

**College Place Economic Development, Tourism, and Events Commission- - Hybrid (In-Person & Electronic): Monday, January 8th, 2024 (Monday, January 8, 2024)**

*Generated by Sherri St Clair on Monday, January 8, 2024*

**1. Opening Items**

Procedural: 1.01 Call To Order

**Chair Morehead called the meeting to order at 5:03 PM.**

Information: 1.02 Roll Call

**PRESENT:**

|                    |                                                                                                                                                                                                             |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Commission Members | Tracy Warner;<br>Kelli Leen (arrived via Zoom at 5:01 PM, left at 5:11 PM, back in the meeting at 5:12 PM, and was unable to get audio and camera working)<br>Doug Case;<br>Allison Peck;<br>Bruce Morehead |
| Ex- Officio        | Arlene Alen - Walla Walla Valley Chamber of Commerce<br>City Administrator, Michael Rizzitiello                                                                                                             |
| Staff              | Finance Director, Brian Carleton;<br>City Clerk, Sherri St. Clair                                                                                                                                           |

Also Present:

**MEMBERS EXCUSED:**

**MEMBERS ABSENT:** Chloe Congleton

Procedural: 1.03 Public Comment - None

**2. Consent Agenda**

Action (Consent): 2.01 Approve Agenda for January 8, 2024

Action (Consent), Minutes: 2.02 Approve Minutes from December 4, 2023

**Commission Member Alen made a motion to approve the minutes from December 4, 2023. Second by Member Warner and the motion passed 5-0.**

Action (Consent): 2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing items for approval of the Commission by a single motion. Typically the items listed under the consent agenda are the minutes from previous meetings and the agenda for the current meeting. Documentation concerning these items has been provided to all Commission Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Commission Member.

**Commission Member Case made a motion to approve the consent agenda. Second by Member Alen and the motion passed 5-0.**

**3. Guest Presentations** - None

**4. Action Agenda** - None**Action: 4.01 Selection of Chair/Vice Chair for 2024 -**

Ms. St. Clair asked the Commission who would like to volunteer to be the Chair and the Vice Chair for the Commission for the year 2024. Commission member Morehead volunteered to be the Chair and Commission member Peck volunteered to be the Vice Chair.

**Commission Member Case made a motion to select Commission Member Morehead as Chair and Member Peck as Vice Chair for 2024. Second by Member Alen and the motion passed 5-0.**

**5. Staff Reports****Discussion, Information: 5.01 Potential Second Tax Increment Financing District -**

Mr. Rizzitiello informed the Commission that City currently has a Downtown Tax Increment Financing District (TIF), explained what a TIF district is, and the proposal areas for a secondary TIF district. Mr. Rizzitiello asked the Commission if they would be interested and supportive of a secondary TIF district.

Discussion ensued.

**Discussion, Information: 5.02 Downtown Association Discussion -**

Mr. Rizzitiello informed the Commission that City's that have downtown associations can opt into a B&O tax credit that allows businesses and the City to dedicated funds to the local Main Street Group that would have otherwise gone to the State of Washington. These funds could be used to finance events.

Discussion ensued.

**Discussion, Information: 5.03 FY 2024 Draft Economic Development Fliers -**

Mr. Rizzitiello informed the Commission that the City has updated the economic development fliers with new information. Mr. Rizzitiello presented the College Place Key Facts flier and Downtown flier. Mr. Rizzitiello asked the Commission to review the 2024 Draft Economic Development Fliers.

**6. Closing Items****Information: 6.01 Next Meeting: Monday, February 5, 2024****Procedural: 6.02 Conclude**

**Commission Member Peck made a motion to conclude the meeting at 5:33 PM. Second by Member Warner and the motion passed 5-0.**

Approved:

DocuSigned by:

*Bruce Morehead*

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Bruce Morehead - Chair

Attest:

DocuSigned by:

*Sherri St. Clair*

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Sherri St. Clair – City Clerk

The foregoing minutes are the official record of the Economic Development, Tourism, and Events Commission meeting that occurred January 8, 2024. Further detail may be obtained by reviewing the actual audio recording made during this session.