



**University District Public Development Authority  
Board of Directors Meeting Agenda  
March 1, 2016 – 2:00pm-2:15pm  
McKinstry Station, 850 E. Spokane Falls Blvd., Roundhouse Rooms 1&2**

- 2:00**            **Welcome and Agenda Overview – Karl Otterstrom, Chair Administration**
- Approval of December 1, 2015 draft board meeting minutes
  - Approval of financials
  - Board housekeeping
    - Resolution for 2016 meeting dates
    - Update updated bylaws
    - Reminder of Open Public Meetings Act training
- 2:03**            **UDPDA/UDRA Interlocal Agreement and Funding Update**
- Implementation schedule and next steps
- 2:10**            **Executive Session as needed**
- 2:15**            **Adjourn**
- 2:15**            *UDDA meeting begins*

University District Public Development Authority  
Board of Directors Meeting Minutes  
December 1, 2015  
McKinstry Station, 850 E. Spokane Falls Blvd., Roundhouse Rooms 1&2

**DRAFT**

**Call to Order:**

Kim Pearman-Gillman, Chair, called the meeting to order at 1:08pm.

**Board Members Present:**

Barry Baker, Chancellor Lisa Brown, Mayor David Condon, Tom Johnson, Mike Livingston, Dr. Thayne McCulloh, Karl Otterstrom, Kim Pearman-Gillman, Mark Richard, Council President Ben Stuckart, Robin Toth, Steve Trabun, Kim Zentz

**Board Members Absent:**

Jason Clark, Dr. Mary Cullinan, Dr. Christine Johnson, Taudd Hume, Dr. Beck Taylor

**New Board Members Present:**

Bruce Butterworth, Kent Hull, Mariah McKay, Catherine Brazil

**Other Participants:**

Mary Joan Hahn (Gonzaga), Rhosetta Rhodes (Whitworth), Andrew Worlock (City)

**Staff:**

Mark Robert Mansfield, Alden Lee Jones, Sherri Vernon

**Administration:**

Kim Pearman-Gillman welcomed the Board, introduced the new Board members that will officially start January 1, 2016, and are non-voting at this meeting. In addition, Mark Robert Mansfield introduced Alden Lee Jones who has accepted the position of UD Marketing & Communications Project Manager/Assistant to the Executive Director.

- Kim Pearman-Gillman asked the Board if they have any changes to the November minutes. Kim Zentz motioned to approve the minutes and Robin Toth seconded the motion. No further discussion. Motion passed unanimously.
- Kim Pearman-Gillman asked the Board to review the financials that were added to the packet and noted that the funds represent the officers' insurance fees. Kim Pearman-Gillman commented that the PDA doesn't require any additional operating funds at this time, however, this may change next year. Barry Baker motioned to approve the financials as presented and Mike Livingston seconded the motion. No further discussion. Motion passed unanimously.
- Mark Robert Mansfield reviewed the Board member Conflict of Interest policy and noted that a new form was added, per the request of the State Auditor, for each Board member to list, if applicable, their spouse and any business the board member and/or spouse may own.

**University District Revitalization Area (UDRA) Update:**

Andrew Worlock provided a review for the new members (presentation on file) and explained that the Interlocal Agreement needed to be reviewed and approved by the Board in order to advance to the next stage of the PDA's growth.

Karl Otterstrom motioned to authorize the appropriate representative to execute and advance an Interlocal Agreement to provide the authorization and conditions under which the UDPDA will administer local UDRA funds including the use of future local UDRA revenue to finance the costs of acquiring and implementing capital assets and improvements for public purposes via a City issued finance vehicle. Tom Johnson seconded the motion. No further discussion. Motion passed unanimously.

**Adjourn:** Meeting adjourned at 1:43pm.

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Steve Trabun, Secretary

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Date

**UNIVERSITY DISTRICT PUBLIC DEVELOPMENT AUTHORITY**

Statement of Assets and Liabilities 1/31/2016

	<b>YTD Actual</b>	<b>2016 Budget</b>
<b>REVENUE</b>		
UDDA Contribution	\$ -	\$ 2,500
<b>Total Resources</b>	<b>\$ -</b>	<b>\$ 2,500</b>
<b>EXPENSES</b>		
Bank Fees	-	150
Licenses	-	200
Directors & Officers Insurance	-	900
Liability Insurance	-	500
Legal & Accounting	-	500
Total Office Expense	\$ -	\$ 2,250
<b>Total Expenses</b>	<b>-</b>	<b>2,250</b>
<b>Total Revenue Over Expenses</b>	<b>\$ -</b>	<b>\$ 250</b>