



UDDA/UDPDA EAC Meeting Agenda

Tuesday, May 20, 2025, 11:30 AM – 12:55 PM

Via Zoom Only <https://us02web.zoom.us/j/85979578163?pwd=gWbXlfpMa3RBF3j0FgXMp6PJh1PJHn.1>

Meeting ID: 859 7957 8163 Passcode: 602201

One tap mobile +12532158782,,85979578163#,,, *602201# US (Tacoma)

Dial by your location +1 253 215 8782 US (Tacoma)

11:30 Welcome and Administration - Sheehan

- Review and MOTION to approve draft April 15, 2025, EAC meeting minutes
- Review and comment only: Draft May 7, 2025, UDDA and UDPDA board minutes
- Reminder: UD board applications for 2026 positions open until May 28
- Intent/Urbanova update (1.1.3)
- Review and comment only: Draft June 4, 2025, UDPDA meeting agenda
- Review and comment only: Draft June 4, 2025, UDDA retreat agenda
- Reminder: Impact Award nominations open until August 1

11:40 Finance and Grants Updates - Samson

- UDDA and UDPDA financials as of April 30, 2025 - questions, comments

11:50 U Vision 2044 and Next Generation Conceptual Plan – Sinisterra

- 400-Block Updates (1.1.1, 2.3.2, 3.1.1, 3.1.2, 3.2.5)
 - 400 Block Development: Revised construction numbers
 - District Financing Playbook (1.2.1, 2.3, 3.1.6)
- Scorecard: highlights, questions, comments

12:00 Presentations: U Incubation Village (2.4, 2.4.1, 3.1.9)

- Market and Needs Assessment (*d&b Creative*)
- Regional Food Processing Center Outreach (*Ken Meter, Crossroads Resource Center*)

12:50 Public Comment - Sheehan

12:55 Adjourn - next EAC is August 19 (Sheehan)

2025 UD Board Meetings (Location: Catalyst Bldg, Room 309, unless otherwise indicated)

- June 4 retreat (9 AM -9:15 AM UDPDA meeting; 9:15 AM – 1 PM Retreat, Ruby River Hotel)
- September 3 annual meeting
- October 1
- December 10 holiday party and 2025 Impact Award presentation (4:30-6 PM, location TBD)



UDDA/UDPDA EAC Meeting Minutes

Tuesday, April 15, 2025, 11:32 AM – 12:20 PM via Zoom

Zoom meeting [recording link](#); CEO's PowerPoint [presentation link](#)

EAC Members Present: Neil Christopher Apeles, Lois Bollenback, Colleen Fuchs, Chuck Murphy (treasurer), Greg Repetti (vice chair/secretary), Katy Sheehan (chair), Juliet Sinisterra (CEO), Dennis Wagner

EAC Members Absent: Steve MacDonald, Thomas Tellefson

Presenters and Others: Jeffrey Samson, Alden Jones

Call to Order, Welcome, and Administration

- Sheehan called the meeting to order at 11:32 AM, shared an OPMA reminder, and asked for a **MOTION to approve the draft February 18 EAC minutes** (Murphy) and a second (Wagner), which passed unanimously.
- The committee reviewed and made no changes to the draft April 9 UDPDA and UDDA board meeting minutes and the draft May 7 UDPDA and UDDA board agendas.

2025 Nominating Committee (NC) Process

- The UDDA anticipates three open positions in 2026 (Sheehan, Myhre, Repetti).
- The UDPDA anticipates two open positions in 2026 (Sheehan, Repetti).
- Per the UDDA bylaws, the Mayor and Council President are NC standing members.
- The EAC selects 3-4 other NC members (to include the CEO).
- The NC meets in June and July to review/evaluate/recommend new 2026 board members and officers.
- The EAC reviews the NC recommendations at the Aug EAC meeting.
- The UDDA and UDPDA boards review and vote on NC recommendations at the September Annual Meeting
- Sheehan, Fuchs, and Apeles volunteered to serve on the NC (in addition to the CEO).

Finance and Grants Administration

- Samson asked for questions or concerns regarding the **financials as of March 31**. Hearing none, he mentioned that more in-depth financial reports will be provided every other month or as needed.
- Sinisterra provided a follow-up to recent discussions around potential federal funding impacts. The community has created the **Life Sciences Community Health Financial Resiliency Planning effort** to hire a consultant (possibly Desautel Hege) to develop a report to understand better and quantify the changing landscape. Sinisterra will circulate Desautel Hege's proposal to the EAC for feedback.
- Sinisterra provided a **2025 Grants update**. Murphy asked if any grants would support the proposed Riverside Gateway Park on the 400-Block. Sinisterra noted a \$1.5M RCO grant possibility in partnership with the City (due in February 2026).

U Vision 2044 Activation Updates

Sinisterra shared the following U Vision 2044 Updates:



- **400-Block**

- Sinisterra noted Avista is taking the lead on negotiations related to the relocation of the Verizon cell tower.
- Ongoing discussions with Avista regarding Purchase and Sale Agreement (PSA) for 411 and 415 E Sprague Avenue and 12 N Grant parcels only. The UDPDA has priority in purchasing the other five Avista-owned parcels but does not plan to do so at this time.
- At the moment, Avista is not interested in becoming an equity partner.
- Adjacent property owners update: Nonbinding letter of intent is on pause for property on the corner of Sprague and N Grant; Cuatro De Mayo owners (east corner of Sprague and Sherman Avenues) expressed interest in the past, Sinisterra will keep them informed.
- Samson is working on a detailed 400-Block Phase 1 finance package that will consider all possible revenue sources (including low-interest loans, philanthropy, and refinanced bond) and a more detailed cost breakdown.
- A June 4 UDPDA proposed MOTION would authorize the CEO to enter into a PSA with Avista for the 411 and 415 E Sprague Avenue and 12 N Grant parcels.

Sheehan asked for public comment, hearing none, she reminded the group of the May 7 board meeting and the May 20 EAC and adjourned the meeting at 12:20 PM.

Juliet Sinisterra, CEO for (absent) Greg Repetti, Secretary

Date _____



University District Public Development Authority (UDPDA) Meeting Minutes-DRAFT

Wednesday, May 7, 2025, from 3:35 – 5:20 PM, Catalyst Bldg, Rm 309, and Via Zoom

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

Board Members Absent: County Commissioner Amber Waldref, Council President Betsy Wilkerson

Presenters: Tirrell Black (City), John Somerlott (GSI), Soren Newman (Arrowleaf), Allison Platt and Alex Joyce (Cascadia Partners)

[Board slide deck](#), [recording](#) (starts at City of Spokane presentation)

Call to Order, Welcome, and Administrative Actions

Chair Sheehan called the meeting to order at 3:35 PM, noted the quorum present, and requested a **MOTION to approve the UDPDA draft April 9, 2025, meeting minutes and the UDPDA financials as of March 31, 2025** (Sinisterra), seconded (Murphy), and passed unanimously.

400-Block Sprague Avenue and Riverside Gateway Park

Sinisterra shared the following updates:

- Per a Right of First Offer (ROFO) with Avista Development Corporation (ADC), the UDPDA is considering purchasing two parcels in the 400-Block: 12 N Grant and 411 E Sprague Ave.
- There is a Purchase and Sale Agreement (PSA) attached to the Real Property Acquisition Agreement (RPAA) that the parties have already agreed to use.
- The RPAA contemplated the purchase of the two parcels 35173.1208 and .1209, and the ROFO for the remaining five parcels is not triggered until this first transaction has closed.
- The ROFO terminates the latter of either (i) 365 days from the closing of Parcels 35173.1208 and .1209, or (ii) December 23, 2024, or (iii) June 22, 2025, with a signed extension.
- The ROFO contains a base purchase price of \$1,501,673.45 plus 6% interest compounded annually from 1/1/19 to closing, and costs for property clean up plus 6%, for a **total of \$1,834,310.54** as of May 2025.
- Although open to future discussions, ADC is not interested in an equity position at this time.
- UDPDA has \$1M available. Sinisterra shared research into financing alternatives for the remaining \$834K capital stack. A municipal bond is inappropriate due to the need to show revenue to pay for the bond. Other options include a City SCIP (Spokane County Investment Pool) loan, conventional financing, and seller financing.
- Avista is working with city staff to relocate the cell tower. Note: the cell tower is not on either parcel.
- Samson is compiling operating expenses (vacated Riverside Avenue park and buildings).
- Sinisterra mentioned the UDPDA's 201 W Main Avenue property and the possibility of bonding a workforce housing development project there to help pay for part of the Riverside Avenue park.
- Sinisterra shared a proposed MOTION for the June 4 board meeting: *The Board of Directors grant the Board Chair the authority to execute, on behalf of the UDPDA, the PSA as Exhibit 3 to the RPAA executed by and between UDPDA and AVISTA on August 6, 2021; and further authorize the UDPDA CEO and staff to take all further steps in pursuit of closing on the same, under the direction of the Board Chair and Executive Advisory Committee (EAC) of the Board.*
- Murphy suggested an initial separate MOTION to document the preferred financing option for the remaining \$834K (given a lender could need proof of funding approach/authority). Sheehan suggested staff present financing options for board approval on June 4.



Sheehan asked for public comment and, hearing none, announced the start of the joint UDPDA/UDDA session.

JOINT PRESENTATION/DISCUSSION: UDPDA and UDDA Board Members

EAC Highlights

- Repetti reported that nominations are open for the 2025 UD Impact Award and that application information is on the website
- Repetti reminded the group that the application deadline for 2026 board positions is May 28 and application information is on the website.
- Sinisterra reviewed the draft June 4 annual board retreat agenda that features presentations on homelessness and the community health ecosystem.
- Sinisterra updated the group on Life Sciences and Community Health Resiliency Planning efforts given shifting federal funding.
- **Scorecard** highlights were shared, and no questions ensued.

