



## University District Public Development Authority (UDPDA)

### Board of Directors' Meeting Agenda

**Wednesday, January 7, 2026, 3:30 – 5:00 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 – Bollenback**

- Welcome new UDPDA members and officers
- **Proposed MOTION – Consent Agenda Approvals**
  - Draft October 1, October 29, and December 4, 2025, UDPDA board meeting minutes
  - UDPDA financials as of November 30, 2025, including voucher certifications

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

#### **3:35 Welcome and December EAC Highlights – Bollenback**

- Welcome new board members and officers
- Staffing updates
- Health Equity Circle

#### **3:40 Finance and Grants Administration**

- UDPDA and City TIF Disbursements Update – *Sinisterra*
- 2026 Work Plan and UDPDA Budget - *Sinisterra*
- Future Organization Budget Scenarios and Prioritization – *Sinisterra*
- **Proposed MOTION: The UDPDA Board approves the 2026 Work Plan and UDPDA Budget**

#### **4:25 Next Generation Plan 2065 Updates – Sinisterra**

- 201 West Main
- Kardong Bridge
- 400-Block Proforma Presentation - *David Allen, Trestle Development*

#### **5:00 Public Comment and Adjourn UDPDA Meeting – Bollenback**

#### **2026 UDPDA Board Meetings (3:30 PM at Catalyst Building, Room 309)**

- February 4
- March 4
- May 6
- Sept 2 annual meeting
- Oct 14
- Dec 2 – holiday event and Impact Award presentation



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

**Wednesday, October 1, 2025, 3:33-4:50 PM, Catalyst Building Room 309 and Via Zoom**

Board slide [deck](#), Zoom recording [link](#) (starting at timecode 15:32:54)

**Board Members Present:** Steve MacDonald, Chuck Murphy, Katy Sheehan (chair), Juliet Sinisterra (CEO), County Commissioner Amber Waldref (Zoom), and Council President Betsy Wilkerson (Zoom)

**Board Members Absent:** Greg Repetti

### Call to Order, Welcome, and Administrative Actions

Chair Sheehan called the meeting to order at 3:33 PM (with both a quorum and 2/3 majority present) and asked for a **MOTION to approve the September 3, 2025, UDPDA meeting minutes and the UDPDA financials** as of July 31, 2025 (Murphy), seconded (Sinisterra), and passed unanimously.

### UDPDA and City TIF Disbursements Update

Sinisterra provided a TIF historical timeline summary, tables showing the City's projected revenue and actual disbursements, and data from city staff that resulted in the UDPDA board in 2018 approving a change in sales tax percentage from .0084% to .0042%, moving the "cliff" from 2035 to 2039, and removing the \$650K cap. Subsequently, COVID hit, and the Department of Revenue (DoR) tax data became harder to secure, forcing the city to use a formula to estimate sales tax numbers.

Recently, accurate DoR numbers have become available, revealing significant annual TIF losses and the UDPDA's need to repay the city for the overestimated difference. In response, Sinisterra asked for board support on the following MOTION (Murphy) and seconded (Waldref) to address revisions to TIF revenue, ensuring that the UDPDA remains fiscally sound, maintains a stable revenue record for future lending, and adequately carries out its mission.

1. **Maintain 2024 and 2025 projected sales tax disbursements** as adopted in the UDPDA budget;
2. Restore the full **0.0084% Sales Tax TIF** allocation beginning retroactively in 2020;
3. Re-establish the **sunset date for TIF revenues in 2035**;
4. **Reinstate the revenue cap at \$979,000**, adjusted annually for inflation;
5. Negotiate appropriate and equitable **minimum payments from the City** to ensure coverage of all debt obligations and personnel costs during periods of economic crisis;
6. **Require a 12-month notice minimum** prior to the City implementing any changes to data collection methods and disbursement rates;
7. **Establish an annual repayment method** for any revenue owed to the City; and
8. Clarify that such repayments shall **not be defined as debt obligations** of the UDPDA

Discussion ensued, and the Mayor shared that the city has a \$13M deficit, partly due to sales tax projection losses inherited from previous administrations, and that it is not in a position to change PDA TIF levels or schedules.

Sinisterra indicated this would jeopardize the long-anticipated redevelopment of the 400-Block. A PSA is in place between the UDPDA and Avista Development to acquire two parcels in the block: 12 N Grant and 411 E Sprague Avenue for approximately \$2,068,437 (purchase price including closing costs and accrued interest). However, given the updated TIF status, the UDPDA may not be able to proceed with the PSA. If so, and if the parcels sell for less than \$2 million to another party, Sinisterra reminded the board that the UDPDA will be liable to Avista for the difference.

