



## University District Public Development Authority (UDPDA) Meeting Minutes

Wednesday, February 12, 2020 – 3:15pm-4:20pm

City Hall, 808 W Spokane Falls Blvd, Spokane – Tribal Conference Room, First Floor

**Board Members Present:** Council President Breean Beggs, Bill Bouten, Lars Gilberts, Commissioner Mary Kuney, Paul Warfield

**Board Members Absent:** Dan Antonietti, Katy Sheehan

**Members of the Public Present:** Catherine Brazil, Dr. Mary Cullinan, Dr. Daryll DeWald, Ezra Eckhardt, Chris Green, Latisha Hill, Dr. Christine Johnson, Alden Jones, Brian McClatchey, Mariah McKay, Chuck Murphy, Lindsey Myhre, Dr. David O'Brien, Brandon Rapez-Betty, Stacia Rasmussen, Dr. Frank Velazquez

### Call to Order

Gilberts called the meeting to order at 3:15pm, welcomed new and continuing board members, and briefly described the structural changes to the UDPDA board.

### Administrative Actions

Gilberts asked the board to review the draft December 3, 2019, UDPDA board meeting minutes and the UDPDA financials as of December 31, 2019 (including Voucher Certifications for November and December 2019, see Attachment A). **MOTION to approve consent agenda minutes and financials** (Warfield); seconded (Kuney) and passed unanimously.

Gilberts asked the board to review the 2020 UDPDA proforma budget and noted the zero-based intent, income from UW Spokane Center, and the plan to recast the budget in June. Warfield encouraged collaborative work between the UDDA and UDPDA treasurers. Gilberts asked for **MOTION to approve the 2020 budget** (Bouten), seconded (Warfield) and passed unanimously.

### UDPDA Restructuring Update

Due to the absence of a 2/3 majority at the December 3, 2019, UDPDA board meeting, a re-vote is needed to approve the UDPDA redline bylaws. Hearing no concerns, Gilberts asked for a **MOTION to approve the UDPDA redline bylaws** (Kuney), seconded (Beggs) and passed unanimously. Another restructuring task involves the approval of UDPDA officers. The proposed slate is:

- Chair - Gilberts
- Vice-Chair - Bouten
- Secretary and Treasurer - Kuney

As Gilberts is an employee of the UDDA, not the UDPDA, the board sees his leadership role as a productive and effective bridge between the two entities. Likewise, Bouten, as UDDA vice-chair, provides additional alignment. Kuney, a CPA, has extensive experience at the County and in the State Auditor's Office. Hearing no objections to these one-year term candidates, Gilberts asked for a **MOTION to approve the UDPDA 2020 proposed officers** (Beggs), and seconded (Warfield) and passed unanimously.

### Review University District Revitalization Area (UDRA) Cap and Cliff

Gilberts recounted that the UDPDA lost nearly seven years of UDRA funding during the recent Recession. Given this setback, the UDPDA advocated for the removal of the TIF "cap" and will continue to request an extension of the "cliff" (as it stands, per ORD C35880 passed on January 27, 2020, the City's contribution ceases after 2035), and a profit-sharing agreement like the other PDAs through the end of 2039.



In an ongoing effort to wisely deploy and preserve UDRA funds now under the UDPDA's direct control per the recent restructuring, the UDPDA has the opportunity to invest in the Spokane County Investment Pool (SCIP). Participating in this Pooling Agreement will help the UDPDA realize a competitive rate of return and have access to timely, low interest, no fee loans. Asking for comment and hearing no concerns or objections, Gilberts requested a **MOTION to approve UDPDA's participation in the Spokane County SCIP effective immediately** (Kuney), seconded (Warfield) and passed unanimously.

### **UDDA Development Committee (DC) Report**

The UDDA DC plays an important role in informing UDPDA investment strategies and options. The committee collects and processes expert advice regarding proposed UDRA and other development-related investments and presents analysis and recommendations to the UDPDA board. The DC utilizes board-authorized, standardized evaluation criteria to facilitate the recommendation process.

