#3
CF 312609

City of Seattle
Notice of Appointment

Name: Phillip Sit		☐ **Executive Appointment** ☐ **Reappointment** ☐ **Legislative Appointment** ☐ **Agency Appointment** ☒ **PDA Council** ☐ **PDA Constituency**
Residential Neighborhood: Seattle	**Zip Code:** 98134	**Contact Phone No.:** 206-355-2068
Appointed to: SCIDpda Council Member		**Date of Appointment:** 8/8/12
Authority (Ord., Res.): SCIDpda Charter SMC 3.110		**Term of Office** **From:** 8/8/12 **To:** 12/31/16

FILED
CITY OF SEATTLE
2012 OCT 19 PM 4: 11
CITY CLERK

Background:

Phillip Sit is the communication coordinator for the King County Department of Assessments. Previously, Phillip worked for the WA State Commission on Asian Pacific American Affair, focusing on improving the well-being of Asian Pacific Americans by ensuring their access to participation in the fields of government, business and education.

While attending college, Phillip served as an intern for the Chinatown International District Business Improvement Area (CIDBIA), Chinese Information Service Center (CISC), and the Organization of Chinese Americans-Greater Seattle Chapter. He received Bachelor of Art degrees from the University of Washington in Political Science and Law, Society, & Justice and is currently enrolled in the Puget Sound Leadership Tomorrow program.

Authorizing Signature:	**Name and Title of Officer Making Appointments:** Michael Omura, Chairman

COUNCIL CLERK

Revised 3/11

Phillip Sit
[redacted]

Current Employment:
Communication and Outreach Coordinator, King County Assessor's Office
Office Address: 500 Fourth Avenue, Room 708 Seattle, WA 98104-2384
Business Phone: 206.296.5141 Email: phillip.sit@kingcounty.gov
Duties and Responsibilities:

- Manage community outreach programs and external/internal communications for the elected Assessor
- Develop partnerships and communication channels with all 39 cities, 163 taxing districts and community-based organizations throughout King County
- Create web content and manage social media presence for agency
- Represent agency on King County's Customer Service taskforce and Equity, Social, Justice Ordinance committee

Previous Employment:
Title: Interim Executive Director and Executive Assistant
Employer: Washington State Commission on Asian Pacific American Affairs
Dates Employed: June 2008 – May 2010
Duties and Responsibilities:

- Performed community outreach and managed constituent services and communications for the agency and appointed board of commissioners
- Developed and produced communication collateral for the agency
- Staffed and supported a $300,000 detailed analysis and recommendations on the Achievement Gap of Asian Americans and Pacific Islanders (K-12) in partnership with the University of Washington for the Office of the Governor, Office of the Superintendent, and the Education Committees of the Legislature
- Served as the interim director (7 months) for the agency, reported to the Deputy Chief of Staff and the Office of Financial Management

Title: Speckman Law Group, PLLC
Employer: Legal Research Assistant
Dates Employed: Feb 2007 – June 2008
Duties and Responsibilities:

- Briefed and provided written reports on status of ongoing patents and trademark applications to clients, patent agents, and attorneys
- Utilized legal databases (LexisNexis and Westlaw) to investigate relevant prior art materials and conduct research

- Administrated the preparation of trademark and patent matters with the United State Patent and
  Trademark Office

Title: Economic Development Coordinator
Employer: Chinatown/International District Business Improvement Association (CIDBIA)
Dates Employed: Jan 2006 – July 2007
Duties and Responsibilities:

- Initiated outreach for the City of Seattle Façade Improvement Grant Program, allocating $465,000 dollars in funding from the Department of Neighborhoods to business establishments in the Chinatown/International District
- Collaborated with the Seattle Police Department, business owners, and residential stakeholders on implementing Neighborhood Watch Programs and Public Safety Mandates
- Secured corporate and public partnerships for the annual Lunar New Year Celebration and Summer Festival Street Fair held in the Chinatown/ID
- Drafted press releases and informational web alerts

Community Leadership:
Neighborhood House (Nonprofit) – Board Member
Dates Involved: September, 2010 – Present

- Currently serving on the Program Planning and Evaluation Committee

Seattle Chinese Chamber of Commerce, Ambassador Program (Nonprofit) – Program Co-Chair
Dates Involved: May, 2005 – August, 2008

