

Meeting Information

CALL TO ORDER - ROLL CALL

1. ACTIVE AGENDA

- A. Jan., Feb., Mar. Meeting Minuet Approval

- B. SWOT Analysis of Sticky Notes

- C. Economic Development Plan

2. ITEMS FROM COMMITTEE MEMBERS

3. ITEMS FROM STAFF MEMBERS

4. FUTURE AGENDA ITEMS

- A. Next meeting will be April 2nd at 12:00 Pm in City Hall

5. ADJOURN

SUNNYSIDE COMMUNITY & ECONOMIC DEVELOPMENT MEETING
Meeting Minutes
January 9, 2024 at 12:00 PM

City Hall
818 East Edison, Sunnyside, Washington

CALL TO ORDER – 12:06 PM

ROLL CALL

MEMBERS	PRESENT	ABSENT
Chair Perla Zepeda	X	
Brittany Byma	X	
Leticia Sandoval	X	
Lori Gardner	X	
Maria Gricelda Chacon	X	
Karen Van De Graaf Erickson	X	
STAFF	PRESENT	ABSENT
Community and Economic Development Director, Trevor Martin	x	
City Planner, Sydney DeWees	x	
Council Secretary, Julia Heart	x	

1. ACTIVE AGENDA:

A. Discuss Economic Development Plan

Trevor Martin presented plan and members will review plan for March Meeting.

B. RLF Application

Trevor Martin presented RLF and members discussed missing criteria, business plan, and reasoning to grant the funding to applicant. Will have applicant present on the February meeting.

2. ITEMS FROM COMMITTEE MEMBERS:

3. ITEMS FROM STAFF MEMBERS

A. Small Business Resource Event

Trevor Martin & Sydney DeWees proposed a event where community members would have access to ask questions about RLF, provide input on SWOT analysis, and attain resources moving forward. Members provided input on what needs to be addressed during the event, provided feedback on itinerary, suggested RSVP, providing zoom option, have visuals for event, and to walk around the down town after next months meeting to invite businesses personally. Event will be February 15th at 11 AM- 1:30 Am and February 15th at 5 PM-7:30 PM.

4. FUTURE AGENDA ITEMS

5. ADJOURN– 1:12 PM

SUNNYSIDE COMMUNITY & ECONOMIC DEVELOPMENT MEETING

Meeting Minutes

February 6, 2024 at 12:00 PM

City Hall

818 East Edison, Sunnyside, Washington

CALL TO ORDER – 12:05 PM

ROLL CALL

MEMBERS	PRESENT	ABSENT
Chair Perla Zepeda	X	
Brittany Byma	X	
Leticia Sandoval	X	
Lori Gardner	X	
Maria Gricelda Chacon	X	
Karen Van De Graaf Erickson	X	
STAFF	PRESENT	ABSENT
Community and Economic Development Director, Trevor Martin	x	
City Planner, Sydney DeWees	x	
Council Secretary, Julia Hart	x	

1. ACTIVE AGENDA:

A. RLF Application for Shelby Moore

Shelby Moore presented her application for the Cities revolving loan fund for the business of Heartlink. Heartlink asked for \$50,000 with a 3-year payback plan. The loan would be used for paying 6 full time employees and 6 part time employees. Time allocated for presentation was 12:11 PM -12:29 PM

B. RLF Application for Ibrahim Mustafo

Ibrahim Mustafo presented her application for the Cities revolving loan fund for the business of Adams Wonderland. Adams Wonderland asked for \$50,000 with a 5-year payback plan. The loan would be used for capital improvements. Time allocated for presentation was 12:36 PM-12:48 PM

Discussion of the two applications included further review of application content and financial stability. Both applications were motioned to be presented to the City Council for approval of loan. Members countered Mustafo request of \$50,000 due to the business not being established for the loan terms.