Regional and City Updates

- **City Comprehensive Plan** (*Tirrell Black, City staff*)
 - See this link for [the presentation](#).
 - Murphy asked about connections between the Comp Plan and the UD Next Generation Conceptual Plan 2065 (NGCP). Sinisterra noted that the UD has provided input relating to NGCP needs. Kiener asked if childcare infrastructure is included; Black said no, but there would be an overlap with workforce development.
- **GSI Legislative Update** (*John Somerlott, GSI legislative intern*)
 - Somerlott shared legislative and budget updates relating to Spokane interests. A final update, when the session adjourns, will be helpful.

Presentation: UD Childcare Study Final Results (*Soren Newman, Arrowleaf Group*)

- See this link for [the presentation](#).
- The study's objective is to collect data to help attract a private company to provide services in the UD.

Presentation: District Financing Research (*Allison Platt and Alex Joyce, Cascadia Partners*)

- See this link for [the presentation](#).
- The Cascadia team shared four site-specific case studies and the capital stack for each. Sinisterra noted that the data will inform UD's Financing Playbook for projects like the U Incubation Village, 400-Block, and 201 W Main Avenue.

Sheehan asked for additional public comment and, hearing none, reminded the group of the June 4 board meeting and adjourned the session at 5:20 PM.

Juliet Sinisterra for Greg Repetti, Secretary
Date: May 8, 2025



**UNIVERSITY
DISTRICT**

**University District Public Development Authority (UDPDA)
Voucher Certification – March 2025 Close**

Per the Office of the Washington State Auditor and the BARS Voucher Certification and Approval Process set forth here https://www.sao.wa.gov/bars_cash/accounting/expenditures/voucher-certification-and-approval/, I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the (city/county/district), and that I am authorized to authenticate and certify to said claim. **The following voucher/warrants/electronic payments were approved for payment and cleared the UDPDA bank account:**

Date	Voucher Warrant #	Description	Amount
3/7	ACH	Century Pacific – per contract	112.50
3/11	ACH	Kiemle Hagood – 201 W Main	250.00
3/11	ACH	GoJoe Patrol – 201 W Main	481.25
3/12	ACH	Tiny’s Service Maintenance – 201 W Main	688.40
3/13	ACH	D&B Creative – U Incubation Village contract	1,050.00
3/19	ACH	Kiemle Hagood – 201 W Main	127.53
3/20	ACH	City utilities for 201 W Main Ave	408.94
3/21	ACH	Avista utility bill – 201 W Main Ave	789.92
3/26	ACH	Witherspoon Brajcich McPhee	1,923.00
3/28	ACH	Kiemle Hagood – 201 W Main	215.82
3/31	ACH	Numerica Credit Union – monthly ACH fee	30.00
3/21	Xfer	University District Development Assoc per contract	32,065.50
3/3	1407	Regents of the Univ of Idaho – Division Gateway	3,000.00
3/11	1417	Witherspoon Brajcich McPhee	542.50
3/27	1418	River City Glass – 201 W Main (front door)	228.15
3/10	1419	Flynn BEC LP – 201 W Main (roof repair)	937.40
3/18	1420	Rooted Commercial Landcare – 201 W Main (winter services)	2,013.23
3/21	1421	Avista utility bill south sub area lights	589.73

Jeffrey Samson, Director of Finance & Grants Administration

4-7-2025

Date



University District Development Association (UDDA) Meeting Minutes-DRAFT

Wednesday, May 7, 2025, from 3:52 – 5:20 Joint UDPDA/UDDA Session; 5:20-5:29 PM UDDA Meeting, Catalyst Bldg, Rm 309, and Via Zoom

Board Members Present: Neil Christopher Apeles, LaVerne Biel (Zoom), Lois Bollenback, Mayor Lisa Brown, Emilie Camerson (Zoom), Colleen Fuchs, Megan Hulsey, Brooke Kiener, Chuck Murphy, Lindsey Myhre, Stacia Rasmussen, Marvo Reguindin, Greg Repetti (Zoom), Rob Sauders, Katy Sheehan (chair), John Sklut (Zoom), Jonathan Teeters (Zoom), Dennis Wagner, Erin Williams Hueter (Zoom)

Board Members Absent: Catherine Brazil, Kevin Brockbank, Daryll DeWald, Thomas Tellefson, County Commissioner Amber Waldref, Council President Betsy Wilkerson

Presenters: Tirrell Black (City), John Somerlott (GSI), Soren Newman (Arrowleaf), Allison Platt and Alex Joyce (Cascadia Partners)

[Board slide deck](#), [recording](#) (starts at City of Spokane presentation)

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- Sinisterra reviewed the draft June 4 annual board retreat agenda that features presentations on homelessness and the community health ecosystem.
- Sinisterra updated the group on Life Sciences and Community Health Resiliency Planning efforts given shifting federal funding.
- **Scorecard** highlights were shared, and no questions ensued.

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- **GSI Legislative Update** (*John Somerlott, GSI legislative intern*)
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- The Cascadia team shared four site-specific case studies and the capital stack for each. Sinisterra noted that the data will inform UD's Financing Playbook for projects like the U Incubation Village, 400-Block, and 201 W Main Avenue.



Sheehan asked for additional public comment and, hearing none, reminded the group of the June 4 UDPDA board meeting and adjourned the session at 5:20 PM.

UDDA Meeting Call to Order, Welcome, and Administrative Actions

Chair Sheehan called the UDDA business meeting to order at 5:20 PM, noted the quorum present, and requested a **MOTION to approve the UDDA draft April 9, 2025, meeting minutes and the UDDA financials as of March 31, 2025** (Bollenback), seconded (Fuchs), and passed unanimously.

Finance and Grants Administration

Samson asked for questions and concerns regarding the financials. Hearing none, Sinisterra then provided a grants update, particularly grant applications relating to the Next Generation Plan 2065 such as the Gonzaga University Community Climate Action Fund grant for a district-wide thermal energy analysis and bio retention pond study, and the JM Kaplan Innovation Prize grant for an urban ecological development tool.

Due to time constraints, the group omitted 30-second updates. Sheehan reminded the group of the June 4 annual board retreat at the Ruby River Hotel and adjourned the session at 5:29 PM.

Juliet Sinisterra for Greg Repetti, Secretary

Date: May 8, 2025



University District Public Development Authority (UDPDA)

Board of Directors' Business Meeting Agenda - DRAFT

Wednesday, June 4, 2025, 9:00 AM – 9:15 AM

In-Person at Ruby River Hotel and via Zoom

<https://us02web.zoom.us/j/86750387107?pwd=WnRDckJrS2FGZUllbzNIWWliYTJ1dz09>

Meeting ID: 867 5038 7107 Passcode: 941652 Dial +1 253 215 8782 US

9:00 Welcome, Call to Order – *Sheehan*

- Verify quorum

9:01 400-Block Sprague Avenue Update – *Sinisterra*

- **Proposed MOTION** – The Board of Directors grants the UDPDA Board Chair the authority to execute, on behalf of the UDPDA, the Purchase and Sale Agreement as Exhibit 3 to the Real Property Acquisition Agreement executed by and between the UDPDA and Avista Development, Inc., on August 6, 2021; and further authorizes the UDPDA CEO and staff to take all further steps in pursuit of closing on the same, under the direction of the Board Chair and Executive Advisory Committee (EAC) of the Board.
- **Proposed MOTION** – Further, the Board of Directors has reviewed the following options to finance the remaining \$834,000 (including accruing interest) related to the purchase of 12 North Grant Street ([Parcel 35173.1209](#)) and 411 East Sprague Avenue ([Parcel 35173.1208](#)) and authorizes the CEO to proceed with one of the Options below:
 - **Option A** – City Spokane County Investment Pool loan
 - **Option B** – Private bank loan
 - **Option C** – Avista seller financing loan

9:10 Riverside Avenue/Gateway Park - *Sinisterra*

- **Proposed MOTION** – The Board of Directors authorizes the CEO to proceed with the necessary steps with the City to vacate East Riverside Avenue between South Sherman Street and North Grant Street to allow for the proposed Riverside Gateway Park.

9:15 UDPDA Public Comment and Adjourn – *Sheehan*

2025 UDPDA Board Meetings (Catalyst Bldg, Room 309)

- Sept 3 annual meeting
- Oct 1
- Dec 10 holiday party and 2025 Impact Award presentation (location TBD, 4:30 – 6 PM)



University District Development Association (UDDA) Board of Directors' Retreat Agenda - DRAFT

Wednesday, June 4, 2025, 9:15 AM – 1:00 PM

In-Person at Ruby River Hotel and via Zoom

<https://us02web.zoom.us/j/86750387107?pwd=WnRDckJrS2FGZUlibzNlWWliYTJ1dz09>

Meeting ID: 867 5038 7107 Passcode: 941652 Dial +1 253 215 8782 US

9:15 Welcome, Retreat Purpose, and Icebreaker Exercise – Sheehan

9:45 Presentation: Division Gateway Extension Design
(Suzanne Storhok and Joshua Wells, University of Idaho students)

10:30 Break

10:30 Presentation: City of Spokane Housing and Homelessness Next Steps
(Dawn Kinder, Director of Housing and Human Services)

10:45 Presentation and Breakouts: Homelessness and Community Health Ecosystem
(Zeke Smith, President, Empire Health Foundation)

11:25 Facilitated Discussion: How Could the UD Best Support Housing and Opioid Crises
(Zeke Smith, President, Empire Health Foundation)

11:45 Presentation: Addressing Barriers in Homelessness Harm Reduction | A Design Thinking Approach to Community-Driven Solutions
(Katelyn Costanza, Elson S Floyd College of Medicine student, WSU)

