



## UDP Board Meeting

Time: 11:30AM – 1:00PM

Date: July 16, 2019

UW Tower, 22<sup>nd</sup> Floor Boardroom

# AGENDA

<b>1. Welcome and Introductions</b>	Miles	
<b>2. Public Comment</b>	All	
<b>3. Approval of June Meeting Minutes</b>	Miles	VOTE
<b>4. Committee Reports</b>		
a. Finance	Mark/Phil	VOTE
i. June 2019 Close		Q&A
b. Governance	Louise/Mark	VOTE
i. Board Member Elections		
c. Clean & Safe	Don/Marcus	Q&A
d. Events & Marketing	Andrew/Chase	Q&A
e. Economic Development	Miles/Mark	Q&A
f. Urban Vitality	Stephen/Chase	Q&A
<b>5. 2019-20 Budget Approval</b>	Mark/Phil	VOTE
<b>6. Year End Report</b>	Mark	Q&A
<b>7. StreetFair Report</b>	Chase/Mark	Discuss
<b>8. Ordinance Renewal Update</b>	Miles/Sally	Discuss
<b>9. Adjourn</b>		

### Upcoming Meetings and Events:

7/19/19	U District Art Walk	Starts at U Heights	5:00 – 9:00 pm
7/27/19	Monthly U District Cleanup	U Heights Plaza	9:00 – 11:00 am
8/6/19	U District Night Out	U Heights Park	6:00 – 8:00 pm
8/13/19	Urban Vitality Committee	UDP Office	4:00 – 5:30 pm
8/16/19	BIA Walk	UDP Office	9:00 – 10:30 am
8/16/19	U District Art Walk	Starts at U Heights	5:00 – 9:00 pm
8/18/19	UDP Board Meeting	UW Tower	11:30 am – 1:00 pm

The U District Partnership (UDP) serves all who work in, live in, and visit the U District by fostering and sustaining a vibrant, diverse, and healthy neighborhood for the common good.



## Board Meeting Minutes No. 4

Time: 11:30 AM – 1:00 PM

Date: June 18, 2019

Location: UW Tower Boardroom

### IN ATTENDANCE:

#### UDP Board Members

Sally Clark, Co-Chair  
Andy Sharpe  
Louise Little  
Lois Ko, Secretary  
Stephen Antupit

Miles Richardson, Co-Chair  
Jeanette Henderson  
Pat Simpson  
Rob Lubin, Treasurer  
Andrew McMasters

Doug Campbell  
Eric Lawson  
Don Schulze  
Barbara Quinn

#### Excused

Alfred Shiga

#### UDP Staff

Mark Crawford, IED  
Evan Morse, Econ Dev.

Marcus Johnson, C&S  
Jen Astion, Comm

Chase Landrey E&M

#### Guests

Phil Lloyd  
Dawn Perry

Gregg Petrie

Ruedi Risler

### Welcome and Introductions

Sally called the meeting to order at 11:35

### Public Comment

There was no public comment given.

### Approval of May 2019 Meeting Minutes

**Motion: Louise** moved to approve the May 2019 meeting minutes.

**Pat** seconded the motion. Rob abstained.

*The motion was approved*

### Committee Reports

#### Finance

Rob presented the May 2019 financial report.

**Motion: Don** moved to approve the February financial report.

**Andrew** seconded the motion.

*The motion was unanimously approved.*

Rob presented the year end close projection. He explained the additional BIA funds available and the project expenses which will be rolled over to the following year.

### **Governance**

Louise introduced the procedure for board member reelection. Doug Campbell, Jennette Henderson, Lois Ko, Don Schulze, and Pat Simpson were up for reelection

Doug Campbell removed his name from consideration and said he would not be seeking reelection.

### **Executive Session**

The board entered a board member only executive session. Each member up for reelection was asked to leave sequentially while the remaining board members discussed their candidacy.

### **End of Executive Session**

**Motion:** to elect Jeanette Henderson to the UDP board of directors for a three-year term.  
13 members in favor. Doug abstained  
The motion passes and Jeanette Henderson is reelected.

**Motion:** to elect Lois Ko to the UDP board of directors for a three-year term.  
13 members in favor. Doug abstained.  
The motion passes and Lois Ko is reelected.

**Motion:** to elect Don Schulze to the UDP board of directors for a three-year term.  
13 members in favor. Doug abstained.  
The motion passes and Don Schulze is reelected.

**Motion:** to elect Pat Simpson to the UDP board of directors for a one-year term.  
13 members in favor. Doug abstained.  
The motion passes and Pat Simpson is reelected.

Louise introduced the candidates for Co-chair of the UDP board and the voting procedure. Miles Richardson and Alfred Shiga both had put their names forward for consideration. Alfred Shiga was unable to attend. Miles was given a brief opportunity to speak on why he would be a good candidate for co-chair and answer questions.

### **Executive Session**

The board entered a board member only executive session. Each member up for election was asked to leave sequentially while the remaining board members discussed their candidacy.

### **End of Executive Session**

**Motion:** to elect Miles Richardson to the position of Co-chair of the UDP board of directors for a two-year term.  
13 members in favor. Doug abstained  
The motion passes and Miles Richardson is reelected.

Sally congratulated the returning board members and elected positions and thanked them for their continued involvement. Various board members thanked Doug Campbell for his service on the board.

### **Clean and Safe**

Don encouraged everyone to join the Slack channel for the Business Block Watch and detailed some of the benefits of doing so.

### **Economic Development**

Miles reiterated that the Business Block Watch worked hand in hand with the Business Network and encouraged everyone to attend and invite people in their network.

Mark announced that Evan would be moving on from the UDP to his next position elsewhere. He thanked him for all of his work and accomplishments over the last ten months at the UDP and wished him the best on future endeavors. Miles thanked Evan as well for all of his work with Economic Development committee and moving the ball forward in that program.

### **Urban Vitality**

Stephen requested that anyone with questions about the 43<sup>rd</sup> Street Project and UDP task force speak with him further after the meeting, since it is a very complex project with many moving parts.

### **Events and Marketing**

Report included in the board packet.

### **Ordinance Renewal**

Mark introduced that the goals for agenda item and presentation were for the UDP board to decide on what should be included in the final recommendation to the UDBIA board at their June meeting. These items had been discussed at previous board meetings and retreats.

Term: Mark presented the current recommendation of a 12 year term for the new BIA ordinance to allow for more time accomplish work with less time spent on renewal efforts.

