

CITY OF ISSAQUAH
Economic Vitality Commission

5:30 PM
 February 15, 2023

MINUTES

Tibbetts Manor, 750 17th Ave.
 NW, Issaquah

COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT

Commissioners:

Chris Reichley, Chair
 Ashwin Muthuvenkataraman, Vice Chair
 Thomas Brown (excused)
 Therese Garcia (excused)
 Joan Probala
 Kymberly Lee
 AJ Taylor (excused)
 Christy Garrard

Administration/Staff:

Jen Davis Hayes, Economic Development
 Manager
 Juliana da Cruz, Economic Development
 Coordinator
 Farel Otieno, Economic Development
 Coordinator

Art Freas, Alternate (joined at 5:54 pm)
 Jennifer Larson, Alternate (excused)
 Nicoleta Mocanu, Alternate

CALL TO ORDER

REICHLEY called the meeting to order at 5:39 PM. Alternative members FREAS and MOCANU were moved into regular positions for this meeting.

APPROVAL OF MINUTES

- a) The minutes of January 18, 2023, were reviewed and approved as read.

PUBLIC COMMENTS

No public in attendance.

AGENDA ITEMS

- a) **Virtual Attendance Policy + Potential Rules Update (A)**

Presented by:

Tisha Gieser, City Clerk

Tisa Geiser shared the option of adding virtual attendance policy to the current rules as well as proposed rule changes to align the EVC rules with other boards and commission.

Commissioners discussed the benefit of having a limited option for virtual attendance at meetings. FREAS motioned, PROBALA seconded to accept all proposed changes to the EVC rules. The motion was approved unanimously.

- b) **Economic Development Plan Update RFQ (D)**

Presented by:

Jen Davis Hayes, Economic Development Manager

Jen Davis Hayes presented the reasons why the economic plan needed to be updated and shared the draft Request for Qualifications (RFQ) for input. Commissioners shared input to add more information in the background and purpose section about the opportunities around light rail and other benefits of Issaquah. Discussion about focused efforts to support Issaquah’s assets and metrics to measure impacts is important as well. An idea to have students do the plan as a project was mentioned. The EVC will serve as the plan steering committee. The RFQ will be published in March and will be shared widely, including with EVC members.

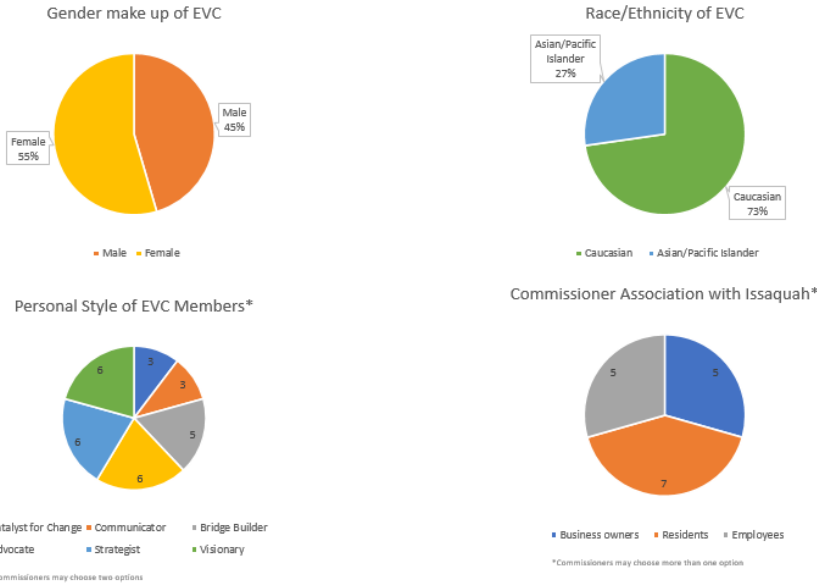
c) **Commissioner Matrix + Recruitment (D)**

Presented by:
Farel Otieno, Economic Development Coordinator
Juliana da Cruz, Economic Development Coordinator

Commissioners were asked to complete the board matrix to better understand the current level of interest, representation, and skills. This will be helpful to consider appointing new Commissioners.

Juliana da Cruz presented the findings and charts depicting the summary for Commission review and comment. Commissioners are encouraged to recruit members to help fill the voids of skills.

Who is the EVC Now?



Who is the EVC Now?



REPORTS

Industry Trends, Business Openings + Closures (I)

Presented by:
Chris Reichley, Commission Chair

No discussion.

City Council + Commission Committees (I)

Presented by:
Jen Davis Hayes, Economic Development Manager
Commission Committee Members

Juliana da Cruz provided an update about the Business Leadership forum planning. Save the date for Wednesday, May 10, 8 – 9:30 am.

City-wide Reports for Reference (I)

Presented by:
Jen Davis Hayes, Economic Development Manager

This document will be shared in each meeting packet to provide ease of access to City-related reports, resources, and other information important to our work. No discussion required unless there are questions. No questions were asked.

2023 Schedule (I)

Presented by:
Jen Davis Hayes, Economic Development Manager

Jen Davis Hayes shared the changed schedule with less joint meetings due to change of other workplans.

OTHER BUSINESS / ANNOUNCEMENTS

None.

ADJOURNMENT

The meeting was adjourned at 7:35PM.

The next meeting is currently scheduled for March 15, 2023.

INQUIRIES

Please contact Jen Davis Hayes at (425) 837-3414 or jenh@issaquahwa.gov.

(A) Action, (D) Discussion, (I) Information