12:00 Buffet Lunch

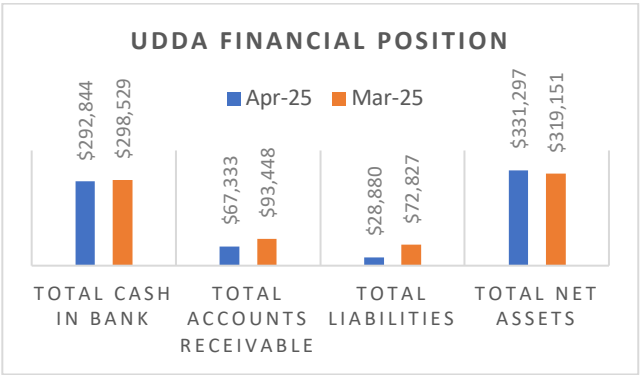
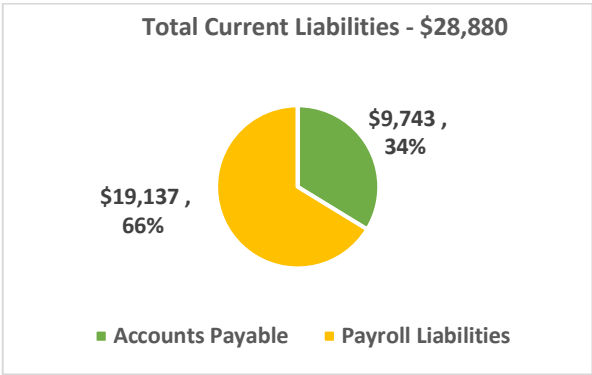
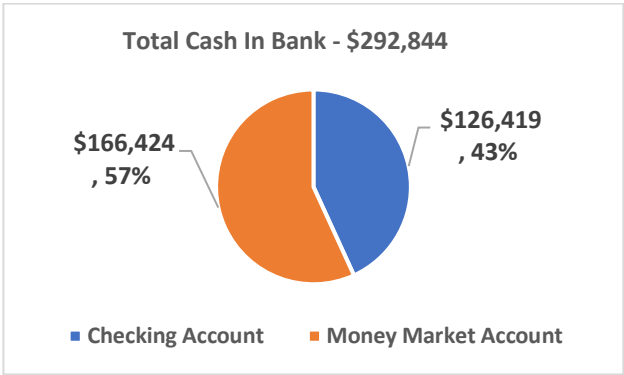
1:00 Retreat concludes

2025 UDDA Board Meetings (Catalyst Bldg, Room 309)

- Sept 2 annual meeting
- Oct 1
- Dec 10 holiday party and 2025 Impact Award presentation (location TBD, 4:30 – 6 PM)

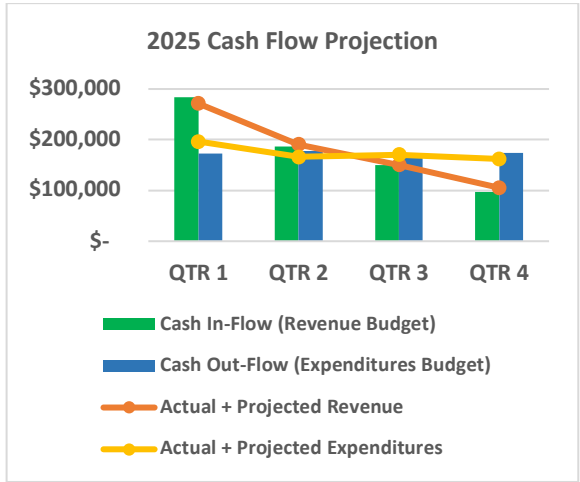
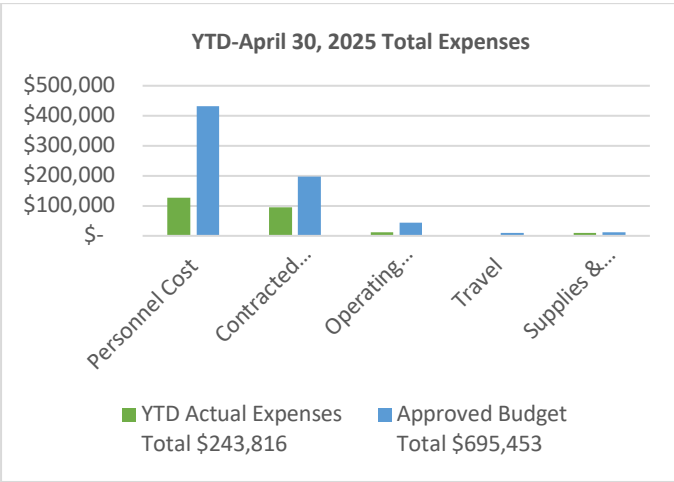
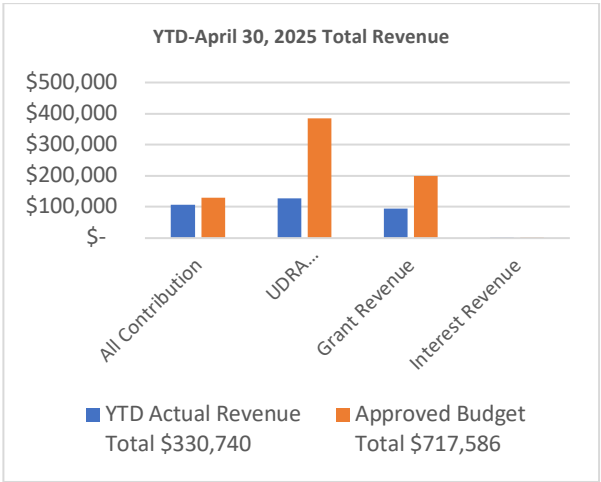
UDDA Financial Report as of April 30, 2025

UDDA's Financial Position – April 30, 2025



As of April 30, 2025 - Total Cash of \$292.844 includes Total Checking Acct \$166,424 and Money Market of \$126,419. Total Accounts Receivable of \$67,333.32 include grant receivable from Department of Commerce (\$42.3K), and private contribution receivable (\$25K). Total Liabilities of \$28,880 include Accounts Payable (\$9.7K) and Payroll Liabilities (\$19.1K) Total Net Assets of \$331,297 include Reserve (\$78.8K), Unrestricted Net Assets (\$163.4K) and Net Revenue (\$86.9K)

UDDA's Financial Activities – April 30, 2025



As of April 30, 2025 – Total Revenue is \$330,740 or 46% of our total revenue budget (\$717,586) that includes Total Contributions (\$107.3K); Grant Revenue (\$94.4K); UDRA Management Proceeds (\$128.3K) and Interest Income of \$813. Based on the information we have to date, we expect budgeted levels of annual revenue to be achieved by the end of the year and we are watching very closely the expected grant and corporate contributions. Total Expenses are \$243,816 or 35% of our total expense budget (\$695,453) that includes Personnel Cost and Benefits (\$126.5K); Contract Services (\$94.6K); Operating Expenses (\$11K); Travel (\$1.3K); Supplies and Materials (\$10.4K); YTD Total Net Assets of \$86,923 or approx. 3x over our total projected net assets for 2025 (\$22,133).

UNIVERSITY DISTRICT DEVELOPMENT ASSOCIATION
Statement of Financial Position
As of April 30, 2025

	As of Apr 30, 2025	As of Mar 31, 2025 (PP)	Total Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
10126 UDDA NUM Checking	\$ 126,419.32	\$ 132,308.54	\$ (5,889.22)	-4.45%
10127 UDDA NUM MM	\$ 166,424.43	\$ 166,220.86	\$ 203.57	0.12%
Total Bank Accounts	\$ 292,843.75	\$ 298,529.40	\$ (5,685.65)	-1.90%
Accounts Receivable				
12100 Accounts Receivable	\$ 67,333.32	\$ 93,448.08	\$ (26,114.76)	-27.95%
12101 Other Receivable	\$ -	\$ -	\$ -	
Total Accounts Receivable	\$ 67,333.32	\$ 93,448.08	\$ (26,114.76)	-27.95%
Total Current Assets	\$ 360,177.07	\$ 391,977.48	\$ (31,800.41)	-8.11%
TOTAL ASSETS	\$ 360,177.07	\$ 391,977.48	\$ (31,800.41)	-8.11%
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
20200 Accounts Payable	\$ 9,743.34	\$ 50,415.50	\$ (40,672.16)	-80.67%
Total Accounts Payable	\$ 9,743.34	\$ 50,415.50	\$ (40,672.16)	-80.67%
Credit Cards				
20502 Numerica Visa	\$ -	\$ 5,415.27	\$ (5,415.27)	-100.00%
Total Credit Cards	\$ -	\$ 5,415.27	\$ (5,415.27)	-100.00%
Total 24000 Payroll Liabilities	\$ 19,136.80	\$ 16,995.87	\$ 2,140.93	12.60%
Direct Deposit Payable	\$ -	\$ -	\$ -	
Total Other Current Liabilities	\$ 19,136.80	\$ 16,995.87	\$ 2,140.93	12.60%
Total Current Liabilities	\$ 28,880.14	\$ 72,826.64	\$ (43,946.50)	-60.34%
Total Liabilities	\$ 28,880.14	\$ 72,826.64	\$ (43,946.50)	-60.34%
Equity				
30000 Opening Balance Equity	\$ 2,143.63	\$ 2,143.63	\$ -	0.00%
30001 Reserve	\$ 78,842.62	\$ 78,842.62	\$ -	0.00%
31300 Restricted Net Assets	\$ -	\$ -	\$ -	
32000 Unrestricted Net Assets	\$ 163,387.30	\$ 163,387.30	\$ -	0.00%
49000 Prior Yr Carryover	\$ -	\$ -	\$ -	
Net Revenue	\$ 86,923.38	\$ 74,777.29	\$ 12,146.09	16.24%
Total Equity	\$ 331,296.93	\$ 319,150.84	\$ 12,146.09	3.81%
TOTAL LIABILITIES AND EQUITY	\$ 360,177.07	\$ 391,977.48	\$ (31,800.41)	-8.11%

Friday, May 09, 2025 10:06:01 AM GMT-7 - Accrual Basis

UNIVERSITY DISTRICT DEVELOPMENT ASSOCIATION
Budget vs. Actuals: FY_2025 - FY25 P&L
January - April 30, 2025