Geographic Boundaries: He then showed a map detailing proposed changes to the UDBIA boundaries. Three segments of the map were cut out around the periphery. These were areas with little or no assessment value or a part of UW campus. Removing them clarified both that the purpose of UW voluntary funding is for the benefit of the whole UDBIA and that areas that are within the boundary can expect services. Two park areas were also added on the west side of the map.

Financial: The proposed assessment for the new UDBIA continues with the current model based on the 2013 assessed values with an annual CPI increase. In addition a 10% base rate increase would be included for expanded programs and services.

Cleaning Areas: Mark proposed a modest increase in the rates for both the North and South Cleaning Areas to maintain professional level of services. He also put forth to the board an additional option to provide once a month professional cleaning to the remaining areas of the UDBIA outside of the North and South Cleaning Areas.

Board Discussion: Sally agreed that the recommended term, boundary changes, assessment rate, and 10% increase made good sense. However, she believed the board still needed to discuss further the cleaning area options. The board generally agreed with this sentiment. After further discussion, the board members expressed broad support for expansion of the cleaning area to provide UDBIA professional cleaning wide services.

### **2019-20 Budget/Work Plan**

Baseline: Mark presented the 2019-20 baseline budget proposal to the board. This budget was based on a two-year planning perspective and included many continuations of current programs.

Budget Options: Mark presented additional optional UDP expenditures for an expanded Urban Vitality program. He then showed projects for cash position for both the UDP and

UDBIA for each combination of this being approved along with UDBIA approval of expanded public relation and marketing funds.

Final Board Recommendation to the UDBIA: The board generally agreed on the baseline budget proposal. They discussed further both the fiscal and timing implications of approving additional Urban Vitality expenditures. Concern was expressed that if Urban Vitality funding was approved now and the UDBIA RAB did not approve additional public relations and marketing funds, then the UDP would be limited in their ability to consider funding those programs themselves.

**Motion:** to approve the 2019-20 baseline UDP budget and work plan with additional expenditures for Urban Vitality as presented, pending approval of the UDBIA RAB at their June meeting.

12 members in favor. 2 members against.

The motion passed.

**Motion:** to approve a 30 day continuation budget for the UDP to continue operations until the July board meeting.

14 members in favor.

The motion passed unanimously.

### **Adjournment**

Sally adjourned the meeting at 1:35 pm.

**NEXT BOARD MEETING: July 16th, 11:30am – 1:00pm, UW Tower Boardroom**



July 12, 2019

To: The UDP Board

From: Mark Crawford

Re: Financial Reports and Budget

In this packet, you will find the DRAFT June close and the final 2019-20 budget.

- 1) Draft June Close – Please note that the Finance Committee did not meet in July and has not yet reviewed the June statements. We will do so in August. These are being sent to you for your information and we will be glad to answer any questions you might have. Because they have not yet been reviewed by the Finance Committee, we will NOT be asking your approval of these statements at the July meeting.
- 2) 2019-20 Fiscal Year Operating Budget – At the June meeting, you passed a recommendation to the BIA for our annual work plan and budget and, because the UDP budget is largely predicated on the BIA contract, you passed a continuing operations resolution through July for the UDP to allow the RAB time to approve their budget. The RAB met on July 27, 2019 and passed their budget and approved our work plan.

The budget you are being asked to approve is almost the same as what you saw in June with two changes. The first is that we believe we are concluding our lease agreement on the fire damaged office and will be relieved of the double rent payment we have been making by the end of July. The previous budget anticipated paying double rent in a worst case scenario for the entire fiscal year. That adjustment has been made and the bottom line has been improved. Second, there were a small number in in process projects at the end of the year that were not quite concluded. These included finishing maintenance on some tree pits and some collateral marketing materials. The funds and projected expenses to finish those projects that had been approved were then transferred into the 2019-20 budget. This had a net zero effect on the bottom line but did change the cash start point and the total expenses by about \$14,000.

**The U District Partnership**  
**Balance Sheet Prev Year Comparison**  
 As of June 30, 2019

	Jun 30, 19	Jun 30, 18	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
10100 · Operating Bank Accounts	266,034.57	263,917.61	2,116.96
<b>Total Checking/Savings</b>	<b>266,034.57</b>	<b>263,917.61</b>	<b>2,116.96</b>
<b>Accounts Receivable</b>	93,498.63	117,712.49	-24,213.86
<b>Other Current Assets</b>	43,127.46	3,532.79	39,594.67
<b>Total Current Assets</b>	<b>402,660.66</b>	<b>385,162.89</b>	<b>17,497.77</b>
<b>Fixed Assets</b>			
15000 · Furniture and Equipment	5,511.12	4,425.10	1,086.02
<b>Total Fixed Assets</b>	<b>5,511.12</b>	<b>4,425.10</b>	<b>1,086.02</b>
<b>Other Assets</b>	6,194.19	3,358.32	2,835.87
<b>TOTAL ASSETS</b>	<b>414,365.97</b>	<b>392,946.31</b>	<b>21,419.66</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	39,078.88	65,101.69	-26,022.81
Credit Cards	342.17	1,662.91	-1,320.74
Other Current Liabilities	14,900.80	22,078.45	-7,177.65
<b>Total Current Liabilities</b>	<b>54,321.85</b>	<b>88,843.05</b>	<b>-34,521.20</b>
<b>Total Liabilities</b>	<b>54,321.85</b>	<b>88,843.05</b>	<b>-34,521.20</b>
<b>Equity</b>			
32000 · Unrestricted Net Assets	304,103.26	265,400.21	38,703.05
Net Income	55,940.86	38,703.05	17,237.81
<b>Total Equity</b>	<b>360,044.12</b>	<b>304,103.26</b>	<b>55,940.86</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>414,365.97</b>	<b>392,946.31</b>	<b>21,419.66</b>

