



University District Public Development Authority (UDPDA) Meeting Minutes

Wednesday, June 3, 2020, 2:42pm-3:50pm

Via Zoom Webinar and Audio

Board Members Present: Dan Antonietti, Council President Breean Beggs, Bill Bouten, Lars Gilberts, Commissioner Mary Kuney, Katy Sheehan, and Paul Warfield

Special Guests: Casey Jones and Kalyani Agnihotri (Desman, Inc.)

Call to Order and Administrative Actions

Chair Gilberts called the meeting to order at 2:42pm. Gilberts asked the board to review the draft May 6, 2020, UDPDA board meeting minutes, and the UDPDA financials and voucher certificate as of April 30, 2020. **MOTION to approve the UDPDA minutes and financials** (Bouten), seconded (Antonietti), and passed unanimously.

UDRA Finance Update

A thorough reconciliation of UDRA revenue and expenses <2020 is underway. The City is confirming sales tax methodology for 2020 and going forward. A resolution to the cap and cliff language is also in process. At the September 2 board meeting, directors will review the final UDRA numbers, a budget recast, and discuss any proposed ordinance changes.

Gilberts reminded the board that they approved up to \$300K in right of way improvements for the Boxcar development. Boxcar has requested monthly reimbursements vs payment after project completion. The directors were in favor of this provided the Reimbursement Agreement language states only if funds are available and provides a clawback clause indicating that if the project is dormant for 60 days, Boxcar must repay all reimbursements in full to date. **MOTION to approve amending the Reimbursement Agreement with Boxcar to reflect monthly reimbursement if funds are available and adding a clawback clause** (Beggs), seconded (Antonietti), abstained (Bouten), and passed unanimously.

Parking Study Update

- The UDPDA Development Committee is helping to guide and review the Desman-led parking study and they previewed and provided feedback on today's presentation at their May 13 meeting. They will continue to review and provide input on the study at their June-August meetings.
- Casey Jones (Desman, Inc.) walked the UDPDA board through his "Shared Parking Analysis" slide deck. He spoke to the site context, assumptions for the parking analysis, existing conditions relating to land uses and parking supply, 14 proposed or active developments in the study area, future parking supply, a summary parking analysis, a dynamic model for scenario analysis, next steps, and matrices showing draft site selection and parking management evaluation criteria.
- Discussion ensued and members asked about whether the model factors in things like variable pricing, shared inventory, support of mixed-use developments, the City Line, better ped and bike trails, etc. Jones said the model is built with national parking standards data and actual Spokane travel pattern census information but does not take into account future transit impacts or pricing policies; nor does it dictate desired behaviors. Those are for the UDPDA to determine.
- The group agreed that maximizing existing parking inventories *and* pursuing new parking options at the same time is critical. Gilberts agreed and noted this information will be included in the final full report document.



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- Gilberts invited anyone interested in evaluating or providing input on the parking study —before a final recommendation is made to the UDPDA board on September 2—to join upcoming Development Committee meetings (June 9, July 8, August 11).
- Warfield offered to connect the Committee with the City's parking team as needed.

Gilberts adjourned the meeting at 3:50pm.

Mary Z Kuney
Mary Kuney, Secretary

09-03-2020
Date



University District Public Development Authority (UDPDA) Voucher Certification – April 2020 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
4/8/20	online transfer	To UDPDA Money Market account to avoid monthly fees	\$2,500
4/21/20	1056	Alden Jones – reimburse for MRSC Annual Report webinar training series	\$125


Lars Gilberts, CEO, UDPDA

5/6/2020
Date