



UDP BOARD MEETING AGENDA

Time: 11:30 a.m.–1:00 p.m.

Date: June 16, 2020

ZOOM Virtual Meeting

- | | | |
|---|---------------|---------|
| 1. Welcome and Introductions | Sally/Miles | |
| 2. Public Comment | | |
| 3. Approval of May 2020 Meeting Minutes | Sally/Miles | Vote |
| 4. Operating Committee Reports | | |
| a. Executive Committee | Miles/Sally | |
| i. Renewal Update | | Discuss |
| ii. Executive Director Search | | Vote |
| b. Finance -Acceptance of May Close | Rob/Phil/Mark | Vote |
| c. Governance | Louise | |
| i. Re-Election of Members | | Vote |
| ii. Election of Officers | | Vote |
| iii. Acknowledgement of Service | Miles/Sally | |
| 5. Program Advisory Committee Reports Q&A | All | Discuss |
| 6. 2020-21 Workplan/Budget | Rob/Mark/Phil | |
| a. Recommendation to RAB | | Vote |
| b. UDP 60 Day Continuing Operating Resolution | | Vote |

Adjourn

Upcoming Events

Annual Rate Payer Meeting June 25 5:30 – 6:30

Board Meeting Minutes

Time: 11:30 AM – 12:30 PM

Date: May 19, 2020

Location: Zoom Meeting

IN ATTENDANCE:

UDP Board Members

Sally Clark, Co-Chair
Dawn Perry
Stephen Antupit
Lois Ko
Kristine Kenney

Rob Lubin, Treasurer
Louise Little
Miles Richardson, Co-Chair
Don Schulze

Andrew McMasters
Anson Lin
Jeanette Henderson
Eric Lawson

UDP Staff

Mark Crawford, IED
Phil Lloyd, Finance

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

Kay Ricchiuto, Public Realm

Guests

Cory Crocker (arrived around 12:00)

Doug Campbell

Welcome and Introductions

Public Comment

There was no public comment.

Approval of April 2020 Meeting Minutes

Motion: Louise moved to approve the April 2020 meeting minutes.

Rob seconded the motion.

The motion was approved

Committee Reports

Finance

Rob reported that the committee had met and reviewed the financial statements for April

Motion: The committee recommend the acceptance of those statements.

Louise seconded. Motion passed.

Motion passed unanimously.

Sally noted that the UDP received PPP funding as did at least 2 other BIA Program Managers.

Governance

Louise notified the Board that at the June 2020 meeting, as required by our bylaws, there will be elections for members whose terms are expiring and have agreed to stand for re-election. She reviewed the pertinent bylaw sections and election policies previously set by the Board. Those members include: Rob Lubin, Andrew McMasters, Barbara Quinn, Miles Richardson, and Alfred Shiga. There will be elections for the offices of Co-Chair, Treasurer, and Secretary. Any Board member who wishes to place any candidate's name into consideration should notify her by end of day, Thursday, May 21. The Governance Committee will not be putting any new member candidates in front of the Board in June.

Urban Vitality

In addition to all activities reported in the Board packet, Katy highlighted work on the SDOT 43rd construction project, planning efforts for reactivating community spaces in the summer and fall event series, and continued work to ensure a high level of communication with stakeholders through regular newsletters and updates. Stephen added his appreciation to Katy and the whole Urban Vitality Committee for their hard work on advising the work plan development for 2020-21.

Economic Development

In addition to activities reported in the Board packet, Daniel highlighted work on continued support for individual businesses in applying for EIDL and PPP resources, finding and distributing information about additional funding/grant resources for small businesses, launching the UW Medical staff lunch program raising funds from the community to buy lunches from local restaurants to deliver to UW (many thanks to Miles and his staff for providing transportation to get those lunches delivered!), and working with OED to connect Mandarin speaking translation services to U District small businesses. Miles acknowledged Daniel's continuing direct outreach to the community and his willingness to ask for advice, listen to what is said, and try different strategies to provide immediate assistance.

Clean & Safe

In addition to activities reported in the Board packet, Marcus highlighted the increased volume of biohazards and graffiti – an increase of over 450% compared to the same period last year, the continued late night patrols, and the on-going “regular” work of the clean and safe staff. Don noted the business community view that the added patrols have deterred additional increases in break ins. Stephen noted the presence of the Ambassadors during the Farmers Market hours and the assistance they have provided.

