MINUTES
ECONOMIC DEVELOPMENT COMMITTEE
VIA ZOOM
MONDAY, DECEMBER 28, 2020 – 4:00 P.M.

CALL TO ORDER
Chairman Bricker called the meeting to order at 4:00 pm.

ATTENDANCE
Chairman Bricker, Committee Members, Hughes, Knight, Spencer, Richardson and Holmberg were present.

Also present were Council Liaison Christensen, Development Services Director Jensen, Economic Development Manager Jacobs, Economic Development Planner Arrasmith, Marketing Specialist Wallner and Administrative Assistant Follett.

APPROVAL OF AGENDA
Chairman Bricker presented the agenda.

COMMITTEE MEMBER HUGHES MOVED AND COMMITTEE MEMBER SPENCER SECONDED THE MOTION TO APPROVE THE AGENDA WEB VERSION. MOTION PASSED 6-0.

APPROVAL OF MINUTES
No minutes were included with the packet. Ms. Follett informed the group the minutes were left out of the packet by mistake so they would be brought forward for approval at the next meeting.

ITEMS OF BUSINESS

1. **First Amendment to Purchase and Sale Agreement Contract No. 52-18 with AK's Investments, LLC**

Chairman Bricker read the item and asked Mr. Arrasmith for the staff report. Mr. Arrasmith showed maps and presented the details of the proposed amendment to the current Purchase and Sale Agreement with AK's Investments. He explained the circumstances that caused the delay in closing the original sale, provided details of the city's construction of a new roundabout along the property and clarified that the additional .5 acres would be sold at the current published price for land in the Commercial Center.

During discussion members asked about adjacent lots that construction of the new roundabout will open for development and if there was interest in those lots. Mr. Arrasmith answered questions and confirmed there was interest but no firm commitments yet.

COMMITTEE MEMBER RICHARDSON MOVED AND MEMBER SPENCER SECONDED THE MOTION TO RECOMMEND COUNCIL APPROVE THE FIRST AMENDMENT TO THE PURCHASE AND SALE AGREEMENT AK'S INVESTMENTS.
MOTION PASSED 7-0.

2. Declaring Certain Real Property Located at 840 Northgate Dr. Surplus to the City's Needs.

Chairman Bricker read the item and asked Mr. Jacobs for the staff report. Mr. Jacobs provided an aerial map showing the location of the property. He also provided background and discussed past use, restrictions on future uses, available parking and current interest in the property by Columbia Basin College. He explained that the city has no plans to utilize the building and talked about the recent liquidation of furniture from the building. He also noted there is no firm offer on the building, only potential interest. Mr. Jensen clarified that negotiations would be able to proceed with interested parties once council declared the property as surplus.

MEMBER RICHARDSON MOVED AND MEMBER HOLMBERG SECONDED THE MOTION TO RECOMMEND COUNCIL APPROVE THE SURPLUS OF 840 NORTHGATE. MOTION PASSED 6-0.

ANNOUNCEMENTS

1. January Meeting Date

Ms. Wallner explained to committee members the reason for holding a special meeting on January 11th in place of the regular meeting on January 25th. She noted the department's desire to present 2021 Business License Reserve Fund applications earlier in the month so Council could consider their recommendation and make awards as early as possible in the new year.

Members discussed their availability to meet at an alternate time to be sure a quorum could be met.

MEMBER HUGHES MOVED AND MEMBER SPENCER SECONDED THE MOTION TO HOLD A SPECIAL MEETING ON JANUARY 11, 2021 IN PLACE OF THE REGULAR JANUARY 25, 2021 MEETING. MOTION CARRIED 6-0.

2. 2021 BLRF Update

Ms. Wallner explained minor changes to the program for 2021 due to COVID-19 needs and restrictions. She said applications for events would be held for consideration later in the year if COVID restrictions were lifted and events were allowed to happen. Applications that would be brought forward in January would be for programs that were compatible with current guidance and regulations.

Members asked questions and voiced a desire to get more information on the BLRF program ahead of the next meeting. Ms. Wallner agreed to get new members a copy of the EDC member binder as soon as possible.

ADJOURNMENT

Chairman Bricker adjourned the meeting at 4:39 p.m.

Prepared by: **Lynne Follett, Administrative Assistant II**
Reviewed by: **Joe Jacobs, Economic Development Manager**