



UDDA/UDPDA EAC Meeting Agenda

Tuesday, August 19, 2025, 11:30 AM – 1:00 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 +1 253 215 8782 US (Tacoma)

11:30 Welcome and Administration - Sheehan

- Review and MOTION to approve: Draft May 20, 2025, EAC meeting minutes
- Review and comment only: Draft June 4, 2025, UDPDA board minutes
- Review/comment only: Draft September 3, 2025, UDPDA annual meeting agenda
- Review/comment only: Draft September 3, 2025, UDDA annual meeting agenda
- Impact Award: Preview candidates, select at Sept EAC, board approves Oct 1, award presented Dec 10 Holiday Party/Dinner

11:45 Nominating Committee Update - Sheehan

- Committee: Brown, Wilkerson, Fuchs, Sheehan, Sinisterra
- Five departing board members: Murphy, Myhre, Repetti, Sheehan, Apeles
- Six recommended new 2026 UDDA board members
- Recommended new 2026 UDPDA board members - one jointly-selected member (selected by Wilkerson, Waldref, and MacDonald) and two reps from UDDA board
- Recommended 2026 UDDA/UDPDA officers
- Recommended 2026 EAC members
- Board vote on Sept 3, two-thirds majority required to approve

12:00 Finance and Grants Updates

- UDDA/UDPDA financials as of July 31 - questions, comments - *Samson*
- 2025 budget reallocations and rationale - *Sinisterra*
- Grant updates – *Sinisterra*
- TIF tutorial and misconceptions - *Sinisterra*

12:30 U Vision 2044 and Next Generation Conceptual Plan – Sinisterra

- 400-Block and Riverside Park Financing (1.1.1, 2.3.2, 3.1.1, 3.1.2, 3.2.5)
 - 411 E Sprague and 12 North Grant parcel purchase
 - Park Development
 - Riverside Avenue – city street vacation process
- BAT update
- June Housing Workshop update
- Scorecard: highlights, questions, comments

12:45 2026 Work Plan and Budget Preview and Discussion – Sinisterra

12:55 Public Comment – Sheehan

1:00 Adjourn - next EAC is September 16 (Sheehan)

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

- September 3 annual meeting
- October 1
- December 10 holiday party and 2025 Impact Award presentation (4:30-6 PM, location TBD)



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

Wednesday, June 4, 2025, 9:05 – 9:12 AM, Ruby River Hotel, Shoreline Room B, and Via Zoom

Board Members Present: Steve MacDonald, Katy Sheehan (chair), Juliet Sinisterra (CEO), County Commissioner Amber Waldref (Zoom)

Board Members Absent: Chuck Murphy, Greg Repetti, and Council President Betsy Wilkerson

[Board slide deck](#), [recording](#)

Call to Order, Welcome, and Administrative Actions

Chair Sheehan called the meeting to order at 9:05 AM and noted the quorum present. Sinisterra reminded the group that the proposed actions below allow the UDPDA to move forward with the purchase and financing of two parcels on the 400-Block. Sheehan then asked for approval of the following Motions, both initiated by (MacDonald) and seconded by (Sinisterra):

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, for the amount of \$2,060,000 (which includes the final purchase price and escrow costs) for a closing date of August 6, 2025, related to the purchase of 12 North Grant Street ([Parcel 35173.1209](#)) and 411 East Sprague Avenue ([Parcel 35173.1208](#)); and authorizes the UDPDA CEO and staff to take all steps in pursuit of closing on the same, under the direction of the Board Chair and Executive Advisory Committee (EAC).

Further, the Board of Directors authorizes using \$1,060,000 of cash on hand for the purchase, has reviewed the following options to finance the remaining \$1,000,000, and authorizes the CEO to proceed with one of the Options below:

- Option A – City of Spokane Investment Pool (SIP) loan
- Option B – Private bank loan
- Option C – Avista seller financing loan (proposed 9.5% interest)

The Motions passed unanimously. Sheehan then asked for approval of the following Motion, initiated by (MacDonald) and seconded by (Sinisterra):

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.

The Motion passed unanimously. Sheehan asked for public comment and, hearing none, reminded the group of the September 3 board meeting and adjourned the session at 9:12 AM.

Juliet Sinisterra for Greg Repetti, Secretary

Date: June 5, 2025



University District Public Development Authority (UDPDA)

Board of Directors' Annual Meeting Agenda - DRAFT

Wednesday, September 3, 2025, 3:30 – 4:50 PM

Catalyst Building, Room 309, and via Zoom

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

Meeting ID: 867 5038 7107; Passcode: 941652; Phone: +1 253 205 0468 US

3:30 Welcome, Call to Order, Administrative Actions – Sheehan

- **Proposed MOTION** – Consent Agenda Approvals
 - Draft May 7 and June 4, 2025, UDPDA board meeting minutes
 - UDPDA financials as of July 31, 2025, including voucher certifications since April

3:35 Nominating Committee (NC) Update and Board Vote on 2026 Positions – Sheehan

- Committee: *Brown, Wilkerson, Fuchs, Sheehan, Sinisterra*
- **Proposed MOTION to approve Jointly-Selected Director Lois Bollenback** (per UDPDA bylaws, need unanimous approval of CP, County rep, City Staffer)
- **Proposed MOTION to approve two UDPDA reps to the 2026 UDPDA board:**
 - Megan Hulsey
 - Dennis Wager
- **Proposed MOTION to approve 2026 UDPDA officers:**
 - Chair – Lois Bollenback
 - Vice Chair/Secretary – Dennis Wagner
 - Treasurer – Megan Hulsey
- **Proposed MOTION to approve 2026 UD EAC:**
 - Lois Bollenback (Chair)
 - Dennis Wager (Vice Chair, Secretary)
 - Megan Hulsey (Treasurer)
 - Colleen Fuchs (UD business/property owner/community health)
 - Steve MacDonald (City staff)
 - Tom Tellefson, (UD business/property owner/construction)
 - Erin Williams Heuter (community health and workforce)
 - Jonathan Teeters (non-profit, community health)
 - LaVerne Biel (small business)

3:45 400-Block Financing Update – Sinisterra

- Update
- PROPOSED MOTION:
- PROPOSED MOTON:

(Joint discussion: UDPDA and UDPDA Board Members – Public Meeting)

4:00 EAC Highlights – Sheehan

- Impact Award nominations
- June UD Housing Workshop recap - *Sinisterra*

4:10 Presentation: U Incubation Village Updates (*Crossroads Resource Center and d&b Creative teams*)

4:50 Public Comment and Adjourn UDPDA Meeting - Next UDPDA Meeting October 1, 2025

