



## University District Public Development Authority (UDPDA)

### Board of Directors' Business Meeting Agenda

Wednesday, April 9, 2025, 3:30 – 4:55 PM

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

<https://us02web.zoom.us/j/86750387107?pwd=WnRDckJrS2FGZUllbzNlWlYiYTJ1dz09>

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

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

- Verify quorum
- **Proposed MOTION** – Consent Agenda
  - Draft March 5, 2025, UDPDA board meeting minutes
  - UDPDA financials as of February 28, 2025
- Finance Report – *Samson*

#### **3:50 UDPDA Public Comment and Brief Break**

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

#### **3:55 EAC Highlights – Sheehan**

- 2026 open board positions (Myhre and Sheehan term out)
- Pacific Avenue/Sherman Greenway design presentation highlights (1.1.1 and 1.1.4)

#### **4:05 Presentation**

- 400-Block Final Presentation (3.1.2) – *Mithun Team*

#### **4:40 U Vision 2044 Activation Updates and Scorecard Highlights – Sinisterra**

- 400-Block and Riverside Gateway Park (1.1.1, 3.1.1, 3.1.2, 3.2.5) - Anticipated motion at a new UDPDA meeting on June 4 prior to UDDA Board Retreat
- Univ of Idaho Division Gateway Extension design reviews recap (3.4.3)
- Salmon Safe UD evaluation summary (1.1.6)
- 2025 Scorecard and Workplan comments, feedback, etc.

#### **4:55 Adjourn UDPDA Meeting**

#### **2025 UDPDA Board Meetings (Catalyst Bldg, Room 309)**

- May 7, June 4 (Ruby River Hotel at 9 AM), Sept 2 annual meeting, Oct 1, Dec 10 holiday party and 2025 Impact Award presentation (location TBD, 4:30 – 6 PM)



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

**Wednesday, March 5, 2025, from 3:32 – 4:40 PM, Catalyst Bldg, Rm 309, and Via Zoom**

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

**Presenters:** Luis Garcia and Jesten Ray (City of Spokane)

[Board slide deck](#), [meeting recording](#) (*begins 04:10 timecode*)

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

- Chair Sheehan called the meeting to order at 3:32 PM, noted the quorum present, reminded the group of public decorum rules, and described the 2025 board meeting format with an overlapping, joint UDPDA/UDDA presentation/discussion.
- Sheehan requested a **MOTION to approve the UDPDA draft February 5, 2025, meeting minutes and the UDPDA financials as of January 31, 2025** (Murphy), seconded (Repetti), and passed unanimously.
- Sheehan requested a **MOTION to approve the Next Generation Conceptual Plan 2065** (Repetti). Sinisterra reminded the group that the Mithun plan builds on the U Vision 2044 strategic priorities, was community-informed and led, and will be used for marketing and fundraising. She noted that the EAC recommends adoption. The motion was seconded (Waldref) and passed unanimously.
- Sheehan asked for **public comment** and, hearing none, announced the start of the joint UDPDA/UDDA session.

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

Sheehan welcomed Jeffrey Samson, the new Director of Finance and Grants Administration.

### EAC Updates

- Sinisterra noted the draft February 18 EAC minutes in the advance packet as an FYI.
- Sinisterra showed preliminary designs by Berger Partnership for the Don Kardong Bridge panels. The EAC will continue to provide feedback on the work.

### U Vision 2044 Activation Updates and Scorecard Highlights

- The University of Idaho Urban Design Studio project for a **Division Gateway Extension** (from I-90 to the river) is underway. UDPDA is partnering with DSP and SBA (\$1K contribution from each) and the city to support. A community charrette is scheduled for March 31 at the Catalyst Building; board members are welcome to attend. A final presentation is scheduled for May 2.
- **400-Block**—Ongoing outreach to community members (Emerald Initiative, Scott Morris, YMCA/YWCA, SPS, Spokane Parks, Quatro de Mayo, etc.) to gather feedback about proposed development. Staff will draft an amendment to the UDDA Mithun Phase 1B contract to secure an alternate construction cost estimate. Sinisterra presented a potential initial phase financing approach for Riverside Gateway Park, showing UD assets of approximately \$4M and a 400-Block investment of approx \$11M and remaining amount to bond.
- **U Incubation Village Feasibility Study**—Thanks to a CERB \$75K matching grant, contracts are underway with Cascadia Partners, Crossroads Resource Center, d&b Creative, and The Grain Shed to assess the viability of a local food processing center and worker-owned folk market and maker spaces.



- **Childcare Survey**—Thanks to a grant to a Commerce grant to CME, a UD childcare survey is underway, and focus groups are scheduled for April. The team will present outcomes to the board in the fall.

