



UDDA/UDPDA

Executive Action Committee (EAC) Meeting Agenda

Tuesday, April 15, 2025, 11:30 AM – 12:35 PM

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

Meeting ID: 859 7957 8163 Passcode: 602201

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

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

11:30 Welcome and Administration - Sheehan

- Review and MOTION to approve draft March 18 EAC meeting minutes
- Review and comment only: Draft April 9 UDDA and UDPDA board minutes
- Review and comment only: Draft May 7 UDPDA and UDDA board agendas

11:35 Formation of 2025 Nominating Committee (NC) - Sheehan

- Per bylaws, standing NC members: Mayor and CP
- EAC selects 3-4 other NC members
- June/July - NC meets to review/recommend new board members (two vacant seats in 2026) and board officers
- Aug 19 EAC – review NC recommendations
- Sept 3 Annual Meetings - NC reports recommendations for board vote

11:50 Finance and Grants Updates

- Finance update - UDDA and UDPDA financials as of March 31, 2025 - *Samson*
- Grants update – *Sinisterra*
- Life Sciences and Community Health Resiliency Planning: Federal Funding Follow Up – *Sinisterra*

12:05 U Vision 2044 and Next Generation Conceptual Plan – Sinisterra

- 400-Block Updates and Discussion (1.1.1, 3.1.1, 3.1.2, 3.2.5)
- Spokane River Planning Project (3.2.4)
- INTENT Energy Ecosystem Summit (1.1.3)

12:20 2025 Work Plan and Budget Modifications – Sinisterra

- 2025 Scorecard and Workplan - comments, feedback, etc.
- Discuss needed modifications to 2025 Work Plan and Budget

12:30 Public Comment - Sheehan

12:35 Next EAC is May 20 and adjourn - Sheehan

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

- May 7
- June 4 retreat (9 AM -9:30 AM UDPDA meeting; 9:30 AM – 1 PM Retreat, Ruby River Hotel)
- September 3 annual meeting
- October 1
- December 10 holiday party and 2025 Impact Award presentation (4:30-6 PM, location TBD)



UDDA/UDPDA EAC Meeting Minutes - 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



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

Wednesday, April 9, 2025, from 3:32 – 4:40 PM, Catalyst Bldg, Rm 309, and Via Zoom

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

Board Members Absent: County Commissioner Amber Waldref

Presenters: Mithun and EcoNW teams

[Board slide deck](#), [meeting recording](#) (*begins 00:00:50 timecode*)

Call to Order, Welcome, and Administrative Actions

- Chair Sheehan called the meeting to order at 3:32 PM, noted the quorum present, and requested a **MOTION to approve the UDPDA draft March 5, 2025, meeting minutes and the UDPDA financials as of February 28, 2025** (Wilkerson), seconded (Murphy), and passed unanimously.
- Samson shared a **Financial Report** consisting of a new dashboard summarizing financial activity through February 28 and projected revenue and expenses for 2025. Wilkerson asked about grant opportunities, and Sinisterra noted a focus on smaller grants (Philanthropy Northwest Thriving Communities \$350K grant for Spokane River riparian restoration design; and Gonzaga University Institute for Climate, Water, and the Environment district thermal energy audit). Both grants align with Next Generation Plan 2065 goals.
- Sheehan asked for **public comment** and, hearing none, announced the start of the joint UDPDA/UDDA session.

JOINT PRESENTATION/DISCUSSION: UDPDA and UDDA Board Members

EAC Updates

- Repetti reported three UDDA **open board positions** in 2026: Sheehan and Myhre go off the board. Sinisterra knows of interest from representatives of Avista and Spokane Public Schools. EAC will select the **Nominating Committee** (NC) at the April 15 meeting. NC standing members are the Council President and the Mayor. The board position application form will be available on the UD website from April 11 to May 28. NC meets in the summer to select new members and officer slates and makes recommendations to EAC in August. Both boards vote on new members and officer slates at the September 3 Annual Meeting.
- City staff presented [Pacific Avenue Greenway designs](#): Sherman to Washington and Sherman to E Sprague Ave. Sinisterra noted that design work is partially funded for this project, but not construction and maintenance.
- Spokane River Forum and SPVV presented initial design concepts for the proposed [Iron Bridge Kayak Put-in](#) along Superior Ave. Designs have been very well received in the community.

Final Presentation: 400-Block (3.1.2)

Mithun and EcoNorthwest presented their [final report on the proposed 400-Block development](#) (including Riverside Gateway Park). They provided a recap of the program elements per potential tenants, phasing opportunities, site strategy, massing recommendations, concept renderings, budget validations, and incremental funding analysis. Since their February board presentation, they refined construction cost estimates in consultation with Bouten Construction, which has in-depth knowledge of the 400-Block site and local market conditions. They also updated their financing analysis after consulting with city staff and bond counsel. As a result, they were able to update their pro forma to reflect \$18.3 million in savings from the February numbers (mostly in pre-



engineering and overall office building costs). They also conducted a more in-depth TIF analysis to learn how much additional debt (\$1.4M/year) is required to help the development pencil and what that translates to in terms of square footage (3.8 million) and/or units built in the first year (3,800). By way of comparison, Gonzaga University buildings total 3.4 million SF; the Warren has 139 units, and the city had a new record in 2024 of permits for 1,400 units. In short, anticipated TIF dollars alone are not enough to support the \$1.4M. Sinisterra shared that Cascadia Partners is conducting a financial impact analysis for similar, high-amenity developments around the country. Additional 400-Block updates are below.

