

# AGENDA

## Northeast Public Development Authority

5/10/2019

**1:00 PM to 3:00 PM (returning to the normal meeting time)**

Location: City of Spokane, **Tribal Conference Room Lobby first floor** (no security sign-in needed), 808 W Spokane Falls Blvd, Spokane, WA 99201

Attendees: Northeast Public Development Authority Board of Directors

### Draft Discussion Items:

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1:00 pm to 1:05 pm	<b>Welcome &amp; Introductions *Note Executive Session Below</b>
1:05 pm to 1:10 pm	<b>Approval of <a href="#">Minutes from March 8, 2019</a></b>
1:10 pm to 1:55 pm	<b>Project Updates</b> <ul style="list-style-type: none"><li>• City/County Industrial Street Standards—Brandon with ICM (30minutes)</li><li>• Reaffirm and vote on funding allocation from 2018 (5minutes)</li><li>• Esmerelda Commerce Park update (5minutes)</li><li>• City/County Inter Local Agreement (5minutes)</li></ul>
2:00 pm Executive Session	<b>Evaluation of qualifications of applicants for public employment- NEPDA Executive Director</b>
Immediately following Executive Session	<b>Notable items Closing/around the room</b>

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NOTES: Next Meeting – June 14, 2019, 1-3 PM **Tribal Conference Room Lobby**

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

# NORTHEAST PUBLIC DEVELOPMENT AUTHORITY

## Minutes

**March 8, 2019**

Meeting Minutes: Meeting called to order at 2:00 PM

### Attendance:

- Board Members Present: Anthony Carollo (Chair), Josh Kerns, Cheryl Stewart, Scott Simmons, Laura McAloon, Mike Fagan, Craig Riley
- Board Members Not Present: Nicole Hydzik
- Staff Members Present: Teri Stripes, Amanda Winchell, Heather Trautman, Pam Bergin

### Welcome & Introductions:

Minutes from the February 8, 2019 meeting approved with edits.

### Project Updates:

#### 1. State of the County Reflection

- Partnerships was the focus of the State of the County. The event was recorded and there it should be shared within the next week.
- Teri Stripes said that she will send out the video once it's available.

#### 2. Esmerelda Commerce Park Update

- Dave Steele is working with WSDOT to move the utility line. Some plots of land are still in the process of being vacated.
- James Richman is working on the development agreement.
- Teri Stripes is working on the City-wide significance application.
- Scott Simmons and the integrated capital management team has been proactive and innovative in their anticipation of possible construction challenges.
- The City of Spokane has been working closely with Larry Stone and WSDOT to develop a plan...

#### 3. Beacon Hill Project

- Pete Beacon's loan is near closing and he is finalizing the Boundary line adjustment for the parcels for finalizing the financing.
- CM Fagan brought to the boards attention that there is Natural Spring in the southeast corner of Beacon Hill, that creates a significant run off into neighboring properties flooding some basements. This might be an issue that rises during the progress of the Beacon Hill Development.

#### 4. City County Street Standards

- Brandon Blankenagel will be providing an update on this project during the April 5 meeting.

### Hiring Process for NEPDA Executive Director

#### **Contracting with Greater Spokane Incorporated (GSI)**

- GSI would need one person to participate in the interview and hiring board.
- The employee would legally work for GSI but work performance and tasks would be assigned by the Northeast Public Development Authority Board.
- GSI would offer a desk/phone/access to the copier and conference room. The employee's benefits would be offered by GSI.
- Laura would like to see the employee's office space be in the Hillyard neighborhood if possible.
- Discussed adding a clause to the contract that would limit the ability to "poach" each other's projects.
- Would like to see a clause in the contract that would be a no compete clause for a certain number of years.
- Would like to see the Director of the NEPDA be self-sufficient as soon as possible.

**Motion made to include a Greater Spokane Incorporated (GSI) staff person to the interview committee.**

**And have this individual chosen by the NEPDA committee. Motion seconded by Scott Simmons.**

**Discussion ensued. Motion passed unanimously.**

- Requesting an estimate be provided to the board regarding the cost of the contract as discussed.
- Discussed establishing an interview committee, and starting with telephonic interviews

Cheryl made a motion to have the review committee complete telephonic interviews with the top candidates for the NEPDA director position, based on the review committee's top selection the top two or three candidates will be interviewed by the interview committee. Motion seconded by Laura. Motion passed unanimously.

**City/County Interlocal Agreement-Map**

- Teri Stripes presented the current map of the City/County new revenue sharing district that a legal description is being developed.

**Dismissed for executive discussions executive session ended at 3:21**

**Meeting Adjourned at 3:22**

Next NEPDA Meeting is scheduled for April 12, 2019 and will be held in the City Hall Lobby in the Tribal Room at 1:00 pm

DRAFT