

REGULAR MEETING NOTICE/AGENDA OF THE Northeast Public Development Authority (PDA)

**MEETING OF Friday, May 30th, 2025,
1:00 P.M. – Northeast PDA Offices**

A regular meeting of the Northeast PDA will be held at **1:00 P.M. on Friday, May 30th, 2025**, at the Northeast PDA's offices – 5006 N Market Street – or virtually via Zoom (link in agenda).

The meeting will be conducted in a regular format and will be open to the public. Public testimony will be taken, and discussion will be limited to appropriate officials and staff.

Executive Session

At any time during or after the regular agenda, the NEPDA Board may choose to adjourn into Executive Session for the purpose of discussing privileged legal matters. This portion of the meeting would be closed to the public.

NORTHEAST PUBLIC DEVELOPMENT AUTHORITY (NEPDA) REGULAR BOARD MEETING AGENDA

Date: May 30th, 2025

Time: 1:00 pm to 2:30 pm (Pacific Time)

Location: Northeast PDA Offices - 5006 N Market St., or virtual via Zoom

Join Zoom Meeting:

<https://zoom.us/j/5453150461?pwd=VWUzRTg2Y3I5dGhRcVNJS2pCeW8yZz09>

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

Discussion Items:

1:00 pm - 1:05 pm

Welcome and Introductions

Approval of Minutes:

Approval of meeting minutes from April 11th, 2025

Public Comment

1:05 pm - 1:35 pm

3011 Wellesley Project

1. Project status update
2. Review programming options, budgets

1:35 pm - 1:45 pm

Myrtle St. Rebuild/Future Streets Projects

1:45 pm - 2:00 pm

Grants Pursuit & Management Program

2:00 pm - 2:15 pm

Code Enforcement Update

1. Jason Ruffing, City of Spokane

2:15 pm - 2:30 pm

General Matters

1. Financials review
2. Esmerelda Commerce Park
3. RA Hansen/Finnoe Site
4. JHS Projects
5. Infrastructure Projects
6. Biz District ARPA

2:30 pm

Other Business, Closing

Next Meeting: July 11th, 2025, 10:30 am - 12:00 pm

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 Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or mLOWmaster@spokanecity.org. Persons who are deaf or hard of hearing may contact Risk Management 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

Profit & Loss YTD Comparison

April 2025

	Apr 25	Jan - Apr 25
Ordinary Income/Expense		
Income		
3370000 · Local Grants, Entitlements		
3370040 · Property Taxes	173,064.00	198,895.79
3370300 · New Construction Tax - County	4,673.00	30,242.00
3370200 · New Construction Tax - City	0.00	0.00
3370010 · Retail Sales Tax - County	0.00	13,904.40
3370011 · Retail Sales Tax - City	0.00	0.00
3370500 · Leasehold Excise Tax - County	0.00	1,186.28
3370400 · Leasehold Excise Tax - City	0.00	0.00
3370070 · Utility Tax Income	0.00	2,167.12
3370075 · SPIF Interest	1,880.53	5,315.24
3614000 · Money Market Interest	1,783.92	8,073.02
337001 · Miscellaneous Income		
3370250 · Donation-Community Improvement	0.00	25,000.00
3370060 · SPIF Rebate	0.00	0.00
3370100 · Department of Ecology-IPG Reimb	0.00	8,236.71
3370150 · Spokane County - Freya Reimb	0.00	0.00
337001 · Miscellaneous Income - Other	0.00	0.00
Total 337001 · Miscellaneous Income	0.00	33,236.71
3370000 · Local Grants, Entitlements - Other	0.00	0.00
Total 3370000 · Local Grants, Entitlements	181,401.45	293,020.56
Total Income	181,401.45	293,020.56
Expense		
5593004 · Freya St. Re-build	0.00	0.00
5593003 · Conduit implementation - Welles	0.00	0.00
5593001 · Wellesley Ave. Re-build	0.00	0.00
5593002 · 3011 Wellesley development	41,901.04	59,819.34
5587010 · Wages	16,472.30	74,208.43
5587020 · Payroll Expenses		
FICA	1,290.08	5,811.73
SUTA	82.71	373.30
PFML	-0.04	-0.09
L&I	107.71	107.71
FUTA	0.00	84.00
Payroll Taxes -GSI	0.00	0.00
401(k)	0.00	0.00
401K Contributions	0.00	0.00
Life and Disability	0.00	0.00
Health Insurance	2,265.29	8,857.77
5587020 · Payroll Expenses - Other	0.00	0.00
Total 5587020 · Payroll Expenses	3,745.75	15,234.42
5587030 · Office Supplies & Software		
5587035 · Occupancy Expenses	34.90	569.81
Repairs & Maintenance	0.00	0.00
Office Supplies	15.00	425.55
Office Equipment <\$2500	0.00	0.00
Printing and Copying	0.00	0.00
5587030 · Office Supplies & Software - Other	111.25	444.70
Total 5587030 · Office Supplies & Software	161.15	1,440.06