2025 UD Board Events

- December 10 holiday party (no business meeting) and Impact Award presentation



University District Development Association (UDDA)

Board of Directors' Annual Meeting Agenda - DRAFT

Wed, Sept 3, 2025, 3:45-4:50 Joint Discussion; 4:55-5:30 PM Annual Meeting

Catalyst Building, Room 309, and via Zoom

<https://us02web.zoom.us/j/86750387107?pwd=WnRDckJrS2FGZUllbzNIWWMiYTJ1dz09>

Meeting ID: 867 5038 7107; Passcode: 941652; Phone: +1 253 205 0468 US

(Joint discussion: UDPDA and UDDA Board Members – Public Meeting)

4:00 EAC Highlights – Sheehan

- Impact Award nominations
- June UD Housing Workshop recap

4:10 Presentation: U Incubation Village Updates *(Crossroads Resource Center, d&b Creative)*

4:50 Public Comment and Adjourn UDPDA Meeting - next UDPDA Meeting October 1, 2025

4:55 Welcome, Call to Order, Administrative Actions – Sheehan

- **Proposed MOTION** – Consent Agenda Approvals
 - Draft May 7, 2025, UDDA board meeting minutes
 - UDDA financials as of July 31, 2025

5:00 Nominating Committee (NC) Update/Board Vote on UDDA 2026 Positions – Sheehan

- Committee: *Brown, Wilkerson, Fuchs, Sheehan, Sinisterra*
- Five departing directors: *Apeles, Murphy, Myhre, Repetti, and Sheehan*
- **Proposed MOTION to approve six new UDDA board members for a first 3-year term starting January 1, 2026:**
 1. Karlee Agee, Bouten Construction
 2. Ryan Arnold, Avista
 3. Patricia Castaneda, Manzanita House
 4. Alex Jackson, MultiCare
 5. Angela Swenseid, STCU
 6. Adam Swinyard, Spokane Public Schools
- **Proposed MOTION to approve two UDDA reps to the 2026 UDPDA board:**
 - Megan Hulsey and Dennis Wagner
- **Proposed MOTION to approve 2026 UDDA officers:**
 - Chair – Lois Bollenback
 - Vice Chair/Secretary – Dennis Wagner
 - Treasurer – Megan Hulsey
- **Proposed MOTION to approve 2026 UD EAC:**
 - Lois Bollenback (Chair)
 - Dennis Wager (Vice Chair, Secretary)
 - Megan Hulsey (Treasurer)
 - Colleen Fuchs (UD business/property owner/community health)
 - Steve MacDonald (City staff)
 - Tom Tellefson, (UD business/property owner/construction)
 - Erin Williams Heuter (community health and workforce)
 - Jonathan Teeters (non-profit, community health)
 - LaVerne Biel (small business)