U Vision 2044 Activation Updates and Scorecard Highlights

- **400-Block:**
 - Ongoing conversations between our real estate attorney Steven Wood, Avista, and Verizon regarding amendments to the Avista lease with Verizon allowing for **cell tower relocation**.
 - Meeting with **municipal bond counsel** (NW Municipal Advisors re Phase 1 of the project).
 - Regarding **adjacent privately owned parcels**: Sinisterra has reached out to JLL to ask about the viability of the sale of 403 East Sprague.
 - Sinisterra shared potential financing approach for Phase 1 of the Riverside Gateway Park.
 - The UDPDA board will receive an update in May and be asked to vote on a motion to enter into a **Purchase and Sale Agreement (PSA)** with Avista Development, Inc. in June for 411 and 415 East Sprague and 12 North Grant. If the PSA does not proceed and Avista sells the aforementioned properties to another party, per the ROFO, the UDPDA is required to cover the difference between the final sales price and \$1.2 million if applicable.
- **Division Gateway Extension** (from I-90 to the river) - The University of Idaho student design project is underway. UDPDA partnered with DSP and SBA (\$1K contribution from each) and the city to support. A community charrette was conducted on March 31, and a final presentation is scheduled for May 2, and board members are welcome to attend.
- **Salmon Certification** – This no-cost certification funded by an EPA grant aligns with the Next Generation Plan 2065 goal 1.1.6 (water conservation, reduce runoff and contamination, reuse stormwater, add riparian corridor buffer, etc.). The certification provides high-value insight and verification for water quality protection along the Spokane River.
- **Scorecard** highlights were shared, and no questions ensued.

Sheehan asked for additional public comment and, hearing none, reminded the group of the next May 7 meeting and adjourned the meeting at 5:00 PM.

Juliet Sinisterra for Greg Repetti, Secretary

Date:



UNIVERSITY DISTRICT

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/, 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



University District Development Association (UDDA) Meeting Minutes - DRAFT

Wednesday, April 9, 2025, Joint UDPDA/UDDA session; followed by UDDA Business Meeting from 5:01 – 5:26 PM, Catalyst Bldg, Rm 309, and Via Zoom

Board Members Present: Neil Christopher Apeles, Lois Bollenback, Emilie Cameron, Daryll DeWald, Colleen Fuchs, Megan Hulsey (Zoom), Chuck Murphy, Stacia Rasmussen, Greg Repetti (Zoom), Katy Sheehan (chair), Thomas Tellefson (Zoom), Jonathan Teeters (Zoom), Dennis Wagner (Zoom), Council President Betsy Wilkerson, and Erin Williams-Hueter

Board Members Absent: LaVerne Biel, Catherine Brazil, Kevin Brockbank, Mayor Lisa Brown, Brooke Kiener, Lindsey Myhre, Marvo Reguindin, Rob Sauders, John Sklut, County Commissioner Amber Waldref

Staff/Others Present: Juliet Sinisterra (CEO), Alden Jones, Jeffrey Samson, Chris Wright (Zoom)

Presenters: Mithun and EcoNW teams (Zoom)

[Board slide deck](#), [meeting recording](#) (begins 00:00:50 timecode)

JOINT PRESENTATION/DISCUSSION: UDPDA and UDDA Board Members

EAC Updates

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- **Scorecard** highlights were shared, and no questions ensued.

Sheehan asked for additional public comment and, hearing none, reminded the group of the next May 7 meeting and adjourned the UDPDA meeting at 5:00 PM.

UDDA Call to Order, Welcome, and Administrative Actions

- After the joint UDPDA/UDDA session, Chair Sheehan called the UDDA business meeting to order at 5:01 PM, noted the quorum present, and requested a **MOTION to approve the UDDA draft March 5, 2025, meeting minutes, and the UDDA financials as of February 28, 2025** (Wilkerson), seconded (Murphy), and passed unanimously.
- Samson shared a **Financial Report** consisting of a new dashboard summarizing financial activity through February 28 and projected revenue and expenses for 2025.



Samson also shared a **Finance 2025 Work Plan** that outlines tasks and timelines for streamlining financial procedures and policies and moving towards more cloud-based services/solutions.

- Sinisterra noted that the UD will have a table at the DSP's State of the Downtown event on May 30 and invited board members to contact staff to reserve a seat.
- **30-second member updates** followed.

Sheehan reminded the group of the May 7 meeting and the June 4 retreat. The latter will feature presentations on public safety/homeless ecosystem and strategies to finance the Next Generation Conceptual Plan 2065.

