

**August 20, 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, Wes Crago, Al French, Gerry Gemmill, Larry Krauter

**S3R3 Solutions Members absent:** Breean Beggs

**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:** Galen Ribellia, Pete Thompson, Tom Tillford

**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 July 16, 2020 Regular Board Meeting and July 11 to August 10, 2020 Financials. Hearing none, he called for a motion for approval of all items as presented in the Consent Agenda. Board Member Wes Crago motioned for approval, Board Treasurer Larry Krauter seconded, motion passed unanimously.

## **Action Item Number 2 – Approval of Amendment No 1 to West Plains Chamber Sublease**

Executive Todd Coleman provided a summary of the West Plains Chamber of Commerce's (WPCOC) current sublease with S3R3 Solutions which expired July 31, 2020. The WPCOC was paced into Holdover per Paragraph 28 of the Sublease Agreement. WPCOC is currently considering several office spaces but construction has been delayed due to COVID and other conditions. This Amendment would extend the Sublease through December 31, 2020. Board Chair Al French requested comment. Hearing none, he called for a motion for approval. Board Vice Chair Bill Butler motioned for approval, Board Member Greg Birchell seconded, motion passed unanimously.

## **Project Updates, Presentations and Briefings:**

1. The progress on the Wetland Mitigation Bank was discussed to include reviewing that Executive Director Todd Coleman is working with a private property owner for 200 acres. The site has been reviewed by the Corp of Engineers and Washington State Department of Ecology and is of interest. The property will provide approximately 35 credits for projects within the PDA once a restrictive covenant and some uplift is created. Currently, an umbrella coverage is being considered which would allow for additional credits in the future by adding additional sites.
2. A grant for The West Plains Connection Project was filed on August 13<sup>th</sup> with financial commitments from the Kalispel Tribe and the City of Airway Heights and was accompanied by letters of support from other organizations such as Fairchild Air Force Base, Fire District 10, Spokane Transit Authority and the Cities of Airway Heights and Spokane. Special mention was made concerning the outreach done by Big Sky Public Relations regarding the public comment survey and website created for the project. Over 150 comments were made in response to the survey and the Big Sky team responded to each. The public outreach website received 1700 unique hits.

3. A meeting was held including the City of Airway Heights, Spokane International Airport, Spokane County, S3R3 Solutions and Washington Department of Transportation to discuss transportation capacity challenges as it pertains to land development. The discussion will be continued with the Washington State Department of Transportation (WSDOT).
4. Executive Director reported that his business recruitment trip to Portland and Vancouver demonstrated that businesses on the west coast are interested in the transload facility, the PDA's ability to support manufacturing and the possibility of property within the PDA as a location for inland Ports. During this conversation, some of the board members commented on businesses that are looking to relocate.
5. Board Vice Chair Bill Butler shared that he would like to continue serving on the board. Legal Counsel Taud Hume verified that positions can be renewed for an additional term at the discretion of the permanent board members. Board Chair Al French called for a motion to approve Board Vice Chair Bill Butler to continue for an additional 3-year term as a S3R3 Solutions board member. Board Member Gerry Gemmill motioned for approval, Board Member Wes Crago seconded, motion passed unanimously.
6. A summary of the discussion had by the ad hoc subcommittee was shared with the entire board. The summary from the subcommittee includes that the primary goal is to maintain the Executive Director as the "face" of S3R3 Solutions and maintains focus on external recruitment. It is the opinion of the subcommittee that the new position should be familiar with the City and County entitlement processes. Further discussion surfaced additional needs to include partnering with a consultant to help facilitate the process with the City and County in the meantime. Board Treasurer Larry Krauter would like to see a developed job description and salary range. Board Vice Chair Bill Butler commented that a projected date of 2021 to hire is reasonable. In the meantime, S3R3 Solutions will be able to contract with an on-call agency to support developers. This will also serve as a trial period to measure the pros and cons of keeping a contractor on call or hiring a person in January. Subcommittee members include Chairman Al French, Vice Chair Bill Butler, Board Treasurer Larry Krauter and Executive Director Todd Coleman.
7. The current meeting schedule of a Work Session on the second Thursday of each month from 7:30 AM – 9:00 AM and a Board Meeting on the second Thursday from 11:30 AM – 1:00 PM was discussed and it was decided that a once a month meeting would suffice considering current restrictions on in person meetings. Also discussed was a half day retreat and scheduling for October 8<sup>th</sup>, essentially extending the already scheduled work session to a half day. The retreat will provide time for the Board to review the past year as well as determine the path for 2021.

**Other Business:**

1. Unfinished Business  
None
2. New Business  
None

**Board Member Items:**

None

**Executive Session:**

None

At 12:33 PM the August 20, 2020 Meeting was adjourned.