5:15 30-Second Updates

5:30 Adjourn – Next UDDA Meeting October 1, 2025

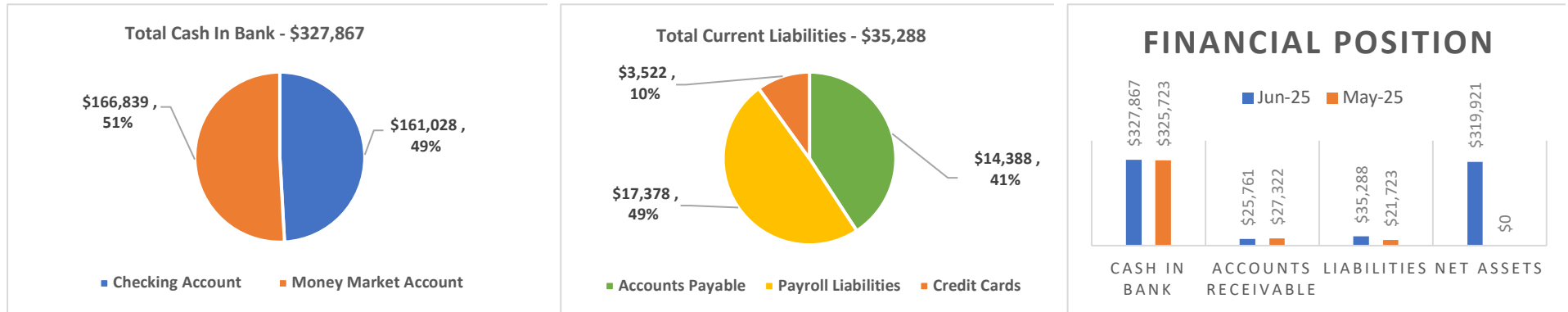
2025 UD Board Events

- December 10 holiday party (no business meeting) and Impact Award presentation

		2023	2024	2025 (authorized reps for appointeds begins)	2026	2027	2028	2029	2030
	APPOINTED MEMBERS								
1	Mayor (non voting PDA)	Nadine Woodward, Mayor (Steve MacDonald, proxy)	Lisa Brown (Steve MacDonald, proxy)	Lisa Brown (Steve MacDonald, authorized rep non voting)	Lisa Brown (Steve MacDonald, authorized rep non voting)				
2	City Council Representative	Breean Beggs, Council President (Brian McClatchey, proxy left July 2022; Chris Wright started March	Betsy Wilkerson, Council President (Chris Wright proxy)	Betsy Wilkerson, Council President (Chris Wright authorized rep non-voting)	Betsy Wilkerson, Council President (Chris Wright authorized rep non-voting)				
3	Spokane County Rep	Amber Waldref, Spo County Commissioner (Mary Kuney, proxy)	Amber Waldref, Spo County Commissioner (Mary Kuney, proxy)	Amber Waldref, Spo County Commissione (NO authorized rep non voting)	Amber Waldref, Spo County Commissione (NO authorized rep non voting)				
4	ADO (GSI)	Alisha Benson (Stacia Rasmussen, proxy)	Alisha Benson (Stacia Rasmussen, proxy)	Alisha Benson (Stacia Rasmussen, authorized rep voting)	Alisha Benson (Stacia Rasmussen, authorized rep voting)				
5	Gonzaga University	Thayne McCulloh, President (John Sklut, proxy)	Thayne McCulloh, President (John Sklut, proxy)	Thayne McCulloh, President (John Sklut, authorized rep voting)	McCulloh then Passerini (July 2025), President (John Sklut, authorized rep voting)				
6	Eastern Washington University	Dr. Shari McMahan (Mark Baldwin proxy); Robert Sauders new proxy as of 12/6/23	Dr. Shari McMahan (Robert Sauders proxy)	Dr. Shari McMahan (Robert Sauders authorized rep voting)	Dr. Shari McMahan (Robert Sauders authorized rep voting)				
7	Washington State University	Daryll DeWald, Chancellor (Eric Smith, proxy)	Daryll DeWald, Chancellor (Eric Smith, proxy)	Daryll DeWald, Chancellor (NO authorized rep voting)	Daryll DeWald, Chancellor (NO authorized rep voting)				
8	Community Colleges of Spokane	Dr. Kevin Brockbank, Chancellor starting May (Lori Hunt, proxy)	Dr. Kevin Brockbank, Chancellor (Lori Hunt, proxy)	Dr. Kevin Brockbank, Chancellor (NO authorized rep voting)	Dr. Kevin Brockbank, Chancellor (NO authorized rep voting)				
9	Whitworth University	Scott McQuilken, President (Brooke Kiener, proxy)	Scott McQuilken, President (Brooke Kiener, proxy)	Scott McQuilken, President (Brooke Kiener, authorized rep voting)	Scott McQuilken, President (Brooke Kiener, authorized rep voting)				
10	University of Washington	Catherine Brazil, Director (Stephanie Weber, proxy)	Catherine Brazil, Director (TBD, proxy)	Catherine Brazil, Director (NO authorized rep voting)	Catherine Brazil, Director (NO authorized rep voting)				
	ELECTED "AT LARGE" MEMBERS	As of Nov 7, 2017, all AT LARGE; 2018 reset of terms							
1	Jointly-appointed City/County	Katy Sheehan, 2023-2025, 2nd 3-yr term			OPEN position 2026-2028			2nd term	
2	At Large	Emilie Cameron, DSP, 2023-2025 first 3-yr term			Cameron 2nd, 3-yr term, 2026-2028			OPEN position	
3	At Large	Hill 2nd 3-yr term 2022-2024 (Stacie Maier completes term effective Sept	Stacie Maier first three-year term; leaving Avista early July	TEMP RETIRE THIS AT LARGE POSITION	OPEN position 2026-2028			2nd term	
4	At Large			Megan Hulse, Craft 3, first three year term 2025- 2027			Megan second 3-yr term		
5	At Large	Greg Repetti, ex MultiCare, 2023-2025 first 3-yr term; Greg to retire end of 2025			OPEN position 2026-2028			2nd term	
6	At Large	OPEN position 2023-2025; NC to address in 2023	Lois Bollenback first 3-yr term			Bollenback second three-year term 2027-2029		OPEN position	
7	At Large	Dennis Wagner, Numerica CU (Business Committee Chair) 2023-2025 first 3-yr term			Wagner 2nd 3-yr term			OPEN position	
8	At Large	Erin Williams-Hueter, ED, 2023-2025 first 3-yr term (voted in Feb 1, 2023)			Hueter 2nd 3-yr term			OPEN position	
9	At Large	Alicia Barbieri, 2023-2025 first 3-yr term; resigned June 2024, position to remain unfilled		Marvo Reguindin, AHANA, first three year term, 2025- 2027			Marvo second 3-yr term		
10	At Large	Chuck Murphy, 2023-2025 first 3-yr term; stepping off board end of 2025			OPEN position 2026-2028			2nd term	
11	At Large	Bouten 2nd three-year term 2022-2024		Tom Tellefson, McKinstry first three year term, 2025- 2027			Tom second 3-yr term		
12	At Large	OPEN position 2023-2025; NC to address in 2023	LaVerne Biel first 3-yr term			Biel second three-year term 2027-2029		OPEN position	
13	At Large	Susan Stacey, Providence 2023-2025 first 3-yr term		Neil Christopher Apeles, Providence 2025-2027; resigned July 2025	OPEN position 2026-2028			2nd term	
14	At Large	Colleen Fuchs, Joya 2023-2025 first 3-yr term			Fuchs, 2nd 3-yr term			OPEN position	
15	At Large	Velazquez 2nd 3-yr term starts 2021-2023	Jonathan Teeters first 3-yr term			Teeters second three-year term 2027-2029		OPEN position	
16	At Large	Lindsey Myhre 2023-2025, 2nd 3-year term			OPEN position 2026-2028			2nd term	

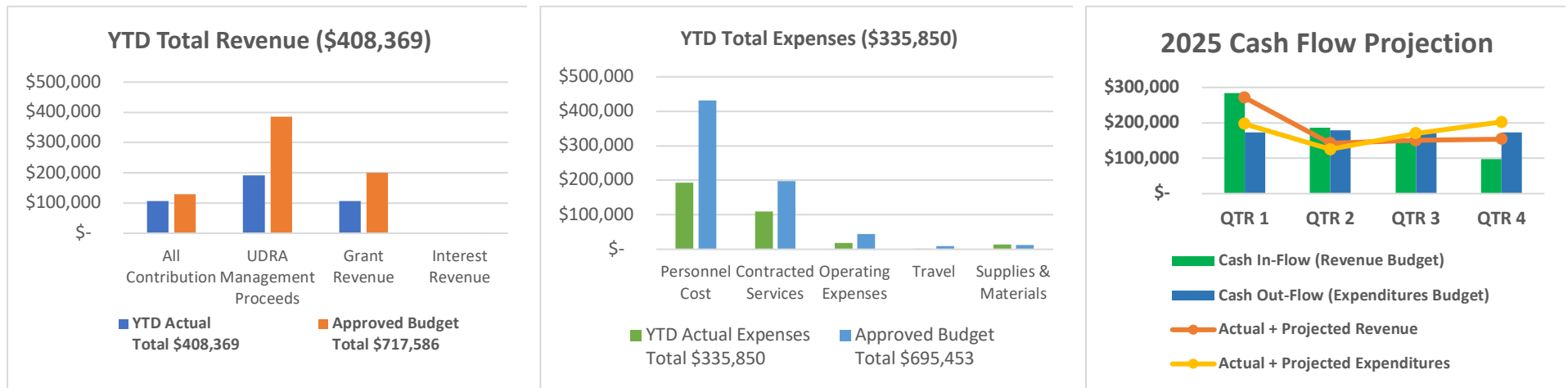
UDDA & UDPDA Financial Report as of June 30, 2025

UDDA's Financial Position



As of June 30, 2025 - Total Cash of \$327,867 includes Checking Account (\$166,839) and Money Market Account (\$161,028). Total Liabilities of \$35,288 includes current Accounts Payable (\$14,388), Credit Card (\$3,522) and Payroll Liabilities (\$17,378). UDDA Financial Position shows there's enough cash in bank to cover the organization's total liabilities for June 30, 2025. Total Net Assets of \$319,921 include Unrestricted Net Assets (\$166,416), Net Revenue (\$72,519), and Reserve (\$78,843).