## The U District Partnership Budget Report June 2019

	Jun 19	Budget	\$ Over Budget	Jul '18 - Jun 19	YTD Budget	\$ Over Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
43400 · Direct (Grants) Public Support	0.00	0.00	0.00	16,000.00	0.00	16,000.00	0.00
44500 · Government Grants and Contracts	83,294.53	91,674.14	-8,379.61	910,341.73	934,866.10	-24,524.37	934,866.10
47000 · Earned Income	1,210.01	0.00	1,210.01	239,912.77	260,000.00	-20,087.23	260,000.00
46400 · Interest and Other	32.92			238.57	0.00	238.57	0.00
<b>Total Income</b>	<b>84,537.46</b>	<b>91,674.14</b>	<b>-7,136.68</b>	<b>1,166,493.07</b>	<b>1,194,866.10</b>	<b>-28,373.03</b>	<b>1,194,866.10</b>
<b>Gross Profit</b>	<b>84,537.46</b>	<b>91,674.14</b>	<b>-7,136.68</b>	<b>1,166,493.07</b>	<b>1,194,866.10</b>	<b>-28,373.03</b>	<b>1,194,866.10</b>
<b>Expense</b>							
60000 · Staffing	42,100.21	41,023.87	1,076.34	467,461.89	500,757.64	-33,295.75	500,757.64
61000 · Professional & Contract Expense	11,690.07	15,450.00	-3,759.93	84,395.46	85,400.00	-1,004.54	85,400.00
62000 · Office and Overhead	10,647.62	11,079.74	-432.12	102,359.57	92,966.36	9,393.21	92,966.36
70000 · Direct Program Expenses	44,402.23	62,400.22	-17,997.99	498,686.99	517,977.72	-19,290.73	517,977.72
<b>Total Expense</b>	<b>108,840.13</b>	<b>129,953.83</b>	<b>-21,113.70</b>	<b>1,152,903.91</b>	<b>1,197,101.72</b>	<b>-44,197.81</b>	<b>1,197,101.72</b>
<b>Net Ordinary Income</b>	<b>-24,302.67</b>	<b>-38,279.69</b>	<b>13,977.02</b>	<b>13,589.16</b>	<b>-2,235.62</b>	<b>15,824.78</b>	<b>-2,235.62</b>
<b>Other Income/Expense</b>							
<b>Other Income</b>							
Fiscal Sponsor Income	0.00	0.00	0.00	51,471.70	0.00	51,471.70	0.00
Fiscal Sponsor Expenses	0.00	0.00	0.00	-9,120.00	0.00	-9,120.00	0.00
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>42,351.70</b>	<b>0.00</b>	<b>42,351.70</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>42,351.70</b>	<b>0.00</b>	<b>42,351.70</b>	<b>0.00</b>
<b>Net Income</b>	<b>-24,302.67</b>	<b>-38,279.69</b>	<b>13,977.02</b>	<b>55,940.86</b>	<b>-2,235.62</b>	<b>58,176.48</b>	<b>-2,235.62</b>

**2018-19 University District BIA**

**Budget Tracker -June 2019**

ACCOUNTS	Budget	TO DATE	Personnel	Non-Personnel	REMAINING	% Expended	Jul	Aug	Sep
Program Management	207,383	196,144.71	\$ 38,300.35	\$ 157,844.36	11,238	94.6%	\$ 9,495.42	\$ 9,953.44	\$ 21,568.81
Cleaning and Public Safety	425,966	390,683.14	\$ 120,149.75	\$ 270,533.39	35,283	91.7%	\$ 34,475.31	\$ 31,306.23	\$ 27,715.59
Urban Vitality	31,506	30,388.54	\$ 27,040.65	\$ 3,347.89	1,117	96.5%	\$ 1,410.75	\$ 1,343.86	\$ 2,872.26
Economic Development	112,227	129,945.61	\$ 104,949.78	\$ 24,995.83	-17,719	115.8%	\$ 4,265.63	\$ 10,453.43	\$ 10,752.58
Marketing	41,376	43,818.97	\$ 37,744.53	\$ 6,074.44	-2,443	105.9%	\$ 3,417.78	\$ 3,350.88	\$ 3,522.39
Community Engagement	77,169	73,674.57	\$ 60,554.80	\$ 13,119.77	3,494	95.5%	\$ 8,089.87	\$ 5,231.08	\$ 6,322.73
Events and Activation	27,240	23,686.19	\$ 10,711.19	\$ 12,975.00	3,554	87.0%	\$ 4,157.80	\$ 5,182.80	\$ 2,141.59
<b>Total Requested</b>	<b>922,867</b>	<b>888,341.73</b>	<b>\$ 399,451.05</b>	<b>\$ 488,890.68</b>	<b>34,525</b>	<b>96.3%</b>	<b>\$ 65,312.56</b>	<b>\$ 66,821.72</b>	<b>\$ 74,895.95</b>

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Program Management	\$ 13,490.78	\$ 13,067.37	\$ 10,840.74	\$ 9,600.78	\$ 19,902.91	\$ 22,808.11	\$ 22,430.24	\$ 21,374.73	\$ 21,611.38
Cleaning and Public Safety	\$ 46,378.75	\$ 40,259.53	\$ 24,124.13	\$ 39,675.75	\$ 25,518.77	\$ 25,799.13	\$ 33,319.09	\$ 27,095.17	\$ 35,015.69
Urban Vitality	\$ 4,668.00	\$ 2,735.54	\$ 2,780.74	\$ 2,861.55	\$ 1,591.15	\$ 2,863.74	\$ 2,815.01	\$ 2,856.45	\$ 1,589.49
Economic Development	\$ 14,179.18	\$ 9,599.19	\$ 9,757.70	\$ 9,992.59	\$ 19,282.33	\$ 10,114.29	\$ 9,835.97	\$ 11,176.80	\$ 10,535.92
Marketing	\$ 3,514.42	\$ 3,693.33	\$ 5,098.40	\$ 3,906.19	\$ 3,464.39	\$ 3,469.02	\$ 3,405.77	\$ 3,514.65	\$ 3,461.75
Community Engagement	\$ 7,109.06	\$ 5,344.11	\$ 5,243.14	\$ 5,522.76	\$ 6,264.92	\$ 5,534.84	\$ 5,648.45	\$ 6,346.55	\$ 7,017.06
Events and Activation	\$ 2,360.77	\$ 1,534.02	\$ 1,862.23	\$ 1,038.91	\$ 1,088.39	\$ 1,092.01	\$ 1,051.69	\$ 1,112.74	\$ 1,063.24
	\$ 91,700.96	\$ 76,233.09	\$ 59,707.08	72,598.53	77,112.86	71,681.14	78,506.22	73,477.09	80,294.53

## A Message from Mark Crawford, the Interim Executive Director of UDP

Our fiscal year ended on June 30<sup>th</sup> and I want to report back to you, the people who live, work and play in the U District about what we accomplished and what we see happening in our shared community.

First and foremost, I want to say thank you.

