



University District Development Association Executive Action Committee (EAC) Meeting Agenda

Tuesday, January 21, 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 by your location +1 253 215 8782 US (Tacoma)

11:30 Welcome and Administration - Sheehan

- Welcome new EAC members
- Public meeting reminder – Public Decorum Rules and OPMA apply – complete training
- Director of Finance and Grants Administration – Jeffrey Samson starts March 3, 2025
- EPA Community Change Grant Submission - Nov 19
- Employee Manual next steps
- 2025 Scorecard and Workplan comments, feedback, etc.
- Discuss New Public Meeting Format and EAC Spokesperson - *Sinisterra*
 - Review/approve draft UDDA and UDPDA February 5 Agendas

11:50 Finance Report – Murphy

- Review/approve UDDA and UDPDA financials as of December 31, 2024

12:00 U Vision 2065 Activation Updates - Sinisterra

- Next Generation Conceptual Plan 2065 Final
- U Village Feasibility Study
- University of Idaho Urban Design Studio Division Gateway Extension
- Commerce CME UD Childcare Study – questionnaire review
- 400-Block ROFO extension, Verizon cell tower

12:15 Presentations

- UD Public Amenities Study Revisit – *Sinisterra*
- Mithun 400 Block Phase 1B – *Mithun Team*

12:55 Public Comment

1:00 Next EAC is February 18, and adjourn

2025 UD Board Meetings (Catalyst Bldg, Room 309)

- February 5
- March 5
- April 9
- May 7
- June 4 retreat (location TBD)
- September 3 annual meeting
- October 1
- December 10 holiday party and 2025 Impact Award presentation



University District Public Development Authority Meeting Rules – Public Decorum

University District Public Development Authority (UDPDA) meetings adhere to the following rules of decorum by the public. These rules will be observed during UDPDA board meetings, including open forums, public comment periods on allowed agenda items, and board deliberations. These rules are derived from the City of Spokane City Council Rules.

- No clapping, cheering, booing, or public outbursts.
- Three-minute time limit for comments made during open forum and public testimony on allowed legislative agenda items.
- No person shall be permitted to speak at an open forum more often than once per month. In addition, please silence cell phones when entering the meeting.

Further, keep the following Rules in mind:

Rule 1: Open Forum

The open forum is a limited public forum; all matters discussed in the open forum shall relate to the affairs of the UDPDA. No person shall be permitted to speak regarding items on the current or advance agendas, initiatives, or referenda in a pending election. Individuals speaking during the open forum shall address their comments to the UDPDA Chair and shall not use profanity, engage in obscene speech, or make personal comments or verbal insults about any individual.

To encourage wider participation in open forums and a broad array of public comments and varied points of view, no person shall be permitted to speak at an open forum more often than once per month. However, there is no limit on the number of items on which a member of the public may testify before the UDPDA board.

Rule 2: Public Testimony Regarding Agenda Items – Time Limits

- The UDPDA board shall take public testimony on all matters included on its public agenda except those items listed in the next bullet. Public testimony shall be limited to the final UDPDA Board action. Public testimony shall be limited to three (3) minutes per speaker, unless, at his or her discretion, the UDPDA Chair determines that, because of the number of speakers signed up to testify, less time will need to be allocated per speaker in order to accommodate all of the speakers. The Chair may allow additional time if the speaker is asked to respond to questions from the UDPDA Board.
- No public testimony shall be taken on consent agenda items, amendments to legislative agenda items, or procedural, parliamentary, or administrative matters of the UDPDA Board.
- For legislative or hearing items that may affect an identifiable individual, association, or group, the following procedure may be implemented:
 1. Following an assessment by the Chair of factors such as complexity of the issue(s), the apparent number of people indicating a desire to testify, representation by designated spokespersons, etc., the Chair

shall, in the absence of objection by the majority of the UDPDA Board present, impose the following procedural time limitations for taking public testimony regarding legislative matters:

- a. There shall be up to fifteen (15) minutes for staff, board, or commission presentation of background information, if any.
 - b. The designated representative of the proponents of the issue shall speak first and may include within his or her presentation the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. Up to thirty (30) minutes shall be granted for the proponent's presentation. If there be more than one designated representative, they shall allocate the 30 minutes between or among themselves.
 - c. Three minutes shall be granted for any other person not associated with the designated representative who wishes to speak on behalf of the proponent's position.
 - d. The designated representative, if any, of the opponents of the issue shall speak following the presentation of the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. The designated representative(s) of the opponents shall have the same time allotted as provided for the proponents.
 - e. Three minutes shall be granted for any other person not associated with the designated representative who wishes to speak on behalf of the opponents' position.
 - f. Up to ten minutes of rebuttal time shall be granted to the designated representative for each side, the proponents speaking first and the opponents speaking second.
2. In the event the party or parties representing one side of an issue has a designated representative and the other side does not, the Chair shall publicly ask the unrepresented side if they wish to designate one or more persons to utilize the time allotted for the designated representative. If no such designation is made, each person wishing to speak on behalf of the unrepresented side shall be granted three minutes to present his/her position, and no additional compensating time shall be allowed due to the fact that the side has no designated representative.
 3. In the event there appear to be more than two groups wishing to advocate their distinct positions on a specific issue, the Chair may grant the same procedural and time allowances to each group or group, as stated previously.
- The time taken for staff or UDPDA Board member questions and responses thereto shall be in addition to the time allotted for any individual or designated representative's testimony.

JEFFREY C. SAMSON

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Experienced, innovated, strategic and self-motivated Accounting, Finance, and Grant Administration professional with an awesome interpersonal communication skills and proven record as a thought-partner for the executive and leadership team leveraging his years of experience, skills, knowledge, and expertise making significant contributions to the success of the organization.

