



BOARD MEETING AGENDA

Time: 11:30 – 1:00

Date: January 15, 2019

UW TOWER, 22 FLOOR Boardroom

- | | | |
|--|------------------|------|
| 1. Welcome and Introductions | Miles/Sally | |
| 2. Public Comment | All | |
| 3. Approval of November Meeting Minutes | Sally/Miles | Vote |
| 4. Committee Reports | | |
| a. Urban Vitality | Stephen/Chase | Vote |
| i. Presentation of Mobility Project Analysis | | |
| b. Finance | Rob/Phil/Mark | Vote |
| i. December 2018 Close | | |
| ii. Year End Reforecast – Recommendations to BIA | | |
| c. Governance | Louise/Mark | Vote |
| i. Bylaw Revisions | | |
| ii. Participation Agreement | | |
| iii. Retreat - Discuss | | |
| d. Clean and Safe | Don/Marcus | |
| e. Events and Marketing | Andrew/Chase | |
| f. Economic Development | Miles/Evan | |
| 5. Ordinance Renewal Process Update | Sally/Miles/Mark | |
| 6. Adjourn | | |

Upcoming Events

- | | | | |
|---------|--|----------------------|------------------|
| 1/18/19 | BIA Walk | UDP Office | 9:00am – 10:00am |
| 1/18/19 | U District Art Walk | Neighborhood-wide | 6:00pm – 9:00pm |
| 1/22/19 | Events & Marketing Committee | UDP Office | 9:00am – 10:00am |
| 1/24/19 | UDBIA Ratepayer Advisory Board Meeting | U Heights Auditorium | 4:00pm – 6:00pm |
| 1/26/19 | Community Clean Up Day | U Heights Plaza | 9:00am – 11:00am |
| 2/14/19 | UDP Clean & Safe Committee Meeting | U Heights Rm 109 | 12:00pm – 1:30pm |
| 2/15/19 | BIA Walk | UDP Office | 9:00am – 10:00am |
| 2/15/19 | Alley Lights Event | Allegro-Quinn Alley | 5:30pm – 7:30pm |
| 2/15/19 | U District Art Walk | Neighborhood-wide | 6:00pm – 9:30pm |
| 2/19/19 | UDP Board Retreat | TBD | TBD |

The U District Partnership (UDP) serves all who work in, live in, and visit the U District by fostering and sustaining a vibrant, diverse, and healthy neighborhood for the common good.



Board Meeting Minutes No. 10

Time: 11:30 AM – 1:00 PM

Date: November 20, 2018

Location: UW Tower Boardroom

IN ATTENDANCE:

UDP Board Members

Miles Richardson, Co-Chair
Andy Sharpe
Louise Little
Stephen Antupit
Alfred Shiga

Don Schulze
Sally Clark, Co-Chair
Pat Simpson
Lois Ko, Secretary
Andrew McMasters

Doug Campbell
Barbara Quinn
Theresa Doherty
Rob Lubin, Treasurer

Excused

Eric Lawson

Jeanette Henderson

UDP Staff

Mark Crawford, IED
Evan Morse, Econ Dev.

Marcus Johnson, C&S
Chase Landrey, CE

Jennifer Astion, CE

Guests

Phil Lloyd
Gregg Petrie
Matt Smith

Miriam Castro
Ann Sutphin
Ray Holmdahl

Laura Lee Sturm
Hester Serebrin

Sally called the meeting to order at 11:35 a.m.

Public Comment

There was no public comment.

Approval of October 16, 2018 Meeting Minutes

Motion: Louise moved to approve the October 16, 2018 meeting minutes. Resolution #FY2019#011.

Pat seconded the motion. Rob and Barbara abstained.

The motion was approved.

Committee Reports

Finance

Matt Smith and Ray Holmdahl from Petersen Sullivan presented their findings for the UDP's 2017-2018 audit. The audit is a "clean" audit with no significant issues raised.

Motion: Theresa moved to approve the 2017-2018 audit report. Resolution # FY2019#012.

Barbara seconded the motion.

The motion was unanimously approved.

Rob presented the October financials.

Motion: Alfred moved to approve the October financial report. Resolution # FY2019#013.

Louise seconded the motion.

The motion was unanimously approved.

Clean and Safe

Marcus presented the Clean and Safe report and announced the hiring of the UDP's newest ambassador, Arsenio Robinson. He replaces Teague who has transferred to another area through his Securitas contract. He also reported the successful fall sweeping project where we picked up 15 tons of leaves.

Events and Marketing

Chase presented the Events and Marketing report. He updated the board on the first Trick or Treat on Roosevelt which took place on Halloween. The event was well attended, and staff is already discussing how to improve and expand it in 2019. Chase also announced the new funding available for redeveloping the UDP's website and thanked U District Let's Go for their contribution.

Urban Vitality

Stephen presented the Urban Vitality report.

Chase presented the Urban Vitality Committee's recommendations on the U District Mobility Plan. The UDP Board has been asked by the Mobility Group to consider endorsing all or parts of their report and recommendations. The Board will consider such a recommendation at a subsequent meeting.

Miriam Castro updated the board on the progress of her U District, Let's Go! Program. Miriam is wrapping up the one year pilot project. She introduced Laura Lee Sturm who will be interning at the UDP office and continuing specific transportation related tasks through June 2019.

Economic Development

Miles presented the Economic Development report. We continue to work through the 90 day phases approach and are rolling into the second phase. Business Survey information is helpful for planning.

Governance

Louise reported that the Governance Committee has concluded its process on resolving the Board member complaints and has communicated results to all parties. She also reminded the board of the retreat coming up on November 29 at WSECU, reviewed the agenda, and reiterated that this is a Board and staff retreat.

Executive Committee

Sally announced that this would be Theresa's last board meeting as she is retiring from the University and thanked her for her service to the community.

Sally adjourned the meeting at 12:58.

NEXT BOARD MEETING: January 15, 11:30am – 1:00pm, UW Tower Boardroom

Urban Vitality Committee Report

January 2019

The Committee met on January 9th. As reported earlier, the committee and staff are employing several complementary overall strategies:

1. **Development Tracking:** to monitor, attend and share information about, provide input to or assistance to public and private development projects in the area AND
2. **Major Impact Projects:** to focus on specific larger scale projects and their impact on the district. The three major impact projects we are engaged with at this time are: Mobility Plan Review and Recommendations Task Force; 43rd Street Task Force; and Church Facility Transition Task Force.

1) **Development Tracking**

4202 12th Ave Project – Attended Community Meeting to introduce project.

4732 Brooklyn Ave Project - Attended Community Meeting to introduce project.

5500 University Way Project – Attended Community Meeting to introduce project.

2) **Major impact Projects**

a) **Mobility Plan Recommendations**

The Mobility Group finished its work and has produced the U District Station Mobility Plan. The Urban Vitality Committee presented their recommendations at the UDP November board meeting and will be proposing a resolution to endorse their recommendations at the January board meeting.

b) **43rd Street Task Force**

SDOT is planning to construct improvements in NE 43rd Street between the southeast corner of Link Station eastward to the intersection with 15 Ave NE.

This street project will potentially have enormous consequences on the adjacent business and property stakeholders. Therefore the UDP Urban Vitality gathered them together to raise awareness of the project, have the opportunity to provide meaningful input in a timely fashion, and guarantee they are kept in the loop throughout SDOT's design and construction processes.

We got an agreement from SDOT to meet with this task force as a "focus group" before they start general community engagement. Over two in depth workshop meetings, UDP staff gathered the task force members' concerns and recommendations into a report. On January 10th they presented this document to SDOT and discussed the potential impacts of construction. This task force will continue to engage with the project at the upcoming public meetings and as major design decision are made.

c) **Church Facility Transitions**

A task force has been formed and is being chaired by Andy Sharpe to survey the local church facilities. The goal of this survey is to produce a briefing paper on the potential impact of planned transitions, such as sales and redevelopment, on the services that they provide and host. The task force has met a couple of times and currently is verifying its list of contacts and refining the questions they plan to ask. Thanks to UDBIA board member Mary Kay Gugerty for her advice on how to improve the survey. The next step will be to recruit several connected members of the faith community to reach out to their fellow leaders and inform them about the goal of the task force.

