

**City of Seattle
Notice of Appointment**

Name: Alice Quaintance		<input type="checkbox"/> Appointment <input checked="" type="checkbox"/> Reappointment
		<input type="checkbox"/> Executive <input type="checkbox"/> Legislative <input type="checkbox"/> Agency <input checked="" type="checkbox"/> PDA Council <input type="checkbox"/> Other:
Residential Neighborhood: Capitol Hill	Zip Code: 98122	Contact Phone No.: [REDACTED]
Appointed to: Capitol Hill Housing PDA Council		Date of Appointment: April 13, 2015
Authority (Ord., Res.): SMC 3.110		Term of Office: 3 years From: Confirmation To: April 1, 2018
Comments:		
<p>Alice Quaintance - Alice has been a resident of Capitol Hill since 1976. She has worked over 30 years in housing and housing related issues, including as general contractor, assistant director of an emergency shelter, director of a hygiene and meal program for homeless people, senior policy analyst for Gambrell Urban, principal for AND Research (specializing in housing policy), and controller for a small housing agency. She was most recently with Manufactured Housing Community Preservationists. Alice holds an MA in urban social geography from the University of Washington, where she was the recipient of the Edward Ullman award for research excellence.</p>		
Authorizing Signature: <i>Catherine Hillenbrand</i>		Name and Title of Officer Making Appointments: <i>Catherine Hillenbrand, Vice Chair</i>

FILED
 CITY OF SEATTLE
 2015 JUN 29 PM 3:23
 CITY CLERK

Alice Quaintance

Training

MA	University of Washington, Department of Geography Seattle, Washington Recipient, Edward L. Ullman Funded Award for research excellence.
BA	University of Oregon, Department of English Eugene, Oregon Attended Honors College
Software	Proficient in Access, MapInfo, Excel, Word

Work

Manufactured Housing Community Preservationists, 2001-to present
Data and Finance Manager for small non-profit housing agency.

- Maintain financial and resident data records.
- Responsible for contract compliance.
- Prepare all funding requests.
- Work with the Board and Executive Director to develop agency strategies and implement long-term goals.

AND Research, owner, 1996-2004

Consultant to a variety of public and non-profit agencies. Provided policy analysis on housing issues with specialty in graphic presentation of complex data. Projects included:

- City of Tukwila, Housing Condition Survey, *Part of Housing Needs Analysis with Huckell/Wetman*
- King County, DD Housing Needs Assessment, *With Common Ground*
- City of Covington, Housing Condition Survey, *Part of Housing Needs Analysis with Pacific Development*
- Snohomish County, CDBG/HOME Allocation Process, *Part of a team with Pacific Development*
- City of Seattle, Subsidized Housing Dispersion Database Management
- Aloha Inn Transitional Housing, Program Evaluation
- King County, Analysis of Impediments to Fair Housing, *Part of a team with Pacific Development*

Gambrell Urban, 1992-1996

Policy Analyst for Gambrell Urban, a consulting firm specializing in land use issues. Projects included:

- Central Area Neighborhood Planning, Phase I
- State of Washington, Analysis of Impediments to Fair Housing
- Seattle Commons EIS, Economic Impact
- Sanderson Field Airport Master Plan Update
- City of Seattle, Strategic Capital Planning
- Puget Sound Transportation Improvement Program, Land Use Planning Technical Support
- City of Seattle, Industrial Land Base Study

St. Martin de Porres Shelter, Catholic Community Services, 1991-1992

Assistant Director for 200 person emergency shelter serving older men.

