



University District Public Development Authority (UDPDA) Minutes

Wednesday, March 1, 2023, from 3:30 PM – 3:48 PM, In-Person at Catalyst Building, 521 E Sprague Ave, and via Zoom

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

Board Member Absent: Council President Breean Beggs

Invited Guest: Steven Wood (Century Pacific)

Call to Order, Welcome, and Administrative Actions

Dugger called the meeting to order at 3:30 PM and thanked EWU for hosting. Dugger then asked for a **MOTION to approve the UDPDA financials as of January 31, 2023, and the February 1, 2023, UDPDA board meeting minutes** (Myhre) and seconded (Waldref) and passed unanimously. Dugger noted that a quarterly treasurer's report starts May 3.

400-Block Development Update

Sinisterra showed the 400-Block Development milestones to date. Consultant Steven Wood presented a revised approach to the Agreement to Negotiate Exclusively (ANE) with a two-part concept phase, with the first phase being a written program only. A revised draft of the ANE will go back to the Emerald Initiative team later this week.

Dugger reminded the group that the next meeting is May 3 and adjourned the meeting at 3:48 PM.

A handwritten signature in black ink, appearing to be 'Juliet Sinisterra', written over a horizontal line.

Juliet Sinisterra, Secretary

05-11-23

Date




UNIVERSITY
DISTRICT

University District Public Development Authority (UDPDA) Voucher Certification – January 2023 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 |
|------|-------------------|---|-------------|
| 1/4 | ACH | City of Spokane utilities 201 W Main Ave | \$129.23 |
| 1/4 | ACH | Avista utility bill for 201 W Main Ave through Dec 22 | \$490.71 |
| 1/6 | 1122 | Century Pacific per contract | \$1,012.50 |
| 1/5 | 1123 | Traveler's Insurance – public official bond for Juliet Sinisterra | \$175.00 |
| 1/5 | 1124 | Traveler's Insurance – public official bond for Teresa Dugger | \$175.00 |
| 1/18 | 1125 | Allied Security – reconnect security system and begin monitoring Dec-Feb 2023 | \$132.49 |
| 1/23 | 1126 | Century Pacific per contract | \$2,475.00 |
| 1/13 | 1127 | Kiemle Hagood for 201 W Main property management fees Jan | \$250.00 |
| 1/23 | 1128 | Seve7n Design – Cultural Corridor marketing piece | \$1,830.00 |
| 1/13 | 1129 | Kiemle Hagood – lock box for 201 W Main Ave | \$48.89 |
| 1/18 | 1130 | Collins Woerman – per contract | \$7,500.00 |
| 1/25 | Xfer | University District Development Assoc | \$16,600.00 |
| 1/23 | 1131 | Witherspoon Brajcich McPhee legal fees through Dec 2022 | \$1,638.00 |
| 1/27 | 1133 | Cascadia Partners per contract | \$7,825.00 |


Juliet Sinisterra, CEO, UDDA


Date