport Building**

The tenant request for changes to units #1 & #2 at the airport building was shared. The three requests included: 1. Pass-Through Window Between Units #1 and #2, #2 False Wall and Ceiling in Unit #2, and #3 New Wood Flooring in Entryway and Into Unit #1.

Executive Director Miller shared the nature and reason of each request with the board. It was asked “is this needed to make the space more feasible? For the tenant?”. Executive Director Miller noted “yes”. Discussion ensued related to tenant whether the tenant would be required to return the units to the original state (e.g. in reference to proposed ceiling in unit #2) when they vacate.

Grant Clark noted that he would like to see CenterFuse reserve the option to determine the requirements when the tenants vacate, considering whether the alterations made enhance the space, etc. John Perrie noted any work done must be permitted and inspected by relevant government agency.

Determined that Executive Director Miller will convey to tenants that no commitment can be proactively made regarding whether alterations made to the units can be left when tenants vacate, and they should take this into account and proceed accordingly (they could be required to remove alterations/return spaces to the original state) and Executive Director Miller will ask tenants for proof that any construction is permitted and inspected by relevant government agency.

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

President Poshusta provided the Board with a brief, general update on the work with the economic development task force. We will have a special meeting for more robust discussion on this in the future.

6. **Adjournment** – time 12:30 Motion to adjourn by James Jankowski.

Drafted: 1/25/2024

Approved: *Del Bankston*

Submitted by: Kristine Miller