**Presentation: City Parking Data Collection and City Code Enforcement and Cleanup Updates**

Luis Garcia and Jesten Ray from the City of Spokane Code Enforcement and Parking Services departments presented findings/stats from a recent parking study. Comments from board members ensued:

- Sheehan asked about the “tipping point” to determine when paid parking is needed; Garcia said 85% occupancy.
- Murphy noted past parking studies indicated angled parking could increase capacity. Sinisterra agreed that angled parking on First Ave could alleviate high occupancy around Catalyst Building.
- Wilkerson asked about the timeline to address abandoned vehicles; Garcia indicated that if a vehicle is a “nuisance” (litter, drugs, excrement present), they partner with the police and move in a few days. If just a vehicle overstaying welcome, typically 30 days.
- Sheehan asked if the UD has more clean-up needs than other areas of the city; Garcia said no, but shifts in activity in the downtown core can impact the UD.
- Brown commented on long-vacant/derelict properties in highly visible locations; Garcia mentioned the city's tools to disincentivize holding vacant parcels and that the new budget will provide additional resources to address them.

Sheehan asked for additional public comment and, hearing none, reminded the group of the next April 9 meeting and adjourned the meeting at 4:40 PM.

Greg Repetti, Secretary  
Date:



UNIVERSITY  
DISTRICT

## University District Public Development Authority (UDPDA) Voucher Certification – January 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
1/16	ACH	Avista utility bill for 201 W Main Ave	716.70
1/17	ACH	City utilities for 201 W Main Ave	418.77
1/22	Xfer	University District Development Assoc per contract	32,065.50
1/2	1387	Travelers Insurance – public official bond renew Murphy and Sinisterra	333.00
1/3	1389	Baldwin Sign Company – Catalyst EWU wayfinding	19,800.94
1/17	1392	Arbor Pro – 201 W Main (tree issue)	488.50
1/14	1394	Kiemle Hagood Facility Services – 201 W Main	47.96
1/14	1395	Rooted Commercial Landcare – 201 W Main	231.08
1/14	1396	GoJoe Patrol – 201 W Main	498.60
1/14	1397	Kiemle Hagood – per contract – 201 W Main	250.00
1/21	1399	Century Pacific – per contract	1,237.50
1/21	1400	Haley Aldrich – per contract grant writing	5,939.75
1/22	1401	Witherspoon Brajcich McPhee	520.00
1/22	1402	Tiny's Service and Maintenance – 201 W Main	817.50
1/24	1403	Mithun – DCP per contract	9,732.08
1/28	1404	Kiemle Hagood Facility Services – 201 W Main	143.88
1/28	1405	Avista Utilities – new south sub area lighting	500.02

  
Juliet Sinisterra, CEO, UDDA

2.7.25  
Date

**UD Public Development Authority**  
**Balance Sheet**  
As of February 28, 2025

	Feb 28, 25
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10128 · NUM Checking UDPDA	316,472.47
10129 · NUM MM UDPDA	971,677.72
<b>Total Checking/Savings</b>	1,288,150.19
<b>Total Current Assets</b>	1,288,150.19
<b>Fixed Assets</b>	
12005 · Fixed Asset	515,930.00
<b>Total Fixed Assets</b>	515,930.00
<b>Other Assets</b>	
12006 · Other Asset	1,176,000.00
<b>Total Other Assets</b>	1,176,000.00
<b>TOTAL ASSETS</b>	<b>2,980,080.19</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
32000 · Retained Earnings	1,343,459.47
32001 · 201 W Main	515,930.00
32002 · Boxcar Proceeds	588,000.00
32003 · Sprague Underage	588,000.00
Net Income	-55,309.28
<b>Total Equity</b>	2,980,080.19
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,980,080.19</b>

**UD Public Development Authority**  
**Profit & Loss Budget vs. Actual**  
 January through December 2025

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3000000 · REVENUES				
3300000 · INTERGOV REVENUES	50,000.00	1,440,993.00	-1,390,993.00	3.5%
3600000 · MISC REVENUES				
3610000 · INTEREST, OTHER EARNINGS	2,244.33	12,000.00	-9,755.67	18.7%
3620000 · RENTS AND LEASES	9,519.53	32,700.00	-23,180.47	29.1%
<b>Total 3600000 · MISC REVENUES</b>	<b>11,763.86</b>	<b>44,700.00</b>	<b>-32,936.14</b>	<b>26.3%</b>
<b>Total 3000000 · REVENUES</b>	<b>61,763.86</b>	<b>1,485,693.00</b>	<b>-1,423,929.14</b>	<b>4.2%</b>
<b>Total Income</b>	<b>61,763.86</b>	<b>1,485,693.00</b>	<b>-1,423,929.14</b>	<b>4.2%</b>
<b>Expense</b>				
5000000 · EXPENDITURES				
5580000 · CMTY PLANNING ECON DEV				
5586000 · Planning	30,769.58	322,500.00	-291,730.42	9.5%
5587000 · Economic Development	73,873.00	504,686.00	-430,813.00	14.6%
<b>Total 5580000 · CMTY PLANNING ECON DEV</b>	<b>104,642.58</b>	<b>827,186.00</b>	<b>-722,543.42</b>	<b>12.7%</b>
5590000 · PROPERTY DEVELOPMENT				
5593000 · Prop Dev Depr Amor Xfer Out	10,214.50	55,000.00	-44,785.50	18.6%
<b>Total 5590000 · PROPERTY DEVELOPMENT</b>	<b>10,214.50</b>	<b>55,000.00</b>	<b>-44,785.50</b>	<b>18.6%</b>
5900000 · DBT EXP, CAP OUTLAYS, OTHR DECR	0.00	372,293.00	-372,293.00	0.0%
<b>Total 5000000 · EXPENDITURES</b>	<b>114,857.08</b>	<b>1,254,479.00</b>	<b>-1,139,621.92</b>	<b>9.2%</b>
<b>Total Expense</b>	<b>114,857.08</b>	<b>1,254,479.00</b>	<b>-1,139,621.92</b>	<b>9.2%</b>
<b>Net Ordinary Income</b>	<b>-53,093.22</b>	<b>231,214.00</b>	<b>-284,307.22</b>	<b>-23.0%</b>
<b>Net Income</b>	<b>-53,093.22</b>	<b>231,214.00</b>	<b>-284,307.22</b>	<b>-23.0%</b>