UDDA's Financial Activities



Year to Date as of June 30, 2025 – Total Revenue is \$408,369 or 57% of our total revenue budget (\$717,586) that includes Total Contributions (\$107,400); Grant Revenue (\$107,348); UDRA Management Proceeds (\$192,393). 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 closely the expected grant and corporate contributions. Total Expenses are \$335,850 or 46% of our total expense budget (\$695,453) that including Personnel Cost and Benefits (\$193,030); Contract Services (\$109,309); Operating Expenses (\$18,626); Travel (\$1,670); Supplies and Materials (\$13,216); Total Net Assets of \$72,519 or approx. 3x over our total projected Net Assets for 2025 \$22,133.

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

	Total			
	As of June 30, 2025 (Current Month)	As of May 31, 2025 (Previous Month)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
10126 UDDA NUM Checking	\$ 161,028	\$ 159,088	\$ 1,940	1.22%
10127 UDDA NUM MM	\$ 166,839	\$ 166,635	\$ 204	0.12%
Total Bank Accounts	\$ 327,867	\$ 325,723	\$ 2,144	0.66%
Accounts Receivable				
12100 Accounts Receivable	\$ 25,761	\$ 27,322	\$ (1,561)	-5.71%
12101 Other Receivable	\$ -	\$ -	\$ -	
Total Accounts Receivable	\$ 25,761	\$ 27,322	\$ (1,561)	-5.71%
Total Other Current Assets	\$ 1,580	\$ 1,710	\$ (130)	-7.62%
Total Current Assets	\$ 355,209	\$ 354,756	\$ 453	0.13%
TOTAL ASSETS	\$ 355,209	\$ 354,756	\$ 453	0.13%
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
20200 Accounts Payable	\$ 14,388	\$ -	\$ 14,388	
Total Accounts Payable	\$ 14,388	\$ -	\$ 14,388	
Credit Cards				
20501 USB Mastercard	\$ -	\$ -	\$ -	
20502 Numerica Visa	\$ 3,522	\$ 1,978	\$ 1,544	78.10%
Total Credit Cards	\$ 3,522	\$ 1,978	\$ 1,544	78.10%
Other Current Liabilities				
Total 21000 Other Current Liability	\$ -	\$ -	\$ -	
21100 Direct Deposit Liabilities	\$ -	\$ -	\$ -	
Total 24000 Payroll Liabilities	\$ 17,378	\$ 19,745	\$ (2,367)	-11.99%
Direct Deposit Payable	\$ -	\$ -	\$ -	
Total Other Current Liabilities	\$ 17,378	\$ 19,745	\$ (2,367)	-11.99%
Total Current Liabilities	\$ 35,288	\$ 21,723	\$ 13,565	62.45%
Total Liabilities	\$ 35,288	\$ 21,723	\$ 13,565	62.45%
Equity				
30000 Opening Balance Equity	\$ 2,144	\$ 2,144	\$ -	0.00%
30001 Reserve	\$ 78,843	\$ 78,843	\$ -	0.00%
31300 Restricted Net Assets	\$ -	\$ -	\$ -	
32000 Unrestricted Net Assets	\$ 166,416	\$ 166,416	\$ -	0.00%
49000 Prior Yr Carryover	\$ -	\$ -	\$ -	
Net Revenue	\$ 72,519	\$ 85,631	\$ (13,112)	-15.31%
Total Equity	\$ 319,921	\$ 333,033	\$ (13,112)	-3.94%
TOTAL LIABILITIES AND EQUITY	\$ 355,209	\$ 354,756	\$ 453	0.13%

Budget Overview_FY_2025__Report
UNIVERSITY DISTRICT DEVELOPMENT ASSOCIATION
January 1-December 31, 2025

