



## CIDBIA Board Meeting Minutes

December 1, 2016

Board Members Present: Larry Larson (Co-Chair), Ken Louie (Co-Chair), I-Miun Liu (Treasurer), Diane King (Secretary), Barry Blanton, Maiko Winkler-Chin, Tuck Eng, Lei Ann Shiramizu.

Board Members Absent: Aaron Crosleycone,

Staff Present: Jessa Timmer, Monisha Singh

Meeting called to order by Ken Louie at 8:35 a.m. December 1, 2016

### 1. Welcome

Ken welcomed board members. There were no guests present

### 2. Public Comment on Agenda Items

There were no public comments.

### 3. Review and Approval of November 3, 2016 Meeting Minutes

November 3, 2016 minutes were approved.

### 5. BIA Renewal Update

Jessa distributed the proposed petition that included highlighted paragraphs that were important for the board to review and discuss. On page 4 items under article II were discussed.

Under item a. The third paragraph should be changed to read, "As an example, Building A has a Lot Square Footage of 10,000, and a Total Assessed Value of.....".

Under item b. the properties identified would include tax exempt, multi-Family Tax Exempt, and historic exempt properties.

Under item e. certain parcels identified involved property that would be included in the petition that required tax adjustments because i. one parcel was identified as having mixed usage—owned by government (Sound Transit) but part of the property is leased to non-government entities and ii. one parcel (portion of Danny Woo Garden) that is used as a park but is under private ownership would pay BIA assessment at 50%. This paragraph should be changed to include language that would allow full assessment if the property changes its usage.

Under Item 4, III. All properties will be reassessed every three years.... IV. ....changes in net building sq ft or property ownership will have their assessment recalculated.

The board decided there would be no annual CPI adjustments.

A motion was moved and seconded to approve the renewal petition with the corrections as shown above.

**6. Finance Committee Update**

The finance committee, Maiko, Jessa, Barry, Diane and I-Miun met to discuss the 2017 budget. A copy of the 2017 budget was distributed. The finance committee suggested that the line item for staff training be increased, and a line item be added so staff could attending community events that require admission or entrance fees. Two staff would be receiving a 5% pay increase. The ending balance for the year was \$1,324. After the budget presentation, the board went into executive session and approved a salary increase for Jessa Timmer. The board approved the budget as amended. Ken Louie and Larry Larson will schedule a performance review for Jessa in the coming months.

**7. Events/Marketing Update**

The Happy Hour Food Walk is continuing on the third Thursday of the month through December. The next is scheduled for December 15 from 4-7 p.m.

The Shop Small Saturday Campaign on November 26 organized by the Ethnic Business Coalition was a success. The CIDBIA had a special food walk with 25 restaurateurs participating from 3-6 p.m.

Lunar New Year (year of the Rooster) celebration will be held on January 21.

A holiday party for the CIDBIA staff and board will be held December 14 at the Pin Ball Museum from 5:30-7:30. Appetizers will be provided. Staff and board members will be able to invite one guest.

**8. Staff Update**

Jessa is on the Customer Review Panel for the Seattle Public Utilities which will look into rate changes for the next six years. She is also on the One Center City Advisory Committee which will look into transportation for the next 20 years.

The CIDBIA meetings for next year was approved by the board and has been set for 8:30 am on the first Thursday of each month except in July where it will be held on July 13.

Election of board officers will take place at the next meeting January 5, 2017.

**9. Public Comment**

There were no public comments.

**Meeting adjourned at 10:05 am**

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*Action Items italicized*  
Submitted by Diane King