



## CHARTER OF THE PLYMOUTH CHURCH SEATTLE DEVELOPER SELECTION COMMITTEE (DSC)

“Let us hold fast the confession of our hope without wavering ... and let us consider how to stir up each other to love and good works, *not neglecting to meet together* ... but encouraging one another ...”

*Hebrews 10:24-25*

### **Background**

Since 1912 the community that is Plymouth Congregational Church United Church of Christ has met together at 1217 Sixth Avenue in Seattle, Washington. In this place we have faithfully encouraged one another to embody love and good works in the best traditions of our faith.

On January 8, 2023, the congregation overwhelmingly voted to take the next step toward redeveloping the aging building that has served us for over 55 years. In furtherance of that decision, the Congregational Council has authored this Charter for the *Developer Selection Committee* (DSC) that will build on the long and inspired work of the *Exploratory Development Committee* (EDC).

### **Committee Composition**

The *Developer Selection Committee* will be constituted, and its members will be appointed, by the Congregational Council, as authorized under Section 7.2.2(a) of the church by-laws. The DSC will be comprised of 6 to 9 members, to include a Chairperson (and likely a co-Chairperson). Members of the DSC will be drawn from those in covenant with Plymouth Church who respond to the Council’s call for self-nominations and who complete the *Developer Selection Committee Information Survey*.

In selecting the members of the DSC, Council will strive to convene spirit-led congregants who are passionate about the work of the DSC and who bring a balance of broadly relevant lived experience and specific relevant expertise, including faithful discernment. Other noteworthy attributes of DSC members will be good listening skills, a willingness to commit to and maintain the necessary confidentiality and conflicts of interest boundaries, and sufficient time to devote to the work. Council will seek members who are prepared to engage in this holy work and who represent both our congregation’s history and our aspirational future as a racially, generationally, and economically diverse faith community.

Ex officio members of the DSC may include the church Moderator, Vice Moderator, Senior Minister, Associate Minister, and other staff as needed.

Council members who wish to serve on the DSC will go through the same self-nomination process as other congregants and will recuse themselves from participating in the selection of DSC members.

### **The *Developer Selection Committee*’s Charge**

The DSC will have the task of selecting a potential development partner. The DSC will collaborate with the potential development partner to envision and propose a project that supports Plymouth in living into its faith,



values and mission in future generations and that both Plymouth and its development partner are excited to pursue. The DSC is charged with selecting a developer who proposes a building program that allows Plymouth to meet a number of congregational goals through redeveloping our property, which may include worship, social, and educational gathering spaces, office and administrative spaces, and capacity for justice-oriented mission. The DSC will bring the proposed project forward for a congregational vote, at which point, the congregation will decide whether to enter into a contract with the potential developer.

The work of the DSC will necessarily require careful, time-consuming processing of large amounts of sometimes dry and technical information as well as the balancing of numerous priorities. We anticipate that this work will extend over approximately 12 to 18 months. To guard against engaging with the work in perfunctory or predominantly “bottom-line” (money-oriented) ways, Council encourages the DSC to create space in their work that infuses it with holiness and helps move Plymouth closer to becoming the beloved community. The degree to which the DSC intentionally centers faith, moves with the spirit, and celebrates Plymouth’s love will influence how successfully it meets the congregation’s goals.

The following comprise the anticipated redevelopment steps. All DSC activities will be supported and staffed by Meriwether Advisors, LLC throughout the selection process:

- 1) The DSC will choose developers to interview from among the six interested developers identified by the EDC.
- 2) The DSC will meet with Meriwether to prepare for developer interviews by:
  - identifying key questions to ask.
  - anticipating and preparing for questions expected from developers.
- 3) The DSC will participate in interviews with the identified potential development partners, gather developer’s vision and objectives for the project, pose questions to developers, and answer developer questions.
- 4) The DSC will synthesize and analyze the information obtained from the developer interviews.
  - a. The DSC will partner with Council to engage with the congregation and without disclosing protected developer information, apprise the congregation of broad possibilities and likely trade-offs and solicit congregational input on the same.
  - b. Using their analysis along with congregational input, the DSC will identify a shortlist of developers to receive a Request for Proposal (RFP). Those not shortlisted will be promptly notified.
  - c. The DSC will craft RFPs tailored to each developer on the shortlist, based on information gathered to date. RFPs will be distributed, and proposals collected, by Meriwether.
- 5) The DSC will review the RFP responses and will select a finalist developer with whom to enter into an exclusive relationship.
  - a. The DSC will participate with the identified developer (“Developer”) on initial design iterations and costing as part of the “project feasibility” phase.
  - b. During this phase, both the Developer and the DSC will consider various design schemes, financial structures, and project costs to determine if the project is viable and meets both



the church's and the Developer's objectives. It is the intention that all costs associated with this phase will be borne by the Developer.

- 6) If both the Developer and the DSC deem the project viable and that it supports the church's objectives, the DSC will recommend the selected Developer and the project proposal for initial approval to the Council, which will then organize a congregational consideration time that culminates in a formal vote by the congregation whether to move forward with the Developer.
- 7) If the congregation votes to move forward with the Developer, the DSC will work with the Developer to finalize and execute binding deal documents.
- 8) Upon completion and execution of binding deal documents, the DSC will hand off responsibilities to the next committee for implementation of the entitlement process with the City of Seattle, at which point the DSC will disband.

Should the DSC decide that none of the six developers is a suitable development partner for Plymouth, a report regarding the decision will be submitted to Council. Council will then bring this decision to the congregation and will facilitate a congregational consideration period to explore possible next steps.

Both confidentiality and avoidance of conflicts of interest (COI) are crucial requirements for all members of the DSC. All DSC members will undergo training on confidentiality and COI, attest that they will adhere to the non-disclosure agreements Plymouth has with the six developers, and attest that they will avoid conflicts of interest. Additionally, DSC meetings will be closed meetings due to the proprietary developer information that will be discussed.

### **Primary Considerations**

Throughout the evaluation and selection process, at the appropriate point/s for each consideration, the DSC will especially keep in mind the following issues, identified in the discernment process to date as representing key values and priorities of Plymouth:

- The extent to which each potential development partner is committed to fair, just, and inclusive labor practices (including hiring BIPOC & LGBTQIA+ workers).
- The extent to which each potential development partner is committed to build in environmentally responsible ways from conception to the final structure.
- The financial stability and experience of each potential development partner.
- The pros and cons for Plymouth of each proposed financial structure, which may include property sale, a joint venture, a long-term ground lease, or air rights lease, including the proposed revenue stream from each potential development partner.
- The extent to which the proposed development options supports Plymouth's engagement in mission priorities, both on-site and off-site.
- Regular communications from the DSC to apprise Council and the congregation on the status of the selection process, including creation of opportunities to engage with and to hear from the congregation at regular intervals throughout the RFP process (with support from Council as needed).