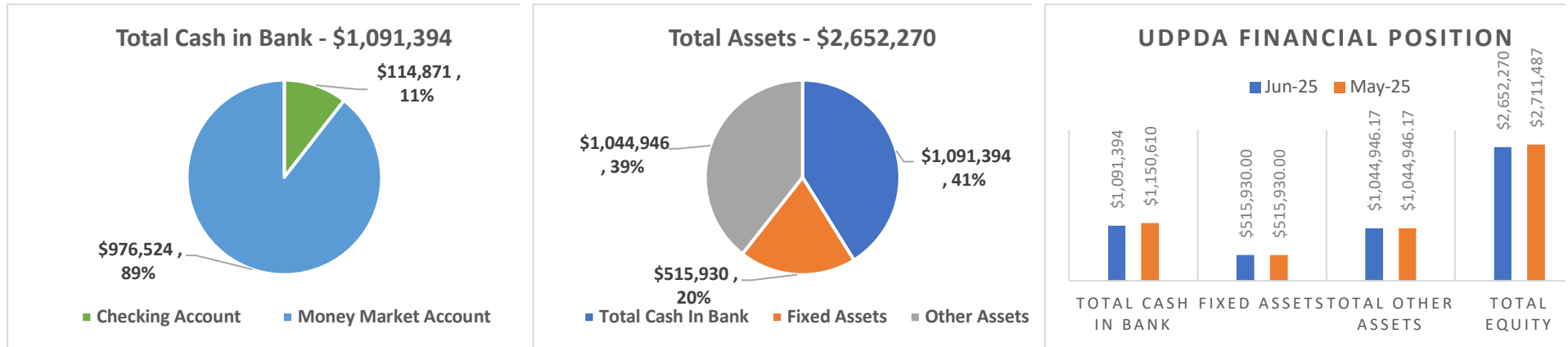
Account name	Actual	Budget	Actual	Budget	Budget	Budget	YTD - June 2025	2,025
	Jan 2025 - Mar 2025	Jan 2025 - Mar 2025	Apr 2025 - Jun 2025	Apr 2025 - Jun 2025	Jul 2025 - Sep 2025	Oct 2025 - Dec 2025	Total Actual	Total Budget
Income								
43210 Interest Income	\$ 609	\$ 700	\$ 618	\$ 700	\$ 700	\$ 700	\$ 1,227	\$ 2,800
43400 Direct Public Support								
43410 Institutional/Corp contrib	\$ 87,300	\$ 90,000	\$ 20,100	\$ 20,000	\$ 20,000	\$ -	\$ 107,400	\$ 130,000
Total for 43400 Direct Public Support	\$ 87,300	\$ 90,000	\$ 20,100	\$ 20,000	\$ 20,000	\$ -	\$ 107,400	\$ 130,000
46500 Grant Income								
46510 Grant - Restricted	\$ 87,143	\$ 96,677	\$ 20,206	\$ 69,993	\$ 33,330	\$ -	\$ 107,348	\$ 200,000
Total for 46500 Grant Income	\$ 87,143	\$ 96,677	\$ 20,206	\$ 69,993	\$ 33,330	\$ -	\$ 107,348	\$ 200,000
46700 Other Income								
47005 UDRA Management Proceeds	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197	\$ 192,393	\$ 384,786
Total for 46700 Other Income	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197	\$ 192,393	\$ 384,786
Total for Income	\$ 271,248	\$ 283,573	\$ 137,120	\$ 186,890	\$ 150,226	\$ 96,896	\$ 408,369	\$ 717,586
Cost of Goods Sold	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gross Profit	\$ 271,248	\$ 283,573	\$ 137,120	\$ 186,890	\$ 150,226	\$ 96,896	\$ 408,369	\$ 717,586
Expenses								
60100 Payroll Expenses								
Total for 60100 Payroll Expenses	\$ 79,142	\$ 96,675	\$ 94,039	\$ 93,675	\$ 93,671	\$ 93,675	\$ 173,182	\$ 377,696
60200 Personal Services Contracts								
60202 Financial, Prof Services	\$ 470	\$ 300	\$ 390	\$ 300	\$ 325	\$ 2,575	\$ 860	\$ 3,500
60203 Management & Organization Svcs	\$ 85,764	\$ 43,750	\$ 14,936	\$ 43,750	\$ 43,750	\$ 43,750	\$ 100,701	\$ 175,000
60205 Legal Fees	\$ 85	\$ 1,500	\$ 75	\$ 1,500	\$ 1,500	\$ 1,500	\$ 160	\$ 6,000
60231 Marketing/Advertising	\$ 4,310	\$ 1,775	\$ 741	\$ 1,775	\$ 1,775	\$ 1,775	\$ 5,051	\$ 7,100
60232 Graphic Design, Web	\$ 2,538	\$ 375	\$	\$ 375	\$ 375	\$ 375	\$ 2,538	\$ 1,500
60234 Recruiting Services	\$	\$ -	\$	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Total for 60200 Personal Services Contracts	\$ 93,167	\$ 47,700	\$ 16,142	\$ 52,700	\$ 47,725	\$ 49,975	\$ 109,309	\$ 198,100
60300 Other Contractual Services								
60303 Cell Phone Charges	\$ 450	\$ 450	\$ 675	\$ 450	\$ 450	\$ 450	\$ 1,125	\$ 1,800
60314 Internet IT Svcs Domain Reg	\$ 1,405	\$ 825	\$ 1,339	\$ 825	\$ 825	\$ 825	\$ 2,744	\$ 3,300
60324 Insurance D&O, etc.	\$ 391	\$ 2,250	\$ 391	\$ 2,250	\$ 2,250	\$ 2,250	\$ 782	\$ 9,000
60329 Licenses and Permits	\$ 131	\$ 38	\$	\$ 38	\$ 38	\$ 38	\$ 131	\$ 150
60330 Memberships, Dues	\$ 135	\$ 125	\$	\$ 125	\$ 125	\$ 125	\$ 135	\$ 500
60334 Reg, Conferences, Sponsorships	\$ 900	\$ 500	\$ 2,080	\$ 500	\$ 500	\$ 500	\$ 2,980	\$ 2,000
60336 Subscriptions, Periodicals	\$ 307	\$ 120	\$ 316	\$ 120	\$ 120	\$ 120	\$ 622	\$ 480
60353 Postage, Mailing Services	\$ 97	\$ 100	\$ 9	\$ 100	\$ 100	\$ 100	\$ 106	\$ 400
60358 Printing & Reproduction	\$	\$ 625	\$ 290	\$ 625	\$ 625	\$ 625	\$ 290	\$ 2,500
60377 Catering, Meals	\$ 100	\$ 1,625	\$ 861	\$ 1,625	\$ 1,625	\$ 1,625	\$ 961	\$ 6,500
60380 Leased Buildings, Space	\$ 4,551	\$ 3,992	\$ 1,611	\$ 3,993	\$ 3,993	\$ 3,993	\$ 6,162	\$ 15,971
60381 Rentals, Copier Lease	\$ 51	\$ 300	\$ 136	\$ 300	\$ 300	\$ 300	\$ 187	\$ 1,200
60389 Rentals, Other Events, Park	\$ 500	\$ 250	\$ 1,726	\$ 250	\$ 250	\$ 250	\$ 2,226	\$ 1,000
Total for 60300 Other Contractual Services	\$ 9,017	\$ 11,200	\$ 9,433	\$ 11,200	\$ 11,200	\$ 11,200	\$ 18,450	\$ 44,801
60400 Travel								
Total for 60400 Travel	\$ 670	\$ 1,825	\$ 1,000	\$ 2,925	\$ 2,325	\$ 1,825	\$ 1,670	\$ 8,900
60500 Supplies & Materials								
Total for 60500 Supplies & Materials	\$ 4,977	\$ 4,375	\$ 8,238	\$ 3,630	\$ 1,425	\$ 2,570	\$ 13,216	\$ 12,000

60700 Retirement & Benefits																
60702 PFML	\$	332	\$	855	\$	422	\$	855	\$	855	\$	855	\$	754	\$	3,420
60705 Retirement Employer Contrib	\$	1,001	\$	1,955	\$	1,476	\$	2,565	\$	2,565	\$	2,565	\$	2,477	\$	9,650
60707 Life Insurance Employer Paid	\$	525	\$	1,065	\$		\$	-	\$	-	\$	-	\$	525	\$	1,065
60709 Disability Insurance	\$	767	\$	1,150	\$	1,150	\$	1,500	\$	1,500	\$	1,500	\$	1,917	\$	5,650
60710 Health Insurance Plans	\$	5,957	\$	5,187	\$	4,626	\$	7,303	\$	7,503	\$	7,503	\$	10,584	\$	27,496
60711 FSA Employer Contrib	\$	969	\$	1,275	\$	2,623	\$	1,800	\$	1,800	\$	1,800	\$	3,592	\$	6,675
Total for 60700 Retirement & Benefits	\$	9,552	\$	11,487	\$	10,296	\$	14,023	\$	14,223	\$	14,223	\$	19,848	\$	53,956
Total for Expenses	\$	196,526	\$	173,262	\$	139,148	\$	178,153	\$	170,569	\$	173,468	\$	335,675	\$	695,453
Net Operating Income	\$	74,722	\$	110,311	\$	(2,028)	\$	8,737	\$	(20,343)	\$	(76,572)	\$	72,694	\$	22,133
Other Income	\$	-	\$		\$	-	\$		\$	-	\$	-	\$	-	\$	-
Other Expenses	\$	-	\$		\$	-	\$		\$	-	\$	-	\$	-	\$	-
Net Other Income	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Net Income	\$	74,722	\$	110,311	\$	(2,028)	\$	8,737	\$	(20,343)	\$	(76,572)	\$	72,694	\$	22,133

