

North East Spokane

Public Development Authority

January 12, 2018

1:00 PM – 2:00 PM

Minutes

Attendance

NEPDA Members present: Anthony Carollo, Mike Fagan, Nicole Hydzik, Craig Riley, Scott Simmons, and Cheryl Stewart

Staff present: Melissa Owen, Charlie Wolff

Consultants and Guests present: Lindsay Chapman and Pete Rayner

Meeting called to order

Discussion Items:

Approval of November 10 and December 8, 2017 Meeting Notes – Cheryl Stewart made motion November 10th and December 8th, 2017 meeting minutes; M/S by Nicole Hydzik. All in favor with no objections or abstentions.

NEPDA Top Ten Goals for 2018 – preliminary priorities for 2018 were discussed. Conceptual priorities include:

- Industrial street standards (complete streets for Industrial development)
- Aggregation of property (right of way vacation to accommodate this work)
- Wellesley (request 500K from utility funds for utility work on Wellesley and 500K from PDA work for acquisition and street work on Wellesley)
- Develop Interlocal Agreement with the County (and potentially another party)
- Find buyer or lease holder for BNSF property
- Transit – expand line to city limits east and north
- Request that Ranch goes through the surplus property process; find buyer or leaseholder for City Ranch site.
- Develop new policy regarding city participation in public infrastructure (roads) that allows to prospective and proactively investment in pavement.
- Association
- Hire Executive Director

Action Items:

- Finalize and adopt 2018 priorities
- Staff to develop poster board for use in the Mayor's office regarding the NEPDA's 2018-2019 priorities.

NEPDA Board

Board Member Skillsets, vacancies and recruitment – Melissa is working on a NEPDA/YARD Blog and will include the recruitment of board members in the blog content. Members suggested the board consider recruiting members from partner organizations as well. There may also be options to bring in board members from within the County (jurisdiction or other stakeholder) if boundaries are expanded outside the city limits in the future.

Board Renewals – Melissa reminding members of term expirations

Board Elections – Cheryl Stewart nominated current officers Antony Carollo and Nicole Hydzik as chair/vice-chair; M/S by Scott Simmons. All in favor. Cheryl nominated as Treasurer; M/A by Nicole Hydzik. All in favor.

Executive Director Job Description – no action taken at January 12, 2018 meeting.

Action Items:

- Complete NEPDA/YARD Blog including call for applicants.
- Resend executive director job description to PDA board members for the February, 2018 meeting.

Grant and/or other project updates and next steps

EPA Community Wide Assessment – awaiting phase II results of most recent site assessment

Freya Project 6-Yr Comp Streets Program – the Freya resolution passed Council; Freya will remain in the 2018-2023 Comprehensive Streets Program.

Fun Run/Bike/walk – no lead yet identified

Craft3 follow-up meetings with NEPDA board members – dates available for this follow-up meeting include Tuesday afternoon through Thursday morning, February 6-8, 2018.

Letter of Support requested – Pete Rayner provided an overview/progress report of the Beacon Hill project and their application for CDBG funds. In particular the application requests for water booster station parts (Pete has been working with Jon Sawyer (City Water Department) on these plans which are complete.) Approval of the grant would move the Beacon Hill project forward (This grant in connection with private funding from Craft3 would allow lots to be sold and project to move forward). Craig advised Pete that he should review whether the booster station was an identified facility in the current water system plan by Department of Health.

Craig Riley made a motion in favor of submitting a letter of support for this grant application; M/S by Scott Simmons. Pete will send a draft letter of support for edits to Anthony Carollo.

February Agenda Items – update on Stormwater from ICM; Qualifications for a NEPDA Executive Director; get development subcommittee back together for initial conversations on street standards.

Action Items:

- Scott to coordinate and report on stormwater solution progress
- Reach out to communications team regarding Wellesley closure outreach and outreach coordination.
- Develop and Refine Communications piece utilizing updated NEPDA accomplishments including updates to the NEPDA website.

Other/Ongoing Agenda items:

- Financing for NEPDA Operations – request for 2018
 - YARD Funding/Financing; PBIA, LID, LIFT Next Steps (ongoing)
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