



**UDP BOARD MEETING AGENDA**

**Time: 11:30 a.m.–1:00 p.m.**

**Date: May 19, 2020**

**ZOOM Virtual Meeting**

- |   |               |      |
|---|---------------|------|
| 1. Welcome and Introductions              | Sally/Miles   |      |
| 2. Public Comment                         |               |      |
| 3. Approval of April 2020 Meeting Minutes | Sally/Miles   | Vote |
| 4. Operating Committee Reports            |               |      |
| a. Finance                                | Rob/Phil/Mark | Vote |
| b. Governance                             | Louise        |      |
| 5. Program Advisory Committee Reports Q&A | All           |      |
| 6. 2020-21 Budget Discussion              | Rob/Mark/Phil |      |
| 7. Ordinance Renewal Update               | Sally/Miles   |      |

Adjourn

Join Zoom Meeting

<https://us02web.zoom.us/j/81227270442?pwd=NDVKa05ESjV3cGR3ZEtJL3NQYlpFQT09>

Meeting ID: 812 2727 0442

Password: Please contact Mark at [mark@udistrictpartnership.org](mailto:mark@udistrictpartnership.org) to sign up for public comment or to attend as a guest

One tap mobile

+12532158782,,81227270442#,,1#,116193# US (Tacoma)

+13462487799,,81227270442#,,1#,116193# US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 812 2727 0442



## Board Meeting Minutes

Time: 11:30 AM – 12:30 PM

Date: April 21, 2020

Location: Zoom Meeting

### IN ATTENDANCE:

#### UDP Board Members

Sally Clark, Co-Chair  
Dawn Perry  
Stephen Antupit  
Alfred Shiga  
Don Schulze

Rob Lubin, Treasurer  
Louise Little  
Pat Simpson  
Jeanette Henderson

Andrew McMasters  
Anson Lin  
Miles Richardson, Co-Chair  
Lois Ko

#### Excused

Eric Lawson

Barbara Quinn

Kristine Kenney

#### UDP Staff

Mark Crawford, IED  
Phil Lloyd, Finance

Marcus Johnson, C&S  
Daniel Lokic, Economic Dev.

Kay Ricchiuto, Public Realm

#### Guests

Colleen Boyce  
Kjris Lund

Cory Crocker

Doug Campbell

### Welcome and Introductions

Sally called the meeting to order at 11:32 pm. She thanked the Board for adapting to the need for a Zoom meeting and reviewed proposed participation protocols. She reviewed the agenda and the emphasis on the pandemic response. Miles acknowledged UDP staff for their ability to shift in response to the pandemic and the work the entire organization is doing at this challenging time.

### Public Comment

There was no public comment.

### Approval of February 2020 Meeting Minutes

**Motion: Stephen** moved to approve the February 2020 meeting minutes with the caveat that certain typographical errors and some clarification in the Urban Vitality be made.

**Andrew** seconded the motion.

*The motion was approved with two abstentions.*

### Covid Report

Mark set the framework for how UDP is responding to the pandemic – “Serving, Communicating, and Planning”. We are looking at our planning occurring over four major phases and/or occurrences – the current period of restrictions, the phased re-opening of

communities under new social distance and operating requirements, the return of the UW community in the fall, and operating under a “new normal” from the fall on. We recognize that these phases may have to adapt as we see how things evolve but this structure gives us the capacity to act now and plan for a future. He reviewed the current major operating shifts in response to the pandemic and closures: staff work schedules and assignments; hiring hold; cancellation of Cherry Blossom Festival; cancellation of StreetFair and significant operating changes. We are also planning events/activations for the re-opening phase culminating in a major fall event.

In addition to our pandemic response, the organization continues to work on the renewal. We have reached 65.39%. Because of the pandemic, the Seattle City Council is having to change its method of operations and we are trying to keep up to date on how they are proceeding and adapt to those new requirements. We are establishing a 2020-21 work plan and budget based on the proposed renewal and considering options and contingencies should that renewal process be delayed.

Looking ahead to June and beyond, we will need to elect new officers for both the UDP and RAB boards.

### **Clean and Safe**

In addition to maintaining all usual efforts, Marcus highlighted the following actions in response to the pandemic:

- 1) Daily district inspections and deployment of resources to hotspots
- 2) A temporary night time security and wellness patrol
- 3) Ambassador patrol emphasis on shoplifting protection
- 4) Emphasis on graffiti and bio hazard removals.
- 5) Work with Katy and non-profit service groups to bring in several emergency hygiene centers.
- 6) Communicating with stakeholders through Business Block Watch, committee reports, and newsletter articles.
- 7) Connecting with SPD on tracking released prolific offenders, coordination of night time patrols and Ambassadors
- 8) Weekly calls with BIA Executives and Councilmember Strauss and Lewis on public safety. Weekly meetings with BIA peers on Clean and Safe

### **Economic Development**

Serving Businesses – have engaged with over 65 businesses on understanding and applying for resources now available. Tracking new resources as they are created. Working with OED to provide translation and outreach to ESL business owners. Proactively connecting with businesses to offer help. Providing suggestions for state legislative relief options. Using our social media to highlight businesses that are still open.

Communicating – identifying and summarizing available resources (both through governmental agencies and private funders) and providing “user friendly” guidance. Communicating generally - Created a YouTube video instruction for CARES Act application that is now being used by different groups throughout the City and beyond, revamping our

website to highlight resources and links, working with Katy to update our stakeholders through our newsletter.

