



Meeting of the PHPDA Governing Council
April 9, 2013 5:00-7:00 p.m.
 Quarters 2 Building, Beacon Hill
 1200 12th Ave South Seattle, WA 98144

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Marite Butners	Nate Dreon	Diane Narasaki	Rosemary Aragon	Steve Wood (until 6:45)
Mike Heinisch (from 5:30)	Theresa Rambosek		Christina Bernard	Michael Finch (until 6:45)
Marc Provence	Kevin Fox		Denise Stiffarm	Tom Byers (from 6:20)
Judy Tobin (from 5:25)	Dan Lessler		Lynn Claudon (until 5:30)	Kenny Pittman, PDA Coordinator (from 6:20)

Theresa Rambosek called the meeting to order at 5:03 p.m. A quorum was present. There was no public comment.

The Council voted to amend the agenda to add a proposal and action with regard to hiring legal counsel to prepare possible lease documents before the update on the Executive Director search process (Moved/2nded by Butners/Lessler. 6 of 6 in favor).

The Governing Council approved the March 12, 2013 and March 19, 2013 Governing Council minutes (Moved/2nded by Butners/Lessler. 6 of 6 in favor).

The Governing Council accepted as information the Finance & Audit Committee minutes from March 12, 2013 and the Planning Committee Minutes from March 6, 2013.

Executive Session

Executive Session - to discuss real estate matters pursuant to RCW 42.30.110(c).

The Governing Council entered Executive Session at 5:05 to discuss real estate matters pursuant to RCW 42.30.110(c). Executive Session ended at 6:15.

Tower Lease

Tom Byers spoke to the Governing Council regarding one potential concept for future leasing and use of the Tower building. Council members asked him several follow-up questions.

Review Process for Lease of the Tower

The Executive Director presented a proposal regarding the review process for upcoming potential leasing decisions. Legal counsel explained that, other than complying with established PHPDA process, the PHPDA is not generally, under the current circumstances, required to follow any particular process in regards to making a decision to lease the Tower. However, she and the Executive Director reviewed and discussed processes required when a public development authority considers certain decisions regarding sale or lease of real property. Though not specifically applicable to the current circumstances, the PHPDA is voluntarily following notice and hearing provisions contained in RCW 35.21.747 and RCW 39.33.020. The Executive Director proposed that the PHPDA hold a public hearing on May 14 to consider a proposed long-term lease of the Tower. The PHPDA Executive Director's recommendation regarding any lease proposal to be presented to the Governing Council will be made available approximately six days prior to the public hearing and will be posted on the



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PHPDA's website at <http://phpda.org>. She will also provide written notice to City and County officials and place two separate notices in the Seattle Times.

Mike Heinisch moved to approve this process (2nd Butners). The Council then discussed some of the process questions related to a public hearing, including the time limits for each speaker and whether written comments would be accepted for those unable to attend. Council members requested that legal counsel provide guidance and advice on these issues before the hearing. The Council voted to approve the process proposed by the Executive Director (8 of 8 in favor).

RFI for Legal Counsel

The Executive director proposed an RFI process to find an attorney to prepare lease documents for the potential leasing of the Tower building. When she receives responses, she intends to work with Council Chair Theresa Rambosek to review them. The Council voted to authorize the Executive Director to complete an RFI process and enter into a contract, in consultation with the Council Chair, for services related to the preparation of lease contracts. (Moved/2^{nded} by Lessler/Butners. 8 of 8 in favor).

Governance

Executive Director Search process update

Search Committee Chair Mike Heinisch updated the Council on the activities regarding the Executive Director search. He reported that the consultant is completing the first review of resumes and conduction preliminary interviews. The Committee will be meeting with him on April 22 to discuss candidates. He noted that they were still on the planned timeline in the search process.

Grantmaking

PANW 2013-14 Dental Grant renewal (Res 05-2013)

Council member Mike Heinisch presented a proposal from Project Access Northwest regarding renewal of PHPDA's funding for their dental case management work. The request is significantly higher than the current level of funding, for two reasons:

- 1) The request is for 14 months covering May 2013 through June 2014. This 14 month term is being done in order to get the funding on a regular quarterly schedule.
- 2) PANW has plans to expand the program, from the current 1.15 FTE case managers up to 1.9FTE. This will correspond to the Swedish Community Specialty Clinic (SCSC) increasing to 5 days of operations per week later in the summer (currently, the clinic runs 2-3 days per week).

The increase also corresponds to an increase in PANW's proposed goals.

The Executive Director discussed the funding provided by other partner organizations for different aspects of the work performed at the SCSC. The Finance & Program Analyst then discussed the implications that approval of this increased grant would have on the PHPDA budget for 2013. As it is higher than the amount budgeted for this program, it would require use of some of the funds budgeted for "other program" expenses. The Council went on to discuss the proposal, the level of funding and the community need that the program addresses.

The Council voted to adopt Resolution 05-2013, approving a grant for \$128,000 for the time period May 1, 2013 through June 30, 2014 to Project Access Northwest for dental case management (Moved/2^{nded} by Fox/Provence. 8 of 8 in favor).



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Adjournment

The meeting was adjourned at 7:03 p.m.

Minutes approved _____ (Date)