

Central District Preservation and Development Authority, CDCPDA  
located at the McKinney Center for Community and Economic Development



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08/16/2023 @ 6:14p quorum achieved | *Meeting called to order by* Gerald Bradford

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## In Attendance

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- Board Members Present: Bro. Truth Allah, Mr. Gerald Bradford, Mr. John Yasutake, Mr. James Bush, Mr. Kelly Jefferson, Dr. Rayburn Lewis, Ms. Benita Thomas
- Board Members/Staff Absent: Mr. Lewis Rudd, Ms. Marissa McDowell
- CDCPDA Staff and Contractors Present: Mr. Adrian Collins III, Mr. James King Jr, Mrs. Myeka Lindsey, Ms. Shaude' Moore, Mr. George Griffin
- CDCPDA Staff and Contractors Absent: Mr. Joel Davis, Mr. George Griffin, Ms. Kathy Mulady
- Community Members and Public Guests: Ms. Jerel Jones, Mr. Kris Larson

### Acknowledgment 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."*

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## Approval of the Agenda & Minutes

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- August Agenda approved.

**Motion to approve.;** Gerald Bradford, **2nd James Bush. Motion carries.**

- **July** Meeting Minutes approved, No additional comments or additions.

**Motion to approve.;** Mr. John Yasutake, **2nd Dr. Lewis. Motion carries.**

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## Public Comments

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Open Forum:

Jerel Jones:

- One of Kris Larson's Student
- Here to learn more about the organization

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## Central District CPDA CEO Updates

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Shaude' Moore

- Had a productive staff meeting in August
- If anyone is doing any interviews on behalf of CDCPDA or MCCED please reach out to Shaude' Moore to have the most updated information in regard to the organization before speaking out on behalf of the organization.
- Lots of things moving forward for board approval in the near future, including some high-level voting today
- Lots of progress in structure put in place for the process of onboarding

- Transitions:
  - Onboarding Myeka Lindsey and Adrian Collins upon finalizing logistics.
  - Bringing on another member of staff in IT, bringing on one of Kris Larson's students

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## High-Level Facilities Approval

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James King Jr. / Gerald Bradford

### Trash Out Bid

- Only one quote was obtained.
  - We were unable to find any other vendor of color to do this scope of work. Eugene has enough manpower and experience, with very large dumpsters
  - Other companies would take several months due to a lack of manpower, we need more manpower to be able to move the ample amount of large items that are in the building in a quick and proper manner.
  - Did contact other companies and other companies said they didn't have the manpower and wait time to begin would be several months
    - Is this in the market realm?
    - How Much is due to labor, or the amount of stuff?
    - The dumping fees are by the weight of the stuff
- Labor needs to be separated in the proposal to differentiate the amount of items from the labor.
- Tabling for additional bids.
  - We need to get other bids to make sure we aren't only having a sole bid, we need to compare bids.
  - If we don't hear anything back in 5 days, Email vote on the bid broken down
  - Moved to defer approval until Requests sent via email for additional bids. If none is received in 5 days, we will go with an amended bid with labor broken down.

**John Yasutake Motion to Table, Rebid, Email Vote. Bro. Truth Allah Second the motion; motion carries.**

### Xerox Quote (For Visibility, Within Executive Approval)

- The printer will do all functions necessary within the near future
- Compensation within the executive preview

### Chardonnay Beaver Documentary Proposal

- In-depth knowledge of CD and 5 generations within the city of Seattle
- Wants to engage a young demographic about the history of the building plus more
- Looking to do a mini-documentary series to reach a younger demographic about our building.
- Gerald: Amendable compensation, \$1000 is a lot for additional interviews.
  - An Honorarium of \$300 in comparison to a salary is not enough for interviewees
- John: Do we own the documentary?
  - Potential share property rights, if we take the intellectual property what are the next steps we are going to take with it? Sharing will be most beneficial
- James Bush Via Chat - perhaps the language on intellectual property needs to be reflected and annotated for her. We should be the holders and she could share however she sees fit.
  - The way this is written...we would need to go to her anytime we want to share it.
- Review with her, review the requests from the board

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## Committee Reports

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Finance, chaired and presented by Dr. Lewis & James King Jr.

- Seeking a line of credit of \$250k plus more
  - Craft3 is a Community Development Financial Institution.

- Reached out to Craft3, please respond to Shaude' Moore with the requested information.  
**Request for approval.; Dr. Rayburn Lewis motioned, 2nd, Bro. Truth Allah. Motion carries.**

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

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

- Inline contract was completed this week.
- Tools in the maintenance room are locked up and have been inventoried.
- Cintas has installed all AEDs and will be coming back to install signage.
- Pressure washing was completed. Had received a notice from the City to remove graphite within 10 days.
  - Shaude': Have been working with AC and Inline on a start time.
    - Start date Aug 15th - Sept 16th. Between the signing of the contract and the start date, they will be ordering parts.

- **Report given by Mr. Kris Larson**

- Replaced cat 3 & 5 cabling with cat 8
- Have 5gigabits on the first and second floor
- Plenty of room for expansion
- No dead-spots
- Hack night this Friday, August 18th
- Comprised of different projects revolving around technology.
- This hack night will be Maui infrastructure night.
  - John Yasataku invited him to be on his radio show at the end of August

- **Report given by Ms. Benita 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 was completed in January.
- Complete assessment of building's HVAC system performed. Both AHUs are beyond their useful life and only partially functional. Repairs in progress.
- Potentially approximately \$140,508 in remaining funds (i.e., bids came under budget).
- Have developed a strategy for using remaining funds (e.g. Air Handler repair, plumbing, etc.).
- Completed change order from Pinchiff Mechanical for repairing Air Handlers 1 and 2 necessary to communicate with new building automation system on March 14<sup>th</sup>.
- Planning to install architectural fencing for facility security.
- Bids were announced for Hazmat survey and then withdrawn in order to facilitate qualifications. A future Request for Qualifications (RFQ) to be prepared and advertised next month.
- New Services Agreement to update Capital Facilities Plan: Phase 3 FY 2023/2024.
- Upon the CDCPDA board approval of the project management team's proposed services for FY 2023/2024, a series of planning workshops will be facilitated to develop and review planning options that may be responsive to the City's determination of substantial alteration with recommendations from the project management to the CDCPDA that will determine the future design for the McKinney Center.  
**Motion to approve the report. Dr. Lewis Moved 2<sup>nd</sup>; Shaude' Moore. Motion carries.**

## Lost Quorum 8:02

Programs & Partnerships, Mr. Rudd/James King Jr./Shaude'

- Business Plan Task Force Meeting: Next Saturday
  - Catered breakfast and lunch
  - Finish up the discussion from a few weeks ago

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

- Board elections, serval up for election:
  - Insert here
  - Myeka is working on the flyer for nominations to be posted on our social media websites and shared with local media outlets
  - September 30th is the date for the Community Town Hall

Government Affairs, chaired by Dr. Lewis

- Kathy (G3)[Reported]:
  - Applied for grants:
    - One from King County 3M+, waiting to hear back.
    - Work on the application for an Equitable development grant from the city of Seattle; the deadline is Sunday.
      - Need Capitol Budget, Capacity Building info, and Schedule of the work (Tom & Joel from Sazan working on it).
      - Will send out questions from the grant for feedback.
      - Sending press release on new CEO on Monday.
        - Forms of media: Mainstream newspaper, community media, radio etc.

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## Executive Report

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### Adjournment

- The meeting adjourned at 8:48 PM