

**Tri County Economic Development District
TEDD/RTPO Board of Directors
Wednesday, April 26, 2023**

1. Call to Order & Introductions

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

TEDD/RTPO Board Members

Robert Rosencrantz – Pend Oreille County	Debra Hansen - WSU Stevens County Extension
Robert Dean – Ferry County	Bryan Raines – Rural Resources
James Best – Spokane Tribe of Indians	Rodney Smoldon – USFS, Colville National Forest
Eric Blackburn – WorkSource Colville	Abby Gribi - City of Newport
Marty Rugo – City of Republic	Darrel Hawes – Stevens PUD
Greg McCunn – City of Chewelah	

GUESTS

Richard Nichols, City of Colville	Terrie Jones, Horizon Credit Union
Andrew Engell, Cathy McMorris Rogers Office	

TEDD STAFF

Jeff Koffel, Executive Director	Carrie Paetsch, Finance Manager
Frank Metlow, Deputy Exec Director/Planning Director	Debbie Roberts, Office Assistant
Shelly Stevens, Marketing & Tourism Developer	

2. Consent Agenda

- o Approval of Agenda
- o Approval of March 22, 2023 Meeting Minutes
- o Approval of General Fund & Loan Fund Expenditures & Transfers – March 2023

March 2023

General Fund – Claims Payable: Voucher Numbers: 97193-97204; 97382-97388; 97716-97720, 97712 in the amount of **\$13,629.73** AND Benefits in the amount of **\$10,577.55** AND Payroll in the amount of **\$30,488.33** AND Inter-Fund Transfer-IS: Voucher Number 97616 in the amount of **\$12,296.01** for a monthly total of **\$66,991.62**.

TEDD Loan Fund – Claims Payable: Voucher Numbers: 97714-97715 in the amount of **\$387.00** AND Electronic Funds Transfer – IRP #3 Loan Payment in the amount of **\$20,850.00** for a monthly total of **\$21,237.00**.

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

Marty Rugo made a motion to approve the Consent Agenda as amended. Robert Dean seconded the motion. The motion carried.

3. Presentation – None

4. Executive Director’s Report – Jeff Koffel

- Horizon Credit Union recently made a generous donation of \$300 to TEDD.
- Declaration Network is starting their North Stevens County project, that goes up Aladdin Rd, over to Northport, and then down to Marcus. They will provide TEDD with a press release and we will help them get the word out so local residents know what is going on.
- It’s this time of year when all the ADO contracts get renewed for the new biennium, we’re not the ADO for Pend Oreille county, but Ferry and Stevens County both signed us up for another 2 years as their ADO.
- Jeff met with the board of the North Central Washington EDD in regards to extending the loan program into their territory, which is Okanogan, Chelan, and Douglas Counties. They will be presenting the opportunity at their full board meeting on May 8th. If they decide to move forward, they will have a request to this board to allow them into our loan fund.

- Brandon is on paternity leave for the next month. He will maintain the TEDD in the Library Program during his leave.
- Jeff talked with Burlington Northern about using an old siding of theirs and provide upgrades to get an inspection platform built at the Juanita Boundary point of entry. They are supportive of the idea, and signing a long term lease of that property to Stevens County so we can get some Public Works Board type monies to build public infrastructure on public lands.
- Jeff submitted our contract with WSU, thanks Debra for helping us get about \$15,000 in money. We'll talk more about what we're going to do with that.
- We're waiting to hear back on several grants: 1) USDA grant, about \$50,000 to provide energy efficiency upgrades for both our lighting and our bathrooms, here at TEDD headquarters, and at the business park. 2) \$12 million Washington Broadband grant for a central Stevens County project. 3) \$20,000 grant from Innovia to help pay for the Rural Tourism Support program.
- Jeff reported that TEDD was awarded a grant through Avista's Community Support Electric Vehicle program and will receive a 2023 Chevy Bolt and charging station. The 2nd big part of that is a public outreach as Avista does their build out for charging stations. Jeff added further information in regards to additional charging stations thru out their service district.

