



## BOARD MEETING AGENDA

11:30 a.m. to 1:00 p.m.

February 11, 2025

WSECU - 1121 NE 45th St, Seattle, WA 98105

I.	Welcome & Introductions	Aaron	11:30 a.m.	
II.	Public Comment	Public	11:35 a.m.	
III.	Approval of Meeting Minutes	Aaron	11:40 a.m.	(Vote)
IV.	Finance Committee Report	Trevor	11:45 a.m.	
	• <i>Acceptance of December 2024 Financials</i>			(Vote)
V.	RFP Submittal	Don	11:55 a.m.	
VI.	USDOT Grant	Don	12:05 p.m.	
VII.	Hiring Updates	Don	12:15 p.m.	
VIII.	Economic Development Report	Daniel	12:20 p.m.	
IX.	Clean and Safe Report	Marcus	12:25 p.m.	
X.	Events Report	Lauren	12:30 p.m.	
XI.	Marketing Report	Polly	12:35 p.m.	
XII.	Governance Committee Report	Josh S.	12:40 p.m.	
	• <i>Prospective Board Member: Julie Blakeslee</i>			
	• <i>Retiring Board Member: Kate Barr</i>			
XIII.	New Business	Aaron	12:50 p.m.	
XIV.	Adjourn	Aaron	12:55 p.m.	

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[udistrictpartnership.org](http://udistrictpartnership.org)



## Board Meeting Minutes

4:00pm to 5:30pm

December 05, 2024

WSECU, 1121 NE 45th Street, Seattle WA 98105

### UDP Board Members in Attendance in Person

Lois Ko, Sweet Alchemy – *Co-Chair*

Trevor Peterson – *Treasurer*

Stephen Antupit, U District Resident

Alfred Shiga, Shiga's

Jeremy Eknoian, UW Real Estate

Josh Gana, UW Housing & Food Services

John Hix, Seattle Vineyard Church

Rick Jones, University Business Center

Anson Lin, Astora Construction

Maya Lu, Boba Up

Angela Mercado, U Heights

Jessie Quan, Ladd & Lass Brewing

Miles Richardson, Audi Seattle/University VW

Don Schulze, U District Property Assoc

Anna Sorokina, WSECU

Josh Stabenfeldt, University YMCA

### UDP Board Members Not in Attendance

Santhi Perumal – *Secretary*

Kate Barr, Scarecrow Video/Grand Illusion

Katie Betz, Urban Renaissance Group

Aaron Hoard – *Co-Chair*

Kristine Kenney, UW Planning

Moe Khan, Cedars Restaurant

Naomi Lewis, Luminati Labs

Emily Scully, Shultzzy's on the Ave

### UDP Staff

Don Blakeney, Executive Director

Lauren Carey, Events Manager

Marcus Johnson, Clean & Safe Manager

Phil Lloyd, Seattle CFO

Nikki Somers, Operations Manager

Daniel Lokic, Economic Development Manager

Pollyanna Yokokawa, Marketing Manager

### Guests\*

Andrew Van Ness, Ohlund Greenwood

Gwen Bartholomay, OKAPI Reusables

*\*Please note, there may have been other guests but due to the hybrid/Zoom format and people entering and leaving at different times, we were unable to track all guests.*

### Welcome and Introductions

Lois started the meeting, with a round of introductions.

### Public Comment

Lois called for public comment, advised none.

### **Approval of UDP Board Meeting Minutes**

Lois introduced the October 2024 meeting minutes, asked for any questions or amendments.

**Motion:** Jeremy E moved to accept the October 2024 UDP Board meeting minutes.

**Second:** Rick J seconded the motion.

**Abstentions:** Alfred S, Anson L, and John H abstained

**Approval:** The motion was approved

### **Finance Committee Update and Approval of the Financials**

Andrew V with Ohlund Greenwood gave an overview of the 2023 audit for the year ended on June 30, 2024. Highlights included financial statements audit and internal control over financial reporting.

**Motion:** On behalf of the Finance Committee, Trevor moved to accept the 2023 audit as presented at the December 05, 2024 Board Meeting.

**Second:** No second was required because this motion came from the Finance Committee.

**Approval:** The motion was approved unanimously.

Trevor shared an update with the Board on the financials. The UDP Finance Committee met on November 20, 2024 with Don and Phil. Trevor noted we are in good shape financially, the BIA assessment collections are still coming in. UDP spending as a whole is moving as it should, with a few variances that include: BIA contract income still low because of some timing issues, and some of the administrative costs were covered by the DOC grant. The collections for the BIA are down, however UDP is working with the city to bring in past due accounts. Variances include underspending in staffing and over spending in contracted services

*These updates and more can be found in the finance committee narrative included in the October 2024 Board meeting packet.*

**Motion:** On behalf of the Finance Committee, Trevor moved to accept the October 2024 financials as presented at the December 5, 2024 Board Meeting.

