



University District Public Development Authority (UDPDA) Minutes **Wednesday, May 10, 2023, from 3:34 – 4:16 PM, In-Person at Avista Corp and via Teams**

Board Members Present: Council President Breean Beggs, Teresa Dugger, Steve MacDonald, Lindsey Myhre, Katy Sheehan (via Teams), Juliet Sinisterra, and Amber Waldref (via Teams)

Board Members Absent: none

Call to Order, Welcome, and Administrative Actions

Dugger called the meeting to order at 3:35 PM and thanked Avista for hosting. Dugger then asked for a **MOTION to approve the UDPDA financials as of March 31, 2023, and the March 1 and April 13, 2023, UDPDA board meeting minutes** (MacDonald) and seconded (Myhre) and passed unanimously. Myhre provided a 2023 Q1 Treasurer's Report highlighting financial activity, contractual obligations, and variances vs proforma budget.

Nominating Committee (NC) Preview

Dugger alerted the group that in June the board will be asked to approve the 2023 NC (the mayor, council president, Sinisterra, Dugger, and Wagner) who will meet over the summer and prepare the 2024 UDPDA officer slate as well as make recommendations for vacant board seats, if any.

400-Block Update

Sinisterra shared that a kick-off conversation with the Emerald Initiative team took place on May 2. With the understanding that the UDPDA is willing to contribute up to \$5M for the project and noting the significant changes in construction costs since their proposal was submitted, the Emerald team plans to refine their concept and cost analysis. The DC plans to review Emerald's updated feasibility analysis at their June 13 meeting.

201 W Main Avenue Update

Sinisterra recapped the Development Committee's (DC) recent review of feasibility data to redevelop the UDPDA's 201 W Main property as a multi-story performance/ maker space with 76 workforce housing units. Given construction costs, financing challenges, deed restrictions (Hume to research use terms), and the inability to date to secure the neighboring property, the DC recommends leasing (vs selling) 201 W Main until more favorable outcomes can be achieved. At the same time, the DC suggests continuing to research more profitable building configurations and financing options like grants and equity partnerships. Sinisterra suggested that if the space is not leased by October (when the UD's Ignite building office lease expires), the UD will consider moving into the 201 W Main space.

Contract Update and Proposed Motion

Sinisterra reported that two proposals were received for the Ecological Asset and Performance Standards Study IRFP. After evaluation, Greene Economics was selected and a kick-off meeting is scheduled for May 18 and includes a feedback session with higher ed partners. Sinisterra noted that the final scope calls for \$10K more than the \$65K budgeted, but that the additional work is vital to inform the Business and Development Plan and to pave the way for applications related to large federal nature-based infrastructure grants. After a brief discussion, Dugger asked for a **MOTION**



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to approve an additional \$10K for the Ecological Asset and Performance Standards Study (Myhre), seconded (MacDonald), and passed unanimously.

Dugger asked for public comment and hearing none, she reminded the group that the next meeting is June 7 at GSI and she adjourned the meeting at 4:16 PM.

Juliet Sinisterra, Secretary

Date



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University District Public Development Authority (UDPDA) Voucher Certification – February 2023 Close

Per the Office of the Washington State Auditor and the BARS Voucher Certification and Approval Process set forth here https://www.sao.wa.gov/bars_cash/accounting/expenditures/voucher-certification-and-approval/, I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the (city/county/district), and that I am authorized to authenticate and certify to said claim. **The following voucher/warrants/electronic payments were approved for payment and cleared the UDPDA bank account:**

Date	Voucher Warrant #	Description	Amount
2/16	ACH	City of Spokane utilities 201 W Main Ave	\$172.18
2/17	ACH	Avista utility bill for 201 W Main Ave	\$382.27
2/13	1134	Kiemle Hagood for 201 W Main property management fees Feb	\$250.00
2/21	1135	Allied Security for 201 W Main Ave	\$163.34
2/14	1136	Century Pacific per contract	\$4,500.00
2/13	1137	Tiny's Maintenance Services for 201 W Main Ave clean up	\$112.27
2/22	1138	Spokane FARP program registration	\$35.00
2/21	1140	Witherspoon Brajcich McPhee legal fees through Jan 2023	\$1,545.00
2/24	1141	Spokane Worker's Cooperative per contract	\$5,000.00
2/8	Xfer	University District Development Assoc	\$16,600.00
2/9		Numerica Visa Card annual fee	\$35.00


Juliet Sinisterra, CEO, UDDA

3.14.23
Date

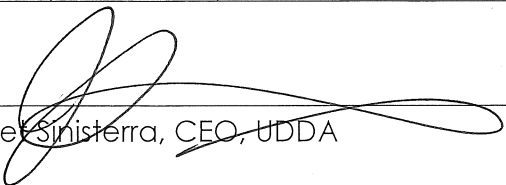



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University District Public Development Authority (UDPDA) Voucher Certification – March 2023 Close

Per the Office of the Washington State Auditor and the BARS Voucher Certification and Approval Process set forth here https://www.sao.wa.gov/bars_cash/accounting/expenditures/voucher-certification-and-approval/, I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the (city/county/district), and that I am authorized to authenticate and certify to said claim. **The following voucher/warrants/electronic payments were approved for payment and cleared the UDPDA bank account:**

Date	Voucher Warrant #	Description	Amount
3/21	ACH	City of Spokane utilities 201 W Main Ave	\$172.18
3/21	ACH	Avista utility bill for 201 W Main Ave	\$166.78
3/13	ACH	HUB for 201 W Main Commercial Liability insurance for vacant building	\$2,297.25
3/24	Online xfer	University District Development Assoc per contract	\$16,600.00
3/16	1139	Cascadia Partners per contract	\$5,898.75
3/15	1142	CollinsWoerman per contract	\$2,000.00
3/21	1143	Kiemle Hagood for 201 W Main property management fees Feb	\$250.00
3/23	1144	Century Pacific per contract	\$3,375.00
3/20	1145	Tiny's Maintenance Services for 201 W Main Ave clean up	\$174.40
	1146	VOID: HUB paid online	0
3/16	1147	UDDA – reimburse for MRSC Roster annual fee charged to UDDA credit card	\$135.00
3/28	1148	Witherspoon Brajcich McPhee legal fees through Jan 2023	\$2,934.00


Juliet Sinisterra, CEO, UDDA


Date