Planning – working on a Summer Series and Fall Series of events to coincide with phased re-opening and return of UW community. Establishing a UW Gameday Series to continue past the Fall Series. Continue to build the Business Network both during a period of social distance restrictions and eventual in person meetings.

### **Board Discussion on Clean and Safe and Economic Development**

Anson asked about UW plans for re-opening. Sally reported that UW is maintaining on-line classes but allowing limited access to lab required work. There are about 1,500 students on campus. Current plans for summer “A term” or full term will be on line. No decision yet on “B term”. No decision on fall term. Football season will be determined by athletic organizations. The University is waiting to hear more from the Governor for future planning. Sally did warn that it is possible that major events like football will not occur and that UDP should start considering possible alternatives to Gameday series if that occurs.

### **Public Realm/Urban Vitality**

Katy has been providing support to individuals on issues around unemployment.

Mural project – we have installed four murals on stores that have boarded up windows during closure. Working with U Height Artist Collective. Are doing outreach to other stores that are closed.

Has convened a group of social service organizations in the district including U Heights, ROOTS, U District Foodbank and neighborhood activists to discuss support needs for the organizations and for the vulnerable populations they serve. Emergency hygiene centers was identified as an immediate priority. Through advocacy, this group supported the placement of two city provided centers – U Heights and 45<sup>th</sup> and I-5. They are working with ROOTS on the future placement of a privately provided center in the alley.

Public development projects are moving forward so Katy continues to work as a community representative with agency staff. The 43<sup>rd</sup> redevelopment project is continuing with another phase of construction beginning in July for at least the next 9 months. We are working to make sure they understand impact on businesses that have been undergoing construction pressures for an extended period of time and are further damaged by forced closure. We are emphasizing the need for agency leads and construction managers to be in increased communication with business owners to mitigate construction impacts.

Lois asked about timeline impacts of light rail construction pausing and the possible effect that will have on construction projects like 43<sup>rd</sup> Street. Stephen noted that the project had been slightly ahead of schedule and any temporary cessation of work will not yet change the anticipated opening date. The seasonality of the projects also factors in and the independence of Metro as separate from the transit station construction is allowing them to move forward with bus rerouting project. It is critical that we continue to track all projects to ensure we can communicate accurately.

Katy reported that public design reviews have been postponed but that we are still meeting with individual developers to help them understand the context of the district as they continue

planning. Stephen noted that high UDP engagement with developers makes a huge difference and gave the “MCares” campaign as an example.

We are in a planning phase for public events during the summer as restrictions are lifted. Staff is trying to design those events with the new norms of social distancing in mind.

Alfred asked about selection of developer for the UW Tower over the station and whether it is a public/private development. Stephen reported Lincoln Properties has been selected, a public meeting has been held, and that UDP has met with them several times in follow up to the public meeting. Jeanette reported that it is structured as a ground lease to Lincoln Properties. They will build and the University will lease back the majority of the building. There will be no residential. Stephen added information about the associated public open space on the old IHOP site and UDP’s help in understanding the other nearby space being developed.

Alfred asked about current leasing on M Tower. Rob noted they reported 60% preleasing at the end of January. Stephen reported that KeyBank is relocating their retail banking into the M Tower and will take up a significant portion of available ground floor retail space. .

Rob asked about the Touchstone project leasing. There is no update on who might be the commercial tenants.

### **Communications**

Spending about 20% of Katy’s time on newsletter and communication strategies. Currently sending out two newsletters a week. Will return to one a week mid-May.

### **Chair Acknowledgement**

Sally expressed appreciation for the UDP staff’s work to adapt to and quickly respond to community’s needs in the face of the pandemic and shut downs.

### **Committee Reports**

#### **Finance**

Rob reported that the committee had met and reviewed the financial statements for March. He reminded the Board that StreetFair cancellation has a fairly significant impact on our financial statements. We are still seeing accumulated savings from various positions that were open earlier in the year. Rob noted that financial controls during this period have remained robust and staff is managing resources well in their response strategies.

**Motion:** The committee recommend the acceptance of those statements.

**Louise** seconded. Motion passed.

Motion passed unanimously.

Year End reforecast is improved over original budget for both the BIA (about \$10,000) and UDP (a few hundred dollars). The forecast includes the limited transfer of UDP staff hours to BIA staff hours in response to the pandemic.

Budget for fiscal year 2020-21. Committee has charged staff with building a base budget under the assumption that the renewal moves forward as proposed and in a timely fashion. Further, staff is to provide a scenario for cutting expenses should assessment revenue fall by as much as 20%.

### **Governance**

Governance Committee cancelling for April. We need to be recruiting for open positions and officers. If any Board member would like to serve as an officer, please let Louise know. We anticipate Pat Simpson's retirement and will seek a replacement for a member of the faith community.

### **Renewal**

Sally reported that the Seattle City Council is meeting remotely and under guidance to conduct "routine and necessary work". Because of the time requirement of the BIA expiration, the renewal is considered necessary. Committee Chair Morales announced that she will proceed with the renewal process. The Council is finalizing their method of public testimony which is necessary. The renewal team continues to meet and organize and will be poised to respond to whatever structure and calendar is created.

### **Good of the Order**

Alfred asked about the re-opening of the University District Farmers Market. Stephen reported on the exhaustive work to plan for and execute a socially distant enforced, safe market. Market staff on hand was increased to ensure smooth operations. Vendors restricted the displays and customers were not allowed to pick through product. There was a long line at opening but customers moved in and out of the market fairly quickly. The rainy weather helped and the initial opening is considered successful.