- Coordinated community service opportunities with nonprofits and neighborhood agencies for membership
- Spearheaded the coordination and fundraising of a two-week summer tour for young professionals from the Seattle region to Beijing and Shanghai with foreign business leaders and companies

Organization of Chinese Americans, Greater Seattle Chapter – Board Member
Dates Involved: February, 2004 – July 2007

- Served on the executive board as secretary
- Coordinated annual community award recognizing civil rights pioneers and leaders within the Asian Pacific American Community
- Coordinated annual civil rights advocacy retreat at the University of Washington, serving college students from the states of Washington, Oregon, California, Idaho, and Utah

SCIDpda COUNCIL MINUTES
August 8, 2012
Legacy House
803 S. Lane Street
Seattle, WA 98104

Members Present: Mike Omura, Casey Huang, Josephine Tamayo Murray, Karen Yoshitomi, Michael Itti, Michael Wu, Phillip Sit, Rita Brogan, Scott Yasui

Staff Present: Maiko Winkler-Chin, Vern Wood, Tommy Tomlinson, Michael Yee, Paul Mar, Joyce Pisnanont, Marilynn Kreft, Arlyne Sevilla

Guest: Kenny Pittman

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1. **Call to Order**
The meeting was called to order by Mike Omura at 5:17 pm

2. **Items Requiring Council Action/Approval**

a. **Resolution 12-08-08-01:** We, the Seattle Chinatown International District Preservation and Development Authority Council, approve the July, 2012 Council Minutes.

Moved: Josephine Tamayo Murray
Seconded: Michael Itti
Council approved unanimously

b. **Resolution 12-08-08-02:** We, the Seattle Chinatown International District Preservation and Development Authority, approve the July, 2012 Expenditure Reports.

Moved: Karen Yoshitomi
Seconded: Michael Wu
Council approved unanimously

c. **Resolution 12-08-08-12:** We, the Seattle Chinatown International District Preservation and Development Authority Council, affirm the election of Phillip Sit to the SCIDpda Council.

Moved: Rita Brogan
Seconded: Josephine Tamayo Murray
Council approved unanimously

3. **Management Report**
Vern Wood reported on expenses for the month of June and noted that there were extraordinary expenses because of the gate which was added at Legacy House as well as dues which were paid for the historic alley project. Additionally, Vern referred to the Management Report and indicated that the report for August is the full quarterly report rather than the summarized version. She explained that the gap in revenue was closed because grants had been received; and that expenses were over budget largely due to maintenance expenses. Vern said ICHS development fees will not be received until 2013.

Tommy Tomlinson briefly reported on the Annual Open House at Legacy House and said that this year there were 24 referral sources present rather than the 16 who attended in the previous year. She said that Council members Karen Yoshitomi, Scott Yasui, and Michael Itti were in attendance and really enjoyed meeting the seniors.

Josephine Tamayo Murray reported that Senior Services Committee would be reviewing changes to policies and procedures that Legacy House staff have been working on.

In Barbara Cole's absence, Vern reported that property management staff have been working to improve maintenance projects to get a better handle on improving efficiencies. She also mentioned that a Letter of Intent is to be signed the next day for commercial space in the Bush.

Joyce Pisnanont promoted Nihonmachi Nite which was scheduled for Saturday, August 11; and said that on the same night the Bruce Lee Film Festival would begin. Joyce was happy to report on grants which had been recently awarded, the Bank of America grant for $20k, and the MetLife grant for $20k.

4. Council Business

Finance Committee – Vern Wood talked about some of the expenses included in the financials which included the purchase of new computers, and the annual fire maintenance and HVAC expenses at IDVS1. David Chang said there would not be a Finance Committee meeting in July.

Executive Committee – Mike Omura said the City Council's Committee on Planning, Land Use, and Sustainability confirmed the election of Rita Brogan, Scott Yasui and Kip Tokuda to the SCIDpda Council.

Council members discussed the Yesler Terrace development project. Karen Yoshitomi asked if the SCIDpda should prepare a position paper. Maiko said that at the June Council meeting it was decided the PDA would remain neutral rather than taking a position. Karen said she thinks there should be some additional research done and because of the PDA's mission a statement should be prepared. Council members will have further discussion on what impact the development project will be on Little Saigon, and if it will enhance economic opportunities in Little Saigon for businesses.