Returning to the MOTION, the board amended #5 to read "~~Negotiate~~ **Identify** appropriate and equitable minimum payments from the City *and the County* to ensure..." and the motion passed unanimously.



### **2026 Work Plan and Budget**

Given the changing TIF status, Sinisterra canceled the proposed UDPDA 2026 budget and work plan motion and indicated that staff and the EAC would need to revisit both and report to the board at the next meeting.

### **201 West Main Update**

At the September 3 meeting, the board authorized entering into a PSA with Millennium NW for the 201 W Main Ave property (to be reviewed by legal counsel and informed by an independent appraisal). Sinisterra noted that CBRE recently completed an appraisal, and Taud Hume is reviewing the PSA. The next step requires board approval to surplus the property. Sheehan asked for the following

**MOTION: The Board authorizes staff to move forward to surplus the 201 West Main property** (Wilkerson), seconded (Waldref), and passed unanimously. Sinisterra indicated that, alongside the surplus process, another UDPDA board meeting will be scheduled to conclude further details on the 201 W Main Ave sale.

### ***JOINT PRESENTATION/DISCUSSION: UDPDA and UDDA Board Members***

#### **Retiring Board Member Recognition**

Sheehan and the group paused to honor and thank outgoing board members for their UD board service and leadership:

- Thayne McCulloh 2011-2025
- Daryll DeWald 2018-2025
- Chuck Murphy 2020-2025
- Lindsey Myhre 2020-2025
- Katy Sheehan 2020-2025
- Greg Repetti 2023-2025

#### **EAC Highlights and General Updates**

Bollenback/Sinisterra provided the following EAC highlights and general updates:

- EAC recommended staff draft support letter for Parks & Schools Bond/Levy sent from UDDA
- UD Staff have developed a UDDA HR Employee Manual and UDDA and UDPDA Fiscal Policies and Procedures Manuals
  - Four EAC members and legal counsel will review
  - Recommendations presented to EAC in December
  - Present to both boards for approval in February
- Staff presented details for the review process for Employee Evaluations and Performance Reviews
- Routine updates on finance and grants, U Vision 2044, and Next Gen 2065 Plans
- Presentation given on draft 2026 Work Plan and Budgets
- Measure Meant presented their scope of work and process for evaluating UD Development Incentives
- 400-Block Update
  - Working with Trestle Development on In-House Proforma and Value Engineering (\$10K scope)
  - Trestle working with Bouten on more refined construction costs
  - Looking to maximize revenue with events and possible onsite housing
  - Received draft events revenue analysis informed by Jennifer Evans Events and Visit Spokane
  - Kicking off Event Prospectus for Climbing Gym economic impact with Spokane Sports
- Sinisterra shared a photo of colorful new UD-branded banners installed along MLK Jr. Way
- Sinisterra shared the 2026 meeting calendar
- Samson asked for but did not receive any questions regarding the July 31, 2025, financials



### Higher Ed Partner Updates

- **Washington State University Health Sciences Spokane** – *staff not available to provide update*
- **Spokane Colleges** - Lori Hunt, Chief of Staff & Strategy, shared details regarding Spokane Colleges' new branding, swag, economic impact, and administrative departments' relocation. She also spoke to the “start here, transfer there” program with Whitworth, the Practical Nursing Program certificate, the SPEEA Grant to support SCC students’ childcare needs, the SCC Trades High School hands-on programs, the AI certificate program, and the new SFCC Fine Arts and Photography building.
- **Eastern Washington University** – Rob Sauders talked about EWU’s pivot to a “regional polytechnic” focus, emphasizing applied learning and building opportunities to prepare students for employment. EWU is aligning strategic planning, curriculum, and community engagement toward this goal.
- **Whitworth University** – *staff not available to provide an update*
- **Gonzaga University** – John Sklut, Sr Advisor to the President and Liaison for External and Government Affairs, spoke to Katia Passerini’s new role and shared *US News & World Report* cites GU as one of the nation’s “most innovative” universities. He also mentioned reapplying for [the Tech Hub](#) grant and highlighted these GU programs: [Doctor of Nurse Anesthesia Practice](#), [Woodley Institute for Civil Engagement and Humanistic Dialogue](#), [Institute for Informatics and Applied Technology](#), and [Center for Materials Research](#).
- **University of Washington** - Catherine Brazil recapped a recent visit and tour with new UW and GU presidents Robert J. Jones and Katia Passerini to the Regional Initiatives in Dental Education (RIDE) program on the newly renovated top floor of the UW/GU Health Partnership Building. She also mentioned the upcoming November 6 RIDE ribbon cutting and open house.

Sheehan asked for but did not hear any public comments and adjourned the meeting at 4:50 PM.