Ongoing conversations with City staff regarding initiating **Sherman Avenue** streetscape improvements (sidewalks, landscaping, lighting) and a traffic signal at 5<sup>th</sup> and Sherman Avenues resulted in a timely but urgent opportunity. Due to the "but-for the UDPDA" and immediate nature of this request; and because Sherman improvements have been a UDSMP and UDSMP-U priority project for several years; and since the latter intersection acts as a critical gateway and connector (via the STA medical shuttle) to the South Landing, Gateway Bridge, and UD as whole from the southside hospital complex; the DC and UDDA board recommend that the UDPDA board approve up to \$200K in UDRA funds for the design phase of both Sherman projects. Beggs requested that bike safety be a consideration in the Sherman design work. Gilberts noted that although additional community input will be sought closer to the construction phase, public feedback guided Sprague 2a streetscape and safety standards which Sherman will emulate and that improvements will benefit the TIF via increased property values.

The City Parks & Recreation Department begins **Don Kardong Bridge** rehabilitation in March 2020. The University District was invited to contribute funds to one or more of the bridge overlooks. Due to the "but-for the UDPDA" and timely nature of this project, and because these overlooks will improve safety and mobility on the most highly-trafficked part of the Centennial Trail—as well as enhance placemaking and connectivity between the six higher ed institutions and the South Subarea—the DC recommends that the UDPDA board approve up to \$70K in UDRA funds for two small Kardong Bridge overlooks.

The board discussed the need to confirm with the City the actual UDRA funds available given that the Department of Revenue's reconciliation is only through 2015. Kuney offered to do this accounting diligence and to build off of Gilberts' months of forecasting work alongside Gavin Cooley. In spite of some uncertainty, Gilberts conservatively estimates that the UDRA will collect at least \$450K in 2020. Bouten noted that the DC has a working framework that dedicates 80% of the UDRA funds balance for parking and 20% for operations and special projects such as Wayfinding, Boxcar, Kardong Bridge, Sherman, etc.

At the conclusion of these discussions, and hearing no further concerns, Gilberts asked for a **MOTION to approve up to \$70K in UDRA funds for two small overlooks on the Don Kardong**



**Bridge contingent upon confirmation of funds available, now or in the future** (Kuney) and seconded (Beggs) and passed unanimously.

Gilberts asked for a **MOTION to approve up to \$200K in UDRA funds for the design phase of the Sherman Avenue streetscape improvements and the 5<sup>th</sup> and Sherman Avenues traffic signal contingent upon confirmation of funds available, now or in the future** (Kuney) and seconded (Bouten) and passed unanimously.

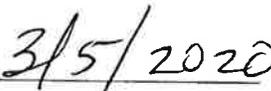
#### **UDPDA 2020 Planning**

Gilberts spoke to anticipated UDPDA 2020 deliberations and actions: parking structure, funding/financing infrastructure, cashflow management, financing projects, UDRA cliff issue, promoting housing and other critical issues, and coordination with other jurisdictions and initiatives.

The board discussed the need for the March 4 board meeting and decided to cancel it based on current information and confirmed a Special Meeting could be called with 24-hours notice if board members or the UDDA staff identified an urgent issue.

Gilberts adjourned the meeting at 4:20pm.

  
Mary Kuney, Board Secretary

  
Date

**Attachment A – Voucher Certifications – November and December 2019 Close  
(see following pages)**



## University District Public Development Authority Voucher Certification – November 2019 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/](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:**

Date	Voucher / Warrant #	Description	Amount
11-22-19	1028	Hub International, D&O insurance	\$1,093.00

  
Lars Gilberts, CEO, UDDA

12/4/19  
Date



## University District Public Development Authority Voucher Certification – December 2019 Close

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**The following voucher/warrants/electronic payments were approved for payment:**

Date	Voucher / Warrant #	Description	Amount
12-19-19	1029	SAO for assessment audit	\$800.80
12-31-19	Cashier's Check 3300524033	Account balance, close account	\$31,147.67

  
Lars Gilberts, CEO, UDDA

1/8/2020  
Date