NORTHEAST PUBLIC DEVELOPMENT AUTHORITY (NEPDA)
REGULAR BOARD MEETING AGENDA

Date: August 14, 2026
Time: 10:30 AM to 12:00 PM (Pacific Time)
Location: Northeast PDA Office – 5006 N. Market St., or virtual via Teams
Join Teams Meeting:
https://zoom.us/j/5453150461?pwd=VWUzRTg2Y3I5dGhRcVNJS2pCeW8yZz09

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

Discussion Items:

10:30 AM	**Welcome and Introductions** **Approval of Minutes:** 1. Approval of meeting minutes from June 12th, 2026 **Public Comment**
10:30 AM – 10:40 AM	**HCD Mid-Year Update**
10:40 AM – 11:10 AM	**Mid-Year Organizational Update** 1. 3011 Wellesley 2. ARPA – Biz District 3. Façade Grants 4. CERB Study – Yard Repositioning 5. Infrastructure Projects 6. Large Projects Coordination
11:10 AM – 11:30 AM	**Budget Amendments** **Action Item: Resolution 2026-006:** A RESOLUTION of the Northeast Public Development Authority (the "NEPDA") Board of Directors amending the NEPDA's 2026 Budget.
11:30 AM – 11:40 AM	**Policy Amendments** **Action Item: Resolution 2026-007:** A RESOLUTION of the Northeast Public Development Authority (the "NEPDA") to amend its existing Procurement Policy.
11:40 AM – 11:50 AM	**Banking Move** **Action Item: Resolution 2026-008:** A RESOLUTION of the Northeast Public Development Authority (the "NEPDA") Board of Directors authorizing NEPDA to establish and maintain banking relationships and deposit accounts

	with RiverBank and designating authorized signers on such accounts.
11:50 AM – 12:00 PM	**General Matters** 1. Financials Review 2. Accounting Procurement 3. Marketing Procurement 4. Upcoming Events
12:00 PM	**Other Business, Closing**

Next Meeting: September 11**,** 2026, 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

Date: June 12, 2026
Time: 10:30 a.m.
Location: NEPDA Office, 5006 N. Market St., Spokane, WA, and via Zoom

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Attendees

NEPDA Board of Directors
Michael Cathcart, Chair
Josh Kerns, Vice Chair
Marlene Feist, Secretary-Treasurer
Jacob Parks, Member
Scott Simmons, Member
Shelli Sonderen, Member

Board Staff
Jesse Bank, Executive Director
Jared Aranda, Director of Public Finance
Kelly McGinley Ashe, Administrative Manager

Guests/Presenters
Amanda Beck, City of Spokane
Ron Valencia, Spokane County

1. Welcome and Introductions

1.1. Call to Order
The meeting was called to order at 10:30a.m. A quorum was present.

1.2. Approval of Prior Meeting Minutes
Simmons moved to approve. Parks seconded. Minutes approved.

1.3 Public Comment
No public comments were offered.

2. Revenue Reimbursement Program

2.1. Overview
The ED gave a PowerPoint presentation about using the revenue district as a tool to help development projects get off the ground. Esmerelda Commerce Park is the model.

2.2. Board Discussion

A cap of 15 years was questioned. 10 years was suggested. 100% passthrough was questioned. Ideas were suggested on how to deal with a stalled project, such as a board approved, legal-reviewed template. Incentives that were discussed included: historic tax credits, New Markets, anything that will help manufacture growth. It is important to be informed on developer's reputation to garner trust to complete projects. It was questioned whether doing projects like this would hinder the PDA's ability to do further projects like 3011 Wellesley. Board proposed the ED to guide them on the amount of funding for hard costs to be offered.

3. NEPDA Developer Subsidiary Formation

3.1 Removal from Agenda.

ED requested this be removed from the agenda as it would not be addressed during the meeting. Cathcart called for a motion to strike from the agenda. Simmons moved. Sonderen seconded. Unanimous acceptance.

4. Public Affairs/Lobbyist Consultant

4.1. Overview

Capital rates for larger infrastructure projects in East Hillyard will involve lobbying. The ED wants a consultant to offer guidance on how to approach these projects. Using the city and county's consultants was questioned as feasible. ED asked for the Board's thoughts on either hiring a consultant on an as-needed basis, on a full retainer, or partnering with the city and county.

