

**Tri County Economic Development District
TEDD/RTPO Board of Directors
Wednesday, February 22, 2023**

1. Call to Order & Introductions

Tri County Economic Development District (TEDD) Secretary, Greg Young, called the meeting to order at 1:00 p.m. Introductions were conducted.

TEDD/RTPO Board Members

Greg Young - Stevens County	Kathryn Hoogheem - WSU Stevens County Extension
Bryan Raines – Rural Resources	Marty Rugo – City of Republic
Dan Fagerlie – Ferry County PUD	Doug Kyle - Colville Chamber of Commerce
Leslie Valz – Stevens County Treasurer	Shari DePaulo – Town of Marcus
Cecilia Evans - Spokane Tribe of Indians	Tara Leininger - Town of Metaline Falls
Rosemary Shaw – Colville Together	Abby Gribi - City of Newport
Greg McCunn – City of Chewelah	Robert Rosencrantz – Pend Oreille County
Dave Rick – Pend Oreille PUD	

GUESTS

Eric Blackburn – WorkSource Colville	Thomas Carpenter – Council Member City of Colville
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TEDD STAFF

Jeff Koffel, Executive Director	Carrie Paetsch, Finance Manager
Frank Metlow, Planning Director	Brandon Hansen, Economic Development Specialist
Shelly Stevens, Marketing & Tourism Developer	Debbie Roberts, Office Assistant
Christine Schrick, Loan Officer	

2. Consent Agenda

- Approval of Agenda
- Approval of General Fund & Loan Fund Expenditures & Transfers – 13th Month 2022, and January 2023

13th Month 2022

General Fund – Claims Payable: Voucher Numbers: 95539-95548; 95745-95750; 95825-95833; 95751 in the amount of **\$16,170.53** AND January Benefits in the amount of **\$10,432.79** AND December Payroll in the amount of **\$29,686.25** for a monthly total of **\$56,289.57**.

TEDD Loan Fund – **\$0**

TC EDC Loan Fund - **\$0**

January 2023

General Fund – Claims Payable: Voucher Numbers: 96209-96220 in the amount of **\$11,365.87** AND January Intra-Fund Transfer: Voucher Number 96208 in the amount of **\$3,300.00** for a monthly total of **\$14,665.87**

TEDD Loan Fund – **\$0**

TC EDC Loan Fund – Electronic Funds Transfer – January 2023 RMAP Payment in the amount of **\$2,290.80** for a monthly total of **\$2,290.80**.

Doug Kyle made a motion to approve the Consent Agenda. Dan Fagerlie seconded the motion. The motion carried.

3. Presentation – None

4. Executive Director’s Report – Jeff Koffel

- Jeff updated on the fire suppression system and reported that Western States Fire will be installing a new fire sprinkler monitoring system next month as well as adding a sprinkler head in the server room.

- Audiovisual upgrades to the small conference room have been completed, thanks to WSU Stevens County Extension for funding that project.
- We wrote a letter of support for SP3NW, a technology incubator in Spokane, that is applying for a small grant, about \$100K, to come to the rural areas (Ferry, Stevens, Pend Oreille counties) to support entrepreneur / small scale manufacturers.
- Jeff met with the Port Director from Customs and Border Protection, Jordan Buck from Progressive Rail, as well as a call with Senator Short in regards to funding for a public-private partnership to install a covered inspection ramp and a small office near the Boundary-Waneta border crossing. That crossing site has about 100,000 rail cars go through there every year for about \$500million in commerce.
- Jeff mentioned that a consultant, Lookout, has been selected for the regional branding project. Shelly will talk about that a bit more, but Jeff added that the initial scope of work was very large and just not quite enough money in our budget to cover the full scale web development, so that will probably be a next year project.

5. Staff Reports

Planning Director – Frank Metlow

- We received the Safe Streets and Roads for All grant, \$352,000, to conduct safety action plan for all three counties. Several mandatory webinars will need to be attended prior to grant acceptance. After that a committee will be set up to conduct interviews of prospective consultants. After that interview process the TAC will bring a recommendation to the board for approval. Once that is done a safety action plan will be developed for the entire tri county region so that everyone is eligible for available funds – a billion dollars a year for the next four years in transportation projects through federal highways. Frank noted the importance of making sure that the various transportation groups are prepared to engage with the consultant.
- We got through the Transportation Alternative Program (TAP), and the Consolidated Grants Program. Those funds have been allocated. Frank noted that regular project updates from Lone, Newport, Republic, and Kettle Falls representatives are needed so that he can provide that information to WSDOT.
- Frank will be putting together an electric vehicle planning team. There is a lot of funding starting to roll out and he wants to make sure that we're prepared to utilize it in our region. *A lengthy discussion followed.*
- We are doing our annual UPWP update and may be asking you some transportation questions.
- Also doing an update to our Title VI plan.

Finance Manager – Carrie Paetsch

- Carrie reported that she has three training courses coming up, one on the annual report, one on GAAP, and one on CASH. The slow transition from spreadsheets to QuickBooks has started.

Loan Officer – Christine Schrick

- Christine updated on loans paid off this year and noted we currently have five loan applications to review: 2 - Stevens County, 1 – Ferry County, 1 – Pend Oreille County, 1 – Grant County.

Regional Marketing & Tourism – Shelly Stevens

- Shelly reiterated that Lookout, a branding and marketing consultant from Oregon was selected for the regional branding project. Lookout has strong destination experience and will start working with us in May.
- Guides and Outfitter action team will be holding two training workshops, one at the end of March and one in May.

- This weekend Shelly will be at the Spokane Great Outdoor Show. TEDD is partnering with the Colville National Forest.
- In March we will be doing the Chewelah and Colville Home and Garden shows.
- On March 14th Jeff and Shelly will be in Olympia to attend Tourism Industry Day, and the State of Washington Tourism will be making appointments with legislators for us to meet with and let them know how important funding is for tourism in rural areas.
- Next week we have NEWSTART, which is always the fourth Tuesday of the month, and everyone is invited.
- Shelly won an award from the American Trails Association for a picture of the Log Flume Trail. This contest was for photos taken on National Recreation Trails.

Regional Economic Development Specialist – Brandon Hansen

- TEDD in the Library, in Republic last week, was successful. Brandon noted that it was the busiest one yet, almost ran out of marketing handouts. Next month we start the whole cycle of libraries again and continue through the year. The libraries have been very supportive.
- A new grant for restaurants and hotels that suffered through the pandemic will be coming out in March. A web portal is available and Brandon will continue to send out info and promote the grant.

6. Old Business – None

7. New Business - None

8. Updates from Board Members and Guests

Members and guests gave updates of individual interests.

9. Adjournment

The next TEDD Board meeting was verified for March 22, 2023 at 1:00 p.m.

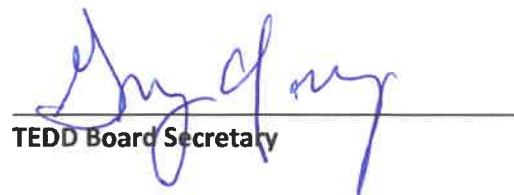
As there was no further business the meeting was adjourned at 1:59 pm.

Respectfully Submitted: Debbie Roberts, Office Assistant



 TEDD Board Chairman

ATTEST:



 TEDD Board Secretary