5. Adjourn

Mike Omura adjourned the meeting at 5:56 pm.

Resolution 12-08-08-03

RESOLUTION OF SEATTLE CHINATOWN INTERNATIONAL DISTRICT PRESERVATION AND DEVELOPMENT AUTHORITY

We, the Seattle Chinatown International District Preservation and Development Authority Council, affirm the election of Phillip Sit to the SCIDpda Council.

Council Chair	8/8/12 Date
Council Secretary	8.8.12 Date

Chinatown-International District Preservation And Development Authority (SCIDpda) Council, Seattle

September, 2012

Management of all Authority affairs shall reside in the Council. The Council shall be composed of no fewer than twelve (12) members and no more that seventeen (17) members selected as follows:

- 4 (one each year) Appointed by Mayor
- 4 (one each year) Appointed by SCIDpda Council*
- 4 (one each year) Appointed by Constituency

D*	G	Name	Appointed	Term Ends	Term #	Position	Appointed By
1	M	Namura, David	12/14/11	12/31/15	1	Vice Chair	Constituency
1	F	Murray, Josephine Tamayo	10/14/09	12/31/13	2	Member	Constituency
1	F	Yoshitomi, Karen	8/12/09	12/31/12	1	Member	Constituency
1	F	Shi, Jiawen	12/14/11	12/31/14	1	Member	Constituency
1	M	Wu, Michael	1/14/09	12/31/12	2	Past Chair	Council
1	M	Chang M.D., David	10/13/10	12/31/14	1	Treasurer	Council
1	F	Phang, Jennifer	5/12/10	12/31/14	1	Member	Council
1	M	Omura, Michael	10/14/09	12/31/13	2	Chair	Council
1	M	Itti, Michael	4/11/12	12/31/16	1	Member	Council
1	F	Huang, Casey	4/11/12	12/31/16	1	Member	Council
1	F	Brogan, Rita	10/13/10	12/31/14	1	Member	Council
1	M	Sit, Phillip	8/8/12	12/31/16	1	Member`	Council
1	M	Yasui, Scott	2/10/10	12/31/14	1	Member	Mayor
1	M	Tokuda, Kip	7/2/12	12/31/16	1	Member	Mayor
-	-	*Vacant*	-	-	-	-	Mayor
-	-	*Vacant*	-	-	-	-	Mayor

***Diversity**

	Men	Women	Vacant	Minority	(1) Asian-American	(2) African-American	(3) Hispanic Latin@	(4) Native-American	(5) Other**	(6) Caucasian
Mayor	2	0	2	0	2	0	0	0	0	0
SCIDpda Council	5	3	0	0	8	0	0	0	0	0
Constituency	1	3	0	0	4	0	0	0	0	0
Total	8	6	2	0	14	0	0	0	0	0

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

City of Seattle

Michael Patrick McGinn, Mayor
Executive Department – Office of Intergovernmental Relations
Marco Lowe, Director

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MEMORANDUM

October 19, 2012

TO: Monica Martinez Simmons, City Clerk
Seattle City Council

FROM: Kenny Pittman, OIR, 684-8364 K.P.

RE: PDA Council Appointments to Seattle Chinatown International District Preservation and Development Authority Board of Directors

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I am happy to forward the following PDA Council appointment for a confirmation hearing before the Committee on Planning, Land Use, and Sustainability:

	Name	Term Ends	Succeeding
Seattle Chinatown International District PDA			
	Philip Sit	12/31/2016	1st Term

The Seattle Chinatown International District Preservation & Development Authority (SCIDPDA) Board of Directors is composed of no fewer than twelve (12) members and no more than seventeen (17) members selected as follows: four (4) members Mayoral appointments; nine (9) members SCIPDA Board appointments; and up to nine (4) members SCIDPDA Constituency appointments. All appointments are subject to City Council confirmation. Attached to this memorandum are the necessary information on the new appointee and the current membership roster of the SCIDPDA Board of Directors.

Do not hesitate to contact me if you have any questions.

cc: Sara Nelson, Legislative Assistant to Councilmember Richard Conlin

City Hall, Fifth Floor | 600 Fourth Avenue | P.O. Box 94746 | Seattle, WA 98124-4746
Tel: (206) 684-0213 | Fax: (206) 684-8267 | Email: Marco.Lowe@Seattle.gov
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