Summary

- I have over 15 years of progressive leadership experiences in Accounting, Budgeting and Financial Planning, Cash Flow Analysis, Risk Management, and Grant & Contract Management working with private, non-profit, and government entities.
- Directed and managed annual budget (over \$850M) including federal, state, and local government revenue and helped organizations saved up to \$500,000 in operational cost by leading the Value Stream Analysis and implement cloud-based ERP and Grants Management software for efficiency and automation.
- Oversaw internal and external strategy deployment, contract and vendor relations, and worked with the Executive team to ensure efficient and transparent financial and administration processes.
- Oversaw the day-to-day financial management activities including Accounts Payable, Accounts Receivable, Cash Management, and Payroll
- Performed monitoring, active forecasting, and financial analysis for future revenue and expenditures to establish cost structure and determine budgeting level for program, projects, and operations
- Prepared and presented financial statements and financial performance reports, including financial projections and development of financial performance dashboards, to the executive management team and board of directors
- Performed system evaluation and implementation of new accounting system including change management to improve processes, staff efficiency, streamline and reduce redundancy in the accounting and financial management cycle
- Skilled at developing innovative solutions for capacity building, fund-development, cost allocation methodology, grant and contract compliance, and financial analysis using technology
- Facilitated value stream analysis on organizational workflows and processes to establish new standard work, create and update policies and procedures, and train and develop new leaders
- Strong interpersonal communication skills, and natural leader with organizational understanding of operational system
- Proven leadership capabilities managing and supervising multiple departments as Deputy CFAO for over 70 staff members (including directors, managers, and supervisors)

Work History

Thrive International (www.thriveinternational.org)

May 2024 - Present

Director of Finance

- Helping the organization build their Finance department from the grounds up by creating infrastructure and alignment of financial system with organizational structure, hiring and training of staff, develop policies and procedures, and implementation of financial applications (QB online, Bill.com, etc.) to address team efficiency, timeliness, and accuracy.
- Leads the organization's budgeting process through collaboration with directors and management teams, create and develop budget templates, and provide guidance and training to program leads on how to manage budget.
- Oversee the day-to-day financial management, grant management, and accounting activities of the department including Accounts Payable, Accounts/Grants Receivable, account reconciliation, and financial performance reporting to the Board of Directors.

Los Angeles Homeless Services Authority (www.lahsa.org)

Oct 2020 - Apr 2024

Deputy Chief Financial & Administrative Officer (DCFAO)

- Provides organizational, strategic, and technical leadership including and implement various initiatives to elevate LAHSA's role as a System Administrator
- Provides excellent leadership to the Accounting & Finance Department, Contracts & Procurement Department, Grants Management & Compliance Dept, Risk Management Department, and Asset Management Department
- Serve as a trusted leader and authoritative source on finance, administrative, and operations issues relating to grants and contract administration, fiscal management, on strategies, programs, initiatives, funding sources and compliance, and technical resources to promote efficient, effective, and judicious administration and utilization of public funding.
- Provides oversight of financial and contract management operations and reporting
- Leads the organization's annual budgeting process (over \$800M) working with 17 department directors.
- Represents LAHSA's executive team and management interest in the negotiations with the collective bargaining units, maintains clear communication and relationships with the union representatives and represented staff.
- Provides leadership to multiple departments under the Finance & Administration Department by proactively leading change, championing continuous process improvement, efficiency, and effectiveness of current workflows and operations.

Samson Consulting, LLC (www.samsonconsultingllc.com)

Feb 2019 - Present

Owner/CEO

- Provides interim CFO, Finance Director, Accounting & Financial Management services to small-medium size business organizations and helped saved over \$100,000 in operating expenditures by implementing efficient workflow and automation leveraging on limited resources and technology.
- Oversees day-to-day and month-end accounting process including bookkeeping and account reconciliations in accordance to US GAAP
- Oversees, coordinates, and prepares annual budget and financial forecasting
- Prepares monthly financial statements for the executive team, managers, and stakeholders.
- Accounting and Financial Management software integration and implementation (Quickbooks, Sage Intacct, Abila MIP, Workday, Salesforce Platform, eGMS, etc.)

Los Angeles Homeless Services Authority (www.lahsa.org)

Sep 2017 - Jan 2019

Director of Finance, Finance Administration & Budget Unit

- Directed and managed the agency's annual budget (\$300M) and reports on monthly financial performance to executive board members, program directors, and department managers
- Managed and implemented new accounting and billing software (cloud-based)
- Oversaw the day-to-day financial activities of the organization (Cash/Banking, AP, AR, Payroll), Contract Management (including budget review, reimbursements processing, invoicing)

National Immigration Law Center (www.nilc.org)

Oct 2015 - Aug 2017

Director of Finance

- Prepared the annual budget for the organization in collaboration with department directors
- Prepared monthly department, programs, and grants financial report and analysis for department directors and program managers.
- Performed system evaluation and implementation of expense reporting software (Concur)

Bienvenidos Children Center (www.bienvenidos.org)

Jul 2011 - Oct 2015

Director of Finance

- Prepared of agency's annual budget and provided monthly analysis and projections on financial performance of the organization.
- Implemented and maintained agency's Financial Planning and Analysis tool (PowerPlan) and prepared rolling forecast and cash flow analysis by gathering data from different departments and continually adjusting the forecast with actuals
- Provided technical and analytical support to management and participated in the agency's short and long-term strategic planning including merger/acquisition planning, valuation, and exit strategy.

First 5 LA (www.first5la.org)

Apr 2008 - Jun 2011

Staff Accountant II

- Prepared of agency's annual budget and provided monthly analysis and projections on financial performance of the organization.
- Prepared monthly bank and credit card reconciliations, and financial statements reports for the board in timely manner
- Managed Accounts Payable and Accounts Receivable, created a weekly schedule of invoicing and billing to ensure expenses are booked and revenue are tracked and recognized in the period in which they incurred.

