



## University District Public Development Authority (UDPDA)

### Board of Directors' Meeting Agenda

Tuesday, May 2, 2017

2:00pm-2:15pm, McKinstry, Roundhouse Rooms 1 and 2

2:00pm **Welcome – Otterstrom**

#### **Administration**

- Welcome Lars!
- MOTION regarding April 4 draft UDPDA board meeting minutes
- MOTION regarding UDPDA financials as of March 31, 2017
- Nominating Committee to convene vice chair and secretary positions

2:05 **Interlocal update**

2:10 **OPMA training reminder**

2:15 **Adjourn**



## University District Public Development Authority (UDPDA)

### Board of Directors' Meeting Minutes

Tuesday, April 4, 2017 – 2:05pm-2:35pm

McKinstry Station, 850 E. Spokane Falls Blvd., Roundhouse Rooms 1&2

**Board Members Present:** Barry Baker, Catherine Brazil, Chancellor Lisa Brown, Bruce Butterworth, Elaine Couture, Latisha Hill, Kent Hull, Mariah McKay, Todd Mielke, Kim Pearman-Gillman, Mark Richard, Kim Zentz

**Board Members Absent:** Dr. Mary Cullinan, Mayor David Condon, Lou Gust, Taudd Hume, Dr. Christine Johnson, Tom Johnson, Dr. Thayne McCulloh, Karl Otterstrom, Tom Quigley, Council President Ben Stuckart, Beck Taylor

**Other Participants and Invited Guests Present:** Andrew Worlock (City), Lance Probus (Whitworth), Bob Eggart (WSU)

**Staff Present:** Alden Jones

#### Call to Order:

In chairman Karl Otterstrom's absence, vice chairman Kim Pearman-Gillman called the meeting to order at 2:05pm, warmly welcomed back Bruce Butterworth and asked for around the room updates.

- a) Pearman-Gillman asked the Board to review the February 7, 2017 UDPDA board meeting minutes. **MOTION to approve the minutes as presented** (Zentz); seconded (McKay) and passed unanimously.
- b) Pearman-Gillman asked the Board to review the UDPDA financials as of January 31 and February 28, 2017. **MOTION to approve the financials as presented** (Couture); seconded (Mielke) and passed unanimously.

#### UDRA Business Plan and Amendment No 1 to the Interlocal Agreement

Pearman-Gillman noted that the above documents were included in the advance board packet and that draft versions were discussed at the November 1 and December 6, 2016 UDPDA board meetings. Both documents have been finalized and are ready for signature. Prior to that action, Pearman-Gillman asked the board for comments.

Brown and others expressed concerns that the UDRA Comprehensive Project List may be outdated and the language overly specific and that it might be best to address these issues sooner vs later. Worlock indicated that the List may be amended by ordinance. Richard suggested that application instructions for developer-led projects be very clear regarding process, evaluation criteria, funds available, etc., so developers can assess if they want to apply.

Pearman-Gillman adjourned the meeting at 2:35pm.

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Tom Johnson, board secretary

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Date

3:55 PM

04/10/17

Accrual Basis

UDPDA US BANK -5313

Balance Sheet

As of March 31, 2017

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	<u>Mar 31, 17</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
10115 · UDPDA Checking USB	3,041.00
Total Checking/Savings	<u>3,041.00</u>
Total Current Assets	<u>3,041.00</u>
<b>TOTAL ASSETS</b>	<b><u>3,041.00</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
32000 · Unrestricted Net Assets	50.00
Net Income	2,991.00
Total Equity	<u>3,041.00</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>3,041.00</u></b>

**UDPDA US BANK -5313**  
**Profit & Loss Budget vs. Actual**  
**March 2017**

	Mar 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
43400 · DIRECT PUBLIC SUPPORT			
43430 · New Contributions	0.00	0.00	0.00
Total 43400 · DIRECT PUBLIC SUPPORT	0.00	0.00	0.00
46200 · CONTRACT INCOME			
46210 · UDRA Proceeds	0.00	3,181.00	-3,181.00
Total 46200 · CONTRACT INCOME	0.00	3,181.00	-3,181.00
46700 · OTHER INCOME			
47010 · UDDA Contribution	3,000.00	0.00	3,000.00
Total 46700 · OTHER INCOME	3,000.00	0.00	3,000.00
49000 · PRIOR YEAR CARRYOVER	0.00	0.00	0.00
Total Income	3,000.00	3,181.00	-181.00
Expense			
60200 · PERSONAL SVCS CONTRACTS			
60203 · Management, Organiz Services	0.00	3,181.00	-3,181.00
Total 60200 · PERSONAL SVCS CONTRACTS	0.00	3,181.00	-3,181.00
60300 · OTHER CONTRACTUAL SVCS			
60324 · Insurance D&O	0.00	0.00	0.00
60325 · Insurance Other	0.00	0.00	0.00
60329 · Licenses and Permits	0.00	0.00	0.00
60335 · Audit svcs, bank fees	9.00	0.00	9.00
60353 · Postage, Mailing Services	0.00	0.00	0.00
60372 · Archives & Records Mgmt	0.00	0.00	0.00
Total 60300 · OTHER CONTRACTUAL SVCS	9.00	0.00	9.00
Total Expense	9.00	3,181.00	-3,172.00
Net Ordinary Income	2,991.00	0.00	2,991.00
Net Income	<b>2,991.00</b>	<b>0.00</b>	<b>2,991.00</b>