Next Urban Vitality Meeting – February 5th at 4pm at the UDP offices.

Dear Board Members,

In September, the U District Mobility Group produced the final version of its U District Area Mobility Plan. Since the plan addresses major design recommendations which, if adopted, will affect the mobility of and ways that all members of our community will access the future light rail station, the Urban Vitality Committee deemed it an important document to discuss. To address this topic, a taskforce was created of Board representatives and other engaged community members. The taskforce met several times to do a deep dive into the document and considered the recommendations contained within on an item-by-item basis. Their considerations were gathered by staff and approved by the Urban Vitality Committee. After a detailed presentation to the Board at the November 2018 meeting, staff simplified these recommendations into the attached resolution. For context and to accompany the taskforce's detailed responses to each of the recommendations, please note the following:

The Mobility Group worked to recruit and include many members of the public in their planning process and saw high participation numbers during their meetings. In addition, many of their recommendations put forward broad ideas of improvements to our neighborhood which we think much of the community can get behind. However, it is the Urban Vitality Committee's position that certain stakeholder perspectives were not adequately engaged or addressed, particularly neighborhood businesses and property owners. While the Mobility Group's document does mention the need for greater engagement with these groups in the future, it is was evident that several of the Mobility Group's current recommendations, especially pertaining to major long-term street design and transportation decisions, would greatly impact those exact same populations. Due to this, the Urban Vitality Committee limits our proposed endorsement. At this time, the Committee's recommendation excludes endorsing the Mobility Plan's long-term recommendations.

Below you will find the individual recommendations from the U District Area Mobility Plan and more details behind the committee's reason for recommending endorsement or withholding endorsement at this time.

Items from Mobility Plan recommended for endorsement	
<i>Language of Recommendation from Mobility Plan</i>	<i>Reasoning for Endorsement</i>
1. Prepare a U District Shared Mobility Hub Plan that builds on this plan, analyzes key intersections, informs the Metro Transit route planning (to be initiated in 2019), provides the necessary information for street design, includes a parking strategy, provides for pedestrian needs, incorporates bicycle facilities objectives, and identifies measures to provide access to the station and key activities (e.g.: small businesses, the UW, the University Bookstore, etc.).	Development of a Shared Mobility Hub Plan is key strategy of SDOT's Mobility Playbook and has been implemented at other stations.
2. Begin Metro bus route planning (2019). Address community concerns including diesel bus impacts to the Ave, congestion at key intersections, adequate street pavements for buses where there may be a potential need, impacts of bus layovers, options to layover buses at other station areas, service expansion, transfers, and options for buses on Brooklyn Avenue NE.	Major transit changes should listen to U District voices proportional to impact especially considering the need for coordination with the light rail station.
3. Explore opportunities to increase speed and reliability on an east-west transit route through RapidRide planning process.	The east-west route is critical to station and neighborhood access from surrounding communities and the rest of Seattle.

<p>4. Design and construct NE 43rd Street from Brooklyn Avenue to 15th Avenue NE improvements to support future pedestrian volumes. If necessary, accommodate transit routing as a temporary measure. Congestion may make this route problematic and a pedestrian orientation is preferred. Work with adjacent property owners (especially the University Bookstore) to ensure access and integrate development with the streetscape. Construct a bike lane west of Brooklyn Avenue NE.</p>	<p>Streets, sidewalks, and intersections on 43rd must be prepared for the expected higher pedestrian numbers at station open. Future planning needs greater outreach to adjacent business and property owners.</p>
<p>5. Construct a protected bike lane on 11th Avenue NE as part of Roosevelt RapidRide. Construct or paint east-west bike connections when there are opportunities.</p>	<p>Pairs with the southbound lane on Roosevelt Way and already in the city's plans.</p>
<p>6. Before station opening improve pedestrian crossings of NE 45th Street within the study area, especially at Brooklyn Ave. Ensure signal timing prioritizes pedestrian crossing.</p>	<p>Dangerous pedestrian crossings must be improved before pedestrian numbers increase with the opening of the station.</p>
<p>8. Begin a comprehensive parking management strategy to identify means to ensure that there will be adequate on-street and offstreet short-term parking for businesses and those who require vehicles for access (e.g.: people with limited mobility).</p>	<p>Parking is an important resource to many residents and businesses. This research should be led by stakeholders and funded by the city.</p>
<p>9. Maintain and strengthen homelessness and crisis intervention programs to ensure that the needs of individuals experiencing homelessness are addressed compassionately.</p>	<p>Identifying and sustaining these programs is critical to neighborhood health.</p>
<p>10. Continue to support and provide resources to a public realm maintenance and management program to keep pedestrian areas safe and attractive.</p>	<p>The UDBIA is the largest provider of these services in the U District through the UDP and the city should reestablish the UDBIA in 2020 to continue them.</p>
<p>11. Use the U District as one of the pilot areas for upcoming SDOT wayfinding plan.</p>	<p>Quality wayfinding will help both public transportation and businesses improve.</p>
<p>12. Continue alley activation efforts as outlined in the U District Alley Activation Plan and implement development provisions for internal building service and mid-block passageways.</p>	<p>Often neglected part of the local access network, however all improvements must be designed to complement other route changes in the network.</p>
<p>13. Begin collaborative planning of private development between NE 45th Street, 15th Avenue NE, NE 42nd Street, and Brooklyn Avenue NE to improve circulation, infrastructure, services, and development opportunities. Consider collaborative access and parking, alley reconfiguration, east-west pass-throughs, etc. (Note: recent development in Pike/Pine provides a model.)</p>	<p>Should be encouraged and is supported by current developer engagement. This should not be construed as any required additional process for development approval.</p>
<p>14. Monitor and address impacts to businesses from transportation changes. (Ongoing throughout all phases).</p>	<p>All plans should be responsive to these impacts and we need baseline data as well.</p>
<p>15. Operate buses on the Ave with battery power only or remove from this street.</p>	<p>Reduce noise and improve street environment. Feasibility study needed first.</p>

16. Implement RapidRide transit and pedestrian improvements on NE 45th Street.	Continuation of recommendations 3 and 6.
18. Improve pedestrian and bicycle crossing of I-5 with east-west bike routes on NE 45th Street.	Access for the station and neighborhood to/from Wallingford and west must be improved. Should be completed before station opening.
19. Plan and construct pedestrian improvements to University Way NE north of NE 50th Street to Cowen Park.	In concert with redevelopment of numerous properties, more work is needed to improve pedestrian environment between Cowen Park and U Heights. It is important that any new plans engage business and property stakeholders.
21. Monitor congestion and mobility problems and adjust as necessary.	These recommended improvements need data to test their impact.
22. Conduct planning process for future mid-week Farmers Market.	Farmers Market is an asset to our neighborhood. Discussions and engagement with NFM organization should begin before station opens and direct the process.