## University District Public Development Authority (UDPDA) Voucher Certification – February 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
2/18	ACH	Avista utility bill south sub area lights	589.73
2/19	ACH	City utilities for 201 W Main Ave	382.87
2/18	ACH	Tiny's Maintenance – 201 W Main Ave	708.50
2/19	ACH	Avista utility bill – 201 W Main Ave	865.95
2/24	Xfer	University District Development Assoc per contract	32,065.50
2/7	1393	Tiny's Maintenance – 201 W Main Ave	763.00
2/4	1398	Spokane River Forum	7,500.00
2/14	1406	Tiny's Maintenance (duplicate to refund)	708.50
2/24	1408	Century Pacific – per contract	1,800.00
2/13	1409	Allied Fire and Security – 201 W Main	197.68
2/11	1410	Rooted Commercial Landcare – 201 W Main	292.12
2/12	1411	Kiemle Hagood – per contract – 201 W Main	250.00
2/14	1412	GoJoe Patrol – 201 W Main Ave	575.00
2/21	1413	Seve7n Design	1,650.00
2/25	1415	Pro Mechanical Services – 201 W Main	283.40
2/27	1416	Spokane River Forum – balance on contract	7,500.00

Juliet Sinisterra, CEO

3/10/25  
Date



## UDPDA (First) Finance Report 2025

To: UDPDA Board  
Fr: Jeffrey Samson, Director of Finance & Grants Administration; and Chuck Murphy, Board Treasurer  
Date: March 19, 2025

In 2025, the UDPDA Director of Finance & Grants Administration will provide the board with a more detailed financial report (including a summary Dashboard) in April and October. Here is the first report that covers January-February 2025.

### UDPDA

- **Total Cash in Bank** as of February 28, 2025, is \$1,288,150, which includes \$971,678 in money market account and \$316,472 in the checking account.
- **Total Assets** of \$2,980,080 include \$1,288,150 in Cash in Bank, \$1,176,000 in Other Assets (Boxcar proceeds and Sprague underage), and \$515,930 in Fixed Assets (201 W. Main Ave).
- **Cash flow projections for 2025 are shown by quarter (see attached dashboard). We anticipate that most of the cash from contributions and revenues will be received in the 3rd and 4th quarters based on the prior year's activities.** Though it's still early in the year, we are projecting a cash inflow of \$1,485,693 (revenue) and a total cash outflow (expenses) of \$1,254,479, based on the approved initial budget.
- **Total YTD income** is \$61,764 (4% of the total budget is \$71,485,693). See the attached dashboard breakdown.
- **Total YTD expenses** are \$114,857 (9% of the total budget is \$1,254,479). See the attached dashboard for a breakdown.
- **Net YTD income (loss)** is **(\$53,093)**.
- Staff is waiting to hear from the City regarding refinancing the General Obligation Bond to avoid balloon payment in 2026.
- **Grant Status Update**
  - Received U Incubation Village \$75K CERB grant and invoicing for reimbursements underway
  - EPA grant outcome still pending \$2M

### 201 W Main Property Update

- YTD 201 W Main income (cash basis) totaled \$6,894 while YTD expenses, cash basis, totaled \$9,805, resulting in a YTD net loss of **(\$2,911)**.
- Overall, unless significant unanticipated repairs are needed, the pro forma annual budget of \$35K should hold.

### 400-Block Project

- UDPDA Right of First Offer (ROFO) for the 400 Block property expires on June 22, 2025.