### **Adjournment**

Sally adjourned the meeting at 12:40 pm.

**NEXT BOARD MEETING: May 19, 2020 11:30am – 1:00pm, Location Unconfirmed**

May 15, 2020

To: UDP Board

From: Mark Crawford

Re: Meeting Materials

The Finance Committee met on May 13<sup>th</sup>. They reviewed the April financial statements and are recommending acceptance by the Board. Below, please find specific notes pertaining to the financial statements.

### **Balance Sheet Notes**

Checking – Less than previous years due to StreetFair cancellation

A/R – Normal – Only BIA billing due

Other Receivables – low compared to previous year because StreetFair was cancelled

A/P – Normal except a previous extra payment was made to UW leaving a negative Account Payable. Lower than last year because StreetFair was cancelled.

### **Budget Report Notes**

Earned Income – StreetFair is cancelled and we are refunding our vendors. This zeros out our income. BIA higher than budgeted due to transfer of Urban Vitality and some E.D wages in response to Covid.

Legal Fees/Other – Our forecast anticipated increased costs for retaining services of Kjris Lund. Still paying modest amount to BDS for renewal.

Rent – Going forward, this will remain above budget for remainder of year as we signed a new five-year lease with more square footage. This was included in our reforecast. A small portion was for past payment catch up on storage.

Supplies – Finally got anticipated annual copier maintenance and copy charges. Overall, on budget.

Travel/Meetings – all on hold because of Covid.

Banking Services and Fee – StreetFair banking charges for registrations collected and then refunded.

### **Programs**

Ambassadors – added night security/wellness patrols

Other – BIA gift to UW Medical Worker Food Fund, mural program

## **Budget Tracking Sheet**

Ten months complete or 83.33%. Total expended – 80%

Program management – includes renewal costs. Added consultant for renewal will keep this above budget average.

Urban Vitality – with the covid crisis, we are focusing all of our urban vitality and public realm resources on BIA related activities. This results in larger than budgeted BIA expenses being submitted for this program.

Economic Development – This remains below average because of delayed hiring earlier in the year and forced cancellation of events due to Covid.

Marketing, Community Engagement, and Events are lower due to the vacancy created by Chase's leaving and spending less on the early events as reported previously.

## **PPP Loan**

The UDP applied for and received a PPP loan for approximately \$78,000. The forced cancellation of the StreetFair resulted in a net loss of approximately \$95,000. The loan shall be used to offset salaries in May and June. We anticipate full forgiveness of the loan under the federal guidelines. We are aware of at least two other BIA program managers in Seattle who applied for and received a PPP loan.

## **Year End Forecast**

Staff has done a year end forecast given the current pandemic. We are seeing some reduction in anticipated year end spending.

## **2020-21 Budget**

As directed last month, staff presented a work plan and budget for 2020-21 under the assumption that the renewal would be complete as proposed. Staff also prepared an initial expense reduction scenario to offset potential reduced assessment revenue.

The committee asked staff to now consider a work plan and budget options for a post pandemic environment in which public gathering and events would be severely curtailed or become so expensive as to no longer be feasible. The committee asked the staff to scenario plan a financial strategy which would include decision dates to preserve resources, budget changes required due to lost revenue and possible new expense strategies if the pandemic environment causes a reversion to a phase of the Governor's plan which has more social and business restrictions.

The current plan and budget will be presented in summary form to the Board at the UDP meeting and further discussion of alternate work plan and budget development will focus on Board endorsed assumptions.

## **Audit**

The committee meeting ended before this discussion occurred. It was staff's intent to propose that the audit occur in November 2020.

The U District Partnership  
**Balance Sheet Prev Year Comparison**  
As of April 30, 2020

	Apr 30, 20	Apr 30, 19	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
<b>10100 · Operating Bank Accounts</b>			
10110 · WSECU Checking	33,369.47	108,033.69	-74,664.22
10103 · UDP WF Checking 0122	73,194.28	49,892.07	23,302.21
10111 · WSECU Savings	160,573.68	160,177.64	396.04
<b>Total 10100 · Operating Bank Accounts</b>	<b>267,137.43</b>	<b>318,103.40</b>	<b>-50,965.97</b>
<b>Total Checking/Savings</b>	<b>267,137.43</b>	<b>318,103.40</b>	<b>-50,965.97</b>
<b>Accounts Receivable</b>	92,980.22	108,706.22	-15,726.00
<b>Other Current Assets</b>	4,536.22	43,646.69	-39,110.47
<b>Total Current Assets</b>	<b>364,653.87</b>	<b>470,456.31</b>	<b>-105,802.44</b>
<b>Fixed Assets</b>	5,511.12	5,835.30	-324.18
<b>Other Assets</b>	3,235.87	6,194.19	-2,958.32
<b>TOTAL ASSETS</b>	<b>373,400.86</b>	<b>482,485.80</b>	<b>-109,084.94</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>	23,822.87	43,731.46	-19,908.59
<b>Credit Cards</b>	84.28	420.88	-336.60
<b>Other Current Liabilities</b>	24,209.63	12,071.51	12,138.12
<b>Total Current Liabilities</b>	<b>48,116.78</b>	<b>56,223.85</b>	<b>-8,107.07</b>
<b>Total Liabilities</b>	<b>48,116.78</b>	<b>56,223.85</b>	<b>-8,107.07</b>
<b>Net Assets</b>			
<b>32000 · Unrestricted Net Assets</b>	375,281.00	304,103.26	71,177.74
<b>Net Income</b>	-49,996.92	122,158.69	-172,155.61
<b>Total Net Assets</b>	<b>325,284.08</b>	<b>426,261.95</b>	<b>-100,977.87</b>
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>	<b>373,400.86</b>	<b>482,485.80</b>	<b>-109,084.94</b>