4.2. Board Discussion

Discussion clarified the goals of the strategy: to engage the right stakeholders, build effective relationships and arguments with key decision-makers, and secure the funding necessary to construct roads and infrastructure. The conversation confirmed this is a strategic effort focused on securing dollars for physical infrastructure construction. Discussion addressed whether the role would emphasize legislative advocacy or more behind-the-scenes engagement with regulatory agencies. It was clarified that the role would involve a combination of both, along with strategic guidance.

5. Updates

5.1. Current Procurements

Two procurements, one for marketing coordinator which will be charged with implementing the marketing and comms strategy that was presented in the May board meeting. And one for accounting services. Responses are expected by June 22, 2026. An award will be made quickly. We will likely add the lobbyist procurement for the next board meeting.

5.1. 3011 Wellesley

The PDA received a CDGB award just shy of $200,000. The PDA's consultant attended a major New Markets conference and showcased the 3011 project. We've received great feedback and final numbers are being requested. As summer progresses we will go into negotiations with selected lender group. NMTC consultant suggested we include childcare costs in buildout to obtain more funding and offers another commercial revenue stream. Models will go out next week. Formal project restart will happen in July, which means end-of-year permit and groundbreaking in March. ED proposed moving our offices over to the building when it is complete. As the district evolves, our current office needs to be a retail or restaurant space. Cathcart questioned whether there is office space at 3011. ED said it will not be a material impact to the design and has let the design team know that some tweaks will be made and might lower the cost of the buildout. Sonderen asked about being able to do site work while finishing up plans. ED confirmed that site work can be done, bidding the project over the winter will yield better cost returns.

5.2. CERB – E. Hillyard Repositioning Study

Study is going well. A public affairs/lobby consultant would be useful for this. A plan is being put together to execute in Olympia and early drafts are compelling.

5.3. ARPA Grants Progress

The front of the office is under heavy construction and a number of other projects are underway in the district. We are opening up a second round of funding. All of these projects together will make a huge impact.

6. General Matters

6.1. Financials

The County posted April month-end financial into May, so this is April's number. Around $260,000 in property taxes have come in that have not been posted yet. When we bring on new accountant a substantial clean-up will take place. This will look different and be easier to manage in the near future. Still waiting on Q1 city and county sales tax. Beginning conversations with DOR on a better calculation methodology of sales tax on the revenue side. SAO notified us that our accountability audit for 2023-2025 will be later this year. Continuing to sit just under $3M for assets.

6.2. Upcoming Events

Hi-Jinx Parade is the first week of August. Tacos y Tequila is relocating to Hillyard for August 28th. They put 7,500 people through their last festival, so it will bring additional economic activity to our businesses.

Closing

Mr. Aranda mentioned for 3011 financing that we officially got our DOR certificate for Parking to People which is about $1M waiver. Congressionally Directed Spending (CDS) from Senator Cantwell's office worth $2M in funds is available to draw until 2034 which can be used for the 3011 project. CDGB money will be available on July 1st.

With no further business, the meeting was adjourned at 12:01pm.

Next Meeting:

July 10, 2026, 10:30am – 12:00pm
NEPDA Office or Zoom

NORTHEAST PUBLIC DEVELOPMENT AUTHORITY
RESOLUTION NO. 2026-006

A RESOLUTION of the Northeast Public Development Authority (the "NEPDA") Board of Directors amending the NEPDA's 2026 Budget.

WHEREAS, the NEPDA was originally established by City of Spokane Ordinance No. C-34813 on December 12, 2011 and reformed by the Interlocal Agreement between the City of Spokane and Spokane County through City of Spokane OPR #2019-0928 and Spokane County Resolution #19-1390 to assist the City of Spokane and Spokane County to facilitate economic development of the Northeast area of the City and County; and

WHEREAS, the NEPDA adopted Resolution No. 2025-021, adopting the 2026 Budget; and

WHEREAS, the Executive Director has reviewed the adopted 2026 budget against mid-year actuals and has identified a number of necessary modifications to support ongoing operations and to ensure accurate accounting; and

WHEREAS, the NEPDA Board finds it desirable for the efficient and effective governance to amend the 2026 Budget to reflect the amendments presented in "Exhibit A".

BE IT RESOLVED, that pursuant to the authority provided in the NEPDA's bylaws, policies, and procedures, the Board of Directors hereby amends the 2026 Budget to reflect the amendments presented in "Exhibit A".