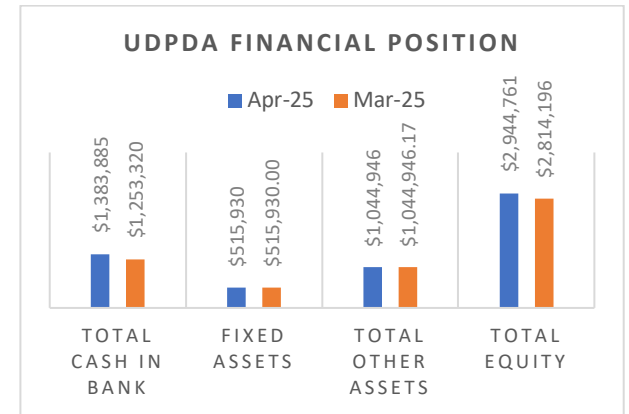
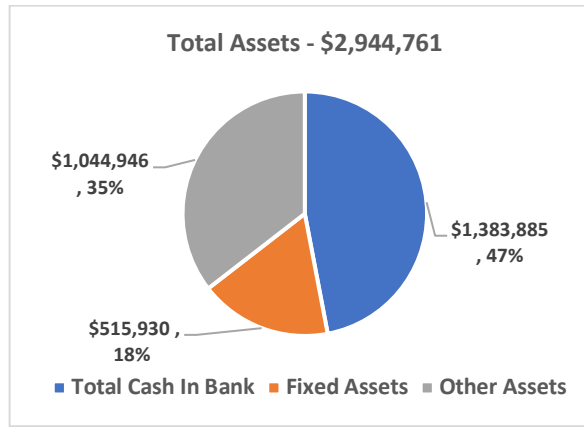
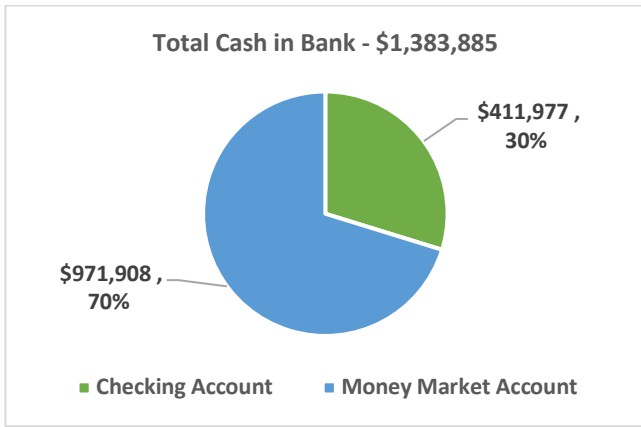
	Jan 2025			Feb 2025			Mar 2025			Apr 2025			YTD - April 30, 2025		
	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining
Revenue															
43210 Interest Income	\$ 209.58	\$ 233.37	\$ 23.79	\$ 189.54	\$ 233.33	\$ 43.79	\$ 210.09	\$ 233.33	\$ 23.24	\$ 203.57	\$ 233.33	\$ 29.76	\$ 812.78	\$ 2,800.00	\$ 1,987.22
43400 Direct Public Support			\$ -			\$ -			\$ -			\$ -	\$ -	\$ -	\$ -
43410 Institutional/Corp contrib	\$ 83,000.00	\$20,000.00	\$(63,000.00)	\$ 300.00	\$30,000.00	\$ 29,700.00	\$ 4,000.00	\$ 40,000.00	\$ 36,000.00	\$20,000.00	\$20,000.00	\$ -	\$107,300.00	\$130,000.00	\$ 22,700.00
Total 43400 Direct Public Support	\$ 83,000.00	\$20,000.00	\$(63,000.00)	\$ 300.00	\$30,000.00	\$ 29,700.00	\$ 4,000.00	\$ 40,000.00	\$ 36,000.00	\$20,000.00	\$20,000.00	\$ -	\$107,300.00	\$130,000.00	\$ 22,700.00
46500 Grant Income			\$ -			\$ -			\$ -			\$ -	\$ -	\$ -	\$ -
46510 Grant - Restricted	\$ 47,583.47	\$30,016.70	\$(17,566.77)	\$14,467.22	\$33,330.00	\$ 18,862.78	\$ 25,091.98	\$ 33,330.00	\$ 8,238.02	\$ 7,222.22	\$ 3,333.30	\$(3,888.92)	\$ 94,364.89	\$200,000.00	\$105,635.11
Total 46500 Grant Income	\$ 47,583.47	\$30,016.70	\$(17,566.77)	\$14,467.22	\$33,330.00	\$ 18,862.78	\$ 25,091.98	\$ 33,330.00	\$ 8,238.02	\$ 7,222.22	\$ 3,333.30	\$(3,888.92)	\$ 94,364.89	\$200,000.00	\$105,635.11
46700 Other Income			\$ -			\$ -			\$ -			\$ -	\$ -	\$ -	\$ -
47005 UDRA Management Proceeds	\$ 32,065.50	\$32,065.50	\$ -	\$32,065.50	\$32,065.50	\$ -	\$ 32,065.50	\$ 32,065.50	\$ -	\$32,065.50	\$32,065.50	\$ -	\$128,262.00	\$384,786.00	\$256,524.00
Total 46700 Other Income	\$ 32,065.50	\$32,065.50	\$ -	\$32,065.50	\$32,065.50	\$ -	\$ 32,065.50	\$ 32,065.50	\$ -	\$32,065.50	\$32,065.50	\$ -	\$128,262.00	\$384,786.00	\$256,524.00
Total Revenue	\$162,858.55	\$82,315.57	\$(80,542.98)	\$47,022.26	\$95,628.83	\$ 48,606.57	\$ 61,367.57	\$105,628.83	\$ 44,261.26	\$59,491.29	\$55,632.13	\$(3,859.16)	\$330,739.67	\$717,586.00	\$386,846.33
Gross Profit	\$162,858.55	\$82,315.57	\$(80,542.98)	\$47,022.26	\$95,628.83	\$ 48,606.57	\$ 61,367.57	\$105,628.83	\$ 44,261.26	\$59,491.29	\$55,632.13	\$(3,859.16)	\$330,739.67	\$717,586.00	\$386,846.33
Expenditures															
60100 Payroll Expenses			\$ -			\$ -			\$ -			\$ -	\$ -	\$ -	\$ -
60101 Salaries, Wages	\$ 18,335.26	\$28,502.00	\$ 10,166.74	\$18,335.26	\$28,502.00	\$ 10,166.74	\$ 31,501.92	\$ 31,502.00	\$ 0.08	\$28,501.92	\$28,502.00	\$ 0.08	\$ 96,674.36	\$345,024.00	\$248,349.64
60105 Vacation Leave Accrual	\$ 1,057.80	\$ 923.00	\$(134.80)	\$ 513.76	\$ 923.00	\$ 409.24	\$ 3,443.38	\$ 923.00	\$(2,520.38)	\$ 1,644.30	\$ 923.00	\$(721.30)	\$ 6,659.24	\$ 11,072.00	\$ 4,412.76
60110 Payroll Taxes	\$ 1,724.81	\$ 1,800.00	\$ 75.19	\$ 1,429.19	\$ 1,800.00	\$ 370.81	\$ 2,801.08	\$ 1,800.00	\$(1,001.08)	\$ 3,048.88	\$ 1,800.00	\$(1,248.88)	\$ 9,003.96	\$ 21,600.00	\$ 12,596.04
Total 60100 Payroll Expenses	\$ 21,117.87	\$31,225.00	\$ 10,107.13	\$20,278.21	\$31,225.00	\$ 10,946.79	\$ 37,746.38	\$ 34,225.00	\$(3,521.38)	\$33,195.10	\$31,225.00	\$(1,970.10)	\$112,337.56	\$377,696.00	\$265,358.44
60200 Personal Services Contracts			\$ -			\$ -			\$ -			\$ -	\$ -	\$ -	\$ -
60202 Financial, Prof Services	\$ 140.00	\$ 100.00	\$(40.00)	\$ 100.00	\$ 100.00	\$ -	\$ 229.58	\$ 100.00	\$(129.58)	\$ 130.00	\$ 100.00	\$(30.00)	\$ 599.58	\$ 3,500.00	\$ 2,900.42
60203 Management & Organization			\$ -			\$ -			\$ -			\$ -	\$ -	\$ -	\$ -
Svcs	\$ 35,676.25	\$14,583.37	\$(21,092.88)	\$26,817.50	\$14,583.33	\$(12,234.17)	\$ 23,270.50	\$ 14,583.33	\$(8,687.17)	\$ 548.76	\$14,583.33	\$ 14,034.57	\$ 86,313.01	\$175,000.00	\$ 88,686.99
60205 Legal Fees	\$ 500.00	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -	\$ 85.00	\$ 500.00	\$ 415.00	\$ 75.00	\$ 500.00	\$ 425.00	\$ 160.00	\$ 6,000.00	\$ 5,840.00
60231 Marketing/Advertising	\$ 4,037.44	\$ 591.74	\$(3,445.70)	\$ 56.18	\$ 591.66	\$ 535.48	\$ 216.60	\$ 591.66	\$ 375.06	\$ 654.40	\$ 591.66	\$(62.74)	\$ 4,964.62	\$ 7,100.00	\$ 2,135.38
60232 Graphic Design, Web	\$ 31.62	\$ 125.00	\$ 93.38	\$ 1,681.62	\$ 125.00	\$(1,556.62)	\$ 825.00	\$ 125.00	\$(700.00)	\$ 125.00	\$ 125.00	\$ -	\$ 2,538.24	\$ 1,500.00	\$(1,038.24)
60234 Recruiting Services		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
Total 60200 Personal Services	\$ 39,885.31	\$15,900.11	\$(23,985.20)	\$28,655.30	\$15,899.99	\$(12,755.31)	\$ 24,626.68	\$ 15,899.99	\$(8,726.69)	\$ 1,408.16	\$15,899.99	\$ 14,491.83	\$ 94,575.45	\$198,100.00	\$103,524.55
Contracts															
60300 Other Contractual Services			\$ -			\$ -			\$ -			\$ -	\$ -	\$ -	\$ -
60303 Cell Phone Charges	\$ 75.00	\$ 150.00	\$ 75.00	\$ 75.00	\$ 150.00	\$ 75.00	\$ 300.00	\$ 150.00	\$(150.00)	\$ 225.00	\$ 150.00	\$(75.00)	\$ 675.00	\$ 1,800.00	\$ 1,125.00
60314 Internet IT Svcs Domain Reg	\$ 830.34	\$ 275.00	\$(555.34)	\$ 189.18	\$ 275.00	\$ 85.82	\$ 385.59	\$ 275.00	\$(110.59)	\$ 858.72	\$ 275.00	\$(583.72)	\$ 2,263.83	\$ 3,300.00	\$ 1,036.17
60324 Insurance D&O, etc.		\$ 750.00	\$ 750.00		\$ 750.00	\$ 750.00		\$ 750.00	\$ 750.00		\$ 750.00	\$ 750.00	\$ -	\$ 9,000.00	\$ 9,000.00
60329 Licenses and Permits	\$ 60.00	\$ 12.50	\$(47.50)	\$ 12.50	\$ 12.50	\$ -	\$ 70.50	\$ 12.50	\$(58.00)	\$ 12.50	\$ 12.50	\$ -	\$ 130.50	\$ 150.00	\$ 19.50
60330 Memberships, Dues		\$ 41.74	\$ 41.74		\$ 41.66	\$ 41.66	\$ 135.00	\$ 41.66	\$(93.34)		\$ 41.66	\$ 41.66	\$ 135.00	\$ 500.00	\$ 365.00
60334 Reg, Conferences,			\$ -			\$ -			\$ -			\$ -	\$ -	\$ -	\$ -
Sponsorships	\$ 650.00	\$ 166.74	\$(483.26)	\$ 100.00	\$ 166.66	\$ 66.66	\$ 150.00	\$ 166.66	\$ 16.66	\$ 870.00	\$ 166.66	\$(703.34)	\$ 1,770.00	\$ 2,000.00	\$ 230.00
60336 Subscriptions, Periodicals	\$ 288.84	\$ 40.00	\$(248.84)	\$ 17.77	\$ 40.00	\$ 22.23	\$ 40.00	\$ 40.00	\$ 40.00	\$ 67.18	\$ 40.00	\$(27.18)	\$ 373.79	\$ 480.00	\$ 106.21
60353 Postage, Mailing Services		\$ 33.37	\$ 33.37		\$ 33.33	\$ 33.33	\$ 97.13	\$ 33.33	\$(63.80)		\$ 33.33	\$ 33.33	\$ 97.13	\$ 400.00	\$ 302.87
60358 Printing & Reproduction		\$ 208.37	\$ 208.37		\$ 208.33	\$ 208.33		\$ 208.33	\$ 208.33	\$ 124.37	\$ 208.33	\$ 83.96	\$ 124.37	\$ 2,500.00	\$ 2,375.63
60375 Light Refresh Mtgs Events			\$ -			\$ -	\$ 12.03		\$(12.03)			\$ -	\$ 12.03	\$ -	\$(12.03)
60377 Catering, Meals		\$ 541.74	\$ 541.74		\$ 541.66	\$ 541.66	\$ 87.76	\$ 541.66	\$ 453.90	\$ 227.66	\$ 541.66	\$ 314.00	\$ 315.42	\$ 6,500.00	\$ 6,184.58
60380 Leased Buildings, Space	\$ 1,330.96	\$ 1,330.44	\$(0.52)	\$ 1,330.96	\$ 1,330.96	\$ -	\$ 1,889.10	\$ 1,330.96	\$(558.14)		\$ 1,330.96	\$ 1,330.96	\$ 4,551.02	\$ 15,971.00	\$ 11,419.98
60381 Rentals, Copier Lease	\$ 15.40	\$ 100.00	\$ 84.60	\$ 35.78	\$ 100.00	\$ 64.22		\$ 100.00	\$ 100.00	\$ 46.07	\$ 100.00	\$ 53.93	\$ 97.25	\$ 1,200.00	\$ 1,102.75
60389 Rentals, Other Events, Park	\$ 500.00	\$ 83.37	\$(416.63)		\$ 83.33	\$ 83.33		\$ 83.33	\$ 83.33		\$ 83.33	\$ 83.33	\$ 500.00	\$ 1,000.00	\$ 500.00
Total 60300 Other Contractual Services	\$ 3,750.54	\$ 3,733.27	\$(17.27)	\$ 1,748.69	\$ 3,733.43	\$ 1,984.74	\$ 3,127.11	\$ 3,733.43	\$ 606.32	\$ 2,419.00	\$ 3,733.43	\$ 1,314.43	\$ 11,045.34	\$ 44,801.00	\$ 33,755.66
60400 Travel			\$ -			\$ -			\$ -			\$ -	\$ -	\$ -	\$ -
60410 In-state Per Diem		\$ 83.37	\$ 83.37		\$ 83.33	\$ 83.33		\$ 83.33	\$ 83.33		\$ 83.33	\$ 83.33	\$ -	\$ 1,000.00	\$ 1,000.00
60411 In-state Air Fare		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 600.00	\$ 600.00
60412 Private Auto Mileage		\$ 50.00	\$ 50.00		\$ 50.00	\$ 50.00	\$ 7.15	\$ 50.00	\$ 42.85		\$ 50.00	\$ 50.00	\$ 7.15	\$ 600.00	\$ 592.85
60416 Other Travel - bus, etc.	\$ 2.05	\$ 41.74	\$ 39.69	\$ 3.75	\$ 41.66	\$ 37.91	\$ 123.24	\$ 41.66	\$(81.58)	\$ 193.41	\$ 41.66	\$(151.75)	\$ 322.45	\$ 500.00	\$ 177.55
60420 Out of state Per Diem		\$ 166.74	\$ 166.74		\$ 166.66	\$ 166.66		\$ 166.66	\$ 166.66		\$ 166.66	\$ 166.66	\$ 363.50	\$ 2,000.00	\$ 1,636.50
60421 Out of state Air Fare		\$ 266.74	\$ 266.74		\$ 266.66	\$ 266.66	\$ 533.48	\$ 266.66	\$(266.82)	\$ 38.99	\$ 266.66	\$ 227.67	\$ 572.47	\$ 3,200.00	\$ 2,627.53
60440 Recruitment Related		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
Total 60400 Travel	\$ 2.05	\$ 608.59	\$ 606.54	\$ 3.75	\$ 608.31	\$ 604.56	\$ 663.87	\$ 608.31	\$(55.56)	\$ 595.90	\$ 608.31	\$ 12.41	\$ 1,265.57	\$ 8,900.00	\$ 7,634.43
60500 Supplies & Materials			\$ -			\$ -			\$ -			\$ -	\$ -	\$ -	\$ -
60501 Food		\$ -	\$ -		\$ 25.00	\$ 25.00	\$ 28.00	\$ -	\$(28.00)		\$ 25.00	\$ 25.00	\$ 28.00	\$ 200.00	\$ 172.00
60525 Recognition and Awards		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00