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Juliet Sinisterra for Greg Repetti, Secretary



## 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/](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

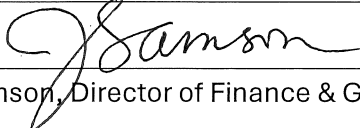


UNIVERSITY  
DISTRICT

## University District Public Development Authority (UDPDA) Voucher Certification – July 2025 Close

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Date	Voucher Warrant #	Description	Amount
7/14	1429	Pro Mechanical – 201 W Main	283.66
7/22	Xfer	University District Development Assoc per contract	32,065.50
7/2	ACH	Avista utility bill – south sub area lighting	589.73
7/3	ACH	Kiemle Hagood – 201 W Main (July)	250.00
7/9	ACH	Rooted Landscaping – 201 W Main	304.25
7/9	ACH	GoJoe Patrol – 201 W Main	507.50
7/9	ACH	Tiny's Service and Maintenance – 201 W Main	707.85
7/9	ACH	Cascadia Partners – CERB per contract	1,590.00
7/9	ACH	Century Pacific per contract	3,937.50
7/9	ACH	Crossroads Resource Center - CERB per contract	16,136.32
7/10	ACH	Philadelphia Insurance	444.00
7/14	ACH	Cascadia Partners – code audit	3,612.00
7/14	ACH	Intuit fee	54.00
7/17	ACH	Avista utility bill – 201 W Main	272.29
7/18	ACH	City utilities - 201 W Main	463.13
7/23	ACH	Witherspoon Brajcich McPhee	945.00
7/23	ACH	D&B Creative – CERB	4,650.00
7/30	ACH	Kiemle Hagood – 201 W Main (July repair)	48.00
7/30	ACH	Hanover Insurance	4,233.87
7/30	ACH	Crossroads Resource Center - CERB	15,125.00
7/31	ACH	Cascadia Partners – code audit	2,500.00
7/31	ACH	Numerica - monthly ACH processing fee	30.00

  
Jeffrey Samson, Director of Finance & Grants Administration

8-5-2025  
Date



## University District Public Development Authority (UDPDA) Special Meeting Minutes DRAFT

**Wednesday, October 29, 2025, 1:30-2:04 PM, Via Zoom only**

Board [slide deck link](#)

**Board Members Present:** Steve MacDonald, Greg Repetti, Katy Sheehan (chair), Juliet Sinisterra (CEO), County Commissioner Amber Waldref, and Council President Betsy Wilkerson

**Board Members Absent:** Chuck Murphy

**Others Present:** Taudd Hume (UDPDA legal counsel), Lois Bollenback, Catherine Brazil, Pat Castaneda, Ryan Arnold, Jeffrey Samson, Alden Jones

### Call to Order, Welcome

Chair Sheehan called the meeting to order at 1:31 PM and provided a summary of the agenda.

### 201 West Main Avenue Declaration of Surplus Property

Sinisterra shared a 201 West Main Avenue timeline, the property's legal description, and the Statutory Warranty Deed restrictions. She noted that before a potential property sale, timely public notices and legal steps must be taken with the City per statute. She informed the board that Taudd Hume is working closely with the city attorney on those steps and on an Amendment to the Covenants to clarify the definition of "economic development" in the deed restrictions to reflect that it may "include but not be limited to" housing but exclude surface parking. There was also the recommendation that the covenants automatically terminate so that neither the City nor the UDPDA remains connected to the property thereafter.

Sinisterra mentioned current leases affecting the property, as well as the Valbridge and CBRE property appraisals, and that the potential buyer accepted the former. She reminded the board that they approved moving forward with surplus the property at the October 1 meeting and that a December 4 special meeting is scheduled to approve the plan to sell the property. Wilkerson indicated December 15 is the City Council's last 2025 meeting.

Sheehan asked for public comment but heard none. Before adjourning the public session, Sheehan read the following: "The board will adjourn into Executive Session per RCW 42.30.110, 1 (c) - To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public."

Sheehan resumed the public meeting at 2:03 PM and, pursuant to RCW 39.33, asked for a **MOTION to approve the surplus of the 201 West Main Avenue property and its potential sale** (Repetti), seconded by Wilkerson, and passed unanimously.

Sheehan then stated that a letter and board resolution would be sent to City staff and Council Members notifying them of the board's approval to surplus the property. She reminded the group of the December 4 special meeting to approve the sale of the property and that a Purchase and Sale Agreement (PSA) would be executed with a potential buyer thereafter. She also said that proceeds from the sale would be used to pay off the Sprague Avenue general obligation bond.

Sheehan asked for additional public comment and hearing none, adjourned the meeting at 2:04 PM.