Alzheimer's Association - Los Angeles (www.alz.org)

Nov 2005 - Mar 2008

Staff Accountant I

- Prepared monthly bank and credit card reconciliations, and financial statements reports for the board in timely manner
- Managed Accounts Payable and Accounts Receivable, created a weekly schedule of invoicing and billing to ensure expenses are booked and revenue are tracked and recognized in the period in which they incurred.
- Record daily cash receipts and responsible for daily bank deposits.

Education & Certification

- | | |
|--|-------------------|
| • Bachelor's Degree in Accounting, Polytechnic University of the Philippines | April 1992 |
| • Performance Auditing, University of California - Los Angeles | March 2015 |
| • HBX CORe (Financial & Data Analysis) - Harvard Business School (online) | December 2018 |
| • Certified Management Accountant (CMA) Candidate | Jan 2023- Present |

Software & Technical Skills

- Productivity: Microsoft Office Suite (Excel, Access, Word, and PowerPoint) - advanced skills
- Reporting and Dashboard: Microsoft Power BI Pro, Tableau
- Implemented Financial & Accounting Software (NetSuite, Blackbaud, Abila MIP Fund Accounting, Sage MAS 200 ERP, Adaptive Insights, Quickbooks, Bill.com)

University District - 2025 Work Plan Tracking							
STRATEGIC PLAN	COMMUNITY DEVELOPMENT		BUDGETED	START	END	STATUS	UPDATE
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		Mithun presented to site partner on December 17 and will present to EAC in January around financing strategies. Avista agreed to extend ROFO through June 22, 2025. Met with Verizon, they are revisiting potential to relocate cell tower at roof line.
2	3.1.1	Conduct feasibility study for U Incubation Village project. \$75,000 funded via CERB.	\$150,000	Q1 2025	Q3 2025		Gathering three smaller proposals for the Food Processing Center Feasibility Study; Folk Market Market and Needs Assessment and Worker Owned Cooperative research. Submitted workplan and preliminary consultants to CERB on 1/16.
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		Researching best way to structure RFQ. Looking to expand Cascadia contract on their Innovation District best practices to include financing.
4	Overarching	Host community partner lunches around UD Housing Development; District Energy Strategies, and Life Sciences Marketing	\$0	Q2 2025	Q4 2025		Looking to host this spring.
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 for 501c3 status, reviewing grants and establishing committees.
6	3.1.3	Support Community-Minded Enterprises around implementation of Commerce UD Childcare study.	\$0	Q1 2025	Q3 2025		Monthly meetings with sub-committee started. Survey to be distributed in early February.
7	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
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 key areas of focus: infrastructure, parks/open space and 400 Block.
2	Overarching	Database and business platform completion for demographic, environmental, and energy/water use data for District.	\$10,000	Q1 2025	Q3 2025		Met with Urbanova and meeting with Biohabitats. Looking to establish small scope.
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
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.
2	1.1.4	Sherman Street Complete Street Design for TIB grant application prep.	\$75,000	Q1 2025	Q3 2025		Grant team to meet with Andrew Beagle from TIB prior to release of grant.
3	1.4	Riverside and Sprague Parking Pilot in partnership with City	\$10,000	Q3 2025	Q4 2025		Studying with Mithun and City staff potential to develop pocket park and Riverside as park in 2025.
4	3.4	Banner implementation along MLK Way.	\$10,000	Q2 2025	Q4 2025		Not started
5		Evaluate selling 201 West Main property.	\$0	Q2 2025	Q4 2025		Looking to extend RFP released from last year. There is additional interest in studying the site.
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
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		City hosting public open house on January 23 at Uptic Studios in the South UD
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 the EO of Feb for the Vision Booklet

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



University District Public Development Authority (UDPDA) Board of Directors' Business Meeting Agenda - DRAFT

Wednesday, February 5, 2024, 3:30 – 4:55 PM

In-Person at Catalyst Building, Room 309, and via Zoom

<https://us02web.zoom.us/j/86492302359?pwd=STErZDIHLOZpK0hDTnZPNUdHWXRldz09>; Meeting ID: 864 9230 2359; Passcode: 583683

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

- Welcome new members and officers
- Verify Quorum and Review Meeting Rules
- Proposed MOTION – Consent Agenda
 - Draft October 2, 2024, UDPDA board meeting minutes
 - UDPDA financials as of December 31, 2024

3:40 UDPDA Public Comment

(Joint Discussion UDPDA and UDDA Board Members)

3:45 U Vision 2065 Activation Updates - (EAC spokesperson)

- 400-Block ROFO extension, Verizon cell tower
- U Village Feasibility Study
- Commerce CME UD Childcare Study
- University of Idaho Urban Design Studio project Division Gateway Extension

4:05 CEO Report - Sinisterra

- 2025 Scorecard and Workplan Initiatives

4:15 Presentations

- Next Generation Conceptual Plan 2065 and Next Steps – Sinisterra
- Mithun 400-Block Completion Phase 1B – Mithun Team

4:55 UDPDA Adjourn

2025 Board Meetings (Catalyst Bldg, Room 309)

- March 5, April 9, May 7, Sept 2 annual meeting, Oct 15, Dec 10 holiday party and 2025 Impact Award presentation



University District Development Association (UDDA)

Board of Directors' Meeting Agenda - DRAFT

Wednesday, February 5, 2024, 3:45 – 5:30 PM

In-Person, Catalyst Building, Rm 309, and via Zoom

<https://us02web.zoom.us/j/86492302359?pwd=STErZDItL0ZpK0hDTnZPNUdHWXRldz09;>

Meeting ID: 864 9230 2359; Passcode: 583683

(Joint Discussion UDPDA and UDDA Board Members)

3:45 U Vision 2065 Activation Updates - (EAC Appointed Spokesperson)

- 400-Block ROFO extension, Verizon cell tower
- U Village Feasibility Study
- Commerce CME UD Childcare Study
- University of Idaho Urban Design Studio project Division Gateway Extension