60540 Non-cap Equip Furn <\$5K	\$	-	\$	-	\$	-	\$	-	\$	2,539.34	\$	2,400.00	\$	(139.34)	\$	3,473.50	\$	2,000.00	\$	(1,473.50)	\$	6,012.84	\$	4,400.00	\$	(1,612.84)				
60545 Prewritten SW (QB 365 Acrobat)	\$	1,258.97	\$	450.00	\$	(808.97)	\$	463.15	\$	450.00	\$	(13.15)	\$	585.74	\$	450.00	\$	(135.74)	\$	660.62	\$	450.00	\$	(210.62)	\$	2,968.48	\$	5,400.00	\$	2,431.52
60564 Office Supplies	\$	-	\$	-	\$	-	\$	100.00	\$	100.00	\$	102.29	\$	500.00	\$	397.71	\$	1,334.73	\$	50.00	\$	(1,284.73)	\$	1,437.02	\$	1,000.00	\$	(437.02)		
Total 60500 Supplies & Materials	\$	1,258.97	\$	450.00	\$	(808.97)	\$	463.15	\$	575.00	\$	111.85	\$	3,255.37	\$	3,350.00	\$	94.63	\$	5,468.85	\$	2,525.00	\$	(2,943.85)	\$	10,446.34	\$	12,000.00	\$	1,553.66
60700 Retirement & Benefits			\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
60702 PFML	\$	332.28	\$	855.00	\$	522.72	\$	-	\$	-	\$	-	\$	-	\$	-	\$	421.71	\$	855.00	\$	433.29	\$	753.99	\$	3,420.00	\$	2,666.01		
60705 Retirement Employer Contrib	\$	202.06	\$	550.00	\$	347.94	\$	202.06	\$	550.00	\$	347.94	\$	597.06	\$	855.00	\$	257.94	\$	495.66	\$	855.00	\$	359.34	\$	1,496.84	\$	9,650.00	\$	8,153.16
60706 Retirement Employee Contrib			\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
60707 Life Insurance Employer Paid			\$	-	\$	-	\$	524.79	\$	532.60	\$	7.81	\$	532.40	\$	532.40	\$	-	\$	-	\$	-	\$	-	\$	524.79	\$	1,065.00	\$	540.21
60709 Disability Insurance	\$	255.70	\$	325.00	\$	69.30	\$	255.70	\$	325.00	\$	69.30	\$	255.70	\$	500.00	\$	244.30	\$	372.62	\$	500.00	\$	127.38	\$	1,139.72	\$	5,650.00	\$	4,510.28
60710 Health Insurance Plans	\$	1,392.47	\$	1,370.00	\$	(22.47)	\$	1,392.47	\$	1,370.00	\$	(22.47)	\$	3,172.55	\$	2,447.00	\$	(725.55)	\$	2,313.20	\$	2,401.00	\$	87.80	\$	8,270.69	\$	27,496.00	\$	19,225.31
60711 FSA Employer Contrib	\$	325.00	\$	350.00	\$	25.00	\$	325.00	\$	325.00	\$	-	\$	655.00	\$	600.00	\$	(55.00)	\$	655.00	\$	600.00	\$	(55.00)	\$	1,960.00	\$	6,675.00	\$	4,715.00
Total 60700 Retirement & Benefits	\$	2,507.51	\$	3,450.00	\$	942.49	\$	2,700.02	\$	3,102.60	\$	402.58	\$	4,680.31	\$	4,934.40	\$	254.09	\$	4,258.19	\$	5,211.00	\$	952.81	\$	14,146.03	\$	53,956.00	\$	39,809.97
Total Expenditures	\$	68,522.25	\$	55,366.97	\$	(13,155.28)	\$	53,849.12	\$	55,144.33	\$	1,295.21	\$	74,099.72	\$	62,751.13	\$	(11,348.59)	\$	47,345.20	\$	59,202.73	\$	11,857.53	\$	243,816.29	\$	695,453.00	\$	451,636.71
Net Operating Revenue	\$	94,336.30	\$	26,948.60	\$	(67,387.70)	\$	(6,826.86)	\$	40,484.50	\$	47,311.36	\$	(12,732.15)	\$	42,877.70	\$	55,609.85	\$	12,146.09	\$	(3,570.60)	\$	(15,716.69)	\$	86,923.38	\$	22,133.00	\$	(64,790.38)
Net Revenue	\$	94,336.30	\$	26,948.60	\$	(67,387.70)	\$	(6,826.86)	\$	40,484.50	\$	47,311.36	\$	(12,732.15)	\$	42,877.70	\$	55,609.85	\$	12,146.09	\$	(3,570.60)	\$	(15,716.69)	\$	86,923.38	\$	22,133.00	\$	(64,790.38)