Accrual Basis Thursday, April 10, 2025 05:23 PM GMTZ

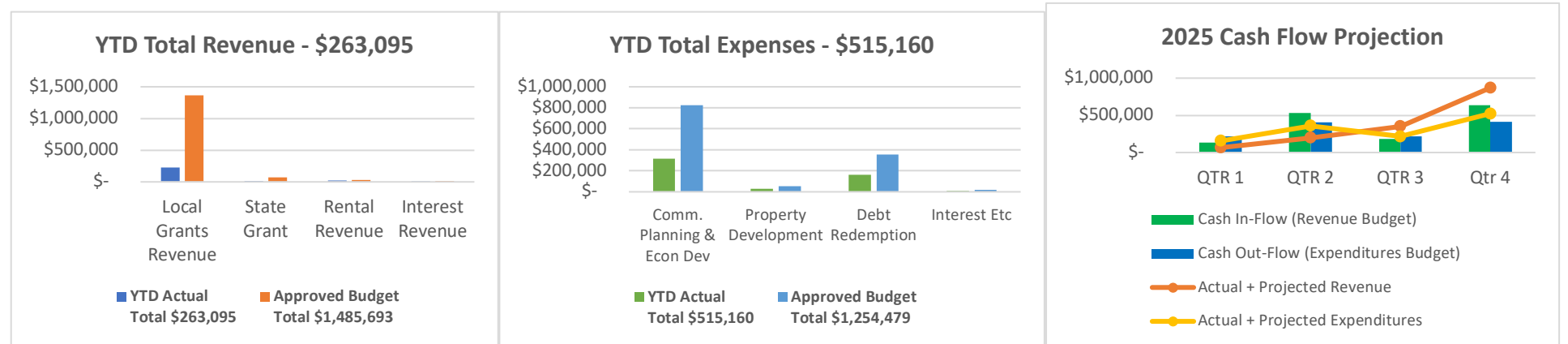
UDDA & UDPDA Financial Report as of June 30, 2025

UDPDA Financial Position



As of June 30, 2025 – Total Cash in Bank is \$1,091,394 includes Checking Account (\$114,871) and Money Market Account (\$976,524). Currently, UDPDA is working on financing loan of approx. \$1M to purchase the two 400-Block parcels from Avista in addition to using the Money Market funds (\$976,524) for Board authorization in September 2025. Total Assets of \$2,652,270 consist of Cash in Bank (\$1,091,394); Fixed Assets (\$515,930) and Other Assets (\$1,044,945). Total Equity is \$2,652,270 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 Assets of (-\$252,065).

UDPDA's Financial Activities



Year-to-date Total Revenue is \$263,095, 18% of our total budget (\$1,485,693) includes \$50,000 from Spokane County, \$171,828 Sales Tax Revenue (Q1), Rental Income (\$20,197), and Investment Earnings (\$7,090). 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 is \$515,160 includes Community Planning & Economic Development (\$313,744); Property Development (\$28,630); Debt Redemption (\$163,333) and Interest Expenses (\$9,454). Net Assets (deficit) (\$252,065) resulting from anticipated construction tax revenue not being received during 2nd Quarter from the City. 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 200 West Main property given its repair history.

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

	Total			
	As of Jun 30, 2025 (Current Month)	As of May 31, 2025 (Previous Month)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
10128 NUM Checking UDPDA	\$ 114,871	\$ 175,281	\$ (60,411)	-34.46%
10129 NUM MM UDPDA	\$ 976,524	\$ 975,329	\$ 1,194	0.12%
Total Bank Accounts	<u>\$ 1,091,394</u>	<u>\$ 1,150,610</u>	<u>\$ (59,216)</u>	<u>-5.15%</u>
Total Other Current Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
Total Current Assets	<u>\$ 1,091,394</u>	<u>\$ 1,150,610</u>	<u>\$ (59,216)</u>	<u>-5.15%</u>
Fixed Assets				
12005 Fixed Asset	\$ 515,930	\$ 515,930	\$ -	0.00%
Total Fixed Assets	<u>\$ 515,930</u>	<u>\$ 515,930</u>	<u>\$ -</u>	<u>0.00%</u>
Other Assets				
12006 Other Asset	\$ 1,044,946	\$ 1,044,946	\$ -	0.00%
Total Other Assets	<u>\$ 1,044,946</u>	<u>\$ 1,044,946</u>	<u>\$ -</u>	<u>0.00%</u>
TOTAL ASSETS	<u><u>\$ 2,652,270</u></u>	<u><u>\$ 2,711,487</u></u>	<u><u>\$ (59,216)</u></u>	<u><u>-2.18%</u></u>
LIABILITIES AND EQUITY				
Liabilities				
Total Current Liabilities	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
Total Liabilities	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
Equity				
30000 Opening Balance Equity	\$ -	\$ -	\$ -	
32000 Retained Earnings	\$ 1,343,459	\$ 1,343,459	\$ -	0.00%
32001 201 W Main	\$ 515,930	\$ 515,930	\$ -	0.00%
32002 Boxcar Proceeds	\$ 592,183	\$ 592,183	\$ -	0.00%
32003 Sprague Underage	\$ 452,763	\$ 452,763	\$ -	0.00%
Net Income	\$ (252,065)	\$ (192,849)	\$ (59,216)	-30.71%
Total Equity	<u>\$ 2,652,270</u>	<u>\$ 2,711,487</u>	<u>\$ (59,216)</u>	<u>-2.18%</u>
TOTAL LIABILITIES AND EQUITY	<u><u>\$ 2,652,270</u></u>	<u><u>\$ 2,711,487</u></u>	<u><u>\$ (59,216)</u></u>	<u><u>-2.18%</u></u>

Cash Basis Monday, July 21, 2025 06:50 PM GMTZ

NOTES:

Account 12006 Other Assets includes \$592K Boxcar proceeds and \$453K Sprague underage funds held by the City.