5. Staff Reports

Planning Director – Frank Metlow

- Frank reported that we're waiting on the award announcements from the Washington State Broadband Office.
- We are working with NOANET on the Community Connect Grant application for the Highway 25 Project that goes from Rice down to the reservation on the line on highway 25, and connects to the Spokane Tribes build out that they have already funded up to that point. It will close that loop in the projects.
- We are working through completing the Safe Streets and Roads for All grant agreement we were awarded. Frank provided details about additional Safe Streets and Roads for All processes. To ensure we get everybody covered in the region for this, and it makes the entire region eligible for the next 3Billion dollars in funding over the next 3 years.
- Frank gave brief updates about the TIP, and TAP.
- Frank will be sending an email next week establishing an electric vehicle working group and reiterated the importance of participation in evaluating the value of the electric vehicle infrastructure.
- Frank gave a status update on the UPWP.
- Working on the WSDOT required Title VI Plan update and noted that funding has been obtained to hire a consultant to generate that update.

Finance Manager – Carrie Paetsch

- Most Membership Dues have been received; reminder letters will be sent to whoever has not submitted their dues.
- Working on finance report for 1st Quarter 2023, and annual reports are due May 30th.

Loan Officer – Christine Schrick (update by Jeff)

- Jeff signed closing documents on a loan from Ferry County.
- In New Business we will be asking the board to appoint a new loan committee member.

Regional Marketing & Tourism – Shelly Stevens

- Shelly reported that the Guides and Outfitters Information session on March 30th was successful. There were 25 people in attendance interested in either starting or growing their existing guiding or outfitters business and we had representation from all 3 counties. The Guides and Outfitters Training Workshop will be held Saturday, April 29th at TEDD. Dan Moore from Pandion Consulting will be conducting the workshop. There will be public land managers here with information about permitting, licensing, and everything that someone would need to know if they want to operate on those lands.

- As the liaison for Washington Filmworks in Northeast Washington, we are working with Sherry Wyatt, their newly hired rural economic development person, to develop a list of potential local filming sites including the Alcoa plant.
- The State of Washington Tourism is experiencing renewed interest and generating multiple media interest queries, specifically about least visited state parks. Other inquiries were for upcoming art shows and exhibitions in Washington, newly renovated or new build non-chain hotels and lodging, places to play pickle ball and spend the night. Shelly put together several packages for them, and connected them with the Mistiqua Casino / Hotel, formerly the Chewelah Casino.
- The creative firm TEDD contracted with to work on our regional branding is starting up and will be here the 1st week of June to tour the area.
- Washington State Tourism Marketing Account was funded \$9 million per biennium.
- Shelly gave a digital report on the Northeast Washington Trails website and Facebook page.
- The Veterans Quilt Raffle will be drawn at the May 24th TEDD Board meeting.

6. Old Business - None

7. New Business

- New Loan Committee member submitted for board approval is Bob Stevens – Northwest Applied Marine / Hewes Marine.
Abby Gribi motioned to appoint Bob Stevens to the Loan Committee. Marty Rugo seconded. The motion carried.
- NEW Trends is a website that TEDD supported until the pandemic. It is out of date and largely non-functional. Patrick Jones, an economics professor at Eastern Washington University would like to pick the project back up and get it going. Dr Jones will present at next month’s board meeting.
- Loan Processing Software Purchase
Greg McCunn motioned to approve TEDD Executive Director to proceed towards purchasing loan processing software, based on 2 bids as opposed to the normal 3 that are required. Debra Hansen seconded the motion. The motion carried.
- Resolution 2023-002 – Authorizing Representative Signature Certifier Security Role
Abby Gribi motioned to approve Resolution 2023-002 – Authorizing Representative Signature Certifier Security Role. Marty Rugo seconded the motion. The motion carried.

8. Updates from Board Members and Guests

Members and guests gave updates of individual interests.

9. Adjournment

As there was no further business the meeting was adjourned at 2:17 pm.
The next TEDD Board meeting was verified for May 24, 2023 at 1:00 p.m.

Respectfully Submitted: Debbie Roberts, Office Assistant


Robert Rosencrantz, TEDD Board Chairman

ATTEST:


Greg Young, TEDD Board Secretary