

AGENDA

Northeast Public Development Authority

8/9/2019

1:00 PM to 2:30 PM

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:

1:00 pm to 1:05 pm	Welcome & Introductions
1:05 pm to 1:10 pm	Approval of Minutes from July 12, 2019
1:10 pm to 2:00 pm	NEPDA Executive Director Update—David Guthrie <ul style="list-style-type: none">• Community Outreach• Council Amendment• Bank Accounts• Insurance Coverage• Draft Procurement policy• Board Members• Office location• Advantage Spokane• Maker Space / workforce training• City of Spokane 2020-2025 Capital Plan• Top 10 Focus: Environmental, Infrastructure, Workforce, Community
2:00 pm to 2:30 pm	Project Updates <ul style="list-style-type: none">• Beacon Hill Update• IPG Ecology Grant
2:30 pm	Notable items Around the Room Closing

NOTES: Next Meeting – **TBD or September 13, 2019, 1-2:30 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

July 12, 2019

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

Attendance:

- Board Members Present: Anthony Carollo (Chair), Laura McAloon, Craig Riley, Nicole Hydzik, Scott Simmons, Mike Fagan
- Board Members Not Present: Cheryl Stewart
- Staff Members Present: Teri Stripes, Amanda Winchell
- Guests Present: Charles Hansen, CM Breean Beggs, David Guthrie, Ed Lukas, Nick Czapla, Pete Rayner,

Welcome & Introductions:

Minutes from the June 14, 2019 meeting approved unanimously.

NEPDA Executive Director Introduction & Update

- David Guthrie introduced himself to the board and provided an update on the projects he has been working on since he filled the role as NEPDA Executive Director.
- Director Guthrie has started the process to open a bank account.
- Breean Beggs shared council concerns with the GSI Contract employing the NEPDA Executive Director due to potential conflict of interest with GSI's organizational goals possibly competing with the NEPDA and City's goals. Council would like to see the director be an independent employee by January 1, 2020. Board members continued to discuss the current contract and the desire to become more independent.

Project Updates:

1. Esmerelda Commerce Park update

- LB Stone Properties shared an update on the commerce park project they have begun in the yard. The project is delayed due to complications with a +/- 100 year old water pipe that runs through the property, and legal status of right-of-way on the north and south sides of the Esmeralda site. This pipe is part of the WSDOT project and the replacement is out for bid. Construction is expected to start in the Spring of 2020 with a 100,000 SF building.

2. City/County Inter Local Agreement & Board Formation

- County has withdrawn from the negotiations toward moving forward with an inter-local agreement. The NEPDA's agreement will be reconfigured to move forward without the County. The City is working with City Legal to draft create a Revenue District including only the City, which will be retroactive to January 1st 2019.
- David Guthrie and Terri Stripes will be working on redefining board positions and adjusting the bylaws to eliminate the County seat on the board.
- Board continued discussion regarding the issues surrounding the failed agreement.
- Anthony advised the board that County Commissioner Josh Kerns has resigned from the board.

3. Advantage Spokane

- There is a meeting next week, GSI is updating the Select Spokane website and moving to Advantage Spokane. The website will be designed around information that company site selectors are looking for when constructing new locations

- NEPDA will have a spot on the board when it comes to developing the Advantage Spokane website. This will be a benefit to the NEPDA because it offers the board an opportunity to advertise the resources they have to offer to potential incoming businesses.

4. IPG Ecology Grant Update

- The consultants are starting sampling of the City Ranch site by the end of this summer. They need to sample in and around the asphalt pile, Scott's team will be helping move the asphalt so that it can be sampled.
- Marcia Davis with the City of Spokane's Integrated Capital Programs is looking into storm water solutions. Site sampling plans will also need to be conducted in order to ensure that the storm water placement is sufficient.
- Developing what the cost is to have businesses to opt into a regional system. They will establish a cost/benefit report for businesses to consider.
- Wrapping up next year.

5. Review November 9, 2018 "Top 10" list

1. Industrial street standards-Brandon Blankenagel with integrated capital management has started establishing industrial street standards.
2. Property Aggregation proposed-discussion identified that some businesses may want to aggregate properties in order to have a larger property.
 - Scott Simmons suggested that vacating Alleys should be on the top 10 list
 - Board discussed hiring their own legal counsel.

Scott makes a motion to authorize Laura McAloon to seek out and recommend legal counsel for the NEPDA, motion seconded by Craig Riley, motion passes unanimously.

3. Improving Wellesley-Board discussed asking adjoining property owners to help pay for the improvements through an LID. Discussion included spending \$100,000 towards the design of Wellesley, which is needed to prepare a cost estimate. The property owners benefiting from the LID will share the costs.
 - Top 10 list moved to the next meeting due to time constraints.

Beacon Hill Update

- Pete Raynor provided an update to the Beacon Hill Project. Broke ground in the spring. Permits have been applied for with the City of Spokane. Spokane Clean Air approved their permit.
- Receiving offers for the apartment sites.
- Working closely with the city and county to establish building permit requirements. Currently running into issues with fire code and water system requirements.

Discussion continued about establishing banking procedures. The board would like appoint a treasurer and bank signers.

Scott Simmons nominated Craig Riley for treasurer, motion seconded Laura McAloon, motion passed.

According to the board's bylaws, the signers will be the chair and vice chair, and Executive Director.

Scott Simmons makes a motion to authorize David Guthrie to open a bank account for the benefit of the NEPDA motion seconded by Laura McAloon, motion passed unanimously.

Scott Simmons makes a motion for David Guthrie to work with City staff to move funding from the City to the NEPDA bank account. Motion seconded by Laura McAloon, motion passes unanimously.

Meeting Adjourned at 2:41

Next NEPDA Meeting is scheduled for August 9, 2019 and will be held in the City Hall Lobby in the Tribal Room at 1:00 pm