

# Minutes for Historic South Downtown Board Meeting Tuesday, April 23, 2019

Hing Hay Coworks, 409B Maynard Ave S., Seattle, WA

**Attendance:** Wren Wheeler called the meeting to order at 5:05 p.m.

*Board Members present:* Maria Batayola, Wren Wheeler, Carl Seip, Heidi Park, Dana Phelan, Jamie Lee, Azar Koulibaly, Stephanie Pure, Karen True, Tom Im, Julie Fonseca de Borges, Heidi Hall (via telephone).

*Staff present:* Kathleen Johnson, James E. King.

**Sound Transit Eastlink Presentation:** Sound Transit staff (Carrie Avila-Mooney, Marie Olson, Dave Baggett, Zach Ambrose) attended and presented information regarding the Eastlink building project that will occur between January and March of 2020. The effort will closing one side of the C-ID station track at a time, and involve moving commuters from trains heading through the C-ID via transfer at Pioneer Square. See presentation link.

## Action/Approval

### Consent Agenda

- Treasurer's Reports \*Jamie Lee
- Minutes\*Wren Wheeler - Just February (**Heidi Park moved, Maria Batayola Seconded Maria to remove March minutes**) **approval unanimous**
- **Approve consent agenda with removal of March Minutes: Maria/Karen - approval unanimous**

## Action/Approval

Review of Community Review Panel Recommended Slate of Grants & Contracting Process

- Kathleen, James, Heidi Park, Heidi Hall and Azar Koulibaly discussed process for soliciting and reviewing grants, discussed slate of grants presented, answered questions raised regarding awards
- Approval of grants: Heidi Park moved/Heidi Hall seconded - **approval unanimous**
- Designation of contracting authority: Kathleen requested delegation of authority to move forward creating contracts with each grantee, including scope of work with specific deliverables. Board reflected desire to express that the contract is a partnership with grantees.
- Motion to designate contracting authority to Kathleen and authorize payments under the contracts, in keeping with the awards approved by the HSD board. Maria Batayola moved, Stephanie Pure seconded- **approval unanimous**

## Action/Approval

Change to Accounting Manual

(Section V, new paragraph 6 )

Kathleen requested approval of new policy in Accounting manual outlining the expectations of invoices and process of approval of payments for grants. Julie - question re: highlighted area. Group discussed how to make language clear. Policy language can be concise. Contract language can be made clear with lots of visual examples. Group made minor changes to language.

Heidi Park moved, Jamie Lee seconded - **approval was unanimous**

**Discussion**

For The Good of The Order

Jamie Lee informed board that member Heidi Park wrote a play that has been produced; Heidi will be doing a talk-back on closing night; all members are invited to attend.

Jamie Lee & Karen True: Spring clean in both neighborhoods. 9am. Lunch provided at both.

Kathleen and Karen discussed the recent development about the areaways in Pioneer Square. Open house on Thur night.

**6:28 meeting adjourned.**