Thank you to the ratepayers who provide the majority of the funds we use to make this neighborhood cleaner, safer, more activated, more economically vital and with a public realm that reflects and speaks to our community. Your generosity is greatly appreciated. Your support of our community is the very mortar that ties all of this work together.

I want to thank the many volunteers who give of their time, experience, wisdom, and experience to help us achieve our goals on behalf of the U District. I'd like to extend a special shout out to all of the individuals who serve on the Ratepayer Advisory Board and on the U District Partnership Board. Your participation and leadership requires so much of your time, energy and attention. Thank you for sharing all of that with all of us.

And thank you to all of the other volunteers who support our events and activities. Whether it is your work at Street Fair (Yay for 50 years of continuous StreetFair – the longest run in the nation!), Halloween on Roosevelt, Night Out, the monthly clean ups, serving on task forces or advisory committees or help given in any number of ways, we so appreciate your passion and support for this community. Thank you.

And finally, thank you to a terrific staff – Marcus, Chase, Evan, Jen, and Tyler for your incredible hard work, dedication, and creativity. What a year you made possible. Thank you.

We accomplished a lot this year and below, you will find a list of those accomplishments listed by program area. As you look at those accomplishments, I would like to offer an important piece of context. The U District is now IN a period of enormous change.

In 2017, large areas within the district were rezoned to allow greater building heights and corresponding density growth. Development has exploded with an emphasis on student and multi-family residential development occurring. Recently, commercial space development has also been announced. Our resident population and our business related population are seeing corresponding growth projections.

In 2021, the new light rail station will open. This will increase the number of people coming through and stopping in our community. It will spur additional transit oriented development, including further multi-family residential development. It will redefine our relative geographic proximity to downtown and to north Seattle and beyond. It will redefine transportation availability and services within the neighborhood.

And, as part of the larger Seattle and King County geographical footprints, we are experiencing the same positive and negative effects of a rapidly growing city and economy. What happens in the larger community happens here, in our neighborhood as well.

Whether each of us individually likes or dislikes some of the things that are happening in the U District, the reality is, our community is undergoing a radical transition that will continue for the

foreseeable future. How do we maximize the opportunities that this transition creates while also protecting and maintaining the unique and treasured characteristics of this community?

The U District Partnership is committed to serving this community through direct services here in the district, through our efforts to be aware of and to inform all of you about major issues and/or public and private projects that affect our public realm, to convene our community when your voices need to be heard, and by serving as advocates for our community when the need arises.

So, please, take a moment and review our 2018-19 work outcomes. We are proud of the U District, of our incredible businesses and merchants, the wonderful people who live and work here, the opportunities that exist for art, culture, and entertainment. We are proud of our world famous University of Washington with its outstanding student population, faculty and staff. We are proud of the diversity and strength of our community. We are proud of our legacies and we are excited for our future. So, thank you U District for all that you are and all that you do.

In 2018-19:

The U District is a cleaner, safer and more vibrant neighborhood because of the work funded by the UD BIA. Our work in keeping our neighborhood clean and safe, both through the Special Cleaning Areas and our work district wide, our investments in flowers, lights, on-going teams removing graffiti and picking up trash and bio hazards throughout the district, our constant efforts to get appropriate City cleaning resources in “hot spots” for both cleanliness and safety, and our deployment of Ambassadors (to name some of our on-going programs) have all contributed to a better district. Yes, there are still problems and messes. There always will be. But the BIA investment has kept us ahead of many other neighborhoods and well ahead of what we would be experiencing without that work.

We also added the pilot program for the REACH worker – a huge, courageous step by the BIA and UDP to lead in addressing an enormous social challenge that our public officials have not yet addressed. We hired Economic Development staff and re-established the Economic Development Program Advisory Committee. We launched the Business Network, the Business Block watch and through the work of the Committee, have articulated a vision for a robust, diverse, district wide economic ecology. We produced a major study on current and future retail opportunities in the district as the district is shaped by the change elements described above.

We reconfigured the scope of the previous “Urban Design Committee” and relaunched it with a broader mandate to ensure that the concerns and needs of the U District were represented to all parties impacting the greater public realm. We have engaged with developers and city agencies in constructive dialogue and provided a voice of the community in both private and public development and infrastructure improvement. We partnered with U District Let’s Go to provide low cost transportation education to businesses, create a wayfinding cart, and support community dialogue about transit issues with our Transit Talk series.

We partnered with other BIAs to raise awareness and demand action from City officials to address the extraordinary impact of recidivist criminals are having on our neighborhoods. We also partnered with other BIAs to share information about Clean and Safe Programs and Events and Marketing Programs.

We created activities and events throughout the district throughout the year. We piloted a new Halloween event in the Roosevelt corridor to bring greater awareness of local businesses to the residents who live in the area. We maintained our current events like Up Your Ave, Night Out, Park(ing) Day and Holiday Swag. We sponsored music activations all around the district.

All in all, 2018-19 was an action and service packed year. As you know, we were severely impacted (and still are) by a fire on January 19, 2019 which gutted our office space. Even though we lost all physical resources associated with an office and we lost access to data and files for a period of time, we maintained all service commitments we made to our community.

## 2018-19 Program Manager Work Plan Report

### CLEAN AND SAFE

#### Clean

1. Clean and Safe Committee Meetings – Completed. Had multiple guest speakers including the City masonry reinforcement expert, LEAD representative, consistent police presence and reporting and consistent community attendance and support.
2. North and South Cleaning Areas – Completed with \$33,120 reduction in cost and added branding to cleaning services. Succeeded in replacing Recology with a vendor who agreed to co-brand so ratepayers and businesses know that the service is provided with assessment resources.
  - From July '18- May '19 in our cleaning areas we
    - Picked up 4,114 bags of trash
    - Removed 1,760 stickers and graffiti tags
    - Cleaned up 673 biohazardous messes
  - a. South Area (South of 52<sup>nd</sup>)
    - i. 7-days a week, 362-days a year
  - b. North Area (North of 52<sup>nd</sup>)
    - i. 2-days a week, 104-days a year
  - c. Monthly BIA Walks
    - i. 12 BIA Walks a year - Completed
3. Beautification Team
  - a. Two part-time team members - Have had one consistent team member. The second position has been vacated twice. Currently trying to fill second position.
4. Volunteer Community Cleanups – w have noticed the cumulative impact of our monthly clean ups – amounts of trash being cleaned up is decreasing as we are not maintaining a cleaner district.
  - a. 11 monthly cleanups planned and coordinated - Completed
  - b. 1 Annual Cleanup - Completed
  - c. UW Facilities Cleanup – Did not happen this year due to turnover and change of leadership within UW Facilities. They are interested in doing a cleanup in fall of 2019.
5. Seasonal Cleaning
  - a. Fall leaf street sweeping – Completed.
  - b. Spring sidewalk pressure washing – 80-100 hours will be completed this fiscal year.