Northeast Public Development Authority

Profit & Loss YTD Comparison

April 2025

	Apr 25	Jan - Apr 25
5587040 · Legal & Professional Services		
3011- Consultants	0.00	0.00
3011-PDB Team	0.00	0.00
Subarea Planning	0.00	0.00
WA Audit expenses	0.00	0.00
Engineering	0.00	0.00
OpenTogether	0.00	0.00
Consulting	0.00	0.00
Accounting Fees	2,060.10	3,619.30
Advertising & Marketing	750.00	750.00
Legal Fees	2,624.50	6,169.00
Outside Contract Services	1,351.60	6,267.90
5587040 · Legal & Professional Services - Other	0.00	0.00
Total 5587040 · Legal & Professional Services	6,786.20	16,806.20
5587041 · Travel		
Parking	0.00	36.75
Conference, Convention, Meeting	206.96	2,304.95
Meals & Entertainment	46.23	266.76
5587041 · Travel - Other	0.00	208.19
Total 5587041 · Travel	253.19	2,816.65
5587043 · Insurance	0.00	0.00
5587044 · Communications		
Website	398.00	796.99
Postage, Mailing Service	0.00	0.00
Telephone, Telecommunications	219.00	893.36
5587044 · Communications - Other	0.00	0.00
Total 5587044 · Communications	617.00	1,690.35
5587046 · Rent & Lease	1,500.00	6,000.00
5587047 · Other Business Expenses		
Bank Fees	25.00	25.00
SPIF Management Fee	16.10	62.36
Code Enforcement	0.00	0.00
Business District Support	0.00	0.00
Donation	0.00	500.00
Community Maintenance Services	1,010.27	5,552.30
Document Recording Fee	0.00	0.00
Tax & Licenses	0.00	0.00
Payroll Direct Deposit Fees	21.82	87.22
Dues & Subscriptions		
Library CoStar Membership	0.00	0.00
Dues & Subscriptions - Other	509.05	2,492.40
Total Dues & Subscriptions	509.05	2,492.40
5587047 · Other Business Expenses - Other	0.00	0.00
Total 5587047 · Other Business Expenses	1,582.24	8,719.28
Total Expense	73,018.87	186,734.73
Net Ordinary Income	108,382.58	106,285.83
Other Income/Expense		
Other Income	0.00	0.00
Other Expense		
80000 · Ask My Accountant	0.00	0.00
Total Other Expense	0.00	0.00
Net Other Income	0.00	0.00
Net Income	108,382.58	106,285.83

These financial statements have not been subjected to an audit or review or compilation engagement, and no assurance is provided on them. The financial statements omit substantially all of the disclosures, and the statement of cash flows, required by accounting principles generally accepted in the United States of America.

Northeast Public Development Authority

Balance Sheet

As of April 30, 2025

	Apr 30, 25
ASSETS	
Current Assets	
Checking/Savings	
1115000 · Money Market 0678	788,974.50
1114000 · Spokane County Investment Pool	827,994.28
1111000 · 1111000 Checking WTB	72,077.53
Total Checking/Savings	1,689,046.31
Accounts Receivable	0.00
Other Current Assets	
2120 · Payroll Asset	0.00
Total Other Current Assets	0.00
Total Current Assets	1,689,046.31
Fixed Assets	
3011 Wellesley	147,080.00
3112 Olympic	221,437.78
Total Fixed Assets	368,517.78
Other Assets	0.00
TOTAL ASSETS	2,057,564.09
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	0.00
Total Accounts Payable	0.00
Credit Cards	0.00
Other Current Liabilities	
2110 · Direct Deposit Liabilities	0.00
24000 · Payroll Liabilities	
L&I	0.00
FICA	0.00
SUTA	74.03
PFMLA	120.45
FUTA	84.00
401(k)	0.00
HSA	0.00
Med/Dental/Vision	0.00
SEP-IRA	0.00
24000 · Payroll Liabilities - Other	87.66
Total 24000 · Payroll Liabilities	366.14
Total Other Current Liabilities	366.14
Total Current Liabilities	366.14
Long Term Liabilities	
27200 · Other Liabilities	0.00
Total Long Term Liabilities	0.00
Total Liabilities	366.14
Equity	
30000 · Opening Balance Equity	0.00
32000 · Unrestricted Net Assets	1,950,912.12
Net Income	106,285.83
Total Equity	2,057,197.95
TOTAL LIABILITIES & EQUITY	2,057,564.09

