College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic) (Monday, July 7, 2025)
Generated by Maryelizabeth Garcia on Wednesday, July 2, 2025

1. Opening Items

Procedural: 1.01 Call To Order

Commission Chair Peck called the meeting to order at 5:00 PM.

Information: 1.02 Roll Call

PRESENT:		
	Commission Members	Tracy Warner; Kelli Leen; Teri Lesmeister; Allison Peck; Kirk Amick (arrived 5:05 PM); Doug Case;
	Ex - Officio	Arlene Alen - Walla Walla Valley Chamber of Commerce Interim City Administrator, Michael Matthias;
	Staff	Finance Director, Brian Carleton; City Clerk, Maryelizabeth Garcia
Also Present:		Paul Saldana, Economic Growth Strategies; Stradd Herrera, Economic Growth Strategies
MEMBERS EXCUSED:		
MEMBERS ABSENT:		

Procedural: 1.03 Public Comment - None.

2. Consent Agenda

Action (Consent): 2.01 Approve Agenda for July 7, 2025.
Action (Consent), Minutes: 2.02 Approve Minutes from June 2, 2025.
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 Commission Member Lesmeister and the motion passed 7-0.

3. Guest Presentations

Information: 3.01 Welcome Interim City Administrator Michael Matthias - Ms. Garcia
Mr. Matthias introduced himself and described his background with city management, and discussed what he intends to do for the City during his time as Interim City Administrator. Mr. Matthias commended City staff and leadership and stated the City is on track to do very well.

4. Action Agenda

Action, Discussion: 4.01 EDTEC Meeting Schedule Amendment - Ms. Garcia
Ms. Garcia informed the Commission of the purpose of the Commission and described current challenges for maintaining the commission on a monthly basis due to change in leadership at the City. Ms. Garcia stated that a change from monthly to quarterly meetings of the Commission is recommended due to staff capacity and knowledge.

Commission Member Amick made a motion to amend the Economic Development, Tourism, and Events Commission Regular Meeting Schedule to quarterly instead of monthly and schedule the next Regular Meeting for October 6, 2025. Second by Commission Member Case and the motion passed 7-0.

Discussion, Information: 4.02 Passage of the Comprehensive Economic Development Strategy (CEDS) - Mr. Saldana
Mr. Saldana reviewed two minor changes to the Comprehensive Economic Development Strategy since the last update including updating the City Administrator name. Mr. Saldana stated there had been no public comment which concludes the CEDS process.

Commission Member Lesmeister made a motion to recommend adopting the College Place Comprehensive Economic Development Strategy (CEDS). Second by Commission Member Case and the motion passed 7-0.

5. Staff Reports
Discussion, Information: 5.01 Freedom Festival Report - Ms. Garcia
Ms. Garcia provided the Commission with an after action review of Freedom Festival.

Information: 5.02 Upcoming Community Events - Ms. Garcia
Ms. Garcia announced community events and activities planned for the rest of 2025.

Discussion, Information: 5.03 July Development Activity - Mr. Matthias
Mr. Matthias stated that he is familiarizing himself with the document presented and focusing primarily on the TIF during his time..

6. Closing Items
Information: 6.01 Next Meeting: October 6, 2025.

Procedural: 6.02 Conclude

Commission Member Lesmeister made a motion to conclude the meeting at 5:18 PM. Second by Commission Member Warner and with no objection, the meeting concluded.

Approved:

DocuSigned by:
739F7BFE0FED456...
Allison Peck – Chair

Attest:

Signed by:
Maryelizabeth Garcia
1E6D0AD8E90D4C2...
Maryelizabeth E. Garcia – City Clerk

The foregoing minutes are the official record of the Economic Development, Tourism, and Events Commission meeting that occurred July 7, 2025. Further detail may be obtained by reviewing the actual audio recording made during this session.