2020-21 Work Plan and Budget Presentation

Mark presented the first draft of the 2020-21 work plan and budget based on the assumptions that renewal is successful and timely, that we follow the guidance of the Governor's phased re-opening plan, and that we use accumulated resources in excess of the board designated reserves. He then presented an option for a reduction in expenses to offset a possible 20% shortfall in non-UW assessment collection.

The Board felt that the proposal was "on track" given the assumptions. They asked staff consider alternatives to planned events in the early part of the fiscal year if the phased re-opening schedule is delayed. The Board indicated support for the proposed budget to be presented as a first draft to the Ratepayer Advisory Board at their May meeting.

Board members also stressed the need to continue developing and improving our capacity for real time feedback loops– from and to the business stakeholders themselves but also in helping businesses better understand evolving customer behaviors and trends.

Renewal Update

Sally reported that we are now engaged with council members and working through the council committee process. The ordinance has been deemed "necessary and usual" allowing the council to proceed with consideration. The first council meeting to hear the ordinance will meet on May 20th and Maureen, Mark, and Lois will be the primary UDP/BIA presenters. On the 27th, there will be a public hearing and council members will consider possible amendments, on June 3rd, a final committee to consider the ordinance and amendments. If all proceeds according to schedule, the full council will then take up the ordinance on June 8th. If passed, the Mayor then has up to ten days to sign the legislation and the ordinance goes into effect 30 days after her signature.

Adjournment

Sally adjourned the meeting at 12:45 pm.

NEXT BOARD MEETING: June 16, 2020 11:30am – 1:00pm, Location Unconfirmed

June 12, 2020

To: UDP Board

From: Mark Crawford

Re: Financial Report

Balance Sheet Notes

UDP WF Checking – Includes \$78,000 of PPP funds

A/R – Only BIA billing due. Less than total expenses because of application of \$41,000 PPP funds

A/P – Fairly normal – slightly higher due to increased renewal costs of BDS engagement in Council process and increased security billings.

Other Current Liabilities – Remainder of PPP loan not yet expended in May – will be expended in June.

Budget Report Notes

Accrued PPP Forgiveness – recognized offset to qualified expenses in May.

BIA Contract and Other Local Government Grants – two categories where revenue was recognized BIA contract for REACH rather than in the anticipated Grants. Net – no effect – just explaining line disparity.

Earned Income – StreetFair cancelled

Legal Fees/Other – Our forecast anticipated increased costs for retaining services of Kjris Lund. Still paying added 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.

Business and Occupation Tax – no expense incurred because StreetFair was cancelled.

Programs

Clean and Safe Contracts – May increase a timing issue to catch up on expenses – still anticipate modest savings at year end.

Community Beautification - May decrease a timing issue (basket delivery delay) to catch up on expenses – still anticipate modest savings at year end.

Ambassadors – added night security/wellness patrols and added extra daily ambassador in response to risk by looters taking advantage of protests

Other – continued expenses for UW First Responder Food Program

Budget Tracking Sheet

Eleven months complete or 91.66%. Total expended – 86.7%. Because of PPP application of funds for salaries, this report shows \$41,000 less than total actual expenses.

Program management – includes renewal costs. Added consultant for renewal will keep this above budget average. PPP applied against some salary.

Urban Vitality – PPP applied against salary.

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

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 applied against salary.

Updated Reforecast

Staff updated reforecast given extra spending on security and other departmental year-end adjustments.

For the UDP, the forecast remains unchanged with a year-end Net Asset position of \$250,689. This is \$3,911 better than the original budget.

For the BIA, the forecast decreases with a year end result of \$362,965. This is still \$103,099 better than the original budget but is \$17,134 less than last month's forecast. This is primarily due to increased security costs incurred and still anticipated.

The U District Partnership
Balance Sheet Prev Year Comparison
 As of May 31, 2020

	May 31, 20	May 31, 19	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
10100 · Operating Bank Accounts			
10110 · WSECU Checking	32,709.29	156,227.83	-123,518.54
10103 · UDP WF Checking 0122	151,351.28	49,892.07	101,459.21
10111 · WSECU Savings	160,587.32	160,205.65	381.67
Total 10100 · Operating Bank Accounts	344,647.89	366,325.55	-21,677.66
Total Checking/Savings	344,647.89	366,325.55	-21,677.66
Accounts Receivable	61,545.97	80,677.09	-19,131.12
Other Current Assets	4,264.80	42,862.19	-38,597.39
Total Current Assets	410,458.66	489,864.83	-79,406.17
Fixed Assets	5,511.12	5,835.30	-324.18
Other Assets	3,235.87	6,194.19	-2,958.32
TOTAL ASSETS	419,205.65	501,894.32	-82,688.67
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable	33,634.32	102,670.47	-69,036.15
Credit Cards	325.10	6,076.06	-5,750.96
Other Current Liabilities	60,873.37	10,467.66	50,405.71
Total Current Liabilities	94,832.79	119,214.19	-24,381.40
Total Liabilities	94,832.79	119,214.19	-24,381.40
Equity			
32000 · Unrestricted Net Assets	375,281.00	304,103.26	71,177.74
Net Income	-50,908.14	78,576.87	-129,485.01
Total Equity	324,372.86	382,680.13	-58,307.27
TOTAL LIABILITIES & EQUITY	419,205.65	501,894.32	-82,688.67

