

College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online) (Monday, October 6, 2025)

Generated by Maryelizabeth Garcia on Monday, September 29, 2025

1. Opening Items

Procedural: 1.01 Call To Order

Commission Chair Peck called the meeting to order at 5:01 PM.

Information: 1.02 Roll Call

PRESENT:

Commission Members	Tracy Warner; Kelli Leen; Teri Lesmeister; Doug Case; Allison Peck;
Ex - Officio	Arlene Alen - Walla Walla Valley Chamber of Commerce Finance Director, Brian Carleton;
Staff	Community Development Director, Jon Rickard; City Clerk, Maryelizabeth Garcia

Also Present:

MEMBERS EXCUSED: Kirk Amick;

MEMBERS ABSENT:

Procedural: 1.03 Public Comment - None.

2. Consent Agenda

Action (Consent): 2.01 Approve Agenda for October 6, 2025.

Action (Consent), Minutes: 2.02 Approve Minutes from July 7, 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 Leen made a motion to approve the consent agenda. Second by Commission Member Lesmeister and the motion passed 6-0.

3. Presentations

Discussion, Information: 3.01 City of College Place Comprehensive Plan Update - Mr. Rickard

Mr. Rickard informed the Commission of the College Place Comprehensive Plan process and fulfills the City's obligation to update the plan every 20 years. The Comprehensive Plan update reviews elements including land use, zoning, housing, the Capital Facility Plan, economic development, and Climate change & resiliency. Mr. Rickard asked the Commission to take the survey and share it with everyone they know, and invited the Commission to the upcoming Comp Plan Open House on October 28 from 4:00-6:30 at City Hall.

Discussion, Information: 3.02 FY 2026 to 2031 Capital Facility Plan - Mr. Carleton

Mr. Carleton provided an overview of the project prioritization within the Draft FY 2026-2031 Capital Facility Plan and outlined key upcoming projects.

Discussion, Information: 3.03 America's 250th in Washington State - Ms. Garcia

Ms. Garcia provided a brief overview of America's 250th and encouraged the Commission to decide if they would like to spearhead a project for the celebration next year.

4. Action Agenda

Action: 4.01 FY 2026 to 2031 Capital Facility Plan - Mr. Carleton

Mr. Carleton referred to the previously-presented Draft FY 2026-2031 Capital Facility Plan, stating there will be some minor additions, but the core of the CFP has been presented today.

Commission Member Lesmeister made a motion to recommend the FY 2026 to 2031 Capital Facility Plan to Council. Second by Member Alen and the motion passed 6-0.

5. Staff Reports

Discussion, Information: 5.01 2025 Halloween Trunk or Treat Plans - Ms. Garcia

Ms. Garcia provided an overview of tentative plans scheduled for the 2025 Halloween event to be held at City Hall on October 31, 2025 from 3-6PM.

Discussion, Information: 5.02 2025 Winterfest Plans - Ms. Garcia

Ms. Garcia provided an overview of tentative plans scheduled for the 2025 Winterfest and Light up the Avenue Parade scheduled for December 3, 2025 at City Hall and along College Avenue from 3-7PM.

6. Closing Items

Information: 6.01 Next Meeting: December 1, 2025

Procedural: 6.02 Conclude

Commission Member Lesmeister made a motion to conclude the meeting at 5:58 PM. Second by Commission Member Case and with no objection, the meeting concluded.

Approved:

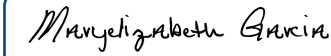
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Allison Peck – Chair

Attest:

Signed by:



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Maryelizabeth E. Garcia – City
Clerk

The foregoing minutes are the official record of the Economic Development, Tourism, and Events Commission meeting that occurred October 6, 2025. Further detail may be obtained by reviewing the actual audio recording made during this session.