4:05 CEO Report - Sinisterra

- 2025 Scorecard and Workplan Initiatives

4:15 Presentations

- Next Generation Conceptual Plan 2065 and Next Steps – *Sinisterra*
- Mithun 400-Block Completion Phase 1B – *Mithun Team*

4:55 UDPDA Adjourn

5:00 Welcome, Call to Order, Administrative Actions – Sheehan

- **Welcome new members and officers**
- **Verify quorum and review Public Decorum Rules**
- **Proposed MOTION** – Consent Agenda
 - Draft October 2, 2024, UDDA board meeting minutes
 - UDDA financials as of December 31, 2024
- EPA Community Change Grant Submission: Nov 19
- Dir of Finance & Grants Administration – Jeffrey Samson starts March 3
- Tonight: Sinisterra presentation, GU Institute for Climate, Water and the Environment
- Feb 26: Innovative Urbanism Series by Mithun

5:10 30-Second Updates – Sheehan

5:30 Adjourn

2025 UD Board Meetings (Catalyst Bldg, Room 309)

- March 5, April 9, May 7, June 4 retreat (location TBD), Sept 3 annual meeting, Oct 1, Dec 10 holiday party and 2025 Impact Award presentation

University District Development Association
Balance Sheet
As of December 31, 2024

3:13 PM
01/06/25
Accrual Basis

	<u>Dec 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
10126 · UDDA NUM Checking	40,024.77
10127 · UDDA NUM MM	165,611.65
Total Checking/Savings	<u>205,636.42</u>
Accounts Receivable	
12100 · Accounts Receivable	28,542.50
Total Accounts Receivable	<u>28,542.50</u>
Total Current Assets	<u>234,178.92</u>
TOTAL ASSETS	<u>234,178.92</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
20502 · Numerica Visa	3,088.00
Total Credit Cards	<u>3,088.00</u>
Other Current Liabilities	
24000 · Payroll Liabilities	
24160 · State Unemployment Payable	-290.58
24161 · State Fam Med Lv EE pd by Co	-11.39
24162 · FSA Contrib EE	640.44
24163 · FSA Contrib ER	333.32
24225 · Simple IRA EE	661.43
24226 · Simple IRA ER	661.43
24227 · Accrued Vacation Leave	4,752.22
24000 · Payroll Liabilities - Other	199.63
Total 24000 · Payroll Liabilities	<u>6,946.50</u>
Total Other Current Liabilities	<u>6,946.50</u>
Total Current Liabilities	<u>10,034.50</u>
Total Liabilities	10,034.50
Equity	
30000 · Opening Balance Equity	2,143.63
30001 · Reserve	78,842.62
32000 · Unrestricted Net Assets	146,524.39
Net Income	-3,366.22
Total Equity	<u>224,144.42</u>
TOTAL LIABILITIES & EQUITY	<u>234,178.92</u>

University District Development Association Profit & Loss Budget Performance

December 2024

	Dec 24	Budget	Jan - Dec 24	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
43400 · Direct Public Support					
43410 · Institutional/Corp contrib	0.00	20,500.00	103,500.00	146,500.00	146,500.00
Total 43400 · Direct Public Support	0.00	20,500.00	103,500.00	146,500.00	146,500.00
46500 · Grant Income					
46510 · Grant - Restricted	44,077.50	44,077.50	44,077.50	44,077.50	44,077.50
Total 46500 · Grant Income	44,077.50	44,077.50	44,077.50	44,077.50	44,077.50
46700 · Other Income					
47005 · UDRA Management Proceeds	20,577.00	20,577.00	246,924.00	246,924.00	246,924.00
47020 · Rental Income	0.00	500.00	4,300.00	6,000.00	6,000.00
Total 46700 · Other Income	20,577.00	21,077.00	251,224.00	252,924.00	252,924.00
Total Income	64,654.50	85,654.50	398,801.50	443,501.50	443,501.50
Expense					
60100 · Payroll Expenses					
60101 · Salaries, Wages	27,939.45	17,462.00	225,958.21	209,544.00	209,544.00
60105 · Vacation Leave Accrual	933.48	608.00	403.00	7,309.00	7,309.00
60110 · Payroll Taxes	2,111.87	1,668.00	18,098.52	20,016.00	20,016.00
Total 60100 · Payroll Expenses	30,984.80	19,738.00	244,793.21	236,869.00	236,869.00
60200 · Personal Services Contracts					
60202 · Financial, Prof Services	100.00	140.00	3,489.00	3,500.00	3,500.00
60203 · Management & Organization Svcs	44,077.50	10,000.00	63,255.00	58,000.00	58,000.00
60205 · Legal Fees	0.00	100.00	8,860.00	3,000.00	3,000.00
60231 · Marketing/Advertising	2,046.60	80.00	6,153.67	15,600.00	15,600.00
60232 · Graphic Design, Web	31.62	0.00	1,429.44	2,550.00	2,550.00
60253 · Employee Training	0.00	0.00	0.00	200.00	200.00
Total 60200 · Personal Services Contracts	46,255.72	10,320.00	83,187.11	82,850.00	82,850.00
60300 · Other Contractual Services					
60303 · Cell Phone Charges	75.00	75.00	900.00	975.00	975.00
60314 · Internet IT Svcs Domain Reg	186.99	216.66	2,332.80	2,600.00	2,600.00
60324 · Insurance D&O	0.00	0.00	2,085.00	2,120.00	2,120.00
60325 · Insurance Other	0.00	0.00	1,580.00	1,680.00	1,680.00
60329 · Licenses and Permits	0.00	100.00	120.50	175.00	175.00
60330 · Memberships, Dues	179.00	0.00	2,079.00	2,555.00	2,555.00
60334 · Reg, Conferences, Sponsorships	0.00	0.00	2,176.42	650.00	650.00
60336 · Subscriptions, Periodicals	17.77	12.99	553.29	350.00	350.00
60353 · Postage, Mailing Services	69.96	0.00	465.48	325.00	325.00
60358 · Printing & Reproduction	648.55	0.00	673.57	1,000.00	1,000.00
60377 · Catering, Meals	738.87	1,890.00	3,942.80	5,500.00	5,500.00
60380 · Leased Buildings, Space	1,330.96	1,336.66	15,971.52	16,040.00	16,040.00
60381 · Rentals, Copier Lease	96.14	62.50	1,725.60	750.00	750.00
60389 · Rentals, Other Events, Park	0.00	0.00	499.46	850.00	850.00
Total 60300 · Other Contractual Services	3,343.24	3,693.81	35,105.44	35,570.00	35,570.00
60400 · Travel					
60410 · In-state Per Diem	0.00	0.00	0.00	400.00	400.00
60411 · In-state Air Fare	0.00	0.00	256.96	0.00	0.00
60412 · Private Auto Mileage	18.49	0.00	756.82	100.00	100.00
60416 · Other Travel - bus, etc.	91.55	0.00	540.51	300.00	300.00
60420 · Out of state Per Diem	312.42	0.00	1,194.08	0.00	0.00
60421 · Out of state Air Fare	401.97	0.00	822.92	700.00	700.00
Total 60400 · Travel	824.43	0.00	3,571.29	1,500.00	1,500.00
60500 · Supplies & Materials					
60501 · Food	14.97	0.00	145.57	150.86	150.86
60525 · Recognition and Awards	0.00	244.26	909.39	1,055.75	1,055.75
60545 · Prewritten SW (QB 365 Acrobat)	345.66	226.94	4,462.46	4,053.49	4,053.49
60564 · Office Supplies	0.00	63.87	3,163.78	1,739.90	1,739.90
Total 60500 · Supplies & Materials	360.63	535.07	8,758.45	7,000.00	7,000.00
60700 · Retirement & Benefits					
60702 · PFML	0.00	125.79	1,169.06	503.16	503.16
60705 · Retirement Employer Contrib	661.43	414.00	5,208.83	4,968.00	4,968.00
60707 · Life Insurance Employer Paid	0.00	0.00	524.79	532.60	532.60
60709 · Disability Insurance	255.70	221.70	2,796.40	2,660.40	2,660.40
60710 · Health Insurance Plans	0.00	1,278.00	15,507.84	15,336.00	15,336.00
60711 · FSA Employer Contrib	333.32	333.32	3,999.84	3,999.84	3,999.84
Total 60700 · Retirement & Benefits	1,250.45	2,372.81	29,206.76	28,000.00	28,000.00
Total Expense	83,019.27	36,659.69	404,622.26	391,789.00	391,789.00
Net Ordinary Income	-18,364.77	48,994.81	-5,820.76	51,712.50	51,712.50
Other Income/Expense					
Other Income					
43200 · Interest & Investments					
43210 · Interest-Savings, Short-term CD	0.00	150.00	2,036.42	1,800.00	1,800.00