#### Safe

1. Clean and Safe Committee Meetings – Completed – see above.
2. Crime Prevention through Environmental Design (CPTED) Reviews – 15 reviews completed, most of these reviews were of multi-family properties
3. Ambassador Program – We moved from a “pilot” program to a fully funded on-going program. Ambassadors cover the entire district with a regular route and check in stations but are always responsive to immediate calls anywhere in the district.
  - From July-May our Ambassadors
    - Stopped into businesses 1,786 times
    - Checked on hotspots 2,511 times
    - Engaged with our homeless population 143 times
    -

## Other

1. Homeless Youth Employment
  - a. Sponsoring youth internships with Sanctuary Art Center – Completed
2. Beautification Projects
  - a. 75 Spring/Summer Baskets - Completed
  - b. 75 Fall/Winter Baskets - Completed
  - c. 68 trees lit for the holidays – Completed
3. 2019 Launch of REACH program – pilot launch of assertive mental health outreach worker in the district providing access and referrals to services for individuals experiencing homelessness and mental health challenges.
  - From mid-March to May, our outreach worker David Delgado
    - Helped with transportation for where they wanted to go outside the U District 14 times
    - Helped 7 people get into shelter
    - Helped get 2 people into a drug treatment program
    - Helped get 3 people the medical attention they need
    - Helped people get food or clothing 27 times

## Economic Development

1. Rebuild data collection function.
  - Completed the Retail Saturation Study which includes a 2018-2018 U District Retail Market Outlook ([udistrictpartnership.org/biz-retail](http://udistrictpartnership.org/biz-retail)). The study also included an update of the local demographic data ([udistrictpartnership.org/demographics](http://udistrictpartnership.org/demographics)).
  - Began development of a database of all business and commercial properties (and pertinent information) in the UDBIA.
  - Identified potential KPIs to measure the economic health of the U District and the efforts of the economic development program. Currently tracking vacancy rate, net promoter score for business and property owners, and number of businesses in the UDBIA.
2. Initiate and support U District Business Network.
  - Launched the U District Biz Network and hosted the Q1 Meeting in February 2019.
  - Hosted the Q2 Meeting in May.
  - Based on business network feedback, partnered with UDP Clean & Safe Program to launch the U District Business Block Watch.
3. Provide support and resource access to individual businesses.
  - Established the Economic Development Committee to provide guidance on how to best serve the economic interests of local businesses.
  - Coordinated a Fall 2018 campaign to update contact information for all business and property owners in the U District. Increased contact information rate from 17%-39%, which has since grown to 43%.
  - Surveyed all businesses and property owners in the U District on 1) their baseline satisfaction and 2) which endeavors they want economic development staff to direct efforts.
  - Created the online Business Resource Center ([udistrictpartnership.org/biz-center](http://udistrictpartnership.org/biz-center)).
4. Serve as a resource for potential business interest in the district.
  - Created the online 'Reasons to Open a Business in the U District' ([udistrictpartnership.org/biz-reasons](http://udistrictpartnership.org/biz-reasons)) which includes the commonly requested information and tools for launching a business in the district.

- Created the 'Retail and Office Space for Lease and Sale in the U District' ([udistrictpartnership.org/biz-vacancy](http://udistrictpartnership.org/biz-vacancy)) which includes a monthly updated list of all UDBIA commercial vacancies in addition to a tool for property owners to list their vacancies.
- Reached out to all commercial real estate agents brokers with active local listings and provided a copy of the Retail Saturation Study, links to the Business Resource Center and Space for Lease and Sale pages, and offer to provide support in filling UDBIA vacancies.
- Met with various developers on potential retail space options for future developments.
- Coordinated a low-cost pilot project to generate marketing collateral designed to educate potential businesses about the U District and begin them down the path on locating their business here.

#### 5. Economic Development Committee

- Established the Economic Development Committee to provide guidance on how to best serve the economic interests of local businesses.
- Developed foundational statement of a district wide economic development vision focused on the business for business sector; business of providing and meeting the needs of the leased/rented residential population; and the retail/transactional/entertainment economy.

#### Urban Vitality

1. Staff and support a volunteer populated Urban Vitality Committee. This assumes any work of the committee is actually done by volunteers.
  - a. Urban Vitality Committee was relaunched. The committee is made up of board and other community members
  - b. The committee has created three task force groups including additional community members on the Mobility Plan, Church Redevelopment, and the 43<sup>rd</sup> Street Projects.
    - i. Mobility Plan – staff and board members participated in Mobility plan process. Task force reviewed final proposed document and presented analysis and recommendations to UDP Board for limited approval of some items and encouraged further community engagement o others
    - ii. Church Survey Group – has completed survey process and is currently engaging community stakeholders in discussions about potential next steps.
    - iii. 43<sup>rd</sup> Street Project -- Convened stakeholders and continues to support dialogue between property owners, businesses and SDOT on all phases of construction and post construction work.
  - c. The committee supported the outreach and adoption of the updated U District Design Guidelines.
  - d. Staff and committee leadership continues U District development tracking and engagement – meeting with developers on proposed projects, attending public presentation meetings and design review hearings.
2. Continued partnership with U District, Let's Go!
  - a. Completed pilot project with onsite staff to provide technical assistance to local businesses on transportation affordability options.
  - b. Created a thorough co-branded transit map to help visitors find their way to and around our business district.
  - c. Supported and participated in 3 Transit Talk events in the District.
  - d. Provided 1,600 people with wayfinding help during the Special Olympics USA Games

- e. Supported and housed U District, Let's Go! Intern.
- 3. Began partnership with the Friends of Christie Park
  - a. Acted as fiscal sponsor and advisor on the creation of an artwork installation for the expanded and redesigned Christie Park.