The U District Partnership Budget Report May 2020

	May 20	Budget	\$ Over Budget	Jul '19 - May 20	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
44500 · Government Grants and Contracts	102,939.97	92,653.44	10,286.53	923,207.63	930,466.11	-7,258.48	1,057,624.72
47000 · Earned Income	0.00	20,000.00	-20,000.00	10,800.00	225,000.00	-214,200.00	225,000.00
46400 · Interest and Other	13.64	0.00	13.64	348.75	0.00	348.75	0.00
Total Income	102,953.61	112,653.44	-9,699.83	934,356.38	1,155,466.11	-221,109.73	1,282,624.72
Gross Profit	102,953.61	112,653.44	-9,699.83	934,356.38	1,155,466.11	-221,109.73	1,282,624.72
Expense							
60000 · Staffing	47,922.60	51,177.02	-3,254.42	468,378.12	532,164.23	-63,786.11	583,341.25
61000 · Professional & Contract Expense	8,308.33	8,150.00	158.33	80,788.41	73,700.00	7,088.41	76,150.00
62000 · Office and Overhead	5,512.59	10,152.23	-4,639.64	73,099.06	82,515.38	-9,416.32	97,003.78
70000 · Direct Program Expenses	42,121.31	176,132.84	-134,011.53	394,998.93	509,867.16	-114,868.23	593,944.00
Total Expense	103,864.83	245,612.09	-141,747.26	1,017,264.52	1,198,246.77	-180,982.25	1,350,439.03
Net Ordinary Income	-911.22	-132,958.65	132,047.43	-82,908.14	-42,780.66	-40,127.48	-67,814.31
Other Income/Expense							
Other Income							
Fiscal Sponsor Income	0.00	0.00	0.00	32,000.00	0.00	32,000.00	0.00
Total Other Income	0.00	0.00	0.00	32,000.00	0.00	32,000.00	0.00
Net Other Income	0.00	0.00	0.00	32,000.00	0.00	32,000.00	0.00
Net Income	-911.22	-132,958.65	132,047.43	-50,908.14	-42,780.66	-8,127.48	-67,814.31

2019-20 University District BIA

Budget Tracker - May 2020

ACCOUNTS	Budget	TO DATE	REMAINING	% Expended	Jul	Aug	Sep	Oct
Program Management	200,151	197,546.92	2,604	98.7%	\$ 18,979.65	\$ 25,273.71	\$ 14,576.12	\$ 31,760.30
Cleaning and Public Safety	503,214	459,371.37	43,843	91.3%	\$ 40,243.87	\$ 40,827.24	\$ 35,281.16	\$ 36,715.08
Urban Vitality	26,994	43,004.27	-16,010	159.3%	\$ 2,218.90	\$ 2,265.37	\$ 2,169.61	\$ 2,440.95
Economic Development	119,836	80,912.07	38,924	67.5%	\$ 3,621.01	\$ 2,859.67	\$ 2,653.90	\$ 2,551.01
Marketing	56,135	29,648.53	26,486	52.8%	\$ 4,131.95	\$ 4,220.95	\$ 3,730.07	\$ 1,442.86
Community Engagement	72,383	49,897.42	22,486	68.9%	\$ 5,542.61	\$ 5,058.64	\$ 5,952.26	\$ 7,577.94
Events and Activation	26,661	11,126.72	15,534	41.7%	\$ 1,382.65	\$ 1,435.98	\$ (1,596.10)	\$ 4,077.93
Total Requested	1,005,374	871,507.30	133,867	86.7%	\$ 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	\$ 12,046.83	\$ 19,433.12	\$ 17,248.46	\$ 15,459.96	
Cleaning and Public Safety	\$ 61,221.05	\$ 36,149.51	\$ 44,366.37	\$ 37,965.57	\$ 38,637.39	\$ 45,286.57	\$ 42,677.56	
Urban Vitality	\$ 2,128.84	\$ 2,255.07	\$ 2,277.91	\$ 2,273.77	\$ 11,809.82	\$ 11,827.11	\$ 1,336.92	
Economic Development	\$ 4,964.69	\$ 9,860.70	\$ 10,867.50	\$ 11,113.38	\$ 17,395.54	\$ 13,670.29	\$ 1,354.38	
Marketing	\$ 3,549.78	\$ 2,352.15	\$ 2,382.58	\$ 2,373.17	\$ 2,828.00	\$ 2,376.17	\$ 260.85	
Community Engagement	\$ 5,242.94	\$ 6,204.52	\$ 4,567.93	\$ 4,281.44	\$ 2,607.00	\$ 2,488.73	\$ 373.41	
Events and Activation	\$ 2,029.52	\$ 255.42	\$ 110.47	\$ 3,153.03	\$ 112.04	\$ 82.89	\$ 82.89	
	\$ 94,013.68	\$ 70,180.36	79,361.68	73,207.19	92,822.91	92,980.22	61,545.97	-

