



## UDDA/UDPDA Executive Action Committee (EAC) Meeting Minutes

Tuesday, January 21, 2025, 11:30 AM – 1 PM via Zoom, [recording link here](#)

**Committee Members Present:** Lois Bollenback, Colleen Fuchs, Chuck Murphy (treasurer), Greg Repetti (vice chair/secretary), Katy Sheehan (chair), Juliet Sinisterra (CEO), Thomas Tellefson, and Dennis Wagner

**Committee Members Absent:** Neil Christopher Apeles, Steve MacDonald

**Presenters and Others:** Mithun and EcoNorthwest team members, Jeffrey Samson, Steven Wood, Taudd Hume, Mark Gustafson, Alden Jones, Amanda Beck

### Call to Order, Welcome, and Administration

- Sheehan called the meeting to order at 11:33 AM and welcomed new board/EAC members. She reminded the group that EAC meetings will likely have a quorum of UDPDA board members and, therefore, will follow OPMA rules and procedures.
- Sheehan welcomed Jeffrey Samson, the new UD Director of Finance and Grants Administration, who will be starting on March 3, 2025.
- Sinisterra provided other administrative updates:
  - EPA Community Change grant was submitted on November 9, and staff is working with Haley Aldrich's grant writing team on 2025 priorities.
  - The UD employee manual was reviewed by our labor attorney for errors and omissions. The next step is to include greater detail about staff evaluations, key performance indicators, and compensation.
  - The 2025 Scorecard was presented, and Murphy suggested adding a key date column.
  - 2025 board meeting agendas will feature a new "sandwich" consisting of a joint/overlapping UDPDA/UDDA discussion/presentation session. Staff will send out one board calendar invite but will call attention to the fluctuating start time of the joint session.
  - Vice chair Repetti was selected to present the EAC report during upcoming board meetings.

### Finance Report

Murphy showed the year-end financials for the UDDA and UDPDA, describing proforma vs actual discrepancies. In general, there were no surprises, and both accounts have more than adequate reserves. Tellefson asked about investment strategies. UDPDA can participate in SCIP, but the interest rate is lower than the Numerica money market. Samson will be tasked to research further once onboard.

### U Vision 2044 Activation Updates

Sinisterra shared the following U Vision 2044 Updates:

- Mithun's [Next Generation Conceptual Plan 2065](#) is complete and Sinisterra will present to the board in February. She is also talking to the City about the possibility of a formal adoption process of the Plan.
- Staff is working on contracts related to the **U Incubation Village Feasibility Study**.
- The UD, DSP, and SBA are partnering with faculty and staff from the University of Idaho Urban Design Studio on a **Division Gateway Extension** project.
- The UD and various stakeholders are providing input to Community Minded Enterprises on a **childcare survey** to be released in early February as part of the Department of Commerce grant.



- The **400-Block** ROFO deadline has been extended to June 22, 2025. Staff continues discussions with Verizon around the relocation of the cell tower. Considerations are also underway for Riverside Park, which would potentially involve closing Riverside between Sherman and Grant. Mithun and EcoNW team presentations to follow.

### Presentations

- As a refresher and by way of introduction to the 400-Block presentation, Sinisterra highlighted details from the Cascadia Partners' Urban Components R&D Study (2022-2023) relating to two development scenarios ("business as usual" and an "amenitized alternative").
- Mithun and EcoNW teams provided an in-depth presentation on [400-Block Sprague Avenue Phase 1B Concept Design Progress](#), including the preferred concept program, façade development, cost analysis, and financial feasibility analysis. Comments from the board included:
  - Drop off space for daycare.
  - Outdoor covered space.
  - Connection to the other side of the south landing of Gateway Bridge.

Sheehan asked for public comment; hearing none, she thanked Mithun and EcoNW and adjourned the meeting at 1:03 PM.

A handwritten signature in black ink, appearing to read 'Juliet Sinisterra'.

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Juliet Sinisterra, CEO for Greg Repetti, Secretary

Date 2-18-25