



University District Public Development Authority (UDPDA) Meeting Minutes

Wednesday, March 5, 2025, from 3:32 – 4:40 PM, Catalyst Bldg, Rm 309, and Via Zoom

Board Members Present: Steve MacDonald, Chuck Murphy (treasurer), Greg Repetti (vice chair and secretary), Katy Sheehan (chair), Juliet Sinisterra (CEO), County Commissioner Amber Waldref, and Council President Betsy Wilkerson

Presenters: Luis Garcia and Jesten Ray (City of Spokane)

[Board slide deck](#), [meeting recording](#) (begins 04:10 timecode)

Call to Order, Welcome, and Administrative Actions

- Chair Sheehan called the meeting to order at 3:32 PM, noted the quorum present, reminded the group of public decorum rules, and described the 2025 board meeting format with an overlapping, joint UDPDA/UDDA presentation/discussion.
- Sheehan requested a **MOTION to approve the UDPDA draft February 5, 2025, meeting minutes and the UDPDA financials as of January 31, 2025** (Murphy), seconded (Repetti), and passed unanimously.
- Sheehan requested a **MOTION to approve the Next Generation Conceptual Plan 2065** (Repetti). Sinisterra reminded the group that the Mithun plan builds on the U Vision 2044 strategic priorities, was community-informed and led, and will be used for marketing and fundraising. She noted that the EAC recommends adoption. The motion was seconded (Waldref) and passed unanimously.
- Sheehan asked for **public comment** and, hearing none, announced the start of the joint UDPDA/UDDA session.

JOINT PRESENTATION/DISCUSSION: UDPDA and UDDA Board Members

Sheehan welcomed Jeffrey Samson, the new Director of Finance and Grants Administration.

EAC Updates

- Sinisterra noted the draft February 18 EAC minutes in the advance packet as an FYI.
- Sinisterra showed preliminary designs by Berger Partnership for the Don Kardong Bridge panels. The EAC will continue to provide feedback on the work.

U Vision 2044 Activation Updates and Scorecard Highlights

- The University of Idaho Urban Design Studio project for a **Division Gateway Extension** (from I-90 to the river) is underway. UDPDA is partnering with DSP and SBA (\$1K contribution from each) and the city to support. A community charrette is scheduled for March 31 at the Catalyst Building; board members are welcome to attend. A final presentation is scheduled for May 2.
- **400-Block**—Ongoing outreach to community members (Emerald Initiative, Scott Morris, YMCA/YWCA, SPS, Spokane Parks, Quatro de Mayo, etc.) to gather feedback about proposed development. Staff will draft an amendment to the UDDA Mithun Phase 1B contract to secure an alternate construction cost estimate. Sinisterra presented a potential initial phase financing approach for Riverside Gateway Park, showing UD assets of approximately \$4M and a 400-Block investment of approx \$11M and remaining amount to bond.
- **U Incubation Village Feasibility Study**—Thanks to a CERB \$75K matching grant, contracts are underway with Cascadia Partners, Crossroads Resource Center, d&b Creative, and The Grain Shed to assess the viability of a local food processing center and worker-owned folk market and maker spaces.



- **Childcare Survey**—Thanks to a grant to a Commerce grant to CME, a UD childcare survey is underway, and focus groups are scheduled for April. The team will present outcomes to the board in the fall.

Presentation: City Parking Data Collection and City Code Enforcement and Cleanup Updates

Luis Garcia and Jesten Ray from the City of Spokane Code Enforcement and Parking Services departments presented findings/stats from a recent parking study. Comments from board members ensued:

- Sheehan asked about the “tipping point” to determine when paid parking is needed; Garcia said 85% occupancy.
- Murphy noted past parking studies indicated angled parking could increase capacity. Sinisterra agreed that angled parking on First Ave could alleviate high occupancy around Catalyst Building.
- Wilkerson asked about the timeline to address abandoned vehicles; Garcia indicated that if a vehicle is a “nuisance” (litter, drugs, excrement present), they partner with the police and move in a few days. If just a vehicle overstaying welcome, typically 30 days.
- Sheehan asked if the UD has more clean-up needs than other areas of the city; Garcia said no, but shifts in activity in the downtown core can impact the UD.
- Brown commented on long-vacant/derelict properties in highly visible locations; Garcia mentioned the city's tools to disincentivize holding vacant parcels and that the new budget will provide additional resources to address them.

Sheehan asked for additional public comment and, hearing none, reminded the group of the next April 9 meeting and adjourned the meeting at 4:40 PM.

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

Juliet Sinisterra for Greg Repetti, Secretary
Date: 04-10-25



UNIVERSITY
DISTRICT

University District Public Development Authority (UDPDA) Voucher Certification – January 2025 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 |
|------|-------------------|---|-----------|
| 1/16 | ACH | Avista utility bill for 201 W Main Ave | 716.70 |
| 1/17 | ACH | City utilities for 201 W Main Ave | 418.77 |
| 1/22 | Xfer | University District Development Assoc per contract | 32,065.50 |
| 1/2 | 1387 | Travelers Insurance – public official bond renew Murphy and Sinisterra | 333.00 |
| 1/3 | 1389 | Baldwin Sign Company – Catalyst EWU wayfinding | 19,800.94 |
| 1/17 | 1392 | Arbor Pro – 201 W Main (tree issue) | 488.50 |
| 1/14 | 1394 | Kiemle Hagood Facility Services – 201 W Main | 47.96 |
| 1/14 | 1395 | Rooted Commercial Landcare – 201 W Main | 231.08 |
| 1/14 | 1396 | GoJoe Patrol – 201 W Main | 498.60 |
| 1/14 | 1397 | Kiemle Hagood – per contract – 201 W Main | 250.00 |
| 1/21 | 1399 | Century Pacific – per contract | 1,237.50 |
| 1/21 | 1400 | Haley Aldrich – per contract grant writing | 5,939.75 |
| 1/22 | 1401 | Witherspoon Brajcich McPhee | 520.00 |
| 1/22 | 1402 | Tiny's Service and Maintenance – 201 W Main | 817.50 |
| 1/24 | 1403 | Mithun – DCP per contract | 9,732.08 |
| 1/28 | 1404 | Kiemle Hagood Facility Services – 201 W Main | 143.88 |
| 1/28 | 1405 | Avista Utilities – new south sub area lighting | 500.02 |


Juliet Sinisterra, CEO, UDPDA

2.7.25
Date