## The U District Partnership Budget Report April 2020

	Apr 20	Budget	\$ Over Budget	Jul '19 - Apr 20	YTD Budget	\$ Over Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
44500 · Government Grants and Contracts	92,980.22	77,203.44	15,776.78	820,267.66	837,812.67	-17,545.01	1,057,624.72
47000 · Earned Income	0.00	45,000.00	-45,000.00	10,800.00	205,000.00	-194,200.00	225,000.00
46400 · Interest and Other	32.99	0.00	32.99	335.11	0.00	335.11	0.00
<b>Total Income</b>	<b>93,013.21</b>	<b>122,203.44</b>	<b>-29,190.23</b>	<b>831,402.77</b>	<b>1,042,812.67</b>	<b>-211,409.90</b>	<b>1,282,624.72</b>
<b>Gross Profit</b>	<b>93,013.21</b>	<b>122,203.44</b>	<b>-29,190.23</b>	<b>831,402.77</b>	<b>1,042,812.67</b>	<b>-211,409.90</b>	<b>1,282,624.72</b>
<b>Expense</b>							
60000 · Staffing	49,266.33	51,177.02	-1,910.69	420,455.52	480,987.21	-60,531.69	583,341.25
61000 · Professional & Contract Expense	4,200.00	4,200.00	0.00	72,480.08	65,550.00	6,930.08	76,150.00
62000 · Office and Overhead	7,698.23	9,457.23	-1,759.00	67,586.47	72,363.15	-4,776.68	97,003.78
70000 · Direct Program Expenses	33,747.42	25,707.84	8,039.58	352,877.62	333,734.32	19,143.30	593,944.00
<b>Total Expense</b>	<b>94,911.98</b>	<b>90,542.09</b>	<b>4,369.89</b>	<b>913,399.69</b>	<b>952,634.68</b>	<b>-39,234.99</b>	<b>1,350,439.03</b>
<b>Net Ordinary Income</b>	<b>-1,898.77</b>	<b>31,661.35</b>	<b>-33,560.12</b>	<b>-81,996.92</b>	<b>90,177.99</b>	<b>-172,174.91</b>	<b>-67,814.31</b>
<b>Other Income/Expense</b>							
<b>Other Income</b>							
Fiscal Sponsor Income	0.00	0.00	0.00	32,000.00	0.00	32,000.00	0.00
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32,000.00</b>	<b>0.00</b>	<b>32,000.00</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32,000.00</b>	<b>0.00</b>	<b>32,000.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>-1,898.77</b>	<b>31,661.35</b>	<b>-33,560.12</b>	<b>-49,996.92</b>	<b>90,177.99</b>	<b>-140,174.91</b>	<b>-67,814.31</b>

# 2019-20 University District BIA

## Budget Tracker - April 2020

ACCOUNTS	Budget	TO DATE	REMAINING	% Expended	Jul	Aug	Sep	Oct
Program Management	200,151	182,086.96	18,064	91.0%	\$ 18,979.65	\$ 25,273.71	\$ 14,576.12	\$ 31,760.30
Cleaning and Public Safety	503,214	416,693.81	86,520	82.8%	\$ 40,243.87	\$ 40,827.24	\$ 35,281.16	\$ 36,715.08
Urban Vitality	26,994	41,667.35	-14,673	154.4%	\$ 2,218.90	\$ 2,265.37	\$ 2,169.61	\$ 2,440.95
Economic Development	119,836	79,557.69	40,278	66.4%	\$ 3,621.01	\$ 2,859.67	\$ 2,653.90	\$ 2,551.01
Marketing	56,135	29,387.68	26,747	52.4%	\$ 4,131.95	\$ 4,220.95	\$ 3,730.07	\$ 1,442.86
Community Engagement	72,383	49,524.01	22,859	68.4%	\$ 5,542.61	\$ 5,058.64	\$ 5,952.26	\$ 7,577.94
Events and Activation	26,661	11,043.83	15,617	41.4%	\$ 1,382.65	\$ 1,435.98	\$ (1,596.10)	\$ 4,077.93
<b>Total Requested</b>	<b>1,005,374</b>	<b>809,961.33</b>	<b>195,413</b>	<b>80.6%</b>	<b>\$ 76,120.64</b>	<b>\$ 81,941.56</b>	<b>\$ 62,767.02</b>	<b>\$ 86,566.07</b>

