



## **BOARD MEETING AGENDA**

**Time: 11:30 – 1:00**

**Date: February 18, 2020**

### **UW Tower**

- |   |                   |         |
|---|-------------------|---------|
| 1. Welcome and Introductions                | Sally             |         |
| 2. Public Comment                           | All               |         |
| 3. Approval of January 2019 Meeting Minutes | Sally             | Vote    |
| 4. Committee Reports                        |                   |         |
| a. Finance                                  | Rob/Phil/Mark     | Q/A     |
| b. Governance                               | Louise/Sally      | Vote    |
| c. Clean and Safe                           | Don/Marcus        | Q/A     |
| d. Communications and Events                | Andrew/Mark       | Q/A     |
| e. Economic Development                     | Mark/Daniel       | Q/A     |
| f. Urban Vitality                           | Stephen/Katy/Mark | Q/A     |
| 5. Ordinance Renewal Update                 | Sally             | Discuss |
| 6. Adjourn                                  |                   |         |

## **Upcoming Events**

|                                    |                            |                  |
|------------------------------------|----------------------------|------------------|
| <b>BIA Walk</b>                    | <b>February 21</b>         | <b>9:00 a.m.</b> |
| <b>Urban Vitality Committee</b>    | <b>February 25</b>         | <b>4:00 p.m.</b> |
| <b>U District Business Network</b> | <b>March 5 (tentative)</b> | <b>6:00 p.m.</b> |
| <b>Executive Committee</b>         | <b>March 10</b>            | <b>1:00 p.m.</b> |
| <b>Clean and Safe Committee</b>    | <b>March 12</b>            | <b>Noon</b>      |
| <b>Finance Committee</b>           | <b>March 13</b>            | <b>9:30 a.m.</b> |
| <b>UDP Board</b>                   | <b>March 17</b>            | <b>11:30</b>     |



## Board Meeting Minutes

Time: 11:30 AM – 1:00 PM

Date: January 21, 2020

Location: Masonic Hall

### IN ATTENDANCE:

#### UDP Board Members

Sally Clark, Co-Chair  
Eric Lawson  
Barbara Quinn  
Stephen Antupit  
Dawn Perry

Andrew McMasters (phone)  
Louise Little  
Rob Lubin, Treasurer  
Anson Lin

Jeanette Henderson  
Don Schulze  
Lois Ko, Secretary  
Pat Simpson

#### Excused

Alfred Shiga

Anson Lin

Miles Richardson, Co-Chair

#### UDP Staff

Mark Crawford, IED  
Jen Astion, Comm.

Marcus Johnson, C&S  
Phil Lloyd, Finance

Kay Ricchiuto, Public Realm  
Daniel Lokic, Economic Dev.

#### Guests

Cory Crocker  
Kjris Lund  
Ray Holmdahl (BDO)

Rudi Risler  
Diane Angel  
Matt Smith (BDO)

Doug Campbell  
Cara Vallier

### Welcome and Introductions

Sally called the meeting to order at 11:35 pm. She thanked Dawn for hosting the UDP holiday party.

### Public Comment

There was no public comment.

### Approval of October 2019 Meeting Minutes

**Motion: Don** moved to approve the July 2019 meeting minutes as amended with the insertion of “street” which was omitted in the Urban Vitality report.

**Louise** seconded the motion.

*The motion was approved with two abstentions (Lois and Andrew)*

### Committee Reports

#### Finance

Rob presented the draft December 2019 financial report. He commended staff for their reports and the clarity and transparency of the reports. He noted the insurance settlement for the fire, the payment of the Sound Transit payment for Up Your Ave, and the \$21,000 initial revenue error reported earlier. Sally reiterated her appreciation for the Tracker. Mark reiterated that we are at the half way point, basically on track, up to full staff except the Office Manager which has proven difficult to fill. By the end of the year, we are adjusting StreetFair

budget for a modest improvement, we have hired assistance for renewal consulting for the council process, anticipating the launch for the new Executive Director and paying part of the search this year, and launching the Cherry Blossom festival. BOIA should be ahead by about \$16,000 and UDP ahead by about \$30,000

**Motion: The Finance Committee** moved to approve the September 2019 financials.

**Louise** seconded the motion.

*The motion was approved with one abstention (Jeanette)*

## **Clean and Safe**

Fall flower baskets to be removed.

Leaf cleaning went as planned. Marcus is waiting for final total tonnage reports.

Holiday lights will be taken down in the near future.

Pressure washing still scheduled for spring.

Transition to Aries Security going well. Call volume from businesses for assistance continues to grow. Doug Campbell asked about the uniform – he felt it is too “military”. The Board felt that Doug was confusing the uniform of the security in the alley for the Ambassadors. The alley security is a different contract with the church and not under our management. Marcus will bring the Ambassadors by Bulldog so Doug can be introduced to those staff members.

Extra ambassador patrols and cleaning to be scheduled for major spring events.

Our contractor was able to shovel and salt the cleaning areas and keep it clear during the recent storm.

Marcus thanked Rudi and Linda for their work in embroidering the new vests for our staff. Their help is deeply appreciated.

Don commented on the efficacy and teamwork that has developed between the Ambassadors, David Delgado from REACH and our Seattle Police and our UW patrol officers.

Sally commented on the interaction report for REACH and the impact it is having on the district. She noted the cooperative funding of the City, BIA, UDP and Rotary that made this program possible.

