



MEMORANDUM

TO: Historic Seattle Constituency
FROM: Kji Kelly, Executive Director
DATE: November 19, 2021
RE: **PROPOSED REVISIONS TO HISTORIC SEATTLE’S CHARTER**

OUR PROPERTIES

THE GOOD SHEPHERD CENTER
Built: 1906 | Operated by
Historic Seattle since 1975

BELMONT / BOYLSTON HOUSES
Built: 1893-1903 | Operated by
Historic Seattle since 1989

PHILLIPS HOUSE
Built: 1902 | Operated by
Historic Seattle since 1992

VICTORIAN ROW
Built: 1891 | Operated by
Historic Seattle since 1993

THE DEARBORN HOUSE
Historic Seattle Headquarters
Built: 1907 | Operated by
Historic Seattle since 1997

THE EGAN HOUSE
Built: 1958 | Operated by
Historic Seattle since 1998

THE CADILLAC HOTEL
Built: 1898 | Operated by
Historic Seattle since 2001

WASHINGTON HALL
Built: 1908 | Operated by
Historic Seattle since 2009

Historic Seattle Preservation Development Authority’s mission is to save meaningful places to foster lively communities. We have not made any changes to our Charter since it was created in 1973. In order to help us achieve our mission, cultivate a more equitable membership, improve operational efficiency and conform with current standards and practices, we would like to make the following outlined changes to our Charter.

Historic Seattle’s Council has reviewed and agrees with these proposed changes. We will call for a vote from Historic Seattle’s constituency at our regularly scheduled December 9, Winter Members Meeting. Historic Seattle’s Council will then ratify the Constituency’s vote and move the accepted changes to the Mayor of Seattle’s desk for review and approval in January, 2022.

For additional reference, please see the attached Historic Seattle PDA Charter with tracked changes.

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Charter Reference	Existing Language	Proposed Change
Charter-Wide	All use of male gender specific pronouns and titles referenced within the Charter shall be changed to non-gender specific.	
<p>Article VII. Council</p> <p><u>Section 2</u> <u>Council Concurrence Required</u></p> <p>General or particular authorization or concurrence of the Council by resolution shall be necessary for any of the following transactions:</p>		
Clause 3	The donation of money, property or other assets belonging to the Authority.	The donation of money, in excess of \$5,000 , property or other assets belonging to the Authority.
Clause 5	All transactions in which: (i) the consideration exchanged or received by the Authority exceeds ten thousand dollars ;	All transactions in which: (i) the consideration exchanged or received by the Authority exceeds sixty thousand dollars;
<p><u>Section 3</u> <u>Council Concurrence and Quorum Defined</u></p>		
	Voting membership means the total number of voting positions on the Council authorized by the Charter.	Voting membership means the total number of Council positions filled at that time. A quorum is made up of all members attending, whether in person or virtually.

Charter Reference	Existing Language	Proposed Change
<p>Article VIII. Constituency</p> <p><u>Section 1</u> <u>Composition</u></p>		
<p>Clause 1</p>	<p>The Constituency of the Authority shall consist of its general membership, which shall be open to all persons sixteen years of age and over who shall pay dues established by the Authority in its Rules and Regulations.</p>	<p>The Constituency of the Authority shall consist of its general membership, which shall be open to all persons sixteen years of age and over. {Remove reference to dues.}</p>
<p>Clause 2</p>	<p>For purposes of notice, the Constituency shall consist of members of record who have paid their dues, as provided in the Rules and Regulations.</p>	<p>For purposes of notice, the Constituency shall consist of members of record, as provided in the Rules and Regulations.{Remove reference to dues.}</p>
<p><u>Section 2</u> <u>Constituency Concurrence Required</u></p> <p>The concurrence of the Constituency shall be required on the following matters:</p>		
<p>Clause 5</p>	<p>Election or selection of an independent auditor.</p>	<p>Remove “Election or selection of an independent auditor.”</p>

Charter Reference	Existing Language	Proposed Change
<p>Article IX. Meetings</p> <p><u>Section 4</u> <u>Constituency Meetings</u></p>		
<p>Clause 1</p>	<p>A Constituency meeting open to all constituents of the Authority shall be held at least four (4) times each year with the date, time and place to be selected by the Council.</p>	<p>A Constituency meeting open to all constituents of the Authority shall be held at least two (2) times each year with the date, time and place to be selected by the Council.</p>

Charter Reference	Existing Language	Proposed Change
<p>Article XII Records and Reporting Requirements</p> <p><u>Section 2</u> <u>Annual Report</u></p>		
<p>Clause 1</p>	<p>The Authority shall within three (3) months of the end of its fiscal year, file and annual report with the Comptroller, the City Council, and the Mayor’s designee containing a certified statement of assets and liabilities, income and expenditures, and changes in its financial position during the previous year;</p>	<p>The Authority shall within nine (9) months of the end of its fiscal year, file and annual report with the Comptroller, the City Council, and the Mayor’s designee containing a certified statement of assets and liabilities, income and expenditures, and changes in its financial position during the previous year;</p>