



01/18/2023 @ 6:09p quorum achieved | *Meeting called to order by* Gerald Bradford

In Attendance

- Board Members Present: Dr. Rayburn Lewis, Mr. Gerald Bradford, Ms. Shaude' Moore, Mr. James Bush, Mr. Kelly Jefferson
- Board Members/Staff Absent: Mr. John Yasutake, Ms. Marissa McDowell, Mr. Lewis Rudd, Bro. Truth Allah
- CDCPDA Staff and Contractors Present: Benita Thomas, Adrian Collins III, James King Jr
- Community Members and Public Guests: MaryKate Ryan

Acknowledgement of Our Presence on First Nations Land

"We the Central District Community Preservation & 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."

Approval of the Agenda & Minutes

- Agenda approved

Motion to approve. 2nd; Mr. Bush. Motion carries.

- December minutes approved, No additional comments or additions.

Motion to approve. 2nd; Mr. Jefferson. Motion carries.

Public Comments

- None.

Committee Reports

Finance, chaired and presented by Dr. Lewis

- *Review of November Financial Report*
- Net Income \$412,954.95
- A/P: \$376,850.60
- **Committee report stands as the motion to approve. 2nd; Ms. Moore. Motion carries.**
- *Statement of Cash Flows*: \$205,336.08
- *CDCPDA Budget Compared to Actual*:
 - Fundraising \$100,000.00 so far, we have procured \$33,615.81. We are behind \$66,384.19.
 - Every year our rental income increases 3%
 - Total Expenses: \$485,030.30 and we have used \$386,109.32
 - Net Operating Income: \$217,603.04 and actual \$755,261.27.

Committee report stands as the motion to approve. 2nd; Mr. Bush. Motion carries.

Facilities, chaired by Mr. Bradford, reports given by Adrian Collins III & Benita Thomas

- **Report given by Mr. Collins:**

- We have controls installed for new boiler. Tom from Sazzan walked me through how they work and what to look for as far as temps and alarms. He will be making us a manual for this and forwarding to CDCPDA for our records.
- Tom and I also walked the building and looked at some of the VAV boxes floors 1-4 for filter sizes and went through our old control system to assure that we're using the correct schedules so we can save energy. We set some of the set points on some of the floors so we can save energy as the building is unoccupied.
- Guardian is coming out Friday January 20 to install a computer and walk me through the system for building access. We will now have control over accessing and making fobs for board members and contractors who need access to building.
- I started replacing filters for the VAV boxes on floors 1-4. I'm also marking where boxes are for future replacement
- I have also started replacing bulbs on floors 1-4. I'm making a list of different kind of bulbs that we have in building so we can hopefully switch out to LED bulbs to save energy
- There was a couch and a table left on the front of building I will have parks dept pick up next time they cut the front of building
- We have a recycling dumpster coming tomorrow morning per Emily at Recology
- Cleaned scuppers on roof since we have had a lot of rain and they get lots of debris after a hard rain or snow
- Leaves are still being raked up around building all have fallen from trees so this should be the last of that.
- Fire extinguishers are due for certification in February so I put a call in for the 24th to get that done with AAA fire
- Call has been made to Eltec to complete the last few issues with car 1 so we can get final inspection from L&I
- There is heat now in the building

- **Report given by Ms. Thomas:**

- **MAJOR ACCOMPLISHMENT:** On schedule and under budget!
- Building has heat through operable Fan VAV units on floors 1-4. On floors 5-6, heat pumps are providing heat with the new boiler system.
- Boiler and Transformer replacement work is complete and working well.
- **Boiler training is expected to be completed by end of January.**
- Complete assessment of building's HVAC system performed. Both AHUs are beyond their useful life and only partially functional.
- **Potentially approximately \$250,000 in remaining funds (i.e., bids came under budget).**
- Have begun developing strategy for using remaining funds (e.g. Air Handler repair, plumbing, etc.).
- **Received change order proposal from Pinchiff Mechanical for repairing Air Handlers 1 and 2 necessary to communicate with new building automation system.**
- **Boiler Replacement (Pinchiff Mechanical):**
- **Project Description:** Replacement of existing penthouse boiler and associated phased integration of new building automation controls. This includes demo of existing equipment and materials within scope followed by installation of new equipment and materials. Start-up and commissioning is complete and training of CDCPDA staff will occur in January.
- **Progress:** New boiler is installed and fully functional, and new controls are installed and communicating with new boiler. The early (i.e., end of normal useful life was projected to occur 2027) failures of Air Handlers 1 and 2 will require additional work to restore control and heating through those units.
- **Transformer Replacement (Sequoyah Electrical):**

- **Project Description:** Replacement of existing electrical transformers including allowance for primary and secondary conductors. This includes demo of existing equipment and materials within scope followed by installation of new equipment and materials. Transformers have no active controls and will not require staff training.
- **Progress:** All transformers have been replaced and final electrical inspection has passed.

Motion to approve report. 2nd; Dr. Lewis. Motion carries.

Programs & Partnerships, Mr. Rudd

- No new report.

Community Communications, co-chaired by Mr. Jefferson/James King Jr.

- Discussions with Elite Collective and working on the website/branding. Waiting for EC to send their final proposals.
- Board Retreat TBD
- Town Hall – 1x a year
- **Report from MaryKate Ryan:**
 - We've had 4 History Advisory Committee meetings since September 2022, with our committee: facilitated by Sylvia Hadnot and attended by Stephanie Bishop, Rev. Dr. Laverne Hall, Craig Jackson, Chardonay Beaver and Jill Stein. We are on track to recommend how to tell the history on the building and organizational website. We'll be asking Community Communications to approve a press release about the project at the beginning of February.
 - We have a draft intensive architectural history inventory, the revised version of which will go to the board for review before being submitted to the Department of Archaeology and Historic Preservation in February. We also have a draft of the community historian's narrative history report, also being reviewed and revised before we share it with the Board for review.
 - We submitted a 2022 Q4 report to the National Trust requesting \$11,264 in reimbursement.

Motion to approve report. 2nd; Mr. Bush. Motion carries.

Government Affairs, chaired by Dr. Lewis

- Met New 37th District Rep Chipalo Street
- Send PM report to G3.
- Received \$1million from District 9 Rep. Adam Smith

Motion to approve report. 2nd; Ms. Moore. Motion carries.

Executive Report

- Pres. Gerald Bradford meeting with John Yasutake on Rainier Ave Radio
- Motion to approve report. 2nd; Dr. Lewis. Motion carries.**

Adjournment

- Meeting adjourned at 7:23PM
- 02/15/23, 6:00 pm