U District Partnership

FY 2020 Reforecast Assumptions

	Total	BIA	UDP
Total	107,009	103,099	3,911
Original Budgeted BIA Cash / UDP Net Assets:	506,644	259,866	246,778
Projected Changes from Budget	<u>107,010</u>	<u>103,099</u>	<u>3,911</u>
Revised Forecasted Ending BIA Cash / UDP Net Assets:	613,654	362,965	250,689
Less: Reserves Per Policy	<u>(370,000)</u>	<u>(210,000)</u>	<u>(160,000)</u>
Net After Reserves	243,654	152,965	90,689

June 10, 2020

To: The UDP Board

From: Mark Crawford (On behalf of the Governance Committee)

Re: Upcoming Elections at the June UDP Board Meeting

As reported at the May meeting of the UDP Board, we will be conducting Board elections at the June Board meeting. These elections will include the re-election of certain Board members who have agreed to stand for that re-election and the election of certain officer positions.

Please note the sections of this memo highlighted in yellow. They include the Governance Committee's proposed procedure for conducting elections given the nature of meeting in a Zoom format.

Re-election of Board Members

Members standing for re-election include:

Rob Lubin

Andrew McMasters

Barbara Quinn

Miles Richardson

Alfred Shiga

The procedure for re-election of members as delineated in the current by-laws is:

4.4 Election. Directors shall be elected and re-elected by the Board of Directors by no less than a two-thirds (2/3) majority affirmative vote of the Directors present and voting at any regular meeting or special meeting of the Board where a quorum is present. Notice of the intention to elect or re-elect members must be included in the notice of the meeting and shall be sent to the full Board no less than five (5) days before the meeting is held. Nominations of new Directors to be considered for election shall be made in accordance with the policies set, from time to time, by the Board. The election or re-election of Board members shall require an "open" vote with each Board member casting their vote in such a manner that all persons in attendance may know how that Board member voted. The minutes of the meeting shall record the number of votes for, against, and abstained.

The procedure for re-election in the current policies as defined by the Board in April 2018 is:

Procedure #4

Re-election of Current Members

If a Board member chooses to stand for re-election, their name will be submitted to the Board for a vote. The Board member will be asked to speak to the full Board about their interest in

continuing their service and Board members may ask them questions about their desire to continue and their work on the Board to date.

The Board will go into executive session to discuss candidates standing for re-election. The Board member whose candidacy is being discussed will leave the room for that discussion. That discussion will be led by the Governance Chair. Once the Board has discussed each candidate and is ready to vote, executive session will be adjourned and the open Board meeting will be reconvened. The Board member standing for re-election will return to the meeting and is entitled to vote. The Governance Chair will put each name before the Board for election. Because the nomination comes from the Governance Committee, a “second” is not required. The Presiding Officer will call for the vote. All Board members will vote by “show of hands” and the final vote total of “ayes” and “nays” and “abstentions” will be recorded in the minutes. The Presiding Officer will then announce the result.

Because this meeting will be held using Zoom and the process of managing multiple executive sessions will be cumbersome, the Governance Committee is recommending that the current re-election policy be suspended for this election and instead, that the following guideline be used:

If a Board member chooses to stand for re-election, their name will be submitted to the Board for a vote

The Governance Chair will put each name before the Board for election. Because the nomination comes from the Governance Committee, a “second” is not required.

The Board member will be asked to speak to the full Board about their interest in continuing their service and Board members may ask them questions about their desire to continue and their work on the Board to date.