**Second:** No second was required because this motion came from the Finance Committee.

**Approval:** The motion was approved unanimously.

### **Events Update**

Lauren offered an update on UDP winter events, which included a winter windows contest that has over 25 participating businesses. This will be happening during the week of December 6-15, 2024, and will be in partnership with the UW Study Break and OKAPI Reusables program. This program is offering coffee at participating businesses for \$1.00.

Lauren introduced Megan W, event specialist, who will be interning during the event season from Dec 2024 - June 2025.

Lauren shared some of the dates for the 2025 event season: Cherry Blossom in March/April (sign ups due Feb 1), U District Street Fair on May 17-18, 2025 (applications launch this month), and Boba Fest moving to July 19, 2025.

## **Urban Vitality Report**

Don offered updates on both the new park located on 43rd and Brooklyn, as well the lighting updates in the neighborhood.

Don thanked the U District Rotary for their generous support through a grant that will allow UDP to purchase new and improved picnic tables for NE 43rd.

Don also reiterated UDP is working on filling Katy's position in the new year.

## **Economic Development**

Daniel started with the recent business openings and coming soon. New businesses include Seattle Boulderling Project, Industrious Gym, Ancient Gate Coffee, JIE Bakery & Tea, Scorpio Cafe, Slurp Station, Chifa, M Cozy Fusion Cafe, and George Coffee

Daniel shared that UDP is developing a "New Business Packet" that will standardize and welcome new businesses to the neighborhood. The packet will help with building one-on-one relationships, that include UDP staff business tours, and small business peer network. While this packet is primarily to welcome new businesses, it'll also serve as a recruitment tool.

## **Marketing and Communications**

Polly shared a copy of the UDP end-of-year ratepayer letter which will be mailed out with the 2nd Semi-Annual BIA invoice.

Polly also offered media highlights of the neighborhood, which included an article about Big Time Brewery in the Washington Beer Blog, as well as the article in Seattle Culture about the energy in the U District.

## **Clean & Safe Report**

Marcus offered a public safety update, which included the Homeland Security investigation. Two U District properties were raided, which disrupted a major fentanyl trafficking ring. There was a significant seizure of drugs, firearms, and cash. This was a multi-agency collaboration that netted multiple indictments and key defendants. Marcus also offered a draft of the U District public safety action plan. Marcus and Don are talking with SPD, the King County Prosecutor, and the Mayor's Office, about needs for the U District neighborhood.

Marcus reiterated bringing the clean team in-house, it was fully launched on November 1, 2025. UDP continues to work on the new operations center, which we would like to offer a tour. Seasonal leaf response has been at an all time best!

Lastly, Marcus announced a few new additions to the clean team - Tim, Yovanni, and Hayden.

## **Governance**

Josh S reminded the board members to sign and return their conflict agreements to Nikki. Josh also noted that UDP is looking to grow the board, if you know anyone, let Don know.

### **New Business**

Lois asked for new business, there was none.

### **Adjournment**

Lois thanked everyone and then called the meeting adjourned at 5:24 p.m. and welcomed all to join the UDP holiday party at the Blue Moon Tavern.



## Finance Committee Report & Budget Narrative

*Prepared on 1/31/25*

This financial report represents the close of December financials, and one half a year of The U District Partnership's spending, which is largely within the parameters established by the 2025 budget. BIA Collections are rolling in mostly on target, as the organization chases down the last few percentage points of the fall semester assessment from 2024. Some of the variances in this month's financials relate to underspending on staff (mostly on the Clean Team) and overspending on contracted services to compensate.

### **Budget Report**

At the outset of the year, the Clean Team was supposed to come in-house. This didn't end up happening until November, which presents a distortion in the financials that persists. Commerce Grant spending was slow moving at the outset of the financial year, but will pick up shortly as the grant concludes next spring. Otherwise, spending is largely on track. The numbers along the left side of the page correspond with the numbers on the budget report:

#### Income:

**444300 – BIA Income:** *BIA spending is lower than anticipated, due to underspending on staffing. This spending will pick up later this year.*

**44530 – Grants Income:** *The under collection on grants is just a timing issue. UDP is spending down the DOC grant in the next few months.*

**47000 – Program Fees & Sponsorship Income:** *UDP brought in new sponsorship and supplementary income this year for the Chow Down, while bringing down the costs—which enabled the event to come very close to hitting the financial targets within a few thousand dollars.*