These financial statements have not been subjected to an audit or review or compilation engagement, and no assurance is provided on Page 1 The financial statements omit substantially all of the disclosures, and the statement of cash flows, required by accounting principles generally accepted in the United States of America.

BACKGROUND:

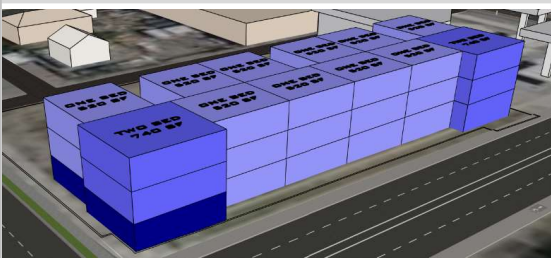
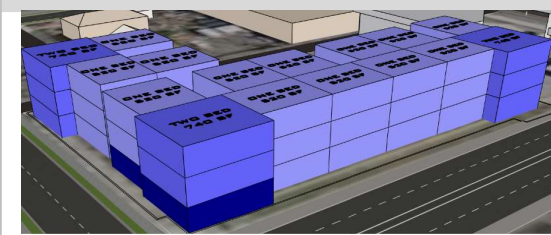
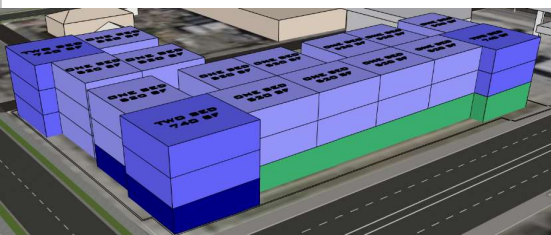
NEPDA, AW, and Bouten have narrowed down the potential massing options provided by AW to the following three options presented in this study.

OBJECTIVE:

To memorialize the desired massing option, allowing schematic design to begin.

CRITERIA:

All options to be three levels of Type V construction with lower level of interior and exterior finishes.

ANALYSIS							
MASSING OPTIONS	UNIT COUNT	STREET FRONTAGE PRESENCE	SITE CONSIDERATIONS	COST EFFICIENCY	CONSTRUCTION COST	COST PER UNIT	COST PER SQUARE FOOT
<div>OPTION 01</div> <div>WALKUP BAR</div> <div></div>	<div>GOOD</div> <div>Least number of units. 34 each.</div>	<div>GOOD</div> <div>Good presence on Wellesley, limited on Haven. Does allow for street trees.</div>	<div>BEST</div> <div>Leaves the largest amount of usable site area for temporary parking, courtyard, or other uses.</div>	<div>BETTER</div> <div>Better \$/unit due to maximum unit count in the provided square footage.</div>	<div>BEST</div> <div>\$ 8,906,216</div>	<div>BETTER</div> <div>\$ 261,948 /unit</div>	<div>GOOD</div> <div>\$ 425.32 /gsf</div>
<div>OPTION 02</div> <div>WALKUP "L"</div> <div></div>	<div>BEST</div> <div>Greatest number of units. 46 each.</div>	<div>BEST</div> <div>Fills both Wellesley and Haven with residential presence.</div>	<div>BETTER</div> <div>Allows for courtyard space but is limited in extents.</div>	<div>BEST</div> <div>Best \$/unit due to maximum unit count in the largest provided square footage.</div>	<div>GOOD</div> <div>\$ 11,273,601</div>	<div>BEST</div> <div>\$ 245,078 /unit</div>	<div>BETTER</div> <div>\$ 394.73 /gsf</div>
<div>OPTION 03</div> <div>WALKUP "L" w/ DAYCARE</div> <div></div>	<div>BETTER</div> <div>Medium number of units. 36 each.</div>	<div>BETTER</div> <div>Fills both Wellesley and Haven but puts most of the Wellesley presence belonging to childcare space.</div>	<div>GOOD</div> <div>Allows for some courtyard space but will also require provision for child play space on site.</div>	<div>GOOD</div> <div>Best \$/sf due to efficient layout and shelled childcare space.</div>	<div>BETTER</div> <div>\$ 10,598,873</div>	<div>GOOD</div> <div>\$ 294,413 /unit</div>	<div>BEST</div> <div>\$ 366.24 /gsf</div>
NOTES AND COMMENTS							
<div>Assumes all tenant parking to be handled with off-site solution.</div> <div>Childcare space in option 3 is assumed to be a conditioned shell space for childcare TI by others.</div>							