Capitol Hill Housing Improvement Program (CHH) Public Development

Authority

June 2015

No less than 11 members and no more than 15 members: Per RCW 35.21.730 and Seattle Municipal Code (SMC) 3.110, all subject to City Council confirmation, 3-year terms:

- 3 Mayor-appointed
- 8 to 12 Other Appointing Authority-appointed (specify): CHH Governing Council

Roster:

*D	**G	Position No.	Position Title	Name	Term Start Date	Term End Date	Term #	Appointed By
6	M	1.	Member	Paul Breckenridge	5/14/14	4/1/17	1	Governing Council
6	F	2.	Chair	Alice Quaintance	4/1/15	4/1/18	5	Governing Council
2	M	3.	Member	Heyward Watson	4/1/14	4/1/17	1	Mayor
6	F	4.	Treasurer	Sharron O'Donnell	4/1/13	4/1/16	2	Governing Council
6	F	5.	Member	Paige Chapel	4/1/13	4/1/16	4	Governing Council
6	M	6.	Member	Bob Fikso (filling remainder of unexpired term of Pam Banks)	4/1/14	4/1/17	1	Governing Council
6	F	7.	Member	Liz Dunn	4/1/14	4/1/17	4	Mayor
6	M	8.	Member	Michael Malone	4/1/14	4/1/17	3	Governing Council
6	M	9.	Member	Matt Rowe	4/1/13	4/1/16	2	Governing Council
6	F	10.	Member	Rachel Ben-Shmuel	4/1/13	4/1/16	2	Governing Council
6	F	11.	Secretary	Catherine Hillenbrand	4/1/15	4/1/18	3	Governing Council
6	M	12.	Member	Dana Behar	4/1/14	4/1/17	2	Governing Council
6	M	13.	Member	Robert Schwartz	4/1/12	4/1/15	2	Mayor
6	F	14.	Member	Farin Houk	4/1/12	4/1/15	1	Governing Council
6	M	15.	Member	Drew Porter	4/1/15	4/1/18	2	Governing Council

Diversity Chart:

			(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)		
	Men	Women	Vacant	Minority	Asian-American	Black/African American	Hispanic / Latino	American Indian/Alaska Native	*** Other	Caucasian/Non-Hispanic	Pacific Islander	Middle Eastern	Multi-racial
Mayor	2	1		1		1				1			
Governing Council	6	6								12			
Other													
Total	8	7		1		1				13			

Key:

*D List the corresponding *Diversity Chart* number (1 through 9)

**G List *gender*, M or F

***Other Includes diversity in any of the following: *race, gender and/or ability*



Regular Board Meeting
Pike-Pine Meeting Room
1620 12th Avenue, Seattle
April 13, 2015

Members Present: Alice Quaintance, Bob Fikso, Heyward Watson, Rachel Ben-Shmuel, Cathy Hillenbrand, Jaebadiah Gardner, Sharron O'Donnell, Drew Porter, Liz Dunn, Paige Chapel

Staff Present: Chris Persons, Jill Fleming, Michael Seiwerath, Deena Wallis-York, Greg Elkerton, Joel Sisolak, Simone Hamilton, Anne Hurt (taking minutes)

Absent: Robert Schwartz, Dana Behar, Michael Malone, Farin Houk, Paul Breckenridge, Matt Roewe

Guest Present: None

Community Programs and External Relations: Michael Seiwerath spoke of the strong sponsorship so far for the Top of the town which has received support of \$90,000 to date. He summarized the Top of the Town and Community Forum schedule including the speakers and facilitators for each event. He also spoke of the nomination for the prestigious NDC Award for 12AA Building.

Call to Order: The April 13th regular meeting of the Capitol Hill Housing board of Directors was called to order by Chair, Alice Quaintance at 6:05 pm when a quorum was reached.

New Staff introductions: Alice introduced Deena Wallis-York, the new Director of Finance.

Agenda and Minutes: With no changes suggested, Alice called for a motion regarding the agenda and minutes.

A motion to approve the Consent Agenda and the draft minutes was made, seconded and passed unanimously.

Disclosures and recusals: Jaebadiah disclosed that he was in the process of contracting to do research for CHH on the Central District.