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Greg Repetti, Secretary





## University District Public Development Authority (UDPDA) Special Meeting Minutes DRAFT

**Thursday, December 4, 2025, 8:03 AM – 8:22 AM, Via Zoom only**

Board [slide deck](#) link; Zoom recording [link](#)

**Board Members Present:** Steve MacDonald, Greg Repetti, Katy Sheehan (chair), Juliet Sinisterra (CEO), County Commissioner Amber Waldref, and Council President Betsy Wilkerson

**Board Members Absent:** Chuck Murphy

**Others Present:** Taudd Hume (legal counsel), Lois Bollenback, Megan Hulsey, Eric Peterson, Jeffrey Samson, Alden Jones

### Call to Order, Welcome

Chair Sheehan called the meeting to order at 8:03 AM, confirmed a quorum, reminded the group of OPMA rules, and provided a summary of the agenda.

### 201 West Main Avenue Property Timeline and Declaration of Intent to Sell

Sheehan shared the legal description of the 201 West Main Avenue property, the Statutory Warranty Deed restrictions, and a recap of the surplus/sale process timeline. She noted that since the board approved the property's surplus at the October 29 meeting, Taudd Hume has been working with the city attorney and MacDonald on draft language for an Amendment of Covenants (draft included in the board packet) and kept the prospective buyer informed. The draft Covenants will be reviewed by the City of Spokane Urban Experience Committee on December 8 and placed on the City Council's legislative agenda in January (vs December due to holiday recess).

Additionally, Hume provided a copy of the final Purchase and Sale Agreement (PSA) reflecting a private sale to buyer Millennium Northwest LLC for \$1.1M (PSA also in the packet), which includes a provision allowing either party to terminate the PSA if the city-approved Covenants are not acceptable.

Sheehan asked the board to share any concerns or questions regarding the draft Covenant language and the PSA, including the proposed sales price. The board had no concerns, so she did not adjourn the meeting into an executive session to consider a minimum purchase price. Sheehan also asked for public comment and heard none.

Pursuant to RCW 39.33, the UDPDA may dispose of surplus property, transfer, lease, or use other methods of disposal of such property for public benefit. As such, Sheehan asked for the following motions:

1. **MOTION (MacDonald) to approve the Amendment of Covenants for the Property allowing for housing development**, seconded by Sinisterra, and passed unanimously.
2. **MOTION (Waldref) to approve the terms of the PSA with Millennium Northwest LLC for the sale of the Property**, seconded by Repetti/MacDonald, and passed unanimously.
3. Note: The subsequent motion, "The board approves using the proceeds from the sale to pay off the Sprague Avenue General Obligation Bond with the City," was amended by Sinisterra to:  
**MOTION (MacDonald as amended by Juliet) to approve using the proceeds from the sale to go towards paying off the Sprague Avenue General Obligation Bond with the City of Spokane**, seconded by Waldref, and passed unanimously.
  - Note: Sinisterra requested a change to the first motion (since there is a broader economic development use than "housing development"), and after a brief discussion around parliamentary protocol, Sheehan asked for a **MOTION (MacDonald) to rescind the approval of the first motion to amend the presented motion to read "the board approves the Amendment of Covenants for the Property as included in the board packet,"** seconded by Sinisterra, and passed unanimously.





Sinisterra confirmed she will attend the Urban Experience Committee on December 8. There was no additional public comment, and Sheehan adjourned the meeting at 8:22 AM.

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Juliet Sinisterra for Greg Repetti, Secretary

# UDPDA Balance Sheet

## University District Public Development Authority

As of November 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
10128 NUM Checking UDPDA	54,464.94
10129 NUM MM UDPDA	381,867.79
10130 Spokane County Investment Pool	302,361.43
<b>Total for Bank Accounts</b>	<b>\$738,694.16</b>
Accounts Receivable	
Other Current Assets	<b>\$0.00</b>
<b>Total for Current Assets</b>	<b>\$738,694.16</b>
Fixed Assets	
12005 Fixed Asset	515,930.00
<b>Total for Fixed Assets</b>	<b>\$515,930.00</b>
Other Assets	
12006 Other Asset	864,375.17
<b>Total for Other Assets</b>	<b>\$864,375.17</b>
<b>Total for Assets</b>	<b>\$2,118,999.33</b>
Liabilities and Equity	
Liabilities	
Current Liabilities	<b>\$0.00</b>
Long-term Liabilities	
<b>Total for Liabilities</b>	<b>\$0.00</b>
Equity	
32000 Retained Earnings	1,345,146.97
Net Income	-606,452.81
30000 Opening Balance Equity	0.00
32001 201 W Main	515,930.00
32002 Boxcar Proceeds	592,183.17
32003 Sprague Underage	272,192.00
<b>Total for Equity</b>	<b>\$2,118,999.33</b>
<b>Total for Liabilities and Equity</b>	<b>\$2,118,999.33</b>

