

AGENDA

NORTHEAST PUBLIC DEVELOPMENT AUTHORITY (NEPDA) REGULAR BOARD MEETING

Date: March 12, 2021

Time: 10:30 AM to Noon (Pacific Time)

Location: Zoom Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/84649921163?pwd=MnA0WDhvNXE5ZE9VQmlucmVFUHVBT09>

Meeting ID: 846 4992 1163

Passcode: 191969

One tap mobile

+12532158782,,84649921163#,,,,*191969# US (Tacoma)

Attendees: Northeast Public Development Authority Board of Directors, Invitees and Guests

Discussion Items:

10:30 am to 10:35 am **Welcome & Introductions**

10:35 am to 10:40 am **Approval of Minutes:** Approval of Regular Meeting Minutes from February 12, 2020

10:40 am **Public Comments:** None scheduled

10:40 am to 11:40 am **Executive Director Updates**

- Hillyard Merchants Association
 - Grants
 - Next Steps
 - Downtown Hillyard Trees
- Trademarks
- Webmap update
- Employment Security Department
- Advantage Spokane
- Federal Appropriations – Northeast Revitalization
- 2021 Top 10
- 2021 Budget

11:40 am to 11:55 pm **Action Item No. 1: Resolution No. 2021-006: A RESOLUTION** of the Northeast Public Development Authority to approve the bylaws of the Hillyard Merchants Association.

11:55 am to 12:00 pm **Notable items, Around the Room, Closing**

NEXT MEETING: April 9, 2021, 10:30 AM to Noon. By Zoom, or at the Northeast Community Center, 4001 N Cook Street, Spokane, WA 99207 (south conference room, lower level).

AGENDA

DISCLOSURES

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.

EXECUTIVE SESSION: An Executive Session may be called during the meeting. The purpose must be announced and is limited by RCW 42.30.110. Examples include: (1) to discuss with legal counsel litigation, potential litigation and/or legal risks (RCW 42.30.110(1)(i)); (2) to consider the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price (RCW 42.30.110(1)(b)); and (3) to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price (final action selling or leasing public property shall be taken in a meeting open to the public)(RCW 42.30.110(1)(c)).

NORTHEAST PUBLIC DEVELOPMENT AUTHORITY

Date: February, 12, 2021

Meeting called to order: 10:30 AM

Location: Board Members and Public attendance via Zoom.

Welcome and Introductions

Commissioner Kerns called the meeting to order at 10:30 AM. He noted that a quorum was present.

Attendees:

NEPDA Board of Directors

- Josh Kerns
- Michael Cathcart
- Cheryl Stewart
- Cindy Wendle
- Scott Simmons

Not in attendance:

- Jordan Tampien
- Gerry Gemmill

Board Staff

- David Guthrie, Executive Director
- Megan Clark, Legal Counsel

Guests

- Ron Valencia, Spokane County
- Shae Blackwell, City of Spokane
- Eric Hansen, Tilladelse

Approval of Minutes

Commissioner Kerns asked if anyone was opposed to approving the Regular Board Meeting Minutes from January 8, 2021. Hearing no objections, a motion was made by Cindy Wendle to approve the minutes. The motion was seconded by Cheryl Stewart. The motion passed unanimously.

Public Comment:

Eric Hansen of Tilladelse updated the board on the new NEPDA (Make It Spokane), and Hillyard Merchants Association (Spokane Made) websites. The former is at www.makeit Spokane.com, and the latter is at www.spokanemade.com. He noted that while the sites are live, Tilladelse continues to work with the Executive Director to refine and add content, including resources to support the Hillyard business community. Eric explained that the key stakeholders who will visit the site are businesses, developers, site selectors, and grant funders. He also advised that they have very sophisticated analytics, which tracks user traffic, and which will allow the NEPDA to “mature” the website content based on user experience.

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David Guthrie noted that he and Megan Clark are working on a privacy policy to add to the website, to ensure users are informed about the data we collect.

Cindy Wendle asked how this site will interface with other Spokane marketing assets, including Advantage Spokane, S3R3, Ignite, and others. David Guthrie responded by saying that Tilladelse is preparing a proposal to update the NEPDA webpage on the Advantage Spokane site. We have discussed linking to the City of Spokane website, but we have not considered linking to Ignite. David noted that he would discuss this scope of work with Tilladelse. Josh Kerns and Cheryl Stewart congratulated Tilladelse for their work, and noted that the websites, while not completely finished, looked very good.

