



UDDA/UDPDA EAC Meeting Minutes

Tuesday, April 21, 2026, 11:32 AM – 12:30 PM via Zoom only

Zoom meeting recording [link](#); CEO's PowerPoint presentation [link](#)

EAC Members Present: LaVerne Biel, Colleen Fuchs, Juliet Sinisterra (CEO), Jonathan Teeters, Dennis Wagner

EAC Members Absent: Lois Bollenback, Megan Hulseley, Steve MacDonald, Thomas Tellefson, Erin Williams-Hueter

Others: Alden Jones

Call to Order, Welcome, and Administration Updates

- In Bollenback's absence, Wagner called the meeting to order at 11:32 AM, and without a quorum, the MOTION to approve the draft February 17 EAC meeting was delayed until the next meeting.
- The group reviewed the draft March 4, 2026, meeting minutes and the draft May 6 UDPDA and UDDA meeting agendas.
- Sinisterra noted two UDDA "appointed" board member replacements: Whitworth has selected Dale Hammond to replace Brooke Kiener, and WSU Health Science Spokane has selected Dr. Jeff Haney to replace Daryll DeWald.
- Sinisterra reported that five Marketing & Communications Manager candidates will be interviewed via Zoom on April 29. Two finalists are expected to advance to in-person interviews with Juliet thereafter. Teeters mentioned leveraging communication opportunities related to the summer World Cup activities in Spokane.

Finance and Grants Administration

- Sinisterra presented a summary **Treasurer's Report** as of March 31 for both organizations, highlighting (for the UDDA) the accrued vacation leave payout, and (for the UDPDA) the 201 W Main sale proceeds to pay off the Sprague Avenue General Obligation Bond payment. Absent a quorum, the March financials will be approved at the next EAC meeting.
- Sinisterra reminded the group of the long-standing **UDPDA/UDDA Administrative Services Agreement** and the need to invoice the UDPDA for grant and contract-related work beyond the existing agreement scope. The 2026 Agreement amount was included in the 2026 budget. Bollenback and Sinisterra will sign for the UDPDA and UDDA, respectively.
- Per the board-approved UDDA Human Resources Employee Manual, the EAC is tasked with establishing the **CEO's annual performance-based bonus** percentage. Sinisterra shared some examples of nationwide nonprofit revenue bonus standards. Teeters suggested considering tiers and caps for different revenue types (property sales vs. program and grant revenue). The group agreed with this approach and to include the adopted structure in the Employee Manual. Absent a quorum, the group recommended discussing in greater detail at the August EAC meeting at which Sinisterra will present 2-3 options.

Formation of 2026 Nominating Committee (NC)

- 2027 nominations will be limited to the officer slates for both organizations. No new elected members are anticipated.
- Per the bylaws, the Mayor, Council President, and CEO are standing members of the NC. The EAC approves the CEO and 2-3 other board members to serve.



- Without a quorum, this vote will wait until the next meeting. *(Note: staff looked into taking action without a meeting (e.g., EAC electronic voting), but it's not possible due to a quorum of the UDPDA board serving on the EAC, and the UDPDA prohibits action without a meeting.)*
- Sinisterra also asked EAC members to advise if they would like to serve in 2027.

U Vision 2044 and Next Generation 2065 Conceptual Plan

- Sinisterra shared **Scorecard** highlights.
- **201 W Main Ave** sale closed April 16. \$1.1M to SCIP account; proceeds to go toward Sprague Avenue General Obligation Bond due June 1, 2026.
- CERB approved the **U Incubation Village** revised grant scope, which provides for continued stakeholder engagement, national market assessment for three maker hubs, and local economic assessment for market demand.
- Sinisterra provided a preview of the **Joyful Cities framework** that she is developing—which builds on the Next Generation 2065 Conceptual Plan and other strategic work to date—to promote/brand and measure/scale the pioneering nature-based infrastructure work emerging in the UD that integrates urban systems, community, economy, energy, ecology, health, and culture.
- The **June retreat** will cover this topic and others (Mondragon Cooperative Model) in greater detail. Jerry Crowshoe (WSU Health Sciences Spokane, Native American Health Sciences Program Director) will facilitate the session.

Wagner asked for public comment; hearing none, he adjourned the meeting at 12:30 PM.

Handwritten signature of Dennis Wagner in blue ink.

Dennis Wagner, Vice Chair and Secretary

Date 5/19/26