Sheehan adjourned the meeting at 5:26 PM.

Juliet Sinisterra for Greg Repetti, Secretary
Date:



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

Wednesday, May 7, 2025, 3:30 – 5:00 PM

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

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

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 April 9, 2025, UDPDA board meeting minutes
 - UDPDA financials as of March 31, 2025

3:35 UDPDA Public Comment and Brief Break

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

3:40 EAC Highlights – Repetti

- Nominating Committee members selected, update on board applicants
- Spokane River Planning Project (3.2.4)
- INTENT Energy Ecosystem Summit (1.1.3)
- Life Sciences and Community Health Resiliency Planning: Federal Funding
- Preview June 4 Retreat Agenda

3:55 400-Block Sprague Avenue and Riverside Gateway Park (1.1.1, 3.1.1, 3.1.2, 3.2.5)

- Proposed Next Steps - *Sinisterra*
- Presentation: NW Municipal Advisors
- Discussion
- Proposed UDPDA June 4 meeting for MOTION

4:30 Presentations: City Comprehensive Plan (Tirrell Black, Planner, City of Spokane); GSI Legislative Update (Stacia Rasmussen, Life Sciences Spokane Business Development Manager, GSI)

5:00 Adjourn UDPDA Meeting

2025 UDPDA Board Meetings (Catalyst Bldg, Room 309 unless otherwise indicated)

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



University District Development Association (UDDA)

Board of Directors' Meeting Agenda - DRAFT

Wednesday, May 7, 2025

3:40 - 5:00 UDPDA/UDDA Joint Discussion; 5:00 - 5:30 PM UDDA Business Meeting

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

<https://us02web.zoom.us/j/86750387107?pwd=WnRDckJrS2FGZUllbzNlWWliYTJ1dz09>

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

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

3:40 EAC Highlights – Repetti

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GSI Legislative Update (*Stacia Rasmussen, Life Sciences Spokane Business Development Manager, GSI*)

5:00 Adjourn UDPDA Meeting

5:00 UDDA Meeting Starts: Welcome, Call to Order, Admin Actions – Sheehan

- **Proposed MOTION** – Consent Agenda
 - Draft April 9, 2025, UDDA board meeting minutes
 - UDDA financials as of March 31, 2025

5:05 Finance and Grants Administration

- 2025 Work Plan and Budget Review – *Sinisterra and Samson*
- Grants Report – *Sinisterra*

5:15 30-Second Updates – Sheehan

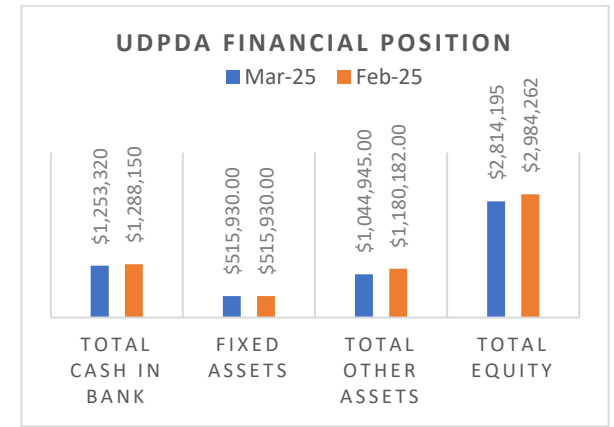
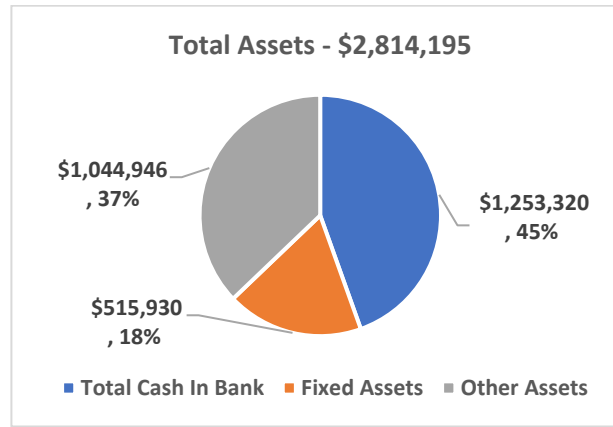
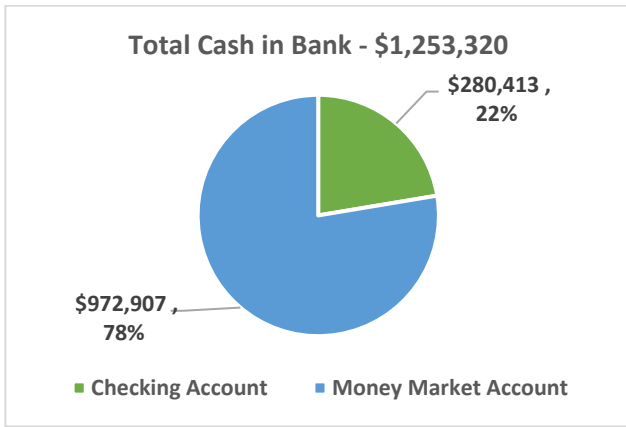
5:30 Adjourn – Sheehan

