

July 16, 2020

11:30 AM – 1:00 PM, scheduled time

# Minutes - Regular Meeting (held via teleconference due to Governor's Proclamation 20-28)

## Attendance

**S3R3 Solutions Members present via teleconference:** Greg Birchell, William Butler, Al French, Larry Krauter

**S3R3 Solutions Members absent:** Breean Beggs, Wes Crago, Gerry Gemmill,

**S3R3 Solutions Staff physically present:** Todd Coleman; Executive Director, Sueann Herkel; Executive Assistant

**S3R3 Solutions Staff present via teleconference:** Taudd Hume; Legal Counsel

**S3R3 Solutions Staff absent:** None

**Guests present:** Toby Broemmeling

**Guests present via teleconference:** Aimee Navickis-Brasch

**Meeting called to order 11:30 am**

## Welcome and Introductions:

Board Chair Al French conducted roll call of Board, quorum present.

## Public Comment/Courtesy of the Floor:

None

## Action Items Number 1-Consent Agenda

Board Chair Al French requested comment on Consent Agenda Action Items which included Minutes for the May 21, 2020 Regular Board Meeting and May 11 – July 10, 2020 Financials. Hearing none, he called for a motion for approval of all items as presented in the Consent Agenda. Board Vice Chair Bill Butler motioned for approval, Board Treasurer Larry Krauter seconded, motion passed unanimously.

## Action Item Number 2 – Approve a Contract with Osborn Consulting, Inc. for the Phase 3 Stormwater Management Plan

After reviewing the Phase 3 Scope, discussion regarding calling the plan a management/**conceptual** plan instead of **comprehensive plan**. Board Chair Al French called for a motion for approval for the Executive Director to execute a contract with Osborn Consulting, Inc. in an amount not to exceed \$451,875 to complete the Phase 3 Stormwater Study scope of work. Board Vice Chair Bill Butler motioned for approval, Board Treasurer Larry Krauter seconded, motion passed unanimously.

## Project Updates, Presentations and Briefings:

1. Executive Director Todd Coleman provided an update of the second quarter financials reporting that S3R3 Solutions is solid with mid-year projections. Highlighted points include:
  - a. Changes in HR dollars in 5 Year Projected Cash Flow to include salary and benefits for additional employee and,
  - b. Increase in Stormwater Study as directly related to Action Item 2.
2. Executive Director Todd Coleman discussed the need for additional staff to accomplish marketing, acquire additional funding, build and maintain local efforts and focus on existing companies for expansion. Board Vice Chair Bill Butler agrees with the need for personnel expansion and that it demonstrates S3R3 Solutions as proactive. Board Treasurer Larry Krauter sees the expansion as beneficial for Executive Director Todd Coleman so that he can focus on external recruitment. Other position titles such as Business Development Specialist and Project Manager were mentioned however, comments were made to the need to include “executive” in the position title so companies feel as though they are speaking to a person of action and authority. Consensus is that S3R3 Solutions needs more manpower and to determine the nature of that resource. Some members of the Board would like to assist in the process of developing a position description. Board Vice Chair Bill Butler agrees but wants the process to move forward. A meeting will be established between Bill Butler, Todd Coleman, Al French and Larry Krauter to develop the position description and move forward with the personnel expansion.

3. The Mullen Letter of Intent (LOI) was discussed and since legal counsel for S3R3 Solutions Taud Hume confirmed that the LOI is nonbinding, Board Chair Al French called for a motion to extend. Board Treasurer Larry Krauter motioned for approval, Board Secretary Greg Birchell seconded, motion passed unanimously.
4. The West Plains Transportation Capacity was discussed specifically mentioning the Washington State Department of Transportation's (WSDOT) comment that the interchanges off Interstate 90 cannot accommodate additional development. Board Vice Chair Bill Butler wants to be on the offensive and proposed a partnership between S3R3 Solutions, Airway Heights, Spokane International Airport and Spokane County to move forward on transportation needs in the West Plains. That idea was well received. Further discussion led to providing a conceptual plan for future needs.

**Other Business:**

1. Unfinished Business  
None
2. New Business  
None

**Board Member Items:**

None

**Executive Session:**

None

At 1:05 PM July 16, 2020 Meeting was adjourned.