

SCIDpda Board Meeting Minutes

February 20, 2018

803 S Lane St

Seattle, WA 98104

Board Present: Jared Jonson, Michael Itti, Jerilyn Young, David Della, Lanzi Li, Wayne Lau, Casey Huang, Jen Reyes, Phillip Sit

Staff Present: Vern Wood, Mike Omura, Janet Smith, Jamie Lee, Joseph Guanlao, Rachtha Danh, Emiko Mizuki

Guests: Mindy Au

1. Call to Order

The meeting was called to order by Jared Jonson, Board Chair, at 5:35 p.m.

Board Action and Approval

2. Consent Agenda

Resolution 18-02-20_01: We, the Board of the Seattle Chinatown International District Preservation and Development Authority, via consent agenda:

- Approve the January 2017 Meeting Minutes
- Approve the January 2017 Expenditure Report
- Approve February Concurrence Requests
- Accept February Staff Reports

Moved: David Della

Seconded: Jen Reyes

Board approved unanimously

3. 2018 Meeting Schedule

Vern explained passing the resolution on the meeting dates and posting the dates to the website keeps the organization compliant with the Public Meetings Act.

Resolution 18-02-20_02:

We, the Board of the Seattle Chinatown International District Preservation and Development Authority, approve the following 2018 meeting schedule:

Board Meetings

Unless otherwise noted, all meetings begin at 5:30 and are held at Legacy House, 803 S Lane St., Seattle, WA 98104

January 16	July 17
February 20	August 21
March 17** <u>Hing Hay Coworks</u> , time TBD	September 18
April 17	October 16
May 15	November 20
June 12	December 11

Executive Committee

Unless otherwise noted, all meetings begin at noon and are held at SCIDpda Main Offices, 409 Maynard Ave. S. Suite P-2, Seattle WA 98104

January 3	July 5
February 7	August 1
March 7	September 5
April 4	October 3
May 2	November 7
June 6	December 5

Finance Committee

Unless otherwise noted, all meetings begin at 1 pm and are held at SCIDpda Main Offices, 409 Maynard Ave. S, Suite P-2, Seattle WA 98104

January 11	July 13
February 16	August 17
March 16	September 14
April 13	October 12
May 11	November 16
June 15	December 7 (starts at noon)

Moved: Jerilyn Young

Seconded: David Della

Board approved unanimously

4. Rules and Regulations Amendment

Vern explained that Maiko worked on the update of the rules and regulations, and that she had sent the document out to get feedback from the board. The board packet included a version of the redlined document to show the changes made. Michael Itti confirmed that the comments he offered on the document were addressed.

Resolution 18-02-20-03: We, the Seattle Chinatown International District Preservation and Development Authority Board approve the amendments to the SCIDpda Rules and Regulations.

Moved: David

Seconded: Michael

Board approved unanimously

5. SHA Development Request

Mike passed out a map of the neighborhood, explaining that it was a map requested by Lanzi. He explained the resolution would authorize staff to respond to an RFP in March for the SHA property that was the former site for King County Records; 44,000 sq. ft. parcel of land; projected to be affordable housing. Mike explained the charter states the board needs to approve projects outside of the International District boundaries. The board discussed the size and scope of the project: Jared stated he is siloed from the project at his office at SHA, but he knows from discussions with PDA staff that the RFP calls for 50 family units, is near Bailey Gatzert and the CID's Little Saigon neighborhood, and is part of the Yesler Terrace Development; a requirement of the RFP is space on the ground floor for a service provider for youth services or child care.

Resolution 18-02-20-04: We, the Seattle Chinatown International District Preservation and Development Authority Board of Directors approves staff to work on a project that Seattle Housing Authority will be issuing for response request in 2018 for the King County Records site, located near the intersection of Yesler Ave. and 12th Ave. This real estate development includes affordable housing.

The Board authorizes this work as the project will further the purpose of the Authority, specifically:

- Expand the residential community, especially for low income people, through the provision of affordable housing.

SCIDpda may work outside of the Chinatown International District as its Charter, the state statute authorizing cities to form public development authorities, and the City of Seattle ordinance creating public development authorities all permit the SCIDpda to function within the boundaries of the City of Seattle.