2025 UD Board Meetings (Catalyst Bldg, Room 309)

- June 4 retreat (9:30 AM – 1 PM Ruby River Hotel), Sept 3 annual meeting, Oct 1, Dec 10 holiday party and 2025 Impact Award presentation (4:30-6 PM, location TBD)

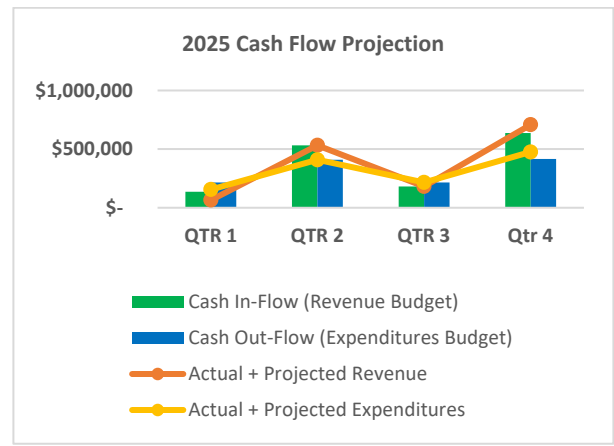
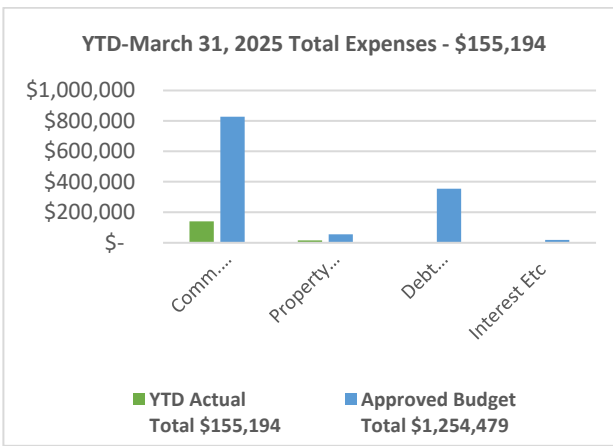
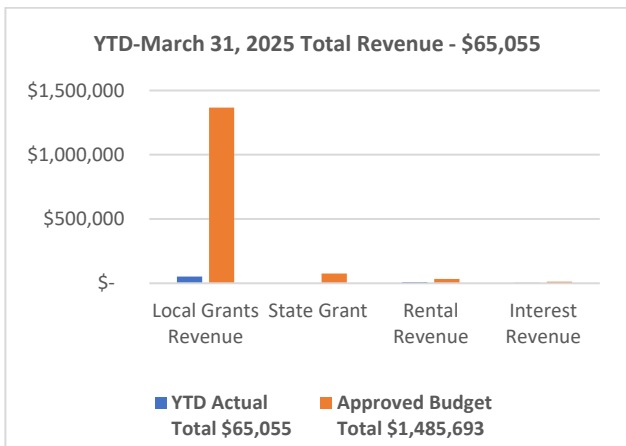
UDDA & UDPDA Financial Report as of March 31, 2025

UDPDA Financial Position



As of March 31, 2025 – Total Cash in Bank is \$1,253,320 decreased by \$34,830 or 2.70% from February 2025 (\$1,288,150) due to payment to contractors. Total Assets of \$2,814,195 consist of Cash in Bank (\$1,253,320); Fixed Assets (\$515,930) and Other Assets (\$1,044,945). Total Equity is \$2,814,195 including Retained Earnings from prior years (\$1,343,459); Fund Balances for 201 W Main – (\$519,930); Boxcar Proceeds (\$592,182); Sprague Underage (\$452,763); and Net Loss (\$90,139).

UDPDA's Financial Activities



Year-to-date Total Revenue is \$65,055, 4.4% of our total budget includes \$50K from Spokane per the interlocal agreement. UDPDA is projecting to receive the 2025 1st Qtr Sales Tax revenue and Construction Tax revenue (retro 2020) within the 2nd quarter of the year. Based on the information we have to date; we expect budgeted levels of annual revenue to be achieved by the end of the year and we are watching very closely the expected tax revenue allocations from the City during Q2 and Q3. Total Expenses is \$155,194 including payments made for Community Planning & Economic Development (\$140,413); and Property Development (\$14,781). For expenditures, there are timing differences in certain expense categories that might appear to indicate an overbudget expectation, however, this should normalize with the passage of time. We are watching very closely the operating expenses of 200 West Main property given its repair history. We think a positive net income performance is achievable by the end of calendar year.

