



**NORTH CENTRAL WASHINGTON ECONOMIC DEVELOPMENT DISTRICT  
MEETING  
Regular Meeting  
May 11, 2016 9 a.m.  
Harvest House, 217 E Ash St, Waterville, WA**

**MINUTES**

**BOARD members**

Roni Holder-Diefenbach, Economic Alliance  
Wendy Isenhardt, City of Chelan  
Kurt Danison, multiple  
Larry Marshall, City of Entiat  
Chris Branch, City of Oroville  
Lyle Markhart, City of Wenatchee  
George Buckner, City of East Wenatchee  
Keith Soderstrom, Waterville  
Steve King, City of Wenatchee  
Janet Conklin, City of Bridgeport  
Randy Agnew, City of Rock Island

John Ajax, City of Wenatchee  
Ernie Rasmussen, Colville Confederated Tribes  
Jord Wilson, City of Pateros  
Royal DeVaney, City of Waterville

**NCWEDD Staff**

Michael Guss, Executive Director  
Amy Massey, staff

**Guest**

Lloyd Smith, Waterville Main Street Association

*Meeting called to order by Chris Branch at 9:00 am.*

**Presentation** by Main Street Waterville by Lloyd Smith, President of Waterville Main Street Association. Their mission is to encourage the economic vitality and preservation of our Historic Downtown District while maintaining our small town quality of life. Goals: painting store fronts, provide grants, share building inventory, attract new business, and promote community involvement. [www.historicwaterville.org](http://www.historicwaterville.org)

**TOTA** Update by Michael Guss, have signed contract with TOTA on Route97.net which promotes tourism in NCW and BC, new map and print guide will be out next week. Chris Branch and Kurt Danison willing to deliver to VIC, reimbursed for mileage. Re-launching the [www.Route97.net](http://www.Route97.net) website. Mr. Guss thanks City of Chelan for \$7,000 contribution, and \$2,000 from Howards on the River in support of Route 97.

Meeting was closed for **Executive Session** for Annual Evaluation Pursuant to RCW 42.30.100(g) - position Executive Director, Michael Guss. Meeting was opened again at 10:00 am by Chris Branch.

**Discussion and Possible Approval of Changes To and Renewal Of Executive Director's Annual** Contract pursuant to RCW 42.30.140(4). **MOTION** by Roni Holder-Diefenbach to

renew Michael Guss' annual contract to reflect a change from 5 hrs to 6 hrs earned-leave per month, and with a cap for close-out at 2 weeks and to authorize staff to prepare contract for signing in June. Seconded by Larry Marshall. All in favor, Motion passes.

**Adoption of Minutes From April 2016 Meeting** Approval of March 2016 Minutes made by Ken Stanton, seconded by Wendy Isenhart. All in favor, motion passes.

**Adoption of Financial Report** Mr. Guss presented Financial Overview July 1, 2015 through April 30, 2016. **Moved to approve** made by Wendy, seconded by George Buckner

**Authorize Travel of Bookkeeper for Audit** Mr. Guss presented the suggestion from Stacy Luckensmeyer to have the contracted bookkeeper, Patti Romanelli to travel to the July board meeting to meet the board in person, cost would not exceed \$750.00. **MOTION to approve** made by Kurt Danison, seconded by Ken Stanton. All in favor, motion passes.

**Discussion and Update on City of Oroville EDA Public Works Application** Mr. Guss presented the status of the grant application. Mr. Guss acknowledged the primary role of the Economic Alliance of Okanogan county, and the October tour of Reman and Reload, and also emphasized that the NCWEDD will maintain a low-key PR approach. Mr. Guss explained the background on the need for this transportation project, and its regional benefits outside of Oroville.

**Discussion and Update on NCWEDD USDA Application for Charging Stations in Small Towns** Mr Guss presented his visit to USDA in Spokane. Status of the application is unknown at this time. \$16,000 with \$6,000 in match (\$4,000 from Okanogan Trails funds, and \$2,000 in kind equipment from Plug-In NCW). Wendy Isenhart presented on the Plug-In NCW meeting, and willingness of PUDs to install charging station, with the issue that PUDs cannot give away public power. Mr. Guss declares that any funds raised by Plug-In needs to be put on the June 2016 BOD agenda for approval by full board.

**Discussion and Update on NCWEDD Financial Review by SMD Solutions** Mr. Guss presented that some findings in the audit will highlight some concerns and issues. Mr. Guss shares that EDA has invited EDD to apply for a 10 month, prorated grant in the amount of \$62,500 in order to get EDD back on the correct fiscal cycle. EDA drawdown processing will be improved. A list of 20 questions will be presented to the board for comment. Mr. Guss suggests the Executive Committee to address those questions. Board consents.

**Discussion and Update on Fire Recovery Grant** Mr. Guss shared on the presentation of \$3,000 contribution from Umpqua bank. CAI is launching the website shortly, with adjustment for more local data, with focus groups and SWAT assessment. Website will be sent to board as soon as it's launched. CAI will be back in early June for focus groups. Mr. Guss is very favorable about the quality

**Discussion and Update on Chelan Douglas Trends Project** Mr. Guss thanks United Way, Port of Chelan, City of East Wenatchee, Confluence Health for contribution, total of \$ 21250 raised. Will expand project in September.

**Discussion and Update on Leavenworth Earth Day Fair** Amy Massey thanked the board for serving as fiscal agent. The event was a success. \$2100 was raised from 7 sponsors. An RFP for fiscal agent for 2017 will be issued by the committee in September. Mr. Guss said the EDD benefitted with \$400, and would consider this again, unless a more appropriate local entity wishes to serve as fiscal agent.

**Discussion of Interjurisdictional Issues**

- Steve King, City of Wenatchee, presented on housing, homelessness and its limiting impact on economic development, tax opportunities to fund infrastructure, subsidies, to incentivize development of housing. Mr. Guss shared USDA multi-family housing direct loan program. Board discussion on CEDS, needs assessments, dearth of single family housing, new growth will be in multi-family housing, need for builders. Mr. King shared about code enforcement under an RCW 35 and city's role with delinquent property. Also, he reported on water rights issues as an economic development strategy.
- Mr. Guss shared EDA's invitation to apply for FY2017 funding is due June 4<sup>th</sup>. Michael will email the board with the budget asap. Date for special phone conference to review the application is 10 AM Friday, May 20<sup>th</sup> for the full board. If you can't make the call, get your comments to Mr. Guss in advance.
- Mr. Guss discussed the CEDS – Comprehensive Economic Development Strategy, which identifies projects to be implemented, and the Quest Loan Fund status.
- Ernie Rasmussen discussed housing in terms of the Colville Confederated Tribes.

**MOTION to adjourn** meeting at 11:00 was made by Ken Stanton, seconded by Chris Branch. Board enjoyed lunch at Harvest House and a tour of Bainbridge Manufacturing in Waterville hosted by Keith Soderstrom. *Thank you Keith!*

*Minutes respectfully submitted by Amy Massey*