#### Expense:

**60000 – Staffing:** *Spending on staffing is behind with the ramp-up on the in-house clean team and with Katy leaving for TCC. This will persist through the end of the year.*

**62000 – Office and Overhead Expenses:** *The upgrades to the new operations center are showing a timing variance for a few months to come, along with some new computer equipment for the team.*

**70320 – Contracted Services:** *UDP had to hire up and train the new in-house clean team, which added three months of additional contracted cleaning services.*

**70360 – Other Program Expenses:** *Other event savings are showing up here, along with delayed spending on the grant.*

### Balance Sheet Report

The balance sheet will continue to have some distortion from the lingering influence of the Commerce grant. The balance sheet shows a decrease in cash that is the equivalent of the deferred revenue, representing the spending-down of the Commerce grant.

### Department of Commerce Grant

The original \$5,000,000 grant has been fully collected, with the exception of a \$25,000 payment which will be paid by Commerce at the closure of the grant. This money should come to UDP in June, but there is turmoil between the state and federal government, and this money is federal money, so UDP will be monitoring this closely. Grant payments are winding down and should be completed by March.

### UDBIA Collections As of February 2025

Period	Total Outstanding	Total Assessment Billed Amount	Collection Rate %	Collected \$
2019	\$ 10,070	\$ 946,505	98.94	\$ 936,434
2020	\$ 20,953	\$ 1,215,853	98.28	\$ 1,194,899
2021	\$ 44,585	\$ 1,271,712	96.49	\$ 1,227,126
2022	\$ 62,174	\$ 1,325,847	95.31	\$ 1,263,673
2023	\$ 80,222	\$ 1,596,501	94.98	\$ 1,516,279
1S/2024	\$ 74,580	\$ 879,656	91.52	\$ 805,076
<b>Total</b>	<b>\$ 292,586.91</b>		<b>95.92</b>	

# The U District Partnership

## Budget Report

December 2024

	Jul - Dec 24	YTD Budget	\$ Over Budget	Annual Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
44430 · BIA Contract	871,270.44	908,283.17	-37,012.73	1,841,566.23
44530 · Grants	218,212.47	260,715.46	-42,502.99	521,431.00
47000 · Program Fees	6,060.00	10,000.00	-3,940.00	185,000.00
47213 · Retail Sales	712.20	500.02	212.18	1,000.00
47215 · Sponsorships	22,920.71	25,000.00	-2,079.29	91,000.00
43400 · Donations/Partnerships	18,612.35	18,999.98	-387.63	38,000.00
46400 · Interest and Other	148.07			
<b>Total Income</b>	<b>1,137,936.24</b>	<b>1,223,498.63</b>	<b>-85,562.39</b>	<b>2,677,997.23</b>
<b>Gross Profit</b>	<b>1,137,936.24</b>	<b>1,223,498.63</b>	<b>-85,562.39</b>	<b>2,677,997.23</b>
<b>Expense</b>				
60000 · Staffing Expenses	586,446.52	666,393.06	-79,946.54	1,356,986.24
61000 · Professional Expenses	24,227.00	23,499.96	727.04	34,500.00
62000 · Office and Overhead Expenses	103,931.80	93,344.94	10,586.86	251,090.00
70000 · Direct Program Expenses	420,864.24	430,210.50	-9,346.26	1,017,085.62
<b>Total Expense</b>	<b>1,135,469.56</b>	<b>1,213,448.46</b>	<b>-77,978.90</b>	<b>2,659,661.86</b>
<b>Net Ordinary Income</b>	<b>2,466.68</b>	<b>10,050.17</b>	<b>-7,583.49</b>	<b>18,335.37</b>
<b>Net Income</b>	<b>2,466.68</b>	<b>10,050.17</b>	<b>-7,583.49</b>	<b>18,335.37</b>



The U District Partnership  
Balance Sheet Prev Year Comparison  
As of December 31, 2024

