

North East Spokane

Public Development Authority

March 10, 2017

1:00 PM – 3:00 PM

Minutes – Approved

Attendance

NEPDA Members present: Anthony Carollo, Richard Burris, Laura McAloon, Craig Riley, Nicole Hydzik

Staff present: Melissa Owen, Scott Simmons, Anna Everano

Consultants present: none

Guests present: none

Meeting called to order 1:02 pm

Discussion Items:

Approval of February 24, 2017 Minutes – Motion to approve February 24, 2017 minutes made by Richard Burris, M/S by Craig Riley; all in favor with no objections or abstentions.

General Housekeeping

Confirmation of NEPDA Term – Melissa advised group that terms listed online are correct. When two new board positions were added to the NEPDA Board (Community and Business Representatives) the Council elected to appoint new members with staggered terms. Members wishing to serve additional terms should notify the NEPDA members and send a letter of interest to the Mayor's Office in order to begin the reappointment process.

Amendment of Bylaws – Melissa found additional changes and corrections/clean-up to the NEPDA Bylaws that require the Board's review and approval. The recommended changes include changing Board meetings from strictly special meetings to regular board meetings with the continued option for special meetings. As such a regular meeting schedule will need to be established with this information being sent to the Clerk's Office for noticing. Motion to approve bylaws as recommended by staff made by Nicole Hydzik, m/s by Craig Riley; all in favor with no objections or abstentions. Motion to establish the 2nd and 4th Friday of each month at 1 pm as the NEPDA Board's regular meeting schedule made by Laura McAloon, m/s by Richard Burris; all in favor with no objections or abstentions.

Grant Update

EPA Area-Wide Plan – Melissa provided notice to board members that the Plan Commission workshop and hearing schedule is being shifted to accommodate time needed for contract amendments (including those for additional assistance in preparing final documents for submission to the EPA) and final edits to the draft plan.

EPA Community Wide Assessment – Market Street Phase II assessment schedule for the 1st week in April, 2017. Esmeralda catalyst site, phase II assessment access agreement in progress, but not yet complete (no phase II start date at this time).

NEPDA Accomplishments

NEPDA Board Members reviewed draft list of accomplishments prepared by staff. Members added an additional five accomplishments to the draft list. Staff will utilize revised accomplishment list to develop a public outreach/communications document regarding NEPDA work over the past several years.

LIFT Next Steps – Agenda item may need to be put on hold under April.

NEPDA Land Acquisition – City staff would like to meet with a committee of the PDA to continue conversations about the NEPDA's role in land acquisition and redevelopment of brownfield sites. As per the NEPDA bylaws the establishment of a committee requires the NEPDA Board to pass a resolution adopted by a majority of the full board. A committee must consist of at least two members to represent the Board. Based on the experience of individual board members Laura McAloon and Joe Tortorelli were suggested as candidates for this work. Staff will draft a resolution for adoption by the NEPDA Board at their next meeting on March 24, 2017.

Closing/around the room – next WSDOT committee meeting scheduled for April, 2017.

Action Items:

Request time on April Agenda of the PED Committee for a general YARD update
Submit Agenda Processing sheet, Ordinance with Charter and Bylaw Amendments
Develop Communications piece utilizing updated NEPDA accomplishments
Draft resolution re: formation of Land Acquisition/Brownfield Redevelopment Committee
Submit copy of minutes to Terri Pfister re: regular board meetings in order that appropriate noticing takes place
Draft a thank you letter to KMR and Mayor Condon re: work on YARD Brownfield site
Schedule meeting between Craig Riley and Beryl Frederickson re: stormwater
Send Foss Waterway link to board members

Agenda item requests:

EPA Funding Update
LIFT next steps

Meeting Adjourned 2:30 pm