

AGENDA

NORTHEAST PUBLIC DEVELOPMENT AUTHORITY (NEPDA) REGULAR BOARD MEETING

Date: November 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

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

Discussion Items:

10:30 am to 10:35

Welcome & Introductions

10:35 am to 10:40 am

Approval of Minutes: Approval of Meeting Minutes from September 17, 2021 (there was no meeting in October).

10:40 am to 10:50 am

Public Comments: Teri Stripes, City of Spokane; Cyrus Gorman & Chris Gdak, Stantec. Teri will provide an overview of the City's EPA grant application, which will focus on housing and job creation in northeast Spokane.

10:50 am to 11:00 am

Board Member Updates:

ARPA Update: City and County update on status of American Rescue Plan Act funding priorities and requirements.

11:15 am to 11:30 am

Executive Director Updates

- Business Cluster Analysis
 - Targeted outbound email campaign
- Beacon Hill update – Vistas Plat extension
- East Wellesley Ave. - Grant Update
- Tax Incentives for small manufacturing businesses in City and County
- North NEPDA Expansion Analysis RFP
- Public Affairs Strategy & Implementation RFP
- Grant Assistance RFQ

11:30 am to 11:45 pm

Resolution 2021-017

A RESOLUTION of the Northeast Public Development Authority (the "NEPDA") to authorize the Executive Director to prepare and issue a request for proposal to select qualified companies for public affairs strategy and implementation in support of the NEPDA in securing grant funding for the 2021 legislative session related to the prospective design, engineering, and acquiring of right of way for certain roads connecting to the North Spokane Corridor.

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Resolution 2021-018

A **RESOLUTION** of the Northeast Public Development Authority (the “NEPDA”) to authorize the Executive Director to prepare and issue a request for proposal to select qualified companies to conduct a feasibility study exploring an expansion of the NEPDA north of Magnesium Road.

Resolution 2021-019

A **RESOLUTION** of the Northeast Public Development Authority (the “NEPDA”) to authorize the Executive Director to prepare and issue a request for proposal to select a qualified planning and design consultant to assist with the preparation of transportation and infrastructure funding grants in support of the NEPDA in securing grant funding for the 2021 legislative session related to the prospective design, engineering, and right-of-way acquisition for a grid network of Complete Streets connecting to the North Spokane Corridor.

11:45 to 12:00 pm **Executive Session**

12:00 pm **Notable items, Around the Room, Closing**

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

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: September 17, 2021

Meeting Time: 10:30 AM

Location: Board Members and Public attendance via Zoom.

Welcome and Introductions

Vice-Chair Cathcart called the meeting to order at 10:32 AM. He noted that a quorum was present. He explained that Board-Chair Kerns was not able to attend the meeting.

Attendees:

NEPDA Board of Directors

- Michael Cathcart
- Cindy Wendle
- Scott Simmons
- Marlene Feist

Not in attendance:

- Josh Kerns
- Cheryl Stewart
- Jordan Tampien

Board Staff

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

Guests

- Ron Valencia, Spokane County
- Shae Blackwell, City of Spokane
- Computing For All – Ritu Bahl

Approval of Minutes

Councilman Michael Cathcart asked if anyone was opposed to approving the Regular Board Meeting Minutes from August 13, 2021. Hearing no objections, a motion was made by Scott Simmons to approve the minutes. The motion was seconded by Cindy Wendle. The motion passed unanimously.

Public Comment:

The Executive Director introduced Ritu Bahl, a principal and founder of Computing For All. Mr. Guthrie noted that Computing For All (CFA) is a non-profit organization dedicated to developing the future of tech talent through inclusive, employer-driven education. Since its founding in 2015, they have worked to break down systemic barriers that prevent youth and young adults of all races, genders, and cultural backgrounds from launching tech careers. Guthrie advised the board that the NEPDA had reached out to Computing For All to discuss the possibility of creating a IT training program in northeast Spokane, in conjunction with The Zone Project and Northeast Community Center. He also reminded the board that he is on the governance committee for a northeast Spokane initiative called Pathways to Employment, which

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is designed to facilitate education and training in three core areas, 1) medical careers, 2) construction trades, and 3) IT, which ultimately provide a pathway to a livable wage. The Zone and NEPDA have discussed an introductory IT-web development training program with an initial group of single mothers with children living below the poverty line, in northeast Spokane. Computing For All has indicated their interest in conducting a pilot program with a small group of women in January 2022, to evaluate some of the barriers which have to be overcome, e.g. languages, cultural issues, childcare, and transportation.

