

ELLENSBURG BUSINESS DEVELOPMENT AUTHORITY
dba CenterFuse
BOARD OF DIRECTORS MEETING MINUTES

REGULAR MEETING
Wednesday, July 8, 2020 – 4:00 pm
Virtual Meeting

In attendance: Jared Vallejo, Linda Schactler, Garrett Poshusta, Grant Clark, James Jankowski, John Perrie, Andreas Bohman and City staff Beth Leader, Kirsten Sackett and Carolyn Honeycutt

Excused absence: None

1. Chair Vallejo called the meeting to order at 4:05 pm
2. Approval of Agenda. Garrett Poshusta moved, Linda Schactler seconded. Motion approved with all in favor.

Carolyn Honeycutt stated she wanted to speak regarding distressed sales tax.

3. Approval of Minutes. Garrett Poshusta moved to approve the minutes of the June 17 meeting. Linda Schactler seconded. Motion approved with all in favor.
4. Board Business

a) **Discussion of Discount Rent for Tenants and Past Due Accounts**

Jared had no update. He will send an email out to all tenants.

b) **Outline of Current Open Projects and Next Steps**

RFP Process – Linda gave an update on the status of the Broadband RFP and that Department of Commerce has requested a match for the grant in the amount of \$5,500. Questions from vendors on the proposal are due July 15th and Proposals are due July 29th.

Incubator space – Carolyn gave an update on the incubator status of appraisal and the airport incubator space. There was discussion regarding disposition of the incubator building and making a presentation to City Council regarding such.

Website – Jared explained it's currently active and work is complete.

c) **Subcommittee Work Plans**

SpaceForce – James reported he and John are still working together regarding the Airport leases and getting things in order when businesses

inquire for space.

MegaForce – Garrett reported he has tried to connect with Ben Faubion regarding the downtown WIFI, and Jared gave a brief update.

FutureForce – Linda discussed how to work into the Strategic Plan.

d) Pre-Approval of Payment to Great American Assurance

Linda Schactler moved the Board approve payment to Great American Assurance Co. in the amount of \$7,650. Andreas Bohman seconded. Motion approved with all in favor.

Carolyn commented that the Resolution for the EBDA budget needs to be updated and submitted to the City Finance Department.

e) 2019 EBDA Tax Return

The information was presented and members had no questions. Grant Clark will sign the return.

Grant Clark moved to accept the 2019 Tax Return. James Jankowski seconded. Motion approved with all in favor.

There was discussion regarding the current number of CWU employees on the board. John Perrie stated the current board is strong because of the people serving on the board, not because of their employers.

Carolyn will set up subcommittee meetings through ZOOM.

It was mentioned the Planning Commission will be considering changes to the Comprehensive Plan and participation in public hearings will be advertised.

Adjournment: Meeting adjourned 5:07 pm

Drafted: 7/14/2020

Approved: 8/12/2020

Submitted by: Carolyn Honeycutt, staff



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