

**Tri County Economic Development District
TEDD/RTPO Board of Directors
Hybrid Meeting
Wednesday, April 23, 2025**

1. 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

Grey Young, Stevens County	Dan Fagerlie, Ferry County PUD
Robert Rosencrantz, Pend Oreille County	Jack Smith, City of Colville
Robert Dean, Ferry County	Jan Hoogstad, Avista Utilities
Shari DePaulo, Town of Marcus	Rosemary Shaw, Colville Together
Debra Hansen, WSU Stevens County Extension	Bryan Raines, Rural Resources
Kelly Driver, Port of Pend Oreille	Cecilia Evans, Spokane Tribe
Tara Leininger, Mayor Metaline Falls	Luke Decker, US Forest Service
Christine Whitney, Colville Tribe	Dave Rick, Pend Oreille County PUD
Mick Yarroll, Stevens County PUD	Matt Schanz, NE Tri County Health
Madison Campbell, Kalispel Tribe	Rod Van Alyne, Workforce Development
Abby Gribi, City of Newport	

GUESTS

Rachelle Bradley, SCJ Alliance

TEDD STAFF

Jeff Koffel, Executive Director	Doug Hook, Assistant Finance Manager
Frank Metlow, Deputy Exec Director/Planning Director	Shelly Stevens, Regional Marketing & Tourism Developer
Jim Cupples, Business Support Contractor	Ryan Burkey, Economic Developer
Carrie Paetsch, Finance Manager	Bob Stevens, Regional Business Specialist
Scott Thompson, Loan Officer	Verna Johnson, Office Assistant

2. Consent Agenda

- Approval of Agenda
- Approval of March 26, 2025 Minutes
- Approval of General Fund & Loan Fund Expenditures & Transfers –March 2025

March 2025

General Fund – Claims Payable: Voucher Numbers: - 115178-115188; 115357-115365; 115573-115577; 115579 in the amount of \$100,075.85 AND Benefits in the amount of \$15,667.08, AND Payroll in the amount of \$41,558.20 for a monthly total of \$157,301.13.

TEDD Loan Fund —Claims Payable: Voucher Numbers: - 115200; 115694 in the amount of \$600,000.00 for a monthly total of \$600,000.00.

TC EDC Loan Fund – Claims Payable Voucher Numbers 115693 in the amount of \$50,000.00, AND Electronic Funds Transfer – March 2025 RMAP Payment in the amount of \$2,290.80 for a monthly total of \$52,290.80.

Debra Hansen made a motion to approve the Consent Agenda. Dan Fagerlie seconded the motion. The motion passed.

Robert Rosencrants made a motion to approve the General Fund expenditures and transfers for the month of February 2025, Dan Fagerlie seconded the motion, motion passed.

3. Presentation

- Veteran's Quilt Drawing – Tracey Oaks was the recipient of the Veteran's Quilt for the month of March.

4. Executive Director's Report – Jeff Koffel

- Jeff noted the groundbreaking of the Central Broadband Project, marking the start of construction activities. Flyers are with construction crew to hand out information on what's happening and how to sign up. Did request a grant extension due to delays in contracting.
- There are 232 areas across the State that are eligible for BEAD. Notifications have been sent out. Three areas in Ferry County and twelve areas of Stevens County were all awarded in round one.
- Scott Thompson has been brought on board as contract part-time loan officer for TEDD for a period of six months. He will assist with the loan applications and report on the loan fund.
- Jeff mentioned the computer upgrades in house are all complete and working out so far.
- Working with other owners here at the South Town Plaza to have the lights fixed in the parking lot. Received a quote from Floener Electric and once everyone signs on, the work will begin.
- Jeff offered to Board members office cubicles in our back storage room.
- Jeff mentioned in the last six months TEDD has received \$253K in grant funding.

5. Staff Reports

Deputy Executive Director/Planning Director—Frank Metlow

- Frank mentioned the Regional Safety Action Plan is up for adoption.
- The UPWP update has been sent to WSDOT. A review meeting will be held in April to let us know of any changes they recommend to our plan. Once all updates are done it will go to Federal Highways for final approval.
- We did our RFP for our transportation planning services. SCJ Alliance was awarded the contract.
- The Central Stevens County project is underway.
- Round one of BEAD is complete. Official announcements are pending. Round two maps are out also.

Finance Manager—Carrie Paetsch

- No updates.

Assistant Finance Manager – Doug Hook

- Doug mentioned one loan in Pend Oreille County just closed and one in Stevens County should close shortly.
- Currently there are 7 loans for Ferry County, 6 in Pend Oreille County and 28 in Stevens County.
- Transition from Mitchell Humphrey into Springbrook is still on going. Staying current for 2025 and Carrie is working on the historical entries.

Business Support Contractor --Jim Cupples

- BEAD is underway. Everything has been awarded for both Ferry and Stevens County. There will be some news coming out for Pend Oreille County for two of the project areas.
- This month we did a Distance Learning and telehealth grant and TEDD was the lead on that. Teamed up with Stevens County Libraries as well as Debra Hansen and Extension service. That grant is for hotspots for portable devices to connect to the internet. Privacy booths are also included in that grant.

Regional Marketing & Tourism Developer – Shelly Stevens

- Shelly shared photos of the groundbreaking ceremony for the Central Stevens County Broadband Project.
- This month's NEWSTART meeting featured special guest David Blandford, the executive director for the State of Washington Tourism.
- The State of Washington Tourism reached out asking for information and images of Crawford State Park and Gardner Cave, which will be featured in an upcoming issue of Visit USA.
- Shelly contributed posters for the Film Day help at the Capitol Building in Olympia.
- Our various Facebook pages all had a lot of interactions. Shelly also went over a brief analysis of website traffic information. The numbers for Q1 and both pages received almost 2500 new followers.

Regional Business Specialist—Bob Stevens

- Bob shared that the bathroom renovation is on schedule, with work set to start in April.
- January numbers for Business support and ADO interactions for loans were 16 interactions. February there were 30 interactions. March is incomplete but at 36 interactions.
- L&I grant reporting is on track, with the team exceeding expectations.
- 18 scheduled workshops scheduled for February and March with 14 completed currently. Subjects included Starting a Business, Best Practices, growing your Business and using Googles AI tools. 17 more workshops planned for May-June.
- We have 11 active loan applications in the process.

Economic Developer – Ryan Burkey

- Ryan went over unemployment statistics in the Tri County areas. He mentioned the overall job market remains steady.

Old Business - NONE

New Business –

Loan Fund Discussion regarding raising the borrowing limit from \$300k to \$600k due to increasing requests from small businesses. The discussion included concerns about risk management and the ability to secure additional funding.

Robert Rosencrantz made a motion to raise the lending limit under the loan program to \$600k, Abibi Gribi seconded the motion, motion carried.

Resolution 2025-002 – Authorizing Application and Administration of the RBEG/RBOG program under the Rural Business Development Grant (RBDG)

Abby Gribi made a motion to approve Resolution 2025-002 as recommended by the TAC amended, Kelly Driver second the motion, motion passed.

6. Updates from Board Members and Guests

- Members and guests gave updates of individual interests.

7. Adjournment

- As there was no further business the meeting was adjourned at 2:38 p.m.
- The next TEDD Board meeting was verified for April 23, 2025, at 1:00 p.m.

Respectfully Submitted: Verna Johnson, Office Assistant

ATTEST:



Greg Young, TEDD Board Chairman



Robert Dean, TEDD Board Secretary