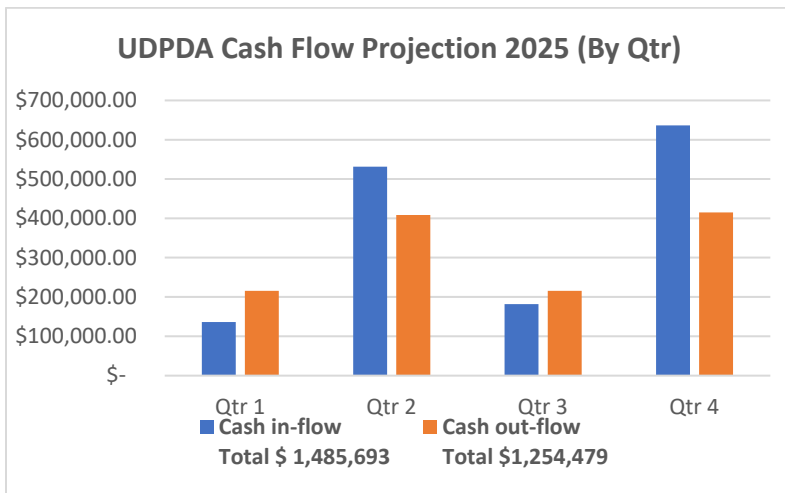
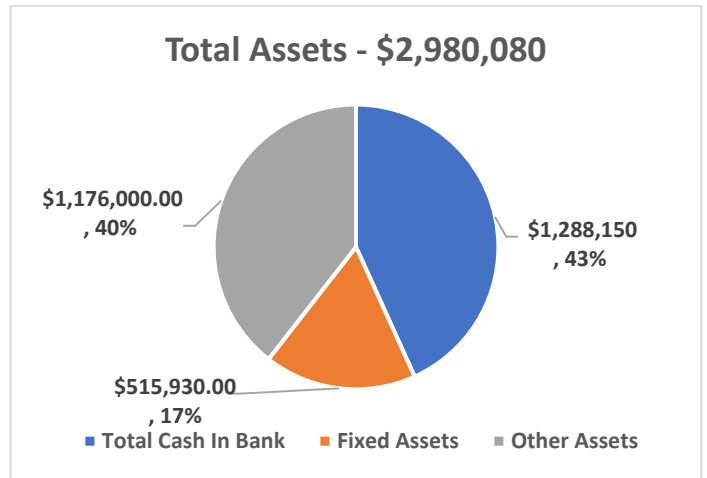
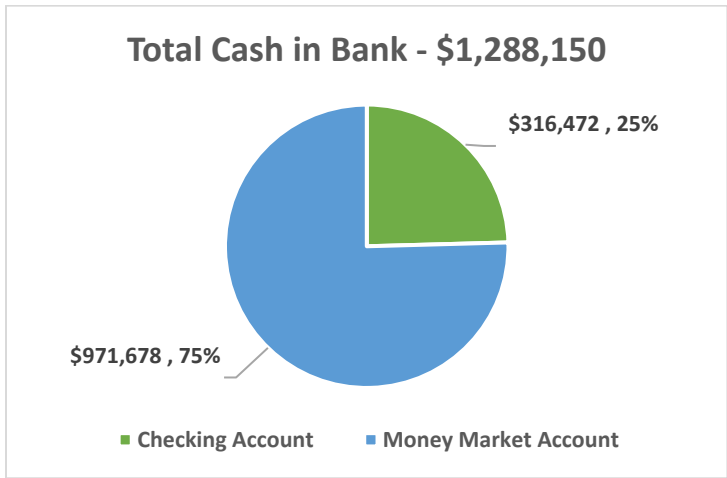
- Considerations before the June 2025 deadline: Cell tower, other owners on the block, Mithun feasibility study including a second set of construction cost estimates, additional development partners, meeting with bond counsel, and other financing alternatives.

### UDPDA Contract Status as of February 2025

Customer/Vendor	Contract Amount	Remaining Balance	Alignment
<i>Manzanita House Lease</i>	\$2,625	Ongoing monthly	<i>201 W Main Ave two-year lease</i>
<i>Reef/Republic Parking</i>	+\$50/mo est	Ongoing monthly	<i>201 W Main Ave lot revenue</i>
<b>General Obligation Bond</b>			
General Obligation Bond	\$2,000,000	\$199,506	2025 <i>only</i> principal and interest
UDDA Admin Services	\$32,065/mo	Ongoing monthly	Admin and ops support
Kiemle & Hagood	\$250/mo	Ongoing monthly	201 W Main prop management
Century Pacific (2022+)	\$85,000	\$14,776	400-Block Development
Haley Aldrich	\$65,000	\$65,000	Grant research and writing
Seve7n Design	\$8,940	\$7,290	Marketing, \$ 10K budgeted
Mithun DCP	\$200,000	\$5,000.00	District Conceptual Plan
University of Idaho	\$3,000	0	Division Gateway Extension
d&b Creative	\$30,000	\$30,000	CERB
Crossroads Resource Center	\$42,484	\$42,484	CERB
The Grain Shed	\$10,000	\$10,000	CERB
Cascadia Partners	\$68,000	\$68,000	CERB

