

**Tri County Economic Development District**

TEDD/RTPO Board of Directors

Hybrid Meeting

Wednesday, March 27<sup>th</sup>, 2024

• **Call to Order & Introductions**

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

**TEDD/RTPO Board Members**

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*Robert Dean, Ferry County*

Robert Rosencrantz, Pend Oreille County

Jessica Garza, Port of Pend Oreille

Greg Young, Stevens County

Dave Rick, Pend Oreille PUD

Sharon Shipley, Town of Lone

Rosemary Shaw, Colville Together

Leslie Valz, Stevens County Treasurer

Alex Grider, WorkSource Colville

Eric Blackburn, WorkSource Colville

*Dan Fagerlie, Ferry County PUD*

Jack Smith, City of Colville

Tara Leiningner, Mayor Metaline Falls

Debra Hansen, WSU Stevens County Extension

Jan Hoogstad, Avista

Christine Whitney, Colville Confederated Tribes

Madison Campbell, Kalispel Tribe

Mark Zorica, Kalispel Tribe

Cecilia Evans, Spokane Tribe

Josh White, Colville National Forest

**GUESTS**

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Nina Stocker, WSDOT

Lance Durbin, WSDOT

**TEDD STAFF**

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Jeff Koffel, Executive Director

Frank Metlow, Deputy Exec Director/Planning Director

Carrie Paetsch, Finance Manager

Jim Cupples, Business Support Contractor

Verna Johnson, Office Assistant

Debbie Roberts, Office Manager

Shelly Stevens, Marketing & Tourism Developer

Brandon Hansen,

Doug Hook, Assistant Finance Manager

• **Consent Agenda**

- Approval of Agenda
- Approval of March 27, 2024 Meeting Minutes
- Approval of General Fund & Loan Fund Expenditures & Transfers – March 2024

**General Fund – Claims Payable: Voucher Numbers: 106291-106303-106414-106675-106682-106691, in the amount of \$51,438.91 AND Benefits in the amount of \$9575.69 AND Payroll in the amount of \$28,699.00 for a monthly total of \$89,713.60.**

**TEDD Loan Fund – none to report**

**TC EDC Loan Fund – Claims Payable – Loan Funds-Small Batch in the amount of \$28,000.00 AND Electronic Funds Transfer – March 2023 RMAP Pmt in the amount of \$2,290.80 for a monthly total of \$30,290.80.**

*Robert Rosencrantz Made a motion to approve the Consent Agenda. Jack Smith seconded the motion. The motion carried.*

**Presentation**

- Recognition of Debbie Roberts retirement

• **Executive Director's Report – Jeff Koffel**

- *Dues received from 24 of our 27 compact signatories.*
- *Currently working on contract with Pend Oreille County Board of County Commissioners.*
- *On April 8, 2024 Jeff will meet with the Ferry Commissioners to discuss TEDD managing their broadband development.*
- *Finished sub recipient agreement with ISP contractor, now prepared to go to the construction phase once environmental study complete.*
- *Shelly had a successful grant through State of Washington Tourism for a set of new videos*
- *Brandon received a grant from Washington Economic Development Finance Authority (WEDFA), which is a finance organization that works through the State Government for bond financing for large construction projects. They started a small Business Technical Assistance program, & Brandon received a \$40k Grant for work with Ferry County small businesses.*

### **Staff Reports**

- **Deputy Executive Director / Planning Director – Frank Metlow**
  - *Conducting our public engagement and our stakeholder interviews for Safe Streets and Roads for all.*
  - *Working on EV strategy framework, each has taken their share of the sections and now writing our narratives. Expecting to have draft done for EV strategy by the end of April.*
  - *Title VI plan, RFP completed and selected contractor to write the Title VI plan for the RTPO, once contract is complete, we can get to work on that.*
  - *Broadband work, completed contracting with ISP, started environmental review processes and submitted our first status report and invoices for Central Stevens County broadband project.*
  - *Community Connect, resubmitted for new submittal dates that were extended.*
  - *Getting familiar with the Phase 1 B Webinars, waiting for Bead challenge window to start.*
  - *Extended contract with Integrant for help with grant management.*
- **Finance Manager – Carrie Paetsch**
  - *Hired CLA, a consultant firm to help with annual reports and setting up QuickBooks.*
  - *Funded 2 loans in February & March for current customers, and 2 loans approved for customers in Colville.*
- **Marketing & Tourism – Shelly Stevens**
  - *State of Washington Tourism organizing a FAM Trip to Stevens & Ferry Counties to educate participants about destination's products and services, as well as to promote them.*
  - *Wonderfully Wild Northeast Washington first ad will be coming out in the 2024 ScenicWA Scenic Drives & Roadtrip guide, as well as some social media action on their website.*
  - *Purchased URL wonderfullywild.com, will be making changes to our current website to reflect our current brand.*
  - *The PNT Advisory Council has two more meetings scheduled. Shelly will be focusing on the importance of including our three trail towns, Metaline Falls, Northport & Republic.*
  - *Attended the International Selkirk Loop first quarter Board of Directors meeting. The Annual bike ride was a great success last year and has 70 riders already signed up for this year's event.*
  - *Attended Inland Northwest Partners meeting in Pullman.*

- *Northeast Washington Trails and Visit Northeast Washington social media pages both had a lot of activity*
- *NEW Start meeting will meet with Jamie Sijohn next month for a tour of Mistiqua Hotel*
- **Regional Economic Development Specialist – Brandon Hansen**
  - *Attended ADO Best Practices & WEDA conference last month, Rep from Microsoft was able to show what the company is doing with artificial intelligence*
  - *Washington Labor & Industries Grant, did some training to understand messages they want to get across about different resources they have.*
  - *Working on the Ferry County Economic Strategy, sending out invites to get an action committee together.*
  - *Working on a radio station to talk about economic development topics, also putting together columns and newspaper articles to get out.*
- **Business Support Contractor – Jim Cupples**
  - *Focusing on broadband and broadband policy, grant review, and maps for both TEDD & Port of Pend Oreille.*
  - *Working close with County Shops in the GIS mapping side for Stevens and Pend Oreille County*
  - *Identifying community infrastructure to make sure Ferry County has the appropriate amount of broadband, and if not, letting the state know.*
- **Old Business - None**
- **New Business**
  - *Debra Hansen, WSU Extension Director, would like to apply for the Washington State Department of AG grant for infrastructure specific for meat processing, and a separate bridge loan with TEDD. Jack Smith made a motion to allow TEDD to be the fiscal agent for the grant described by Debrah, Dan Fagerlie 2<sup>nd</sup> the motion. The motion passed.*
  - *Loan committee asked the board to approve a \$300k loan for a local property developer who has a long history working with TEDD. Jack Smith made a motion to approve, Rosemary Shaw 2<sup>nd</sup> the motion. The motion passed.*
- **Updates from Board Members and Guests**

Members and guests gave updates of individual interests.
- **Adjournment**

As there was no further business the meeting was adjourned at 2:50 pm.  
The next TEDD Board meeting was verified for April 24, 2024 at 1:00 p.m.

**Respectfully Submitted: Verna Johnson, Office Assistant**

DocuSigned by:  
*Robert Dean*

Robert Dean, TEDD Board Chairman

ATTEST:

*Robert Rosencrantz*

Robert Rosencrantz, TEDD Board Secretary