University District Development Association Profit & Loss Budget Performance

December 2024

	<u>Dec 24</u>	<u>Budget</u>	<u>Jan - Dec 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total 43200 - Interest & Investments	209.32	150.00	2,454.54	1,800.00	1,800.00
Total Other Income	209.32	150.00	2,454.54	1,800.00	1,800.00
Net Other Income	209.32	150.00	2,454.54	1,800.00	1,800.00
Net Income	<u>-18,155.45</u>	<u>49,144.81</u>	<u>-3,366.22</u>	<u>53,512.50</u>	<u>53,512.50</u>

UD Public Development Authority

Balance Sheet

As of December 31, 2024

01/07/25

Cash Basis

	Dec 31, 24
ASSETS	
Current Assets	
Checking/Savings	
10128 · NUM Checking UDPDA	624,026.08
10129 · NUM MM UDPDA	719,433.39
Total Checking/Savings	1,343,459.47
Total Current Assets	1,343,459.47
Fixed Assets	
12005 · Fixed Asset	515,930.00
Total Fixed Assets	515,930.00
Other Assets	
12006 · Other Asset	1,168,000.00
Total Other Assets	1,168,000.00
TOTAL ASSETS	3,027,389.47
LIABILITIES & EQUITY	
Equity	
32000 · Retained Earnings	1,381,811.94
32001 · 201 W Main	515,930.00
32002 · Boxcar Proceeds	588,000.00
32003 · Sprague Underage	580,000.00
Net Income	-38,352.47
Total Equity	3,027,389.47
TOTAL LIABILITIES & EQUITY	3,027,389.47

NOTES:

Account 12006 Other Assets includes \$588K Boxcar proceeds and \$580K Sprague underage funds held by the City.

In addition to the 2024 board-approved budgeted contractual obligations, as of the end of May, the UDPDA has a \$1,760,671 balance due on the General Obligation Bond owed to the City for Sprague Avenue improvements.

The UDPDA anticipates refinancing the Bond in 2025.

UD Public Development Authority
Profit & Loss Budget vs. Actual
 January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000000 · REVENUES				
3300000 · INTERGOV REVENUES				
3370000 · LOCAL GRANTS ENTITLMNT OTHER				
3370001 · Local Grants Entitlements	50,000.00	50,000.00	0.00	100.0%
3371000 · Property Tax	202,981.00	278,852.00	-75,871.00	72.8%
3372000 · Sales Tax	689,761.52	745,632.00	-55,870.48	92.5%
Total 3370000 · LOCAL GRANTS ENTITLMNT OTHER	942,742.52	1,074,484.00	-131,741.48	87.7%
Total 3300000 · INTERGOV REVENUES	942,742.52	1,074,484.00	-131,741.48	87.7%
3600000 · MISC REVENUES				
3610000 · INTEREST, OTHER EARNINGS	14,310.49	4,000.00	10,310.49	357.8%
3620000 · RENTS AND LEASES	38,632.15	30,000.00	8,632.15	128.8%
Total 3600000 · MISC REVENUES	52,942.64	34,000.00	18,942.64	155.7%
Total 3000000 · REVENUES	995,685.16	1,108,484.00	-112,798.84	89.8%
Total Income	995,685.16	1,108,484.00	-112,798.84	89.8%
Expense				
5000000 · EXPENDITURES				
5580000 · CMTY PLANNING ECON DEV	622,341.67	614,824.00	7,517.67	101.2%
5590000 · PROPERTY DEVELOPMENT	63,845.02	25,000.00	38,845.02	255.4%
5900000 · DBT EXP, CAP OUTLAYS, OTHR DECR	347,850.94	734,470.00	-386,619.06	47.4%
Total 5000000 · EXPENDITURES	1,034,037.63	1,374,294.00	-340,256.37	75.2%
Total Expense	1,034,037.63	1,374,294.00	-340,256.37	75.2%
Net Ordinary Income	-38,352.47	-265,810.00	227,457.53	14.4%
Net Income	-38,352.47	-265,810.00	227,457.53	14.4%