	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Program Management	\$ 14,876.86	\$ 13,102.99	\$ 14,788.92	\$ 12,046.83	\$ 19,433.12	\$ 17,248.46		
Cleaning and Public Safety	\$ 61,221.05	\$ 36,149.51	\$ 44,366.37	\$ 37,965.57	\$ 38,637.39	\$ 45,286.57		
Urban Vitality	\$ 2,128.84	\$ 2,255.07	\$ 2,277.91	\$ 2,273.77	\$ 11,809.82	\$ 11,827.11		
Economic Development	\$ 4,964.69	\$ 9,860.70	\$ 10,867.50	\$ 11,113.38	\$ 17,395.54	\$ 13,670.29		
Marketing	\$ 3,549.78	\$ 2,352.15	\$ 2,382.58	\$ 2,373.17	\$ 2,828.00	\$ 2,376.17		
Community Engagement	\$ 5,242.94	\$ 6,204.52	\$ 4,567.93	\$ 4,281.44	\$ 2,607.00	\$ 2,488.73		
Events and Activation	\$ 2,029.52	\$ 255.42	\$ 110.47	\$ 3,153.03	\$ 112.04	\$ 82.89		
	\$ 94,013.68	\$ 70,180.36	79,361.68	73,207.19	92,822.91	92,980.22	-	-

## May Urban Vitality Updates

*Urban Vitality continues to balance projects that provide an immediate response to COVID-19 related needs in the district, as well as ongoing public infrastructure projects. In the month of April, we also began to look into the summer and next fiscal year (beginning this July). Our goal is to develop a work plan that supports the phased reopening of the district this summer, welcomes the presumed arrival of UW students this fall, and builds vibrancy amidst a long-term “new normal” into next year.*

### 1. *Urban Vitality Committee:*

- a. The Urban Vitality Committee met on April 28 virtually via Zoom. All committee members were in attendance. The committee discussed mobility and transportation issues in the district and 2020-2021 work planning.
- b. Katy continues to meet with the Chair of the committee, Stephen Antupit, on at least a bi-weekly basis (once every two weeks). Many thanks to Stephen for his time and guidance, as well as each and every committee member for their participation in meetings and follow up outside of meetings as well.
- c. Next Committee meeting: Tuesday, May 26, 4:00-5:30pm. This meeting will be held virtually.

### 2. *Ongoing Projects:*

- a. *NE 12<sup>th</sup> and 43<sup>rd</sup> Street Paving Project* – In addition to the street redesign of NE 43<sup>rd</sup> St between NE 15<sup>th</sup> St and the new Light Rail station, SDOT will also be repaving the section of 43<sup>rd</sup> from Brooklyn Ave to Roosevelt Ave and 12<sup>th</sup> Ave NE between NE 43<sup>rd</sup> St and NE 45<sup>th</sup> St. The project is on a very tight schedule with a goal of being completed before the opening on the light rail station next year. Katy has met with SDOT’s community outreach representative to give feedback and guidance on the community engagement approach for the project. This close communication with SDOT is necessary to minimize public concerns and confusion over multiple projects that will affect the area, businesses, and residents surrounding the new light rail station.
- b. *2020 Summer/Fall Event Planning* – In collaboration with Economic Development and Clean and Safe, planning community activations around a summer and fall “series” of events. Urban Vitality’s responsibilities include a movie night and alley activation night for both the summer and fall. We will plan based on public health guidance for social distancing and hygiene guidance.

### 3. *2020-2021 Work Planning* – Katy, in collaboration with UDP staff members and the Urban Vitality Committee, has spent the last week of April and first half of May developing a draft budget and work plan for the 2020-2021 fiscal year, beginning in July 2020. The major program areas included in next year’s budget are:

- a. *Events* – A major summer and fall series of events in collaboration with Economic Development and Clean and Safe. Support of the Cherry Blossom Festival and Street Fair, and several other small events to activate the district’s public spaces.
- b. *Beautification* – Several projects to incorporate public art into the district.

- c. Engagement – Continued monthly meetings of the Urban Vitality Committee. Planned convening of U District community members for important local conversations.*
  - d. Reports and Research – Data collection and studies to provide important information on probable/potential residential, open space, and adaptive reuse projects in the U District.*
4. *Communications* – Katy continues to manage the UDP’s Mailchimp newsletters.
- a. Much of the focus of our newsletters since March have been in response to the COVID-19 pandemic. Through the months of March and April, we sent an average of 2 newsletters per week.
  - b. Newsletters included resources on public health and hygiene, economic development resources and funding opportunities, and relevant updates from UDP program areas.
  - c. In the past month, we’ve had 8 new subscribers (975 total)
  - d. Average open rate is 22% (standard for industry/non-profit)
  - e. Average click rate is 12%
  - f. In May, we will pivot to sending one email per week based on diminishing resource announcement and news. We will continue to provide relevant COVID-19 resources and program updates.

## **Economic Development**

### **Committee Meeting**

The Economic Development Committee met on May 7 and welcomes three new members including Andrew McMasters (Jet City Improv); Moe Khan (Cedars Restaurant) and; Ivana Orlovic (Sugar + Spoon). The committee reviewed the workplan items completed between November 2019-May 2020, and provided input about the response to COVID-19 and strategies for the new normal.

### **COVID-19 Response**

Daniel continues his one-on-one business assistance in response to the COVID-19 pandemic. Although the immediate crisis has faded, he continues to build relationships, expand the business network, and provide guidance and resources for businesses in need.