Mobility Group Plan Items not Recommended for Endorsement at this time	
<i>Language of Recommendation from Mobility Plan</i>	<i>Reason to not endorse</i>
7. Establish standards for design and construction of right-of-way improvements on Brooklyn Avenue NE to be implemented as part of private or institutional development. Begin first phase of public and private construction. (See #20.)	Appropriately addressed through greater engagement and information sharing with property owners and developers during their planning processes and in Design Guidelines.
17. Construct first phase of the Ave improvements between NE 42nd Street and NE 45th Street.	Larger planning process that engages the most immediately impacted stakeholders needs to be convened before these improvement concepts can be supported.
20. Permit and construct improvements to Brooklyn Avenue NE as part of new private or institutional development. Ensure consistency with the objectives of this plan and that the street will accommodate the potential for buses as well as providing a high-quality streetscape.	Continuation of recommendation 7
23. Remove buses and private vehicles from the Ave and complete substantial pedestrian improvements between NE 45th Street and NE 42nd Street.	More data and information sharing on the potential impacts of these long-term changes before any recommendation can be made. In addition, a larger planning process that engages the major stakeholders needs to be convened specific to these items to hear from the community before any major designs could be implemented.
24. Route buses onto Brooklyn Avenue NE to improve transit reliability, transfers, and pedestrian movement on NE 43rd Street and/or University Way NE.	
25. Complete Brooklyn Avenue Green Street improvements with northbound protected bike lane south of NE 43rd Street and north of NE 45th Street, extensive landscaping, and compatibility with buses.	



Resolution # _____

On the recommendation of the Urban Vitality Committee, and as advised by the Mobility Plan Taskforce, the U District Partnership board endorses the following recommendations presented in the U District Station Area Mobility Plan, published in September 2018:

Recommendations 1-6, 8-16, 18, 19, 21, and 22.

AYES _____

NAYS _____

ABSTENTIONS _____

Attested By _____

Officer of the Board

Date: _____

The U District Partnership
Balance Sheet Prev Year Comparison
 As of December 31, 2018

	Dec 31, 18	Dec 31, 17	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
10100 · Operating Bank Accounts	263,379.95	253,826.03	9,553.92
Total Checking/Savings	263,379.95	253,826.03	9,553.92
Accounts Receivable	76,911.32	52,456.70	24,454.62
Other Current Assets	1,484.69	3,979.82	-2,495.13
Total Current Assets	341,775.96	310,262.55	31,513.41
Fixed Assets			
15000 · Furniture and Equipment	4,425.10	0.00	4,425.10
Total Fixed Assets	4,425.10	0.00	4,425.10
Other Assets	3,358.32	400.00	2,958.32
TOTAL ASSETS	349,559.38	310,662.55	38,896.83
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable	17,027.94	24,807.70	-7,779.76
Credit Cards	1,305.73	489.39	816.34
Other Current Liabilities	10,897.42	18,033.68	-7,136.26
Total Current Liabilities	29,231.09	43,330.77	-14,099.68
Total Liabilities	29,231.09	43,330.77	-14,099.68
Equity			
32000 · Unrestricted Net Assets	304,103.26	265,400.21	38,703.05
Net Income	16,225.03	1,931.57	14,293.46
Total Equity	320,328.29	267,331.78	52,996.51
TOTAL LIABILITIES & EQUITY	349,559.38	310,662.55	38,896.83

The U District Partnership Budget Report December 2018

	Jul - Dec 18	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense				
Income				
44500 · Government Grants and Contracts	449,675.60	462,259.92	-12,584.32	933,866.10
47000 · Earned Income	14,510.00	10,000.00	4,510.00	260,000.00
46400 · Interest and Other	66.42	0.00	66.42	0.00
Total Income	464,252.02	472,259.92	-8,007.90	1,193,866.10
Gross Profit	464,252.02	472,259.92	-8,007.90	1,193,866.10
Expense				
60000 · Staffing	225,511.81	239,671.79	-14,159.98	500,757.64
61000 · Professional & Contract Expense	27,709.20	30,650.00	-2,940.80	85,400.00
62000 · Office and Overhead	42,743.54	43,746.58	-1,003.04	89,966.36
70000 · Direct Program Expenses	178,340.22	177,206.38	1,133.84	520,977.72
Total Expense	474,304.77	491,274.75	-16,969.98	1,197,101.72
Net Ordinary Income	-10,052.75	-19,014.83	8,962.08	-3,235.62
Other Income/Expense				
Other Income				
Fiscal Sponsor Income	35,397.78	0.00	35,397.78	0.00
Fiscal Sponsor Expenses	-9,120.00	0.00	-9,120.00	0.00
Total Other Income	26,277.78	0.00	26,277.78	0.00
Net Other Income	26,277.78	0.00	26,277.78	0.00
Net Income	16,225.03	-19,014.83	35,239.86	-3,235.62

2017-18 University District BIA

Budget Tracker -Decemberr 2018 2018

ACCOUNTS	Budget	TO DATE	Personnel	Non-Personnel	REMAINING	% Expended	Jul	Aug	Sep
Program Management	207,383	82,841.56	\$ 19,406.39	\$ 63,435.17	124,541	39.9%	\$ 9,495.42	\$ 9,953.44	\$ 22,393.81
Cleaning and Public Safety	425,966	203,418.78	\$ 65,021.05	\$ 138,397.73	222,547	47.8%	\$ 34,475.31	\$ 31,306.23	\$ 26,890.59
Urban Vitality	31,506	14,534.29	\$ 14,052.75	\$ 481.54	16,972	46.1%	\$ 1,410.75	\$ 1,343.86	\$ 2,872.26
Economic Development	112,227	60,284.57	\$ 54,066.31	\$ 6,218.26	51,942	53.7%	\$ 4,265.63	\$ 10,453.43	\$ 10,752.58
Marketing	41,376	26,197.20	\$ 20,478.46	\$ 5,718.74	15,179	63.3%	\$ 3,417.78	\$ 6,200.88	\$ 4,272.39
Community Engagement	77,169	37,339.99	\$ 32,776.27	\$ 4,563.72	39,829	48.4%	\$ 8,089.87	\$ 5,231.08	\$ 6,322.73
Events and Activation	27,240	13,639.21	\$ 5,784.74	\$ 7,854.47	13,601	50.1%	\$ 4,157.80	\$ 2,332.80	\$ 1,391.59
Total Requested	922,867	438,255.60	\$ 211,585.97	\$ 226,669.63	484,611	47.5%	\$ 65,312.56	\$ 66,821.72	\$ 74,895.95

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Program Management	\$ 13,490.78	\$ 13,067.37	\$ 14,440.74						
Cleaning and Public Safety	\$ 45,958.75	\$ 40,259.53	\$ 24,528.37						
Urban Vitality	\$ 3,391.14	\$ 2,735.54	\$ 2,780.74						
Economic Development	\$ 15,456.04	\$ 9,599.19	\$ 9,757.70						
Marketing	\$ 3,514.42	\$ 3,693.33	\$ 5,098.40						
Community Engagement	\$ 7,109.06	\$ 5,344.11	\$ 5,243.14						
Events and Activation	\$ 2,360.77	\$ 1,534.02	\$ 1,862.23						
	\$ 91,280.96	\$ 76,233.09	\$ 63,711.32	-	-	-	-	-	-

Variance Report – December 2018

Balance Sheet

Cash – UDP WF Checking includes funds for Christie Park Art Fiscal Agent project

Accounts Receivable

BIA at \$63,711 – normal

Seattle Department of Transportation - \$5,000 for U Connect Intern – pass through

Accounts Payable – all normal

Deferred Revenue - Remaining pre-pay on storage lease

Budget Report

Revenue – Includes \$5,000 for U Connect Intern pass through

Expense

Staffing – continued to be below budget because we have not hired front desk person.
Assuming that hire now on 1/10/19

Professional Expense – Above projection for month because of timing but still way below budget for year end.

Office and Overhead – Includes \$4,000 for UDP Board meeting. Was not budgeted in UDP.
Includes \$500 for rain gear for outdoor staff.

Direct Program Expenses

Clean and Save – Continued savings on cleaning contractor.

Community Beautification – over budget because of banner and kiosk work

Studies and Strategy – same as before – Retail Saturation Study

Event Expenses – an expected variance for added events – also offset in large part by extra revenue.

Budget Tracker

Normal

January 11, 2019

To: UDP Board

From: Mark Crawford

Re: Year End Re-projection and Recommendation

In this packet, you will find the draft December financial statements as reviewed by the Finance Committee and submitted for your review and approval.

Given those results, we have re-projected our year end expectations for both the BIA budget and the UDP budget. There are always line item variances and I am not seeking Board engagement on those expenses that I consider to be of fairly insignificant magnitude or that fall well within the bounds of the original work plan expectations. Please be aware that we have reviewed all of this in detail with our Finance Committee.

As Program Manager, it is our responsibility to make recommendations to the RAB on programmatic work plans and any financial implications for the BIA budget. As Executive Director of the UDP, I have the same responsibility to inform and ask for your guidance as the UDP Board on the UDP work plan and budget. I am glad to report that in both cases, there is a modest surplus of funds being projected

For the BIA work plan and budget, taking into account all of the expected variances, we are projecting an estimated additional \$24,479 in available resources by the end of the year. (See table below.)

We also project a modest improvement of \$20,360 for the UDP specific budget – mostly because we have raised funds for REACH. After accounting for the original projected deficit of \$3,235, we now predict a surplus \$17,126. (See table below.)

After meeting with the Finance Committee, I am asking the UDP Board to consider several options for utilizing those additional resources – both by the UDP and the BIA. I will take your recommendations forward to the BIA Board at their January meeting. Ultimately, they will decide on the BIA related budget issues.

The options are described in brief summary statements on the following page. In short, I am proposing that the UDP agree to take on a two year commitment to fund the branding initiative for a total of \$15,000. This still leaves a modest improvement in our combined year end result. It allows us to do the initial work on the branding and begin using it right away for projects (including Street Fair). It allows us to make a better case to the future renewed BIA to commit to a long term marketing strategy which is responsive to input from the Economic Development Committee.

I am suggesting that the BIA take on the commitment for the alley security obligation (subject to approval of their actual job description and periodic measures of success), the tree pit maintenance and either the upkeep or the decommissioning of the light pole artwork. That total amount is \$28,700.

I look forward to our discussion at the Board meeting.

Summary Table of BIA Year End Variances

Beginning Cash Improvement	\$21,425
Revenue Variance	\$4,000
Expense Variance Savings	\$44,944
Expense Variance Increases	(\$45,890)
Total -	\$24,479

Summary Table of UDP Year End Variances

Beginning Cash Improvement	\$ 600
Revenue Variance	\$ 2,600
Expense Variance Savings	\$25,167
Expense Variance Increases	(\$ 8,006)
Total	\$ 20,361
Original Budget Deficit Projection	(\$ 3,235)
New	\$17,126

Options for FY2018-19 Amended Spending

- 1) **Allegro Alley Security - \$4,166.** Agree to help fund additional security focused staff in the Alley behind U Temple church. Issues of criminal and civil misbehavior have increased and are having a significant impact on both the businesses, social services, and service clients in the area. We have asked for greater police presence and are getting some but the law enforcement resources are also stretched and cannot be present 24/7. ROOTS proposes that they will hire temporary security staff to be physically present in the alley during peak issue periods. Assuming an annual cost of \$50,000, I am proposing BIA participation of 25% to be capped at \$12,500 annually. This would be a commitment to provide funding through December 2020. At that point, the U Temple building project will necessitate the relocation of services from the alley and construction will begin. Financial impact in the remaining months of this fiscal year, assuming beginning in March 2019 will be \$4,166.
- 2) **Tree Pits - \$5,000.** Since the installation of the flexi-pave, some trees have had to be removed. When the trees are removed, the City must cut the flexi-pave around the tree which need to be patched. The City does not restore our improvement. Therefore, we propose repairing those pits and we note that this will be an on-going issue.
- 3) **Branding - \$7,500/year – 2 year commitment.** For hiring a contractor to create a recognizable U District brand and logo as well as creating an informed and effecting marketing strategy. This branding work is an essential prerequisite for any marketing work we do, such as attracting customers to the business district during the holiday shopping season and the fall welcome week. A distinct U District brand, will also be used to shape future UDP and UDBIA branding in such a way that it will visually tie together

our work with what visitors see as they engage with the streetscape and marketing materials. Finally, an additional \$7,500 will be needed in the 2019-2020 budget to finish the project during the first part of the fiscal year. Ultimately, the BIA may decide to invest strategically in a district wide branding and marketing commitment that is extended and more comprehensive. If it does so, then this work will be invaluable to that process. If not, this work will provide a baseline to improve our current efforts.

- 4) **Artwork - \$7,000.** The artwork along University Way on the pedestrian lights is in need of cleaning and some pieces need repair. We had the company that did the original installation and maintenance to come out and do a bid. The alternative to investing in this repair and maintenance is to discuss decommissioning the works in the coming year.
- 5) **Save - \$0-\$24,000 BIA and 0-\$17,126 UDP.** Decide that the renewal may take a bit longer than expected due to council re-election vagaries and add to our reserves for that contingency.

By Law Revisions Draft Proposals 1-15-19

Size of board

Current -

4.2 Size. The Board of Directors (“**Board of Directors**” or “**Board**”) shall consist of no fewer than nine (9) and no more than seventeen (17) persons. The Board of Directors may, from time to time, establish by resolution the specific size of the Board, provided that no decrease in the number of directors shall have the effect of shortening the term of any incumbent.

Proposal – Increase Board maximum to 20

4.2 Size. The Board of Directors (“**Board of Directors**” or “**Board**”) shall consist of no fewer than nine (9) and no more than twenty (20) ~~seventeen (17)~~ persons. The Board of Directors may, from time to time, establish by resolution the specific size of the Board, provided that no decrease in the number of directors shall have the effect of shortening the term of any incumbent.

Member Term Limits

Current

4.3 Term. The term of office for a Director shall be three (3) years, beginning at the start of the first fiscal year following election or at a date specified at election and expiring at the end of the third fiscal year after election, or at a date certain specified at the time of election. At the expiration of any Director’s term that Director may stand for re-election to the Board for one additional term of three (3) years, such term expiring at the end of the third fiscal year after re-election. After completion of two consecutive terms, a Director must rotate off the Board for a period of at least one full year before becoming eligible to stand for election again. After rotating off the Board for the required period, a Director may then be elected onto the Board and the term limits set forth in this section shall be repeated.

The Board of Directors shall exercise reasonable care such that no greater than approximately one third (1/3) of the total Board then in office shall be slated for election or re-election during any given fiscal year.

Proposal To Remove Term Limits

4.3 Term. The term of office for a Director shall be three (3) years, beginning at the start of the first fiscal year following election or at a date specified at election and expiring at the end of the third fiscal year after election, or at a date certain specified at the time of election. At the expiration of any Director’s term that Director may stand for re-election to the Board ~~for one additional~~for additional terms of three (3) years, such terms expiring at the end of the third fiscal

~~year after re-election. After completion of two consecutive terms, a Director must rotate off the Board for a period of at least one full year before becoming eligible to stand for election again. After rotating off the Board for the required period, a Director may then be elected onto the Board and the term limits set forth in this section shall be repeated.~~

The Board of Directors shall exercise reasonable care such that no greater than approximately one third (1/3) of the total Board then in office shall be slated for election or re-election during any given fiscal year.

Board Officer Term Limits

Current

5.3 Term. The term of office for an Officer shall be two (2) years, beginning at the start of the first fiscal year following their election or at a date specified at their election and expiring at the end of the second fiscal year after election, or at a date certain specified at the time of their election. At the expiration of any Officer's term that Officer may stand for re-election to the same position for one additional term of two (2) years, such term expiring at the end of the second fiscal year after re-election.

No Proposal

U District Participation Agreement for Board Members

Submitted to Board on 1/15/19

Introduction and Purpose

This Participation Agreement spells out the expectations for every board member's conduct while participating in any and all activities the U District Partnership (UDP) and in matters related to the U District Business Improvement Area (UDBIA). This includes conduct when: attending the meetings of the Board; attending meetings of a UDP committee; and/or when representing the UDP Board in any non-UDP convened meeting or activity.

Expectations for Working Together

U District Partnership Board members (Members) agree to abide by the following ground rules at UDP meetings and when communicating with one another on issues. This may be in person, electronically, in writing or at any time engaged in a dialogue about UDP or UDBIA related topics.

Participants will:

- Recognize that every person's voice counts.
- Accept that each person's perspective is valid.
- Respect other Members, their ideas and perspectives.
- Refrain from any personally directed, negative or denigrating comments about other Board members.
- Take turns speaking and allow other speakers to finish.
- Respect the decision of the chair or co-chairs to move the discussion forward.
- Acknowledge that individuals may respectfully question and/or disagree with the position of others.
- Acknowledge the right of individuals to decline participating in any given discussion.
- Offer positive solutions.
- Arrive promptly to meetings. If late, it is the Member's responsibility to quietly ask another Member to help catch up.
- Observe confidentiality when the Board convenes in executive session.

If any Member feels that another Board member has not adhered to these expectations, that Member shall direct their concern to the Governance Committee which shall be responsible for investigating the concern and determining an appropriate course of action.

Responsibilities of UDP Board Members

As a Board member, there are basic expectations and responsibilities for participation.

It is the duty of Board members to make informed decisions that serve the interest of the organization. Expectations include:

- Regularly attend all meetings of the Board and of assigned/chosen committee(s). This is necessary to ensure that all members keep current with the evolution of discussions and decision-making over time. If a meeting is to be missed, a Board member shall contact a co-chair and let them know they cannot attend, constituting an “excused” absence. The Board member should follow up after the meeting and contact another Board member to “catch up” as needed. Absences that exceed 20% of the Board and/or committee meetings in a 12 month period will require the Board member to meet with a member of the Governance Committee to determine if continuing service on the Board remains an appropriate choice. Continued or prolonged absences may result in removal from the Board.
- Prepare for all meetings by reviewing and considering materials sent in advance of the meeting.
- Comprehend the work plan, its projected outcomes and the programmatic methodology for achieving those outcomes.
- Understand, review, and approve the regular financial reports.
- Recuse from votes if a board member is in a conflict of interest situation.
- Vote when an action is proposed. Abstentions are appropriate when a specific circumstance prevents an informed decision, but the governance role of a Board member includes the expectation that Board members will cast votes.

As part of their Duty of Loyalty, Board members are expected to:

- Actively engage in the activities of the organization and support its work.
- Serve on at least one standing or programmatic advisory committee. Ensuring the constant development of new and changing leaders in Board and committee positions is a priority for the UDP Board. Members are encouraged to take the “leadership leap”.
- Advocate for the mission and work of the UDP. Board members serve as ambassadors for the UDP to all stakeholders.
- Be a positive steward of the organization’s reputation and endeavors.
- Support the decisions of the UDP Board. Individual board members are bound by the collective decision once the Board has taken a vote or an action. Differing opinions need to be resolved in the boardroom, not declared outside to constituents, the media, existing or potential funders, or partners/collaborators.
- Because of the unique role of the UDP and the potential for the UDP to take positions on questions of public policy, in the specific case that a Board member disagrees with a Board action related to public policy, that Board member may continue to voice their position, but only do so outside of their role as a Board member, and shall not identify themselves as a Board member when publicly representing their position.
- The decision process for the UDP Board relies on honest, respectful, transparent and frank discussions, and input from all Board members. The bylaws specify thresholds for

Board action. Once an action has been taken by the Board, it is expected that all Board members will support those actions and endeavor to ensure their success.

- If the Board makes a decision or decisions that an individual member considers to be so contrary to that members position and so egregious as to require public opposition to the decision and/or to the organization itself, then that person shall resign their Board membership.

It is the duty of Board members to support the present and future stability and success of the UDP by:

- Being active and positive ambassadors for the UDP and its mission throughout the community we serve. The supportive voices of the Board members in the community create confidence and enthusiasm for the organization, its programs and for the community we serve.
- Actively participating in and supporting the identification and recruitment of new Board members who will represent to the fullest extent possible the community and meet the future strategic governance needs of the UDP.
- In the event the UDP engages in increased fund development initiatives, Members shall provide financial support, support staff efforts, and serve in appropriate committee and individual fund development roles.

Acknowledgement of Volunteer Effort

It is recognized and appreciated that the U District Partnership is primarily comprised of volunteers who are generously donate their time and energy. If a participant chooses to resign, Board Members will notify a Co-Chair in writing and, if possible, support any transition effort that may be needed especially for officer/committee roles.

ACCEPTANCE OF PARTICIPATION AGREEMENT BY:

I _____, agree to serve on the Board of the U District Partnership. I have read the attached descriptions of the UDP and UDPBIA including the Guiding Principles, and I have read the attached general duties of a board member. I commit myself to upholding the values and expectations for conduct as outlined by this Participation Agreement and attachments, and accept the responsibilities as described.

Signature

Date _____

ATTACHMENT #1 to Participation Agreement

Description of UDP and UDBIA and Guiding Principles

The U District Partnership is a Washington state registered, independent **501(c)(3)** not-for-profit organization. Our mission is:

The U District Partnership (UDP) serves all who work in, live in, and visit the U District by fostering and sustaining a vibrant, diverse, and healthy neighborhood for the common good.

The U District Partnership is more than just one person or an organization with a narrowly defined perspective. As our name acclaims, we are a partnership of organizations, individuals, and sponsors who are working together to create change in our shared community – the U District. The UDP will serve as a nexus point between all of the community stakeholders, government agencies, and the University of Washington to collectively and continuously work towards the long-term betterment of the U District.

The UDP is led by its Board of Directors and has three standing committees (Executive, Finance, and Governance) and four program advisory committees (Clean and Safe, Events and Marketing, Economic Development, and Urban Vitality). The UDP Board is comprised of representatives from the University (4-5), property owners (at least two), business owners (2), residents (2), not for profit service provider (1), faith community (1), and “at large” (up to 4). UDP Board members bring a wide range of perspectives and experiences to our governance process and that process and the decisions and actions that it creates are dependent on each member’s commitment to represent their particular demographic perspective AND to actively support the organization’s overall mission of serving the **entire** community.

The UDP Board of Directors is governed by the UDP Bylaws, its Articles of Incorporation as filed with the State of Washington, and any applicable state or federal laws.

Federal tax law prohibits any 501(c)(3) organization from participating in any political campaign on behalf of or in opposition to any candidate for public office. This prohibition is absolute, and any violation may result in loss of an organization’s exempt status. The prohibited activity includes publishing or distributing written statements or making oral statements on behalf of or in opposition to a candidate, and paying salaries or expenses of campaign workers. 501(c)(3) organizations must take care to avoid any inadvertent violation of the prohibition against political activity.

A 501(c)(3) organization that is a public charity may engage in lobbying, but only if such activities do not constitute a “substantial” portion of the organization’s activities. The tax law distinguishes “political activity” (i.e., participating in campaigns for political office) from attempts to influence legislation. An organization engages in attempts to influence legislation (commonly referred to as “lobbying”) if it contacts legislators or their staffs—or urges the public to do so—for the purpose of proposing, supporting or opposing legislation . This is allowable.

The Seattle City Ordinance which created, defines and directs the action of the U District BIA allows BIA resources to be used for policy and advocacy **except** for issues related to land use or zoning. The UDP is free of any such constraint as long as it uses UDP resources and not BIA resources.

The U District Partnership operates in two discrete but complimentary ways.

- a) It serves as the program manager for the U District Business Improvement Area. The UDP is hired by the City of Seattle to implement work plans and programs under an approved budget. The UDP receives guidance from the BIA Ratepayers Advisory Board on desired outcomes and financial resources available for each fiscal year and the UDP then recommends a detailed work plan and budget to the Ratepayers Advisory Board. That body recommends the work plan to the Annual Meeting of the Ratepayers, and with their approval, then to the City of Seattle Finance Office.
- b) It stands as an independent not-for-profit with its own broader mission and resources to accomplish that mission. The decisions of the UDP Board outside of the BIA contract requirements are completely controlled by the UDP Board.

Guiding Principles

The U District Partnership believes that its ability to function both as a program manager for the U District BIA and as an independent not-for-profit serving the broad community is built on a set of guiding principles that are foundational for both. These principles guide the recommendations the UDP makes to the BIA about work plans and programs and they guide the work the UDP does independently of the BIA contract.

The UDP guiding principles are:

Ensure meaningful/inclusive participation from stakeholders

Equitably distribute resources and services throughout the entire district recognizing that the BIA raises some resources and mandates their use within certain geographical and service specific areas.

Treat each other and our entire neighborhood with respect.

Deliberate and act with transparency and with a commitment to accountability.

Champion our own mission and work – we will be positive advocates.

Focus on the shared priorities of the whole community.

Take action and foster change.

Respect and work towards the implementation of the UDP vision, mission and strategic plan.

ATTACHMENT #2 to Participation Agreement

Legal Duties of Board Members

The board of directors has three primary legal duties known as the “duty of care,” “duty of loyalty,” and “duty of obedience.” (Sources – Washington Nonprofit Handbook, GrantSpace, National Council of Nonprofits)

- Duty of Care: Take care of the nonprofit by ensuring prudent use of all assets, including facility, people, and good will.
- Duty of Loyalty: Ensure that the nonprofit's activities and transactions are, first and foremost, advancing its mission; Recognize and disclose conflicts of interest; Make decisions that are in the best interest of the nonprofit corporation; not in the best interest of the individual board member (or any other individual or for-profit entity).
- Duty of Obedience: Ensure that the nonprofit obeys applicable laws and regulations; follows its own bylaws; and that the nonprofit adheres to its stated corporate purposes/mission.

Board Members fulfill their responsibilities in three ways –

- 1) as a member of the board “as a whole” – exercising their governance and fiduciary duties,
- 2) as a committee member – providing in depth support, recommendations, and actions for the specific areas of responsibility and interest for that committee, and finally,
- 3) as an individual volunteer – bringing their talents, passion, and wisdom as a dedicated volunteer for the UDP and community.

- The Clean and Safe Committee did not meet in November. Clean and Safe Leadership, however, did meet in November to discuss Clean and Safe proposals to be made for the renewal. Staff is currently developing those proposal for future consideration.

In December, we had an abbreviated Committee Meeting. At the December meeting we heard from SPD about the current state of the University District. We then talked as a committee about what we do well and what we could do better. Brought up were the need for better engagement with the Greek System regarding our volunteer opportunities and the need to look at how we can help to better advocate for help regarding illegal encampments.

- We hired a street sweeping company to help us with district wide leaf removal in November. The contractor was able to remove over 30,000 pounds of leaves off our streets and sidewalks!
- We held our December Community Cleanup on December 8th to accommodate the end of the month holidays. Five people braved the December weather and picked up several bags of trash each from 15th Ave.
- Special thank you to Miles and his crew from Audi Seattle and University Volkswagen for helping to pick up a mess behind the old Seven-Gables Theater. We picked up over 30-bags of trash, making a huge difference to one of the entrances to our District.



- Following the Board conversation in the September meeting, we had the street poles along University Way and Roosevelt wrapped with lights for the holidays. As you may recall, last year we were plagued with constant vandalism of the lights along University Way and Roosevelt. We are happy to say, there has been no vandalism of the lights this year. We encourage feedback on how this changed worked for when we plan for next year.

We retrofitted the shooting stars to LED and had them installed after not having them last year. We had numerous phone calls and conversations with businesses, residents, and visitors that were ecstatic to see the stars return.

- REACH interviewed several candidates the week of January 7th. We are hopeful that our Mental Health Outreach worker will be hired soon.
- Marcus and staff from the SODO BIA and Ballard BIA are hosting the first quarterly meeting in February with Clean and Safe staff from BIAs and related organizations from across Seattle. These meetings will be an opportunity for everyone to network and share best practices.

Current Awareness Issues

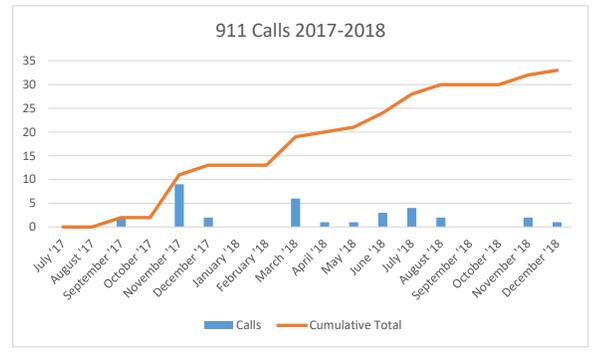
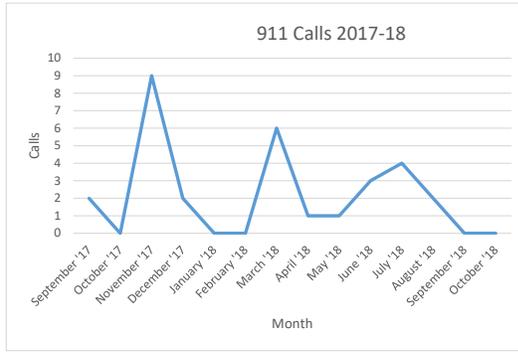
- Allegro Alley – The Allegro Alley has had safety concerns that we continue to communicate with effected stakeholders about. Right now, the hiring of staff to help with the situation is being planned out. These people will not be UDP staff.
- 4700 Block – We have been having increased illegal activity on the 4700 Block of University Way that we are working to stay ahead of. Marcus met with SPD, Metro, and Nikole O’Bryan to talk about the problems on that block and strategize how we are going to fix it.
- We are looking into launching a Business Block Watch in coordination with SPD. Initial conversations with SPD and the shadowing of the West Seattle Junction’s Business Block Watch meeting are happening the week of January 14th.
- SPU Enforcement – We are looking into how we can advocate for better tools for SPU to be able to enforce solid waste related issues around alleys and dumpster. We are also working with SPU on how to better mitigate construction impacts on solid waste service in the alleys.

Upcoming Clean and Safe Events and dates:

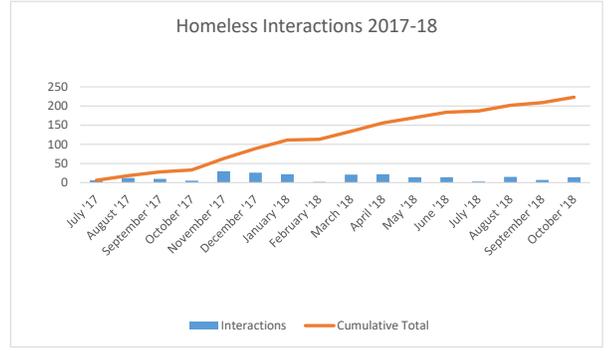
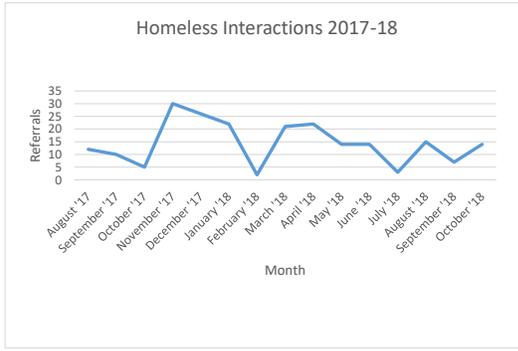
BIA Walk	January 18 th (9:00-10:30am, meet @ the UDP)
Community Clean Up Event	January 26 th (9:00-11:00am, meet @ U Heights Plaza)
Next C&S Meeting	February 14 th (12:00-1:30pm @ U Heights, Room 108)

Ambassador Data

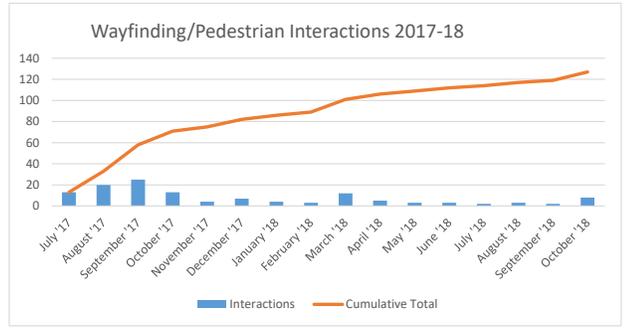
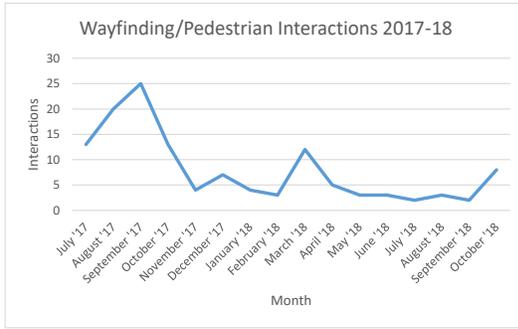
	Calls	Cumulative Total
July '17	0	0
August '17	0	0
September '17	2	2
October '17	0	2
November '17	9	11
December '17	2	13
January '18	0	13
February '18	0	13
March '18	6	19
April '18	1	20
May '18	1	21
June '18	3	24
July '18	4	28
August '18	2	30
September '18	0	30
October '18	0	30
November '18	2	32
December '18	1	33



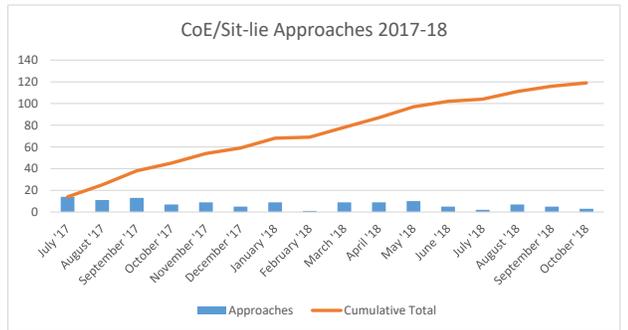
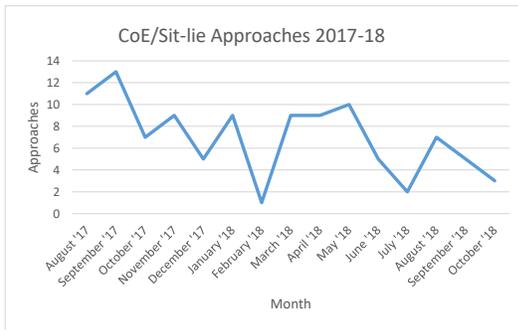
	Interaction	Cumulative Total
July '17	6	6
August '17	12	18
September '17	10	28
October '17	5	33
November '17	30	63
December '17	26	89
January '18	22	111
February '18	2	113
March '18	21	134
April '18	22	156
May '18	14	170
June '18	14	184
July '18	3	187
August '18	15	202
September '18	7	209
October '18	14	223
November '18	12	235
December '18	23	258



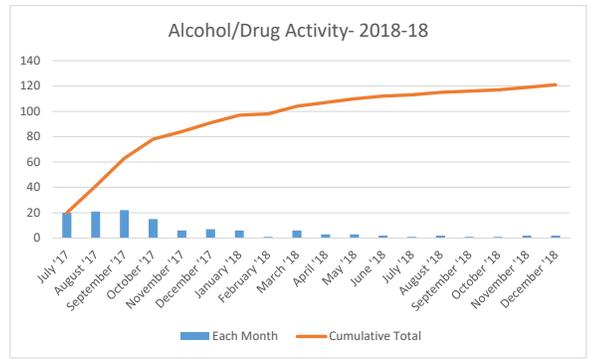
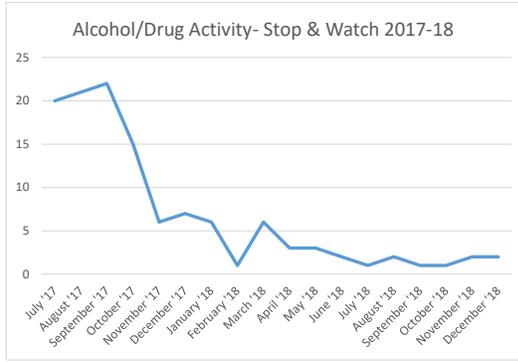
	Interaction	Cumulative Total
July '17	13	13
August '17	20	33
September '17	25	58
October '17	13	71
November '17	4	75
December '17	7	82
January '18	4	86
February '18	3	89
March '18	12	101
April '18	5	106
May '18	3	109
June '18	3	112
July '18	2	114
August '18	3	117
September '18	2	119
October '18	8	127
November '18	2	129
December '18	0	129



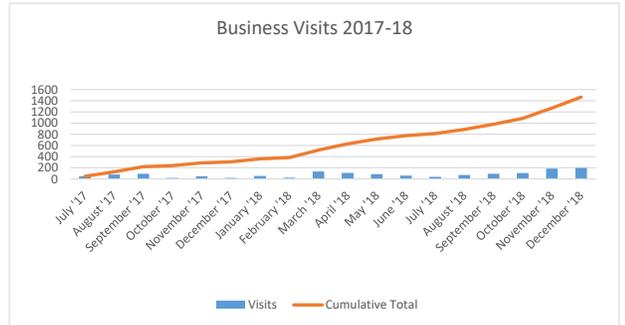
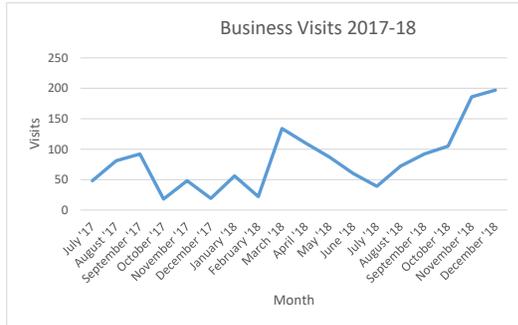
	Approache	Cumulative Total
July '17	14	14
August '17	11	25
September '17	13	38
October '17	7	45
November '17	9	54
December '17	5	59
January '18	9	68
February '18	1	69
March '18	9	78
April '18	9	87
May '18	10	97
June '18	5	102
July '18	2	104
August '18	7	111
September '18	5	116
October '18	3	119
November '18	10	129
December '18	22	151



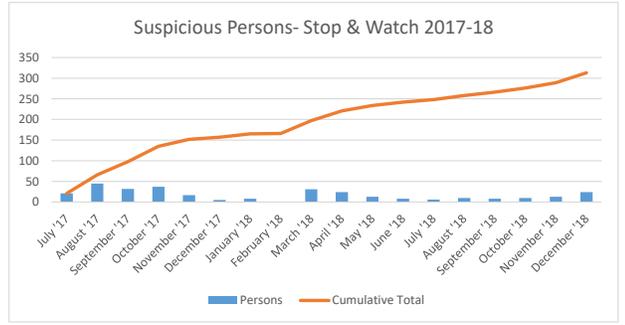
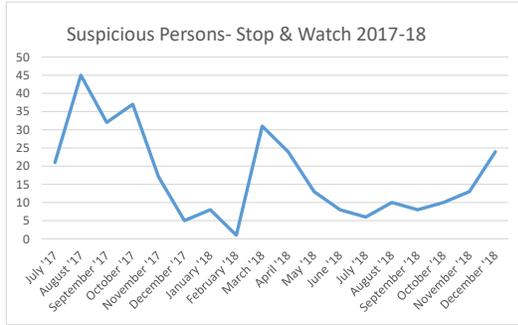
	Each Mont	Cumulative Total
July '17	20	20
August '17	21	41
September '17	22	63
October '17	15	78
November '17	6	84
December '17	7	91
January '18	6	97
February '18	1	98
March '18	6	104
April '18	3	107
May '18	3	110
June '18	2	112
July '18	1	113
August '18	2	115
September '18	1	116
October '18	1	117
November '18	2	119
December '18	2	121



	Visits	Cumulative Total
July '17	48	48
August '17	81	129
September '17	92	221
October '17	18	239
November '17	48	287
December '17	19	306
January '18	56	362
February '18	22	384
March '18	134	518
April '18	110	628
May '18	87	715
June '18	60	775
July '18	39	814
August '18	72	886
September '18	92	978
October '18	105	1083
November '18	186	1269
December '18	197	1466



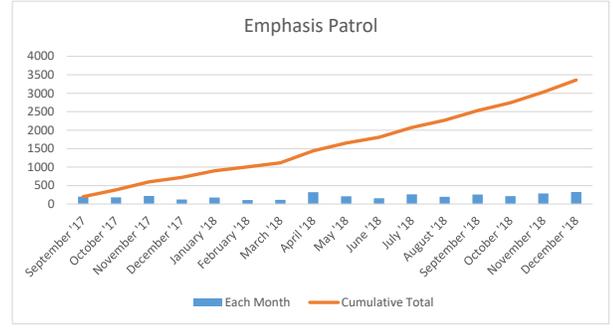
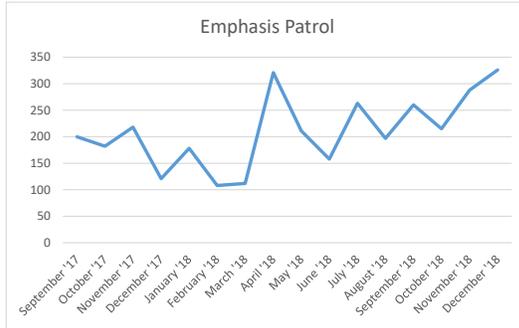
	Persons	Cumulative Total
July '17	21	21
August '17	45	66
September '17	32	98
October '17	37	135
November '17	17	152
December '17	5	157
January '18	8	165
February '18	1	166
March '18	31	197
April '18	24	221
May '18	13	234
June '18	8	242
July '18	6	248
August '18	10	258
September '18	8	266
October '18	10	276
November '18	13	289
December '18	24	313



	Escorts	Cumulative Total
July '17	3	3
August '17	3	6
September '17	0	6
October '17	0	6
November '17	1	7
December '17	1	8
January '18	0	8
February '18	0	8
March '18	0	8
April '18	0	8
May '18	1	9
June '18	0	9
July '18	0	9
August '18	0	9
September '18	0	9
October '18	0	9
November '18	0	9
December '18	0	9



Emphasis Patrol	Each Mont	Cumulative Total
September '17	200	200
October '17	182	382
November '17	218	600
December '17	121	721
January '18	178	899
February '18	108	1007
March '18	112	1119
April '18	321	1440
May '18	211	1651
June '18	158	1809
July '18	263	2072
August '18	197	2269
September '18	260	2529
October '18	215	2,744
November '18	288	3032
December '18	326	3358



- Continuing Social Media Outreach – Social media outreach has continued to steadily grow. Facebook is up to 1,247 people liking our page. Our twitter now has 639 followers and Instagram has jumped up to 229 followers. Our newsletter subscription list is up to 921 people. 250 new subscribers have come to us from incorporating the contacts from U District Let's Go list to our newsletter list.
- Updates to our Website – We are in the process of updating our U District Partnership website. Recently we have worked to compile a new sitemap that would incorporate all of our different domains into one easily navigable website. The whole team has been providing feedback so that visitors to site would be able to find the resources specific to the department they are looking for and not be inundated with information and news not related to them. The next step will be finding a contractor to complete the work and start rolling out the new pages.
- Graduate Hotel Opening – On December 13th we tabled at the grand opening of the Graduate Hotel. We joined several other local businesses and nonprofits to celebrate the newly renovated hotel. We handed out neighborhood maps and rolled out a new one sheet with information about the work of the UDP. The event was a good chance to meet members of our community and answer their questions about our organization.
- U District Art Walk Support – The monthly U District Art Walk has begun to grow again this last year and add new businesses. U Heights Center and Gargoyles Statuary have been leading the charge and we have been assisting in getting the word out. After a break in December, we met together to plan for 2019. By working together we hope to expand the event to more locations within walking distance of U Heights and Gargoyles and thereby drawing in even more visitors to the U District.
- Badging and Signage – Staff and Events and Marketing Committee members identified a need to increase recognition of UDBIA programs and funding in the neighborhood. One way we are doing this is by creating new signage and badging. These displays are being designed to create a clear connection between the work being done and BIA funds. They will be united by our logo's "U" and have specialized versions for our different departments and work. When finished, the signs will be visible on the cleaning crew's work trucks and carts and the badges will be added to uniforms and staff lanyards.
- StreetFair – It is officially StreetFair season! We have come to an agreement with Bold Hat productions for this year's 50th anniversary event. Since we have increased our goals this year in terms of both vendor numbers and programming, we have worked with Bold Hat to approve an expanded scope of work. This agreement allows both of our organizations to play to their strengths and collaborate even closer on creating a successful event. Coming soon, we'll open the poster competition and expect high number of submissions. As we move towards the big weekend, I will update you on the special anniversary programming and features we have planned for this year's fair.
- Events in the Pipeline:
 - 50th U District StreetFair – 05/18-19 All Day

Economic Development Committee

The Economic Development Committee held their regular meeting on January 8th and continues to make progress achieving workplan objectives. The next meeting will be on February 4th. Starting in March, the committee will resume its standard meeting schedule of fourth Wednesday of the month.

Phase 1 – COMPLETE

At the November 28th meeting, the Economic Development Committee reviewed the deliverables for the Phase 1: the first 90-days, which focused on information gathering and putting basic economic development tools in place. The committee found the progress acceptable, closed out Phase 1, and greenlighted starting Phase 2 on December 1st. During Phase 2, resources are allocated equally between A) services to existing businesses, B) prepping for recruitment of new business, and C) information sharing and launching the U District Business Network.

Updating the Long-Term Economic Development Vision – IN PROCESS

The Economic Development Committee at their January 8th meeting continued the discussion on updating the long-term economic development vision and the U District environment and opportunities in 2019. The process is on schedule to conclude at the next meeting.

Retail Saturation Study – IN PROCESS

The data gathering portion wrapped up in early January. The analysis portion of the study is underway and on-schedule to be completed in mid-February. The completed study will be used to 1) inform property owners on the retail categories most likely to have sustained success, 2) recruit targeted retail categories, and 3) support existing businesses by attracting complementary businesses to the U District.

Communication Network – IN PROCESS

The email list is at 42% and growth has plateaued. The current plan is to launch another campaign in early April, the goal being expanding the list to over 50% before summer.

Language Translation Resources – ON-HOLD

After meeting with City of Seattle, other BIAs, and UW, it is evident there are no reliable, low-cost options for language translation. However, high-cost options have been identified. The current plan is to produce and refine content over the next several months, then develop an RFQ for translation services in FY 2019-20.

Looking Ahead – U District Business Network

The U District Business Network is comprised of business operators in the district coming together to:

- provide a more unified, purposeful and effective University District business community voice
- offer an information sharing platform for the University District community
- create opportunities for businesses
- build relationships, learn from peers and experts, and have fun.

Mark Your Calendar!

The Business Network Kickoff Meeting is **February 28th, 6-7pm**. Your attendance is appreciated. Getting the word out to business owners and operators is greatly appreciated. The agenda, location and a RSVP form will be posted at <https://www.udistrictpartnership.org/biz-network>.