University District Public Development Authority (UDPDA) Voucher Certification – September 2024 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
9/13	ACH	Avista utility bill for 201 W Main Ave	368.88
9/18	ACH	City utilities for 201 W Main Ave	404.28
9/23	Xfer	University District Development Assoc per contract	20,577.00
9/11	1336	Spokane FARP	165.00
9/13	1337	GoJoe Patrol – 201 W Main	515.36
9/20	1338	KH Consulting	1,040.00
9/17	1339	Haley Aldrich – grant writing	12,413.25
9/11	1340	Urbanova	2,665.00
9/20	1341	Spokane River Forum – kayak put in match	7,500.00
9/20	1342	Rooted Commercial Landcare – 201 W Main	309.70
9/24	1343	Kiemle Hagood – 201 W Main	250.00
9/23	1344	Mithun per contract 400 Block	13,270.00
9/25	1345	Tiny's Maintenance – 201 W Main	708.00
9/23	1346	Mithun per contract DCP	12,219.36
9/27	1348	Pro Mechanical – 201 W Main	283.40

Juliet Sinisterra, CEO, UDDA

10/9/24
Date




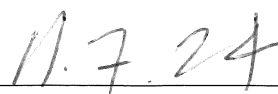
**UNIVERSITY
DISTRICT**

**University District Public Development Authority (UDPDA)
Voucher Certification – October 2024 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
10/18	ACH	Avista utility bill for 201 W Main Ave	300.60
10/18	ACH	City utilities for 201 W Main Ave	381.02
10/23	Xfer	University District Development Assoc per contract	20,577.00
10/1	1347	GoJoe Patrol – 201 W Main	615.22
10/3	1349	Witherspoon Brajcich McPhee	1,430.00
10/18	1350	Seven7n Design	1,775.00
10/09	1351	Hanover Insurance Group	87.08
10/15	1352	Kiemle Hagood – 201 W Main	250.00
10/16	1353	GoJoe Patrol – 201 W Main	548.60
10/22	1354	Spokane FARP	165.00
10/21	1355	Century Pacific per contract	225.00
10/18	1356	Rooted Commercial Landcare – 201 W Main	298.80
10/16	1357	Mithun per contract 400-Block	26,730.00
10/15	1358	Pro Mechanical – 201 W Main	309.35
10/22	1359	Action Drain and Plumbing – 201 W Main	152.00
10/21	1360	Mithun per contract - DCP	45,419.01
10/29	1361	Tiny's Maintenance – 201 W Main	708.50
10/28	1362	Avista Utilities – pole excavation and install (this voids #1320 on July 11 for \$6,000)	6,080.00


Juliet Sinisterra, CEO, UDPDA


Date



University District Public Development Authority (UDPDA) Voucher Certification – November 2024 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
11/15	ACH	Avista utility bill for 201 W Main Ave	281.21
11/20	ACH	City utilities for 201 W Main Ave	374.59
11/20	Xfer	University District Development Assoc per contract	20,577.00
11/25	1363	Oregon State University – per contract, permaculture	5,000.00
11/12	1364	Witherspoon Brajcich McPhee	1,316.25
11/13	1365	Haley Aldrich – grant writing	17,574.50
11/13	1366	Kiemle Hagood – 201 W Main	250.00
11/19	1367	Century Pacific – per contract	225.00
11/14	1369	Allied Security – 201 W Main	174.79
11/13	1371	GoJoe Patrol – 201 W Main	598.60
11/13	1372	Rooted Commercial Landcare – 201 W Main	331.50
11/25	1374	Spokane Public Library – CoStar	1,235.80
11/22	1375	Mithun DCP	37,443.01

Juliet Sinisterra, CEO, UDDA

12-6-24 _____
Date



University District Public Development Authority (UDPDA) Voucher Certification – December 2024 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
12/16	ACH	Avista utility bill for 201 W Main Ave	539.36
12/18	ACH	City utilities for 201 W Main Ave	382.17
12/19	Xfer	University District Development Assoc per contract	20,577.00
12/5	1370	City of Spokane general obligation bond payment	172,787.00
12/5	1376	Great American – D&O insurance	1,889.00
12/4	1377	Tiny's Service – 201 W Main (reissue 1373)	763.000
12/6	1378	Haley Aldrich – per contract grant writing	8,932.50
12/11	1379	Kiemle Hagood – per contract – 201 W Main	250.00
12/10	1380	Rooted Commercial Landcare – 201 W Main	192.60
12/12	1381	GoJoe Patrol – 201 W Main	490.29
12/19	1382	Century Pacific – per contract	1,125.00
12/27	1383	HUB Insurance – public official bond Sheehan	175.00
12/23	1384	Tiny's Service and Maintenance – 201 W Main	708.50
12/26	1385	Mithun - DCP	10,500.00
12/26	1386	Pro Mechanical Services – 201 W Main	283.40
12/30	1388	Spokane FARP – 201 W Main	35.00
12/31	1390	River City Glass – 201 W Main Ave	228.15
12/27	1391	Witherspoon Brajcich McPhee	130.00

Juliet Sinisterra, CEO, UDDA

01-10-25
Date

Spokane U-District 2025 Childcare Study Survey

The University District (just east of downtown Spokane) is home to several higher education institutions including Eastern Washington University, Gonzaga University, University of Washington School of Medicine – Gonzaga University Health Partnership, WSU Health Sciences Spokane, and Whitworth University. The University District is considering a new multi-use building which could include space for a childcare center. If you work or take classes in the University District and have one or more children or dependents 12 years old or younger, please take this short survey to help us understand how a childcare center could meet your needs. Your participation is important!