# UDDA & UDPDA Treasurer's Report – February 2025 Dashboard

## UDPDA Financial Position as of February 28, 2025

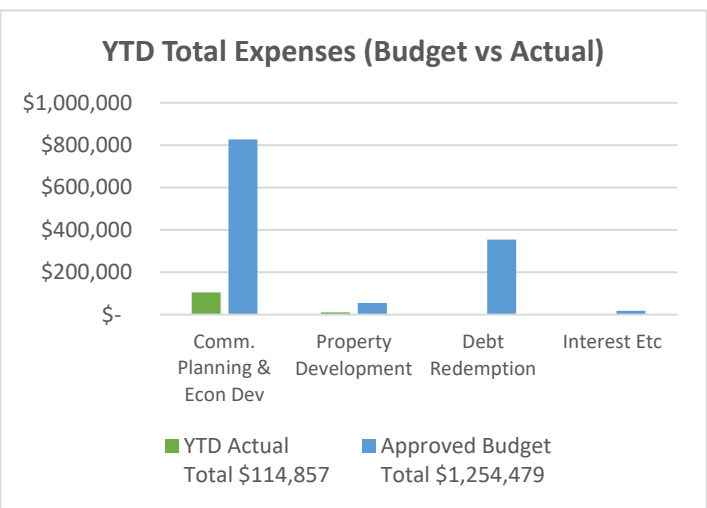
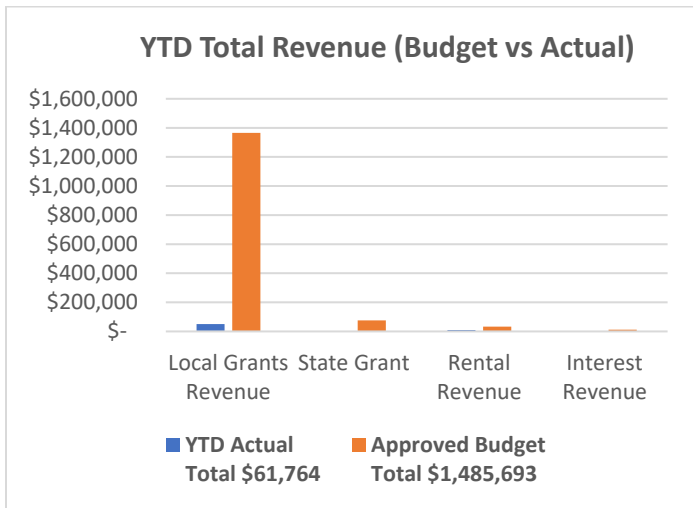


Although it's still early in the year, and we have limited data, using the approved budget as a point of reference, UDPDA's Cash Flow Projection for 2025 shows that most of the cash in-flow (Revenue Total \$1,485,693) is anticipated to be received in the 3<sup>rd</sup> and 4<sup>th</sup> quarter of the year based on prior year's historical activities.

Cash out-flow (Total Expenses \$1,254,479) are projected to be consistent for each quarter. Expenses consists of Community Planning, Economic Development, Property Development, Lease, Debt Redemption/Interest, etc.

As of February 28, 2025, UDPDA has Total Cash in Bank balance of \$1,288,150 and Total Assets \$2,980,080.