	Dec 31, 24	Dec 31, 23	\$ Change
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
10100 · Operating Bank Accounts			
10110 · WSECU Checking	285,730.10	439,400.07	-153,669.97
10111 · WSECU Savings	160,490.27	135,214.02	25,276.25
Total 10100 · Operating Bank Accounts	446,220.37	574,614.09	-128,393.72
Total Checking/Savings	446,220.37	574,614.09	-128,393.72
Accounts Receivable	130,794.87	167,909.82	-37,114.95
Other Current Assets			
12026 · Lease Rights	33,119.29	89,894.06	-56,774.77
12022 · Prepaid Expense	6,000.10	1,344.25	4,655.85
12021 · Employee Advances	-3.16	628.03	-631.19
Total Other Current Assets	39,116.23	91,866.34	-52,750.11
Total Current Assets	616,131.47	834,390.25	-218,258.78
Fixed Assets			
15000 · Furniture and Equipment	15,472.47	11,013.05	4,459.42
Total Fixed Assets	15,472.47	11,013.05	4,459.42
Other Assets	3,235.87	3,235.87	0.00
<b>TOTAL ASSETS</b>	<b>634,839.81</b>	<b>848,639.17</b>	<b>-213,799.36</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable	-6,656.23	20,755.59	-27,411.82
Credit Cards	330.25	4,263.87	-3,933.62
Other Current Liabilities			
20220 · Lease Liability	33,880.56	91,046.06	-57,165.50
20210 · Deferred Revenue	274,708.48	370,332.91	-95,624.43
24000 · Payroll Liabilities	62,584.79	59,543.11	3,041.68
Total Other Current Liabilities	371,173.83	520,922.08	-149,748.25
Total Current Liabilities	364,847.85	545,941.54	-181,093.69
Total Liabilities	364,847.85	545,941.54	-181,093.69
Equity			
32000 · Unrestricted Net Assets	267,525.28	234,685.26	32,840.02
Net Income	2,466.68	68,012.37	-65,545.69
Total Equity	269,991.96	302,697.63	-32,705.67
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>634,839.81</b>	<b>848,639.17</b>	<b>-213,799.36</b>



## Program Reports

February 2025 UDP Board of Directors Meeting

February 11, 2025

### **CLEAN, SAFE & OUTREACH**

#### **City Council Awards UDP \$25K for U District Ambassadors**

In November, the Seattle City Council voted to award UDP a \$25,000 grant to expand ambassador hours in the U District in 2025. This was made possible by a Councilmember Maritza Rivera, who championed the legislation.

#### **Seasonal Clean Team Response**

Each fall, UDP's Clean Team focuses on clearing leaves throughout the neighborhood, primarily during October and November. This year, the team successfully removed over 10,000 pounds of leaves from sidewalks, ensuring they remain safe and accessible for the community.

With the conclusion of leaf season, the Clean Team is now preparing for potential snow and ice in the coming months. UDP maintains a sufficient supply of salt to keep the U District's busiest sidewalks free of snow and ice. In the event of substantial snowfall, the Clean Team will deploy a snow blower, procured with the generous support of the U District Rotary Club, to ensure sidewalks remain safe.

#### **Homeless Census**

UDP has resumed its monthly homeless census efforts. Previously, UDP focused on counting tents, but with fewer tents observed, the census now focuses on counting individuals. During the most recent count conducted on January 15, UDP identified 47 individuals experiencing homelessness in the neighborhood.

#### **Death of King County Metro Bus Driver, Shawn Yim**

The U District community is deeply saddened by the tragic loss of King County Metro bus driver Shawn Yim, who was fatally injured on December 18th following an altercation with a passenger near NE 41st Street and University Way NE. This devastating incident has shaken the neighborhood and highlighted ongoing concerns about public safety.

Following the incident, UDP collaborated with small businesses and property owners to support the investigation, including sharing relevant information and security footage with authorities. This tragedy marked the second homicide in the U District within a matter of weeks, underscoring the urgent need to prioritize public safety. In response, UDP has worked to rally resources and provide support, highlighting the power of a close-knit neighborhood during tragic events.

## EVENTS



### First Winter Window Walk & Study Break Celeb

Over 20 ground-level businesses decorated their windows for the first Winter Window Walk & Study Break from December 6-15, 2024. Participating businesses adorned their storefronts with impressively painted windows, warm lighting, and festive crafted retail displays. Competing for \$1000 cash prize and a second prize of \$500 to a neighborhood business of their choice, participating businesses voted for each other; choosing Gargoyles as the first place window and Davis Optical as second place window. Congratulations to all participating businesses!

The promotion also partnered with OKAPI Reusables, a borrow-a-cup program that provides high quality reusable travel mugs that customers can grab and enjoy. The U District Partnership supported OKAPI in adding three new businesses to the program, making for a total of five OKAPI member businesses in the U District. Between the December 6-15 promotion, all five participating businesses offered \$1 coffees or specialty drinks – thank you to Bulldog News, Sweet Alchemy Ice Creamery, Sip House, Poindexter Coffee, and Cowen Park Cafe.





## Cherry Blossom Festival Marks the Start of Spring Dates TBD

The fourth annual [U District Cherry Blossom Festival](#) returns this spring in alignment with peak bloom of the historic cherry blossom trees on the University of Washington campus. Estimated dates are mid-March to mid-April.