The Presiding Officer will call for the vote. Members standing for re-election may vote. All Board members will vote by “show of hands” and the final vote total of “ayes” and “nays” and “abstentions” will be recorded in the minutes. The Presiding Officer will then announce the result.

Election of Officers

Offices open for election include:

Co-Chair –UW Representative

Treasurer

Secretary

5.2 Election of Officers. Officers shall be elected and re-elected by the Board of Directors by no less than a two-thirds (2/3) majority affirmative vote of the Directors present and voting at any regular meeting or special meeting of the Board at which a quorum is present. Nominations of new Officers to be

considered for election shall be made by the Governance Committee in accordance with the policies set, from time to time, by the Board.

Because this meeting will be held using Zoom and the process of managing multiple executive sessions will be cumbersome, the Governance Committee is recommending that the current re-election policy be suspended for this election and instead, that the following guideline be used:

The Governance Committee shall put each name in nomination for an office in the following order: Co-Chair, Treasurer, and Secretary.

The Governance Chair will put each name before the Board for election. Because the nomination comes from the Governance Committee, a "second" is not required. After each nomination, the Board member will be asked to speak to the Board about their interest in serving in that office and Board members may ask them questions about their desire to serve.

The Presiding Officer will call for the vote. Members standing for re-election may vote. All Board members will vote by "show of hands" and the final vote total of "ayes" and "nays" and "abstentions" will be recorded in the minutes. The Presiding Officer will then announce the result

Economic Development

Committee Meeting

The Economic Development Committee did not meet between May 19 and June 16.

COVID-19 Response

Daniel continues his one-on-one business assistance in response to the COVID-19 pandemic, providing guidance and resources for businesses in need.

- Shared Fedex Grant with 270+ businesses
- Shared PPP forgiveness info with 270+ businesses

Demonstration Response

Daniel continues to collaborate with Marcus in monitoring local demonstrations to inform the business community of upcoming protests.

- Shared information regarding the U-Village demonstration with 270+ businesses.
- Chatted with Allison, owner of Four Corners Art & Frame, about preparing for U-Village demonstrations.
- Chatted with Maya, owner of Boba Up, about preparing for U-Village demonstrations.

Expanding the Business Network

Daniel continues to build relationships, expanding the business network and connecting owners/operators with UDP programs and resources.

- Reached out virtually to over 25+ restaurants/café businesses throughout the district to gather input about outdoor seating.
- Went door-to-door to 26 businesses on the Ave to gauge interest in outdoor seating.
- Assisted Dana, owner of Danaca Design, in regards to a stranger calling her to provide “protective services”.
- Visited and formed a relationship with Reanna, owner of Discover Health Chiropractic.

Supporting U District Medical Staff & Local Businesses

With the generous donations from BIA ratepayers, community members, local businesses, and a partnership with Seattle Vineyard Church, this effort provided over 300 lunches to UW Medical Staff and supported five minority-owned businesses including: Cedars Restaurant, Morsel, Taike Kitchen, Little Thai Restaurant, and Korean Tofu House.

As of June 1, UW Medicine is no longer accepting food donations and instead encourages giving to other community organizations. With \$1,000+ left to give back to our community, the UDP is engaging donors on the proposal to donate the next round of meals to the ROOTS - Young Adult Center.

English as a Second Language - Community Liaisons

The UDP has applied for a \$25,000 grant from the King County COVID-19 Community Response Fund. This funding request allows the UDP to expand our pilot program and collaborate with five in-language community liaisons to build relationships with our community members of color and provide technical

assistance to minority-owned businesses. These community liaisons include Mandarin and Cantonese Chinese, Japanese, Korean, Thai, and Vietnamese speakers.

The role of our in-language community liaisons will be to: (1) inform businesses of the local, state, and federal resources available to them in response to COVID-19; (2) assist the UDP by collecting contact information for each POC business owner and an English-speaking representative who can speak on behalf of each minority-owned business; and (3) collect information about community strengths, weaknesses, opportunities, and threats from the perspective of our Asian population in an effort to prevent displacement.

Preparing for the Summer and Fall of 2020

With continued uncertainty, and board input on how to approach the new fiscal year, Daniel and Katy have shifted the focus away from summer events to virtual strategies and fall planning.

U District Marketplace

Daniel continues to plan for a virtual marketplace in alignment with the district-wide branding effort. This website will connect consumers to the incredible diversity of businesses, sharing captivating stories about global food options, eclectic retailers, essential services, and more.

Consumer Insights Report

In response to board input, Daniel is exploring the price and capabilities of consultants to provide valuable consumer data to our business community. This data would be shared with businesses, allowing them to make better informed decisions on how and where to spend marketing dollars.

