

November 14, 2024, Regular Board Meeting

7:30 – 9:00 AM

7106 W Will D Alton Lane, Suite 103A, Spokane, WA 99224

**Minutes – Board Meeting**

**Attendance:**

**S3R3 Board Members physically present:**, Al French, Paul Katovich, Alex Scott, Scott Simmons, Betsy Wilkerson

**S3R3 Board Members present online:** Greg Birchell

**S3R3 Board Members absent:** Larry Krauter

**S3R3 Solutions Staff present:** Sueann Herkel, Executive Administrative Manager; Taudd Hume, Legal Counsel; Laura Ives, Economic Development Coordinator; Chris Pengra, Executive Director

**S3R3 Solutions Staff present online**: N/A

**Guests physically present:** Michele McCollum, Avista; Julia McHugh, Citizen of Palisades Neighborhood

**Guests present online:** Marcia Davis, City of Spokane

**Meeting called to order 7:30 AM**

**Welcome and Introductions:**

Roll call conducted, quorum is present.

**Public Comment/Courtesy of the Floor:**

Julia McHugh voiced concerns about PFAS in the West Plains, specifically the Palisades Neighborhood.

**Action Item No. 1 Consent Agenda**

Board Chair Al French called for a motion to approve the Consent Agenda Action Item No. 1 which includes minutes for the September 18, 2024, and August and September 2024 Financials. Board Treasurer Scott Simmons motioned for approval, Board Member Betsy Wilkerson seconded, motion passed unanimously.

**Action Item No. 2 Approval of Resolutions 2024-02 Concerning Amendment of Agreement Between Spokane International Airport and West Plains Airport Area Public Development Authority Regarding Sewer Capacity Improvements**

Resolution 2024-02 will ratify the PDA’s Board Approval of amendments to the agreement the PDA and Spokane International Airport. This amendment to the agreement ensures continuity and consistency of performance and report requirements from S3R3 and SIA to the County. Board Treasurer Scott Simmons commented this resolution is consistent with action taken by Spokane County. Board Chair Al French called for a motion to approve Action Item No. 2. Board Member Betsy Wilkerson motioned, Board Treasurer Scott Simmons seconded, motion passed unanimously.

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**Updates, Presentations and Briefings**

Executive Director Chris Pengra updated the Board regarding recent marketing, business development activity and operational updates to include:

* the hire of a new accountant,
* the progression of the Transportation Network Plan,
* the Research Request for Proposal,
* the expectation of a Request for Qualifications for Lead Generation and Marketing.

Board Chair Al French asked that Executive Director Chris Pengra consult with Patrick Jones of EWU for information that could lend to lead generation and marketing.

**Unfinished Business**

None

**New Business**

None

**Board Member Items**

Board Secretary and At Large Member Greg Birchell announced that, although he has thoroughly enjoyed his time with the West Plains Airport Area Public Development Authority/S3R3 Solutions, since his term ends in December of 2024, he will be stepping down. Several board members thanked him for being a valuable resource and that his service was and is deeply appreciated.

Following the announcement, Board Chair Al French asked for next month’s board meeting, the board start the process of setting an expectation of skill sets that would continue forward progress. The presumption is that all consideration would be given toward a new At Large board member by December’s meeting for a January start date.

**Executive Session**

At 8:20 AM, Board Chair Al French called for an Executive Session citing RCW 42.30.110.1G and stated that no additional action will take place after the Executive Session.

The September 18, 2024, S3R3 Board Meeting was adjourned at 7:58AM