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

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

Budget Overview_FY_2025_Report
University District Public Development Authority
January 1-December 31, 2025

Account name	Actual Jan 2025 - Mar 2025	Budget Jan 2025 - Mar 2025	Actual Apr 2025 - Jun 2025	Budget Apr 2025 - Jun 2025	Budget Jul 2025 - Sep 2025	Budget Oct 2025 - Dec 2025	YTD - June 30, 2025 Total Actual	2025 Total Budget
Income								
3000000 REVENUES								
3300000 INTERGOV REVENUES								
3340000 STATE GRANTS								
Total for 3340000 STATE GRANTS	\$ -	\$ 75,000	\$ 11,980	\$ -	\$ -	\$ -	\$ 11,980	\$ 75,000
3370000 LOCAL GRANTS ENTITLMNT OTHER								
3370001 Local Grants Entitlements	\$ 52,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 52,000	\$ 50,000
3371000 Property Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 205,011	\$ -	\$ 205,011
3372000 Sales Tax	\$ -	\$ -	\$ 171,828	\$ 170,386	\$ 170,386	\$ 340,773	\$ 171,828	\$ 681,545
3373000 Construction Sales Tax	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 79,437	\$ -	\$ 429,437
Total for 3370000 LOCAL GRANTS ENTITLMNT OTHER	\$ 52,000	\$ 50,000	\$ 171,828	\$ 520,386	\$ 170,386	\$ 625,221	\$ 223,828	\$ 1,365,993
Total for 3300000 INTERGOV REVENUES	\$ 52,000	\$ 125,000	\$ 183,808	\$ 520,386	\$ 170,386	\$ 625,221	\$ 235,808	\$ 1,440,993
3600000 MISC REVENUES								
3610000 INTEREST, OTHER EARNINGS								
Total for 3610000 INTEREST, OTHER EARNINGS	\$ 3,474	\$ 3,000	\$ 3,616	\$ 3,000	\$ 3,000	\$ 3,000	\$ 7,090	\$ 12,000
3620000 RENTS AND LEASES	\$ 9,581	\$ 8,175	\$ 10,617	\$ 8,175	\$ 8,175	\$ 8,175	\$ 20,197	\$ 32,700
Total for 3600000 MISC REVENUES	\$ 13,055	\$ 11,175	\$ 14,233	\$ 11,175	\$ 11,175	\$ 11,175	\$ 27,287	\$ 44,700
Total for 3000000 REVENUES	\$ 65,055	\$ 136,175	\$ 198,041	\$ 531,561	\$ 181,561	\$ 636,396	\$ 263,095	\$ 1,485,693
Total for Income	\$ 65,055	\$ 136,175	\$ 198,041	\$ 531,561	\$ 181,561	\$ 636,396	\$ 263,095	\$ 1,485,693
Cost of Goods Sold	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ -
Gross Profit	\$ 65,055	\$ 136,175	\$ 198,041	\$ 531,561	\$ 181,561	\$ 636,396	\$ 263,094	\$ 1,485,693
Expenses								
5000000 EXPENDITURES								
5580000 CMTY PLANNING ECON DEV								
5586000 Planning								
Total for 5586000 Planning	\$ 31,932	\$ 80,625	\$ 37,720	\$ 80,625	\$ 80,625	\$ 80,625	\$ 69,652	\$ 322,500
5587000 Economic Development								
Total for 5587000 Economic Development	\$ 108,481	\$ 126,172	\$ 135,611	\$ 126,171	\$ 126,171	\$ 126,171	\$ 244,092	\$ 504,686
Total for 5580000 CMTY PLANNING ECON DEV	\$ 140,413	\$ 206,797	\$ 173,330	\$ 206,796	\$ 206,796	\$ 206,796	\$ 313,744	\$ 827,186
5590000 PROPERTY DEVELOPMENT								
5593000 Prop Dev Depr Amor Xfer Out								
Total for 5593000 Prop Dev Depr Amor Xfer Out	\$ 14,781	\$ 8,750	\$ 13,849	\$ 28,750	\$ 8,750	\$ 8,750	\$ 28,630	\$ 55,000
Total for 5590000 PROPERTY DEVELOPMENT	\$ 14,781	\$ 8,750	\$ 13,849	\$ 28,750	\$ 8,750	\$ 8,750	\$ 28,630	\$ 55,000
5900000 DBT EXP, CAP OUTLAYS, OTHR DECR								
5910000 REDEMPTION OF DEBT	\$ -	\$ -	\$ 163,333	\$ 163,333	\$ -	\$ 191,040	\$ 163,333	\$ 354,373
5920000 INTEREST OTHR DBT SVC COST	\$ -	\$ -	\$ 9,454	\$ 9,454	\$ -	\$ 8,466	\$ 9,454	\$ 17,920
Total for 5900000 DBT EXP, CAP OUTLAYS, OTHR DECR	\$ 14,781	\$ 8,750	\$ 186,636	\$ 201,537	\$ 8,750	\$ 208,256	\$ 201,417	\$ 427,293
Total for 5000000 EXPENDITURES	\$ 155,194	\$ 215,547	\$ 359,966	\$ 408,333	\$ 215,546	\$ 415,052	\$ 515,160	\$ 1,254,479
Total for Expenses	\$ 155,194	\$ 215,547	\$ 359,966	\$ 408,333	\$ 215,546	\$ 415,052	\$ 515,160	\$ 1,254,479
Net Operating Income	\$ (90,139)	\$ (79,372)	\$ (161,926)	\$ 123,228	\$ (33,985)	\$ 221,343	\$ (252,066)	\$ 231,214
Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Income	\$ (90,139)	\$ (79,372)	\$ (161,926)	\$ 123,228	\$ (33,985)	\$ 221,343	\$ (252,066)	\$ 231,214




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



UNIVERSITY
DISTRICT

University District Public Development Authority (UDPDA) Voucher Certification – May 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
5/13	1425	Rooted Commercial Landcare – 201 W Main (winter services)	304.25
5/23	1426	City of Spokane – general obligation bond and interest	172,787.00
5/29	1427	Traveler's Insurance – public official bond for Samson	145.00
5/6	Xfer	Reimburse Money Market for payment to Witherspoon	2,188.73
5/27	Xfer	University District Development Assoc per contract	32,065.50
5/2	ACH	Avista utility bill – south sub area lighting	589.73
5/8	ACH	Allied Fire and Security – 201 W Main	200.66
5/8	ACH	Kiemle Hagood – 201 W Main	250.00
5/8	ACH	GoJoe Patrol – 201 W Main	625.00
5/8	ACH	Century Pacific per contract	787.50
5/8	ACH	Haley Aldrich grant writing per contract	16,686.47
5/13	ACH	Intuit fee	54.00
5/15	ACH	Tiny's Service and Maintenance – 201 W Main	707.85
5/15	ACH	D&B Creative – CERB	3,900.00
5/15	ACH	Century Pacific per contract	5,670.00
5/19	ACH	Avista utility bill – 201 W Main	337.52
5/21	ACH	City utilities for 201 W Main	330.76
5/22	ACH	Flynn BCP roof repair – 201 W Main	571.68
5/22	ACH	Witherspoon Brajcich McPhee	805.00
5/31	ACH	Numerica monthly ACH processing fee	30.00