University District Public Development Authority

Budget vs. Actuals: FY\_2025 - FY25 P&L

January - November, 2025

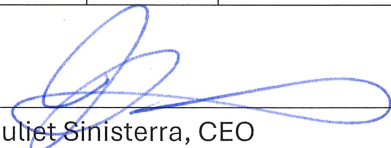
	JAN 2025		FEB 2025		MAR 2025		APR 2025		MAY 2025		JUN 2025		JUL 2025		AUG 2025		SEP 2025		OCT 2025		NOV 2025		TOTAL			
	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET		
Income																										
3000000 REVENUES																							\$0.00	\$0.00		
3300000 INTERGOV REVENUES																							\$0.00	\$0.00		
3340000 STATE GRANTS																							\$0.00	\$0.00		
3340690 State Grant Other State Agency		0.00		0.00	9,504.80	75,000.00	2,475.00	0.00		0.00		0.00	9,463.16	0.00	11,087.50	0.00		0.00		0.00	14,603.09	0.00	\$47,133.55	\$75,000.00		
Total 3340000 STATE GRANTS		0.00		0.00	9,504.80	75,000.00	2,475.00	0.00		0.00		0.00	9,463.16	0.00	11,087.50	0.00		0.00		0.00	14,603.09	0.00	\$47,133.55	\$75,000.00		
3370000 LOCAL GRANTS ENTITLMNT OTHER																							\$0.00	\$0.00		
3370001 Local Grants Entitlements		50,000.00	50,000.00	0.00	2,000.00	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	\$52,000.00	\$50,000.00		
3371000 Property Tax		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	\$0.00	\$0.00		
3372000 Sales Tax		0.00		0.00		0.00	171,828.00	170,386.25		0.00		0.00		170,386.25		0.00		172,440.38		0.00		170,386.25	\$344,268.38	\$511,158.75		
3373000 Construction Sales Tax		0.00		0.00		0.00		350,000.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	\$350,000.00	\$0.00		
Total 3370000 LOCAL GRANTS ENTITLMNT OTHER		50,000.00	50,000.00	0.00	2,000.00	0.00	171,828.00	520,386.25		0.00		0.00		170,386.25		0.00		172,440.38		0.00		170,386.25	\$396,268.38	\$911,158.75		
Total 3300000 INTERGOV REVENUES		50,000.00	50,000.00	0.00	11,504.80	75,000.00	174,303.00	520,386.25		0.00		0.00	9,463.16	170,386.25	11,087.50	0.00		172,440.38		0.00		170,386.25	14,603.09	0.00	\$443,401.93	\$986,158.75
3600000 MISC REVENUES																							\$0.00	\$0.00		
3610000 INTEREST, OTHER EARNINGS																							\$0.00	\$0.00		
3611000 Investment Earnings	1,134.95	1,000.00	1,109.38	1,000.00	1,229.64	1,000.00	1,189.43	1,000.00	1,232.26	1,000.00	1,194.45	1,000.00	1,235.78	1,000.00	1,222.70	1,000.00	1,362.46	1,000.00	1,771.80	1,000.00	1,637.77	1,000.00	\$14,320.62	\$11,000.00		
Total 3610000 INTEREST, OTHER EARNINGS	1,134.95	1,000.00	1,109.38	1,000.00	1,229.64	1,000.00	1,189.43	1,000.00	1,232.26	1,000.00	1,194.45	1,000.00	1,235.78	1,000.00	1,222.70	1,000.00	1,362.46	1,000.00	1,771.80	1,000.00	1,637.77	1,000.00	\$14,320.62	\$11,000.00		
3620000 RENTS AND LEASES	2,706.90	2,725.00	4,187.63	2,725.00	2,686.08	2,725.00	4,930.13	2,725.00	2,625.00	2,725.00	3,061.46	2,725.00	3,982.93	2,725.00	2,742.75	2,725.00	2,680.67	2,725.00	2,661.01	2,725.00	4,002.25	2,725.00	\$36,266.81	\$29,975.00		
Total 3600000 MISC REVENUES	3,841.85	3,725.00	5,297.01	3,725.00	3,915.72	3,725.00	6,119.56	3,725.00	3,857.26	3,725.00	4,255.91	3,725.00	5,218.71	3,725.00	3,965.45	3,725.00	4,043.13	3,725.00	4,432.81	3,725.00	5,640.02	3,725.00	\$50,587.43	\$40,975.00		
Total 3000000 REVENUES	3,841.85	53,725.00	55,297.01	3,725.00	15,420.52	78,725.00	180,422.56	524,111.25	3,857.26	3,725.00	4,255.91	3,725.00	14,681.87	174,111.25	15,052.95	3,725.00	176,483.51	3,725.00	4,432.81	174,111.25	20,243.11	3,725.00	\$493,989.36	\$1,027,133.75		
Total Income	\$3,841.85	\$53,725.00	\$55,297.01	\$3,725.00	\$15,420.52	\$78,725.00	\$180,422.56	\$524,111.25	\$3,857.26	\$3,725.00	\$4,255.91	\$3,725.00	\$14,681.87	\$174,111.25	\$15,052.95	\$3,725.00	\$176,483.51	\$3,725.00	\$4,432.81	\$174,111.25	\$20,243.11	\$3,725.00	\$493,989.36	\$1,027,133.75		