University District Public Development Authority
Balance Sheet
As of March 31, 2025

	Total			
	As of Mar 31, 2025 (Current Month)	As of Feb 28, 2025 (Previous Month)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
10128 NUM Checking UDPDA	\$ 280,412.73	\$ 316,472.47	\$ (36,059.74)	-11.39%
10129 NUM MM UDPDA	972,907.36	971,677.72	1,229.64	0.13%
Total Bank Accounts	\$ 1,253,320.09	\$ 1,288,150.19	\$ (34,830.10)	-2.70%
Total Other Current Assets	-	-	-	
Total Current Assets	\$ 1,253,320.09	\$ 1,288,150.19	\$ (34,830.10)	-2.70%
Fixed Assets				
12005 Fixed Asset	515,930.00	515,930.00	-	0.00%
Total Fixed Assets	\$ 515,930.00	\$ 515,930.00	\$ -	0.00%
Other Assets				
12006 Other Asset	1,044,946.17	1,180,182.00	(135,235.83)	-11.46%
Total Other Assets	\$ 1,044,946.17	\$ 1,180,182.00	\$ (135,235.83)	-11.46%
TOTAL ASSETS	\$ 2,814,196.26	\$ 2,984,262.19	\$ (170,065.93)	-5.70%
LIABILITIES AND EQUITY				
Liabilities				
Total Current Liabilities	-	-	-	
Total Liabilities	-	-	-	
Equity				
30000 Opening Balance Equity	-	-	-	
32000 Retained Earnings	\$ 1,343,459.47	\$ 1,343,459.47	\$ -	0.00%
32001 201 W Main	515,930.00	515,930.00	-	0.00%
32002 Boxcar Proceeds	592,183.17	592,182.00	1.17	0.00%
32003 Sprague Underage	452,763.00	588,000.00	(135,237.00)	-23.00%
Net Income	(90,139.38)	(55,309.28)	(34,830.10)	-62.97%
Total Equity	\$ 2,814,196.26	\$ 2,984,262.19	\$ (170,065.93)	-5.70%
TOTAL LIABILITIES AND EQUITY	\$ 2,814,196.26	\$ 2,984,262.19	\$ (170,065.93)	-5.70%

NOTES:

Account 12006 Other Assets includes \$592K Boxcar proceeds and \$453K Sprague underage funds held by the City. The UDPDA anticipates refinancing the Sprague General Obligation Bond this year.

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

University District Public Development Authority
STATEMENT OF ACTIVITY (BUDGET vs ACTUAL)
JANUARY 1 - MARCH 31, 2025

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
3000000 REVENUES			-	
3300000 INTERGOV REVENUES			-	
3340000 STATE GRANTS			-	
3340690 State Grant Other State Agency	\$	75,000.00	\$ (75,000.00)	0.00%
Total 3340000 STATE GRANTS	\$ -	\$ 75,000.00	\$ (75,000.00)	0.00%
3370000 LOCAL GRANTS ENTITLMNT OTHER			-	
3370001 Local Grants Entitlements	\$ 52,000.00	\$ 50,000.00	\$ 2,000.00	104.00%
3371000 Property Tax		205,011.00	(205,011.00)	0.00%
3372000 Sales Tax		681,545.00	(681,545.00)	0.00%
3373000 Construction Sales Tax		429,437.00	(429,437.00)	0.00%
Total 3370000 LOCAL GRANTS ENTITLMNT OTHER	\$ 52,000.00	\$ 1,365,993.00	\$ (1,313,993.00)	3.81%
Total 3300000 INTERGOV REVENUES	\$ 52,000.00	\$ 1,440,993.00	\$ (1,388,993.00)	3.61%
3600000 MISC REVENUES			-	
3610000 INTEREST, OTHER EARNINGS			-	
3611000 Investment Earnings	\$ 3,473.97	\$ 12,000.00	\$ (8,526.03)	28.95%
Total 3610000 INTEREST, OTHER EARNINGS	\$ 3,473.97	\$ 12,000.00	\$ (8,526.03)	28.95%
3620000 RENTS AND LEASES		9,580.61	(23,119.39)	29.30%
Total 3600000 MISC REVENUES	\$ 13,054.58	\$ 44,700.00	\$ (31,645.42)	29.20%
Total 3000000 REVENUES	\$ 65,054.58	\$ 1,485,693.00	\$ (1,420,638.42)	4.38%
Total Income	\$ 65,054.58	\$ 1,485,693.00	\$ (1,420,638.42)	4.38%
Gross Profit	\$ 65,054.58	\$ 1,485,693.00	\$ (1,420,638.42)	4.38%
Expenses				
5000000 EXPENDITURES			-	
5580000 CMTY PLANNING ECON DEV			-	
5586000 Planning			-	
5586040 Planning Services	\$ 31,819.58	\$ 322,500.00	\$ (290,680.42)	9.87%
Total 5586000 Planning	\$ 31,819.58	\$ 322,500.00	\$ (290,680.42)	9.87%
5587000 Economic Development			-	
5587040 Econ Dev Services	108,593.73	504,686.00	(396,092.27)	21.52%
Total 5587000 Economic Development	\$ 108,593.73	\$ 504,686.00	\$ (396,092.27)	21.52%
Total 5580000 CMTY PLANNING ECON DEV	\$ 140,413.31	\$ 827,186.00	\$ (686,772.69)	16.97%
5590000 PROPERTY DEVELOPMENT			-	
5593000 Prop Dev Depr Amor Xfer Out			-	
5593040 Prop Dev Services	14,780.65	55,000.00	(40,219.35)	26.87%
Total 5593000 Prop Dev Depr Amor Xfer Out	\$ 14,780.65	\$ 55,000.00	\$ (40,219.35)	26.87%
Total 5590000 PROPERTY DEVELOPMENT	\$ 14,780.65	\$ 55,000.00	\$ (40,219.35)	26.87%
5900000 DBT EXP, CAP OUTLAYS, OTHR DECR			-	
5910000 REDEMPTION OF DEBT		354,373.05	(354,373.05)	0.00%
5920000 INTEREST OTHR DBT SVC COST		17,919.95	(17,919.95)	0.00%
Total 5900000 DBT EXP, CAP OUTLAYS, OTHR DECR	-	372,293.00	(372,293.00)	0.00%
Total 5000000 EXPENDITURES	\$ 155,193.96	\$ 1,254,479.00	\$ (1,099,285.04)	12.37%
Total Expenses	\$ 155,193.96	\$ 1,254,479.00	\$ (1,099,285.04)	12.37%
Net Operating Income	\$ (90,139.38)	\$ 231,214.00	\$ (321,353.38)	-38.99%
Net Income	\$ (90,139.38)	\$ 231,214.00	\$ (321,353.38)	-38.99%