Q0. Do you prefer to take the survey in English or Spanish? ¿Prefiere realizar la encuesta en Inglés o en Español?

- English/Inglés
- Español/Spanish

Background

Q1. Which of the following Spokane University District organizations are you affiliated with (i.e., as a student or an employee)? *Please select all that apply.*

- Eastern Washington University
- Gonzaga University
- MultiCare Deaconess Hospital
- Providence Sacred Heart Medical Center
- Spokane Workforce Council
- University of Washington School of Medicine – Gonzaga University Health Partnership
- Washington State University Health Sciences Spokane
- Whitworth University
- Other—please specify:
- Not applicable

Q2. Which of the following describes your role in the University District organization(s) you are affiliated with? *Please select all that apply.*

- I am a student
- I am in a residency or fellowship training program
- I am an employee
- Other—please specify:

Q3. **[If they are a student or in a residency/fellowship program in Q2, then they see this Q]** What academic program are you in? *For example, Business and Accounting, Communication Sciences and Disorders, Doctor of Medicine, Nursing, Occupational Therapy, Pharmaceutical Sciences, Physical Therapy, Social Work, etc.*

Q4. Do you have one or more children aged 12 years old or younger?

- Yes → *continues to Q5*
- No → *skips to Q9*

Q5. How many infants (age newborn to 11 months old) do you have?

- 0 infants
- 1 infant
- 2 infants
- 3 infants
- Other: _____

Q6. How many toddlers (age 1 year to 2 years old) do you have?

- 0 toddlers
- 1 toddler
- 2 toddlers
- 3 toddlers
- Other: _____

Q7. How many preschool-age children (age 3 years to 5 years old) do you have?

- 0 preschoolers
- 1 preschooler
- 2 preschoolers
- 3 preschoolers
- Other: _____

Q8. How many school-age children (kindergarten to 12 years old) do you have?

- 0 school-age children
- 1 school-age child
- 2 school-age children
- 3 school-age children
- Other: _____

Q9. Are you planning to have a baby or to adopt a child in the next 1-2 years?

- Yes
- No
- Don't know
- Prefer not to answer

Childcare needs and interests [Note: Only those who said they have a child in Q4 and/or are planning to have a baby/adopt in the next 1-2 years in Q9 see this section of questions. Everyone else skips to Q49]

Q10. [If they are a student, then they see this Q] Are you a full-time or part-time student?

- Full time (12 to 18 credits)
- Part time (1 to 11 credits)

Q11. [If they said they are a student, then they see this question] What type of classes do you take?

- In-person classes
- Online classes
- Both in person and online classes

Q12. Please select the statement that best describes your employment situation:

- I am unemployed
- I work between 1 and 19 hours per week
- I work 20 hours per week or more

Q13. What type of childcare have you use in the last 12 months? *Please select all that apply.*

- Home-based childcare program
- Center-based childcare program
- Babysitter
- Family, friend, or neighbor
- Nanny
- Part-day preschool
- Full-day preschool
- After school program
- Before school program
- Summer program
- None
- Other—please specify: _____

Q14. Overall, how well do your current childcare arrangements meet your childcare needs?

- Not at all well
- Somewhat well
- Very well
- Not applicable

Q15. If the Spokane University District developed a new childcare center, how interested would you be in using it?

- Not at all interested
- Somewhat interested
- Very interested
- Don't know
- Not applicable

Q16. Whether you currently have it or not, how often during the weekdays (Monday to Friday) do you need childcare at the following times?

	Never	Rarely	Sometimes	Often	Always
a. Before 7:30 am	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. 7:30 am to 12 pm	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. 12 pm to 5:30 pm	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. 5:30 pm to 8 pm	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. After 8 pm	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Other time(s)—please specify:					

Q17. If it were available, how interested would you be in using the following types of childcare in the Spokane University District?

	Not at all interested	Somewhat interested	Very interested	Not applicable
a. Full-day care	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Half-day care	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Drop-in care (flexible, occasional care for short periods)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Before school care	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. After school care	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Evening care	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Overnight care	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. Weekend care	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. Full-day care (summer only)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
j. Half-day care (summer only)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
k. Other(s)—please specify:				

Q18. How desirable, if at all, are the following types of early learning programs to your family?

	Not at all desirable	Somewhat desirable	Very desirable	Don't know
a. Montessori	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Reggio Emilia	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Waldorf	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Other(s)—please specify:				

Q19. A parent cooperative preschool is organized by a group of families who hire a trained teacher to lead the program. The children's parents/guardians volunteer a percentage of time to help in the classroom on a rotating basis and provide administrative support. How interested are you in participating in a parent cooperative preschool arrangement?

- Not at all interested
- Somewhat interested
- Very interested
- Don't know

Q20. How useful would it be to have a directory of babysitters in your community who have been trained and certified in skills such as basic first aid, what to do during an emergency, how to choose age-appropriate activities, and how to handle behaviors?

- Not at all useful
- Somewhat useful
- Very useful
- Don't know

Q21. How easy or difficult has it been to get the childcare needed for your infant(s) (age newborn to 11 months old)?

- Very easy
- Somewhat easy
- Somewhat difficult
- Very difficult
- Not applicable

Q22. How easy or difficult has it been to get the childcare needed for your toddler-age child or children (age 1 year to 2 years old)?