May 28, 2025

Total Building Area (SF):

20,940

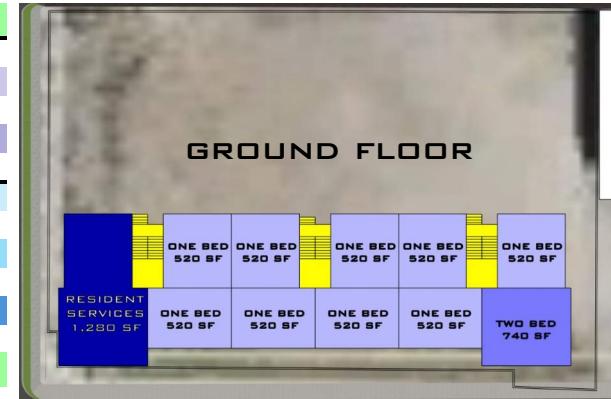
DESCRIPTION		COST/SF	TOTAL
01 Sitework		\$26.19	\$548,405
02 Building Structure		\$56.32	\$1,179,261
03 Building Envelope		\$35.71	\$747,714
04 Interior Finishes		\$64.46	\$1,349,786
05 Equipment & Special Construction		\$2.31	\$48,273
06 Mechanical		\$61.28	\$1,283,230
07 Electrical		\$37.12	\$777,320
08 Allowances		\$3.91	\$81,924
09 General Conditions & General Requirements		\$40.66	\$851,411
Direct Price		\$327.95	\$6,867,325
Design & Preconstruction Services		\$41.07	\$860,000
Construction Contingency	3.00%	\$11.07	\$231,820
Design & Estimating Contingency	5.00%	\$19.00	\$397,957
Fee (incl. B&O Tax)	4.25%	\$16.96	\$355,177
General Liability Insurance	1.00%	\$4.16	\$87,123
Builder's Risk Insurance	0.50%	\$2.10	\$43,997
P&P Bond	0.66%	\$2.79	\$58,366
Retention Bond	0.05%	\$0.21	\$4,451
Indirect Price		\$97.37	\$2,038,891
Total Price		\$425.32	\$8,906,216

NEPDA WELLESLEY MIXED-USE

PROGRAM MASSING STUDY

WALKUP BAR (NO DAYCARE)

UNIT TYPE	AREA / UNIT (SF)	QUANTITY	TOTAL AREA (SF)
COMPACT ONE BED	520	29	15,080
COMPACT TWO BED	740	5	3,700
UNIT TOTALS		34	18,780
EXTERIOR STAIRS	300	3	900
RESIDENT SERVICES			1,260
TOTALS		34	20,940