Friday, May 09, 2025 04:18:01 PM GMT-7 - Accrual Basis

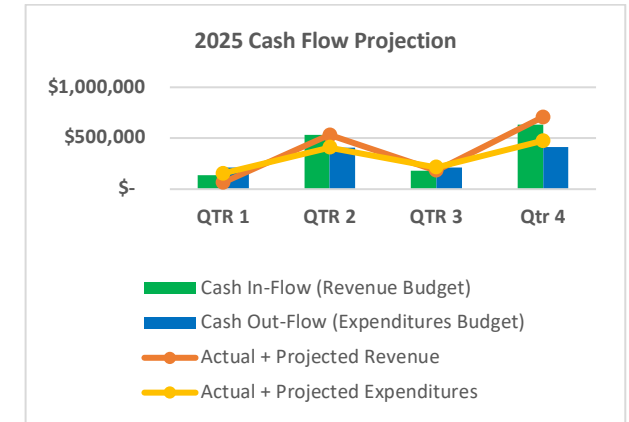
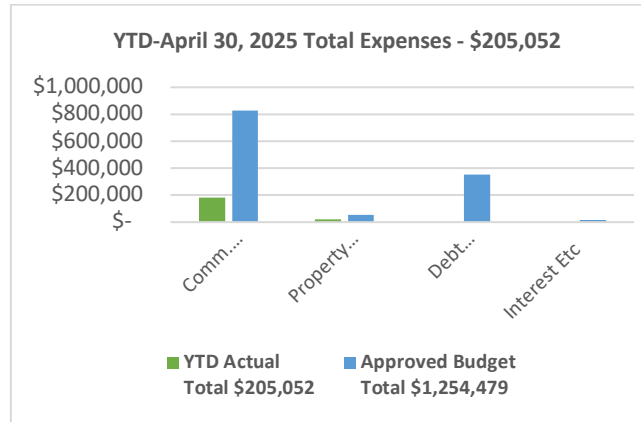
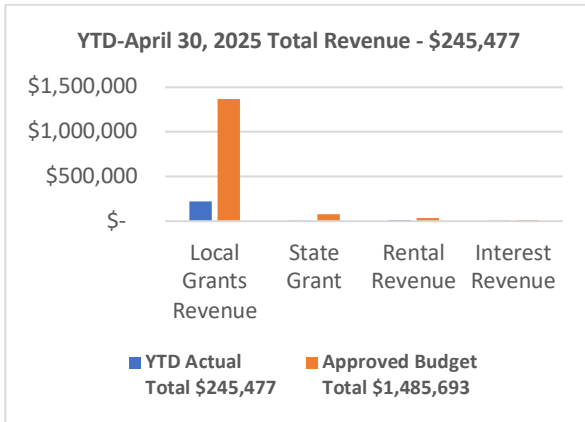
UDPDA Financial Report as of April 30, 2025

UDPDA's Financial Position – April 30, 2025



As of April 30, 2025 – Total Cash in Bank is \$1,383,885 includes Total Checking Acct \$412,977 and Money Market Acct \$971,908. Total Assets of \$2,944,761 consist of Cash in Bank (\$1,383,885); Fixed Assets (\$515,930) and Other Assets (\$1,044,945). Total Equity is \$2,944,761 including Retained Earnings from prior years (\$1,343,459); Fund Balances for 201 W Main – (\$519,930); Boxcar Proceeds (\$592,182); Sprague Underage (\$452,763); and Net Income (\$40,425).

UDPDA's Financial Activities – April 30, 2025



As of April 30, 2025, Total Revenue is \$245,477, 16.5 % of our total budget \$1,240,216 that includes 2025 1st Qtr Sales Tax Revenue (\$171.8K), revenue from local agreements (\$52K), and CERB Reimbursement Grant (\$2.5K); UDPDA is anticipating receiving the Construction Tax revenue (retro 2020) in Q2. Based on the information we have to date; we expect budgeted levels of annual revenue to be achieved by the end of the year. Total Expenses are \$205,052 including payments made for Community Planning & Economic Development (\$183,545); and Property Development (\$21,507). For expenditures, there are timing differences in certain expense categories that might appear to indicate an overbudget expectation, however, this should normalize with the passage of time. We are watching very closely the operating expenses of 201 West Main property given its repair history. We think a positive net income performance is achievable by the end of calendar year.

Balance Sheet
University District Public Development Authority
As of April 30, 2025

Distribution account	Total			
	As of April 30, 2025	As of March 31, 2025 (PP)	\$ Change (PP)	% Change
Assets				
Current Assets				
Bank Accounts				
10128 NUM Checking UDPDA	\$ 411,977	\$ 280,413	\$ 131,564	47%
10129 NUM MM UDPDA	\$ 971,908	\$ 972,907	\$ (999)	0%
Total for Bank Accounts	\$ 1,383,885	\$ 1,253,320	\$ 130,565	10%
Accounts Receivable				
Other Current Assets				
Total for Other Current Assets	\$ -	\$ -	\$ -	
Total for Current Assets	\$ 1,383,885	\$ 1,253,320	\$ 130,565	10%
Fixed Assets				
12005 Fixed Asset	\$ 515,930	\$ 515,930		0%
Total for Fixed Assets	\$ 515,930	\$ 515,930	\$ -	0%
Other Assets				
12006 Other Asset	\$ 1,044,946	\$ 1,044,946		0%
Total for Other Assets	\$ 1,044,946	\$ 1,044,946	\$ -	0%
Total for Assets	\$ 2,944,761	\$ 2,814,196	\$ 130,565	5%
Liabilities and Equity				
Liabilities				
Current Liabilities				
Total for Current Liabilities	\$ -	\$ -	\$ -	
Long-term Liabilities				
Total for Liabilities	\$ -	\$ -	\$ -	
Equity				
32000 Retained Earnings	\$ 1,343,459	\$ 1,343,459	\$ -	0%
Net Income	\$ 40,425	\$ (90,139)	\$ 130,565	145%
30000 Opening Balance Equity				
32001 201 W Main	\$ 515,930	\$ 515,930		0%
32002 Boxcar Proceeds	\$ 592,183	\$ 592,183		0%
32003 Sprague Underage	\$ 452,763	\$ 452,763		0%
Total for Equity	\$ 2,944,761	\$ 2,814,196	\$ 130,565	5%
Total for Liabilities and Equity	\$ 2,944,761	\$ 2,814,196	\$ 130,565	5%

Cash Basis Friday, May 09, 2025 06:34 PM GMTZ

NOTES:

Account 12006 Other Assets includes \$592K Boxcar proceeds and \$588K Sprague underage funds held by the City.

The UDPDA anticipates refinancing the \$1.2M Sprague General Obligation Bond this year.

See the P&L proforma for 2025 General Obligation Bond Payment owed to the City for Sprague Ave improvements.