**UNIVERSITY
DISTRICT**

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

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

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

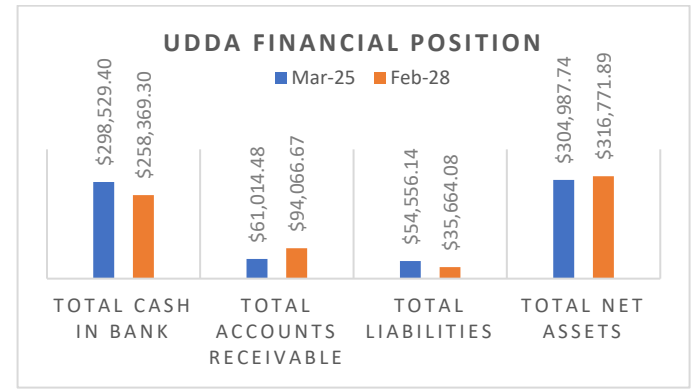
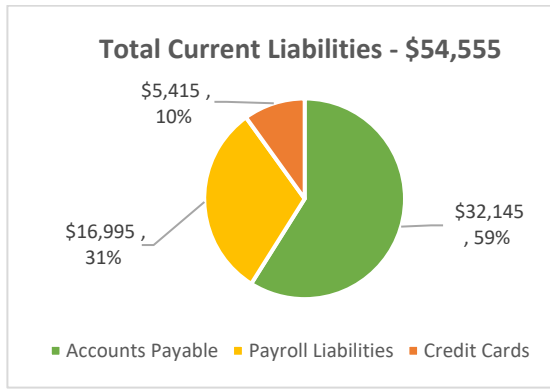
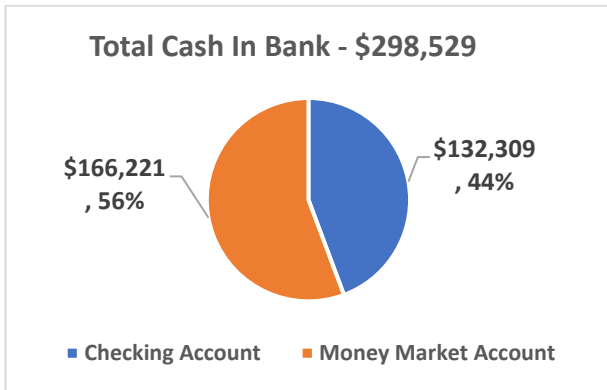
Jeffrey Samson, Director of Finance & Grants Administration