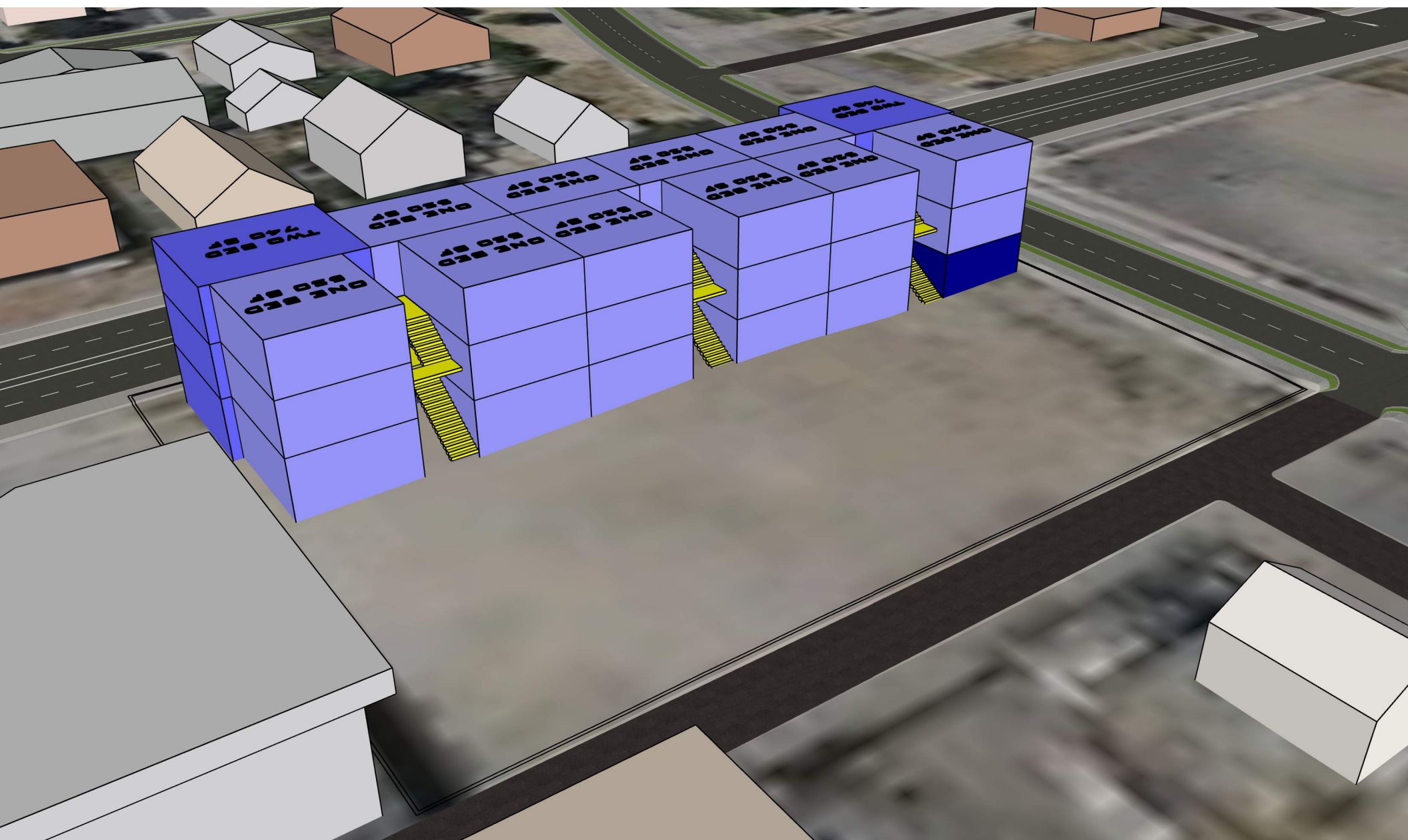


RESIDENTIAL FLOORS	3
PARKING REQ (0.6)	20
CONSTRUCTION TYPE	V-B

UNIT TYPE	% OF UNIT MIX
ONE BED	85%
TWO BED	15%
TOTAL	100%







May 28, 2025

Total Building Area (SF):