Ms. Bahl presented an overview of the program, and noted that they have been successful throughout the state in offering education programs, including certifications and job placement. They have received funding from the City of Seattle, the National Science Foundation, and many private companies, such as Bank of America, Facebook, T-Mobile and others. According to Ritu, it's critical to have a group of employers participate in the process, who will mentor and hire program graduates, and offer students real world problems to work on. Scott Simmons explained that the County has been working on developing an educational program for at-risk youth. This program is focused on teaching skilled trades in the construction industry. He noted that an IT program for at-risk youth Countywide could be very exciting. Ritu explained that a lot of their work to date has been with disadvantaged and or at-risk youth, and they would be happy to discuss opportunities to expand their program in the County. Cindy Wendle asked about their experience in eastern Washington. Ms. Bahl noted that CFA has worked in multiple eastern Washington Cities and Counties. CFA has funding from the State to work in all Washington State counties, and has been approved as an apprenticeship program in the State. The board acknowledged the challenges and exciting possibilities of the educational program, along with its commitment to support Computing For All, as it develops an IT focused educational pathway for residents of northeast Spokane.

Board Updates

ARPA. The Executive Director asked for a board member update regarding the potential distribution of American Rescue Plan Act (ARPA) funds. Scott Simmons explained that the U.S. Treasury has not provided any additional guidance regarding allowable uses for ARPA funds. Scott also explained that the draft Treasury rules had become very complex, and that a number of counties nationally were debating whether to return the ARPA funds as a result. He noted that members of Congress were aware of the problem, and may intervene to simplify the ARPA distribution rules Cities and Counties must comply with. Marlene Feist agreed with Scott, and noted the City lobbying team had expressed similar comments.

Michael Cathcart explained the City has not received new information from the U.S. Treasury Department. He noted that the City hired a community engagement coordinator to help manage the ARPA application process. Cindy Wendle suggested that we create a schedule of funding priorities for board use, regardless of the outcome of ARPA funding. David Guthrie noted that a list had been provided to Councilman Cathcart, who submitted the list of priorities to Council. Mr. Guthrie said that he would provide a copy of the list to the full board.

Esmeralda Commerce Park (ECP). Marlene Feist updated the board on status of the City of Spokane and LB Stone Esmeralda Commerce Park (ECP) Development Agreement. Specifically, the allocation of \$1.25 million for public infrastructure reimbursement at ECP. She noted that if LB Stone does not comply with the terms of the agreement by 12/31/21, they will be in default, and the City will formally terminate the Agreement. If and when the developer defaults, and the Agreement is terminated, the \$1.25 million previously committed to ECP will be available for other "infrastructure" investments within the NEPDA. Marlene advised the board that any non-infrastructure related uses of these funds will require City Council approval.

Executive Director Updates

- Computing For All – The Executive Director asked if there were any additional questions or concerns about NEPDA support for CFA. No questions or concerns were noted.
- Washington State Transportation Commission (WSTC) – Guthrie explained that he will present NEPDA transportation needs to the WSTC in the near future. He reviewed the presentation with the board, and asked for comments. Michael Cathcart commented that the presentation looked great. There were no other comments
- Marketing - Mr. Guthrie noted that Covid had slowed our video interview work. The principals at Brand New Consulting, who are helping manage NEPDA videos and related marcom work, were both hospitalized due to Covid. David has recovered, while Susan is still in the hospital. Guthrie noted that our social media channels are being updated weekly, including posts to Facebook, Instagram, LinkedIn and Twitter. We have also added links to our social medial channels on our websites. We are also working on identifying critical clusters of existing businesses in the NEPDA, and similar or compatible businesses regionally and in western Washington, which we will target for recruitment.
- North NEPDA Expansion Analysis RFP – The Executive Director explained that he had presented a concept to Commissioner Kerns, Scott Simmons, and others at the County. The concept involves expanding the NEPDA boundary north of Magnesium Road. David noted that the area would provide large tracts of developable land, which we don't have in the NEPDA. The benefits of the expansion area include; close proximity to the NSC and Parksmith Interchange, industrial zoning, approximately 400 acres of generally level land, and only 5 or 6 property owners. The Executive Director would like to solicit proposals from a limited group of engineering firms to help the NEPDA evaluate the feasibility of extending infrastructure to the proposed expansion area.