## **Events & Marketing**

Jen Astion reported that work on the StreetFair has begun. We are looking for additional sponsors. Sound Transit has agreed to sponsor the mainstage. The poster contest has been announced. Board members are encouraged to notify their own networks about both the posters contest and sponsorship opportunities. Stephen suggested reaching out to some of the developers that are working in the district as potential sponsors.

The updated website has gone live. There is still more work to be done on several sections.

Sally noted the volume and positive open rate of both the newsletter and weekly update subscribers.

## **Economic Development**

Daniel Lokic introduced himself as the new Economic Development Manager. He identified his three major priorities for the immediate future.

Business Network is a priority for his work. Adding breakfast meetings and round tables.

Planning a business map to clarify the range of businesses and their locations/saturations district wide.

We are launching the Cherry Blossom Festival this year to drive the viewers over to the retail section of the district. Jeanette asked about University involvement. Staff is working with UW staff. They are focusing on the logistics on campus like trash removal, bathroom access, and parking.

The Economic Development Committee has created task forces to concentrate on the specific initiatives of business network/major events (like Cherry Blossom Festival) and Key Indicators.

## **Urban Vitality**

Stephen introduced Katy Ricchiuto as the new Built Environment Community Relations Manager. He reviewed the Committee and task force structure. The Committee meets monthly on the fourth Tuesday of the month.

She reported her priorities for the fiscal year:

43<sup>rd</sup> redevelopment projects and station impacts – coordinating with SDOT to represent and inform businesses impacted. Possible furniture plan by the City needs outreach.

Monitoring and informing the public about potential zoning proposals impacting University Way and surrounding area. She is working to gather information. She shared info about the potential proposal to create historical designations in the area. The UDP sent a letter to affected property owners informing them about the effort and their options for engagement.

She is investigating launching a mural project. She is in the research phase at this time.

Mark reported the application for the food truck on the corner of 43<sup>rd</sup> and University Way. Louise reported no notice given to business owners. She explained the food truck would make over one of the recently designated loading docks that were created to mitigate 43<sup>rd</sup> redevelopment. We do not know if the applications going forward. Louise encouraged the UDP to take a position on best policies for food trucks in a highly served area. We have a very robust brick and motor restaurant in the immediate area already that pay taxes and participate in the community. Dawn suggested that a food truck would be welcome in her less served part of the district. Staff did write letters to OED, SDOT, and Councilmember Pedersen's office. We also canvassed local businesses to alert them and encourage them to provide comment to SDOT.

### **Ordinance Renewal**

Sally updated the Board on the renewal. Current BIA expires in May 2020. Petitions are at 63.89% and have been submitted to the City for verification. We continue to solicit additional property owner support. Are meeting with OED, FAS, and other administrative offices to ensure that those departments are in agreement that we are ready to go forward. We have been working with BDS to manage the petition process. Sally introduced Kjris Lund, a local consultant experienced in City process to help with the Council process. Sally reminded the board that we will need them to go on calls to the Council, explaining their experiences with the BIA improvements and their support for the renewal. We need to be out of Council Committee of Economic Development by end of April to get May full council approval and mayoral sign off.

Sally noted that the timing of the renewal requires quick action by all parties. We have some reserves to manage modest extensions of that time but that is a limited reserve.

The renewal team continues to meet monthly and have an additional monthly call.

### **A Brief Recess**

Sally called for a 10 minutes recess to allow the auditor to arrive and set up their presentation. The Board was called back into order.

### **Audit Presentation**

Ray Holmdahl and Matt Smith of BDO presented the audit findings. The audit reflected good internal controls and financial reporting and was deemed a “clean opinion”. The auditors do recommend that a more formalized process of recording the Executive Director review and approval of journal entries be put into place. The auditors noted that this audit did not include a comparison to the past twelve month period as there had been an 18 month audit previously given the change in fiscal years.

**Motion: Sally** moved the acceptance of the fiscal year 2018-19 audit as presented.

**Louise** seconded the motion.

*The motion was unanimously approved*

### **Adjournment**

Sally adjourned the meeting at 12:53 pm.

**NEXT BOARD MEETING: February 18, 2020 11:30am – 1:00pm, UW Tower Boardroom**

# The U District Partnership

## Balance Sheet Prev Year Comparison

As of January 31, 2020

|                                       | Jan 31, 20        | Jan 31, 19        | \$ Change        |
|---------------------------------------|-------------------|-------------------|------------------|
| <b>ASSETS</b>                         |                   |                   |                  |
| Current Assets                        |                   |                   |                  |
| Checking/Savings                      |                   |                   |                  |
| 10100 · Operating Bank Accounts       | 313,492.95        | 266,405.74        | 47,087.21        |
| Total Checking/Savings                | 313,492.95        | 266,405.74        | 47,087.21        |
| Accounts Receivable                   | 89,811.68         | 80,798.53         | 9,013.15         |
| Other Current Assets                  | 9,191.26          | 1,321.38          | 7,869.88         |
| Total Current Assets                  | 412,495.89        | 348,525.65        | 63,970.24        |
| Fixed Assets                          | 5,511.12          | 4,425.10          | 1,086.02         |
| Other Assets                          | 3,235.87          | 3,358.32          | -122.45          |
| <b>TOTAL ASSETS</b>                   | <b>421,242.88</b> | <b>356,309.07</b> | <b>64,933.81</b> |
| <b>LIABILITIES &amp; EQUITY</b>       |                   |                   |                  |
| Liabilities                           |                   |                   |                  |
| Current Liabilities                   |                   |                   |                  |
| Accounts Payable                      | 40,295.96         | 32,855.25         | 7,440.71         |
| Credit Cards                          | 446.06            | 494.12            | -48.06           |
| Other Current Liabilities             | 24,042.06         | 10,494.39         | 13,547.67        |
| Total Current Liabilities             | 64,784.08         | 43,843.76         | 20,940.32        |
| Total Liabilities                     | 64,784.08         | 43,843.76         | 20,940.32        |
| Equity                                |                   |                   |                  |
| 32000 · Unrestricted Net Assets       | 375,281.00        | 304,103.26        | 71,177.74        |
| Net Income                            | -18,822.20        | 8,362.05          | -27,184.25       |
| Total Equity                          | 356,458.80        | 312,465.31        | 43,993.49        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>421,242.88</b> | <b>356,309.07</b> | <b>64,933.81</b> |