## Events and Activations

### Events

1. Up Your Ave – Fall student passport event to introduce to U District businesses
  - a. *Over 800 Students Participated on September 31<sup>st</sup>.*
  - b. *53 businesses officially participated. Sponsorship income increased to \$14,000.*
  - c. *Partnered with Sound Transit to support 10 businesses impacted by station construction through space activation and both digital and physical marketing.*
2. Celebrate Roosevelt – Celebration of our Roosevelt businesses and residents.
  - a. *Collaborated with local businesses to create first ever Trick or Treat on Roosevelt on October 31<sup>st</sup>.*
  - b. *Estimated 60 children and their families participated. 14 businesses participated. Live family friendly music and a fire engine!*
  - c. *Broad support for continuation and expansion of the event in 2020.*
3. Alley Lights – Winter art installations in the Allegro Alley.
  - a. *Was not accomplished this year due to change in staff capacity*
4. Event Support for other Departments – Assistance of other departments' events with time, volunteer management, and equipment.
  - a. *Supported annual cleanups, monthly cleanups, U District Night Out and various Urban Vitality related meetings and talks.*
  - b. *Held community wide information public meeting in April.*

### Activations –

1. Popup and onetime events to activate the streetscape and contribute to neighborhood vibrancy.
  - Ex) U District Night Out and outdoor musical performers
    - a. *Produced YoU Find... Summer Music Series which provided over 90 total hours of live music from local musicians at 7 locations across the U District over 57 days.*
    - b. *Produced a co-branded mobile wayfinding cart with WSDOT funding through SDOT for use at pop ups and other engagements.*
    - c. *Revitalized all neighborhood kiosks with signage detailing UDBIA services, volunteer opportunities, major events, and wayfinding.*
    - d. *Transformed a parking spot to provide outdoor cafe seating and live music during Park(ing) Day in collaboration with U District, Let's Go!.*
    - e. *Partnered with Seattle Neighborhood Farmers Markets and U Heights Center on annual Holiday Swag event.*

### Marketing

1. Management of Events and Marketing Committee – Hosting and coordination of monthly meetings of an advisory committee on events and marketing for the U District.
  - a. *Supported and informed short term "YoU Find.." marketing campaign which over only 69 days won 4,299,772 positive impressions about the U District and earned 10,665 clicks to*

*our test website about the neighborhood detailing lodging, food and beverage, retail, and entertainment opportunities.*

- b. Advised on creation of better UDP and UDBIA marketing signage to increase community awareness of services and the source of their funding. Including*
- c. Updated kiosks with new wayfinding and marketing messaging.*
- d. Created UDP – BIA canopy and support materials to explain work of the BIA impacting the community while also using space to share local business and community highlights with visitors.*

## **Community Engagement**

1. Attending Community Meetings – Identification of and attendance at important community meetings as a representative of the UDP and UDBIA.
  - a. Staff have increased attendance at various meetings around the community including annual celebrations and fundraisers to increase UDP/UDBIA presence including Rotary, Evergreen Treatment Centers, NAIOP, DSA, Farmers Market, Food Bank, and ROOTS.*
5. Organizing Community Meetings – Gathering and hosting community discussions around important topics.
  - a. Public Meeting on BIA work in April.
  - b. Collaborated with other BIAs to host two city wide meetings on public safety and crime response.

## **Social Media Management**

1. Facebook, Twitter and Instagram Engagement - Increase of regular posts on multiple platforms sharing stories and data about the work of the UDP and UDBIA.
  - c. Staff has increased our posting to approximately 678 times across all platforms. We have increased our followership across all platforms by 14%*
2. Information Nexus and Sharing – Utilization of social media to provide information about the U District to the community and important updates from local businesses, nonprofits, and community groups.
  - d. Staff has increased tracking and sharing of stories about and by local businesses, nonprofits, and community groups through strategic partnerships, information gathering and 3<sup>rd</sup> party calendar utilization.*
  - e. Staff has also supported the management, growth, and promotion of the U District Art Walk with U Heights and local business partners.*
3. Website Management – Maintenance of the UDP and UDBIA websites as landing pages for information about the organizations.
  - f. Redesigned the homepage for clearer communication of top stories, search functionality, and better mobile usability.*
  - g. Secured 3<sup>rd</sup> party funding for and began the process of completely redeveloping the UDP, UDBIA, and U District, Let's Go! pages to prioritize quick access to services.*

## Communications

1) Growing and Organizing Contacts – Gathering of additional contacts and organizing in useful groupings.

- i. Extensive effort to gather business and ratepayer contacts through in person, web, mail, email, and phone engagements lead to significant increase in contact numbers and accuracy.*
- ii. Began adoption of CMS and organization of contacts therein to better communicate with various individuals and business.*

2) Monthly Newsletters – Monthly email newsletter highlighting the stories and data about the work of the UDP and UDBIA and including information about events in and resources for the community.

- iii. Sent 12 monthly newsletters and increased subscribers by 44%*
- iv. Redesigned format for better mobile usability.*

3) Weekly Updates – Weekly email featuring brief updates of recent UDP and UDBIA work and upcoming events in the U District.

- v. Sent 51 weekly updates and increased subscribers by 61%*
- vi. Moved to more professional format through the use of inbound marketing platform and increased overall content amount.*

4) Issue Based Communications – Creation of specific email communications to self-identified groups in the community as the need arises. Ex) Event alerts and business opportunities and resources

- vii. Addressed through creation of departmental sections in newsletters and updates. Additional topical specificity increased through expanded business network, committee, and task force communication.*

## Community Presence

1) Visiting with Community Members in the Neighborhood – Regular outreach on the street and availability for one on one meetings with community members.

- viii. Most street outreach handled by Ambassadors and REACH program staff. Together they have made over 1,956 individual engagements.*
- ix. One on one meeting availability underutilized by community members while partner organization meetings were requested and scheduled.*

2) Responding to Community Questions and Concerns – Prompt response over all channels questions and requests from community members.

- x. Prompt responses made to community members through phone, email, and social media channels. Slight delay occurred around the time of the fire.*
- xi. New phone system installed to better guide callers to the appropriate services and staff members.*



- We had no Clean and Safe Committee this month. We will resume after our summer hiatus on September 12<sup>th</sup>.
- At the Business Network meeting on May 30<sup>th</sup>, we launched the U District Business Block Watch. Since then, we have had 22 people sign up. If you know anyone with a business in the U District, I would encourage you to tell them to sign up.
- The Spring Move-Out was especially light this year. We noticed significantly less bulky items left around the neighborhood. The University of Washington also saw a significant reduction. At the Spring Husky Cleanup, they picked up 4.19 tons of garbage over the course of the three days, down from 14.17 tons last year. They picked up .31 tons of recycling and doubled their donations to 2.13 tons.
- Big thank you to the soon to open U District Target for sending a big crew to volunteer at the June Community Cleanup! They are eager to engage in our community and they have been talking to us about other ways in which they can participate in our awesome events.