BE IT FURTHER RESOLVED, that the Executive Director and officers of the NEPDA are hereby authorized and directed to take all action necessary and proper to effectuate the foregoing.

BE IT FURTHER RESOLVED, any actions of the Executive Director, Board of Directors or staff of the NEPDA prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

ADOPTED by an affirmative majority vote of the Board of the Northeast Public Development Authority on the 14th day of August 2026.

NORTHEAST PUBLIC DEVELOPMENT AUTHORITY

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BOARD CHAIR

CERTIFICATE

I, the undersigned, Secretary of the Northeast Public Development Authority Board of Directors, a municipal corporation organized under the laws of the State of Washington, do hereby certify that the foregoing resolution was duly approved and adopted by the Board of Directors of the corporation at a meeting of the Board of Directors duly called and held on the 14th day of August 2026, at which meeting a quorum was present; and that said resolution, as set out above, will appear in the minutes of said meeting in the corporation's minute book.

DATED this _____ day of _____, 2026.

_____
SECRETARY

EXHIBIT A

2026 NEPDA Budget - August Amendments

Revenue	
Property Tax	$480,000
Sales Tax - City	$635,000
Sales Tax - County	$147,000
Leasehold Excise and Utility taxes	$7,500
WTB MM Interest	$20,000
SPIF Interest	$34,000
WA Ecology OBC Grant	$500,000
Commerce ELF Grant	$96,000
CERB Planning Grant	$75,000
ARPA Façade Imp. Grant	$140,367
ARPA HCD Programming	$238,367
Numerica HCD Sponsorship	$3,000
ArtsWA Capital Grants	$55,000
Hi-Jinx Parade Revenues	$3,551
Total Revenue	**$2,434,785**

Expenses	
Office Expenses	
Office Lease	$18,500
Software and Licenses	$14,000
Internet Service	$3,000
Office Supplies/Expenses	$7,500
Janitorial	$2,200
Website Hosting	$2,500
Total Office Expenses	**$47,700**
Personnel	
Salaries	$300,000
Payroll Expenses	$75,500
Total Human Resources	**$375,500**

Professional & Personal Services	
Accounting	$37,000
Legal	$35,000
Audit Costs	$10,000
Bank Fees	$1,000
SPIF Management Fee	$500
Payroll DD Fees	$250
Insurance	$5,500
Grant Support	$25,000
Total Personal & Professional Services	**$114,250**
Projects and Initiatives	
Esmerelda Commerce Park Reimbursement	$625,000
Myrtle Rebuild Project (reimbursed)	$500,000
ARPA Façade Improvement Grant (reimbursed)	$140,367
HCD Programming (reimbursed)	$296,367
PDA Façade Improvement Grant 2.0	$100,000
CERB Study	
NEPDA Match	$18,750
Consultant Costs (reimbursed)	$75,000
ELF Grant/Childcare	
Jasmin Group Costs	$19,500
Jasmin Group Costs (reimbursed)	$72,000
PDB Team Costs (reimbursed)	$23,000
3112 Olympic Property Maintenance/Imp.	$8,500
3011 Wellesley	
PDB Team Costs	$440,000
Other Consultants	$150,000
District Marketing Effort	$75,000
Total Incentives & Contributions	**$2,543,484**

Goodwill & Community Support	
Community Support	$8,750
Library CoStar Program	$1,500
Business District Support	$8,750
Code Enforcement	$50,000
Streetscape Maintenance	$25,000
Total Goodwill & Community Support	**$94,000**
Other Expenses	
Conferences, Conventions, Meetings	$4,500
Parking Fees	$500
Meals & Travel	$8,000
Professional Dues	$2,500
Total Other Expenses	**$15,500**
Total Expenses	**$3,165,434**
Total Revenues	$2,434,785
Less Total Expenses	$3,165,434
Net Income (Loss)	**($730,649)**
Beginning Cash	$2,650,000
Net Income (Loss)	($730,649)
Ending Cash	**$1,919,351**