- Assisted Ron Boze and Richard Burnet, College Inn, with PPP and EIDL information.
- Shared real-time updates and reminders to 125+ businesses for the U.S Chamber of Commerce Foundation Save Small Business Grant and Facebook Small Business Grant Program.
- Helped Kekoa Chin-Hidano, Morsel, sign up for the GoFundMe restaurant list, and confirmed he received the PPP loan.
- Communicated with Steven Tran, owner of Mr. Lu's Seafood and Burger to join the UW Medical staff restaurant list.
- Collaborated with Lillian Young, community liaison, to strategize ways to communicate and engage with Chinese speaking businesses.
- Helped Gayle Nowicki, Gargoyles, with questions regarding the PPP question.
- Sent out additional PPP and EIDL information on April 27 to 125+ businesses.
- Answered questions from Kim Trimmer, Inside Out Yoga, about the EIDL advance.
- Answered questions from Aiko Kinoshita, Open Flight Studio, about EIDL advance.
- Assisted Eva Lindholm, business owner from San Francisco, on EIDL Advance.
- Sent out information about the Salesforce Grant to 125+ businesses.
- Sent out information about free legal clinics to 125+ businesses.
- Connected Ivana Orlovic, Sugar + Spoon, to Marcus because of storefront vandalism
- In-depth assistance, including personal Zoom meeting with Lily Wu, Xi'an Noodles, to apply for Salesforce grant.

### **Supporting U District Medical Staff & Local Businesses**

The UDP team continues its effort in feeding UW medical staff and supporting local businesses. Thus far Cedars Restaurant and Morsel have received funds to feed the heroes on the frontline. With over \$2,700 in confirmed donations, we are now over halfway of our \$5,000 goal.

### **OED Community Liaisons**

Lillian Young continues to engage with Mandarin-Chinese speaking business owners in the U District. Recent success of this pilot program includes the relationships built with Lily Wu, Xi'an Noodles, and the in-depth assistance provided to her in applying for the Salesforce grant. Lillian is continuing her engagement efforts with:

- China First

- Taste of Xi'an
- Zen Noodles & Café
- Red Pepper
- Café O' Dessert
- BCZhang
- DL BBQ
- Panda Noodles
- Mr. Brian Dumplings
- Mei Mei Café
- Panda Master
- Little Duck
- Sichuan Hot Pot

### **University Business Center**

Daniel met with Rick Jones, owner/operator of the University Business Center in May. This critical facility houses 80+ tenants including lawyers, doctors, therapists, and more. Rick Jones expressed gratitude with the UDP's response to the COVID-19 and communicated the need to expand the business network.

### **Fall Festival (Fall for the U)**

The UDP team continues to plan for a major event this fall. The current iteration of this week-long event includes various activities to strategically target multiple audiences. Events tentatively include:

- Up Your Ave
- Sidewalk sales for retailers
- Annual community cleanup
- Music and alley activation
- Improv, comedy, and theatre
- Art, beer, and wine walk
- Food specials for restaurants
- Move night
- Gameday event during UW football

### **UDBIA Support**

Daniel is currently focusing on communicating with business owners throughout the district to gather support for the UDBIA renewal. Relationships created from his work in the previous 6-months have helped in this effort to highlight the importance of the UDBIA to City Council.

**INTRODUCTION:**

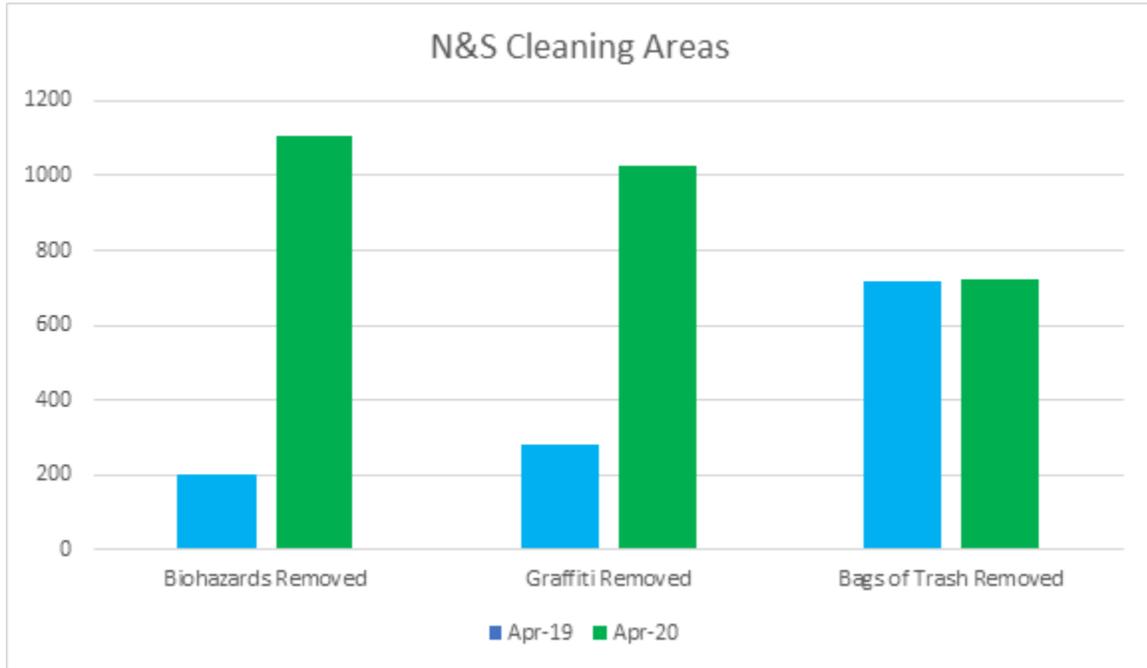
The cleaning crews, Ambassadors, the new Late-Night Ambassadors, our REACH Program, and Beautification Team continue to work hard to keep our neighborhood clean and safe. We are in extraordinary times and our teams have proven to be able to effectively and efficiently pivot priorities to rise to the demand changes that they are faced with. You will see in the reports on the various team that they have been dealing with a rapidly changing environment. We want to thank our teams for meeting these challenges and providing these services to our neighborhood which are more important now than ever before.