Michael Cathcart questioned whether there is a real estate search feature on the Make It Spokane site. Eric confirmed that an excellent webmap tool will be included, and it's nearly complete. GIS data was developed by an NEPDA intern, which is the source for the webmap (layers). There are a few problems with the data that have to be corrected. This feature will allow a user to search for specific size parcels, by zoning, assessor data, utilities such as water and sewer, etc. The Executive Director explained that one of our goals is to provide as much property data as possible at a single website location, which will help developers, builders, businesses, and site selectors determine the suitability of each parcel. In the future, we will add a list of "shovel ready" sites in the NEPDA, and aggressively market these sites to a targeted group of businesses who may be considering relocating to Spokane. Michael suggested that we add something on page 1 of the site to entice people to provide their email, so we can improve our communication and outreach.

Eric then explained the Spokane Made website. Board discussion ensued. Michael Cathcart appreciated how businesses are highlighted, but questioned is this for B2B or B2C. Eric at Tilladelse said, it's for both. Michael asked whether this only included businesses inside the NEPDA, or the entire northeast Spokane area. The Executive Director noted that we only included GIS data for parcels within the NEPDA, but this could be expanded at a later date. Councilman Cathcart also recommended adding text and images showing how cool the area is now, but also describing a bright vision for the future. Josh Kerns reiterated the need to link to other regional marketing sites, and asked what the next step is. The Executive Director explained that we need to prepare and submit grants to secure funding for the Merchants Association. We also need to identify a new Merchants Association board. Scott Simmons asked how much time it will take to write the grants. David acknowledged that grant writing is time consuming, and it may be prudent to hire a consultant to assist. We will need to piece together at least three, and as many as 6 grants to secure adequate funding for association operations.

Board Updates

Action Item No. 1: Resolution No. 2021-001: A RESOLUTION of the Northeast Public Development Authority to defer a Vote on the election of new Officers to the February 2021 NEPDA Regular Board Meeting (voted on in January 2021 Regular Board Meeting).

After board discussion, Megan Clark advised that this motion had been approved at the January Regular meeting. Therefore, no additional action is required.

Action Item No. 2: Resolution No. 2021-002: A RESOLUTION of the Northeast Public Development Authority to approve the election of Officers, including Board Chair, Vice Chair, Treasurer and Secretary

After board discussion, Megan Clark advised that this motion was approved at the Regular Board Meeting in January. Therefore, no additional action is required.

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Action Item No. 3: Resolution No. 2021-003: A RESOLUTION of the Northeast Public Development Authority to authorize the Board Chair to prepare and submit a letter to legislative officials supporting continued funding for the North Spokane Corridor and Wellesley Interchange.

After board discussion, a motion was made by Scott Simmons. The motion was seconded by Michael Cathcart. The motion passed unanimously.

Action Item No. 4: Resolution No. 2021-004: A RESOLUTION of the Northeast Public Development Authority to authorize the Board Chair to prepare and submit a letter to the City of Spokane requesting the City proceed with the design of right-of-way improvements to Myrtle Street and Rowan Avenues, a cost estimate related to the road design and related improvements, and any matters required to construct the proposed right-of-way improvements which are expected to revitalize northeast Spokane.

After board discussion, a motion was made by Michael Cathcart. The motion was seconded by Cheryl Stewart. The motion passed unanimously.

Action Item No. 5: Resolution No. 2021-005: A RESOLUTION of the Northeast Public Development Authority authorizing the Executive Director to submit grant applications to various foundations and other potential funding sources for the purpose of securing grant funding to support the Hillyard Merchants' Association operations.

After board discussion, a motion was made by Cheryl Stewart. The motion was seconded by Michael Cathcart. The motion passed unanimously.

Action Item No. 6: Amended Resolution 2020-011: A RESOLUTION of the Northeast Public Development Authority to authorize and direct the Executive Director to submit an Integrated Planning Grant to the Washington State Department of Ecology

After board discussion, a motion was made by Michael Cathcart. The motion was seconded by Cheryl Stewart. The motion passed unanimously.

Executive Director Updates

The Executive Director provided the following updates:

- Wellesley Ave. Reconstruction – grant application still pending. David Guthrie advised that while WSDOT had provided a letter of support, allowing the NEPDA to use the NSC/Wellesley interchange work as a local match for a EDA, TIB or BUILD grant, which had also been confirmed by Bill White with T-O Engineering, Teri Stripes with the City of Spokane, and the prior EDA director for the region (Richard Berndt), the new acting EDA director for the region indicates the NSC funding may not be used as a local match for an EDA grant application. The EDA has confirmed that the NEPDA is in an EDA Opportunity Zone, which means we qualify for a 20% local match instead of 30%. This reduces the required local match to approximately \$660,000, or 20% of \$3.3M (grant request).

