



University District Public Development Authority (UDPDA)

Board of Directors' Meeting Agenda

Tuesday, June 6, 2017

2:00pm-2:20pm, McKinstry, Roundhouse Rooms 1 and 2

- 2:00 **Welcome** – Otterstrom
 Administration
- MOTION regarding May 2, 2017 draft UDPDA board meeting minutes
 - MOTION regarding UDPDA financials as of April 30, 2017
 - OPMA training reminder
- 2:05 **Nominating Committee Update** – Stuckart
- Committee recommendations for vice chair and secretary positions
 - Discussion
 - MOTION regarding vice chair and secretary positions
- 2:10 **UDRA Update** – Pearman-Gillman/Worlock
- Amendment No 1 to Interlocal Agreement
- 2:19 **July 11 Board Meeting Preview**
- 2:20 **Adjourn**



University District Public Development Authority (UDPDA)

Board of Directors' Meeting Minutes

Tuesday, May 2, 2017 – 2:00pm-2:16pm

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

Board Members Present: Bruce Butterworth, Dr. Mary Cullinan, Mayor David Condon, Lou Gust (via phone), Latisha Hill, Kent Hull, Taudd Hume, Dr. Christine Johnson, Mariah McKay, Karl Otterstrom, Tom Quigley, Mark Richard, Beck Taylor, Kim Zentz

Board Members Absent: Barry Baker, Catherine Brazil, Chancellor Lisa Brown, Elaine Couture, Tom Johnson, Dr. Thayne McCulloh, Todd Mielke, Kim Pearman-Gillman, Council President Ben Stuckart

Other Participants and Invited Guests Present: Bob Eggart (WSU), Lisa Key (City), Mary Joan Hahn (GU)

Staff Present: Lars Gilberts, Alden Jones

Call to Order:

Chairman Karl Otterstrom called the meeting to order at 2:00pm and warmly welcomed new executive director Lars Gilberts.

- a) Otterstrom asked the Board to review the April 4, 2017 UDPDA board meeting minutes. Correction was made to Larry Probus's first name. **MOTION to approve the minutes with that correction** (Hill); seconded (Hull) and passed unanimously.
- b) Otterstrom asked the Board to review the UDPDA financials as of March 31, 2017. **MOTION to approve the financials as presented** (Hull); seconded (Cullinan) and passed unanimously.

Nominating Committee

Otterstrom noted that the Nominating Committee will be asked to reconvene in May to propose candidates to fill the vice chair and secretary positions on the executive committee currently held by Kim Pearman-Gillman and Tom Johnson respectively.

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

Lisa Key confirmed that the City has the signed (by Otterstrom) Amendment No 1 to the Interlocal Agreement, as well as the UDRA Business Plan, and that the City will schedule the next steps for approval and full execution of the Amendment in the coming weeks.

Open Public Meetings Act Training

Otterstrom reminded directors to complete the on-line OPMA training and send the certificate to Alden.

Otterstrom adjourned the meeting at 2:16pm.

Karl Otterstrom, board chair

Date

UDPDA US BANK -5313

Balance Sheet

As of April 30, 2017

	<u>Apr 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
10115 · UDPDA Checking USB	2,910.82
Total Checking/Savings	<u>2,910.82</u>
Total Current Assets	<u>2,910.82</u>
TOTAL ASSETS	<u>2,910.82</u>
LIABILITIES & EQUITY	
Equity	
32000 · Unrestricted Net Assets	50.00
Net Income	2,860.82
Total Equity	<u>2,910.82</u>
TOTAL LIABILITIES & EQUITY	<u>2,910.82</u>

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

	<u>Apr 17</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
43100 · INTEREST & INVESTMENTS		
43110 · Interest-Savings, Short-term CD	0.01	
Total 43100 · INTEREST & INVESTMENTS	<u>0.01</u>	
43400 · DIRECT PUBLIC SUPPORT		
43430 · New Contributions	0.00	0.00
Total 43400 · DIRECT PUBLIC SUPPORT	<u>0.00</u>	<u>0.00</u>
46200 · CONTRACT INCOME		
46210 · UDRA Proceeds	0.00	3,181.00
Total 46200 · CONTRACT INCOME	<u>0.00</u>	<u>3,181.00</u>
46700 · OTHER INCOME		
47010 · UDDA Contribution	0.00	0.00
Total 46700 · OTHER INCOME	<u>0.00</u>	<u>0.00</u>
49000 · PRIOR YEAR CARRYOVER	0.00	0.00
Total Income	<u>0.01</u>	<u>3,181.00</u>
Expense		
60200 · PERSONAL SVCS CONTRACTS		
60203 · Management, Organiz Services	0.00	3,181.00
Total 60200 · PERSONAL SVCS CONTRACTS	<u>0.00</u>	<u>3,181.00</u>
60300 · OTHER CONTRACTUAL SVCS		
60324 · Insurance D&O	0.00	0.00
60325 · Insurance Other	120.00	0.00
60329 · Licenses and Permits	0.00	0.00
60335 · Audit svcs, bank fees	10.19	0.00
60353 · Postage, Mailing Services	0.00	0.00
60372 · Archives & Records Mgmt	0.00	0.00
Total 60300 · OTHER CONTRACTUAL SVCS	<u>130.19</u>	<u>0.00</u>
Total Expense	<u>130.19</u>	<u>3,181.00</u>
Net Ordinary Income	<u>-130.18</u>	<u>0.00</u>
Net Income	<u>-130.18</u>	<u>0.00</u>