## UDPDA's Financial Activities – YTD February 2025

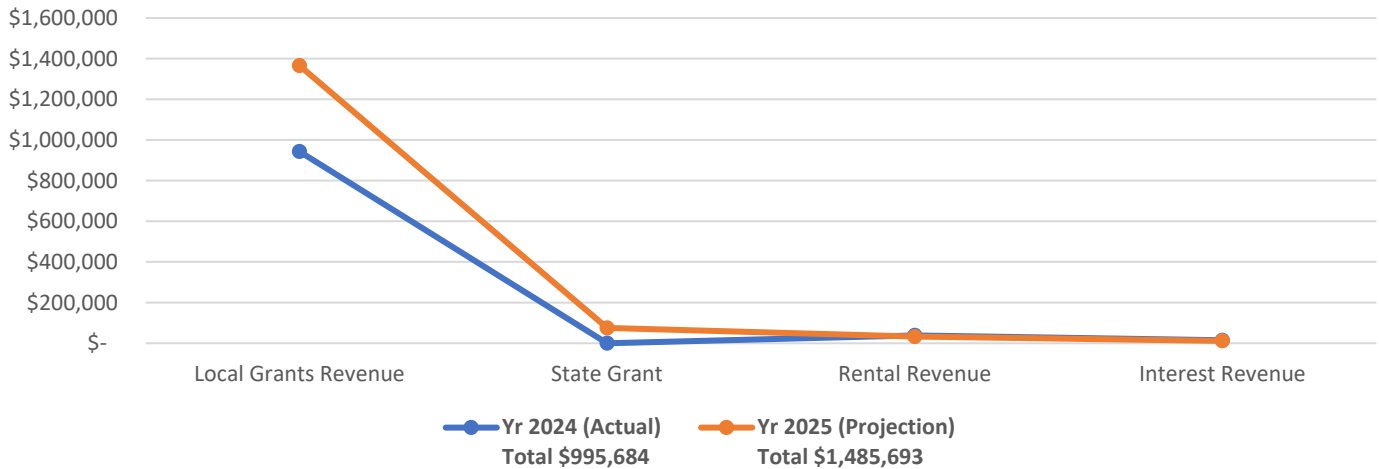


Total YTD Revenue \$61,764 consist of the \$50,000 Local Grants (4% of total budget \$1,440,993), \$9,520 Rental Revenue (29% of total budget \$32,700), \$2,244 Interest Revenue (19% of total budget \$12,000)

Total YTD Expenses \$114,857 consist of the \$104,643 Community Planning & Economic Development (13% of total budget \$827,186); \$10,215 Property Development (19% of total budget \$55,000), and no expenses for Debt Redemption and Interests

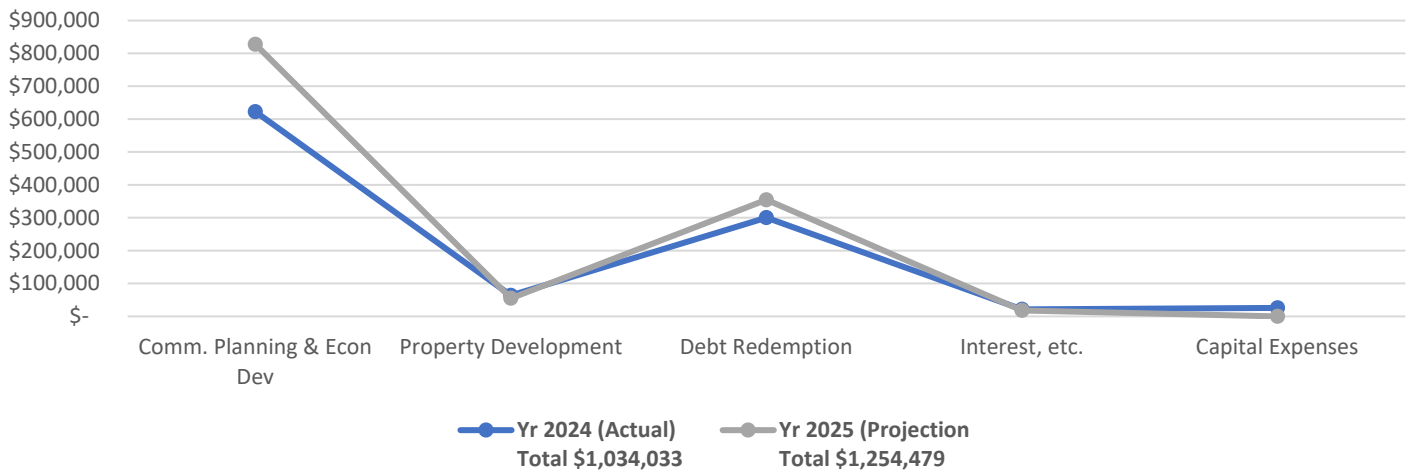
## UDDA & UDPDA Treasurer's Report – February 2025 Dashboard

### UDPDA Projected Revenue for 2025



The above graph shows 2024 Actual Revenue received (Total \$995,684) in comparison to 2025 Projected Revenue \$1,485,693. The 2025 Projected Revenue (orange line) consists of \$1,365,993 Local Grant Revenue; \$75,000 State Grant Revenue; \$32,700 Rental Revenue, and \$12,000 Interest Revenue.

### UDPDA Total Expense Projection for 2025



The above graph shows 2024 Actual Expenses (Total \$1,034,033) in comparison to 2025 Projected Expenses \$1,254,479. The 2025 Projected Expenses (gray line) consists of \$827,186 Community Planning and Economic Development; \$55,000 Property Development; \$372,393 Debt Redemption (including interest).



## UDDA/UDPDA EAC Meeting Minutes - DRAFT

Tuesday, March 18, 2025, 11:32 AM – 1:03 PM via Zoom

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

**EAC Members Present:** Neil Christopher Apeles, Lois Bollenback, Chuck Murphy (treasurer), Katy Sheehan (chair), Juliet Sinisterra (CEO), Thomas Tellefson

**EAC Members Absent:** Colleen Fuchs, Steve MacDonald, Greg Repetti (vice chair/secretary), Dennis Wagner

**Presenters and Others:** Inga Note (City of Spokane), Ken Van Voorhis (SPVV), Happy Avery (Spokane River Forum), Jeffrey Samson, Alden Jones, Amanda Beck, Colin Quinn Hurst, Kevin Picanco

