



PHPDA Governing Council Meeting Minutes

Tuesday, July 8, 2025

5:30 PM – 7:00 PM

Location: Quarters 2 Building, Pacific Tower, 1200 12th Ave S., Seattle, WA 98144

Virtual Location: Zoom Meeting ID - 814 5119 4310

<https://us02web.zoom.us/j/81451194310?pwd=2Ql2kkq4UOuybmdZU3gatYIz8s0paZ.1>

Phone Option: +1 253 215 8782

Password: 810931

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Douglass Jackson	Doris Koo	Paul Feldman	Christina Bernard	Whitney Regan
Bob Cook	Nancy Sugg		Denise Stiffarm	Diane Pietrowski (arrived at 6:00pm)
Nick Ramirez	Sue Taoka			
Martine Pierre-Louis				

Douglass Jackson called the meeting to order at 5:32 p.m. A quorum was present. There were no public comments.

Meeting Minutes

Douglass Jackson asked for a motion to approve the following meeting minutes:

Governing Council Meeting – June 10, 2025

Bob Cook moved. Doris Koo seconded. 6 of 7 were in favor. One member abstained.

Personnel

Update on Interim Executive Director Search

The Council Chair provided an updated on the Interim Executive Director search.

- The Council has ended their search for an Interim Executive Director. The candidate the Chair was in discussions with decided to withdraw due to personal circumstances.
- The Council discussed hiring a consultant to lead them through the Transformation work and possibly help them bring to fruition some of the elements they have discussed so far.
 - They prefer the consultant be local, have the ability to meet with internal and external partners, and able to bring information learned back to the Council. One or two Council members would also likely attend meetings with partners.
 - The Council agreed with the shift to a consultant rather than re-starting the search for an Interim Executive Director.
 - Two people have already expressed interest in the consultant role.
- The Executive Committee will begin working on a scope of work for the consultant and the Council may need to schedule a special meeting to approve the scope of work and later a Resolution to hire the consultant. The initial draft scope of work can be pulled from the Interim Executive Director job description and job posting.



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- The Council will likely be able to do outreach for a consultant prior to the special meeting. The Council Chair plans to meet with PHPDA Legal Counsel to go over next steps and discuss what is the correct order of steps in the process.
- Since the Council has decided to shift to a consultant, the current PHPDA Acting Executive Director will continue in the role and potentially take on more work. The Council Chair and Acting Executive Director will work together on a scope of work and come to an agreement on what the workload will look like going forward.

Property

Update on Quarters Buildings

Two Council members provided an update on the Quarters Buildings.

- Council members, SCIDpda, SCIDpda's consultant, JLL, and representatives from the County Council and the Seattle Office of Housing toured the Quarters Buildings last month to get an idea of the scope of the potential project. There was enthusiasm for the project.
- A one-pager about the Quarters was sent to the Governing Council prior to the meeting. It includes a redevelopment timeframe, possible financing sources, and potential housing configurations.
- A Council member shared some of the tasks the Council will likely need to complete before the end of the year if this project continues moving forward. To start working on this, there will likely be an internal PHPDA meeting next week to begin discussions, including legal counsel and real estate advisor. Action items may be brought to the Council in August and September.
 - Agreement on some of the terms related to a potential ground lease with SCIDpda.
 - PHPDA may need a new appraisal of the Quarters and SCIDpda will likely need to do a third-party appraisal.
 - Need to look at a potential budget for the project then discuss which entity will apply for what funding. Funding cycles usually occur in the Fall.
- The Council continued further discussion of some of the funding options, required exterior renovations, and possible need for a development consultant. They discussed what may be required of PHPDA to move the project forward.
- The Council also discussed potential a Memorandum of Agreement (MOA) with SCIDpda that would make sure the responsibilities are clear and would outline the obligations to be transferred to SCIDpda with a ground lease. The Council will need to review and approve the MOA. Also, a public hearing about the project will need to take place before a ground lease is signed.
 - The next step is to complete the MOA or at least a draft term sheet drafted as funding discussions continue.



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- PHPDA Legal Counsel provided a summary of the next steps that must be taken by mid-September in order to prepare for funding.

Continuing Discussion of 2026 Grantmaking and Transformation Planning Process

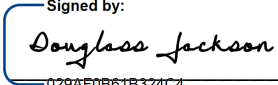
The Council Chair led a discussion of 2026 Grantmaking and the Transformation planning process.

- They discussed the options for Major Grants with some adjustments for 2026, regarding things like focus area or maximum length of funding. Since we are already in July and no major changes have been agreed upon yet, it is likely that the process in 2026 will be similar to past years. This could allow for a gradual shift towards the Transformation work as discussions continue.
- Additional ideas were raised regarding future funding, including:
 - More impactful concepts, including Proof of Concept projects.
 - Seeking more collaborative efforts between organizations.
 - Avoiding gap funding.
 - Possibly longer periods of funding to have more time to demonstrate impact.
 - Funding smaller, shorter planning grants ahead of these projects, in order for organizations to have the capacity to plan and grow these ideas.
- The Council considered what data would be helpful to look at when thinking about 2026 grantmaking.
 - PHPDA staff could pull grant report data over the past two years.
 - Look at King County mortality and population statics to see who is most impacted by a lack funding.
- The Program Committee could discuss this in more detail at their August meeting and try to create guidelines for 2026 grantmaking then share their plans with the Council. The Council would decide on how much funding to allocate to 2026 grantmaking, for ongoing Major grant funding and/or a shift toward a different process.

The Council discussed August Committee meetings. They may include a special Council meeting between the Program and Finance Committee meetings to continue this discussion.

Adjournment

The meeting adjourned at 7:05 p.m.

Minutes Approved:  Signed by: Douglas Jackson Date: 8/13/2025
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