The Cherry Blossom Festival window decorating contest is also returning this year—expanding to offer three prizes! Interested businesses must select they are participating in the contest on the registration form. Grand prize is \$1000 cash, and two runners up will receive \$500 to the U District business of their choice.

Change to note: the Seattle Cherry Blossom Run, operated by Rivalry Events, will be moving its 5K, 10K, and Half-Marathon course from its usual route through the UW campus to Seward Park this year.

## U District Street Fair Returns May 17-18, 2025

Vendor registration opened in mid-December for the 54th celebration of the [U District Street Fair](#).

Over 325 applications have been received to date, with 175 processed and approved during the first round of jurying in January to fill the available 300 spaces.

Music and entertainment slots are being filled now. Interested artists are invited to reach out to Event Manager Lauren Carey.



## Seattle Boba Fest Jumps to New Summer Date – July 19, 2025!

The fourth annual [Seattle Boba Fest](#) is making its move from April to July this year; making use of warmer weather as the U District continues to build excitement for the robust bubble tea offerings of the neighborhood. Registration for participating businesses will open later this spring.



## MARKETING

### Recent U District News Highlights

The U District continues to make headlines, with recent media coverage spotlighting our neighborhood's innovation, resilience, and rich history:

- [KUOW features UDP grant award for Lid I-5 feasibility study](#)  
The movement to lid I-5 has been gaining steam in Seattle. Don Blakeney interviewed regarding the \$1.5M federal grant award to assess covering the freeway between NE 45th and 50th streets.
- [NYTimes lists Saint Bread as one of the top bakeries in the U.S.](#)  
Congratulations to Yasuaki Saito and the team at Saint Bread! In December, Saint Bread was recognized on The New York Times list of 22 of the Best Bakeries Across the U.S. Right Now.
- [UW Magazine features University Book Store's 125th Anniversary](#)  
Turning 125 in January and now celebrating 100 years in its current location, University Book Store has served the local community in myriad ways beyond textbooks and sweatshirts.

## ECONOMIC DEVELOPMENT

### UDP Prepares to Close-out \$5M Commerce Grant

The U District Partnership is on the verge of successfully closing its \$5M+ contract with the Washington Department of Commerce, marking a significant milestone in its efforts to revitalize the neighborhood. Over the past two years, this funding has supported 140+ businesses, including the activation of vacant spaces, tenant improvement support for small businesses, and enhanced public amenities. As the final vacant space grants are on the verge of being completed, the U District continues to see tangible benefits from this investment, with thriving storefronts, increased economic activity, and a more vibrant streetscape. For more information about the grant program including interviews with recipients and photos, follow [this link](#).

### Celebrating Daniel Lopic

As we kick off the new year, our esteemed colleague, Daniel Lopic, has accepted a new role as the Executive Director of the Manufacturing Maritime Industrial Association. In his new capacity, Daniel will lead an organization dedicated to supporting and advocating for the maritime, manufacturing, and logistics sectors, driving long-term growth and stability for these industries.

Daniel's lasting imprint can be seen throughout the U District. Over the past five years, his work supported 140+ storefronts through the U District Vitality Grant Program, 10+ outdoor dining areas throughout the district including the blue tables at NE 43rd Street - for many people, Daniel has changed their daily experience of the U District.

## NEIGHBORHOOD PLANNING & PUBLIC REALM

### Federal Government Awards \$1.5 Million to Fund Lid I-5 Feasibility Study in the U District

Earlier this month, The U District Partnership was thrilled to announce that it has been awarded \$1.5

million as a recipient of the U.S. Department of Transportation's Reconnecting Communities Pilot (RCP) Program. The funding is designed to allow UDP and the Lid I-5 North Coalition to explore the feasibility of lidding Interstate 5 between NE 45th and 50th Streets in Northeast Seattle. The award was announced from the office of Senator Patty Murray on January 13 and was shared out as a press release from The U District Partnership the same day to local and national media.

Led by UDP and the Lid I-5 North Coalition, the project will conduct an engineering and programmatic feasibility study, in addition to a community visioning process that investigates ways to reconnect Northeast Seattle neighborhoods. This is the second Reconnecting Communities grant to be awarded to a Seattle project—the first of which was the Lid I-5 project in downtown Seattle. More details to follow as details of the grant are shared with The U District Partnership.

Subsequently, there has been much turmoil and confusion over federal spending, so UDP will follow what is happening in Washington D.C. and support the local delegation as they advocate to honor this award. The team remains optimistic, but the path forward is murky for the time being.