Fall Festival (Fall for U)

Daniel and Katy have modified the major fall event to be flexible to any and all social distancing rules. This includes expanding all events over a week-long period to encompass the entire district and allow for participants to come and go as they please. The fall festival tentatively includes the following events:

- Up Your Ave
- Small business sidewalk sales
- Annual community cleanup
- Music and seating to activate alleys
- Art displayed in various local businesses
- Food specials from restaurants
- Gameday specials and delivery packages during UW football

UDBIA Support & Expanding the Business Network

Thanks to the outreach and engagement necessary for a successful BIA renewal, Daniel formed additional relationships with business owners including:

- Aiko Kinoshita, Open Flight Studio
- Jesper Kow, GoEBITS
- Kim Trimmer, Inside Out Yoga
- Ron Boze, College Inn
- Mike Shin, Café on the Ave
- Agnes Gjekmarkaj, Byrek & Baguette
- Carol Missel, Modern Relationships
- Jeffrey Johnson, Cohere Consulting
- Bill Zook, Evergreen Planned Giving
- Michelle Simon, Healthwise Integrative Medicine
- Ted Hunter, Sound Law Center

June 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 May, Urban Vitality continued work planning looking into the summer and next fiscal year (beginning this July). Our work plan 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

- The Urban Vitality Committee met on May 26 virtually via Zoom. The committee discussed mobility and transportation issues in the district and 2020-2021 goal setting. We also welcome Josh Stabenfeldt, Executive Director of the U District YMCA, to the committee.
- 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.
- Next Committee meeting: Tuesday, June 23, 4:00-5:30pm. This meeting will be held virtually.

2. NE 12th and 43rd Street Construction Projects

- SDOT will begin construction on NE 43rd Street by the first week of August, 2020.
- To prepare businesses and property owners for this construction, Katy has reached out to them with information about the project and its impacts and will continue to do so on a regular basis.
- Katy is also coordinating with SDOT on a public engagement meeting to talk about construction impacts ahead of the project start date.
- UDP will act as a liaison between business and property owners, SDOT, and the construction contractor through the duration of the project. Meetings will be on a weekly basis, and UDP will respond to business and property owner concerns as needed in between meetings.

3. Summer Outdoor Seating Project

- UDP has been brought into conversation with other organizations in the district, including the U District Small Businesses Group, U Heights, Unity Museum, Drew Dresman of Seattle Children’s Hospital, and Seattle Neighborhood Greenways about a plan they are developing for outdoor café seating on The Ave to expand restaurant capacity during COVID-19 and the summer months. The plan is in draft form, and has not been approved by the City. UDP hopes to continue to work with the group to support outreach to small businesses, advise on transportation impacts, and understand how outdoor seating will impact cleaning and safety in the district.

- UDP provided direct, in-person outreach to 38 small businesses between 41st and 43rd, within the area of the proposed outdoor seating project. Our intention was to understand business' support and concerns with an outdoor seating concept. The information gathered from businesses was shared with the group.
- UDP separately sent an email survey to 66 small business owners in the U District to understand broadly how they may use outdoor seating, such as sidewalk permits, parklets, or streeteries. This effort is separate from the effort on the Ave mentioned above. Our goal is to be able to advocate to the City for wide range of options for restaurants to increase their service capacity this summer. We also want to understand the roles BIAs can play to support permit structures and public space use.

4. Private Development

- On June 4, Katy, Stephen Antupit, and Mark Crawford met with the developers, architects, and UW representatives for the U District Station Building (UDSB) development. This was the third meeting with participated in for the building site. The site's representatives shared current plans for a public open space at the corner of 43rd Street and 12th Ave. UDP provided input on design of the site, public safety considerations, potential public use benefits, and transportation and construction impacts. We are hopeful that our advocacy to the UDSB site representatives will ensure community benefits are incorporated into its planning.
- Katy has been providing written comment to proposed new building permits to comply with the City's emergency process for administrative design reviews in lieu of in-person design reviews. Our input is crucial for permit applicants and reviewers to understand the impacts of new development on the existing conditions in the district.