- We held our June BIA Walk on Friday 06/21. If you are interested in learning more about the day-to-day operations of our North and South Cleaning Areas, you are encouraged to come to our June BIA Walk on Friday, 07/19. We meet at 9:00 am in the UDP Conference Room.
- We have a new member of our Beautification Team, Justin Reynolds. We are excited for the work Justin will do in keeping the U District clean and the flower basket's popping!





Issues Addressed:

	June	YTD
Food	27	51
Substance Use	8	25
Clothing	2	15
Transportation	4	16
Shelter	3	14
Mental Health	2	11
Medical	3	11
Benefits: Financial & Medical	n/a	4
Legal Assistance	n/a	3
Employment	n/a	2
Housing	1	2
Identification Assistance	1	1
Other	2	11

*\*There was an incredible success story that happened just today that I wanted to share with you about David's work. There was an elderly man who David had been checking in on that popped up in the U District about three weeks ago. David kept asking the man if he need help with housing and the man would just tell him that he had housing. After weeks of David checking in and building a relationship with him, the man let him know that he did indeed have housing but he was lost and disoriented and didn't know how to get home. One bus ride later the man was back in his housing. - Marcus*

David's Narrative

This month I got a handful of people into shelter, including one person that I helped get a tiny house. I helped one person get their personal paperwork including photo ID. I did outreach to the Pasadena area before the Navigation Team cleaning and assisted in connecting folks with resources. I worked with CPS to find the mother of a child who was missing. With the help of SPD I was also able to get a homeless youth on the Ave reunited with his parents; he is now living at home. I connected two unhoused people who frequent the U-District to case management with the LEAD program. I've connected the homeless encampments near the highway with Public Health services.

My most fond success story is working with the police to get a high needs youth back home to his mother. The police asked me to help a youth get his ID and while traveling with him to DOL, I talked him into calling his mom. All three of us decided it would be in his best interest to go back home to Oklahoma so what started as a basic ID run turned into a family reunification.

Moving forward, I'm going to be focusing my outreach on the two growing homeless encampments on both sides of 45th and 50th, as well as continuing to work with a handful of mentally ill people who frequent the Ave. The mobile medical van is now coming to the U-District and I will be attending most clinics for outreach purposes to connect clients to these low barrier medical and mental health services.

Newsletter	Facebook	Twitter	Instagram
948	1,396	656	250



- **Website Update** – We are in the process of updating our websites. Thanks to funds related to the U District, Let’s Go program through Transportation Choices Coalition and the Seattle Department of Transportation, we have been able to move forward with the developer DEI Creative on this project. They have a great understanding of the Seattle market and have previously worked with many great local clients such as Seattle Cider and Pike Place Market. In addition, they created the Ballard Alliance website which, along with the Alliance for Pioneer Square and the Alliance for Downtown New York we are using as inspiration. We are working together to update and better bringing together the U District Partnership, U District BIA, and U District, Let’s Go pages. The goal is to have a website where visitors can more easily reach our services without having to be knowledgeable of our org structure. To do this, staff has been working as a team to tailor our wording and layout for our varying audiences. We will go live with the new website this month!
- **U District Night Out** – Night Out is a nationwide event to create safer communities by connecting neighbors with their local police, safety resources, and each other. This year we will be joined by our returning partners, the University Family Y and U Heights Center to produce this event in the core of the U District. This free event will take place on Tuesday, August 6<sup>th</sup>, at U Heights Plaza Park and run from 6pm to 8pm. We will have live music from local performers, artists, treats and refreshments, and family friendly activities. I am also excited to announce that we received a Small Sparks Neighborhood Matching Fund grant from the department of neighborhoods to support this event. This year we are placing a special emphasis on inviting and including in the planning process renters located in nearby apartments, to help them connect with their neighbors and resources.
- **Up Your Ave (Name Pending)** – Every year we put on Up Your Ave to welcome new UW students and introduce them to businesses on Ave. This year we will be expanding our annual Dawg Daze event to both engage a wider audience and feature more of our amazing businesses across the entire U District. To get more people into our stores, we are also expanding the event across several days. We are coordinating with UW’s First Year Programs to bring the most students, faculty, and staff to the neighborhood and will be surveying U District businesses later this week.

The Urban Vitality Committee met on July 9<sup>th</sup>. As reported earlier, the committee and staff have continued to work by employing several complementary overall strategies:

**Development Tracking:** to monitor, attend and share information about, provide input to or assistance to public and private development projects in the area.

AND

**Major Impact Projects:** to focus on specific larger scale projects and their impact on the district. The two major impact projects we are engaged with at this time are: the 43<sup>rd</sup> Street Task Force and Church Facility Transition Task Force.

#### 1) Development Tracking

- a) 5504 University Way NE – Attended [6/24 Early Design Guidance meeting](#) for 5 story, 77 unit apartment.
- b) 5251 University Way NE - Attended [6/24 Early Design Guidance meeting](#) for 6 story, 88 unit apartment.
- c) [4530 12<sup>th</sup> Ave NE and 4536 Brooklyn Ave NE](#) – Attended 6/25 site walk for two office buildings with a proposed total of almost 345,000 square feet between them.
- d) [4731 15<sup>th</sup> Ave NE](#) – Attended 6/26 site walk for 6/7 story, student housing building.
- e) [4131 Brooklyn Ave NE](#) - Attended 7/6 site walk for 24 story, mixed-use multifamily building.
- f) 4126 12<sup>th</sup> Ave NE - Upcoming [7/15 Early Design Guidance meeting](#) for 22 story, congregate residence with 286 rooms and 227 apartments.
- g) 5229 University Way NE – Upcoming [7/15 Early Design Guidance meeting](#) for 6 story, 66 unit apartment.
- h) 4732 Brooklyn Ave NE (current Safeway property) – Upcoming [8/5 second Early Design Guidance meeting](#) for 7 story, 188-unit apartment building with retail.

#### 2) Major Impact Projects

##### a) 43<sup>rd</sup> Street Task Force

SDOT is planning to construct improvements on NE 43<sup>rd</sup> Street between the southeast corner of Link Station construction eastward to the intersection with 15 Ave NE.

