

**Tri County Economic Development District
TEDD/RTPO Board of Directors
Hybrid Meeting
Wednesday, February 25, 2026**

1. Call to Order & Introductions

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

TEDD/RTPO Board Members

Greg Young, Stevens County	Christine Whitney, Colville Tribe
Robert Rosencrantz, Pend Oreille County	Jan Hoogstad, Avista
Robert Dean, Ferry County	Dave Rick, Pend Oreille County PUD
Jessica Garza, Port of Pend Oreille	Shari DePaulo, Town of Marcus
Jack Smith, City of Colville	Jesse Garrett, City of Kettle Falls
Bryan Raines, Rural Resources	Abby Gribi, City of Newport
Tonya Wallace, City of Chewelah	Doug Aubertin, Ferry County PUD
Lindsay Baxter, Mayor of Chewelah	Leslie Valz, Stevens County Treasurer
Matt Schanz, NE Tri County Health	Deana Zakar, Kinross
Madi Campbell, Kalispel Tribe	

GUESTS

Steve Bruchman, Congressman Baumgartner's Office
Rachelle Bradley, SCJ Alliance

TEDD STAFF

Jeff Koffel, Executive Director	Shelly Stevens, Regional Marketing & Tourism Developer
Frank Metlow, Deputy Exec Director/Planning Director	Ryan Burke, Economic Developer
Carrie Paetsch, Finance Manager	Verna Johnson, Office Assistant
Doug Hook, Assistant Finance Manager	

2. Consent Agenda

- Approval of Agenda
- Approval of January 28, 2026 Minutes
- Approval of General Fund & Loan Fund Expenditures & Transfers – January 2026

January 2026

General Fund – Claims Payable: Voucher Numbers: - 122770-12276; 122993-122996; 123104-123107 in the amount of \$14,451.28 for a monthly total of \$14,451.28.

TEDD Loan Fund — Claims Payable Voucher Number: 122777 in the amount of \$2.98; for a monthly total of \$2.98.

TC EDC Loan Fund – None to Report

Dan Fagerlie made a motion to approve the Consent Agenda; Robert Dean seconded the motion. The motion passed.

3. Presentation – NONE

4. Staff Reports

Deputy Executive Director/Planning Director—Frank Metlow

- Update was presented by Rachelle Bradley on the CPT/HSTP.
- Officer elections were done today for TAC. Frank Metlow was voted chair, and Abbi Gribi was voted Vice chair.
- Consolidated Grants call for projects will be in July 2026. Updating the State Transportation improvement plans.
- Transportation alternative program calls for projects in August 2026.

- Updating our comprehensive economic development strategy for the Region.
- The Central Stevens County Project approximately is 90% complete. Sign-up dates have been pushed out to April and June, depending on delivery of equipment.
- The BEAD is currently at NTIA. Preliminary award notifications have been received, however final awards have not yet been announced.
- No recent update on Community Connect and have not been briefed as to when to expect announcements on those awards or notifications.
- Submitted the EDA Partnership planning grant.
- Completed all reporting for January 2026.

Assistant Finance Manager – Doug Hook

- January was a heavy reporting month, with most required reports completed.
- The 2022 audit is nearly finished, and preparation for the 2023 audit has already started.
- Doug reported 41 active loans across the three counties, totaling approximately \$4.65 million.
- Transition to new financial systems and reporting processes are ongoing.

Regional Marketing & Tourism Developer – Shelly Stevens

- Shelly presented the 2026 Marketing Plan, highlighting Regional Outdoor Recreation shows in Spokane and Vancouver, BC.
- Marketing partnerships will continue with Scenic Washington, including print, photography, and digital promotions.
- TEDD will be sponsoring one month of the Washington State hiking Podcast with Craig Romano and Jenny Flaming. The podcast will feature three episodes highlighting trails and outdoor recreation opportunities in Ferry County and the surrounding region.
- Pend Oreille County requested that TEDD do some specific marketing for Z Canyon.
- The City of Republic will begin participation in the Recreation Economies for Rural Communities Program in February.
- Board members were reminded that TEDD’s photo and video library is available for local use.

Economic Developer – Ryan Burkey

- Ryan shared the December unemployment numbers at the National, State, and County levels.
- Ongoing business outreach, including surveys and one-on-one support for businesses.
- Small business workshops were held, though attendance was lighter than hoped due to weather and timing.
- Upcoming conferences and training with Apex Accelerator in early spring.
- Working with Shelly Stevens on the EPA grants that Republic was awarded.

5. Executive Director’s Report – Jeff Koffel

- Bob Stevens remains under contract to provide small business support.
- Reviewed major projects and priorities for the year.
- The VSO grant was awarded to provide support to VSOs; the funding is administered through WSDOT under one of their transportation programs.
- An RFP was released to remodel the back room into office spaces; bids are due back end of February.
- Jeff and Shelly will be helping Stevens County with some site selection for potential economic development.
- Submitted a grant application to install an ADA-compliant push-button entry door to improve accessibility and building efficiency.
- TEDD is waiting to hear on the USDA grant application submitted for an incubator expansion feasibility study.
- Jeff announced the hiring of a new Business Support & Lending Specialist who will be starting next week.
- Campbell Thompson served as a high school intern assisting with marketing. With the conclusion of the January semester, the internship was not renewed.

Old Business – Benton-Franklin Loan Fund Transfer

- Benton–Franklin Council of Governments has approved moving forward with transferring its revolving loan fund.

New Business –

- **Election of Officers**

- Chairman – Commissioner Robert Rosencrantz
- Vice-Chairman – Commissioner Robert Dean
- Secretary – Commissioner Greg Young

Jack Smith made a motion to approve the Election of Officers, Matt Schanz seconded the motion, motion passed.

- **Food Vendors / Food Truck**

- The Board had an open discussion about allowing short-term vendors in the TEDD-owned parking areas. This will support start up vendors and provide a community service.
- Safety, restrooms, and traffic flow were discussed.

Updates from Board Members and Guests

- Members and guests gave updates of individual interests.

6. Adjournment

- As there was no further business the meeting was adjourned at 2:28p.m.
- The next TEDD Board meeting was verified for March 25, 2026, at 1:00 p.m.

Respectfully Submitted: Verna Johnson, Office Assistant



Robert Rosencrantz, TEDD Board Chairman

ATTEST:



Greg Young, TEDD Board Secretary