



University District Public Development Authority (UDPDA) Meeting Minutes

Wednesday, April 9, 2025, from 3:32 – 4:40 PM, Catalyst Bldg, Rm 309, and Via Zoom

Board Members Present: Steve MacDonald (Zoom), Chuck Murphy, Greg Repetti (Zoom), Katy Sheehan (chair), Juliet Sinisterra (CEO), and Council President Betsy Wilkerson

Board Members Absent: County Commissioner Amber Waldref

Presenters: Mithun and EcoNW teams

[Board slide deck](#), [meeting recording](#) (begins 00:00:50 timecode)

Call to Order, Welcome, and Administrative Actions

- Chair Sheehan called the meeting to order at 3:32 PM, noted the quorum present, and requested a **MOTION to approve the UDPDA draft March 5, 2025, meeting minutes and the UDPDA financials as of February 28, 2025** (Wilkerson), seconded (Murphy), and passed unanimously.
- Samson shared a **Financial Report** consisting of a new dashboard summarizing financial activity through February 28 and projected revenue and expenses for 2025. Wilkerson asked about grant opportunities, and Sinisterra noted a focus on smaller grants (Philanthropy Northwest Thriving Communities \$350K grant for Spokane River riparian restoration design; and Gonzaga University Institute for Climate, Water, and the Environment district thermal energy audit). Both grants align with Next Generation Plan 2065 goals.
- 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

EAC Updates

- Repetti reported three UDDA **open board positions** in 2026: Sheehan and Myhre go off the board. Sinisterra knows of interest from representatives of Avista and Spokane Public Schools. EAC will select the **Nominating Committee** (NC) at the April 15 meeting. NC standing members are the Council President and the Mayor. The board position application form will be available on the UD website from April 11 to May 28. NC meets in the summer to select new members and officer slates and makes recommendations to EAC in August. Both boards vote on new members and officer slates at the September 3 Annual Meeting.
- City staff presented [Pacific Avenue Greenway designs](#): Sherman to Washington and Sherman to E Sprague Ave. Sinisterra noted that design work is partially funded for this project, but not construction and maintenance.
- Spokane River Forum and SPVV presented initial design concepts for the proposed [Iron Bridge Kayak Put-in](#) along Superior Ave. Designs have been very well received in the community.

Final Presentation: 400-Block (3.1.2)

Mithun and EcoNorthwest presented their [final report on the proposed 400-Block development](#) (including Riverside Gateway Park). They provided a recap of the program elements per potential tenants, phasing opportunities, site strategy, massing recommendations, concept renderings, budget validations, and incremental funding analysis. Since their February board presentation, they refined construction cost estimates in consultation with Bouten Construction, which has in-depth knowledge of the 400-Block site and local market conditions. They also updated their financing analysis after consulting with city staff and bond counsel. As a result, they were able to update their pro forma to reflect \$18.3 million in savings from the February numbers (mostly in pre-engineering and overall office building costs). They also conducted a more in-depth TIF analysis to



learn how much additional debt (\$1.4M/year) is required to help the development pencil and what that translates to in terms of square footage (3.8 million) and/or units built in the first year (3,800). By way of comparison, Gonzaga University buildings total 3.4 million SF; the Warren has 139 units, and the city had a new record in 2024 of permits for 1,400 units. In short, anticipated TIF dollars alone are not enough to support the \$1.4M. Sinisterra shared that Cascadia Partners is conducting a financial impact analysis for similar, high-amenity developments around the country. Additional 400-Block updates are below.

U Vision 2044 Activation Updates and Scorecard Highlights

- **400-Block:**
 - Ongoing conversations between our real estate attorney Steven Wood, Avista, and Verizon regarding amendments to the Avista lease with Verizon allowing for **cell tower relocation**.
 - Meeting with **municipal bond counsel** (NW Municipal Advisors re Phase 1 of the project).
 - Regarding **adjacent privately owned parcels**: Sinisterra has reached out to JLL to ask about the viability of the sale of 403 East Sprague.
 - Sinisterra shared potential financing approach for Phase 1 of the Riverside Gateway Park.
 - The UDPDA board will receive an update in May and be asked to vote on a motion to enter into a **Purchase and Sale Agreement (PSA)** with Avista Development, Inc. in June for 411 and 415 East Sprague and 12 North Grant. If the PSA does not proceed and Avista sells the aforementioned properties to another party, per the ROFO, the UDPDA is required to cover the difference between the final sales price and \$1.2 million if applicable.
- **Division Gateway Extension** (from I-90 to the river) - The University of Idaho student design project is underway. UDPDA partnered with DSP and SBA (\$1K contribution from each) and the city to support. A community charrette was conducted on March 31, and a final presentation is scheduled for May 2, and board members are welcome to attend.
- **Salmon Certification** – This no-cost certification funded by an EPA grant aligns with the Next Generation Plan 2065 goal 1.1.6 (water conservation, reduce runoff and contamination, reuse stormwater, add riparian corridor buffer, etc.). The certification provides high-value insight and verification for water quality protection along the Spokane River.
- **Scorecard** highlights were shared, and no questions ensued.

Sheehan asked for additional public comment and, hearing none, reminded the group of the next May 7 meeting and adjourned the meeting at 5:00 PM.

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

Juliet Sinisterra for Greg Repetti, Secretary

Date: May 8, 2025



University District Public Development Authority (UDPDA) Voucher Certification – February 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
2/18	ACH	Avista utility bill south sub area lights	589.73
2/19	ACH	City utilities for 201 W Main Ave	382.87
2/18	ACH	Tiny's Maintenance – 201 W Main Ave	708.50
2/19	ACH	Avista utility bill – 201 W Main Ave	865.95
2/24	Xfer	University District Development Assoc per contract	32,065.50
2/7	1393	Tiny's Maintenance – 201 W Main Ave	763.00
2/4	1398	Spokane River Forum	7,500.00
2/14	1406	Tiny's Maintenance (duplicate to refund)	708.50
2/24	1408	Century Pacific – per contract	1,800.00
2/13	1409	Allied Fire and Security – 201 W Main	197.68
2/11	1410	Rooted Commercial Landcare – 201 W Main	292.12
2/12	1411	Kiemle Hagood – per contract – 201 W Main	250.00
2/14	1412	GoJoe Patrol – 201 W Main Ave	575.00
2/21	1413	Seve7n Design	1,650.00
2/25	1415	Pro Mechanical Services – 201 W Main	283.40
2/27	1416	Spokane River Forum – balance on contract	7,500.00

Juliet Sinisterra, CEO

3/10/25
Date