# The U District Partnership

## Budget Report

### January 2020

|  | Jan 20           | Budget            | \$ Over Budget   | Jul '19 - Jan 20  | YTD Budget        | \$ Over Budget   | Annual Budget     |
|--|------------------|-------------------|------------------|-------------------|-------------------|------------------|-------------------|
| <b>Ordinary Income/Expense</b>                     |                  |                   |                  |                   |                   |                  |                   |
| <b>Income</b>                                      |                  |                   |                  |                   |                   |                  |                   |
| <b>44500 · Government Grants and Contracts</b>     | 80,668.01        | 79,453.44         | 1,214.57         | 558,257.34        | 606,152.35        | -47,895.01       | 1,057,624.72      |
| <b>47000 · Earned Income</b>                       | 10,100.00        | 10,000.00         | 100.00           | 21,580.00         | 25,000.00         | -3,420.00        | 225,000.00        |
| <b>46400 · Interest and Other</b>                  | 34.07            | 0.00              | 34.07            | 236.15            | 0.00              | 236.15           | 0.00              |
| <b>Total Income</b>                                | 90,802.08        | 89,453.44         | 1,348.64         | 580,073.49        | 631,152.35        | -51,078.86       | 1,282,624.72      |
| <b>Gross Profit</b>                                | 90,802.08        | 89,453.44         | 1,348.64         | 580,073.49        | 631,152.35        | -51,078.86       | 1,282,624.72      |
| <b>Expense</b>                                     |                  |                   |                  |                   |                   |                  |                   |
| <b>60000 · Staffing</b>                            | 45,987.53        | 51,177.02         | -5,189.49        | 272,822.88        | 327,456.15        | -54,633.27       | 583,341.25        |
| <b>61000 · Professional &amp; Contract Expense</b> | 5,950.00         | 2,450.00          | 3,500.00         | 57,917.21         | 54,400.00         | 3,517.21         | 76,150.00         |
| <b>62000 · Office and Overhead</b>                 | 5,639.66         | 6,152.23          | -512.57          | 45,680.33         | 47,601.46         | -1,921.13        | 94,003.78         |
| <b>70000 · Direct Program Expenses</b>             | 49,138.33        | 47,782.84         | 1,355.49         | 238,475.27        | 254,110.80        | -15,635.53       | 596,944.00        |
| <b>Total Expense</b>                               | 106,715.52       | 107,562.09        | -846.57          | 614,895.69        | 683,568.41        | -68,672.72       | 1,350,439.03      |
| <b>Net Ordinary Income</b>                         | -15,913.44       | -18,108.65        | 2,195.21         | -34,822.20        | -52,416.06        | 17,593.86        | -67,814.31        |
| <b>Other Income/Expense</b>                        |                  |                   |                  |                   |                   |                  |                   |
| <b>Other Income</b>                                |                  |                   |                  |                   |                   |                  |                   |
| <b>Fiscal Sponsor Income</b>                       | 8,000.00         | 0.00              | 8,000.00         | 16,000.00         | 0.00              | 16,000.00        | 0.00              |
| <b>Total Other Income</b>                          | 8,000.00         | 0.00              | 8,000.00         | 16,000.00         | 0.00              | 16,000.00        | 0.00              |
| <b>Net Other Income</b>                            | 8,000.00         | 0.00              | 8,000.00         | 16,000.00         | 0.00              | 16,000.00        | 0.00              |
| <b>Net Income</b>                                  | <b>-7,913.44</b> | <b>-18,108.65</b> | <b>10,195.21</b> | <b>-18,822.20</b> | <b>-52,416.06</b> | <b>33,593.86</b> | <b>-67,814.31</b> |