NEPDA 2026 Budget – August Amendments

Budget item	Approved	Proposed Change	New Total	Reasoning
Revenues				
ARPA Façade Imp. Grant	$120,000	$20,367	$140,367	Expanded programming, grant-funded
ARPA HCD Programming	n/a	$238,367	$238,367	Not contemplated in original budget, grant-funded
Numerica HCD Sponsorship	n/a	$3,000	$3,000	Not contemplated in original budget, grant-funded
ArtsWA Capital Grants	n/a	$55,000	$55,000	Not contemplated in original budget, grant-funded
Hi-Jinx Parade Revenues	n/a	$3,551	$3,551	Not contemplated in original budget, augments PDA funding
Totals	**$120,000**	**$320,285**	**$440,285**	
Expenses				
Office Lease	($18,000)	($500)	($18,500)	Lease cost increase to $1,600/month
Janitorial	n/a	($2,200)	($2,200)	Not contemplated in original budget
Accounting	($12,000)	($25,000)	($37,000)	Substantial increase due to move away from AMM
Insurance	($5,000)	($500)	($5,500)	Adjustment to reflect actuals
ARPA Façade Imp. Grant	($120,000)	($20,367)	($140,367)	Expanded programming, grant-funded
ARPA HCD Programming	n/a	($296,367)	($296,367)	Not contemplated in original budget, grant-funded
3112 Olympic Property Maint/Imp	n/a	($10,000)	($10,000)	Not contemplated in original budget, needed work for safety, security, festival support
Community/Biz District Support	($10,000)	($7,500)	($17,500)	Formalized support program resulted in high draw down - NEYC, Chalk Art, Parade/Festival
Conferences/Conventions/Meetings	($3,500)	($1,000)	($4,500)	Increased staff, increased cost of events
Meals/Travel	($7,000)	($1,000)	($8,000)	Inflation, increased cost of food, travel
HCD Bridge	($5,000)	($5,000)	($5,000)	Per Darya presentation & Board discussion
Totals	**($180,500)**	**($367,934)**	**($543,434)**	

NORTHEAST PUBLIC DEVELOPMENT AUTHORITY
RESOLUTION NO. 2026-007

A RESOLUTION of the Northeast Public Development Authority (the "NEPDA") to adopt policies regarding travel expenses and open government to ensure compliance with existing law.

WHEREAS, the NEPDA was originally established by City of Spokane Ordinance No. C-34813 on December 12, 2011 and reformed by the Interlocal Agreement between the City of Spokane and Spokane County through City of Spokane OPR #2019-0928 and Spokane County Resolution #19-1390 to assist the City of Spokane and Spokane County to facilitate economic development of the Northeast area of the City and County;

WHEREAS, the NEPDA has a need, as a quasi-governmental entity, to review and amend its policies and procedures from time to time, and to adopt new policies, to govern its employees, personnel management, travel expenses, and to ensure compliance with existing laws and regulations;

WHEREAS, the NEPDA will update its policies and procedures from time to time at the discretion of the NEPDA Board of Directors, and to create policies to comply with existing or new law;

WHEREAS, the NEPDA Board finds it desirable for the efficient and effective governance of the NEPDA's affairs to adopt amendments to the Procurement Policy, copies of which is attached hereto and incorporated herein by reference as "**Exhibit B."**

BE IT RESOLVED, that pursuant to the authority provided in the NEPDA's bylaws, the Board of Directors hereby adopts amendments to the Procurement Policy, attached as "**Exhibit B**."

BE IT FURTHER RESOLVED, that the officers and executive director of the NEPDA are hereby authorized and directed to take all action necessary and proper to effectuate the foregoing.

BE IT FURTHER RESOLVED, any actions of the Board of Directors or staff of the NEPDA prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

ADOPTED by an affirmative majority vote of the Board of the Northeast Public Development Authority on the 14th day of August 2026.

NORTHEAST PUBLIC DEVELOPMENT AUTHORITY

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BOARD CHAIR

CERTIFICATE

I, the undersigned, Secretary of the Northeast Public Development Authority Board of Directors, a municipal corporation organized under the laws of the State of Washington, do hereby certify that the foregoing resolution was duly approved and adopted by the Board of Directors of the corporation at a meeting of the Board of Directors duly called and held on the 14th day of August 2026, at which meeting a quorum was present; and that said resolution, as set out above, will appear in the minutes of said meeting in the corporation's minute book.

DATED this _____ day of August 2026.