### Call to Order, Welcome, and Administration

- Sheehan called the meeting to order at 11:32 AM, shared an OPMA reminder, and asked for a **MOTION to approve the February 18 EAC minutes** (Murphy) and a second (Tellefson), which passed unanimously.
- The committee reviewed and made no changes to the March 5 UDPDA and UDDA draft board meeting minutes. Sinisterra noted that the suggested letter regarding DOGE impacts is on hold as more data is gathered and additional community conversations around scenario planning occur.
- The committee reviewed the **April 9 draft UDPDA and UDDA board meeting agendas** and suggested changing “Treasurer’s Report” to “Finance Report”, having Sheehan lead EAC Updates in place of Repetti as needed, and adding a UDPDA agenda item anticipating the motion at the May 7 meeting regarding purchasing the Avista 400-Block property.
- **Nominating Committee** – Sinisterra shared that the 2026 board application process (to fill two vacant seats) will be posted on the UD website by April 11. Representatives from Avista and Spokane Public Schools have expressed an interest in applying.

### Finance and Grants Report

- Samson provided a **financial report as of February 28** and the First Treasurer’s Report for 2025, including new graphics summarizing the economic status of both organizations.
- He described plans for the **2025 Finance Work Plan**, including moving to cloud-based systems and updating financial policies and procedures to reflect more efficient and scalable workflow. He also indicated that staff will continue to work with the city to refinance the General Obligation Bond.
- Sinisterra provided a **grants update** noting that the CME childcare grant survey is underway and focus groups will convene in April. Also, the CERB grant contract for the U Incubation Village project has been executed, and vendors are engaged in launching their feasibility analyses.

### U Vision 2044 Activation Updates

Sinisterra shared the following U Vision 2044 Updates:

- **Broadband** – Staff attend regular meetings, and as potential investments become more concrete, staff will be more involved.



- **400-Block** – Sinisterra noted a recent Mithun 1B contract amendment to gather supplementary construction cost data. She also meets with Verizon this afternoon. Tellefson shared that an expert he knows estimates new cell tower costs between \$250K-\$400K.
- There were no additional comments relating to Sinisterra’s **Scorecard** updates.

**Presentation: [Pacific Avenue Greenway Designs](#)**

Inga Note from the city presented on the proposed greenway designs (Howard St to the Ben Burr Trail). The potential designs reflect input from a November 2024 Open House and consist of two phases: Phase 1, Sherman St west to Howard St; and Phase 2, Sherman St east to Perry Street (the city does not yet have construction funding for this phase). Based on public feedback, the city’s consultant developed renderings showing shared-use pathways, sidewalks, bump outs, landscaping, new signals, etc. Sinisterra requested city staff circle back regarding the selection of tree species and overall maintenance plans.

**Presentation: [Iron Bridge Kayak Put-in Design Study \(see slides 25-29\)](#)**

Ken Van Voorhis from SPVV presented renderings of the proposed kayak put-in at Iron Bridge, an area referenced in the recent Transit Oriented Development Study. The Parks Department controls the suggested parcels; the project is included in its master plan. SPVV shared the concepts with numerous community stakeholders, and they were very well received. The committee asked if unloading gear on the Centennial Trail is an issue. Van Voorhis said they would work to calm/reroute to avoid conflicts.

Due to time constraints, Sheehan asked for public comment, hearing none, she thanked the presenters and adjourned the meeting at 1:03 PM.

\_\_\_\_\_ Date \_\_\_\_\_  
Juliet Sinisterra, CEO for (absent) Greg Repetti, Secretary

2025 priorities include: Supporting catalytic investments (400-Block and U Incubation Village) and establishing a framework for development incentives; investing in infrastructure, open space, parking, and public safety; and district beautification and marketing.

