



**Present:** Craig Smith, Ric Byham, Grant Clark, Isa Harrison, John Perrie, Bruce Tabb, Nicalee Smith, Steve Townsend, Chad Youngquist  
**Staff:** Jim Armstrong, Sarah Truglio, Lindsey Ozbolt

Quorum was established. Meeting called to order at 2:35 p.m. by Craig.

**I. Agenda Motion** by Steve to approve the agenda amending the order of the meeting to review monthly business first and then conduct the strategic planning retreat. Seconded by John. Motion approved 7-2, Nicalee and Isa voted no.

**II. Minutes Motion** by John to approve the June Minutes. Seconded by Ric. Motion approved.

**III. Financials:**

- a. **New format of financials:** Lindsey presented overview of new format. Grant stated the new format is much cleaner; Steve agrees. Steve stated the board needs to determine what the reserve account should be. **Motion** by Nicalee to accept the new format of the financials. Seconded by John. Motion approved. **Motion** by John to carry discussion of Aging Report, Balance Sheet and Cumulative budget to next meeting. Seconded by Isa. Motion approved.

**IV. Old Business**

- a. **Incubator Update – Bio-Diesel & Ellensburg Distillery:** Sarah stated that the hearing date for Bio-Diesel is Monday, July 25<sup>th</sup>. We notified Bio-Diesel that all items needed to be removed by July 15<sup>th</sup> and any items remaining became property of the EBDA. Staff is now researching removal options. Sarah stated that Ellensburg Distillery provided the pink slip to a tractor as collateral, Dennison is redrafting the lease addendum for Ralph to sign.
- b. **Incubator Roof and Swamp Coolers:** We need a new roof. Swamp coolers were turned on and the roof started leaking into numerous bays. The roof is also leaking when we have rainstorms. Tenants are understanding so far. **Motion** by Ric to approach the City to repair roof and if there is an emergency process. Seconded Bruce. Motion approved. Board asked where the insurance liability is, with EBDA or City?
- c. **Vacant Spaces at Airport & Incubator – Update:** There are currently no vacancies at the Incubator. Ellensburg Distillery will be vacating by end of August and we have someone inline for the space. There are currently two vacancies at the Airport. The fire service company that was given approval for the smaller bay is waiting on their contract with the state prior to moving in, their application has been approved.

**V. Good of the Order:**

- a. Steve stated the Kennedy Mohn study for the downtown hotel project is underway. They were in town on July 13<sup>th</sup> and it is expected the study will be complete in the next couple of weeks.

**VI. Strategic Planning Retreat:**

- a. Began at 2:55 p.m.

**VII. Adjourn** - Meeting adjourned at 5:37 p.m.