Approval for Hearlink to be awarded \$50,000, in a 3-year payback period was motioned by Lori Gardner, seconded by Brittany Byma. Motion passed 6-1

Approval for Adams Wonderland to be awarded \$25,000, in a 4-year payback period was motioned by Brittany Byma, seconded by Karen Van Der Graaf Erickson. Motion passed 7-0

2. ITEMS FROM COMMITTEE MEMBERS:

3. ITEMS FROM STAFF MEMBERS

A. Small Business Resource Event

Trevor Martin & Sydney DeWees proposed a event where community members would have access to ask questions about RLF, provide input on SWOT analysis, and attain resources moving forward. Members provided input on what needs to be addressed during the event, provided feedback on itinerary, suggested RSVP, providing zoom option, have visuals for event, and to walk around the down town after next months meeting to invite businesses personally. Event will be February 15th at 11 AM- 1:30 Am and February 15th at 5 PM-7:30 PM.

4. FUTURE AGENDA ITEMS

5. ADJOURN– 1:12 PM

SUNNYSIDE COMMUNITY & ECONOMIC DEVELOPMENT MEETING

Meeting Minutes

March 5th, 2024 at 12:00 PM

City Hall

818 East Edison, Sunnyside, Washington

CALL TO ORDER – 12:06 PM

ROLL CALL

MEMBERS	PRESENT	ABSENT
Chair Perla Zepeda	X	
Brittany Byma	X	
Leticia Sandoval	X	
Lori Gardner	X	
Maria Gricelda Chacon		X
Karen Van De Graaf Erickson	X	
STAFF	PRESENT	ABSENT
Community and Economic Development Director, Trevor Martin	x	
City Planner, Sydney DeWees	x	
Council Secretary, Julia Hart	x	

1. ACTIVE AGENDA:

A. RLF Application for Brittan Moore

Brittan Moore presented her application for the Cities revolving loan fund for the business of Bobs Drive In. Originally asked for \$25,000 but due to the history of Bobs Drive in and financial stability of the two owners, Brittany Moore asked for a loan of \$50,000 with a 5-year payback plan. The loan would be used for paying the construction of a new outdoor space and general repairs around the building. Time allocated for presentation was 12:09 PM -12:32 PM

B. RLF Application for the Ileana Martines

Ileana Martines and Job Wise presented there application for the Cities revolving loan fund for the business of The Sunnyside Sun, Newspaper asked for \$50,000 with a 5-year payback plan. The loan would be used for relaunching the newspaper under new ownership. Time allocated for presentation was 12:33 PM- 12:56 PM

Discussion of the two applications included further review of application content and financial stability. Both applications were motioned to be presented to the City Council for approval of loan

Motion to present all 4 RLF applications to City Council on March 25th by Karen Van De Graaf Erickson, second by Leticia Sandoval

Approval for Bobs Drive In to be awarded \$50,000, in a 5-year payback period was motioned by Karen Van De Graaf Erickson, seconded by Lori Gardner. Motion passed 5-0

Approval for The Sunnyside Sun, Neewspaper to be awarded \$50,000, in a 5-year payback period was motioned by Lori Gardner, seconded by Leticia Sandoval. Motion passed 5-0

2. ITEMS FROM COMMITTEE MEMBERS:

Perla Zepeda asked for increased response from city staff with ribbon cutting. Offered herself to take responsibility.

3. ITEMS FROM STAFF MEMBERS

A. Proposed special meeting March 19th at 12:00.

4. FUTURE AGENDA ITEMS

SWOT sticky notes

CED article

5. ADJOURN– 1:26 PM

S.W.O.T REVIEW – Sunnyside

Strengths	Weakness
<p>Higher Population Location (Centrally Located) Weather (4 season and lots of sun) Strong Ag base Active Port District Diversity Job Market Revolving Loan Fund</p>	<p>Lack of Businesses Business Retention Perception of Crime (Is Sunnyside Dangerous to start a business?) Homelessness Recreational Activities Family/Adult Activities Childcare Business Literacy Lack of Housing Communication Barriers</p>
Opportunities	Threats
<p>Promote business and financial literacy Fostering City and business partnerships Main Street Program Expanding work with Economic Development partners Create business classes Easy access to nonprofits Room to expand Strong Ag base – the area can support Ag adjacent activities and jobs Ag convention Encourage Community activities Revolving loan funds Beautification of Property</p>	<p>Businesses moving out of Sunnyside Lack of housing Community is not always connected to resources Apathy (Nothing changes, so why should I care?) Lack of volunteers</p>