_____
SECRETARY

EXHIBIT B

PO Box 7323, Spokane, WA 99207

Northeast Public Development Authority

PROCUREMENT POLICY

Updated: August 2026~~September 2024~~

I. General

The Northeast Public Development Authority ("NEPDA") is municipal corporation formed on December 11, 2011 pursuant to Ordinance No. C34813, and in accordance with RCW 35.21.730 through RCW 35.21.757, Spokane Municipal Code § 4.25, and the Interlocal Agreement Between the City of Spokane and Spokane County effective January 1, 2020.

The mission and strategy of the NEPDA is to secure grant and other sources of funding, invest in community outreach, marketing, planning, design, engineering, infrastructure, land or buildings, environmental remediation, economic development and job growth within the PDA boundaries. The NEPDA Board seeks to implement procurement and contract policies and procedures consistent with applicable law. These policies are established pursuant to Title 39 RCW, RCW 35.21.730, RCW 35.21.745, and RCW 35.22.620(7). The NEPDA Board reserves the right to update this policy from time to time as it deems necessary or to conform to applicable law. The dollar thresholds apply to the total purchase or contract amount, regardless of what each single item costs.

II. Purchased Services Policy

"Purchased Services" for purposes of this policy include such goods or services that are routine, necessary, and continuing functions of the NEPDA. For purchases under this category, as defined and outlined in Chapter 39.26 RCW and as defined herein, the following policies must be adhered to:

A. **Purchases of $25,000 or less**: Purchases in this category do not require any informal or formal competitive quotes or purchase orders.

B. **For Purchases between $25,000 and $50,000**: The NEPDA must make every effort to obtain a minimum of three informal (3) written or oral competitive quotes for purchases in this category. The NEPDA may utilize the MRSC Vendor List or MRSC Consultant Roster.

C. **For Purchases between $50,000 and $300,000**: The NEPDA must provide notification or a formal advertisement for purchases in this category. The NEPDA must make every effort to obtain at least three (3) written quotes or proposals and select from the quotes submitted pursuant to RCW 39.26.160. The NEPDA may utilize the MRSC Vendor List or MRSC Consultant Roster.

D. **For Purchases of $300,000 or more**: The NEPDA shall advertise for purchases of goods in this category and shall put forth a formal Request for Proposal. The NEPDA shall select from the submitted Requests for Proposal pursuant to RCW 39.26.160.

III. Personal Services Contracts Policy

"Personal Services" contracts include those which involve technical expertise provided by a consultant to accomplish a specific study, project, or task, which may or may not be required in connection with a public works project, including contracting with a consultant or consulting agency to perform a service or render an opinion or recommendation to the NEPDA as an independent contractor. This definition expressly excludes any prospective, Professional (A/E) Services contracts as defined in this policy. Contracts for legal services are also governed by the Administrative Authority of the Executive Director, subject to the limits herein.

For Personal Service contracts, the following policies must be adhered to:

A. **For Personal Services of $25,000 or less**: Purchases in this category do not require any informal or formal competitive quotes or purchase orders.

B. **For Personal Services between $25,000 and $50,000**: The NEPDA must make every effort to obtain a minimum of three (3) informal Requests for Proposal for services in this category. The NEPDA may utilize the factors contained in RCW 39.26.160 in awarding the contract. The NEPDA may utilize the MRSC Vendor List or MRSC Consultant Roster .

C. **For Personal Services between $50,000 and $300,000**: The NEPDA must provide notification or a formal advertisement for services in this category. The NEPDA must make every effort to obtain at least three (3) written proposals for services and will select from the proposals submitted pursuant to RCW 39.26.160. The NEPDA may utilize the MRSC Vendor List or MRSC Consultant Roster.

D. **For Personal Services of $300,000 or more**: The NEPDA shall advertise for services in this category and shall put forth a formal Request for Proposal. The NEPDA shall select from the submitted Requests for Proposal pursuant to RCW 39.26.160.

IV. Professional (Architectural/Engineering) Services Contract Policy

"Professional (A/E) Services" include such contracts for architectural and/or engineering services as defined by Chapter RCW 39.80 and RCW 39.80.020(5), which means professional services rendered by any person contracting to perform activities within the scope of the general definition of professional practice in chapters 18.08 RCW (Architects), 18.43 RCW (Engineers and Land Surveyors), or 18.96 RCW (Landscape Architects).