28,560

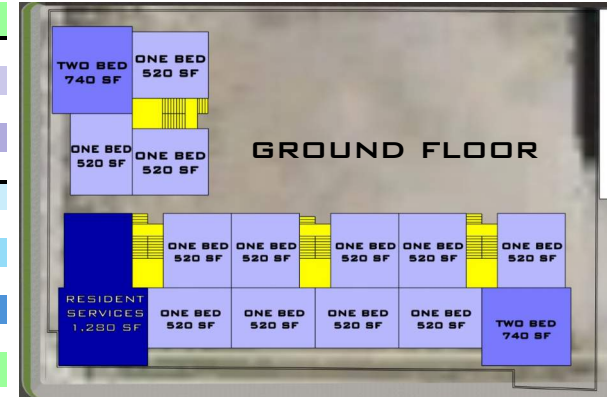
DESCRIPTION		COST/SF	TOTAL
01 Sitework		\$20.97	\$599,045
02 Building Structure		\$54.16	\$1,546,746
03 Building Envelope		\$35.96	\$1,027,107
04 Interior Finishes		\$58.79	\$1,679,122
05 Equipment & Special Construction		\$10.85	\$309,782
06 Mechanical		\$58.47	\$1,669,820
07 Electrical		\$34.89	\$996,600
08 Allowances		\$3.23	\$92,194
09 General Conditions & General Requirements		\$35.05	\$1,000,930
Direct Price		\$312.37	\$8,921,346
Design & Preconstruction Services		\$30.11	\$860,000
Construction Contingency	3.00%	\$10.27	\$293,440
Design & Estimating Contingency	5.00%	\$17.64	\$503,739
Fee (incl. B&O Tax)	4.25%	\$15.74	\$449,587
General Liability Insurance	1.00%	\$3.86	\$110,281
Builder's Risk Insurance	0.50%	\$1.95	\$55,692
P&P Bond	0.66%	\$2.59	\$73,881
Retention Bond	0.05%	\$0.20	\$5,634
Indirect Price		\$82.36	\$2,352,255
Total Price		\$394.73	\$11,273,601

NEPDA WELLESLEY MIXED-USE

PROGRAM MASSING STUDY

WALKUP 'L' (NO DAYCARE)

UNIT TYPE	AREA / UNIT (SF)	QUANTITY	TOTAL AREA (SF)
COMPACT ONE BED	520	38	19,760
COMPACT TWO BED	740	8	5,920
UNIT TOTALS		46	25,680
EXTERIOR STAIRS	400	4	1,600
RESIDENT SERVICES			1,280
TOTALS		46	28,560



RESIDENTIAL FLOORS	3
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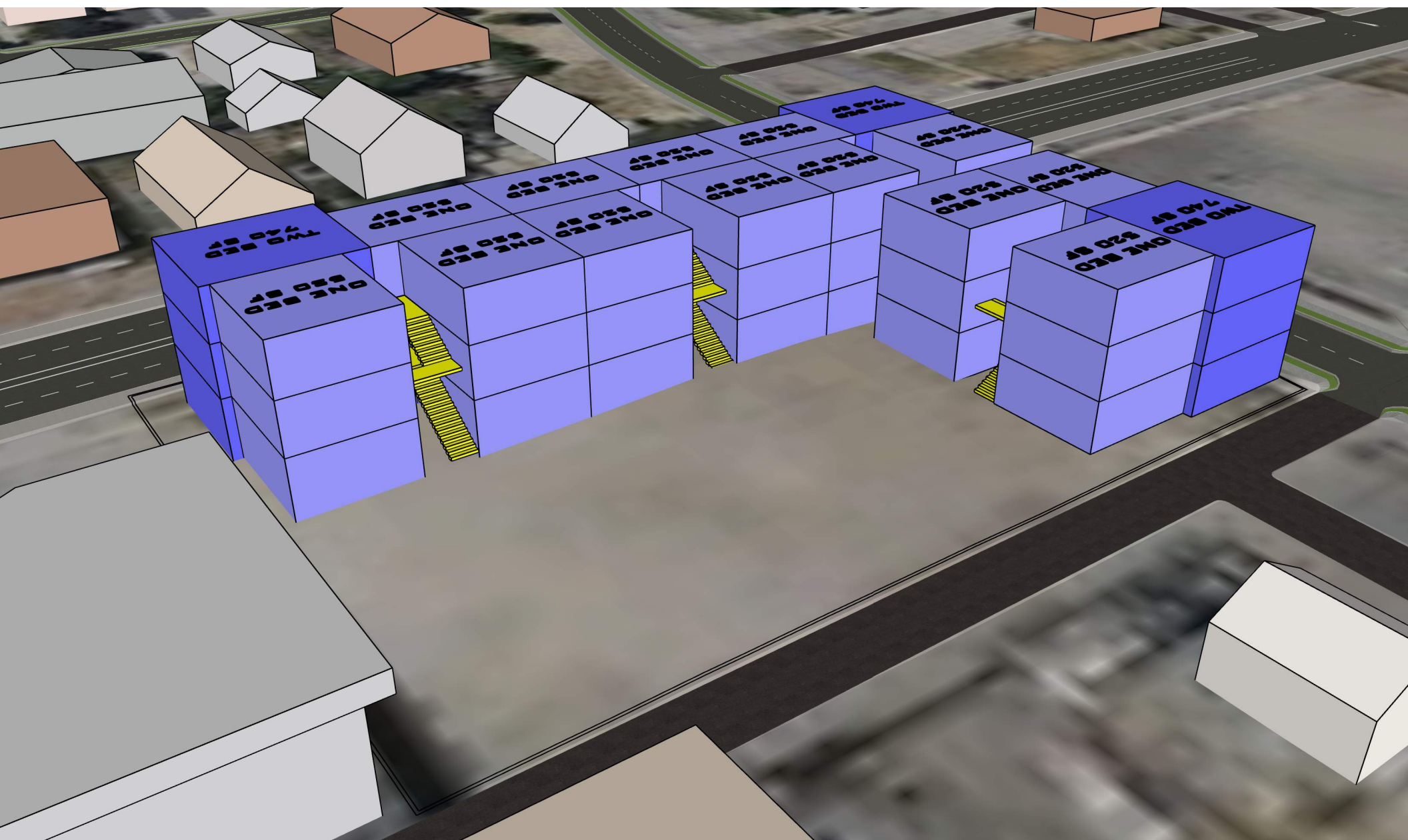
PARKING REQ (0.6)	28
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CONSTRUCTION TYPE	V-B
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UNIT TYPE	% OF UNIT MIX
ONE BED	83%
TWO BED	17%
TOTAL	100%







