



MINUTES

Ellensburg Business Development Authority September 18, 2007

PRESENT: Bruce Tabb Doug Ryder Jerry Decker
 Fritz Glover Desmond Knudson Bob Titus
 Charlotte Tullos

ABSENT: Lynn Jenison

STAFF/GUESTS: Debbie Strand

I. Establish Quorum

The Ellensburg Business Development Authority (EBDA) met in the office conference room at 221 E 4th on Thursday September 18, 2007. Bruce Tabb confirmed that a quorum was present, and called the meeting to order at 5:30 p.m.

II. Minutes May 3, 2007 and May 31, 2007

Doug Ryder moved to approve both the minutes of the May 3, 2007 meeting and the May 31, 2007 Special Meeting. Fritz Glover seconded and the motion passed unanimously.

III. Financials

A. Approval of Checks

Treasurer Jerry Decker requested approval for May Operations checks 9828 through 9846 totaling \$10,787.82, Ryder seconded and the motion passed unanimously. For May Airport, Decker requested approval of checks 1454 through 1466 totaling \$14,455.40. Glover seconded and the motion passed unanimously. For June Operations, Decker requested approval of checks 9847 through 9862 totaling \$8,082.30. Ryder seconded and the motion passed unanimously. For June Airport, Decker requested approval of checks 1467 through 1470 totaling \$2,324.90. Titus seconded and the motion passed unanimously. For July Operations, Decker requested approval of checks 9863 through 9884 totaling \$9,419.04. Charlotte Tullos seconded and the motion passed unanimously. For July Airport, Decker requested approval of checks 1471 through 1479 totaling \$43,872.16. Knudson seconded and the motion passed unanimously. For August Operations, Decker requested approval of checks 9885 through 9905 totaling \$56,890.40. Tullos seconded and the motion passed unanimously. For August Airport, Decker requested approval of checks 1480 through 1483 totaling \$757.21. Glover seconded and the motion passed unanimously.

B. Review of current financials

Decker reviewed the financials noting that we remain less than budget for both revenue and expenses. Net revenues are greater than anticipated.

C. Final Audit Report

A copy of the Final Audit Report was mailed to each Board member. Based on recommendations from the Auditor, Economic Development Group now reimburses Ellensburg Business Development Authority for 50% of the payroll expenses when the expenses are incurred.

IV. Chairs Report

A. Resolution approving CERB Match

A Resolution was presented for approval. This Resolution is very similar to the one that was approved for the Comtronic project. The Board requested that Strand revise the Resolution to add language that rescinds Resolution 2007-1, which authorized the match for the Comtronic Project. Staff will revise and email a copy to the Board.

B. Vacant Board Position

Board members discussed the vacant Board position with no consensus. Suggestions were Ron Criddlebaugh and John Sinclair. Board members are to email additional suggestions.

C. Agreement for Operations

A draft agreement was distributed. A discussion followed with additional language proposed. Staff will revise and present for approval at next EBDA meeting.

V. Directors Report

A. CERB Funding Update

Debbie Strand presented the speculative building project to the CERB Board last Friday and received approval. It was very well received with little discussion from the Board. We will need to meet many of the same special conditions that were requested for the Comtronic project. Strand will begin to move forward with them. We should be getting a preliminary approval of funding in the next few weeks.

B. Tenant Updates

1. Aragorn Miglino voluntarily vacated the incubator on July 31 after we had moved through the entire eviction process. He owes EBDA close to \$1,200 in rent and we expended approximately \$1,000 in legal fees. After a discussion EBDA Board requested that Strand request our Attorney to file a judgment for costs incurred.

2. The Ellensburg Distillery moved into the bay vacated by Aragorn Miglino on August 1. This is a startup distillery that will make high-end whiskey. Ralph Bullock and Rusty Figgins own the business. Bullock has worked with Strand for some time with his other company, American Finishing Equipment. Strand is also working with Bullock on development of an industrial site owned by Bullock. Figgins is a winemaker at Cave B Winery in George.

3. Staff Activities

A written report was distributed.

VI. New Business

None

VII. Other Business

None

VIII. Announcements

None

IX. Adjourn

Meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Lynn Jenison, Secretary