4-7-2025

Date

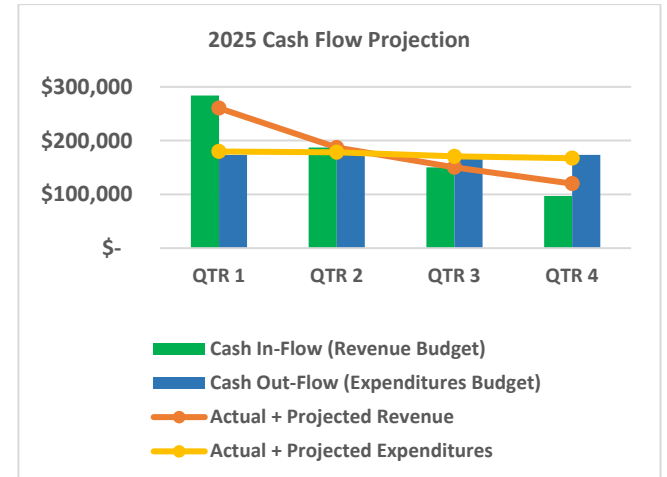
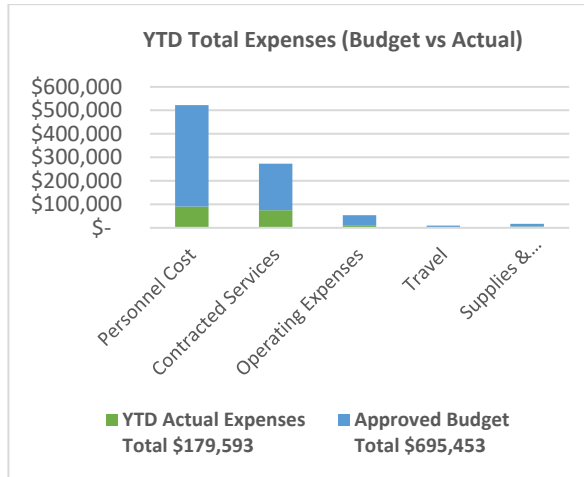
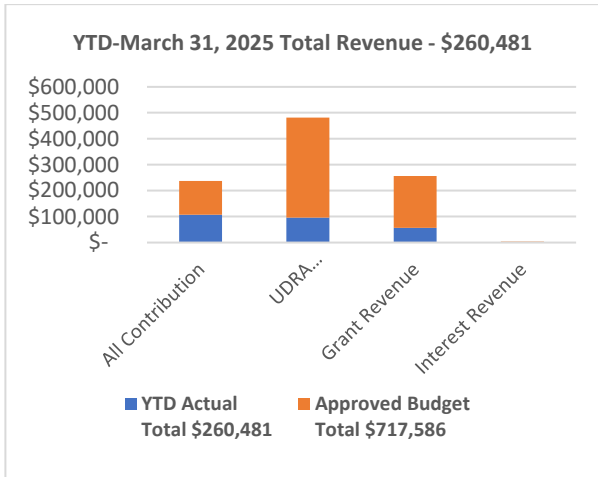
UDDA & UDPDA Financial Report as of March 31, 2025

UDDA's Financial Position



As of March 31, 2025 - Total Cash of \$298,529 increased by \$40,160 or 15.5% from February 2025 (\$258,369) due to receipt of grant revenue and interest from the money market account. Total Accounts Receivable of \$61,014 decreased by \$33,052 or 36.1% from February 2025 (\$94,067) due to the collection of grant receivable from Department of Commerce. Total Liabilities of \$54,555 increased by \$18,892 or 53% from prior month (\$35,664) due to unpaid contractor invoices, credit card transactions, and payroll liabilities. UDDA have enough cash to cover all the organization's total liabilities for March 2025.

UDDA's Financial Activities



As of March 31, 2025 – Total Revenue is \$260,481 or 36% of our total revenue budget (\$717,586) that includes Total Contributions (\$107,300); Grant Revenue (\$56,375); UDRA Management Proceeds (\$96,197). Based on the information we have to date; we expect budgeted levels of annual revenue to be achieved by the end of the year and we are watching very closely the expected grant and corporate contributions. Total Expenses are \$179,593 or 26% of our total expense budget (\$695,453) that including Personnel Cost and benefits (\$90,423); Contract Services (\$74,997); Operating Expenses (\$8,626); Travel (\$670); Supplies and Materials (\$4,977); Total Net Assets of \$80,888 or approx. 3x over our total projected net assets for 2025 (\$22,133).

UNIVERSITY DISTRICT DEVELOPMENT ASSOCIATION
Statement of Financial Position
As of March 31, 2025