Michael Cathcart asked for a map of the proposed expansion area. David Guthrie said he would send the map and related data to the board. Michael asked if we were prepared to proceed with a vote on a resolution to approve. Guthrie suggested that the board wait to vote until Commissioner Kerns is in attendance. Scott Simmons asked for a presentation of the plan for the board. Mr. Guthrie explained that a meaningful presentation will require additional information, and the assistance of an engineering firm. We need to understand where utilities are located, who the purveyors' are, utility capacity, distances required to extend services, right-of-way required, etc. David noted that Commissioner Kerns liked the concept, subject to further analysis and discussion. Cindy Wendle suggested that some of the land area should be utilized for housing and commercial uses. The need for housing is acute.

- Public Affairs Strategy & Implementation RFP – Guthrie noted that he would like to solicit proposals from qualified public affairs consultants to help build awareness in Olympia with our state legislators, to secure funding for planning, engineering, and construction of new roads in the NEPDA. Councilman Cathcart indicated his support, and said we need an annual legislative agenda. He also noted that he prefers to use our own lobbyist, and not rely on the City's or County's. He did note that public affairs firms are expensive, and we need to carefully consider the cost versus benefits. Scott Simmons agreed that we should hire our own public affairs firm to avoid a conflict of interest with the City or County lobbyist. Cindy Wendle asked whether the

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firm would be utilized for legislation or grant funding. Guthrie explained that our top priority is for grant funding to plan, design and build a grid network of new roads connecting to the NSC.

- **Grant Funding Support** - The Executive Director explained that he would like to solicit proposals from consultants and or engineering firms to help support NEPDA State and Federal grant application work. Despite the fact that the NEPDA should be securing grant funding, based on equity and social justice funding goals and priorities, the application process is highly competitive. To be successful, we need to assemble a best in class team, with best in class data, and combine this with professional lobbying support in Olympia and Washington D.C. Scott Simmons questioned whether State or Federal legislators were a higher priority? Marlene Feist commented that most Federal dollars go through the State. Marlene questioned whether we are better off hiring a grant consultant or a public affairs firm? David Guthrie acknowledged that a grant consultant would be beneficial. Someone who focuses on this type of work every day is undoubtedly going to have insights that he doesn't.

Action Item No. 1: Resolution 2021-016 of the Northeast Public Development Authority (the “NEPDA”) to revise and update its Employment Agreement with Executive Director David Guthrie. The NEPDA finds it desirable for the efficient and effective governance of the NEPDA’s affairs to authorize the NEPDA Board Chair to enter into a revised Employment Agreement with Mr. Guthrie and to update the terms and conditions of his employment as the Executive Director of the NEPDA.

Discussion ensued. Michael Cathcart suggested revising the employment agreement to refer to “annual review” rather than each August. This gives the board more flexibility regarding the timing of the annual review. He also noted that an annual cost of living adjustment had been included in the new Agreement. Hearing no additional comments, Michael asked if there was a motion to approve the revised Executive Director Employment Agreement. A motion to approve was made by Cindy Wendle. Her motion was seconded by Scott Simmons. The motion passed by unanimous vote.

Action Item No. 2: Resolution 2021-017 of the Northeast Public Development Authority (the “NEPDA”) to invite proposals from qualified consulting firms to advise the NEPDA on public affairs strategy and engagement for the upcoming 2021 State of Washington legislative session, for purposes of securing dedicated funding for grant level road design, engineering, and right-of-way acquisition.

Discussion ensued. The Executive Director suggested tabling this Action Item until the next board meeting. He advised that he would secure proposals from public affairs firms interested in supporting NEPDA lobbying efforts, so the board had a better understanding of the scope of work and cost. Michael Cathcart asked if there was a motion to table this item until the next board meeting. A motion to table the item was made by Scott Simmons. The motion was seconded by Cindy Wendle. The motion passed by unanimous vote.

12:00 pm **Notable items, Around the Room, Closing:**

NEXT MEETING: October 8, 2021, 10:30 AM to Noon, via Zoom, or at the Northeast Community Center, 4001 N Cook Street, Spokane, WA 99207 (south conference room, lower level).

Michael Cathcart adjourned the meeting at 12:05 PM