## 2019-20 University District BIA

### Budget Tracker - January 2020

| ACCOUNTS                   | Budget    | TO DATE    | REMAINING | % Expended | Jul          | Aug          | Sep           | Oct          |
|----------------------------|-----------|------------|-----------|------------|--------------|--------------|---------------|--------------|
| Program Management         | 200,151   | 133,358.55 | 66,792    | 66.6%      | \$ 18,979.65 | \$ 25,273.71 | \$ 14,576.12  | \$ 31,760.30 |
| Cleaning and Public Safety | 503,214   | 294,804.28 | 208,410   | 58.6%      | \$ 40,243.87 | \$ 40,827.24 | \$ 35,281.16  | \$ 36,715.08 |
| Urban Vitality             | 26,994    | 15,756.65  | 11,237    | 58.4%      | \$ 2,218.90  | \$ 2,265.37  | \$ 2,169.61   | \$ 2,440.95  |
| Economic Development       | 119,836   | 37,378.48  | 82,458    | 31.2%      | \$ 3,621.01  | \$ 2,859.67  | \$ 2,653.90   | \$ 2,551.01  |
| Marketing                  | 56,135    | 21,810.34  | 34,325    | 38.9%      | \$ 4,131.95  | \$ 4,220.95  | \$ 3,730.07   | \$ 1,442.86  |
| Community Engagement       | 72,383    | 40,146.84  | 32,236    | 55.5%      | \$ 5,542.61  | \$ 5,058.64  | \$ 5,952.26   | \$ 7,577.94  |
| Events and Activation      | 26,661    | 7,695.87   | 18,965    | 28.9%      | \$ 1,382.65  | \$ 1,435.98  | \$ (1,596.10) | \$ 4,077.93  |
| <b>Total Requested</b>     | 1,005,374 | 550,951.01 | 454,423   | 54.8%      | \$ 76,120.64 | \$ 81,941.56 | \$ 62,767.02  | \$ 86,566.07 |

|                            | Nov          | Dec          | Jan          | Feb | Mar | Apr | May | Jun |
|----------------------------|--------------|--------------|--------------|-----|-----|-----|-----|-----|
| Program Management         | \$ 14,876.86 | \$ 13,102.99 | \$ 14,788.92 |     |     |     |     |     |
| Cleaning and Public Safety | \$ 61,221.05 | \$ 36,149.51 | \$ 44,366.37 |     |     |     |     |     |
| Urban Vitality             | \$ 2,128.84  | \$ 2,255.07  | \$ 2,277.91  |     |     |     |     |     |
| Economic Development       | \$ 4,964.69  | \$ 9,860.70  | \$ 10,867.50 |     |     |     |     |     |
| Marketing                  | \$ 3,549.78  | \$ 2,352.15  | \$ 2,382.58  |     |     |     |     |     |
| Community Engagement       | \$ 5,242.94  | \$ 6,204.52  | \$ 4,567.93  |     |     |     |     |     |
| Events and Activation      | \$ 2,029.52  | \$ 255.42    | \$ 110.47    |     |     |     |     |     |
|                            | \$ 94,013.68 | \$ 70,180.36 | 79,361.68    | -   | -   | -   | -   | -   |



## **Variance Notes – DRAFT January 2020 Financial Reports**

### **UDP Board Meeting 2-18-20**

#### **Balance Sheet**

Cash – More than same period last year because StreetFair funds are showing up earlier and \$8,000 of Christie Park art project funds need to be transferred to Wells Fargo account. Transfer to occur in February.

Accounts Receivable – normal. Now includes Sound Transit commitment for StreetFair Mainstage sponsorship.

Undeposited Funds - \$8,000 check for Christie Park that needs deposit.

Accounts Payable – Normal

#### **Budget Report**

Staff – Continued savings primarily from Marketing Manager vacancy expected and built into reforecast for year. Also - Office Manager Position. Benefits variance of \$1,032 in total Staff savings due to billing timing – will be caught up in subsequent period.

Legal Fees/Other - \$3,500 to pay for Lund Consulting contract for renewal – expected and built into reforecast for year.

Direct Program Expenses - \$1,000 for initial Cherry Blossom Festival events – expected and built into reforecast for year.

#### **Budget Tracker**

Program Management – Renewal costs continue to impact. Built into reforecast.

Economic Development – As reported last month, delay in hiring led to savings. Factored into reforecast.

Marketing – As reported last month, vacancy created by staff departure continues to affect this area. Built into reforecast.

Events and Activations – As reported last month, savings on events, particularly Up Your Ave have kept this lower than budgeted. Costs associated with Cherry Blossom Festival will offset.

- We had our January Clean and Safe Committee Meeting on February 13<sup>th</sup>. We heard from Barbara Graf, NE Seattle's Vacant Building Inspector for Seattle's Department of Construction and Inspection (SDCI). Barbara talked to us about how the City handles vacant buildings which can be a major issue as buildings sit for months or years waiting to be torn down.
- Our Business Block Watch is currently at 90 members, an increase of 6 members since last month. Be sure to continue to spread the word to people in the U District about this awesome program. If anyone has questions on how to use Slack, let Marcus know.
- We had our first cleanup of the year on January 25<sup>th</sup>! We had 8 people come and help clean our neighborhood. Come join us at our next cleanup on February 29<sup>th</sup> from 9am-11am. These cleanups make a huge difference in making the U District a cleaner and more inviting place for everyone.
- If you are interested in learning more about the day-to-day operations of our North and South Cleaning Areas, you are encouraged to come to our February BIA Walk on Friday, 02/21. We meet at 9:00 am in the UDP Conference Room. Everyone is encouraged to attend at least one BIA Walk to be able to better understand the day to day operations of our cleaning services.
- Our Beautification Team worked with another Work or Opportunity Training (WOOT) cohort in partnership with Sanctuary Arts Center (SAC) for the last five-weeks. The last day for this group of young adults ended on 02/13. The BIA helps fund this program which works to help homeless youth get the job readiness skills needed to enter the workforce. Part of this program includes one day a week of work with our Beautification Team cleaning, painting graffiti, etc. SAC usually does four, five-week cohorts a year but this year they will only be doing three.