	Total			
	As of Mar 31, 2025 (Current Month)	As of Feb 28, 2025 (Previous Month)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
10126 UDDA NUM Checking	132,308.54	92,358.53	39,950.01	43.26%
10127 UDDA NUM MM	166,220.86	166,010.77	210.09	0.13%
Total Bank Accounts	\$ 298,529.40	\$ 258,369.30	\$ 40,160.10	15.54%
Accounts Receivable				
12100 Accounts Receivable	61,014.48	94,066.67	-33,052.19	-35.14%
12101 Other Receivable	0.00	0.00	0.00	
Total Accounts Receivable	\$ 61,014.48	\$ 94,066.67	-\$ 33,052.19	-35.14%
Total Other Current Assets	\$ 0.00	\$ 0.00	\$ 0.00	
Total Current Assets	\$ 359,543.88	\$ 352,435.97	\$ 7,107.91	2.02%
TOTAL ASSETS	\$ 359,543.88	\$ 352,435.97	\$ 7,107.91	2.02%
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
20200 Accounts Payable	32,145.00	26,817.50	5,327.50	19.87%
Total Accounts Payable	\$ 32,145.00	\$ 26,817.50	\$ 5,327.50	19.87%
Credit Cards				
20501 USB Mastercard	0.00	0.00	0.00	
20502 Numerica Visa	5,415.27	1,055.74	4,359.53	412.94%
Total Credit Cards	\$ 5,415.27	\$ 1,055.74	\$ 4,359.53	412.94%
Other Current Liabilities				
Total 21000 Other Current Liability	\$ 0.00	\$ 0.00	\$ 0.00	
21100 Direct Deposit Liabilities	0.00	0.00	0.00	
Total 24000 Payroll Liabilities	\$ 16,995.87	\$ 7,790.84	\$ 9,205.03	118.15%
Direct Deposit Payable	0.00		0.00	
Total Other Current Liabilities	\$ 16,995.87	\$ 7,790.84	\$ 9,205.03	118.15%
Total Current Liabilities	\$ 54,556.14	\$ 35,664.08	\$ 18,892.06	52.97%
Total Liabilities	\$ 54,556.14	\$ 35,664.08	\$ 18,892.06	52.97%
Equity				
30000 Opening Balance Equity	2,143.63	2,143.63	0.00	0.00%
30001 Reserve	78,842.62	78,842.62	0.00	0.00%
31300 Restricted Net Assets	0.00	0.00	0.00	
32000 Unrestricted Net Assets	143,113.11	143,113.11	0.00	0.00%
49000 Prior Yr Carryover	0.00	0.00	0.00	
Net Revenue	80,888.38	92,672.53	-11,784.15	-12.72%
Total Equity	\$ 304,987.74	\$ 316,771.89	-\$ 11,784.15	-3.72%
TOTAL LIABILITIES AND EQUITY	\$ 359,543.88	\$ 352,435.97	\$ 7,107.91	2.02%

UNIVERSITY DISTRICT DEVELOPMENT ASSOCIATION
Budget vs. Actuals: FY_2025 - FY25 P&L
 January - March 31, 2025

	Total			
	Actual	Budget	Budget Balance	% of Budget
Revenue				
43210 Interest Income	609.21	2,800.00	2,190.79	21.76%
43400 Direct Public Support			0.00	
43410 Institutional/Corp contrib	107,300.00	130,000.00	22,700.00	82.54%
Total 43400 Direct Public Support	\$ 107,300.00	\$ 130,000.00	\$ 22,700.00	82.54%
46500 Grant Income				
46510 Grant - Restricted	56,375.73	200,000.00	143,624.27	28.19%
Total 46500 Grant Income	\$ 56,375.73	\$ 200,000.00	\$ 143,624.27	28.19%
46700 Other Income				
47005 UDRA Management Proceeds	96,196.50	384,786.00	288,589.50	25.00%
Total 46700 Other Income	\$ 96,196.50	\$ 384,786.00	\$ 288,589.50	25.00%
Total Revenue	\$ 260,481.44	\$ 717,586.00	\$ 457,104.56	36.30%
Expenditures				
Total 60100 Payroll Expenses	\$ 79,142.47	\$ 377,696.00	\$ 298,553.53	20.95%
Total 60200 Personal Services Contracts	\$ 74,896.79	\$ 198,100.00	\$ 123,203.21	37.81%
60300 Other Contractual Services				
60303 Cell Phone Charges	450.00	1,800.00	1,350.00	25.00%
60314 Internet IT Svcs Domain Reg	1,405.11	3,300.00	1,894.89	42.58%
60324 Insurance D&O, etc.	0.00	9,000.00	9,000.00	0.00%
60329 Licenses and Permits	130.50	150.00	19.50	87.00%
60330 Memberships, Dues	135.00	500.00	365.00	27.00%
60334 Reg, Conferences, Sponsorships	900.00	2,000.00	1,100.00	45.00%
60336 Subscriptions, Periodicals	306.61	480.00	173.39	63.88%
60353 Postage, Mailing Services	97.13	400.00	302.87	24.28%
60358 Printing & Reproduction	0.00	2,500.00	2,500.00	0.00%
60377 Catering, Meals	99.79	6,500.00	6,400.21	1.54%
60380 Leased Buildings, Space	4,551.02	15,971.00	11,419.98	28.50%
60381 Rentals, Copier Lease	51.18	1,200.00	1,148.82	4.27%
60389 Rentals, Other Events, Park	500.00	1,000.00	500.00	50.00%
Total 60300 Other Contractual Services	\$ 8,626.34	\$ 44,801.00	\$ 36,174.66	19.25%
Total 60400 Travel	\$ 669.67	\$ 8,900.00	\$ 8,230.33	7.52%
Total 60500 Supplies & Materials	\$ 4,977.49	\$ 12,000.00	\$ 7,022.51	41.48%
Total 60700 Retirement & Benefits	\$ 11,280.31	\$ 53,956.00	\$ 42,675.69	20.91%
Total Expenditures	\$ 179,593.07	\$ 695,453.00	\$ 515,859.93	25.82%
Net Operating Revenue	\$ 80,888.37	\$ 22,133.00	-\$ 58,755.37	365.47%
Net Revenue	\$ 80,888.37	\$ 22,133.00	-\$ 58,755.37	365.47%