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6/29/2022 @ 6:04 PM | *Meeting called to order by* President Dr. Rayburn Lewis

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## In Attendance

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- Board Members Present: Dr. Rayburn Lewis, Mr. Gerald Bradford, Mr. John Yasutake, Ms. Shaude' Moore, Rev. Dr. Phyllis Beaumonte, Mr. James Bush, Dr. Carver Gayton, Ms. Patricia Hayden, Mr. Kelly Jefferson, Mr. Lewis Rudd
- Board Members Absent: Dr. Ben Danielson
- CDCPDA Staff and Contractors: MaryKate Ryan, Adrian Collins, Benita Thomas, Torey Robinson, Joel Davis, Cos Roberts
- Community Members and Public Guests:

### Acknowledgement of Our Presence on First Nations Land

*"We the Central District Community Perseveration & 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 time immemorial. We pledge to continue to follow the leadership of tribes to achieve their vision for the lands and the waters that they have stewarded for generations. We continue our journey with gratitude and in honor of the past, the present and future with the First Peoples of Seattle."*

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## Approval of the Agenda & Minutes

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**Motion to accept the Agenda, 2<sup>nd</sup> . Motion carries.**

*6/8/2021 Meeting Minutes*

**Motion made to accept the Minutes, Mr. Bradford. 2<sup>nd</sup> Ms. Hayden. Motion carries.**

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## Committee Reports

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Finance, chaired by Mr. Yasutake

- If we borrowed all the money to do the project, the interest alone is over \$2M per year at 4%. Need to reexamine the business plan with the new accountant moving forward.
- Mr. Yeadon has signed the contract and will begin onboarding with Mr. King
- FY2021 audit will begin in July, followed by FY2022 – back-to-back audits.
- FY2022 operations expenditures have all been submitted to Department of Commerce and accepted.
- Second account with Homestreet will be used solely for Federal funds.

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

Facilities, chaired by Mr. Bradford

Facility Manager, Adrian Collins

- Air conditioning is working well on 1-4, but 5-6 still warm until the cooling tower gets fixed.
- Leak fixed on floor 6 by turning off water.

#### Project Manager, Benita Thomas

- Petrol Green, Sazan Groups, advisor groups, submitting an amendment for Capital Projects, #2.
- Includes design and construction advisors are sub-contracts. 10% contingency and management reserve.
- Worked to maximize the budget expenditures based on current appropriations.
- Timeline based on a conservative estimate for permitting and procurement.
- Overall capital program needs as of 2022 \$52 Million. \$61 Million estimate to rebuild current amount of space.
- Short term capital plan, 2022-2023, shell & core, common equipment, spaces, and building services that would affect all tenants or occupants, at about \$3.5 Million total. This is for prioritized critical system upgrades, mechanical, plumbing, electrical, seismic design, and contingencies.
- Contingencies include the L&I elevator upgrades, and the potential need for fire alarm upgrades.
- Sazan has reviewed the cost estimates, with a third party review by Roots.
- Costs do include estimates for the exterior envelope to be replaced in kind, meeting basic preservation guidance.
- Mr. King confirms that the Board has \$3 Million in funds to expend in this biennium.

**Committee report stands as the motion to approve. The motion includes acceptance of the Project Management Team amendment. 2nd: Ms. Hayden. Motion carries. Unanimous approval.**

#### Programs & Partnerships, co-chaired by Ms. Hayden and Mr. Rudd

- No activities to report on at this time.

#### Community Communications, co-chaired by Mr. Jefferson

- No update on Town Hall. Haven't been able to meet.
- Still need to clarify who is the voting constituency. Voting for Board members should happen at this meeting. Candidates list is prepared by the Board. Plan to hold the discussions with the Executive Search committee, which meets Tuesday at 8:30 am.
- Agenda outline should be based on the required items in the legislation: annual report, plan for next year, vote.

**Committee report stands as the motion to approve. 2nd: Dr. Gayton. Motion carries.**

#### Government Affairs, chaired by Mr. Lewis

- National Trust Telling the Full History. One proposal for each RFP issued. Staff recommends approval of Preservation Consultant, Fieldwork LLC, Sonja Molchany; Community Historian, Rev. Dr. Phyllis Beaumonte; Facilitator, Sylvia Hadnot.

Motion to approve the proposals: Dr. Gayton, 2nd: Mr. Yasutake. Rev. Beaumonte abstains.

- CDCPDA is eligible to participate in the Public Employee Benefit Board with retirement, healthcare. The Board must vote to participate. Uni-directional decision for participation – will include all employees. Source of operating funding must be public. How does this affect fundraising? It does affect exempt and non-exempt funding. Full discussion with additional information at the next meeting.
- Tax-exempt status still undetermined.

**Committee report stands as the motion to approve. 2nd: Dr. Gayton. Motion carries.**

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### Presidents' Report

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- By-laws: changes include
  - the numbered director positions with the election schedule.
  - Is the Town Hall voting process included? Does it need to be included in the bylaws? Does it set community expectations?
  - Kathleen Barry Johnson of HSD described their process. The method is in the RCW, calling for the Town Hall vote for Directors. HSD's ballot has an attestation of community connection before the vote.

“Constituency” includes the population of the whole geographic boundary. HSD has self-nominations.

HSD is an iterative organization – we do our best at each step, but we commit to learning.

- Should the bylaws say that “the constituency votes” at the Town Hall? Changed section 7.4.

**Motion to approve the amended bylaws as presented, with the addition of a chart for section 7.2, Board of Directors Composition, made by Mr. Rudd. 2nd, Mr. Yasutake. Motion carries.**

Board entered executive session at 7:39 pm.

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## Adjournment

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- Meeting adjourned at 7:39 PM;
- Next meeting 7/20/22, 6:00 pm