



University District Public Development Authority (UDPDA) Minutes
Wednesday, February 1, 2023, from 3:30-3:35 PM Public Session; 3:35-3:56 PM Executive Session; 3:56-4:00 PM Public Session
In-Person at Whitworth University, Lower Level Classroom, and via Zoom

Board Members Present: Council President Breean Beggs, Teresa Dugger, Steve MacDonald, Lindsey Myhre, Katy Sheehan, Juliet Sinisterra, and Amber Waldref

Board Members Absent: none

Invited Guests Via Zoom: Taudd Hume (legal counsel), Steven Wood (Century Pacific)

Call to Order, Welcome, and Administrative Actions

Dugger called the meeting to order at 3:30 PM and thanked Whitworth for hosting. Dugger also welcomed new member Amber Waldref and thanked Mary Kuney for her service as a UDPDA director (in 2023 she will serve as County proxy on the UDDA board).

Dugger then asked for a **MOTION to approve the UDPDA financials as of December 31, 2022**, (Sheehan) and second (Myhre) and passed unanimously; **and the December 6, 2022, UDPDA board meeting minutes** (Myhre) and second (Sheehan) and passed unanimously. Dugger then asked for a **MOTION to approve Lindsey Myhre as UDPDA board treasurer with Mary Kuney's departure** (Beggs) and second (Sinisterra) and passed unanimously.

Executive Session

The board then adjourned into Executive Session, per RCW 42.30.110 Section 1(c) *"to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public."* All current meeting attendees, except non-conflicted UDPDA board members, consultant Steven Wood, legal counsel Taudd Hume, and UD staff were asked to leave the meeting. The Executive Session is expected to conclude at 3:55 PM.

Resume Public Session – 400-Block Catalytic Development

The Public Session resumed at 3:56 PM. Dugger provided the following summary of the 400-Block Catalytic Development project.

- Invitation to Propose released – September 12, 2022
- Received one proposal from Emerald Initiative – October 24, 2022
- Sub Committee proposal evaluation – November 1, 2022
- Negotiations with Emerald Initiative ensued
- Draft Agreement to Negotiate Exclusively (ANE) in progress with legal counsel oversight
- UDPDA Board to be updated at the March 1 board meeting

Asking for public comment and hearing none, Dugger adjourned the meeting at 4:00 PM.


Lindsey Myhre (signing in secretary's absence)

03/03/2023

Date



University District Public Development Authority (UDPDA) Voucher Certification – November 2022 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
11/22	Xfer	UDPDA UDDA Services Agreement Dec	\$14,422.72
11/21	1111	Riverside and Browne Investments, LLC – reimbursement for public right of way improvements per Agreement	\$285,000.00
11/07	1112	Witherspoon Brajcich McPhee – legal counsel	\$1,470.00
11/04	1113	University District Development Assoc – reimburse for Task Force Leader contracts	\$18,015.00
11/18	1114	Century Pacific LLLP – per Agreement	\$2,925.00
11/14	1115	City of Spokane – water, sewer, garbage for 201 W Main	\$177.19
11/18	1117	Cascadia Partners – per Agreement	\$13,817.50


Juliet Sinisterra, CEO, UDDA


Date



**University District Public Development Authority (UDPDA)
Voucher Certification – December 2022 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
12/7	1116	City of Spokane – 2022 interest payment on general bond obligation	\$12,100.00
12/2	1118	Avista utility bill for 201 W Main Ave through Nov 22	\$245.21
12/9	1119	HUB International for Great American D&O insurance renewal	\$1,781.00
12/09	1120	Kiemle Hagood for 201 W Main property management fees Nov (prorated) and Dec	\$312.50
12/23	1121	Century Pacific LLLP for 400-Block consulting services per contract	\$1,912.50



 Juliet Sinisterra, CEO, UDDA

1.5.2023

 Date