University District - 2025 Work Plan Tracking								
STRATEGIC PLAN	COMMUNITY DEVELOPMENT	BUDGETED	START	END	STATUS	UPDATE	KEY DATES	
1	3.1.2	400-Block: Review feasibility and pre-design study and pursue financing for purchase if approved. Money budgeted for negotiation support. Budget includes Legal costs as well.	\$162,500	Q1 2025	Q2 2025	Green	Completing due diligence. Presented to development partners. Also presented to Emerald Initiative and Spokane Public Schools. Parks and Jeanette Hauck in the next few weeks. Started meetings with Municipal Bond Counsel. Negotiating Verizon addendum to Avista lease in case of sale.	6/22/2025
2	3.1.1	Conduct feasibility study for U Incubation Village project. \$75,000 UD match funded via CERB.	\$150,000	Q1 2025	Q3 2025	Green	Launched community market and needs assessment with D&B Creative; launched Food Processing Feasibility Study with Crossroads Resource Center; selected Cascadia Partners for U Incubation Village Business Plan and Development Feasibility Study.	12/31/2025
3	1.1.2; 1.2.2	Per U Vision 2044, conduct <b>code audit</b> of City Code within the UDRA; conduct <b>developer feedback</b> processes such as focus groups and best practices around development incentives nationwide.	\$40,000	Q2 2025	Q4 2025	Green	Beginning code and development incentives study in summer.	
4	Overarching	Host community partner lunches around UD Housing Development; District Energy Strategies, and Life Sciences Marketing	\$0	Q2 2025	Q4 2025	Green	Started date planning for late June with key attendees.	
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	Green	SELCC submitting 501c3 status, reviewing grants and establishing committees. Looking to partner in larger Spokane Bioregion Consortium study.	
6		Partnering with Downtown Spokane Partnership and Spokane Business Association to oversee University of Idaho architecture students in design project looking to extend the Division Street gateway along UD western boundary	\$1,000	Q1 2025	Q2 2025	Green	Developed scope with U of I staff; led online intro to students and toured them through UD on Feb 7. City, DSP, and SBA supporting. Attended design Review March 31 with City Planners, STA and SRTC. Final presentations May 2.	5/1/2025
7	3.1.3	Support Community-Minded Enterprises around implementation of Commerce UD Childcare study.	\$0	Q1 2025	Q3 2025	Green	Arrowroot Consulting has released the survey to community partners. Focus groups being scheduled.	9/30/2025
8	3.4	Match to South Sub-area businesses toward feasibility of <b>BID formation</b> .	\$10,000	Q1 2025	Q4 2025	Yellow	Met with Gavin Cooley from SBA in regard to study. He is going back to his Board to see about a match.	
ECONOMIC & ASSET DEVELOPMENT		BUDGETED	START	END	STATUS	UPDATE	KEY DATES	
1	Overarching	Grant writer for State, Federal, and local grants in alignment with U Vision 2044 Strategies and develop database around district metrics and data for grant writing access. Pursue State TIB in August 2025.	\$65,000	Q1 2025	Q4 2025	Green	Met with grant writing team. Prioritized key areas of focus: infrastructure, parks/open space, and 400-Block. Applied for EPA Thriving Communities Grant for \$350K (money under contract) and planning to apply for GU Climate Sustainability Grant for \$400K (money under contract) along with JMK Innovation Grant for \$150K. Met with City Staff and Andrew Beagle around Complete Street application. Concerns about UD providing a match and staff capacity this year.	
2	Overarching	Database and business platform completion for demographic, environmental, and energy/water use data for District.	\$10,000	Q1 2025	Q3 2025	Green	Received Market/ROI study from April Needham. Applying for JMK Innovation grant.	
3	Overarching	Support the City Economic Development Team around developing support strategies in partnership with the County around the City-County <b>PDA Interlocal Agreement</b> .	\$0	Q1 2025	Q4 2025	Yellow	Waiting to hear from City staff on next steps. GFC waiver was eliminated.	
University District - 2025 Work Plan Tracking								
PROPERTY & INFRASTRUCTURE DEVELOPMENT		BUDGETED	START	END	STATUS	UPDATE	KEY DATES	
1	3.1.2	400-Block: Legal support for land acquisition if approved by Board. (Wood and Hume)	\$20,000	Q1 2025	Q2 2025	Green	Including Steven and Taudd in conversations and strategy. Met with Verizon on 3/18. Meeting with Avista on 4/14 regarding amended contract language between Avista and Verizon.	6/22/2025
2	1.1.4	Sherman Street Complete Street Design for TIB grant application prep.	\$75,000	Q1 2025	Q3 2025	Yellow	See above.	8/1/2025
3	1.4	Riverside and Sprague Parking Pilot in partnership with City	\$10,000	Q3 2025	Q4 2025	Green	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	Green	Reached out to DSP to see about banner implementation support services. Alden working with city and Avista re installation process.	
5		Evaluate selling 201 West Main property.	\$0	Q2 2025	Q4 2025	Green	There is additional interest in studying the site. Looking into possible site transfer to UDDA or sale of property with development requirements.	
6	3.2.2	Iron Bridge Kayak Put In (Phase II) match for design and implementation of <b>kayak put-in north of NoLi</b> in partnership with Spokane River Forum, Trout Unlimited, State Parks, and the Centennial Trail.	\$22,500	Q3 2025	2026	Green	Moving forward with Spokane River Forum as lead.	
7	1.1.1	Support City Staff in <b>Pacific Ave design</b> as a complete street. Provide UDPDA committed construction dollars to this effort.	\$85,000	Q3 2025	Q3 2025	Green	Presented to EAC in March. Juliet working with City staff to include street trees along Pacific. Implement possible pilot with Qualterra/Biochar regarding tree maintenance.	
MARKETING & COMMUNICATIONS		BUDGETED	START	END	STATUS	UPDATE	KEY DATES	
1	3.1.1	Develop District marketing materials around U Vision District Conceptual Plan and related initiatives.	\$10,000	Q1 2025	Q4 2025	Green	Met with graphic designer. Getting copy for the materials by mid-summer for the Vision Booklet.	

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