## Clean and Safe Committee February 2020 Update

### Upcoming Clean and Safe Events:

|                               |   |
|-------------------------------|---|
| BIA Walk<br>Conference Room)  | Feb. 21 <sup>st</sup> (9:00-10:30am, meet @ the UDP         |
| C&S Monthly Cleanup<br>Plaza) | Feb. 29 <sup>th</sup> (9:00 -11:00am, meet @ U Heights      |
| Next C&S Meeting              | March 12 <sup>th</sup> (12:00-1:30pm @ U Heights, Room 108) |

### CLEANING UPDATE:

#### January Cleaning Numbers from Black Mountain:

|                           |     |
|---------------------------|-----|
| Hours of Cleaning         | 284 |
| Bags of Trash Removed     | 800 |
| Dumpster Overflow Cleanup | 120 |
| Graffiti Tags Removed     | 175 |
| Biohazards Removed        | 200 |
| Pressure Washing Hours    | 4   |

### AMBASSADOR UPDATE:

#### January Data:

|   |     |
|---|-----|
| 911 Calls                               | 6   |
| Homeless Interactions                   | 100 |
| Wayfinding/ Pedestrian Interactions     | 25  |
| Conditions of Entry/ Sit-Lie            | 10  |
| Drug and Alcohol Activity               | 9   |
| Business Visits                         | 319 |
| Suspicious Persons                      | 55  |
| Emphasis Patrols                        | 45  |
| Shoplift                                | 21  |
| Calls and Text for Service During Hours | 31  |

The following are extracted from the Ambassadors' Daily Logs. This is not everything that is reported but rather are examples that will help give insight into the daily workings of the program. Log entries may be edited to remove specifics to maintain confidentiality with the people we work with.

- Subway called for assistance. After looking into the situation, we discovered it was (known male). We were told by subway that police "would not respond ". When we arrived (known male) had left. Subway employees told us that (known male) came in and was "half naked" had his pants down to ankles exposing himself in front of customers, including small children. He took drinks and food without paying for any of it. We know where (known male) stays and we went and spoke with him. We told him not to go to subway anymore and take things without paying. He didn't want any assistance. We tried calling David Delgado and sent him a text with all info. Will work on followings up with him today.
- Joint: The Joint called, a man causing a bit of a scene and is asking people to buy weed for him. We are going there now to talk with him.
- (Worth noting this was after hours but Aries still took the call and assisted this business) Late post. 11:10pm we responded to call from the Joint. They stated there was a male out front asking everyone to buy him weed. When we arrived we discovered it was (known male). We had a talk with him and moved him along. I noticed his right hand is quite swollen, but he still shook my hand with it. I contacted David Delgado to update his condition.
- CVS: A male, wearing grey pants and jacket with brown fur hood, glasses, white, brown hair, black under shirt, stole a basket and a brown paper bag filled medication, mostly pain relief items, and put the items in his black backpack. He has been known to steal from other stores, manager has seen him before, and in another store as well.
- We just contacted a homeless woman at the far north end of the Bank of America. She was yelling but stopped as soon as she snorted an unknown substance in front of us. She's not currently bothering anyone right now; we will check on her later.
- Lucky Vintage: Male trying to take clothing. Marc has dealt with him before and managed to get him to leave peacefully.
- Jimmy Johns called about a female disturbing their customers and being loud. Alex spoke with her and she peacefully left without further incident.
- We stopped by Sizzle and Crunch and observed a white male throw what appears to be an old broken-down walker at the front door. The person left as we approached. We are hanging out for a couple minutes to make sure he doesn't come back.
- Slate Coffee called, (known male) was acting erratic. We made contact and he has calmed down.
- At approximately 16:37 we removed a white male from Starbucks restroom. The manager said he had been in there for 20 minutes and wouldn't come out. We had the manager open the door and escorted him out without incident.

- Bluemoon: homeless man was sprayed with pepper spray and came into the building to get help. The manager and owner used half and half on his eyes. The cops showed up and did nothing but stand there.
- Starbucks: (Known female) was threatening to choke and stab people at about 9:30. A report was called with the police, they showed up 2 hours late, but she was already gone.
- Called the cops on (known female) to report her for the warrant she has out for her. We called twice to update them on her location.

**David's Narrative:**

BIA outreach for the month of January mostly consisted of working in the alley behind the post office, outreaching the unhoused staying on University and 45th street, meeting with business owners and law enforcement to problem solve community issues and a lot of safety checks on the unhoused facing acute mental illness. I have been working with Aries Security to improve the safety of the alley and to better support the folks who need help. I also spent some time this month preventing a mentally ill youth from becoming unhoused and sleeping on the Ave. I made several trips to the highway with public health and medical teams to address clients needing medical care.

**"Addressed, referred and outcomes":** Addressed, referred and outcomes is how REACH currently records data. Sometimes, when meeting the needs of individuals, it can be confusing on how to record the work that I'm doing and for others reading the data, I think it can be a little confusing. "Addressed" means that I was talking to the person about a topic. For example, if I offered shelter but it was turned down, I would mark "addressed" for "shelter", but it wouldn't be a referral or outcome. If the person said they wanted shelter than I get them on a shelter list, give them transportation fare, then I only mark "referral" because I don't know if they actually went so it's not an outcome. If I took someone to a shelter and I know 100% that they followed through and got into the shelter, then I add shelter as an "outcome". This is how data is being recorded at this time and reflected in the reports. Meeting with police, addressing issues for a store and doing safety checks is currently not being recorded. REACH is currently in the process of improving the way data is being collected to better reflect the work being done on BIA contracts.

One more thing I want to explain to the BIA is the difference between "outreach" and "case management". My title is outreach worker, but I do about half outreach and half case management. Outreach is mostly finding people and connecting them to resources. I also do street-based counseling, mental health crisis intervention, recovery support for people struggling with substance use disorder and case management for those who don't have any other support. This affects the number of outcomes I have per month. My encounters tend to take more time than normal city outreach workers because when I meet with someone, I'm doing much more than just outreach and service connection. There are also interactions I have where I am not able to get the person's name or other demographic information that would allow me to enter them in our database so often some of the work I do is not being tracked.

Two successes I had this month were finding a very symptomatic mentally ill person sleeping in front of a store who is now out of the U District and had a positive outcome and I helped a young person I found on the street get back home to his mother. One mentally ill adult accepted my help saying he wanted mental health medication to help with his symptoms and so he can stop self-medicating (using street drugs). He said he needed an ID, wanted housing and to work on sobriety. After a short amount of time he is now two months clean from substances. He also accepted medical help for his drinking, and he is following through with his primary care doctor. We were able to get his ID and

he is now on medication for his mental illness. He is also staying at a tiny house village until better housing comes up.

I found a very young person living on the Ave engaging in self-harm and property destruction. After convincing him to talk, I discovered that he was recently sexually victimized and is using drugs for the first time. He had been unhoused for less than a week and was also showing lots of signs of psychoses. I helped him get to the hospital which led to him being admitted in a psychiatric facility for a week and then worked with his family to get him back home. He is now home in Bellevue going to school.

## **REACH U-District Outreach Program**

### **Progress Report: January 2020**

#### **Data**

##### **Client Contacts:**

| <b>Month</b> | <b>Face-To-Face Contacts</b> | <b>Phone Contacts</b> | <b>Indirect Contact</b> | <b>Total Contacts</b> | <b>Unduplicated Clients</b> |
|--------------|------------------------------|-----------------------|-------------------------|-----------------------|-----------------------------|
| January      | 45                           | 5                     | 4                       | 54                    | 19                          |

| <b>Outcomes Achieved:</b>                               | <b>Jan</b> | <b>YTD</b> |
|---|------------|------------|
| Food  | 11         | 11         |
| Transportation  | 5          | 5          |
| Clothing  | 5          | 5          |
| Shelter   | 2          | 2          |
| Naloxone Kit  | 3          | 3          |
| Medical   | 5          | 5          |
| Overdose Education                                      | 5          | 5          |
| Long Distance Bus Ticket Home                           | 0          | 0          |
| Identification Assistance                               | 0          | 0          |
| Medication Assisted Treatment (Methadone/Buprenorphine) | 0          | 0          |
| Benefits: Financial or Medical                          | 0          | 0          |
| Legal Assistance  | 0          | 0          |
| Housing Assistance                                      | 0          | 0          |
| Mental Health   | 1          | 1          |
| Other   | 9          | 9          |
| <b>Total</b>  | <b>46</b>  | <b>46</b>  |

| <b>Issues Addressed:</b> | <b>Jan</b> | <b>YTD</b> |
|--------------------------|------------|------------|
| Food                     | 12         | 12         |
| Substance Use            | 10         | 10         |
| Shelter                  | 4          | 4          |
| Transportation           | 5          | 5          |
| Clothing                 | 6          | 6          |
| Mental Health            | 7          | 7          |



## Clean and Safe Committee February 2020 Update

|                               |           |           |
|-------------------------------|-----------|-----------|
| Medical                       | 6         | 6         |
| Housing                       | 8         | 8         |
| Employment                    | 0         | 0         |
| Benefits: Financial & Medical | 0         | 0         |
| Legal Assistance              | 4         | 4         |
| Identification Assistance     | 0         | 0         |
| Education/Training            | 0         | 0         |
| Other                         | 24        | 24        |
| <b>Total</b>                  | <b>86</b> | <b>86</b> |





# Communication and Events Report

February 2020

Submitted by Mark Crawford

## Staff Change

Jen Astion has decided to leave UDP to focus on other priorities at this time. We will miss Jen and we thank her for all of her terrific work – first as the Communications Assistant maintaining our social media and newsletters and more recently as the Interim Marketing and Events Manager. Jen did a great job picking up projects that needed completion when Chase left and I really appreciate all that she accomplished in such a short time. We will post the open position soon and in the interim, I want to thank Marcus, Katy and Daniel for each stepping in to make sure we continue to fill our Communications and Events responsibilities. Katy will take over weekly and monthly newsletters. Daniel will maintain the website and manage social media. Marcus will be a resource to all of us on the intricacies of any event planning and needs. I will become the point person for the StreetFair.



## University District StreetFair

The University District StreetFair will take place on May 16 and 17, 2020. We are wrapping up a poster contest with a prize of \$1,000. The deadline for entries was February 15, 2020. We received a fascinating array of entries. The next step is to identify a couple of most interesting possibilities, seek input on appeal and utility from a few other sources, perhaps ask the top candidate for a redraft in response to feedback and then a final announcement.

We are in the process of finding StreetFair sponsors. The sponsorship levels are \$20,000 for Presenting Sponsor, \$10,000 for the Main Stage Sponsor, and \$5,000 for the Supporting Sponsor. I am delighted to announce that Sound Transit has agreed to be the Mainstage Sponsor, Seattle Times will return as our Media Sponsor, ACC has agreed to be a Supporting Sponsor, and the YMCA is returning as the Sponsor/Producer of our Kids Zone. We continue to seek additional sponsors.

## U District Cherry Blossom Festival

Economic Development Manager Daniel Lokic has convened a task force to plan the new U District Cherry Blossom Festival. Please see his report for all of the exciting news about how that is developing.

## Communications

Newsletters – Because of the staff turnover, I have not yet compiled the recent statistics. We will do so soon.

## Economic Development

### Committee Meeting

The Economic Development Committee did not meet between January 21 and February 14.



### Cherry Blossom Festival

The Cherry Blossom Task Force met on January 22 and February 12 to provide guidance for the final festival poster. Consultant Keith Russel Design continues his work on the business brochure, map, wayfinding signage, and marketing materials.

Daniel and Katy met with SDOT representatives on February 11 to discuss locations for “activating” the public realm during the Cherry Blossom Festival. Business owners will be allowed to “spill” into the public spaces in front of their storefront. A larger activity zone is tentatively planned for 43<sup>rd</sup>/University, outside of the light rail station. Current plans include a large tent, outdoor seating, activities, games, and music.

Daniel met with the director the UW Cherry Blossom Run on January 29 to explore a collaborative effort. The Cherry Blossom Run will feature the U District Partnership booth at the finish line with maps, brochures, and marketing materials.

The task force is continuing business outreach with 25 confirmed participants, and a goal of 30 businesses. Outreach efforts are slowly shifting to apartment buildings, hotels, and property owners to ensure they’re aware of the festival, and willing to distribute marketing materials to those who live or visit the U District.

### Business Recruitment

In late 2019, the owners of the historic University Seafood and Poultry retired and closed their doors permanently. Daniel has been engaged and in conversation with potential replacements including a premium seafood market and restaurant. Daniel has a meeting scheduled with multiple stakeholders on February 21 to explore options and support mechanisms. Those in attendance will include: (Owners of a Premium Seafood Market/Restaurant); Jeanette E. (University Seafood and Poultry); Ashton A. (Seattle Chamber of Commerce); Jenefeness T. (WA Small Business Development); Phillip S. (Office of Economic Development).

### Relationship & Network Development

Alongside this collaborative work, Daniel continues to engage with community partners, businesses, and key stakeholders to leverage the skills, knowledge, and resources within the U District. Daniel has established relationships with:

- Ashton Allison - Seattle Chamber of Commerce
- Jenefeness Tucker - Washington State University Small Business Development Center
- Jimmy Addison – Rivalry Events
- Seth Geiser and Emily Mannetti - Downtown Seattle Association
- Rob Leslie, Claire Bowen-Pope, Rudd Schupp – Visit Seattle

- Karen True – Alliance for Pioneer Square
- Robert McLaughlin – Owner of Earls on the Ave
- Katherine and Daniel – Owners of the Kraken
- Abel Pacheco – Sound Transit and former Councilmember

## **2019-20 Workplan**

Daniel's has recently refined his workplan to emphasize the need to support legacy, POC, and minority owned businesses.

## **DATA**

### **1) Economic Data:**

Developing, monitoring, and analyzing data to measure the economic health of the U District and to provide valuable marketing tools for business recruitment. Data includes “number of years in business”, “new business inquiries received”, and “commercial/office leasing rates” to support business retention and expansion.

### **2) Entrepreneurial Needs Survey:**

Collaborating with CoMotion and WeWork to discover the diverse needs of entrepreneurs, start-ups, and micro-enterprises.

### **3) Community Needs Survey:**

Collecting critical information about the strengths and weaknesses of services, retail, and the built environment from individuals that live, work, and play in the U District.

### **4) Database & Map of Business Mix:**

Developing a comprehensive database and map of U District businesses, highlighting their characteristics and relation to an ideal market saturation. Clearly communicating opportunities and threats to those who lack the resources and/or expertise to do so.

### **5) Commercial Lease Tracking:**

Creating an on-going database of new development and existing spaces to assist in the relocation of businesses facing displacement.

## **BUSINESS NETWORK**

### **1) Round Table Discussions:**

Facilitating informal discussions with industry specific agendas for targeted sectors (including legacy, POC, and women/minority owned businesses) to support business needs and to guide future workplans.

### **2) SLACK Virtual Business Network:**

Creating a virtual business development group to assist in the distribution of valuable resources, with a commitment to training and supporting small businesses with limited capacity.

### **3) Quarterly Meeting #1 & #2:**

Facilitating business network meetings to provide updates and resources about the “Slack Virtual Business Network”, “Round Table Discussions”, “Cherry Blossom Festival”, and to promote social networking and relationship building.

## **MARKETING & BRANDING**

### **1) Restaurant District:**

Promoting food amenities (including legacy, POC, and women/minority owned businesses) and creating a cohesive brand to highlight the U District as a destination and experience.

## **EVENTS**

### **1) Cherry Blossom Festival:**

Attracting residents, students, employees, and tourists that already attend the annual Cherry Blossoms at UW to spend time and money in U District's unique and diverse business community.

### **2) Art, Beer, and Wine Walk:**

Working collaboratively with organizational partners and businesses to create a social event that engages participants with the historical small business culture of art, food, and drinks.

## 1) Urban Vitality Committee

- a) The Urban Vitality Committee had its first monthly meeting of the new year on January 28. The committee heard updates from Katy Ricchiuto about development tracking, 5G installation, Christie Park, land use on University Way, the Metro Northlink restructure, and the NE 43<sup>rd</sup> Redevelopment Project.
- b) The committee discussed the potential for a 2020 mural project (more information in the public realm section of this report).
- c) The committee discussed public realm activation for the upcoming Cherry Blossom Festival, include the use of alley ways and NE 43<sup>rd</sup> Street. Katy Ricchiuto will be working with Daniel Lokic and the Cherry Blossom Festival task force to determine public spaces to be activated and what type of engagement we will include.
- d) The committee discussed how the UDP can build expertise and engage effectively on land use issues in the district. This could include the creation of a task force.
- e) The next Urban Vitality Committee meeting is Tuesday, Feb. 25.

## 2) Development Tracking

### a) Design Review Board meetings:

- *Jan. 27, 2020: 1300 NE 45<sup>th</sup> Street* – Early Design Guidance meeting for a 23-story, 363-unit apartment building with retail. UDP made a public comment in support of the ground floor public realm and retail design, and requested the developer ensure a safe connection to the eastern alley. The project will appear before the board for a second time.
- *Jan. 27, 2020: 4131 Brooklyn Ave NE* – Early Design Guidance meeting for a 24-story, 260-unit apartment building with retail. UDP made a public comment in favor of a south-facing, mid-block public open space and mid-block connection. The developer favors a north facing open space, which could pose usage and safety issues because of lack of light. The project was asked to appear before the board another time before recommendation.
- *Feb. 10, 2020: 4525 9<sup>th</sup> Ave NE* – Early Design Guidance meeting for a 32-story residential building with 331 apartments and several ground floor town homes. UDP spoke in favor of a south-facing public open space planned by the developer, and stressed that the developer should ensure that the open space is visually and practically accessible and welcoming for non-residents. The project will appear before the board for a final recommendation review.

#### **b) UDP website development tracking map:**

- The developer of Seattle in Progress website allows organizations to embed the Seattle in Progress map, with district boundaries, for free on websites (on the condition that the Seattle in Progress logos is retained on the map). You can view the Seattle in Progress site [here](#).
- They also have several levels of customization options for significant fees.
- The next step is to work with the developer to embed map, and track usage before electing for any customization

### **3) Transit and Mobility**

#### **a) 43<sup>rd</sup> Street:**

- *Monthly Coordination Meetings:*
  - (i) UDP continues to be present at the monthly SDOT project team coordination meetings to ensure the concerns and opinions of community stakeholders are represented. The final monthly meeting was in early February.
  - (ii) The project will be at 100% design by the end of February, and construction will begin mid-year and last approximately 9 months. UDP reviewed and provided comment on the 90% design plans.
  - (iii) UDP has requested continued coordination meetings with project leads as the project moves into construction planning.
- *NE 43<sup>rd</sup> Outreach:*
  - (i) UDP staff members Katy Ricchiuto and Daniel Lokic went door-to-door with SDOT on Monday, February 10 to speak with businesses about public realm enhancements that will happen as a result of the 43<sup>rd</sup> Street Improvement project.
  - (ii) UDP had prepared business owners prior to the meetings with SDOT through email and in-person conversations.
  - (iii) SDOT spoke with businesses about furniture zones, sidewalk café permits, bike racks, benches, and sidewalk art inlays. Many businesses voiced concern over the length of construction, as well as the loss of loading zones.
  - (iv) While we cannot guarantee any specific outcomes for businesses, UDP will continue to work with SDOT to ensure that business owners' concerns are heard.
  - (v) SDOT indicated they would like to set up additional in-person meetings with businesses and the construction contractor once they are hired.

**b) North Link Connections Mobility Project:**

- King County Metro has begun a restructuring process for north King County focused on coordinating service with the future three North Link light rail stations.
- Metro release a public comment survey in January, with comments due in April. You can learn more about the project and share your comments [here](#).
- The UDP serves on the project's Partner Review Board, a concept review team of external stakeholders and includes other representatives from major stakeholders in the project area and partner transit agencies.
- In December, Stephen Antupit met with Metro to review their proposed network changes. Stephen emphasized the significance of layover and near-station routing impacts on existing businesses and planned developments. Stephen offered to use UDP's network of contacts for Metro to begin developing information and sharing proposed plans with the numerous development projects near the station/ in the District.
- In January, Katy Ricchiuto met with Metro representatives to view proposed route changes and advance a partnership conversation based on the conversation that Stephen initiated.
- As a next step, Metro will present to the Urban Vitality Committee on February 25.

**4) Public Realm**

**a) Food Truck Permit on University Way:**

- In January, UDP was notified of a pending food truck permit for a loading zone space on University Way, near NE 43<sup>rd</sup>. This loading zone had recently been created by SDOT for businesses on 43<sup>rd</sup> affected by construction impacts along that street.
- UDP and local businesses submitted public comment opposed to the food truck permit being issued for that space. We also reached out to our connections in several different departments at SDOT to notify them of the issues.
- We have received notification that the food truck permit will be denied for the duration of the construction project, though future permit applications for those loading zones may be considered and approved. We will continue to monitor the permit applications and work with SDOT to make sure local business needs are met.

**b) District Mural Project:**

- We are researching the possibility of installing at least three murals across the U District over the next 8 months. This program is the beginning of a broader vision of activating areas of our district, including empty walls and alleys, to make them vibrant public spaces.

- Katy Ricchiuto met with Urban Artworks, a local nonprofit that specialized in mural installations and youth art programs, to discuss their potential engagement in the mural program.
- The Masonic Temple on University Way would like a mural installed on the alley side of their building. They can donate member hours and the project space.
- Next steps include securing funding through sponsorship or grants, taking an inventory of potential mural spaces, determining supportive property owners, and finalizing partnerships with artists and/or art organizations.