



CITY OF SEATTLE  
**BOARDS & COMMISSIONS**

**Re: Recruitment of Board Members for Burke-Gilman Public Development Authority (the “BG-PDA”)**

To Whom It May Concern:

The BG-PDA is currently seeking to fill vacancies on its Board. This letter seeks your assistance in identifying candidates to serve on the Board either by direct appeal or by publishing a notice in your weekly bulletin. Interested persons should contact the BG-PDA’s Administrator, Shane Lewis at [burkegilman@cwdgroup.com](mailto:burkegilman@cwdgroup.com). A more detailed description of the BGPDA and the qualifications for Board members are set forth below.

The BG-PDA: The BG-PDA is a quasi-public entity comprised of nine Board Members appointed by the Mayor of Seattle. The BG-PDA manages the former Coast Guard property in northeast Seattle near Children’s Hospital. At present, the constituent facilities comprising the BG-PDA include Ronald McDonald House, Provail Housing, Burke-Gilman Apartments (subsidized and market-rate housing), The Children’s Center (a childcare center), and housing under the auspices of the Capitol Hill Housing Improvement Program (CHHIP).

Qualifications & Term: The vacancies to be filled is for a 3-year term, expiring in December 2026. Applicants should be available to attend one-hour meetings held on the second Monday of every month at 8:00 a.m. currently held via video conference, however, may commence with in-person meetings in the Community Center of the Burke Gilman Apartments at 5100 40<sup>th</sup> Ave NE in Seattle. Applicants should be Seattle residents possessing good judgment and sound moral character with leadership skills and an interest in serving the community. Of particular interest to the BG-PDA are persons with experience in the areas of **architecture, landscape design, construction, property management, urban design, government, policy, housing development, bookkeeping, finance, architectural landscaping, accounting, or real estate law.**

Thank you for your assistance.

Shane Lewis, CMCA®, AMS®  
Director, Regional Operations  
Ambassador of Synergy

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CWD Group, Inc. AAMC®  
2800 Thorndyke Avenue West  
Seattle, Washington 98199  
206-706-8000 Main | 206-706-7679 Fax | [www.cwdgroup.com](http://www.cwdgroup.com)