For Professional (A/E) Services contracts the following policies must be adhered to:

A. **For Professional (A/E) Services of $25,000 or less**: The NEPDA may utilize the MRSC Consultant Roster to select a minimum of two (2) prospective candidates and review such candidates' qualifications. If utilized, the NEPDA will, to the best of its ability, retain a printout from the MRSC Consultant Roster showing the prospective candidates it reviewed. Alternatively, the NEPDA must obtain a minimum of three (3) informal or formal competitive quotes. The NEPDA must select from the prospective candidates pursuant to RCW 39.26.160.

B. **For Professional (A/E) Services between $25,000 and $150,000**: The NEPDA may utilize the MRSC Consultant Roster to select at least three (3) prospective candidates and review such candidates' qualifications. If used, the NEPDA will, to the best of its ability, retain a printout from the MRSC Consultant Roster showing the prospective candidates it reviewed. Alternatively, the NEPDA may provide notification or a formal advertisement for services in this category and obtain a minimum of three (3) written proposals competitive quotes. The NEPDA must select from the prospective candidates pursuant to RCW 39.26.160.

C. **For Professional (A/E) Services between $150,000 and $300,000**: The NEPDA shall put forth a formal Request for Proposal to the MRSC Consultant Roster to all prospective candidates in a selected category, or the NEPDA shall advertise a formal Request for Qualifications. The NEPDA shall select a candidate pursuant to RCW 39.26.160.

D. **For Professional (A/E) Services of $300,000 or more**: The NEPDA shall advertise for professional services in this category and shall put forth a formal Request for Qualifications. The NEPDA shall select from the submitted Requests for Qualifications pursuant to RCW 39.26.160.

NORTHEAST PUBLIC DEVELOPMENT AUTHORITY
RESOLUTION NO. 2026-008

A **RESOLUTION** of the Northeast Public Development Authority (the "NEPDA") Board of Directors authorizing NEPDA to establish and maintain banking relationships and deposit accounts with RiverBank, and designating authorized signers on such accounts.

WHEREAS, the NEPDA was originally established by City of Spokane Ordinance No. C-34813 on December 12, 2011 and reformed by the Interlocal Agreement between the City of Spokane and Spokane County through City of Spokane OPR #2019-0928 and Spokane County Resolution #19-1390 to assist the City of Spokane and Spokane County to facilitate economic development of the Northeast area of the City and County; and

WHEREAS, Section 5.1 of the NEPDA Bylaws authorizes the Board of Directors to authorize any officer or officers, agent or agents, to enter into contracts and execute instruments in the name of and on behalf of the Authority, general or confined to specific instances; and

WHEREAS, Section 5.3 of the NEPDA Bylaws requires that all checks, drafts, or other orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Authority be signed by the officer or officers, or agent or agents, of the Authority in the manner prescribed by resolution of the Board of Directors; and

WHEREAS, Section 5.4 of the NEPDA Bylaws requires that all funds of the Authority not otherwise employed be deposited in an Authority-controlled financial account; and

WHEREAS, the Board of Directors has determined that it is in the best interest of the NEPDA to establish a banking relationship with RiverBank (the "Bank"), including the opening and maintenance of one or more deposit accounts, and to designate the individuals authorized to act on behalf of the NEPDA with respect to such accounts;

NOW, THEREFORE,

BE IT RESOLVED, that the NEPDA is authorized to establish and maintain one or more deposit accounts with RiverBank, and to conduct such banking business with RiverBank as the authorized signers named below shall from time to time approve;

BE IT FURTHER RESOLVED, that the following individuals are hereby designated as authorized signers on all NEPDA accounts held at RiverBank, each with full and equal authority to act individually on behalf of the NEPDA with respect to such accounts:

Jesse Bank, Executive Director

Marlene Feist, Secretary

BE IT FURTHER RESOLVED, that each authorized signer named above is empowered, individually, to act on behalf of the NEPDA with respect to accounts held at RiverBank, including but not limited to the authority to:

(a) Open, close, and modify deposit accounts in the name of the NEPDA;

(b) Sign, endorse, and negotiate checks, drafts, and other orders for the payment of money drawn on such accounts;

(c) Initiate, authorize, and approve Automated Clearing House (ACH) transactions, including debits and credits, on such accounts;

(d) Initiate, authorize, and approve wire transfers to and from such accounts;

(e) Execute account agreements, signature cards, resolutions, and other documentation required by the Bank to establish or maintain such accounts; and