University District Public Development Authority
Budget vs. Actuals: FY 2025 - FY25 P&L
January -April 2025

	Jan 2025			Feb 2025			Mar 2025			Apr 2025			Total YTD - April 2025		
	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining
Income															
3000000 REVENUES			0.00			0.00			0.00			0.00	0.00	0.00	0.00
3300000 INTERGOV REVENUES			0.00			0.00			0.00			0.00	0.00	0.00	0.00
3340000 STATE GRANTS			0.00			0.00			0.00			0.00	0.00	0.00	0.00
3340690 State Grant Other State Agency		0.00	0.00		0.00	0.00		75,000.00	75,000.00		2,475.00	0.00	-2,475.00	2,475.00	75,000.00
Total 3340000 STATE GRANTS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 75,000.00	\$ 75,000.00	\$ 2,475.00	\$ 0.00	\$ -2,475.00	\$ 2,475.00	\$ 75,000.00	\$ 72,525.00
3370000 LOCAL GRANTS ENTITLMNT OTHER			0.00			0.00			0.00			0.00	0.00	0.00	0.00
3370001 Local Grants Entitlements		50,000.00	50,000.00	50,000.00	0.00	-50,000.00	2,000.00	0.00	-2,000.00		0.00	0.00	52,000.00	50,000.00	-2,000.00
3371000 Property Tax		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	0.00	0.00	205,011.00
3372000 Sales Tax		0.00	0.00		0.00	0.00		0.00	0.00	171,828.00	170,386.25	-1,441.75	171,828.00	681,545.00	509,717.00
3373000 Construction Sales Tax		0.00	0.00		0.00	0.00		0.00	0.00		350,000.00	350,000.00	0.00	429,437.00	429,437.00
Total 3370000 LOCAL GRANTS ENTITLMNT OTHER	\$ 0.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 0.00	\$ -50,000.00	\$ 2,000.00	\$ 0.00	\$ -2,000.00	\$ 171,828.00	\$ 520,386.25	\$ 348,558.25	\$ 223,828.00	\$ 1,365,993.00	\$ 1,142,165.00
Total 3300000 INTERGOV REVENUES	\$ 0.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 0.00	\$ -50,000.00	\$ 2,000.00	\$ 75,000.00	\$ 73,000.00	\$ 174,303.00	\$ 520,386.25	\$ 346,083.25	\$ 226,303.00	\$ 1,440,993.00	\$ 1,214,690.00
3600000 MISC REVENUES			0.00			0.00			0.00			0.00	0.00	0.00	0.00
3610000 INTEREST, OTHER EARNINGS			0.00			0.00			0.00			0.00	0.00	0.00	0.00
3611000 Investment Earnings	1,134.95	1,000.00	-134.95	1,109.38	1,000.00	-109.38	1,229.64	1,000.00	-229.64	1,189.43	1,000.00	-189.43	4,663.40	12,000.00	7,336.60
Total 3610000 INTEREST, OTHER EARNINGS	\$ 1,134.95	\$ 1,000.00	\$ -134.95	\$ 1,109.38	\$ 1,000.00	\$ -109.38	\$ 1,229.64	\$ 1,000.00	\$ -229.64	\$ 1,189.43	\$ 1,000.00	\$ -189.43	\$ 4,663.40	\$ 12,000.00	\$ 7,336.60
3620000 RENTS AND LEASES	2,706.90	2,725.00	18.10	4,187.63	2,725.00	-1,462.63	2,686.08	2,725.00	38.92	4,930.13	2,725.00	-2,205.13	14,510.74	32,700.00	18,189.26
Total 3600000 MISC REVENUES	\$ 3,841.85	\$ 3,725.00	\$ -116.85	\$ 5,297.01	\$ 3,725.00	\$ -1,572.01	\$ 3,915.72	\$ 3,725.00	\$ -190.72	\$ 6,119.56	\$ 3,725.00	\$ -2,394.56	\$ 19,174.14	\$ 44,700.00	\$ 25,525.86
Total 3000000 REVENUES	\$ 3,841.85	\$ 53,725.00	\$ 49,883.15	\$ 55,297.01	\$ 3,725.00	\$ -51,572.01	\$ 5,915.72	\$ 78,725.00	\$ 72,809.28	\$ 180,422.56	\$ 524,111.25	\$ 343,688.69	\$ 245,477.14	\$ 1,485,693.00	\$ 1,240,215.86
Total Income	\$ 3,841.85	\$ 53,725.00	\$ 49,883.15	\$ 55,297.01	\$ 3,725.00	\$ -51,572.01	\$ 5,915.72	\$ 78,725.00	\$ 72,809.28	\$ 180,422.56	\$ 524,111.25	\$ 343,688.69	\$ 245,477.14	\$ 1,485,693.00	\$ 1,240,215.86
Gross Profit	\$ 3,841.85	\$ 53,725.00	\$ 49,883.15	\$ 55,297.01	\$ 3,725.00	\$ -51,572.01	\$ 5,915.72	\$ 78,725.00	\$ 72,809.28	\$ 180,422.56	\$ 524,111.25	\$ 343,688.69	\$ 245,477.14	\$ 1,485,693.00	\$ 1,240,215.86
Expenses															
5000000 EXPENDITURES			0.00			0.00			0.00			0.00	0.00	0.00	0.00
5570000 COMMUNITY SERVICES			0.00			0.00			0.00			0.00	0.00	0.00	0.00
5580000 CMTY PLANNING ECON DEV			0.00			0.00			0.00			0.00	0.00	0.00	0.00
5586000 Planning			0.00			0.00			0.00			0.00	0.00	0.00	0.00
5586040 Planning Services	18,469.58	26,875.00	8,405.42	12,300.00	26,875.00	14,575.00	1,050.00	26,875.00	25,825.00	6,857.50	26,875.00	20,017.50	38,677.08	322,500.00	283,822.92
Total 5586000 Planning	\$ 18,469.58	\$ 26,875.00	\$ 8,405.42	\$ 12,300.00	\$ 26,875.00	\$ 14,575.00	\$ 1,050.00	\$ 26,875.00	\$ 25,825.00	\$ 6,857.50	\$ 26,875.00	\$ 20,017.50	\$ 38,677.08	\$ 322,500.00	\$ 283,822.92
5587000 Economic Development			0.00			0.00			0.00			0.00	0.00	0.00	0.00
5587040 Econ Dev Services	39,025.27	42,057.24	3,031.97	34,847.73	42,057.16	7,209.43	34,720.73	42,057.16	7,336.43	36,274.39	42,057.16	5,782.77	144,868.12	504,686.00	359,817.88
Total 5587000 Economic Development	\$ 39,025.27	\$ 42,057.24	\$ 3,031.97	\$ 34,847.73	\$ 42,057.16	\$ 7,209.43	\$ 34,720.73	\$ 42,057.16	\$ 7,336.43	\$ 36,274.39	\$ 42,057.16	\$ 5,782.77	\$ 144,868.12	\$ 504,686.00	\$ 359,817.88
Total 5580000 CMTY PLANNING ECON DEV	\$ 57,494.85	\$ 68,932.24	\$ 11,437.39	\$ 47,147.73	\$ 68,932.16	\$ 21,784.43	\$ 35,770.73	\$ 68,932.16	\$ 33,161.43	\$ 43,131.89	\$ 68,932.16	\$ 25,800.27	\$ 183,545.20	\$ 827,186.00	\$ 643,640.80
5900000 PROPERTY DEVELOPMENT			0.00			0.00			0.00			0.00	0.00	0.00	0.00
5930000 Prop Dev Depr Amor Xfer Out			0.00			0.00			0.00			0.00	0.00	0.00	0.00
593040 Prop Dev Services	5,084.49	2,916.74	-2,167.75	4,721.07	2,916.66	-1,804.41	4,975.09	2,916.66	-2,058.43	6,726.01	2,916.66	-3,809.35	21,506.66	55,000.00	33,493.34
Total 5930000 Prop Dev Depr Amor Xfer Out	\$ 5,084.49	\$ 2,916.74	\$ -2,167.75	\$ 4,721.07	\$ 2,916.66	\$ -1,804.41	\$ 4,975.09	\$ 2,916.66	\$ -2,058.43	\$ 6,726.01	\$ 2,916.66	\$ -3,809.35	\$ 21,506.66	\$ 55,000.00	\$ 33,493.34
Total 5900000 PROPERTY DEVELOPMENT	\$ 5,084.49	\$ 2,916.74	\$ -2,167.75	\$ 4,721.07	\$ 2,916.66	\$ -1,804.41	\$ 4,975.09	\$ 2,916.66	\$ -2,058.43	\$ 6,726.01	\$ 2,916.66	\$ -3,809.35	\$ 21,506.66	\$ 55,000.00	\$ 33,493.34
5910000 REDEMPTION OF DEBT		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	0.00	354,373.05	354,373.05
5920000 INTEREST OTHR DBT SVC COST		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	0.00	17,919.95	17,919.95
Total 5900000 DBT EXP, CAP OUTLAYS, OTHR DECR	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 372,293.00	\$ 372,293.00
Total 5000000 EXPENDITURES	\$ 62,579.34	\$ 71,848.98	\$ 9,269.64	\$ 51,868.80	\$ 71,848.82	\$ 19,980.02	\$ 40,745.82	\$ 71,848.82	\$ 31,103.00	\$ 49,857.90	\$ 71,848.82	\$ 21,990.92	\$ 205,051.86	\$ 1,254,479.00	\$ 1,049,427.14
Total Expenses	\$ 62,579.34	\$ 71,848.98	\$ 9,269.64	\$ 51,868.80	\$ 71,848.82	\$ 19,980.02	\$ 40,745.82	\$ 71,848.82	\$ 31,103.00	\$ 49,857.90	\$ 71,848.82	\$ 21,990.92	\$ 205,051.86	\$ 1,254,479.00	\$ 1,049,427.14
Net Operating Income	-\$58,737.49	-\$18,123.98	\$40,613.51	\$ 3,428.21	-\$68,123.82	-\$71,552.03	-\$34,830.10	\$ 6,876.18	\$ 41,706.28	\$ 130,564.66	\$ 452,262.43	\$ 321,697.77	\$ 40,425.28	\$ 231,214.00	\$ 190,788.72
Net Income	-\$58,737.49	-\$18,123.98	\$40,613.51	\$ 3,428.21	-\$68,123.82	-\$71,552.03	-\$34,830.10	\$ 6,876.18	\$ 41,706.28	\$ 130,564.66	\$ 452,262.43	\$ 321,697.77	\$ 40,425.28	\$ 231,214.00	\$ 190,788.72



**UNIVERSITY
DISTRICT**

**University District Public Development Authority (UDPDA)
Voucher Certification – April 2025 Close**

Per the Office of the Washington State Auditor and the BARS Voucher Certification and Approval Process set forth here https://www.sao.wa.gov/bars_cash/accounting/expenditures/voucher-certification-and-approval/, I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the (city/county/district), and that I am authorized to authenticate and certify to said claim. **The following voucher/warrants/electronic payments were approved for payment and cleared the UDPDA bank account:**

