



University District Public Development Authority (UDPDA) Minutes Annual Meeting, Wednesday, September 6, 2023, from 3:35 – 4:00 PM, In-Person at Providence Sacred Heart Medical Center's Mother Joseph Room and Via Zoom

Board Members Present: Teresa Dugger, Steve MacDonald (via Zoom), Lindsey Myhre, Katy Sheehan, Juliet Sinisterra, and Amber Waldref (via Zoom)

Board Members Absent: Council President Lori Kinnear

Call to Order, Welcome, and Administrative Actions

Dugger called the meeting to order at 3:35 PM and thanked Providence for hosting. Dugger reminded the group of the Public Decorum Guidelines and then asked for a **MOTION to approve the UDPDA financials as of July 31, 2023, the Q2 Treasurer's Report, and the June 7, 2023, UDPDA board meeting minutes** (Myhre) and seconded (Sheehan) and passed unanimously.

Nominating Committee (NC) Update and Board Vote on 2024 Positions

Confirming that a 2/3 majority of members were present, Dugger asked for the following motions:

- **MOTION to approve the 2024 UDDA representatives (Murphy and Dugger) to the 2024 UDPDA board contingent upon UDDA board approval** (Sinisterra) and seconded (Myhre) and passed unanimously.
- **MOTION to reappoint Sheehan for another one-year term** (Myhre) and seconded (Waldref) and passed unanimously.
- **MOTION to approve 2024 UDPDA officers contingent upon UDDA approval of Dugger and Murphy: Chair – Dugger, Vice-Chair – Sheehan, Secretary – Sinisterra, Treasurer - Murphy** (Myhre) and seconded (Sinisterra) and passed unanimously.

UD Development Updates

Sinisterra shared that the Emerald team—who was the only respondent to the Request for Proposals for the 400 East Sprague Block mixed-use/parking structure solicitation—has decided not to proceed with a Disposition and Development Agreement (DDA) as they were unable to make conceptual models pencil financially. As a result, the Agreement to Negotiate Exclusively (ANE) with the Emerald team has terminated.

The board was reminded that in addition to owning five parcels in the 400-Block, Avista Development Corp (ADC)—responding to the UDPDA's interest to control the highest/best use of a highly catalytic site at the base of the South Landing—coordinated the consolidation and clean-up of two additional parcels and drafted a Right of First Offer (ROFO) with the UDPDA for all seven parcels.

Sinisterra, Troy Dehnel (ADC), and consultant Steven Wood (Century Pacific PLLC) met to discuss ROFO next steps and concluded a fair market appraisal is needed for the key 400-Block parcels. Sinisterra will report back to the board on the results.

Sinisterra also updated the board on community partners who remain engaged around the activation of the 400-Block including Spokane Public Schools, McKinstry, and EWU.



Some members wondered if we need to reconsider the parking structure model given Emerald's unfavorable proformas, WSU's excess available parking, trending loan rates, and the city's overlay for downtown parking requirements. Dugger noted that the UDPDA remains interested in owning land and controlling key catalytic sites. Sinisterra added that based on years of parking analysis and projection research and ongoing workforce housing needs, a mixed-use parking structure in a central location is still important but that the market does not seem to support that investment right now. The board suggested forming a focus group of developers to learn more about potential strategies and options going forward.

Dugger asked for public comment and hearing none, reminded the group that the next meeting is December 13 at Bouten Construction, and she adjourned the meeting at 3:59 PM.

A handwritten signature in black ink, appearing to read 'Juliet Sinisterra', written over a horizontal line.

Juliet Sinisterra, Secretary

____12-07-2023_____
Date

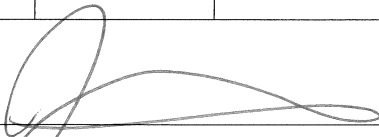


UNIVERSITY DISTRICT

University District Public Development Authority (UDPDA) Voucher Certification – June 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
6/1	ACH	HUB NW insurance for 201 W Main umbrella vacant building	4,645.55
6/14	ACH	Avista utility bill for 201 W Main Ave	121.93
6/20	ACH	City utilities for 201 W Main Ave	172.81
6/23	Online xfer	University District Development Assoc per contract	16,600.00
6/12	1176	Seve7n Design for contracted work	5,235.00
6/21	1177	Tiny's Service and Maintenance for 201 W Main	405.48
6/15	1178	Kiemle Hagood property management	250.000


Juliet Sinisterra, CEO, UDDA

7.11.23
Date




UNIVERSITY
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Date	Voucher Warrant #	Description	Amount
7/12	ACH	Philadelphia Insurance commercial package	444.00
7/14	ACH	Avista utility bill for 201 W Main Ave	122.19
7/19	ACH	City utilities for 201 W Main Ave	172.15
7/20	Online xfer	University District Development Assoc per contract	16,600.00
7/20	Online xfer	To UDPDA MM	400,000.00
7/11	1179	Witherspoon Brajcich McPhee	1,176.25
7/11	1180	Philadelphia Insurance general and professional liability	446.00
7/11	1181	OAC Services, Inc. per contract	229.00
7/13	1182	Tiny's Service and Maintenance for 201 W Main	432.00
7/18	1183	Department of Revenue – data processing fee for 2021 sales tax	191.85
7/19	1184	Rooted Commercial Landcare – 201 W Main	236.75
7/19	1185	KH property management per contract	250.00
7/27	1186	Community Minded Enterprises meeting facilitation (reissue 1173)	450.00
7/21	1187	KH Consulting per contract	1,750.00
7/18	1188	Baldwin Sign Co – revised signs on Hamilton to include UW GU Health Partnership	2,310.80


Juliet Siniserra, CEO, UDPA


Date