GROSS PROFIT	\$3,841.85	\$53,725.00	\$55,297.01	\$3,725.00	\$15,420.52	\$78,725.00	\$180,422.56	\$524,111.25	\$3,857.26	\$3,725.00	\$4,255.91	\$3,725.00	\$14,681.87	\$174,111.25	\$15,052.95	\$3,725.00	\$176,483.51	\$3,725.00	\$4,432.81	\$174,111.25	\$20,243.11	\$3,725.00	\$493,989.36	\$1,027,133.75		
Expenses																										
5000000 EXPENDITURES																							\$0.00	\$0.00		
5580000 CMTY PLANNING ECON DEV																							\$0.00	\$0.00		
5586000 Planning																							\$0.00	\$0.00		
5586040 Planning Services	17,232.08	21,875.00	10,500.00	26,875.00	1,050.00	26,875.00	5,620.00	26,875.00	9,570.00	26,875.00	16,904.60	26,875.00	43,613.32	26,875.00	7,285.00	26,875.00	26,590.00	26,875.00	27,177.50	26,875.00	28,504.56	26,875.00	\$194,047.06	\$290,625.00		
Total 5586000 Planning	17,232.08	21,875.00	10,500.00	26,875.00	1,050.00	26,875.00	5,620.00	26,875.00	9,570.00	26,875.00	16,904.60	26,875.00	43,613.32	26,875.00	7,285.00	26,875.00	26,590.00	26,875.00	27,177.50	26,875.00	28,504.56	26,875.00	\$194,047.06	\$290,625.00		
5587000 Economic Development																							\$0.00	\$0.00		
5587040 Econ Dev Services	40,262.77	44,557.24	36,647.73	42,057.16	34,720.73	64,557.16	37,511.89	42,057.16	51,163.20	42,057.16	52,560.72	42,057.16	43,987.10	42,057.16	53,344.29	42,057.16	46,742.59	42,057.16	51,123.14	42,057.16	35,991.93	42,057.16	\$484,056.09	\$487,628.84		
Total 5587000 Economic Development	40,262.77	44,557.24	36,647.73	42,057.16	34,720.73	64,557.16	37,511.89	42,057.16	51,163.20	42,057.16	52,560.72	42,057.16	43,987.10	42,057.16	53,344.29	42,057.16	46,742.59	42,057.16	51,123.14	42,057.16	35,991.93	42,057.16	\$484,056.09	\$487,628.84		
Total 5580000 CMTY PLANNING ECON DEV	57,494.85	66,432.24	47,147.73	68,932.16	35,770.73	91,432.16	43,131.89	68,932.16	60,733.20	68,932.16	69,465.32	68,932.16	87,600.42	68,932.16	60,629.29	68,932.16	73,332.59	68,932.16	78,300.64	68,932.16	64,496.49	68,932.16	\$678,103.15	\$778,253.84		
5590000 PROPERTY DEVELOPMENT																							\$0.00	\$0.00		
5593000 Prop Dev Depr Amor Xlfr Out																							\$0.00	\$0.00		
5593040 Prop Dev Services	5,084.49	2,916.74	4,721.07	2,916.66	4,975.09	2,916.66	7,297.69	2,916.66	2,756.04	2,916.66	3,511.53	2,916.66	2,760.79	2,916.66	2,175.87	2,916.66	3,446.38	2,916.66	2,543.60	2,916.66	10,773.47	2,916.66	\$50,046.02	\$32,083.34		
Total 5593000 Prop Dev Depr Amor Xlfr Out	5,084.49	2,916.74	4,721.07	2,916.66	4,975.09	2,916.66	7,297.69	2,916.66	2,756.04	2,916.66	3,511.53	2,916.66	2,760.79	2,916.66	2,175.87	2,916.66	3,446.38	2,916.66	2,543.60	2,916.66	10,773.47	2,916.66	\$50,046.02	\$32,083.34		
Total 5590000 PROPERTY DEVELOPMENT	5,084.49	2,916.74	4,721.07	2,916.66	4,975.09	2,916.66	7,297.69	2,916.66	2,756.04	2,916.66	3,511.53	2,916.66	2,760.79	2,916.66	2,175.87	2,916.66	3,446.38	2,916.66	2,543.60	2,916.66	10,773.47	2,916.66	\$50,046.02	\$32,083.34		
5900000 DBT EXP, CAP OUTLAYS, OTHR DECR																							\$0.00	\$0.00		
5910000 REDEMPTION OF DEBT		0.00		0.00		0.00		0.00	163,332.94	163,332.94		0.00		0.00		0.00		0.00		0.00	191,040.11	191,040.11	\$354,373.05	\$354,373.05		
5920000 INTEREST OTHR DBT SVC COST		0.00		0.00		0.00		0.00	9,454.06	9,454.06		0.00		0.00		0.00		0.00		0.00	8,465.89	8,465.89	\$17,919.95	\$17,919.95		
Total 5900000 DBT EXP, CAP OUTLAYS, OTHR DECR		0.00		0.00		0.00		0.00	172,787.00	172,787.00		0.00		0.00		0.00		0.00		0.00	199,506.00	199,506.00	\$372,293.00	\$372,293.00		
Total 5000000 EXPENDITURES	62,579.34	69,348.98	51,868.80	71,848.82	40,745.82	94,348.82	50,429.58	71,848.82	236,276.24	244,635.82	72,976.85	71,848.82	90,361.21	71,848.82	62,805.16	71,848.82	76,778.97	71,848.82	80,844.24	71,848.82	274,775.96	271,354.82	\$1,100,442.17	\$1,182,630.18		
Unapplied Cash Bill Payment Expense									0.00				0.00										\$0.00	\$0.00		
Total Expenses	\$62,579.34	\$69,348.98	\$51,868.80	\$71,848.82	\$40,745.82	\$94,348.8																				