May 28, 2025

Total Building Area (SF):

28,940

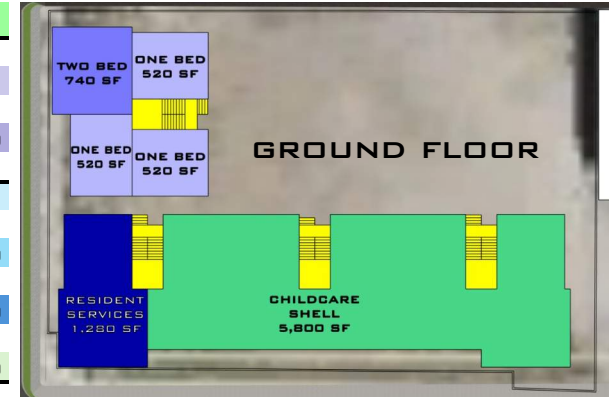
DESCRIPTION		COST/SF	TOTAL
01 Sitework		\$21.90	\$633,802
02 Building Structure		\$54.41	\$1,574,576
03 Building Envelope		\$35.17	\$1,017,749
04 Interior Finishes		\$55.38	\$1,602,660
05 Equipment & Special Construction		\$8.64	\$250,087
06 Mechanical		\$48.56	\$1,405,190
07 Electrical		\$29.23	\$845,960
08 Allowances		\$3.10	\$89,814
09 General Conditions & General Requirements		\$31.65	\$916,091
Direct Price		\$288.04	\$8,335,930
Design & Preconstruction Services		\$29.72	\$860,000
Construction Contingency	3.00%	\$9.53	\$275,878
Design & Estimating Contingency	5.00%	\$16.36	\$473,590
Fee (incl. B&O Tax)	4.25%	\$14.61	\$422,679
General Liability Insurance	1.00%	\$3.58	\$103,681
Builder's Risk Insurance	0.50%	\$1.81	\$52,359
P&P Bond	0.66%	\$2.40	\$69,459
Retention Bond	0.05%	\$0.18	\$5,297
Indirect Price		\$78.19	\$2,262,943
Total Price		\$366.24	\$10,598,873

NEPDA WELLESLEY MIXED-USE

PROGRAM MASSING STUDY

WALKUP 'L' W/ DAYCARE

UNIT TYPE	AREA / UNIT (SF)	QUANTITY	TOTAL AREA (SF)
COMPACT ONE BED	520	29	15,080
COMPACT TWO BED	740	7	5,180
UNIT TOTALS		36	20,260
EXTERIOR STAIRS	400	4	1,600
RESIDENT SERVICES			1,280
GROUND FLOOR (SHELL)			5,800
TOTALS		36	28,940



RESIDENTIAL FLOORS	3
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PARKING REQ (0.6)	22
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CONSTRUCTION TYPE	V-B
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UNIT TYPE	% OF UNIT MIX
ONE BED	81%
TWO BED	19%
TOTAL	100%





