



**MINUTES – SPECIAL MEETING**  
**Ellensburg Business Development Authority**  
**August 18, 2006**

**PRESENT:** Charlotte Tullos    Bruce Tabb    Lynn Jenison  
              Fritz Glover        Desmond Knudson    Bill Meyer        Bob Titus

**ABSENT:**     Jerry Decker        Doug Ryder

**STAFF/GUESTS:**    Debbie Strand        Sherry Luke        Joan Allyn        Ted Barkley

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**I.     Establish Quorum**

A special meeting of the Ellensburg Business Development Authority (EBDA) was held at the Bar 14 Restaurant in Ellensburg on Friday, August 18, 2006 to discuss constructing a building at the Airport pursuant to a client request. Chair, Charlotte Tullos, confirmed that a quorum was present and called the meeting to order at 1:40 p.m.

**II.    Airport Building Construction and Letter of Intent to Lease**

Strand gave an overview of this proposal and emphasized its highly confidential nature (not to be discussed outside of this Special Board Meeting). She reviewed the client, the business, future growth, requirements (square footage, building shell only, parking, close to CWU, and expansion potential), and completion target date. Funding is highly likely through CERB, the \$150,000 we received from Kittitas County's Sales/Use Tax Fund, or other possible sources. Strand is requesting approval to proceed.

Fritz Glover moved to authorize Debbie Strand to proceed with this project. Bruce Tabb seconded the motion, and after further discussion, the motion passed unanimously.

Further discussion included the following: lease rates, lease vs. building purchase by client, purchase at fair market value, the term of the lease (5 or 10 years), marketability of the building if client vacates, and estimated cost of the building (\$50,000) and overall budget (\$950,000). Based on discussion, minor changes were made to the Letter of Intent to Lease Real Property.

**III.   Adjourn**

The meeting was adjourned at 1:55 p.m.

Respectfully submitted, Lynn Jenison, Secretary