## University District Public Development Authority (UDPDA) Voucher Certification – November 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/](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
11/24	Xfer	University District Development Assoc per contract	32,065.50
11/30	Xfer	Spokane County Investment Pool (SCIP) service fee	7.43
11/07	ACH	Rooted Landcare – 201 W Main	331.81
11/12	ACH	Kiemle Hagood – 201 W Main	250.00
11/13	ACH	Intuit service fee	54.00
11/14	ACH	Kiemle Hagood – 201 W Main	36.55
11/14	ACH	Go Joe – 201 W Main	591.87
11/17	ACH	Avista – 201 W Main	360.69
11/19	ACH	City of Spokane – 201 W Main utilities	395.76
11/20	ACH	Witherspoon Brajcich McPhee legal counsel	8,977.50
11/20	ACH	Biohabitats - per contract	28,504.56
11/21	ACH	Legacy – public notices for 201 W Main sale	360.58
11/21	ACH	Tiny's Service and Maintenance – 201 W Main	762.30
11/30	ACH	Numerica - monthly ACH processing fee	30.00
11/19	Check 1432	Allied Fire and Security – 201 W Main Ave	200.66

  
Juliet Sinisterra, CEO

12.15.25  
Date



## University District - 2026 Work Plan Tracking

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

UDPDA 2025	Approved Budget	Year End Est	UDPDA 2026	2026 PF	No Grants
<b>REVENUE</b>	<b>\$1,485,693</b>	<b>\$778,898</b>	<b>REVENUE</b>		<b>\$2,371,243</b>
County and <b>Division Gateway Partners</b>	\$50,000	\$52,000	County	\$50,000	
City Estimated Property Tax	<b>\$205,011</b>	\$289,296	City Estimated Property Tax	\$292,191	
City Estimated Sales Tax	<b>\$681,545</b>	\$344,268	City Estimated Sales Tax	\$381,255	
City Est Construct Sales Tax	<b>\$79,437</b>	\$0	201 West Main Property Sale, Pending	\$1,100,000	
City Est Construct Sales Tax Catch up (2020-2024)	<b>\$350,000</b>	\$0			
CERB Grant	\$75,000	\$47,134	CERB Grant (2025-26)	\$27,866	
<b>County Bridge Loan</b>	\$0				
<b>UPDA Money Market to Purchase 411/12 N Grant Transfer</b>	\$0				
Interest	\$12,000	\$13,500	Interest (lower overall balance)	\$4,000	
201 W Main Lease (Manzanita House and Parking Estimate)	\$32,700	\$32,700	201 W Main Lease (Manzanita House, parking lot lease) partial Jan; vacate Jan 4	\$400	
Carryover	\$0	\$0	Carryover/Reserves	\$515,531	
<b>EXPENSE</b>	<b>\$1,346,879</b>	<b>\$1,195,472</b>	<b>EXPENSE</b>		<b>\$1,914,261</b>
<b>Community Planning</b>	<b>\$409,900</b>	<b>\$256,678</b>	<b>Community Planning (Architectural and Engineering)</b>		<b>\$227,505</b>
U Village Matching Grant - Feasibility Study (2.4)	\$75,000		U Village Matching Grant - Feasibility Study (2.4) Remaining	\$55,705	
Cascadia Contract - Business Plan		\$23,767	UD South Sub Area Parking Layout Plan	\$15,000	
Ken Meter Contract		\$42,511	Urban Ecological Development Tool Concept Development	\$15,000	
D&B Creative Contract		\$28,500			
The Grain Shed		\$0			
Living Infrastructure Framework Phase I	\$92,400	\$92,400	Living Infrastructure Framework Phase I Remaining and Phase II	\$40,000	