1. *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. In May, we began sending on average one email per week.
- b. Newsletters included information on how UDP's programs are supporting economic development, cleaning and safety, and urban vitality through the pandemic. We also provided resources on the governor's Safe Start Washington program, and available funding for small businesses and creatives.
- c. We currently have 970 subscribers
- d. Average open rate is 22% (standard for industry/non-profit)
- e. Average click rate is 12%

INTRODUCTION:

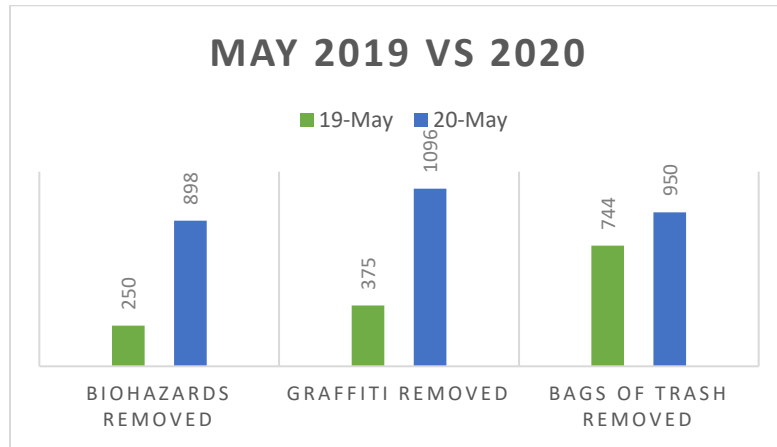
The cleaning crews, Ambassadors, our REACH Program, and Beautification Team are all still at their full capacity working to keep our neighborhood a clean and safe place. We have continued our temporary late-night Safety and Wellness patrols. We also increased our Ambassador hours in response to conversations with SPD the week of 06/01. We held our first Clean and Safe via ZOOM on 06/11. It was great to be able to have back and forth dialogue about the great work our teams have been doing. This report will dive into more detail on these things and more in the following reports below.

CLEANING UPDATE:

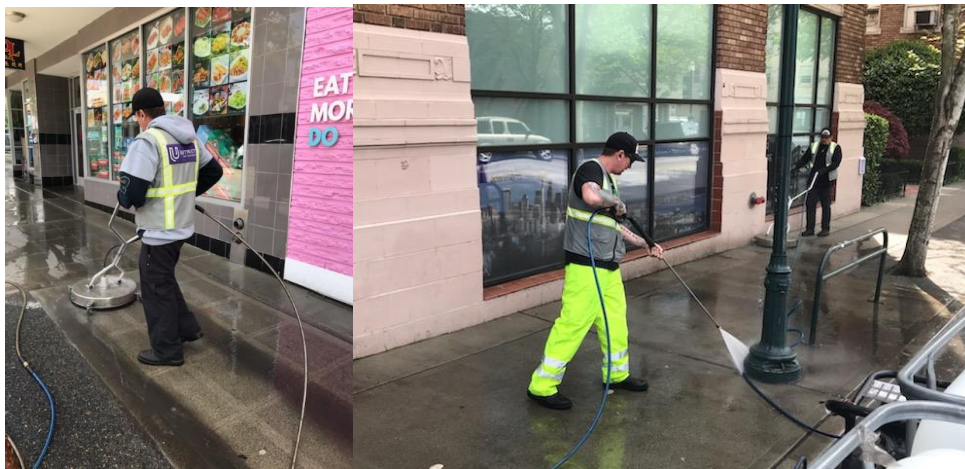
May Cleaning Numbers from Black Mountain:

REPORT TYPE	January	February	March	April	May
Hours of Cleaning	284	232	284	276	280
Bags of Trash Removed	800	775	900	725	950
Dumpster Overflow Cleanup	120	80	135	100	90
Graffiti Tags Removed	175	220	300	1025	1096
Biohazards Removed	200	185	250	1104	898
Pressure Washing Hours	4	4	4	16	78

In our Cleaning Areas in May, we once again saw an extreme increase in the number of graffiti tags and biohazards. While these numbers do continue to be far above what we typically have historically, we did see a 18.6% decrease in biohazards between the months of April and May. This decrease can likely be attributed to the installations of five porta-potties and handwashing stations installed within BIA at 45th and I-5, 50th and I-5, 50th and University, the Café Allegro Alley, and the Wall of Death over the last couple of months.



We continue 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.



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.

SAFETY UPDATE:

The U District has often been a place where hard conversations and peaceful protests have had a welcome home. The protests we have had during the last several weeks have been very peaceful in the neighborhood.

On 6/1, we received a warning from the North Precinct that they had intelligence that a criminal element was planning on using the distraction of the peaceful protests in University Village to commit property crime. Staff immediately went out and canvassed the neighborhood to bring awareness to the issue and allow people to prepare for the safety of their business. Out of 20

concern for our businesses, we used our Ambassador contractor Aries to provide several Ambassador teams to help monitor the situation. Mark and Marcus also were on the streets of the district to help support our businesses. We did have some groups on and around University Way that had sticks and rocks, but we were able to tail them which was enough to deter them from committing any property damage. Aside from one instance where a business was broken into, we were able to maintain the safety of our businesses.

