



University District Public Development Authority (UDPDA) Meeting Minutes

Tuesday, June 4, 2019 – 9:24am-10:00am

Avista HQ, 1411 E Mission Ave, Spokane, 5th-floor boardroom

Board Members Present: Dan Antonietti, Alisha Benson (via phone, GSI proxy), Bill Bouten, Elaine Couture, Dr. Daryll DeWald, Teresa Dugger, Ezra Eckhardt, Lou Gust, Latisha Hill, Taudd Hume (non-voting), Cindy Leaver, Amy McCoy (CCS proxy), Mariah McKay, Chuck Murphy (Gonzaga proxy), Dr. David O'Brien (via phone), Sarah Sexton-Johnson (EWU proxy), Council President Ben Stuckart, Dr. Beck Taylor

Board Members Absent: Susan Ashe, Catherine Brazil, Mayor David Condon (non-voting), Dr. Mary Cullinan (see proxy above), Dr. Christine Johnson (see proxy above), Dr. Thayne McCulloh (see proxy above), Todd Mielke (see proxy above), Brandon Rapez-Betty, Mark Richard, Dr. Frank Velazquez

Other Participants and Invited Guests Present: Chris Green (City and UDDA Development Committee co-chair), Julie Van Wormer (Architects West), Danielle Olson (City of Spokane planning intern)

Staff Present: Lars Gilberts, Alden Jones

Call to Order

Chair Leaver called the meeting to order at 9:24am. Leaver thanked Avista for hosting, welcomed guests, and asked the board to review the May 7, 2019, UDPDA board meeting minutes and the UDPDA financials as of April 30, 2019. **MOTION to approve consent agenda minutes and financials** (Eckhardt); seconded (Stuckart) and passed unanimously. Warrants reported:

- Warrant 1019, 4/15/19, to UDDA for City contribution, \$20K
- Warrant 1020, 4/26/19, to MRSC for annual membership, \$135

UDDA Development Committee Report to the UDPDA

University of Washington Spokane Center Update

- The final draft of the lease is expected by the end of the week.
- An Informal RFP (IRFP) was released for property management services with proposals due June 5, proposal review and vendor selection the week of June 10, contract negotiation and completion by the end of June.
- Gilberts noted that RCWs involving public works-related procurement changed in January 2018 and that securing a property management firm conversant with state rules and regulations would be helpful.
- Leaver called for a slight **amendment to the May 7 approved MOTION** as follows: **“The UDPDA Board authorizes the CEO to conclude due diligence on the UW Spokane Center and initiate and conclude final purchase with a closing date after June 4, 2019, but before July 1, 2019”** (McKay); seconded (Taylor) and passed unanimously.

2020 Preparation

The Executive Committee has selected Catherine Brazil, Bill Bouten and Cindy Leaver (along with the Mayor and Council President) to serve on the 2019 UDPDA Nominating Committee. Leaver noted that Gust and Couture are up for renewal



(a 2nd, 3-year term) and requested that they advise the committee if they wish to renew. Bouten added that any other board members may reach out if they wish to discuss their status or have questions. The 2019 Nominating Committee will propose a slate of 2020 UDPDA officers at the September 3 meeting (unless the UDPDA restructuring is finalized prior). Leaver asked for **MOTION “The UDPDA Board approves the Executive Committee’s selection of Bouten, Brazil, and Leaver to join the Mayor and Council President on the 2019 UDPDA Nominating Committee”** (Hill); seconded (DeWald) and passed unanimously.

Continued Review of UDPDA Structure Changes

The City and County continue to discuss details relating to County participation in the UDPDA. Recent conversations sought clarity regarding profit-sharing or -splitting, ROI calculations, how the UDPDA differs from other local PDAs, board structure, whether to move forward as one or separately, timelines, etc. Taylor spoke to UDPDA restructuring considerations implicit in the redlined UDPDA bylaws which seek to:

- Clean-up some minor administrative errors and omissions;
- Reinforce the UDDA/UDPDA connection;
- Provide UDPDA full fiduciary responsibility and signing rights for UDRA funds with the City remitting quarterly TIF payments;
- Seat a seven-member board with significant UDDA representation.

Leaver and Taylor noted that the UDPDA board’s approval of the following motions signals its early endorsement of the proposed UDPDA structure changes to the County. Hume noted that the UDPDA Charter would need to be amended later as well and approved by the City Council.

Leaver thus asked for **MOTION: “The UDPDA Board approves the proposed redline changes to the UDPDA bylaws except for changes proposed to sections 3.2 (Number and Qualifications), 3.3 (Tenure), 3.10 (Board Committees), and 3.14 (Vacancies)”** (Taylor); and seconded (Couture) and passed unanimously.

Leaver then asked for **MOTION: “The UDPDA Board approves the proposed redline changes to the UDPDA bylaws sections 3.2, 3.3, 3.10, and 3.14 provided that before December 31, 2019 the Spokane County Commission votes to participate in the UDRA TIF and the City of Spokane Council votes to amend the UDPDA Charter to match these changes and give fiscal control to the UDPDA Board”** (DeWald); seconded (Hill) and passed unanimously.

UDPDA Board Meeting Public Decorum Rules and Public Comment

- Leaver asked the board to review the Public Decorum Rules which are based on the City’s rules. Dugger asked if interested/informed parties may speak longer than three minutes. Stuckart noted that the chair may extend the three-minute limit and Leaver said guests may be invited to present and



noticed in the meeting agenda. Leaver called for **MOTION: "The UDPDA Board approves the Public Decorum Rules"** (Couture); seconded (Antonietti) and passed unanimously.

Leaver asked for public comment. Julie Van Wormer (Architects West) thanked the board for their work in the community and appreciated being able to attend the meeting.

Leaver adjourned the meeting at 10:00am.

A handwritten signature in black ink, appearing to read 'D O'Brien', written over a horizontal line.

David O'Brien, MD, board secretary

A handwritten date '9/11/19' in black ink, written over a horizontal line.

Date