<b>400 Block Feasibility Study</b>	\$0	<b>\$15,000</b>	<b>400 Block Feasibility Remaining</b>	<b>\$13,800</b>	
<b>Division Gateway - Univ of Idaho</b>	\$0	<b>\$5,000</b>			
Iron Bridge Kayak Put In Design Match (3.2.2)	\$22,500	\$22,500			
District Econ Dev Incentive Study & Code Audit (1.1.2/1.2.2)	\$40,000	\$27,000	<b>District Econ Dev Incentive Study &amp; Code Audit (1.1.2/1.2.2) Remaining</b>	<b>\$13,000</b>	
Data Management - Grant Support and UD Eco Asset Tool Development	\$10,000	\$0			
Sherman Street Complete Street Design (20%) (1.1.1 / 1.1.4)	\$75,000	\$0	<b>Nature Based/Complete Street Infra A&amp;E Pre-Design (Superior/Springfield)</b>	<b>\$75,000</b>	
Riverside/Sprague Parking Pilot (1.4)	\$10,000	\$0			
Pacific Avenue A&E (City Construction Support): 2024 Carryover (1.1.1)	\$85,000	\$0			
<b>Economic Development</b>	<b>\$509,686</b>	<b>\$501,851</b>	<b>Economic Development</b>		<b>\$463,165</b>
<b>UDDA Service Contract</b>	<b>\$384,786</b>	<b>\$384,786</b>	<b>UDDA Service Contract</b>	<b>\$345,305</b>	
Legal/Ops: insur, public official bond, audit, etc.	\$15,000	<b>\$17,450</b>	Legal/Ops:non-400 Block legal, insur, audit	\$20,000	
Graphic Design - U Vision Booklet, Flyer; Banner printing	\$10,000	<b>\$12,000</b>	Graphic Design	\$6,480	
Economic Report - CoStar; Advantage Spokane	\$4,200	\$1,300	Economic Report - CoStar	\$1,300	
Grant Writing - TIB Complete Streets; District Energy, Construction (CLT); Art	\$65,000	\$56,000	Grant Writing - State Rec; Childcare; Our Town; District Thermal	\$30,000	
Avista public street lighting annual subscription	\$5,700	<b>\$6,950</b>	Avista public street lighting annual subscription	\$7,080	
400 Block: Wood 2024 Carryover	\$15,000	\$12,000	400 Block New Market Tax Credit Consultant	\$20,000	
Banner Implementation: MLK Way: Banners (3.4)	\$10,000	<b>\$11,365</b>	Banner Implementation: Hamilton (3.4)	\$15,000	
			First Avenue Angled Parking Pilot	\$10,000	
			Pacific Avenue Tree and NBI Maintenance (ongoing)	\$8,000	
<b>Capital Expenditures including A&amp;E Design/Property Development</b>	<b>\$55,000</b>	<b>\$64,650</b>	<b>Capital Expenditures incl A&amp;E Design/Property Dev - PDA Owned Property</b>		<b>\$8,000</b>
201 W Main Building Maintenance Costs	\$35,000	<b>\$49,650</b>	201 West Main Building Maintenance Costs (January and February)	\$4,000	
201 W Main and Pacific Ave Legal: Purchase and Sale Agreement	\$20,000	\$15,000	201 Legal: Property Sale	\$4,000	
<b>Sprague Avenue Debt Servicing</b>	<b>\$372,293</b>	<b>\$372,293</b>	<b>Sprague Avenue Debt Payoff</b>		<b>\$1,215,591</b>
<b>Net Income</b>	<b>\$138,814</b>	<b>-\$416,574</b>	<b>Net Income (To SCIP/MM)</b>		<b>\$456,982</b>
Money Market/SCIP		\$932,105	UDDA Money Market/SCIP		\$167,050
<b>Net Funds</b>		<b>\$515,531</b>	<b>TOTAL Funds</b>		<b>\$624,032</b>

RED: Overages above approved budget

BLUE: Indicates budget approved previously