The UDP Urban Vitality Committee continues to be committed to the goal of convening the business and property owners on 43<sup>rd</sup> street around SDOT's planned improvements for the street. To support this work and hear from those likely to be impacted by this project, UDP staff will be facilitating a meeting of these folks towards the end of this month. In addition, staff has joined SDOT on street outreach and the distribution of load/unload needs surveys. The UDP will also host SDOT and OED staff at a later date for them to present available resources and answer business questions.

SDOT will host another public drop in meeting before reaching 60% design completion. This meeting will be on Tuesday, August 13<sup>th</sup>, at the University Book Store, from 4:30 to 6:30pm.

Track the project's progress at: [SDOT 43rd Street Project Page](#)

##### b) Church Facility Transitions

A task force has been formed and is being chaired by Andy Sharpe to survey the local church facilities.

The goal of this survey is to produce a briefing paper on the potential impact of planned transitions, such as sales and redevelopment, on the services that they provide and host. The briefing paper is in its final drafting phase. Task force members are busy editing it into its final form and considering what, if any, next steps should be taken to address this issue.

## **Additional Items:**

### **Pianos in the Parks**

The U District Partnership was one of 14 organizations selected to feature a piano in their neighborhood as a part of One Reel's [Pianos in the Parks program](#). Many thanks to U Heights for partnering with us on this project. We've selected Kendra Azari, a local artist to decorate the piano with a team of artists from the UHeights Artist Collective. You can read more about her plans in our [July Newsletter](#). From August 1<sup>st</sup> to the 18<sup>th</sup>, the piano will be available to be played and engaged with outside the south entrance to U Heights. After the program is over, the decorated and retuned piano will be donated to the U Heights Center for public and tenant use.

### **U Loo Project**

Stephen and UDP staff are following up on a meeting between SDOT, the Department of Neighborhoods, architects, Councilmember Pacheco's office, and community members discussing finishing the project to bring a Portland style public restroom to the U District, called [the U-Loo](#). We are currently investigating available funding, recruiting agency support, and coordinating with current neighborhood projects to move forward with possible installation timing and location.

### **North Link Connections Mobility Project**

King County Metro has begun a restructuring process for north King County focused on coordinating service with the future three North Link light rail stations. They are currently seeking community members to join their Mobility Board which will advise them about service change concepts, proposals, and community engagement. You can learn more about the project, comment, and apply for their Mobility Board here: [North Link Connections Mobility Project](#). Staff is working with the project coordinators to advocate for the need for U District representation on the board and in their planning process. We are also strategizing on ways to best distribute information about the project and engagement opportunities to everyone who lives, works, and plays in the U District.

### **Potential Upcoming Major Projects**

SDOT Parking Study around Light Rail Station – SDOT staff is taking an inventory of street parking in the blocks around the future light rail station to create strategies around preventing misuse of these spaces by light rail commuters and travelers.

45<sup>th</sup> Transit Improvements – SDOT is in the early design process for speed and reliability improvements to the Market/45<sup>th</sup> street corridor. This could include RapidRide ([Work Plan](#) pg. 45-46)

Sound Transit Property Engagement – Sound Transit owns a key property on 45<sup>th</sup> between 11<sup>th</sup> and Roosevelt that will be vacated after construction of the light rail station is completed

**U District Partnership  
FY 2019-20 Budget Draft With Urban Vitality**

	FY 2020	Program	Clean and	Urban	Economic		Community	Events and	Street	UDP
	Total	Management	Safe	Vitality	Development	Marketing	Engagement	Activation	Fair	General
Ordinary Income/Expense										
Income										
BIA Revenue Collected FY2020	917,500	182,657	459,231	24,635	109,362	51,228	66,057	24,330	0	0
SPU and Reach Funding	51,500		51,500							0
Event Income	225,000	0	0	0	0	0	0	15,000	210,000	0
Interest and Other	0									
<b>Total Income</b>	<b>1,194,000</b>	<b>182,657</b>	<b>510,731</b>	<b>24,635</b>	<b>109,362</b>	<b>51,228</b>	<b>66,057</b>	<b>39,330</b>	<b>210,000</b>	<b>0</b>
Expense										
Staffing	583,341	54,657	165,170	26,994	107,276	51,985	65,089	16,661	20,826	74,684
Professional & Contract Expense	75,400	75,400	0	0	0	0	0	0	0	0
Office and Overhead	94,004	70,095	6,050	0	4,860	400	5,294	0	7,305	0
Direct Program Expenses										
Clean and Safe Contracts	135,744	0	135,744	0	0	0	0	0	0	0
Community Beautification	74,750	0	74,750	0	0	0	0	0	0	0
Advertising and Marketing	3,750	0	0	0	0	3,750	0	0	0	0
Studies, Strategy & Implement.	24,700	0	0	0	7,700	0	2,000	0	0	15,000
Ambassador Program	92,000	0	92,000	0	0	0	0	0	0	0
Youth Employment Contract	10,000	0	10,000	0	0	0	0	0	0	0
Other Program Contract Services	71,000	0	71,000	0	0	0	0	0	0	0
Event Expenses	185,000	0	0	0	0	0	0	25,000	160,000	0
<b>Total Direct Program Expenses</b>	<b>596,944</b>	<b>-</b>	<b>383,494</b>	<b>-</b>	<b>7,700</b>	<b>3,750</b>	<b>2,000</b>	<b>25,000</b>	<b>160,000</b>	<b>15,000</b>
<b>Total Expense</b>	<b>1,349,689</b>	<b>200,151</b>	<b>554,714</b>	<b>26,994</b>	<b>119,836</b>	<b>56,135</b>	<b>72,383</b>	<b>41,661</b>	<b>188,131</b>	<b>89,684</b>
<b>Net Income</b>	<b>(155,689)</b>	<b>(17,494)</b>	<b>(43,983)</b>	<b>(2,359)</b>	<b>(10,474)</b>	<b>(4,906)</b>	<b>(6,327)</b>	<b>(2,330)</b>	<b>21,869</b>	<b>(89,684)</b>
Beginning UDP Net Assets After Reserve	314,592						Beginning BIA Available Cash			347,741
Forecasted Net Income	(67,814)						Receipts			984,000
Ending UDP Net Assets	246,778						Disbursements			(1,071,875)
Re: Reserves Per Policy	(160,000)						Ending BIA Available Cash			259,866
Ending BIA Cash After Reserve	<b>86,778</b>						Reserves Per Policy			(210,000)
							Ending BIA Cash After Reserve			<b>49,866</b>