(f) Execute promissory notes, credit agreements, and other instruments necessary to incur indebtedness on behalf of the NEPDA in connection with such accounts, subject to any additional authorization required under Section 5.2 of the Bylaws;

BE IT FURTHER RESOLVED, that RiverBank is authorized to rely upon this resolution as evidence of the authority of the above-named individuals until such time as the NEPDA delivers to the Bank written notice of any amendment, revocation, or change in authorized signers, and the Bank shall be fully protected in relying on this resolution until it receives and has had reasonable opportunity to act upon such written notice;

BE IT FURTHER RESOLVED, that the officers and staff of the NEPDA are hereby authorized and directed to take all action necessary and proper to effectuate the foregoing;

BE IT FURTHER RESOLVED, any actions of the Board of Directors or staff of the Northeast Public Development Authority prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

ADOPTED by an affirmative majority vote of the Board of the Northeast Public Development Authority on the ____ day of _____, 2026.

NORTHEAST PUBLIC DEVELOPMENT AUTHORITY

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BOARD CHAIR

CERTIFICATE

I, the undersigned, Secretary of the Northeast Public Development Authority Board of Directors, a municipal corporation organized under the laws of the State of Washington, do hereby certify that the foregoing resolution was duly approved and adopted by the Board of Directors of the corporation at a meeting of the Board of Directors duly called and held on the ____ day of _____, 2026, at which meeting a quorum was present; and that said resolution, as set out above, will appear in the minutes of said meeting in the corporation's minute book.

DATED this ____ day of _____, 2026.

_____
SECRETARY

Northeast Public Development Authority
Profit & Loss YTD Comparison
June 2026

	Jun 26	Jan - Jun 26
Ordinary Income/Expense		
Income		
3340580 · Arts Commission Awards		
ArtsWA-HCD Stipend FY 27	4,750.00	4,750.00
ArtsWA-HCD Capital Wayfinding	0.00	12,500.00
ArtsWA-HCD Capital Murals	0.00	12,500.00
Total 3340580 · Arts Commission Awards	4,750.00	29,750.00
3340310 · State Award/Dept of Ecology		
Department of Ecology-OBC Reimb	0.00	55,663.72
Total 3340310 · State Award/Dept of Ecology	0.00	55,663.72
3614000 · Money Market Interest	1,231.51	7,145.54
337000 · Local Grants, Entitlements		
3370040 · Property Taxes	67,441.52	380,876.83
3370300 · New Construction Tax - County	0.00	17,295.05
3370010 · Retail Sales Tax - County	0.00	22,015.23
3370011 · Retail Sales Tax - City	0.00	81,270.32
3370070 · Utility Tax Income	0.00	2,335.14
3370075 · SPIF Interest	4,869.97	22,918.99
337001 · Miscellaneous Income		
3370151 · Ticketing Revenue	24.22	24.22
3370125 · Grant Admin	250.00	917.21
3370272 · ARPA-ND 3rd Thu-Agr #2	0.00	8,341.02
Total 337001 · Miscellaneous Income	274.22	9,282.45
Total 337000 · Local Grants, Entitlements	72,585.71	535,994.01
Total Income	78,567.22	628,553.27
Expense		
ARPA Hillyard Facade Expense	12,873.80	12,873.80
5593114 · Creative District Expense		
5593128 · ARPA-ND HCD Expense-2026	42,631.76	74,980.53
5593127 · HCD-Grant Mgmnt	1,275.00	3,337.50
5593124 · ARPA-ND Program Rev Exp	0.00	698.70
5593121 · ArtsWA-HCD Capital Mural Exp	1,838.56	1,838.56
5593119 · ArtsWA-Yearly Stipend Expense	0.00	468.93
Total 5593114 · Creative District Expense	45,745.32	81,324.22
Goodwill & Community Support		
Streetscape Maintenance	1,010.27	6,061.62
Community Support	3,000.00	3,000.00
Total Goodwill & Community Support	4,010.27	9,061.62
Projects & Initiatives		
HiJinx Parade 2026	100.00	100.00
3011 Wellesley development		
PDB Team Costs	800.80	2,804.40
Other Consultants	0.00	38,391.92
3011 Wellesley development - Other	3,622.50	7,153.49
Total 3011 Wellesley development	4,423.30	48,349.81
CERB Study		
Reimbursed Consultant Costs	0.00	31,125.00
CERB Study - Other	7,875.00	7,875.00
Total CERB Study	7,875.00	39,000.00
Myrtle Rd 2025 (OBC)	31,751.32	107,341.12
Esmeralda Comm Pk (Stgc Funds)	0.00	593,750.00
Total Projects & Initiatives	44,149.62	788,540.93

