



University District Public Development Authority (UDPDA) Meeting Minutes Wednesday, June 1, 2022, from 4:41 PM – 5:17 PM, In-Person at Bouten Construction, 627 N Napa St, Spokane, WA, and Via Zoom

Board Members Present: Bill Bouten, Commissioner Mary Kuney, Katy Sheehan, Juliet Sinisterra

Board Members Absent: Council President Breean Beggs, Steve MacDonald, Lindsey Myhre

Others Invited to Present: Chuck Murphy (DC Chair), Taudd Hume (legal counsel), Troy Dehnel (Avista)

Call to Order and Administrative Actions

In Myhre's absence, Bill Bouten called the meeting to order at 4:41 PM. Bouten asked the board to review the draft March 9, 2022, UDPDA board meeting minutes and financials as of April 30, 2022. **MOTION to approve the minutes and financials** (Kuney), seconded (Sheehan), and passed unanimously.

Development Committee (DC) Report

400-Block Sprague Avenue Updates

- DC Chair Murphy reported that a meeting is planned with Verizon around their cell tower on Avista's property and the possible relocation and transfer of the tower lease with the sale of the property.
- Steven Wood (Century Pacific)—the consultant selected to provide Public-Private Property Development Advisory Services for the 400-Block parking structure—is meeting bi-weekly with the DC sub-committee and making connections with south landing business and property owners regarding their parking needs and goals.
- Sinisterra shared the following draft schedule for the 400-Block:
 - May/June – resolve site assemblage concerns
 - July/August – release RFP for mixed-use development (the draft RFP will be reviewed by the DC, EC, and the UDPDA board)
 - September – interview and select developer and begin working on development scenarios for Public/Private Partnership for 400-Block
- 411 E Sprague site clean-up has begun. Additional costs incurred by Avista on our behalf include roof testing (\$600), initial abatement of hazardous materials (\$188,500 purchase price less \$90K), and revised abatement of hazardous materials (\$67,976). Sinisterra thanked Troy Dehnel for his expert negotiation and efforts to mitigate costs.
- The final design of the Riverside Avenue north sidewalk was shown. The City plans to issue bid documents the week of June 6. The estimated cost is \$200K-\$250K. Project PDX requested that those funds be taken from the \$595,125 from the Boxcar property sale proceeds (earmarked for bike/ped improvements) instead of using underage funds from Sprague Avenue Phase 2b (approx \$700K-\$800K). The rationale for this shift is that Riverside Avenue improvements will be costly therefore preserving the Sprague underage for that work makes the most sense. **MOTION to pay for the north sidewalk with proceeds from the Boxcar property sale, not the Sprague Avenue 2b underage** (Kuney), seconded (Sheehan), abstained (Bouten), and passed.
- Sinisterra reminded the group that the 2022 UDPDA budget calls for Data Collection and Market Research analysis to help set measurable goals for the organization. Cascadia Partners was selected for this work which launches in late June.



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Tax Methodology Update and State Request Letter

Sinisterra thanked the City for their ongoing help with this longstanding issue. She shared a draft letter to the Washington State Department of Revenue (DoR) and presented a table summary of sales and property tax numbers from 2011 to 2021. DoR tracked sales tax within the UDRA boundary until 2015 (the UDPDA receiving 50% of the City's portion). Thereafter, the city calculated our share based on a citywide average (much less than the actual amount given all the activity in the UD). Sinisterra met with Senator Billig yesterday and he has offered to start a conversation with DoR. Commissioner Kuney indicated that she will assist as well.

Public Comment

Sinisterra and others commented on the outstanding Joya building opening. Hearing no other comment, Bouten reminded the group of the September 7 meeting at Joya and then adjourned the meeting at 5:17 PM.



Bill Bouten

October 6, 2022

Date



University District Public Development Authority (UDPDA) Voucher Certification – April 2022 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
4/25/22	1085	MRSC Rosters Annual Subscription fee	\$135.00
4/19/22	1086	Century Pacific, LLLP – first invoice for public private property development consulting	\$675.00
4/20/22	1087	GSI – Advantage Spokane Partnership website	\$2,500.00
4/25/22	1088	Boxcar Spo LLC – draw one for public right of way improvements	\$265,867.33
4/28/22	1089	Desman – additional parking feasibility study work	\$4,500.00
4/21/22	e-transfer	UDDA Feb Services at new board-approved rate	\$14,422.72



Juliet Sinisterra, CEO

5.9.2022

Date