Moved: Wayne Lau

Seconded: David Della

Board approved unanimously

6. Staff Briefings

Real Estate

Vern explained that Mike had to leave the meeting early, so she requested that he give his oral staff report before he left.

Mike passed another out map, also requested by Lanzi. On the map he pointed out International Apartments, which just came on to the market: 53 studio units and 1 bedroom apartment for \$7.2M; brick building built in 1910, the building is one of the historic buildings of the CID, and is an unreinforced masonry building. Mike said he and Julie planned to tour the building. Board and staff discussed how the PDA could keep rents affordable if it was purchased.

Board Forms

Vern explained that Maiko included a memo in the board packet requesting that board members look over the forms and complete them at the upcoming board retreat; Vern explained that Maiko had a question about whether or not to include an emergency form for the board, and whether there needed to be an additional statement of conflict of interest form in addition to the city's Statement of Economic Interest Form. The board discussed that the emergency contact form did not seem necessary. The board discussed if there was a need for the Statement of Economic Interest Form: Vern explained the Statement of Economic Interest Form is a requirement for PDA boards, and that there is not a legal requirement for the proposed conflict of interest forms.

Transition Committee status

Vern explained the assumption agreement has been signed, and now a series of additional agreements have to be drafted with the PDA's attorney that will be put forth to the board. This includes a memorandum of understanding outlining steps, processes, and timelines.

There was confusion amongst the board about the March board retreat and board meeting — Joseph needs to cancel the calendar date for the March board meeting, as the March board meeting will immediately precede the board retreat on the same day, March 20.

Annual Fundraiser

Joseph and Jamie presented the materials for sponsorship acquisition to the board, including the Sponsorship Levels and Benefits Form. Jen suggested updating the sponsorship levels this year, and there be a discounted rate if the sponsorship commitment is made by a certain date so that smaller donors can still patronize previously offered rates. Phil offered to join the SCIDpda Board Fundraising Committee. Lanzi suggested SCIDpda registering with Amazon Smile.

Other Business

David talked to the mayor's office, and they are gathering information in March. Jared suggested the board have discussions around the organization's budget asks at the retreat.

7. Board Business

Retreat

Jared explained the board retreat would occur on March 17; there is a discussion about who will facilitate the event, and Maiko has reached out to Paul Mar and Barry Mar; Paul is unavailable, but Barry is able to; Jared also reached out to Rita Brogan, who was formerly the chair of the SCIDpda Council; Jared explained Rita would be willing to facilitate a portion of the retreat, and would also be willing to host something for donor cultivation.

Jared listed the topics that have been discussed as being part of the retreat agenda, including: board members getting to know each other better; how does the organization get better credit for the work the organization does in the neighborhood via communications; discussing some of the tensions around development in the neighborhood, getting to know the actors and issues in the neighborhood; fundraising work, perhaps a brainstorming of potential donors to target. Jen asked if SCIDpda could do a donor cultivation event, and Jared confirmed it is something we've done in the past, and could do again, mentioning the 10-year anniversary of IDEA Space and the work of that department as a possible thing to highlight during donor cultivation; Lanzi's previous suggestion of touring the neighborhood is also possible.

David asked if SCIDpda references the strategic plan during the retreat. Jared explained it was heavily discussed in-depth 2016, and it would be good to do it again. Mindy suggested the strategic plan, rather than a separate topic, be used as a framework for all the discussions during the retreat, informs how we communicate, why we ask for donations, how we look at tensions in development. Jared explained Barry was instrumental in facilitating the strategic plan process, and affirmed there were callbacks to the strategic plan during the budget meetings. Jared said he would get a draft agenda out for the retreat.

Real Estate Committee

Casey explained the Real Estate Committee had a meeting with staff, where they went over the major development projects, including the North Lot, the Goodwill site, URM and renovations in the historic core, and the King County Records site. She explained there was discussion of an angel investor interested in the upgrade renovation of old

buildings in the neighborhood. She explained there was a discussion during the committee meeting of why SCIDpda was reached out to by SHA to submit a response to the RFP for the King County Records site, and during the meeting it was discussed that SCIDpda's reputation as a very capable non-profit, relationships, and experience with immigrant and POC communities may have been factors. Casey gave kudos to staff for juggling all these different projects.

8. Adjourn

The meeting was adjourned by Jared Jonson, Board Chair, at 6:34 PM