Meeting of the PHPDA Governing Council
December 12, 2017 5:00-7:00 p.m.
1200 12th Ave South, Quarters 2
Seattle, WA 98144

<table>
<thead>
<tr>
<th>MEMBERS PRESENT</th>
<th>NOT PRESENT</th>
<th>ALSO PRESENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Heinisch</td>
<td>Nancy Sugg</td>
<td>Lydia Assefa-Dawson</td>
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<tr>
<td>Ellie Menzies</td>
<td>Susan Taoka</td>
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<tr>
<td>Doris Koo phone</td>
<td>Tony McLean</td>
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<td>Susan Crane</td>
<td>Judy Tobin</td>
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Mike Heinisch called the meeting to order at 5:35 p.m. A quorum was present.

Public Comment was provided. Tracie Stevens, who introduced herself and expressed her interest in working with the PHPDA in 2018.

The Governing Council approved the November 14 Governing Council minutes (Moved/2nd by Judy Tobin/Sue Taoka, 8 of 9 in favor).

The Governing Council accepted as information the Finance & Audit Committee minutes from November 14, and the Program Committee minutes from November 14.

Executive Director and Staff Report

The Executive Director reviewed the Executive Director and Staff Report. He announced that the New PHPDA Office Coordinator Gene Yoon will start on January 3, 2018.

Financial Stewardship

2018 Pacific Tower Operating Budget

The Finance & Grants Manager reviewed the PHPDA 2018 Operating Budget. No changes were made. The Finance Committee forwarded their recommendation to the Governing Council for approval.

The Governing Council voted to approve the 2018 Pacific Tower Operating Budget (Moved/2nd by Judy Tobin/Ellie Menzies, 6 of 8 in favor, Mike Heinisch and Nancy Sugg abstained due to conflicts of interest).

2018 Operating Budget (Resolution 13-2017)

The Executive Director and the Finance & Grants Manager reviewed the PHPDA 2018 Operating Budget. The Pacific Tower Operating budget has been incorporated. The Executive Director advised that the PHPDA 2018 Operating Budget includes increases for staff salaries.

The Governing Council voted to approve Resolution 13-2017 to adopt the 2018 Operating Budget (Moved/2nd by Doris Koo/Nancy Sugg, 8 of 8 in favor).

Grantmaking

2018 Nimble Fund Cycle 1 Grants (Resolution 14-2017)
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The Finance & Grants Manager reviewed the 2018 Nimble Fund Cycle 1 grants. There were a total of 14 applications. The grant review meeting was held on December 7th, and the panel consisted of the PHPDA Executive Director and Finance & Grants Manager, Governing Council member Ellie Menzies, and Strategic Advisor Bob Cook. The majority of the applications fit the PHPDA grant requirements with worthy and innovative health care projects. The Council reviewed the summaries of the following organizations for which the panel recommended funding:

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>January 1, 2017 – December 31, 2017 Funding</th>
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<tbody>
<tr>
<td>Country Doctor Community Health Centers</td>
<td>$20,000</td>
</tr>
<tr>
<td>Healthy Food America</td>
<td>$29,981</td>
</tr>
<tr>
<td>UW School of Dentistry</td>
<td>$25,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$74,981</strong></td>
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The Governing Council voted to accept Resolution 14-2017, authorizing the Executive Director to negotiate and execute 2018 Nimble Fund contracts (Moved/2nded by Nancy Sugg/Ellie Menzies, 8 of 8 in favor).

**North Lot Project**

The Executive Director announced that the Master Use Permit for the North Lot project was submitted, but has not been registered with the City of Seattle due to a backlog. The contract with Barrientos LLC is now concluded with the submittal of the MUP. At this time, the PHPDA does not have a development consultant, but will rely on Legal Counsel Denise Stiffarm and Real Estate Consultant Michael Finch. The Real Estate Committee recommends that once the lessees are identified and contracted, an Owner’s Representative should be hired to represent the PHPDA during the design and construction phases.

The Executive Director met with Plymouth Housing to discuss a potential partnership to develop one of the buildings as veteran homeless housing, but it was determined that the housing requirements and timeline would not be appropriate for the North Lot project. The PHPDA will continue to explore options to partner with a public, non-profit, or other PDA to potentially develop the building as work force housing. The PHPDA Real Estate Consultant Michael Finch is working with AIPACE and El Centro on negotiating contracts to site their programs on the North Lot.

The Governing Council discussed the importance of keeping the PHPDA financially solvent, and ensuring that there is no negative impact on the grantmaking program. Market rate housing has the potential to increase grantmaking funds, while workforce housing is needed in the area and is also aligned with the PHPDA mission. The Governing Council will need to determine the nature of the housing on the North Lot.

**Reflections on 2017**

The Executive Director facilitated a presentation on the PHPDA Year-End Summary of 2017. The
presentation focused on the PHPDA progress in 2017 and identifying areas of focus for 2018.

**Executive Session: Personnel matters RCW 42.30.1110(g)**

The Governing Council entered into Executive Session from 6:35 to 6:50pm.
The Governing Council voted to extend the Executive Session for an additional 5 minutes (Moved/2nded by Judy Tobin/Tony McLean, 8 of 9 in favor).
The Governing council re-entered Executive Session from 6:50 to 6:55.

**Adjournment**
The meeting was adjourned at 6:55p.m.

Minutes approved ___________________________ 1/9/18

(Dated)