Jeffrey Samson, Director of Finance & Grants Administration

6/10/2025
Date



University District Public Development Authority (UDPDA) Voucher Certification – June 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
6/13	1428	Rooted Commercial Landcare – 201 W Main	405.62
6/24	Xfer	University District Development Assoc per contract	32,065.50
6/2	ACH	Avista utility bill – south sub area lighting	589.73
6/4	ACH	Allied Fire and Security – 201 W Main	51.55
6/4	ACH	Tiny's Service and Maintenance – 201 W Main	119.79
6/6	ACH	GoJoe Patrol – 201 W Main	592.50
6/11	ACH	Tiny's Service and Maintenance – 201 W Main	707.85
6/11	ACH	Century Pacific per contract	3,600.00
6/11	ACH	Cascadia Partners – code audit per contract	7,985.00
6/11	ACH	Haley Aldrich - grant writing per contract	14,290.89
6/12	ACH	Cascadia Partners – CERB per contract	3,819.60
6/13	ACH	Intuit fee	54.00
6/17	ACH	Avista utility bill – 201 W Main	256.65
6/20	ACH	City utilities - 201 W Main	370.07
6/20	ACH	Witherspoon Brajcich McPhee	1,330.00
6/20	ACH	D&B Creative – CERB	5,100.00
6/25	ACH	Haley Aldrich - grant writing per contract	600.60
6/27	ACH	Kiemle Hagood – 201 W Main (May)	250.00
6/27	ACH	Kiemle Hagood – 201 W Main (June)	250.00
6/30	ACH	Numerica - monthly ACH processing fee	30.00

Jeffrey Samson, Director of Finance & Grants Administration

7/8/25
Date

updated 8/27/2025
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. Presenting to 10 Commerce departments in August. Expanding feasibility study to include Competitive Climbing Gym revenue study with Spokane Sports, expanded conference/convention hosting via Visit Spokane, and private events hosting with Jennifer Evans Events. Also developing in house proforma to explore modifications to program including revisiting housing per Commerce rec. Plan to have final operating and revenue costs for Board review in Feb 2026. Also presented to development partners and met with Griffin Swinerton around a public/private development.	2/4/2026
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 to present final study to Board in September. Cascadia to present initial business plan to EAC in December and Board in February.	2/4/2026
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		Cascadia's Code Audit completed and presented to City Planning Staff. City looking to modernize code in next year and this work will inform. Report posted on UD Publications page. Measure Meant (\$25,000) has begun their study to be completed by EO year.	1/20/2026
4	Overarching	Host community partner lunches around UD Housing Development; District Energy Strategies, and Life Sciences Marketing.		\$0	Q2 2025	Q4 2025	Complete	Hosted June 26 Housing Workshop. Spokane Low Income Housing Consortium offered to continue organizing this group of developers quarterly. Juliet to present to EAC in August.	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		Did not meet over summer. SELCC submitting 501c3 status, reviewing grants and establishing committees. Looking to partner in larger Spo Bioregion Consortium study.	Ongoing
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	Complete	Juliet shared relevant student work with STA in regard to BRT planning and re-imagining Division. Potential to work with EAC incorporate prioritized ideas into U Vision 2044.	
7	3.1.3	Support Community-Minded Enterprises around implementation of Commerce UD Childcare study.		\$0	Q1 2025	Q3 2025	Complete	Study Complete. Shared with YMCA.	
8	3.4	Match to South Sub-area businesses toward feasibility of BID formation .		\$10,000	Q1 2025	Q4 2025		Reached out to Laverne Biel and Amanda Beck to see if this funding/process is still going forward.	
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		Did not receive JMK Innovation (\$75K) nor Thriving Communities grants. Incredibly competitive with more applicants than anticipated. Waiting to see if GU Community Sustainability grant for District Thermal Energy Analysis per Next Gen Plan (\$400K) moves forward (EPA funding). Applied via City for Infrastructure Planning dollars for Sherman, Main, Superior and Cowley.	
2	Overarching	Database and business platform completion for demographic, environmental, and energy/water use data for District.		\$10,000	Q1 2025	Q3 2025		Proposing funds be re-allocated since no JMK Innovation grant. Met with Fred Hutch and will tap into their data around community health to help inform.	
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		Need to follow up with Steve and Amanda on this now that Teri Stripes has left the City.	
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		Working with NW Municipal Advisors and Bond Counsel, Kutak Rock, on UDPDA financing to purchase parcels and/or invest in the Riverside Gateway Park. Close 2nd week of Sept.	6/22/2025
2	1.1.4	Sherman Street Complete Street Design for TIB grant application prep.		\$75,000	Q1 2025	Q3 2025		On hold since applied for State Public Works grant above. Requesting to re-allocate to Living Infrastructure Framework to inform/guide public open space and infrastructure projects in UD including Pacific Ave Greenway, which the City requested UD maintain, if we add nature-based infrastructure.	10/31/2025
3	1.4	Riverside and Sprague Parking Pilot in partnership with City.		\$10,000	Q3 2025	Q4 2025		On hold until financing is secured or not to move the Riverside Gateway Park.	
4	3.4	Banner implementation along MLK Way.		\$10,000	Q2 2025	Q4 2025		Approved to install per Avista. Working with DSP to install and obtain permits.	10/31/2025
5		Evaluate selling 201 West Main property.		\$0	Q2 2025	Q4 2025		Met with potential developer team. Looking feasible. Potential for UD 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. Conditional Use Permit being applied for this fall.	
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		See note above about budget reallocation for UD Living Infrastructure Framework.	3/1/2026
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. Slightly revised scope looking to launch key branding around a coordinated communication/outreach campaign.	2/4/2026

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 (from QuickBooks Desktop) for better integration with 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		Complete	UDDA/UDPDA Dashboard reporting to EAC and Board started April 2025, and will continue to evolve depending on EAC/board needs.	monthly (on-going)
3	Update UD's Finance & Grants Administration Policies and Procedure Manual		Q2 2025	Q4 2025	In Progress	UD staff reviewing existing SOPs and making necessary updates in alignment with management structure and new financial system (QB Online).	9/1/2025
4	Update UD's Employee Manual		Q2 2025	Q3 2025	In Progress	Update UDDA's draft Employee Handbook and review benefits 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 CPA firm (Schoedel & Schoedel) to prepare Form 990 for the treasurer and chair to review before filing.	9/1/2025
7	Mid-year Budget Modification		Q2 2025	Q3 2025	In Progress	Reviewing 2025 budget and working with Juliet, the City, and grant writing team on any anticipated 2025 funding and budget modifications for EAC and Board review.	7/1/2025