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1/12/2022 @ 6:00 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, Ms. Shaude' Moore, Rev. Dr. Phyllis Beaumonte, Dr. Carver Gayton, Mr. Kelly Jefferson, Mr. Andrés Mantilla, Mr. Lewis Rudd
- Board Members Absent: Mr. John Yasutake, Mr. James Bush, Ms. Patricia Hayden, Dr. Ben Danielson
- CDCPDA Staff and Contractors: James King Jr., MaryKate Ryan, Adrian Collins, Benita Thomas, Kathleen Barry Johnson
- Community Members and Public Guests: State Rep. Sharon Tomiko Santos, Angela Rae, Frank Muhammad, Rachelle Erickson

### 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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Notes on the agenda -- Move Government Affairs to the beginning of the meeting to hear from Rep. Santos.

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

### 12/22/2021 Meeting Minutes

Request changes to the item under Gvt. Affairs regarding support of using the building as collateral.

**Motion made to accept the Minutes, with the suggested change, Rev. Beaumonte, 2<sup>nd</sup> Ms. Moore. Motion carries.**

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## Legislative Session Status Report

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### Representative Sharon Tomiko Santos, District 37

- Dr. Lewis, Mr. King, and Kathleen Johnson of Historic South Downtown, and both CPDA attorneys have been meeting with the Office of Financial Management, the Attorney General's office, and the Treasurer's Office.

Legal definition of "instrumentality of the state" – what does that mean for distribution of funds? Accounting definition, fiscally CPDAs will be treated as "a component of the state." We are at about 95% agreement on definitions.

- Are there other examples of this? Health Benefit Exchange.
- What guidelines/regulations apply? State, city, other? For procurement and contracting, particularly?
- An attorney general assignment would be beneficial to have a way to work with the legal issues with other agencies.

State allocations are made every two years for the biennium, sourced from bonds that must be repaid. State must pay investors regardless of expenditures. Budget makers are unlikely to allocate additional funding unless funding is being spent; additionally, they want to see progress because if a project cannot move forward, funding can be reallocated to a different project.

How can the Treasurer's Office help to provide financing for the larger capital projects? Lease program – Certificate of Participation (COP).

- Also a local lease/lending program, but must be a local agency and must be able to collect property taxes and/or a levy. So CDCPDA does not qualify.
- Certificate Of Participation whereby an entity enters into a “lease” loan whereby property is pledge (participation), and then, based on a financing plan approved by OFM, the legislature votes on allowing the project into the capital budget as a borrower.
  - Must qualify – need our AG to talk to Treasurer's AG
  - Allows us to borrow at the rate of the state of Washington, low interest rate, and may allow for larger borrowing at a time (maybe full project amount versus the private market which may require a more phased project approach).
  - This public allocation does not appear to limit the use of the building – but an additional conversation about what the CDCPDA is, what the mission is, will be required with the Treasurer's Office.
  - Covers real estate improvement; can also cover equipment installed in the building (e.g. diagnostic equipment within a hospital). Does not cover operations.
  - Treasurer's Office will provide us with a list of the information needed.
- Rep. Santos will help prepare us for a request for additional operations funding. Rally support – will the city add this to their legislative agenda?
- Finance Committee has prepared the operations ask, as well as the \$5 million additional capital ask. This is the first supplemental budget for the biennium. there will be a second at the start of next year, based on money that has not been spent (reversion process).

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## Committee Reports

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Government Affairs, chaired by Dr. Lewis (included Rep. Santos' report above)

- Agreed to ask for \$800,000 per year for FY23 and FY24. Because this request is coming to the legislature late, the Board should have a strategy to rally support for this.

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

Facilities, chaired by Mr. Bradford

Facility Manager, Adrian Collins

- Building is in good condition after the snow/cold system. Faucets left on to keep pipes from freezing.
- The McQuay (HVAC) system is showing faults and needs to be fixed. It regulates the heating in the building.
- Dish coming out to measure the roof for their equipment next week.
- Guardian coming out for door sensor replacement.
- Department of Ecology requires yearly toxics reports – SCC last reported in 2019. Mr. King has scheduled a meeting with SCC to understand what the report should cover.

Project Manager, Benita Thomas

- Amendment for the project management contract to provide a comprehensive construction plan and the plumbing rehabilitation design, procurement, contract, and construction. This amendment is based on the discussions and request of the board at the December meeting. This does include a design consultant and roofing consultant.
  - Donald King and Sam Cameron added as paid advisors.
  - Will address timeline/benchmarks and currently know supply chain issues.
  - Only contract in this amendment is for plumbing, but the HVAC is a close watch element, which would bring in a need for additional roofing design.
  - Board wants to make sure that the construction plan represents the Board’s mission – so the Programs and Partnerships needs to lead this effort. Construction needs to lead towards the ultimate end use for the spaces in the building. (One example discussed was the plumbing installed for the dental labs).
  - Systems intersect, so a comprehensive construction plan is needed to “just” fix the plumbing or the HVAC if we want to make sure that we don’t need to re-do work in the near term.
  - Cannot delay because if any of these systems go out, costs to repair the damage cause by a system failure could be factors higher. Also, we’re paying operations costs every month for an unusable building.

**Committee Chair recommends moving forward with the comprehensive construction plan and the plumbing contract. 2nd, Dr. Gayton. President Lewis requested a roll call vote, requiring a majority of the number of board members, not just of the quorum present at the meeting. If needed, calls could be made to board members not present (this was not needed).**

**Aye: Mr. Jefferson, Dr. Gayton, Mr. Bradford, Ms. Moore, Rev. Dr. Beaumonte, Dr. Lewis, Mr. Mantilla**

**No: no votes against.**

**Motion carries, unanimously.**

Community Communications, co-chaired by Mr. Jefferson

- CDCPDA Town Hall – January 29, 10 am. Production team contract for the town hall will be paid for by the Muckleshoot Tribe grant. Will produce the event entirely virtually. Agenda has been set and all board members will be asked to contribute.
- Mr. Salisbury has resigned from the Board, so additional discussions with the Production Team will go through Mr. Jefferson and Mr. King.

**Committee Chair recommends to approve the contract for the production company, plus additional \$1500 (total amount of the grant) for the event, 2nd Ms. Moore. Motion carries.**

## Presidents' Report

Bylaws Committee Report

- Draft version 1 of the bylaws updates was sent to the full Board. Revisions were made by the committee and then reviewed by attorney Denise Stiffarm. Request feedback to Ms. Moore and Rev. Dr. Beaumonte in writing (via email is fine).
  - Is there inconsistency in the acronym used throughout? Yes, because of some initial confusion between the “Board” and the “Authority,” during review. This should be corrected in the final review.
  - Election of officers – terms of 1 year, up to three years, but maybe an exception should be made for the parliamentarian because it is such a specialized knowledge set.

## Public Comment

No public comment

## Adjournment

- Meeting adjourned at 8:03 PM;
- Next meeting 1/26/21, 6:00 pm