On 6/2, we again added some Ambassadors to make sure we had people keeping an eye on any situations that may have arisen and lend support, if needed, to our businesses. Thankfully, there were no instances of property damage. On 6/3, the North Precinct warned us that a planned demonstration at the North Precinct would likely pull police resources from the U District. In response, we again called Aries to have them supply additional Ambassador teams to ensure that we had support in the neighborhood. Again, it was an uneventful night in the U District. On 6/4 and 6/5 we adjusted our regular Ambassador shifts to 2pm-10pm to ensure that we had evening coverage in the neighborhood. On 6/6, we returned the Ambassadors to their regular scheduled shifts.

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	May
911 Calls	6	1	5	4	5
Homeless Interactions	100	106	80	70	181
Wayfinding/ Pedestrian Interactions	25	32	32	18	79
Conditions of Entry/ Sit-Lie	10	7	5	0	0
Drug and Alcohol Activity	9	3	3	1	43
Business Visits	319	382	233	207	205
Suspicious Persons	55	84	70	24	147
Emphasis Patrols	45	61	53	21	63
Shoplift	21	24	28	42	32
Calls and Text for Service During Hours	31	4	58	52	70

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 and are continuing them on a week-by-week basis. From April 4th-June 11th, they did the following:

Stopped people who were car prowling	58
Stopped people who were graffiti tagging	37
Performed wellness checks	873
Intervened in an assault	41
Located missing persons	3
Intervened in a burglary	10
Theft intervention	22
Crisis intervention elsewhere	40
Vandalism intervention	30
Trespassers	23
Medical aid (911 involved)	18
Medical aid (911 NOT involved)	34

- Our Business Block Watch is currently at 104 members. If anyone has any questions on how to use Slack, let Marcus know. Please continue to spread awareness about the program.

The value of the U District Business Block Watch was highlighted during the safety concerns during the week of 6/1. We were able to provide real-time updates to its members to keep them up to speed and there was a lot of collaboration among the members. This would have been extremely difficult had we not had this awesome program.

OUTREACH UPDATE:

David is still working hard to make sure our unhoused populations weather this pandemic. David has been critical in the identification of locations for the porta-potties and hand washing stations. He is working hard to provide food to encampments in the district to make sure that people don't struggle to get food so they can better stay in place. To accomplish this, he is

working with out of work chefs, families, businesses and other wonderful people who volunteer to make food for them. He has been working with healthcare workers to ensure the health of his clients. All of this is in addition to the typical work David does to help our most vulnerable populations. David has been working hard and has not been able to slow down enough to provide a written narrative this month. Next month, we will include two months' worth.

The U District Partnership Fiscal 2021 Draft Budget Summary

	FY 2020	FY 2020	2021 Draft Budget			
	Budget	Forecast	Total	UDP	BIA	
Ordinary Income/Expense						
Income						
BIA Revenue Collected FY2020	917,500	924,952	1,176,204	0	1,176,204	95% collected
SPU Contract	12,000	12,000	12,000	0	12,000	
Reach Funding	39,500	39,500	50,000	0	50,000	
Earned Income	225,000	10,800	290,800	270,800	20,000	
Interest and Other	0	79,798	0	0	0	
Total Income	1,194,000	1,067,050	1,529,004	270,800	1,258,204	
Expense						
Staffing	583,341	520,220	637,222	80,675	556,547	
Professional & Contract Expense	75,400	87,116	82,900	10,000	72,900	
Office and Overhead	94,004	80,604	114,022	5,805	108,217	
Direct Program Expenses	436,944	417,091	739,145	67,300	671,845	
Street Fair Expenses	160,000	45,111	163,911	163,911	0	
Total Expense	1,349,689	1,150,142	1,737,200	327,691	1,409,509	
Net Income	(155,689)	(83,091)	(208,196)	(56,891)	(151,305)	
Net Assets / City Cash Forecast at 6/30/2020			613,654	250,689	362,965	
Reciepts			1,529,004	270,800	1,258,204	
Disbursements			(1,737,200)	(327,691)	(1,409,509)	
Net Assets / City Cash End of Year			405,458	193,798	211,660	
Reserves Per Policy			(370,000)	(160,000)	(210,000)	
Net Assets / City Cash After Reserve			35,458	33,798	1,660	