MINUTES
ECONOMIC DEVELOPMENT COMMITTEE
Monday, July 15, 2024
Richland City Hall - Council Chambers
625 Swift Boulevard

CALL TO ORDER

Chair Bricker called the meeting to order at 4:00 pm.

ATTENDANCE

Chair Bricker, Committee Members Spencer, Potts, Hall, Griffin, French and Hughes.

Also present were Council Member Jones, Development Services Director Jensen, Economic Development Manager Wallner, Economic Development Specialist Follett, Planner Arrasmith and Administrative Assistant II Kirkpatrick.

APPROVAL OF AGENDA

Chair Bricker presented the agenda for approval. There were no changes or additions.

COMMITTEE MEMBER FRENCH MOVED AND COMMITTEE MEMBER GRIFFIN SECONDED THE MOTION TO APPROVE THE AGENDA AS PRESENTED. MOTION PASSED 7-0.

PUBLIC COMMENTS

Chair Bricker opened the public comment period at 4:03 p.m. Having no one request time to address the committee, Chair Bricker closed the public comment period at 4:03 p.m.

APPROVAL OF MINUTES

1. **May 20, 2024, Economic Development Committee Meeting Minutes**

Chair Bricker introduced the meeting minutes from May 20, 2024. There were no changes or discussion.

COMMITTEE MEMBER SPENCER MOVED AND COMMITTEE MEMBER GRIFFIN SECONDED THE MOTION TO APPROVE THE MEETING MINUTES OF MAY 20, 2024. MOTION PASSED 7-0.

PRESENTATIONS

2. **Economic Development Binder Update**

Chair Bricker recognized Economic Development Specialist Follett to present the presentation. Mrs. Follett presented and went over each item that had been updated in the binder.

ITEMS OF BUSINESS

3. **CFIP 2024-102 Commercial Façade Improvement Program – Parkway Dream LLC for Property Located at 610 The Parkway**

Economic Development Specialist Follett presented the Commercial Facade Improvement Program application for property located at 610 The Parkway. The applicant proposes to reface the solid storefront sections above and below the windows, and replace the storefront frame, windows, and entry door on the George Washington Way façade of the building. The project also includes the potential replacement of the awning, should the neighboring owner agree to pay for the portion of the awning covering the three neighboring suites, which are all connected by the same awning. The applicant got up and answered committee members question regarding the awning and discussed the status of the neighboring business that needs to commit for awning. Committee member Potts noted that the amount requested differs from the amount on the staff report. At the conclusion Mrs. Follett answered questions from the Committee.

COMMITTEE MEMBER FRENCH MOVED AND COMMITTEE MEMBER POTTS SECONDED THE MOTION THAT THE ECONOMIC DEVELOPMENT COMMITTEE RECOMMEND TO CITY COUNCIL THE APPROVAL OF THE APPLICATION FROM PARKWAY DREAM LLC FOR COMMERCIAL FAÇADE IMPROVEMENT TO 610 THE PARKWAY AS OUTLINED IN APPLICATION NO. CFIP2024-102. MOTION PASSED 7-0.

4. **CFIP 2024-103 Commercial Façade Improvement Program – Jenny Lynn Properties, LLC for Property Located at 747 The Parkway**

Economic Development Specialist Follett presented the Commercial Facade Improvement Program application for property located at 747 The Parkway that contains five suites, addressed as 741, 745, 747 The Parkway, and 716, 718 Jadwin Avenue. The applicant proposes to replace the siding on the east and west sides of the building and repaint the entire building. The building was built in 1945 and renovated last in 1969 with several interior tenant improvements on the interior of the various suites. At the conclusion Mrs. Follett answered questions from the Committee.

COMMITTEE MEMBER GRIFFIN MOVED AND COMMITTEE MEMBER SPENCER SECONDED THE MOTION THAT THE ECONOMIC DEVELOPMENT COMMITTEE RECOMMEND TO CITY COUNCIL THE APPROVAL OF THE APPLICATION FROM JENNY LYNN PROPERTIES, LLC FOR COMMERCIAL FAÇADE IMPROVEMENT TO THE BUILDING ADDRESSED AS 741, 745, 747 THE PARKWAY, AND 716, 718 JADWIN AVENUE (APPLIED FOR UNDER 747 THE PARKWAY) AS OUTLINED IN APPLICATION NO. CFIP2024-103. MOTION PASSED 7-0.

4. **Proposed Purchase and Sale Agreement – Horn Rapids Business Center at 2621 Robertson Drive**

Planner Arrasmith presented the proposed purchase and sale agreement of property to Calvin Matson of Matson Holdings, LLC for purchase of a 43,577 square-foot property located in the Horn Rapids Business Center. Matson Holdings, LLC is owner of Double J Excavating and is proposing a new location for their main office and primary operating activities. At the end of the presentation Planner Arrasmith answered questions from the committee.

COMMITTEE MEMBER POTTS MOVED AND COMMITTEE MEMBER FRENCH SECONDED THE MOTION TO RECOMMEND TO CITY COUNCIL AUTHORIZING THE PURCHASE AND SALE OF 43,577 SQUARE FEET OF CITY PROPERTY LOCATED AT 2621 ROBERTSON DRIVE. MOTION PASSED 7-0.

ECONOMIC DEVELOPMENT UPDATE

Economic Development Manager Wallner gave an update that included site visits in both the Industrial Park and the Northwest Clean Energy Park for lots of 10-acres or more, and negotiations are under way for current lease in the waterfront region. Economic Specialist Follett gave an update that included support for the Passport Program, analytics are now being tracked on the website, and both business districts are highly engaged in community events that are coming up.

REAL ESTATE UPDATE

Planner Arrasmith gave the real estate update that included interest in the Northwest Clean Energy Park, Cenate's purchase and sale agreement has been put on hold due to a long process for attaining certification of materials, purchase and sale agreement for Old Trapper has had 6-month delay on contract due to supply chain issues and staff plans to check back at the end of the year.

ANNOUNCEMENTS
None

ADJOURNMENT
Chairman Bricker adjourned the meeting at 4:40 p.m.

Prepared by: Carly Kirkpatrick
Carly Kirkpatrick, Administrative Assistant II

Reviewed by: AWallner
Mandy Wallner, Economic Development Manager

Approved by: Brad Bricker
Brad Bricker, Chairman