Public Comment: none

Community Programs and External Relations: Chris recapped that this year the upcoming Annual Meeting is to be held in conjunction with the Stakeholders meeting, 10 of whom have responded to date.

Chris spoke briefly as to our involvement in the Central District deepening, noting that there are many various groups there. He presented an outline of the current work and potential directions CHH may take. There is no one else focusing on the Central District in regards of affordable housing at this time. The role of CHH is still emerging.

Real Estate Development Discussion: Regarding the 24th and Union project, Greg stated that we are on track toward closing by end of May. Environmental clean-up would be the first priority after acquisition. Then, a master use permit would be applied for from the City of Seattle and potentially we could rezone the property. We are asking for a blanket authorization to borrow up to \$600,000 for pre-development costs. There is no budget attached to the resolution as specific costs are still unsure. The most likely time to go back to the city would be next fall for funding. The fiscal risk is very limited as we are acquiring the land at much less than market value and could easily more than recoup the acquisition and predevelopment costs if forced to sell the land without developing it. In order to get it into the pipeline, work needs to get started soon.

Resolution 2015-01 24th and Union Acquisition Resolution: Greg Elkerton introduced the 24th and Union Acquisition Resolution authorizing the borrowing of up to \$600,000 from Pre-development Loans.

A motion to adopt Resolution 2015-01 regarding the borrowing of funds for pre-development costs of the 24th and Union project with the suggested changes incorporated was made, seconded, and passed unanimously.

Executive Committee and Board: Four Board members are up for re-election plus Robert Schwartz who is a mayoral appointee.

A motion to elect the slate as presented was made, seconded and passed unanimously.

Chris presented information on Barbara "b.g." Nabors-Glass, a potential new Board candidate. His disclosure is that his wife reports to b.g. in her employment.

Jill reported on the progress of Strategic Planning 2015. The steering committee met again on 3/12. A handout of the vision framework was reviewed. A creative exercise regarding where CHH will be in 10 years and more will be conducted at the All Staff meeting and these results will feed into the vision framework. Also, strategic planning will be brought into the Stakeholder annual meeting through questions such as: What does CHH bring that is unique to community development and how might we proceed? After those two events, the information will be taken to the leadership/management retreat and then to the CHH Board retreat.

Chris circulated a document outlining Public Accountability.

Finance and Asset Management Committee Report: Drew reported that before the committee meeting, the audit entrance conference with Clark Nuber was held. Clark Nuber also reported on the results to date and what they would be looking at in the future. There are 20 individual audits so far that are closed out with the CHH audit left to complete.

A motion to accept the Finance and Asset Management Committee report was made, seconded, and carried unanimously.

Presentation and Discussion: Joel spoke of two new opportunities: the Urban Design Framework and the LURC (Land Use Review Committee). He explained these in relation with the Ecodistrict area: what the Framework is; what area does it encompass; who would be involved; and the process/timeline. Then LURC (Land Use Review Committee) was explained, how it works and how it works with UDF.

Strategic Planning: Quantifying Need for Growth: Chris addressed the need for growth with a power point pie chart of 2015 Revenue by Line of business and the 2014 budget summarized. Jill spoke to the high cost

of management of smaller unit buildings. A discussion followed regarding how building size, diversity and adequate funding for CHH might co-exist. Impact investment could be addressed at a future Board meeting.

Asset Management and Acquisitions: Alice reported that the Executive Committee recommended a stern communication to Seattle City Light in regard to the Brewster project.

In regard to Fire Station 7, details are still being worked out by the City; Chris is going to push forward again.

Chris reported that with the CADA Properties, there is a huge difference in price offered and their response. CADA asked for a third party appraisal of the properties. We have provided names of appraisers.

The meeting was adjourned at 7:36 pm.

Attested

A handwritten signature in black ink, appearing to read 'Robert P. Schwartz', written over a horizontal line.

Robert P. Schwartz, Secretary April 13, 2015