**CLEANING UPDATE:**

**April Cleaning Numbers from Black Mountain:**

REPORT TYPE	January	February	March	April
Hours of Cleaning	284	232	284	276
Bags of Trash Removed	800	775	900	725
Dumpster Overflow Cleanup	120	80	135	100
Graffiti Tags Removed	175	220	300	1025
Biohazards Removed	200	185	250	1104
Pressure Washing Hours	4	4	4	16

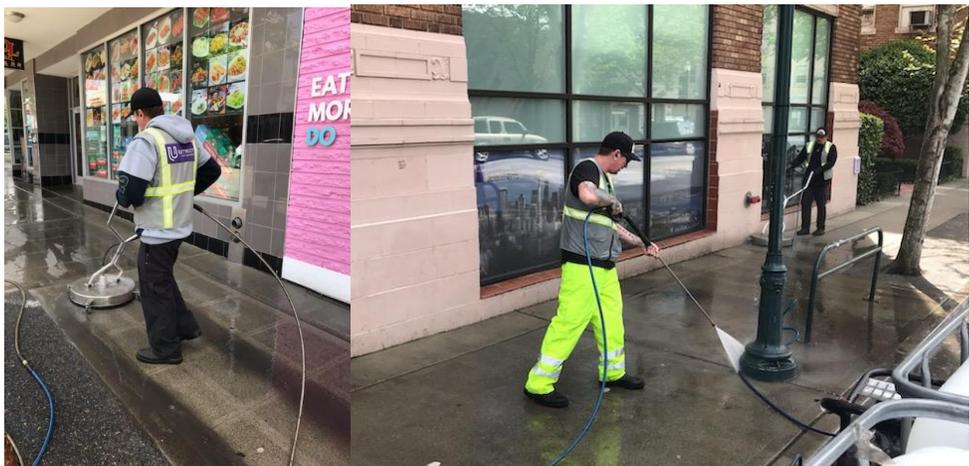
In our Cleaning Areas, we have seen an explosion in the number of biohazards and graffiti tags our crews have cleaned. In April of 2019, we cleaned up 200 biohazards and in April of 2020, we cleaned 1,104 for an increase of 452%! In April of 2019 our cleaning contractor removed 280 graffiti tags and in April of 2020 they removed 1,025 for an increase of 266%! In addition to our cleaning contractor removing graffiti, we have assigned our Beautification staff to spend most of their time removing graffiti so that number is over 2,000 tags removed district-wide when we factor in their efforts.





This massive increase in biohazards creates a public safety risk and the removal done by our team is of the utmost importance. Our crews work hard to make sure that they are out here in the early morning to make sure that our storefronts and sidewalks within the cleaning areas remain clean and sanitized to reduce the risk of disease such as the recent outbreak of hepatitis-A in Ballard.

We have begun our annual pressure washing of the North and South Cleaning Areas. We do 4-hours of pressure washing every month but every spring we pressure wash all the sidewalks in the North and South Cleaning Areas. This is important because it keeps our sidewalks both looking sharp but also cleans off mold, mildew, moss, and algae



When many of the businesses closed their doors due to the Stay Home, Stay Healthy mandate, many people lost their access to semi-public and public restrooms. We are a part of a team of stakeholders in the U District that have been advocating for more public restrooms in the neighborhood to help combat the massive influx of biohazards in our public spaces. This group has successfully had three porta-potty sanitation centers open at 45th and I-5, 50th and I-5, 50th and University, the Café Allegro Alley, and hopefully one down by the Wall of Death soon. These stations, in addition to the reopening of the Library’s restroom and University Playground, we hope, will reduce the number of biohazards in our public spaces.

While our BIA Walks are currently cancelled, we continue to meet with Black Mountain to go over what needs to be done and adjusted to meet the cleaning needs of our neighborhood.

**AMBASSADOR UPDATE:**

We are currently maintaining our normal Ambassador hours to help keep our neighborhood safe. Their hours are Thursday, Friday, and Sunday from 11am-7pm and 9am-5pm on Saturdays. If anyone is in need their services, they can call their direct line at 206-422-2918.

**April Data:**

REPORT TYPE	January	February	March	April
911 Calls	6	1	5	4
Homeless Interactions	100	106	80	70
Wayfinding/ Pedestrian Interactions	25	32	32	18
Conditions of Entry/ Sit-Lie	10	7	5	0
Drug and Alcohol Activity	9	3	3	1
Business Visits	319	382	233	207
Suspicious Persons	55	84	70	24
Emphasis Patrols	45	61	53	21
Shoplift	21	24	28	42
Calls and Text for Service During Hours	31	4	58	52

**Nighttime Security and Wellness Patrols**

We recognize the concern that people have for their businesses as they are closed and they’re away from them. The level of passive-surveillance from people on the streets and in businesses has been drastically affected. To help with the impact, at the beginning of April, we began a temporary nighttime wellness and safety patrol. These patrols are for 5-hour random

intervals between the hours of 10pm and 6am in order to reduce the predictability of the time for those who may be up to no good. To keep their mode of patrol also random, they patrol both by car and on foot. We have extended these patrols for an additional two-weeks and will again evaluate whether to continue them. In their first four-weeks of patrolling, they did the following:

Stopped people who were car prowling	37
Stopped people who were graffiti tagging	59
Performed wellness checks	341
Intervened in an assault	12
Located missing persons	2
Intervened in a burglary	6
Shoplifter intervention	7
Responded to a crisis at the ROOTS shelter	9
Crisis intervention elsewhere	11
Vandalism intervention	11
Caught people on top of buildings	8
Medical aid (911 involved)	5
Medical aid (911 NOT involved)	14

- Our Business Block Watch is currently at 103 members. If anyone has any questions on how to use Slack, let Marcus know. Please continue to spread awareness about the program.

