

In Attendance

- Board Members Present: Dr. Rayburn Lewis, Mr. Gerald Bradford, Rev. Dr. Phyllis Beaumonte, Ms. Patricia Hayden, Mr. Kelly Jefferson, Mr. Lewis Rudd, Mr. Chukundi Salisbury, Mr. John Yasutake
- Board Members Absent: *Dr. Ben Danielson, Ms. Shaude' Moore, Mr. James Bush, Dr. Carver Gayton, Mr. Andrés Manlla*
- CDCPDA Staff and Contractors: James King Jr., MaryKate Ryan, Adrian Collins, Benita Thomas, Amber Lawson, Torey Robinson
- Community Members and Public Guests: Tracie Louise

Acknowledgement of Our Presence on First Naons Land

We the Central District Community Perseveraon & Development Authority acknowledge that we are on indigenous land, the unceded ancestral lands of the Coast Salish Peoples, including the Duwamish, Suquamish, Puyallup and Muckleshoot tribes. A people that has occupied this land since me immemorial. We pledge to connue to follow the leadership of tribes to achieve their vision for the lands and the waters that they have stewarded for generaons. We connue our journey with gratude and in honor of the past, the present and future with the First Peoples of Seale.

Approval of the Agenda & Minutes

Notes on the agenda -- Reminder of how execuve session works.

- **Moon to accept the Agenda Rev. Dr. Beaumonte, 2nd VP Bradford. Moon carries.**

Meeng minutes were not reviewed at this meeng.

New Business

No new business at this meeng.

Committee Reports

Finance: chaired by Mr. Yasutake reports given by James King and President Lewis

- Work connues with Commerce on our Operaons budget.
- Review of capital budget -- assistance provided by Dan Harris

Commiee report stands as the moon to approve. 2nd, Mr. Rudd. Moon carries.

Facilies: chaired by Mr. Bradford

Facilies Manager Maintenance Report, Adrian Collins

- Snow Valley and McKinstry for winterizing cooling tower on roof; work to be done by mid-Dec ● CenturyLink and Eltec 11/11 to fix elevator phones.
- Leaf removal connues; should be complete this weekend.
- Van removal will be done by the end of this week, either by owner or AC.

Project Management Report, Benita Thomas

- Level Set: What is project management?
- Current Team: The Petrol Green Group, Benita Thomas, Torey Robinson. Aspire Construcon and Management, Amber Lawson.
 - Contract management, construcon management
 - Project control, product control
 - Manage construcon costs

- McKinney Center Capital Projects Lifecycle Plan
 - Building assessment had 46 items that will be the construction programme moving forward. The timeline for design, procurement, execution of construction project plan is based on this.
 - Charter outlines the purpose, project objectives, scope based on building assessment, prioritization, manage scope, schedule, costs. At 90% design, the Board will need to vote to approve the charter. It will then contain updated costs and timelines.
 - 15-17 major contracts key to first 24 items on prioritized project list.
 - Initiation phase done. Entering into the planning phase.
- Requested Contract Amendment, expected at this point in the process
 - Building assessment gives a better baseline number of contracts to be managed and the amount of work to be done.
 - The compressed schedule due to tenant needs requires an additional level of effort, as do the reporting requirements.
 - Contract amendment will add specifics to scope of services, timeline, and payment structure. ○ True Up Clause would set a minimum fee and a maximum fee for the scope.
- Critical Next Steps
 - Approve Project Management Amendment
 - Procure designer and consultants. RFPs must be approved quickly to stay on this current timeline. ○ Community outreach to find and line up contractors.
 - Contract boilerplates agreed to by all parties.
- May need to adjust the timeline based on realities of the construction market and permitting in Seattle.

Committee report stands as the motion to approve. 2nd: Mr. Rudd. Motion carries.

Programs & Partnerships: chaired by Co Chairs Patricia Hayden and Lewis Rudd

- No report to make at this meeting.

Community Communications: chaired by Kelly Jefferson & Chukundi Salisbury

- Town Hall draft flyer shared with the board. Save the date.
 - January 29, 2022, 10 am.
 - Outreach plan, decisions on in-person hybrid versus solely online, still being designed and discussed. ○ Work with all committees for speakers and agenda. Comments and suggestions welcome. ■ Consider offering some contractor tours with Project Management that day as well. Could use both events to amplify and also share budgets.

Committee report stands as the motion to approve. 2nd: Ms. Hayden. Motion carries.

Government Affairs: chaired by President Lewis

- Email sent to committee to find a good time for a standing meeting. Meetings will start again soon.

Presidents' Report -- Executive Session begins at 7:18 pm. Returned at 8:16 pm.

- The President requests to defer action on Petrol Green's addendum to the next meeting. Board members interested in continuing the discussion can attend Facilities committee meetings. What can be done with the money we have in hand? Consensus agreement to defer.
- Motion to:
 1. Formalize and terminate verbal and email agreement with Aspire for pre-lease products.
 2. Obtain work product and invoice; pay Aspire for the work.
 3. Arrange for a handoff to Alan Mayes for pre-lease work, complete a letter of intent, and negotiate a pre-lease agreement, as *pro bono* work.

Moon by John Yasutake, 2nd by Louis Rudd. Moon passes.

Public Comment

- No public comment at this meeng.

Adjournment

- Meeng adjourned at 8:34 PM;
- Next meeng 11/24/21, 6:00 pm