Date	Voucher Warrant #	Description	Amount
4/3	AHC	Intuit (refunded)	.26
4/4	ACH	WA Dept of Revenue – biz lic renewal	186.16
4/8	ACH	GoJoe Patrol – 201 W Main	642.50
4/8	ACH	Century Pacific per contract	1,237.50
4/9	ACH	D&B Creative – CERB	3,900.00
4/14	ACH	Intuit monthly fee	54.00
4/14	ACH	Tiny’s Service Maintenance – 201 W Main	707.85
4/14	ACH	Cascadia Partners – CERB grant	1,720.00
4/16	ACH	Flynn BEC LP – 201 W Main (roof repair)	4,223.75
4/17	ACH	City utilities for 201 W Main Ave	369.71
4/18	ACH	Avista utility bill – 201 W Main Ave	522.64
4/30	ACH	Numerica monthly ACH processing fee	30.00
4/21	Xfer	University District Development Assoc per contract	32,065.50
4/11	1422	Rooted Commercial Landcare – 201 W Main (winter services)	259.56
4/22	1423	Valdivian Group – eco tool concept design for grant	1,750.00



 Jeffrey Samson, Director of Finance & Grants Administration

5/7/2025

 Date

updated 6/14/2025
2025 Priorities: Support catalytic investments (400-Block and U Incubation Village) and establish a framework for development incentives; invest in infrastructure, open space, parking, and public safety; and district beautification and marketing.

University District - 2025 Work Plan Tracking

STRATEGIC PLAN		COMMUNITY DEVELOPMENT	BUDGETED	START	END	STATUS	UPDATE	KEY DATES
1	3.1.2	400-Block: Review feasibility and pre-design study and pursue financing for purchase if approved. Money budgeted for negotiation support. Budget includes Legal costs as well.	\$162,500	Q1 2025	Q2 2025		Completing due diligence. Reviewing financing alternatives for purchase of 12 North Grant and 411 East Sprague. Avista coordinated cell tower relocation with Verizon. Jeffrey pulling together operating costs for potential larger project as well as Riverside Gateway park.	6/22/2025
2	3.1.1	Conduct feasibility study for U Incubation Village project. \$75,000 UD match funded via CERB.	\$150,000	Q1 2025	Q3 2025		D&B Creative and Crossroads Resource conducting 1:1 interviews. To present to EAC in May. Cascadia Partners to present district financing research to Board in May.	12/31/2025
3	1.1.2; 1.2.2	Per U Vision 2044, conduct code audit of City Code within the UDRA; conduct developer feedback processes such as focus groups and best practices around development incentives nationwide.	\$40,000	Q2 2025	Q4 2025		Beginning code and development incentives study in summer with Cascadia Partners (\$15,000) and Developer Incentives study in July with Measure Meant (\$25,000)	
4	Overarching	Host community partner lunches around UD Housing Development; District Energy Strategies, and Life Sciences Marketing.	\$0	Q2 2025	Q4 2025		Started date planning for late June with key attendees.	6/26/2025
5	3.1.5	Support continued development of a future Spokane Environmental Learning and Cultural Center (SELCC) on WSU campus.	\$0	Q1 2025	Q4 2025		SELCC submitting 501c3 status, reviewing grants and establishing committees. Looking to partner in larger Spokane Bioregion Consortium study.	
6		Partnering with Downtown Spokane Partnership and Spokane Business Association to oversee University of Idaho architecture students in design project looking to extend the Division Street gateway along UD western boundary	\$1,000	Q1 2025	Q2 2025		Final presentations May 2. Final work to be posted on website and routed to Board. One group to present to Board at Board Retreat. Juliet also looking to update 2018 Main Avenue Study via Miller Hull (propose to re-allocate \$10,000 from UDPDA budget). Waiting for WSU to complete their west end campus design plans.	5/2/2025
7	3.1.3	Support Community-Minded Enterprises around implementation of Commerce UD Childcare study.	\$0	Q1 2025	Q3 2025		Final results to be presented to Board in May. Meeting with Arrowroot in June in regard to financials.	6/30/2025
8	3.4	Match to South Sub-area businesses toward feasibility of BID formation.	\$10,000	Q1 2025	Q4 2025		Met with Gavin Cooley from SBA in regard to study. He is going back to his Board to see about a match.	
ECONOMIC & ASSET DEVELOPMENT			BUDGETED	START	END	STATUS	UPDATE	KEY DATES
1	Overarching	Grant writer for State, Federal, and local grants in alignment with U Vision 2044 Strategies and develop database around district metrics and data for grant writing access. Pursue State TIB in August 2025.	\$65,000	Q1 2025	Q4 2025		Met with grant writing team. Prioritized focus areas: infrastructure, parks/open space, and 400-Block. Applied for JMK Innovation Grant for 75K and Shift Impact Grant (\$25K) .Applying for GU Community Sustainability grant for District Thermal Energy Analysis per Next Gen Plan (\$400K). Talking with Avista around partnership. Postponing TIB Complete Streets application this year due to staff capacity. Will release design RFQ in Fall 2025.	
2	Overarching	Database and business platform completion for demographic, environmental, and energy/water use data for District.	\$10,000	Q1 2025	Q3 2025		Received Market/ROI study from April Needham. Applying for JMK Innovation grant. Meeting with April and Mark Michalis from Intellitect in late June.	
3	Overarching	Support the City Economic Development Team around developing support strategies in partnership with the County around the City-County PDA Interlocal Agreement.	\$0	Q1 2025	Q4 2025		Waiting to hear from City staff on next steps. GFC waiver was eliminated.	

University District - 2025 Work Plan Tracking

PROPERTY & INFRASTRUCTURE DEVELOPMENT		BUDGETED	START	END	STATUS	UPDATE	KEY DATES	
1	3.1.2	400-Block: Legal support for land acquisition if approved by Board. (Wood and Hume)	\$20,000	Q1 2025	Q2 2025		Including Steven and Taudd in conversations and strategy. Steven Wood working with Avista on possible seller financing terms.	6/22/2025
2	1.1.4	Sherman Street Complete Street Design for TIB grant application prep.	\$75,000	Q1 2025	Q3 2025		Will release RFQ in Fall 2025.	10/31/2025
3	1.4	Riverside and Sprague Parking Pilot in partnership with City.	\$10,000	Q3 2025	Q4 2025		Potential Riverside Avenue vacation. Ask UDPDA for approval in June.	
4	3.4	Banner implementation along MLK Way.	\$10,000	Q2 2025	Q4 2025		City and Avista working on process for light poles/banners. Ryan Arnold with Avista is coordinating.	
5		Evaluate selling 201 West Main property.	\$0	Q2 2025	Q4 2025		Met with potential developer and team. Looking feasible. Potential for UD to come in as a partner.	
6	3.2.2	Iron Bridge Kayak Put In (Phase II) match for design and implementation of kayak put-in north of NoLi in partnership with Spokane River Forum, Trout Unlimited, State Parks, and the Centennial Trail.	\$22,500	Q3 2025	2026		Moving forward with Spokane River Forum as lead. Presented with SPVV at Spokane River Forum.	

7	1.1.1	Support City Staff in Pacific Ave design as a complete street. Provide UDPDA committed construction dollars to this effort.	\$85,000	Q3 2025	Q3 2025		Presented to EAC in March. Juliet working with City staff to include street trees along Pacific. Implement possible pilot with Qualterra/Biochar regarding tree maintenance.	
MARKETING & COMMUNICATIONS			BUDGETED	START	END	STATUS	UPDATE	
1	3.1.1	Develop District marketing materials around U Vision District Conceptual Plan and related initiatives.	\$10,000	Q1 2025	Q4 2025		Met with graphic designer. Getting copy for the materials by mid-summer for the Vision Booklet.	

Notes: Orange: Focus Area; Blue: Dependent on Others

University District - 2025 Work Plan Tracking

FINANCE & GRANTS ADMINISTRATION		BUDGETED	START	END	STATUS	UPDATE	KEY DATES
1	QuickBooks Online Implementation. Upgrading financial systems for UD from QuickBooks Desktop to QuickBooks Online for better integration with our banking institution and real-time transaction and reporting.		Q1 2025	Q2 2025	Complete	UDDA and UDPDA QuickBooks Online fully implemented.	4/30/2025
2	UD Dashboard Reporting		Q2 2025		In Progress	UDDA and UDPDA Dashboard reporting to EAC and Board started April 2025, and will continue to evolve depending on what the board members and executive management need to be informed and make better decisions.	monthly (on-going)
3	Update UD's Finance & Grants Administration Policies and Procedure Manual		Q2 2025	Q4 2025	In Progress	UD staff reviewing existing policies and procedures and will make necessary updates in alignment with the changes in the management structure and new financial system (QB Online).	9/1/2025
4	Update UD's Employee Manual		Q2 2025	Q3 2025		Update UDDA's Employee Handbook and review the organization's benefit package to be competitive with similar size organizations.	9/1/2025
5	400-Block Sprague Development Project Funding - Research funding opportunities and options to finance the project		Q2 2025	Q3 2025	In Progress	Met with financial institutions that finance construction projects in the area/state, and researched available funding opportunities with Dept of Commerce.	9/1/2025
6	File Form 990 for 2024 tax year for UDDA		Q2 2025	Q3 2025	In Progress	Working on 2024 transactions that need to be accrued/deferred in 2024 to comply with US GAAP. Coordinating with our contracted CPA firm (Schoedel & Schoedel) to prepare Form 990 for the treasurer and chair to approve before filing.	9/1/2025
7	Mid-year Budget Modification		Q2 2025	Q3 2025		Will start to review current budget and will work with Juliet, the City, and grant writing team on any updates to anticipated 2025 funding and budget modifications for EAC and Board to approve.	7/1/2025