Northeast Public Development Authority
Profit & Loss YTD Comparison
June 2026

	Jun 26	Jan - Jun 26
5593129 · ARPA-ND HCD Expense-2025	0.00	1,675.17
3112 E Olympic Development	0.00	2,501.67
Personnel		
5587010 · Payroll Expenses		
Salaries	23,461.52	125,769.14
457(b) Employer	1,696.14	10,176.84
WA Cares Expense	0.00	-0.04
FICA	364.79	1,976.17
SUTA	166.32	799.60
PFML	0.00	0.10
L&I	20.70	275.96
FUTA	0.00	126.00
Total 5587010 · Payroll Expenses	25,709.47	139,123.77
5587020 · Health Insurance	5,091.86	25,812.36
Total Personnel	30,801.33	164,936.13
5587030 · Office Supplies & Software		
Postage, Mailing Service	0.00	252.84
Website	199.00	1,659.77
Software & Licenses	227.51	13,909.84
Internet Service	50.00	1,288.80
Rent & Lease	1,500.00	9,000.00
Office Supplies/Expenses	397.09	4,922.35
5587030 · Office Supplies & Software - Other	0.00	354.49
Total 5587030 · Office Supplies & Software	2,373.60	31,388.09
5587040 · Professional/Personal Services		
Other Business Expenses		
Travel		
Parking	33.13	163.46
Conference, Convention, Meeting	945.00	4,537.44
Meals & Travel	464.46	5,080.93
Travel - Other	44.66	121.42
Total Travel	1,487.25	9,903.25
Tax & Licenses	0.00	-839.38
Dues & Subscriptions	0.00	941.66
Total Other Business Expenses	1,487.25	10,005.53
Grant Support	0.00	6,902.00
Payroll Direct Deposit Fees	55.66	211.16
SPIF Management Fee	37.40	186.62
Consulting	0.00	-173.26
Accounting Fees	0.00	6,244.21
Advertising & Marketing	21,987.63	28,251.81
Legal Fees	986.50	6,348.00
Total 5587040 · Professional/Personal Services	24,554.44	57,976.07
Total Expense	164,508.38	1,150,277.70
Net Ordinary Income	-85,941.16	-521,724.43
Other Income/Expense		
Other Income		
US Bank CC Rebate	0.00	258.48
Total Other Income	0.00	258.48
Net Other Income	0.00	258.48
Net Income	**-85,941.16**	**-521,465.95**

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Northeast Public Development Authority
Balance Sheet
As of June 30, 2026

	Jun 30, 26
ASSETS	
Current Assets	
Checking/Savings	
1115000 · Money Market 0678	506,118.57
1114000 · Spokane County Investment Pool	1,521,512.15
1111000 · 1111000 Checking WTB 0582	71,434.84
Total Checking/Savings	2,099,065.56
Total Current Assets	2,099,065.56
Fixed Assets	
3011 Wellesley	147,080.00
3112 Olympic	221,437.78
Total Fixed Assets	368,517.78
TOTAL ASSETS	**2,467,583.34**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2003 · US Bank CC-Kelly	1,596.13
2002 · US Bank CC-Jesse	1,495.92
2001 · US Bank CC-Jared	618.36
Total Credit Cards	3,710.41
Other Current Liabilities	
2110 · Direct Deposit Liabilities	125.40
24000 · Payroll Liabilities	
Med/Dental/Vision	748.32
457(b) Employer	-848.07
457(b) Employee	-373.08
WA Cares	401.50
L&I	51.75
SUTA	474.44
PFMLA	558.31
FUTA	42.00
Total 24000 · Payroll Liabilities	1,055.17
Total Other Current Liabilities	1,180.57
Total Current Liabilities	4,890.98
Total Liabilities	4,890.98
Equity	
32000 · Unrestricted Net Assets	2,984,158.31
Net Income	-521,465.95
Total Equity	2,462,692.36
TOTAL LIABILITIES & EQUITY	**2,467,583.34**

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