**OUTREACH UPDATE:**

David Delgado is working hard to ensure people living on the streets can shelter in place. In order to help people effectively, David is working tirelessly to provide people with the things they need such as medical aid, food, hygiene products, etc. so that they don't need to move around to tend to their needs. David is working with local volunteers which are helping him by preparing meals for our neighbors on the streets

**David's Narrative:**

As the COVID crisis continues, so does my work in the U-District providing basics supplies. I continue to support both encampments by 45th and the highway and the encampments by "The Wall of Death". The foodbank, two young woman in middle school, and a group of musicians from a record label have been providing food for those who are unhoused. The wash station by the highway seems to be working out well. The camp on the side of 45th opposite of

Petco is working with me in keeping the area clean and respecting the space they are occupying. The other side of the street is doing the same, yet that side of the street gets more foot traffic and is harder to clean than the other side of the street.

The Wall of Death is cleaning at both locations and is utilizing the Purple Bag Program, a program that supplied homeless encampments with trash bags to keep their area clean. I also worked with the campers to stop setting fires in their tents at night to stay warm. We agreed that I will try to keep the cops from sweeping them if they stay clean, no fires, and they have no needles on the ground. For the most part, the agreement has been respected. There are a handful of people using needles in the area, but they have been given sharps containers to use. One big social change I have noticed is that there are less unhoused people coming on and off the Ave. We might experience more foot traffic this coming month though since the city removed a large encampment in Ballard.

Two big struggles this month are:

1) Lack of food and bathroom access. I'm providing one meal a day four times a week. Teen Feed and Roots are also providing food but it's still not enough to give adequate support for everyone in the U-District. Despite this, things seem to be getting better. The two encampments by the freeway and the U Heights Center received wash stations which is helpful for the people in those areas. Last week there was someone from the city walking around the Wall of Death and he reported to me that he was looking for a flat ground space to put in two porta potties. I think the city is planning on providing the Wall of Death a porta potty which would mostly solve this issue.

2) Shelter access. Most of the people I run into on the Ave are typically youth that are already using the shelter at Roots, people struggling with mental illness to the point where they can't go to a shelter, or elders that are regulars and prefer to stay away from the shelter system.

I continue to check on people reporting sickness. There is a very sick person at one of the encampments. I brought medics to check on her and according to the medics her vital signs are poor, yet she refuses to go to the hospital. Between efforts from public health and myself, this young woman is being checked on daily. She is also being monitored by her campmates who have phones.

The highlight of this month was helping someone on the Ave that didn't seem to be taking care of his own basic needs. This person is well known and has been sleeping on the Ave since before I started this position. This person had decompensated to the point of grave disability and was running into oncoming traffic. I worked with SPD and a social worker from UW hospital to get him to a program that he can stay at for up to 90 days to receive medication to stabilize his mental health. This intervention will give this person a safe place to stay while doctors adjust his medication.

Another highlight for the month was when SPD asked me to help a young person who turned out to be a missing person from out of state. This person's family was contacted, and I am now working with his mother to get him off the street.

**Progress Report: April 2020**

**Data**

**Encounter Counts and Outcomes**

#	Staff	Month	Face To Face	Telephone	Indirect	No Contact	Other	Total Encounters	Total Outcomes	Unique Clients
1	<a href="#">David Delgado</a>	2020/04	67	0	2	4	0	73	79	8

**Issues Addressed and Referrals Made**

<a href="#">Advanced</a>											
All 6 records											
Totals:					127	23	0	0			
#	Issue	Staff	Month	Addressed	Clients Addressed	Referrals	Clients Referred				
1	Identification Assistance	<a href="#">David Delgado</a>	2020/04	1	1						
2	Clothing	<a href="#">David Delgado</a>	2020/04	7	3						
3	Food	<a href="#">David Delgado</a>	2020/04	67	8						
4	Other Medical	<a href="#">David Delgado</a>	2020/04	32	5						
5	Other	<a href="#">David Delgado</a>	2020/04	18	4						

6	Substance Use	<a href="#">David Delgado</a>	2020/04	2	2		
<b>Totals:</b>				127	23	0	0

**Outcome Types by Staff**

<a href="#">Advanced</a>						
All 5 records						
<b>Totals:</b>				79	16	
#	<a href="#">Staff</a>	<a href="#">Month</a>	<a href="#">Outcome Type</a>	<a href="#">Outcomes</a>	<a href="#">Clients</a>	
1	<a href="#">David Delgado</a>	2020/04	Naloxone kit	2	2	
2	<a href="#">David Delgado</a>	2020/04	Clothing	7	3	
3	<a href="#">David Delgado</a>	2020/04	Food	67	8	
4	<a href="#">David Delgado</a>	2020/04	Other Medical	1	1	
5	<a href="#">David Delgado</a>	2020/04	Other	2	2	
<b>Totals:</b>				79	16	