The Executive Director explained that he and Mr White were told by Mr Berndt that it was not the EDA's preference to use NSC funding as local match, but it was allowed. The Executive Director noted that our transportation engineer, Bill White (T-O Engineering), recommends not asking the prior EDA director for the region to explain "what changed?" Mr. White believes that confronting the EDA may irritate key decision makers in the organization, potentially adversely impacting the NEDPA's ability to secure grant funding in the future. The Executive Director expressed frustration with Bill White's recommendation, and questioned why we should not be

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able to challenge this. After all, the NEPDA spent time, effort, and capital, pursuing a grant application plan, which was based on the representations made by the EDA, which are now apparently no longer correct. After discussion, the NEPDA board agreed that it was acceptable to ask the prior EDA regional director, “What changed?”

Additional discussed ensued about how to fund the “local match” of approximately \$700,000. The Executive Director reminded the board that LB Stone, developer of Esmeralda Commerce Park had requested a delay in the completion of Phase 1, from 2021 to 2028. The board agreed that a delay of this duration was not acceptable. Scott Simmons reiterated our (City/NEPDA) strong support for the Esmeralda project. The board agreed, it is an important catalyst project for northeast Spokane, and that we want to do whatever we can to encourage rapid development of the site.

- Myrtle & Rowan Avenue Design – The Executive Director explained that the City of Spokane had prepared preliminary road plans for Myrtle Street, between Wellesley and Francis, and for a two block section of Rowan Ave, generally between Freya and Florida. Guthrie asked if the board had questions about the design. Hearing no questions, he explained that right-of-way will have to be acquired, and that community outreach with all affected property owners will need to occur shortly, subject to lifting of Covid meeting restrictions. We need to explain the project in detail to ensure widespread understanding and support.
- Integrated Planning Grant - Dept. of Ecology submitted – David Guthrie noted that the NEPDA had submitted a \$200,000 IPG grant to be used for environmental assessment and planning on one catalyst site, located at 3011 E Wellesley. In addition, the grant, if awarded, we would be used to conduct an extensive community outreach and planning effort to engage the northeast community in the creation of a Vision to Action Plan. This planning process would include public meetings and design charrettes, allowing the community to have a “voice in the process,” which is something the greater Hillyard neighborhood has historically lacked. Guthrie explained that the Vision to Action Plan is also a key planning document that will be used to secure additional grant funding, for new public improvements, in or near downtown Hillyard. Additional public investments should attract new private investment. We have seen this occur in other parts of the City, e.g. South Perry, North Monroe, and more recently, East Sprague.

Guthrie explained that the IPG grant was dependent upon the NEPDA’s ability to secure the site, which is dependent upon the City’s ability to foreclose on the property. The City has tax, demolition and abatement liens on the property. The property averted tax foreclosure in late January, by paying the most delinquent taxes owed. If the City does not take title to the property, the NEPDA has no way to control or acquire the site, jeopardizing the IPG grant. Scott Simmons indicated he would discuss the City’s plans with City attorney, Mike Ormsby.

- NSC Letters of Support - The Executive Director explained that Board Chair Kerns had sent letters to the members of the State legislature Transportation Committee supporting continued NSC funding.
- SAO Audit Results – The board was advised that the NEPDA had successfully completed its 2019 audit by the State Auditor’s Office. The board was asked to review the SAO audit results.
- Gonzaga University / Innovation Collective. – Mr. Guthrie updated the board about recent meetings between the NEPDA, Zone Project, Gonzaga University, and the Innovation Collective. Gonzaga has expressed interest in helping facilitate an Innovation Collective in northeast

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Spokane. The Innovation Collective continues to express strong interest in Hillyard. At this time, Gonzaga is not offering any financial support, and the Innovation Collective is expanding across the United States.

- BNSF – the board was advised that the Executive Director met with the BNSF government affairs staff, to discuss grant funding for the Hillyard Merchants Association, and redevelopment of their 60+ acre NEPDA site. BNSF refused to commit to either item. He also explained that the BNSF Real Estate Department had also refused to discuss redevelopment of their NEPDA site. In Mr Guthrie’s opinion, due to the known and suspected contamination on the site, it’s apparent that BNSF has no interest in redeveloping their property, which would require full environmental clean-up. This is a “can of worms” they have no interest in opening.
- 2021 Top 10 – due to time constraints, further discussion about the NEPDA 2021 Top 10 (priorities) was deferred to the next meeting. The Executive Director explained that since at least 2018, the Board formalized a Top 10 list, and asked the current board to review draft suggestions, which were attached to the board meeting invitation.

Notable Items, Around the Room, Closing

None

NEXT MEETING: March 12, 2021, 10:30 AM to Noon. By Zoom, or at the Northeast Community Center, 4001 N Cook Street, Spokane, WA 99207 (south conference room, lower level).

Meeting Adjourned: 12:06 PM