- Very easy
- Somewhat easy
- Somewhat difficult
- Very difficult
- Not applicable

Q23. How easy or difficult has it been to get the childcare needed for your preschool-age child or children (age 3 years to 5 years old)?

- Very easy
- Somewhat easy
- Somewhat difficult
- Very difficult
- Not applicable

Q24. How easy or difficult has it been to get the childcare needed for your school-age child or children (kindergarten to 12 years old)?

- Very easy
- Somewhat easy
- Somewhat difficult
- Very difficult
- Not applicable

Q25. Do you have a child with a disability or a developmental delay?

- Yes
- No
- Don't know

Q26. [If they said YES or DON'T KNOW they have a child with a disability/developmental delay, then they see this question] How easy or difficult has it been to get the childcare needed for your child with a disability or developmental delay?

- Very easy
- Somewhat easy
- Somewhat difficult
- Very difficult
- Not applicable

Q27. [If they said they have a child with a disability/developmental delay, then they see this question] Please briefly list or describe the type of support(s) your child with a disability or developmental delay needs in a childcare setting:

Q28. To what extent, if at all, have the following factors been a challenge for you?

	Not a challenge	Moderate challenge	Significant challenge	Not applicable
a. Finding affordable childcare	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Finding childcare near your classes, home, or work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Finding high-quality childcare	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Finding a childcare provider you trust	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Finding childcare at the times when you need it	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Finding a childcare provider that speaks the language you prefer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Finding information about childcare programs and resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. You have children that need to be at different places at different times	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. Transportation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q29. Would you like to comment on the challenges you have experienced related to childcare? If so, please comment here:

Q30. [If they said finding a childcare provider that speaks the language they prefer is a moderate challenge or a significant challenge in Q28, then they see this Q] What language do you prefer?

- Q31. [If they said they take online classes in Q11, then they see this Q] Do childcare difficulties influence your decision to take classes online?
- Yes
 - No
 - Not applicable
- Q32. [If they said they are a student or in a residency/fellowship program in Q2, then they see this question] Have you ever taken fewer classes than you wanted to because of childcare difficulties?
- Yes
 - No
 - Not applicable
- Q33. Have you ever had to limit your work hours because of childcare difficulties?
- Yes
 - No
 - Not applicable
- Q34. Have you ever had to take time off work because of childcare difficulties?
- Yes
 - No
 - Not applicable
- Q35. To what extent, if at all, do your childcare responsibilities limit your job performance or career goals?
- Does not limit me
 - Limits me somewhat
 - Limits me a lot
 - Not applicable
- Q36. [If they said they are a student or in a residency/fellowship in Q2, then they see this question] To what extent, if at all, do childcare difficulties limit your academic performance?
- Does not limit me
 - Limits me somewhat
 - Limits me a lot
 - Not applicable
- Q37. Do you qualify for the Washington Working Connections Childcare (WCCC) subsidy program? *The WCCC program helps families pay for childcare.*
- Yes
 - No
 - Don't know
- Q38. [They see this Q if they said YES or DON'T KNOW about qualifying for the WWCC program in Q37] How easy or difficult is it to apply to the Washington Working Connections Childcare (WCCC) subsidy program?
- Very easy
 - Somewhat easy
 - Somewhat difficult
 - Very difficult
 - Don't know

Q39. [If they said they work part or full time in Q10 AND they said they are a student in Q2, then they see this Q] In what sector do you work? *You may select all that apply.*

- Agriculture
- Childcare
- Education/higher education
- Government
- Health care
- Manufacturing
- Retail
- Restaurant
- Other—please specify: _____

Q40. What is your zip code? _____

Q41. What is your race/ethnicity? *Please select all that apply.*

- American Indian or Alaska Native
- Asian
- Black or African American
- Hispanic or Latino
- Middle Eastern or North African
- Native Hawaiian or Pacific Islander
- White
- Other—please specify: _____

Q42. What is your gender? _____

Q43. Are you a single parent?

- Yes
- No

Q44. How many people live in your household, including you?

Q45. What is your approximate annual household income?

Q46. Approximately how much money do you currently spend on childcare a month?

Q47. We are looking for people to participate in a 90-minute listening session via Zoom in March. At the virtual listening session, people will have the opportunity to tell us about their childcare needs, interests, and challenges in more depth. Participants will receive a \$50 stipend. Are you interested in participating in a listening session?

- Yes
- No
- Don't know

Q48. [They see this Q if they said “yes” or “don’t know” about being interested] Please provide your contact information so we can follow up with you to schedule the listening session, send you the Zoom link, and give you your \$50 stipend.

First and last name:

Student or work email address (to sign up for the listening session, you must provide your official student or work email so we can verify your affiliation):

Phone number:

Closing questions (all respondents answer)

Q49. How much of a need do you think there is, if any, for a childcare center in the Spokane University District?

- No need
- Low need
- Moderate need
- High need
- Don’t know

Q50. Would you like to comment on or describe the need for a childcare center in the Spokane University District? If so, please comment here:

Q51. Is there anything you would like to say related to how a childcare center could best serve students and workers based at the Spokane University District?

These questions will help us ensure each survey response is only counted once—all while keeping your identity anonymous.

Q52. Please write the first two letters in your mother’s first name (for example, if her name is Mary, write “MA”):

_____ first two letters in mother’s first name

Q53. Please write the day of the month you were born (for example, if you were born March 5, write “05”):

_____ day of the month born

Q54. [Only those who are students AND are a parent see this Q] Please provide your contact information here to enter a drawing for one of five \$100 Visa gift cards. If you prefer not to provide your contact information on the survey, you can instead email Elaina Sicilia at elainas@community-minded.org to enter the drawing. Please note that to enter the drawing you **must use your official student or employee email address** to show you are affiliated with a Spokane University District organization:

First and last name:

Student or work email address (to enter the drawing, you must provide your official student or work email; do not provide your personal email):

Phone number: