



BOARD MEETING AGENDA

Wednesday, April 19, 2017

4:00 - 8:00 p.m.

Hing Hay Coworks

409 B Maynard Ave. S.

Seattle, WA 98104

6:00	Action	1. Call to Order - Scott Yasui
6:02	Action/ Approval	2. Consent Agenda <ul style="list-style-type: none"> • Approve March 2017 Meeting Minutes Resolution • Accept March 2017 Expenditure Reports • Approve Concurrence Request • Accept April 2017 Staff Reports
6:05	Discussion/Action/	3. Board Business <ul style="list-style-type: none"> • Quarterly Financial Report- Vern Wood (no action requested) • Bond Refinancing – Vern Wood • MSRC Small Works Roster – Maiko Winkler-Chin • Governance – Jared Jonson
6:30	Adjourn	4. Adjourn – Scott Yasui

****Executive sessions may be held:**

- to consider site selection or real estate acquisition by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;
- to consider the minimum price at which real estate will be offered for sale or lease public knowledge regarding such consideration would cause a likelihood of decreased price;
- to review negotiations on the performance of regarding such consideration would cause a likelihood of decreased price;
- to review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased price;
- to receive and evaluate complaints/charges brought against a public officer or employee;
- to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee;
- to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency is likely to become a party.

The mission of the Seattle Chinatown International District Preservation and Development Authority (SCIDpda) is *to preserve, promote, and develop the Seattle Chinatown International District as a vibrant community and unique ethnic neighborhood.*

CONSENT AGENDA

Resolution 17-04-19-01

RESOLUTION OF SEATTLE CHINATOWN INTERNATIONAL DISTRICT PRESERVATION AND DEVELOPMENT AUTHORITY

We, the Board of the Seattle Chinatown International District Preservation and Development Authority, via consent agenda:

- Approve the March 2017 Meeting Minutes
- Accept the March 2017 Expenditure Report
- Approve April Concurrence Requests
- Accept April Staff Reports

Board Chair

Date

Board Secretary

Date

SCIDpda Board Meeting Minutes

March 15, 2017
803 S Lane St
Seattle, WA 98104

Members Present: Scott Yasui, Jared Jonson, Wayne Lau, Michael Itti, Casey Huang, Jennifer Reyes, Nelson Yong

Staff Present: Maiko Winkler-Chin, Vern Wood, Michael Omura, Jamie Lee, Julie Neilson, Janet Smith, Monica Lauw, Jody Fuentes, Rachtha Danh

Guests Present: Lanzi Li, Jerilyn Young, Kevin Huynh

1. Call to Order

The meeting was called to order by Jared Jonson, Vice Chair, at 5:42 p.m.

2. Board Action & Approval

- a. **Resolution 17-03-15-01:** We, the Board of the Seattle Chinatown International District Preservation and Development Authority, approve the February 2017 Minutes.

Moved: Nelson Yong
Seconded: Jen Reyes
Board approved unanimously

- b. **February 2017 Expenditure Reports:**

Moved: Nelson Yong
Seconded: Michael Itti
Board accepted unanimously

- c. **Resolution 17-03-15-02:** We, the Board of the Seattle Chinatown International District Preservation and Development Authority (SCIDpda), authorize that the SCIDpda move forward in the following transaction(s) where the consideration exchanged or received by the SCIDpda exceeds \$10,000, or the performance by the SCIDpda extends over a one year period:

- Craft3:
 - 10 year lease - February 2017 - January 2027 (additional 1 ten year option)
 - 6,712 sq ft - 2nd floor Bush Comm
 - We give \$150,000 in leasehold improvements - paid by lower rent over 1st 5 years.
 - \$22/sq ft discounted to \$17.75, 3% escalation
 - NNN lease
 - See rent schedule for further details

Moved: Wayne Lau
Seconded: Casey Huang
Board approved unanimously

- d. **Resolution 17-03-15-03:** We, the Seattle Chinatown International District Preservation and Development Authority (SCIDpda) Board, authorize Maiko Winkler-Chin to conduct financial transactions on behalf of the Agency as it relates to the stock of StanCorp Financial Group, Inc. Maiko is authorized to sign any documents or take any action as it relates to the shares owned by SCIDpda.

We also certify there is NO CORPORATE SEAL for SCIDpda.

Moved: Jen Reyes
Seconded: Michael Itti
Board approved unanimously

Regarding Resolution 17-03-15-03, the board agreed that an officer of the board would sign the aforementioned resolution at a financial institution.

e. Staff Reports:

Jared requested to know more about the neighborhood's Retail Recruiter and suggested she visit during the May board meeting to discuss ways the board can assist her work. Casey Huang thanked Mike Omura for writing the letters sent to City officials regarding the proposed Springhill Suites hotel. Nelson Yong asked about an update on the Bush Hotel roof repair, and Mike Omura stated that it could take as long as next year.

3. Fundraising Brainstorm—Jennifer Reyes & Monica Lauw

To preface the brainstorm session, Maiko Winkler-Chin gave an overview of what the board had recommended for fundraising improvements in 2016 (engaging past board members for sponsorship, attendance, assistance, and auction items). Jen Reyes lead the brainstorm and shared her recommendations based on her fundraising/event planning experience, expressing curiosity around previous efforts for audience development and targeting the right people to have a financial impact on the organization and its event. She explained the concept of a legacy board and that its purpose is to keep past board members engaged in other ways beyond a board role. She suggested the organization hold engagement events for past board members in addition to the fundraiser and to invite sponsors as well.

Maiko Winkler-Chin mentioned that in the past, the board and staff have lead neighborhood tours that provided engagement opportunities. Jamie Lee mentioned community events such as Spring Clean. Maiko Winkler-Chin also mentioned that summer events such as Jamfest provide a good opportunity for engagement and that it would probably be best to hold a summer event as well as an event earlier in the year. Julie Neilson mentioned that the organization could host an engagement event during the grand opening of SCIDpda's new office space.

The board agreed that for next steps, Monica Lauw will send over via email the following lists dating back five years: fundraiser attendees, donors categorized by donor amount as well as by whether the donor is an entity or individual, past board members, as well as sponsorship and auction item lists. The board agreed that they would then take ownership of contacting certain board members for engagement. Jared Jonson also suggested placing this item on the retreat agenda for April. Jared Jonson also suggested including past employees and getting a list of those names, and Monica Lauw agreed to ask SCIDpda's HR manager for further information.

4. Staff Briefing

a. Merit & PTO Policy

Maiko Winkler-Chin presented the board with documents regarding information on SCIDpda's proposed PTO Transfer and Merit Leave Policies. She explained the merit leave Explained merit leave policy—exec committee would be the determinor for maiko, but anyone on the board can make the suggestion. Michael—comment when being able to grant hours (so employees can actually use them) re merit leave, also noted that there needs to be a time established when ed and dd sit down and look at these and determine merit-maiko—in December all done at one time and then allowed to use the next calendar year

b. Resolution 17-03-15-04: We, the Board of the Seattle Chinatown International District Preservation and Development Authority, approve the SCIDpda's updated PTO Transfer and Merit Leave Policy as amended.

Prior to approval, the board recommended the following clarifying amendments: 1) that the Executive Committee would have the authority to determine merit leave for the Executive Director, but that anyone on the SCIDpda board would be able to make a suggestion for merit leave for the Executive Director, and 2) that the policy needs to establish a specific time when both the Executive Director and Deputy Director review and determine merit leave allotments, which will be done at the end of the year in December, allowing for use in the following calendar year.

Moved: Jared Jonson
Seconded: Michael Itti
Board approved unanimously

c. Hing Hay Park Restroom

Maiko Winkler-Chin explained history of the restroom outside of Hing Hay Park in the bush hotel by the Parks & Recreation Department. She stated that she had received a response from the Parks and Recreation Department

and explained that the current SCIDpda stance is not getting into specific uses of the proposed bathroom, as SCIDpda is not responsible for use or maintenance of the bathroom.

d. Consent Agenda

Maiko Winkler-Chin explained that she is proposing the board start using a consent agenda, which groups all routine board motions into one group motion, to make more efficient use of board time. The entire board agreed to use the new system. She noted that if a board member should have a question about any of the resolutions categorized into the consent agenda, the board would be able to treat the resolution in question as a separate resolution open for discussion.

e. Real Estate Update

Maiko Winkler-Chin provided the board with an update on the Navigation Center, explaining that other organizations in Little Saigon are taking the lead on holding conversations with the City regarding their concerns about the Center. She explained that the organizations have already held a meeting with the Mayor to discuss community concerns and also explained that she asked the Mayor to have a group of individual flown to San Francisco to witness their navigation center in order to determine what measures should be moving forward when looking at impacts around the neighborhood. She also stated that she asked the Mayor to intervene on real estate development progress happening on the 12th and Jackson property, that the overnight watch not be located in the neighborhood, and that the safe injection site be located elsewhere than in the district.

Maiko Winkler-Chin and Mike Omura then briefly discussed a few potential real estate developments that are in progress.

f. Senior services update

Vern Wood gave an update on the financial progress of AiPACE, explaining that all parties are on different pages regarding progress and finances.

The board then went into executive session starting at 6:57 through 7:14 p.m.

The board agreed to allow Vern Wood to negotiate the lease between dollar figures discussed during the executive session.

g. Board Retreat

The board agreed on the following agenda items for the board retreat on April 19 at 4 p.m.: the legacy board, subcommittees, and strategic plan follow-up.

h. Governance

Jared Jonson explained that governance is ongoing.

5. Adjourn

The meeting was adjourned by Scott Yasui, Board Chair, at 7:24 p.m.

Seattle Chinatown International District Preservation and Development Authority
 409 Maynard Avenue S, Suite 200
 Seattle, WA 98114

Expenditure Certification Memorandum

DATE: 4/13/2017
 TO: Board of Directors
 FROM: Vern Wood, Deputy Director
 RE: March 2017 Expenditure Certification

I, Vern Wood, do hereby certify that the materials have been furnished, the services rendered or the labor performed herein, and that the claims represented by the vouchers listed below were just obligations of the SCIDPDA, and that I am authorized to authenticate and certify said claims.



 Vern Wood, Deputy Director

Bush Hotel Commercial

Accounts Payable	Computer Run Checks	General Checking	1065 to 1076	\$	18,813.40
ACH Transfers	Cash Mgmt/Investments	General Checking	eft	\$	1,050.00
					Bush Hotel Commercial
					\$19,863.40

Bush Hotel Condo

Accounts Payable	Computer Run Checks	General Checking	1455 to 1460	\$	29,473.25
					Bush Hotel Condo
					\$29,473.25

Bush Hotel Fund

ACH Transfers	Cash Mgmt/Investments	General Checking	eft		15,375.64
					Bush Hotel Fund
					\$15,375.64

Bush Hotel QalicB

Accounts Payable	Computer Run Checks	General Checking	162 to 162	\$	20,973.00
ACH Transfers	Cash Mgmt/Investments	General Checking	eft	\$	24,448.97
					Bush Hotel QalicB
					\$45,421.97

Bush Hotel Residential

Accounts Payable	Computer Run Checks	General Checking	973 to 1006	\$	57,036.08
ACH Transfers	Cash Mgmt/Investments	General Checking	eft	\$	8,286.43
					Bush Hotel Residential
					\$65,322.51

CIDpda

Accounts Payable	Computer Run Checks	General Checking	928 to 930	\$	8,195.36
					CIDpda
					\$ 8,195.36

IDVS2 Condo

Accounts Payable	Computer Run Checks	General Checking	1186 to 1197	\$	28,910.75
					IDVS2 Condo
					\$28,910.75

DVA

Accounts Payable	Computer Run Checks	General Checking	2762 to 2789	\$	112,625.33
ACH Transfers	Cash Mgmt/Investments	General Checking	eft	\$	2,772.59
ACH Transfers	Cash Mgmt/Investments	General Checking #2	eft	\$	9,810.02
					DVA
					\$125,207.94

IDVS1 Commercial

Accounts Payable	Computer Run Checks	General Checking	2713 to 2730	\$	101,831.20
ACH Transfers	Cash Mgmt/Investments	Revenue Trust	eft	\$	130,000.00
					IDVS1 Commercial
					\$231,831.20

IDVS2 Library & Parking

Accounts Payable	Computer Run Checks	General Checking	616	to	623	\$	33,294.05	
ACH Transfers	Cash Mgmt/Investments	Operating Reserves			eft	\$	11,095.91	
ACH Transfers	Cash Mgmt/Investments	Revenue Trust			eft	\$	60,000.00	
							IDVS2 Library & Parking	\$ 104,389.96

IDVS2 Commercial

Accounts Payable	Computer Run Checks	General Checking	564	to	578	\$	21,049.17	
							IDVS2 Commercial	\$21,049.17

Legacy House

Accounts Payable	Computer Run Checks	General Checking	9167	to	9250	\$	114,556.80	
ACH Transfers	Cash Mgmt/Investments	General Checking			eft	\$	102,187.50	
							Legacy House	\$216,744.30

New Central Commercial

Accounts Payable	Computer Run Checks	General Checking	212	to	227	\$	17,385.36	
ACH Transfers	Cash Mgmt/Investments	General Checking			eft	\$	19,592.20	
							New Central Commercial	\$36,977.56

New Central Hotel

Accounts Payable	Computer Run Checks	General Checking	116	to	119	\$	25,828.12	
ACH Transfers	Cash Mgmt/Investments	General Checking			eft	\$	20,615.51	
							New Central Hotel	\$46,443.63

New Central Master Tenant

Accounts Payable	Computer Run Checks	General Checking	102	to	102	\$	16,795.00	
ACH Transfers	Cash Mgmt/Investments	General Checking			eft	\$	34,501.21	
							New Central Master Tenant	\$51,296.21

New Central Residential

Accounts Payable	Computer Run Checks	General Checking	238	to	256	\$	21,375.99	
ACH Transfers	Cash Mgmt/Investments	General Checking			eft	\$	16,258.68	
							New Central Residential	\$37,634.67

Nutrition Services

Accounts Payable	Computer Run Checks	General Checking	746	to	756	\$	18,579.17	
							Nutrition Services	\$18,579.17

SCIDpda

Accounts Payable	Computer Run Checks	General Checking	6761	to	6842	\$	151,577.73	
ACH Transfers	Cash Mgmt/Investments	General Checking			eft	\$	381.13	
Payroll	Automatic Withdrawal	General Checking	3/2,3/16 & 3/30/17			\$	351,781.74	
ACH Transfers	Cash Mgmt/Investments	Construction			eft	\$	5,686.56	
							SCIDpda	\$509,427.16

\$1,612,143.85

The above vouchers and electronic fund transfers are hereby approved by a majority of all members of the SCIDpda Council and signed by me in open session in authentication of their approval on this

_____ day of _____.

Treasurer

Chair

SCID Check Summary

Property=bhcomm,bhcondo,bhfund,bhmanagr,bhmaster,bhqalcb,bhres,childpar,cldblock,cidpda,design,design01,design02,design03,design04,design05,design06,design07,design08,design09,design10,design11,design12,design13,design14,design15,design16,design17,dva,ethbc,hinghay,ideaody,idvs1com,idvs2com,idvs2con,idvs2lp,kultura,legaads,legacy,lhfoods,lhhouse,lhmaint,lhmarket,lhopera,lhweltn,littsaig,ncentcom,ncentres,nchotel,ncmanagr,ncmaster,nutri,pdacmnty,pdadev,pdamaint,pdaprop,scid AND mm/yy=03/2017-03/2017 AND All Checks=Yes

Check#	Vendor	Check Date	Total Check	Notes
bhcommop - General Checking				
1065	seacitli - Seattle City Light	03/01/2017	147.84	Electricity
1066	pdamaint - SCIDpda Maintenance Dept	03/08/2017	1,480.75	WOs
1067	verwir - Verizon Wireless	03/08/2017	8.20	Telecom
1068	bushcond - SCIDPDA Bush Hotel Condo Association	03/16/2017	10,715.56	Condo Billing
1069	cedgro - Cedar Grove Organics Recycling	03/16/2017	116.00	Garbage/Waste Removal
1070	eltsys - ELTEC Systems, LLC	03/16/2017	295.01	Elevator - Contract
1071	repser - Republic Services	03/16/2017	1,591.92	Garbage/Waste Removal
1072	wasman - Waste Management of Seattle	03/16/2017	1,607.03	Garbage/Waste Removal
1073	crocon - Crown Const Remodeling Inc	03/22/2017	2,014.80	R & M Maintenance - Waterproofing
1074	shewil - Sherwin-Williams Co.	03/22/2017	195.36	R & M Supplies
1075	thepar - The Part Works, Inc.	03/22/2017	145.34	R & M Supplies
1076	cascom - Cascade Company	03/30/2017	495.59	Janitorial - Supplies
ACH	t0003037 - Ethnic Business Coalition	03/20/2017	1,050.00	Security Deposit Refund
Total bhcommop - General Checking			19,863.40	
bhcondop - General Checking				
1455	seacitli - Seattle City Light	03/08/2017	2,258.10	Electricity
1456	cenlin - CenturyLink	03/16/2017	116.48	Telecom
1457	citseacu - City of Seattle-Combined Utilities	03/16/2017	11,589.84	Water/Sewer
1458	pugsou - Puget Sound Energy	03/16/2017	8,050.33	Natural Gas
1459	tcms - TCMS of Seattle	03/16/2017	3,729.23	HVAC/Boiler Maintenance - Contract - 02/2017 service
1460	tcms - TCMS of Seattle	03/22/2017	3,729.27	HVAC/Boiler Maintenance - Contract - 03/2017 service
Total bhcondop - General Checking			29,473.25	
bhfundop - Operating Account				
ACH	scidpda - SCIDpda	03/12/2017	6,411.11	Interest Expense - monthly
ACH	bannymel - The Bank of New York Mellon Trust Co.	03/15/2017	8,964.53	Loan A Payment - monthly
Total bhfundop - Operating Account			15,375.64	
bhqalop - General Checking				
162	scidpda - SCIDpda	03/08/2017	20,973.00	Q1 Deferred Developer Fee
ACH	renfin - Renaissance Finance VII Invest. Fund LLC	03/08/2017	11,342.75	Loan B Interest Payment - monthly
ACH	renfin - Renaissance Finance VII Invest. Fund LLC	03/15/2017	13,106.22	Loan A Principal & Interest Payment - monthly
Total bhqalop - General Checking			45,421.97	
bhresop - General Checking				
973	keybankc - KeyBank	03/01/2017	43.43	R & M Supplies
974	moco - Moco, Inc.	03/01/2017	38.00	Credit Screening Fee
975	pmjans - Phnouk	03/01/2017	320.00	Janitorial - Contract
976	scidpda - SCIDpda	03/01/2017	17,430.50	Prepaid Insurance
977	seacitli - Seattle City Light	03/01/2017	37.19	Electricity
978	t0002033 - Dantic	03/01/2017	140.00	Security Deposit Refund
979	busimp - Business Impact NW	03/08/2017	1,604.68	Loan Payment - monthly
980	hdsupp - HD Supply Facilities Maintenance, LTD	03/08/2017	52.39	R & M Supplies
981	pdamaint - SCIDpda Maintenance Dept	03/08/2017	532.04	WOs
982	scidpda - SCIDpda	03/08/2017	10,970.83	ID Billing
983	seacitli - Seattle City Light	03/08/2017	26.19	Electricity
984	seacitli - Seattle City Light	03/08/2017	20.70	Electricity
985	seacitli - Seattle City Light	03/08/2017	705.94	Electricity
986	seacitli - Seattle City Light	03/08/2017	299.92	Electricity
987	seacitli - Seattle City Light	03/08/2017	210.97	Electricity
988	verwir - Verizon Wireless	03/08/2017	78.39	Telecom
989	bushcond - SCIDPDA Bush Hotel Condo Association	03/16/2017	14,981.28	Condo Billing
990	eltsys - ELTEC Systems, LLC	03/16/2017	1,101.43	Elevator - Contract
991	lowes - Lowe's	03/16/2017	1,795.46	R & M Supplies
992	moco - Moco, Inc.	03/16/2017	38.00	Credit Screening Fee
993	nplic - Interim NP LLC	03/16/2017	255.37	Pest Control coded to npres In error
994	t0003059 - Wu	03/16/2017	304.00	Security Deposit Refund
995	tcms - TCMS of Seattle	03/16/2017	1,278.01	HVAC/Boiler Maintenance - Contract
996	citseacu - City of Seattle-Combined Utilities	03/22/2017	63.80	Water/Sewer
997	conchr - Connolly	03/22/2017	75.50	Certification Specialist Fees
998	pmjans - Phnouk	03/22/2017	330.00	Janitorial - Contract
999	scidpda - SCIDpda	03/22/2017	587.93	Certification Specialist Fees
1000	sprague - Sprague	03/22/2017	255.37	Pest Control
1001	thepar - The Part Works, Inc.	03/22/2017	259.66	R & M Supplies
1002	actjac - Action Jackson Drain Cleaning & Plumbing	03/30/2017	186.32	Plumbing
1003	keybankc - KeyBank	03/30/2017	1,218.23	R & M Supplies/R&M Small Tools & Equipment

Check#	Vendor	Check Date	Total Check	Notes
1004	pmjans - Phnouk	03/30/2017	535.00	Janitorial - Contract
1005	rotroo - Roto Rooter Services Co.	03/30/2017	515.19	Plumbing
1006	searub - Seattle Rubbish Removal	03/30/2017	744.36	Garbage/Waste Removal
ACH	bushot - Bush Hotel Limited Partnership	03/27/2017	3,151.43	Replacement Reserve Payment - monthly
ACH	bushot2 - Bush Hotel Limited Partnership	03/27/2017	1,071.00	Operating Reserve Payment - monthly
ACH	thecomm - The Commerce Bank of WA	03/27/2017	4,064.00	Loan Payment - monthly
Total bhresop - General Checking			65,322.51	
cldpdaop - General Checking				
928	keybankc - KeyBank	03/01/2017	47.84	Direct Fund Raising Expense
929	scidpda - SCIDpda	03/22/2017	8,095.68	Grants/ID Billing
930	keybankc - KeyBank	03/30/2017	51.84	Direct Fund Raising Expense
Total cldpdaop - General Checking			8,195.36	
cobocap1 - Comm Bond Revenue				
ACH	idvs2lib - IDVS2 Library/Parking	03/02/2017	30,000.00	Transfer for Operating Expenses
ACH	idvs2lib - IDVS2 Library/Parking	03/09/2017	30,000.00	Transfer for Operating Expenses
Total cobocap1 - Comm Bond Revenue			60,000.00	
cobores1 - Comm Operating Reserve				
ACH	idvs2lib - IDVS2 Library/Parking	03/01/2017	11,095.91	Controls Project
Total cobores1 - Comm Operating Reserve			11,095.91	
condo2op - General Checking				
1186	cenlin - CenturyLink	03/01/2017	356.29	Telecom
1187	pdamaint - SCIDpda Maintenance Dept	03/08/2017	735.86	WOs
1188	seacitli - Seattle City Light	03/08/2017	229.21	Electricity
1189	tcms - TCMS of Seattle	03/08/2017	1,897.72	HVAC/Boiler Maintenance - Contract - 02/2017 service
1190	pugsou - Puget Sound Energy	03/16/2017	3,743.39	Natural Gas
1191	seacitli - Seattle City Light	03/16/2017	5,442.46	Electricity
1192	citseacu - City of Seattle-Combined Utilities	03/22/2017	11,106.55	Water/Sewer
1193	tcms - TCMS of Seattle	03/22/2017	1,897.72	HVAC/Boiler Maintenance - Contract - 03/2017 service
1194	cenlin - CenturyLink	03/30/2017	356.29	Telecom
1195	guasec - Guardian Security Systems, Inc	03/30/2017	325.12	R & M Maintenance
1196	keybankc - KeyBank	03/30/2017	10.00	Licenses/Permits
1197	mckser - McKinstry Service	03/30/2017	2,810.14	Fire Maintenance - Contract
Total condo2op - General Checking			28,910.75	
dvaop - General Checking				
2762	hdsupp - HD Supply Facilities Maintenance, LTD	03/01/2017	2,563.93	R & M Supplies
2763	idvs2lib - IDVS2 Library/Parking	03/01/2017	17,571.25	Loan Payment - monthly
2764	keybankc - KeyBank	03/01/2017	71.24	R & M Supplies
2765	moco - Moco, Inc.	03/01/2017	38.00	Credit Screening Fee
2766	scidpda - SCIDpda	03/01/2017	30,750.86	Prepaid Insurance
2767	searub - Seattle Rubbish Removal	03/01/2017	281.35	Garbage/Waste Removal
2768	thepar - The Part Works, Inc.	03/01/2017	62.64	R & M Supplies
2769	watsec - Watson Security	03/01/2017	102.39	R & M Locks & Keys
2770	wavbro - Wave Broadband	03/01/2017	42.05	Telecom
2771	hdsupp - HD Supply Facilities Maintenance, LTD	03/08/2017	52.40	R & M Supplies
2772	pdamaint - SCIDpda Maintenance Dept	03/08/2017	555.00	WOs
2773	scidpda - SCIDpda	03/08/2017	13,515.33	ID Billing
2774	verwlr - Verizon Wireless	03/08/2017	71.49	Telecom
2775	depcom - Dept of Commerce	03/16/2017	14,423.00	Loan Payment - quarterly
2776	eltsys - ELTEC Systems, LLC	03/16/2017	579.86	Elevator - Contract
2777	idvs2con - IDVS2 Condo Association	03/16/2017	14,209.91	Condo Billing
2778	paclam - Pacific Lamp & Supply Company	03/16/2017	100.97	R & M Supplies
2779	pmjans - Phnouk	03/16/2017	555.00	Janitorial - Contract
2780	watsec - Watson Security	03/16/2017	172.55	R & M Locks & Keys
2781	conchr - Connolly	03/22/2017	8.00	Certification Specialist Fees
2782	hdsupp - HD Supply Facilities Maintenance, LTD	03/22/2017	85.45	R & M Supplies
2783	idvs2lib - IDVS2 Library/Parking	03/22/2017	14,364.00	Tenant Retention - reduced residential parking
2784	paclam - Pacific Lamp & Supply Company	03/22/2017	183.66	R & M Supplies
2785	scidpda - SCIDpda	03/22/2017	890.55	Certification Specialist Fees
2786	watsec - Watson Security	03/22/2017	102.39	R & M Locks & Keys
2787	batcre - Bath Crest of Seattle	03/30/2017	432.92	Plumbing
2788	keybankc - KeyBank	03/30/2017	797.09	R & M Supplies/Security Contract/R & M - Other
2789	wavbro - Wave Broadband	03/30/2017	42.05	Telecom
ACH	idvsfh - IDVS 2 Family Housing LLC	03/27/2017	2,234.27	Replacement Reserve Payment - monthly
ACH	idvsfh2 - IDVS 2 Family Housing LLC	03/27/2017	538.32	Operating Reserve Payment - monthly
Total dvaop - General Checking			115,397.92	

Check#	Vendor	Check Date	Total Check	Notes
dvaop2 - General Checking #2				
ACH	dva - Domingo Viernes Apartments	03/22/2017	9,810.02	Close Chase Account; deposit in General Checking
Total dvaop2 - General Checking #2			9,810.02	
Idvs1op - General Checking				
2713	sougl - Southeast Glass, Inc	03/01/2017	2,076.92	R & M Maintenance
2714	cenlin - CenturyLink	03/08/2017	77.94	Telecom
2715	pdamaint - SCIDpda Maintenance Dept	03/08/2017	458.50	WOs
2716	scidpda - SCIDpda	03/08/2017	6,990.58	ID Billing
2717	seactli - Seattle City Light	03/08/2017	15,835.44	Electricity
2718	verwir - Verizon Wireless	03/08/2017	12.75	Telecom
2719	cenlin - CenturyLink	03/16/2017	53.62	Telecom
2720	eltsys - ELTEC Systems, LLC	03/16/2017	392.73	Elevator - Contract
2721	pugsou - Puget Sound Energy	03/16/2017	2,518.84	Natural Gas
2722	repser - Republic Services	03/16/2017	1,317.19	Garbage/Waste Removal
2723	tcms - TCMS of Seattle	03/16/2017	10,213.35	HVAC/Boiler Maintenance - Contract
2724	wasman - Waste Management of Seattle	03/16/2017	1,751.14	Garbage/Waste Removal
2725	citseacu - City of Seattle-Combined Utilities	03/22/2017	9,045.58	Water/Sewer
2726	citseacu - City of Seattle-Combined Utilities	03/22/2017	63.80	Water/Sewer
2727	ichs - International Community Health Services	03/22/2017	500.00	Tenant Retention
2728	kiebui - Kiewit Building Group Inc	03/22/2017	38,877.00	Accrued Interest - 2016
2729	tcms - TCMS of Seattle	03/22/2017	10,213.35	HVAC/Boiler Maintenance - Contract
2730	eltsys - ELTEC Systems, LLC	03/30/2017	1,432.47	Elevator - Contract
Total Idvs1op - General Checking			101,831.20	
Idvs2cns - General Checking				
616	scidpda - SCIDpda	03/01/2017	11,587.28	Prepaid Insurance
617	usbank - US Bank/TFM/97298300/Patty Schrandt	03/01/2017	14,732.29	Bond Payment - monthly
618	pdamaint - SCIDpda Maintenance Dept	03/08/2017	111.00	WOs
619	scidpda - SCIDpda	03/08/2017	5,854.85	ID Billing
620	verwir - Verizon Wireless	03/08/2017	37.63	Telecom
621	citseafa - City of Seattle Finance & Admin Srvc	03/16/2017	70.20	Licenses/Permits
622	eltsys - ELTEC Systems, LLC	03/16/2017	265.77	Elevator - Contract
623	idvs2con - IDVS2 Condo Association	03/16/2017	635.03	Condo Billing
Total Idvs2cns - General Checking			33,294.05	
Idvs2op3 - General Checking				
564	cenlin - CenturyLink	03/01/2017	195.69	Telecom
565	jpmcha - JPMorgan Chase Bank	03/01/2017	5,661.70	Loan Payment - monthly
566	scidpda - SCIDpda	03/01/2017	2,228.32	Prepaid Insurance
567	wasman - Waste Management of Seattle	03/01/2017	1,318.85	Garbage/Waste Removal
568	cenlin - CenturyLink	03/08/2017	53.77	Telecom
569	pdamaint - SCIDpda Maintenance Dept	03/08/2017	176.00	WOs
570	scidpda - SCIDpda	03/08/2017	483.85	ID Billing
571	sprague - Sprague	03/08/2017	182.37	Pest Control
572	verwir - Verizon Wireless	03/08/2017	13.66	Telecom
573	idvs2con - IDVS2 Condo Association	03/16/2017	3,181.19	Condo Billing
574	repser - Republic Services	03/16/2017	734.71	Garbage/Waste Removal
575	wasman - Waste Management of Seattle	03/16/2017	778.94	Garbage/Waste Removal
576	cenlin - CenturyLink	03/30/2017	196.05	Telecom
577	jpmcha - JPMorgan Chase Bank	03/30/2017	5,661.70	Loan Payment - monthly
578	sprague - Sprague	03/30/2017	182.37	Pest Control
Total Idvs2op3 - General Checking			21,049.17	
Idvsreve - Revenue Account-Trust				
ACH	idvs1co - IDVS 1 Commercial	03/09/2017	65,000.00	Transfer for Operating Expenses
ACH	idvs1co - IDVS 1 Commercial	03/23/2017	65,000.00	Transfer for Operating Expenses
Total Idvsreve - Revenue Account-Trust			130,000.00	
legacyop - General Checking				
9167	chukit - Chu	03/01/2017	187.67	Program - Supplies
9168	citpro - City Produce Company	03/01/2017	1,056.93	Program - Food Cost
9169	delage - De Lage Landen Financial Services	03/01/2017	620.30	Copier Lease/Maintenance
9170	dinha - Ding	03/01/2017	179.91	Program - Supplies/Food Cost/R&M Supplies
9171	fooser - Food Services of America	03/01/2017	1,819.20	Program - Food Cost
9172	keinar - Keiro Northwest	03/01/2017	6,516.00	Program - Delivery & Transportation
9173	keybankc - KeyBank	03/01/2017	1,029.35	Office Supplies & Equipment/R&M Supplies
9174	kinori - King's Oriental Foods, Inc	03/01/2017	358.00	Program - Food Cost
9175	merpar - Merchants Parking Assoc.	03/01/2017	438.00	Program - Delivery & Transportation
9176	moco - Moco, Inc.	03/01/2017	76.00	Credit Screening Fee
9177	netser - Network Services Company	03/01/2017	1,190.12	Program - Supplies
9178	petqua - Petschl's Quality Meats Inc	03/01/2017	317.45	Program - Food Cost
9179	pmjans - Phnoux	03/01/2017	210.00	Janitorial - Contract

Check#	Vendor	Check Date	Total Check	Notes
9180	quaass - Quality Assurance Consulting LLC	03/01/2017	280.00	Training & Education
9181	roycup - Royal Cup Coffee	03/01/2017	212.80	Program - Food Cost
9182	sprfar - Springbrook Farms	03/01/2017	355.14	Program - Food Cost
9183	syssea - SYSCO Seattle Inc	03/01/2017	1,522.97	Program - Food Cost & Supplies
9183	syssea - SYSCO Seattle Inc	03/02/2017	-1,522.97	Program - Food Cost & Supplies
9184	thepar - The Part Works, Inc.	03/01/2017	14.37	R & M Supplies
9186	bobjoh - Bob Johnson's Pharmacy	03/08/2017	101.88	Program - Supplies
9187	chajia - Chan	03/08/2017	70.00	Training & Education
9188	citpro - City Produce Company	03/08/2017	342.92	Program - Food Cost
9189	ecolab - Ecolab Food Safety Specialties	03/08/2017	233.66	Program - Supplies
9190	fooser - Food Services of America	03/08/2017	5,479.12	Program - Food Cost
9191	grohea - Group Health Options Inc. Premium	03/08/2017	14,462.78	Payroll Benefits - Medical
9192	hartfo - The Hartford	03/08/2017	516.05	Payroll Benefits - Life
9193	idvs1co - IDVS 1 Commercial	03/08/2017	125.00	Employee parking
9194	kinori - King's Oriental Foods, Inc	03/08/2017	395.00	Program - Food Cost
9195	nurcal - Onetrac Wireless Messaging Inc.	03/08/2017	1,748.13	R & M Supplies
9196	nutser - SCIDpda Congregate Meal Program	03/08/2017	10,252.32	City of Seattle payment received to LH in error
9197	pdamaint - SCIDpda Maintenance Dept	03/08/2017	1,692.75	WOs
9198	petqua - Petschl's Quality Meats Inc	03/08/2017	64.69	Program - Food Cost
9199	pmjans - Phnook	03/08/2017	210.00	Janitorial - Contract
9200	sprfar - Springbrook Farms	03/08/2017	177.57	Program - Food Cost
9201	syssea - SYSCO Seattle Inc	03/08/2017	581.44	Program - Food Cost & Supplies
9202	verwir - Verizon Wireless	03/08/2017	212.09	Telecom
9203	wasden - Delta Dental of Washington	03/08/2017	1,292.45	Payroll Benefits - Dental
9204	chasan - Chang	03/16/2017	162.39	Program - Supplies
9205	elelig - Electric Lightwave	03/16/2017	669.18	Telecom
9206	eltsys - ELTEC Systems, LLC	03/16/2017	788.16	Elevator - Contract
9207	huamin - Huang	03/16/2017	102.50	Program - Supplies
9208	idvs1co - IDVS 1 Commercial	03/16/2017	33,232.67	Rent
9209	infreh - Infinity Rehab	03/16/2017	1,040.90	Program - Temp Staff
9210	keinor - Keiro Northwest	03/16/2017	5,537.00	Program - Delivery & Transportation
9211	kinori - King's Oriental Foods, Inc	03/16/2017	249.50	Program - Food Cost
9212	leaage - LeadingAge Washington	03/16/2017	579.98	Dues & Subscriptions
9213	merpar - Merchants Parking Assoc.	03/16/2017	588.00	Program - Delivery & Transportation
9214	netser - Network Services Company	03/16/2017	468.62	Program - Supplies
9215	ovepri - Overnight Printing & Graphics	03/16/2017	354.56	Program - Paper & Disposables
9216	sprague - Sprague	03/16/2017	607.62	Pest Control
9217	thepar - The Part Works, Inc.	03/16/2017	301.83	R & M Supplies
9218	wasman - Waste Management of Seattle	03/16/2017	1,067.85	Garbage/Waste Removal
9219	amedat - American Data Guard	03/22/2017	60.00	Garbage/Waste Removal
9220	copinw - Copiers Northwest, Inc	03/22/2017	119.90	Copier Lease/Maintenance
9221	cscser - CSC Service Works, Inc.	03/22/2017	100.74	Program - Supplies
9222	delage - De Lage Landen Financial Services	03/22/2017	651.01	Copier Lease/Maintenance
9223	dinhea - Ding	03/22/2017	71.34	Program - Supplies
9224	fooser - Food Services of America	03/22/2017	1,800.68	Program - Food Cost
9225	hdsupp - HD Supply Facilities Maintenance, LTD	03/22/2017	318.37	R & M Supplies
9226	huamin - Huang	03/22/2017	96.39	Program - Supplies
9227	indint - InDemand Interpreting	03/22/2017	3.80	Translation Fee
9228	petcasof - Petty Cash - Office	03/22/2017	329.96	Program - Food Cost/Supplies/Travel/Postage
9229	petqua - Petschl's Quality Meats Inc	03/22/2017	422.70	Program - Food Cost
9230	shewil - Sherwin-Williams Co.	03/22/2017	196.69	R & M Supplies
9231	sprague - Sprague	03/22/2017	125.38	Pest Control
9232	sprfar - Springbrook Farms	03/22/2017	358.88	Program - Food Cost
9233	steric - Stericycle, Inc.	03/22/2017	11.51	Program - Supplies
9234	syssea - SYSCO Seattle Inc	03/22/2017	1,349.08	Program - Food Cost & Supplies
9235	yarsys - Yardi Systems, Inc.	03/22/2017	892.89	Licenses/Permits
9236	90001821 - Yuen	03/23/2017	376.24	Security Deposit Refund
9237	citpro - City Produce Company	03/30/2017	671.93	Program - Food Cost
9238	cuiwu - Wu	03/30/2017	70.00	Training & Education
9239	fooser - Food Services of America	03/30/2017	3,524.86	Program - Food Cost
9240	keybankc - KeyBank	03/30/2017	899.44	Program - Food Cost/Paper & Disposables/Supplies
9241	kinori - King's Oriental Foods, Inc	03/30/2017	418.50	Program - Food Cost
9242	netser - Network Services Company	03/30/2017	1,645.63	Program - Supplies
9243	petqua - Petschl's Quality Meats Inc	03/30/2017	141.60	Program - Food Cost
9244	pmjans - Phnook	03/30/2017	210.00	Janitorial - Contract
9245	rthood - R&T Hood and Duct Services. Inc	03/30/2017	312.09	Fire Systems/Sprinkler - Service Calls
9246	sprfar - Springbrook Farms	03/30/2017	179.44	Program - Food Cost
9247	syssea - SYSCO Seattle Inc	03/30/2017	413.49	Program - Food Cost & Supplies
9248	waheal - Washington Dept of Health	03/30/2017	85.00	Training & Education
9249	waheal - Washington Dept of Health	03/30/2017	127.00	Licenses/Permits
9250	wavbro - Wave Broadband	03/30/2017	2.41	Telecom
ACH	scidpda - SCIDpda	03/23/2017	100,000.00	Payroll Transfer
ACH	leghou - Legacy House	03/27/2017	2,187.50	Replacement Reserve Payment - monthly
Total legacyop - General Checking			216,744.30	

Check#	Vendor	Check Date	Total Check	Notes
nccomop2 - General Checking				
212	buihar - Builders' Hardware & Supply Co	03/01/2017	278.69	R & M Locks & Keys
213	newcenmt - New Central Hotel Master Tenant LLC	03/01/2017	10,077.00	Prepaid Insurance - property
214	seacitli - Seattle City Light	03/01/2017	732.07	Electricity
215	sougl - Southeast Glass, Inc	03/01/2017	438.40	R & M Maintenance
216	hdsupp - HD Supply Facilities Maintenance, LTD	03/08/2017	69.04	R & M Supplies
217	pdamaint - SCIDpda Maintenance Dept	03/08/2017	1,122.50	WOs
218	scidpda - SCIDpda	03/08/2017	383.96	ID Billing
219	verwir - Verizon Wireless	03/08/2017	6.37	Telecom
220	eltsys - ELTEC Systems, LLC	03/16/2017	237.22	Elevator - Contract
221	wasman - Waste Management of Seattle	03/16/2017	25.20	Garbage/Waste Removal
222	buihar - Builders' Hardware & Supply Co	03/22/2017	34.30	R & M Locks & Keys
223	citseacu - City of Seattle-Combined Utilities	03/22/2017	2,361.34	Water/Sewer
224	hdsupp - HD Supply Facilities Maintenance, LTD	03/22/2017	12.05	R & M Supplies
225	tcms - TCMS of Seattle	03/22/2017	611.24	HVAC/Boiler Maintenance - Contract
226	cascom - Cascade Company	03/30/2017	495.59	Janitorial - Supplies
227	searub - Seattle Rubbish Removal	03/30/2017	500.39	Garbage/Waste Removal
ACH	newcenmt - New Central Hotel Master Tenant LLC	03/27/2017	800.53	Prepaid Insurance - earthquake
ACH	newcenmt - New Central Hotel Master Tenant LLC	03/27/2017	18,791.67	Lease Payment - monthly
Total nccomop2 - General Checking			36,977.56	
nchotop - General Checking				
116	scidpda - SCIDpda	03/01/2017	16,795.00	Prepaid Insurance
117	easwes - East-West Investment Co.	03/08/2017	4,143.91	Ground Lease Expense
118	ipfscorp - IPFS Corporation	03/08/2017	1,334.21	Insurance Installment payment
119	finnel - Finney Nell & Co. P.S.	03/22/2017	3,555.00	Audit Fees
ACH	welfar - Wells Fargo	03/10/2017	19,549.92	Loan Payment - monthly
ACH	newcenth - New Central Hotel LLC	03/27/2017	1,065.59	Replacement Reserve Payment - monthly
Total nchotop - General Checking			46,443.63	
ncmaster - General Checking				
102	newcenth - New Central Hotel LLC	03/01/2017	16,795.00	Prepaid Insurance
ACH	newcenth - New Central Hotel LLC	03/27/2017	34,501.21	Lease Payment - monthly
Total ncmaster - General Checking			51,296.21	
nrcsop - General Checking				
238	cenlin - CenturyLink	03/01/2017	53.62	Telecom
239	moco - Moco, Inc.	03/01/2017	38.00	Credit Screening Fee
240	newcenmt - New Central Hotel Master Tenant LLC	03/01/2017	6,718.00	Prepaid Insurance
241	pmjans - Phnouk	03/01/2017	690.00	Janitorial - Contract
242	searub - Seattle Rubbish Removal	03/01/2017	281.00	Garbage/Waste Removal
243	watsec - Watson Security	03/01/2017	86.28	R & M Locks & Keys
244	scidpda - SCIDpda	03/08/2017	4,561.71	ID Billing
245	seacitli - Seattle City Light	03/08/2017	3,560.11	Electricity
246	verwir - Verizon Wireless	03/08/2017	36.05	Telecom
247	eltsys - ELTEC Systems, LLC	03/16/2017	237.22	Elevator - Contract
248	paclam - Pacific Lamp & Supply Company	03/16/2017	100.39	R & M Supplies
249	pugsou - Puget Sound Energy	03/16/2017	349.51	Natural Gas
250	citseacu - City of Seattle-Combined Utilities	03/22/2017	2,414.09	Water/Sewer
251	conchr - Connolly	03/22/2017	541.50	Certification Specialist Fees
252	paclam - Pacific Lamp & Supply Company	03/22/2017	48.34	R & M Supplies
253	scidpda - SCIDpda	03/22/2017	900.90	Certification Specialist Fees
254	tcms - TCMS of Seattle	03/22/2017	662.18	HVAC/Boiler Maintenance - Contract
255	cenlin - CenturyLink	03/30/2017	53.62	Telecom
256	keybankc - KeyBank	03/30/2017	43.47	R & M Small Tools & Equipments
ACH	newcenmt - New Central Hotel Master Tenant LLC	03/27/2017	15,908.68	Lease Payment - monthly
ACH	newcentr - SCIDPDA New Central Apartments, Inc	03/27/2017	350.00	Replacement Reserve Payment - monthly
Total nrcsop - General Checking			37,634.67	
nutriop2 - General Checking				
746	merpar - Merchants Parking Assoc.	03/01/2017	545.00	Program - Delivery & Transportation
747	bushcomm - SCIDpda Bush Hotel Commercial	03/08/2017	4,555.00	Rent
748	grohea - Group Health Options Inc. Premium	03/08/2017	297.00	Payroll Benefits - Medical
749	leghou - Legacy House	03/08/2017	8,844.58	Billed Salaries & Wages/Program - Food Cost
750	wasden - Delta Dental of Washington	03/08/2017	78.70	Payroll Benefits - Dental
751	kinori - King's Oriental Foods, Inc	03/16/2017	58.00	Program - Food Cost
752	merpar - Merchants Parking Assoc.	03/22/2017	545.00	Program - Delivery & Transportation
753	filcom - Filipino Community of Seattle	03/30/2017	3,040.00	Service Agreement - Other
754	keybankc - KeyBank	03/30/2017	98.20	Program - Supplies
755	leghou - Legacy House	03/30/2017	280.80	Program - Paper & Disposables
756	netser - Network Services Company	03/30/2017	236.89	Program - Supplies
Total nutriop2 - General Checking			18,579.17	

Check#	Vendor	Check Date	Total Check	Notes
pdabhcon - Construction				
ACH	thecomm - The Commerce Bank of WA	03/27/2017	686.56	Interest Payment - monthly
ACH	thecomm - The Commerce Bank of WA	03/27/2017	5,000.00	Loan Payment - monthly
Total pdabhcon - Construction			5,686.56	
pdaop - General Checking				
6761	tecave - Techie Avenger Inc	03/02/2017	-2,788.48	Computer Maint - Check lost, voided & reissued w/ #6843
6797	elellig - Electric Lightwave	03/01/2017	888.97	Telecom
6798	keybank - KeyBank	03/01/2017	2,525.67	Bank Fees & Charges/Travel-Non Local/Job Listing
6799	offdep - Office Depot	03/01/2017	73.27	Office Supplies & Equipment
6800	offdeplh - Office Depot	03/01/2017	73.27	Office Supplies & Equipment - duplicate pymt to be credited
6801	wooyue - Yuen G. Woo LLC	03/01/2017	20,281.37	Note Receivable - Louisa Hotel
6802	alarmt - Alarmtech Inc	03/08/2017	416.48	HHC - Fix door security system
6803	grohea - Group Health Options Inc. Premium	03/08/2017	14,738.46	Payroll Benefits - Medical
6804	hartfo - The Hartford	03/08/2017	602.21	Payroll Benefits - Life
6805	idvs1co - IDVS 1 Commercial	03/08/2017	250.00	Employee parking
6806	intpark - Interim Parking Services	03/08/2017	938.00	Employee parking
6807	meetin - MeetingOne	03/08/2017	59.60	Telecom
6808	navben - Navia Benefit Solutions	03/08/2017	50.00	Payroll Benefits
6809	offdep - Office Depot	03/08/2017	95.42	Office Supplies & Equipment
6810	schkel - Kelby Schrock	03/08/2017	450.00	HHC - Security Deposit Refund
6811	thecomm - The Commerce Bank of WA	03/08/2017	20,000.00	LOC Payment - monthly
6812	verwir - Verizon Wireless	03/08/2017	639.33	Telecom
6813	visser - Vision Service Plan	03/08/2017	127.41	Payroll Benefits - Vision
6814	wasden - Delta Dental of Washington	03/08/2017	1,278.90	Payroll Benefits - Dental
6815	wavbro - Wave Broadband	03/08/2017	81.45	Telecom
6816	bushcomm - SCIDpda Bush Hotel Commercial	03/17/2016	-11,064.00	Rent - voided & issued #6827
6816	bushcomm - SCIDpda Bush Hotel Commercial	03/17/2016	11,064.00	Rent - voided & issued #6827
6817	casnet - Cascade Networks, Inc.	03/17/2016	735.84	Telecom
6818	cidpda - CIDpda 501c(3)	03/17/2016	-244.75	Contribution - CMP - voided & reissued #6829
6818	cidpda - CIDpda 501c(3)	03/17/2016	244.75	Contribution - CMP - voided & reissued #6829
6819	crocon - Crown Const Remodeling Inc	03/17/2016	2,014.80	Design - R & M Maintenance - Waterproofing
6820	googra - Goodbye Graffiti! Seattle	03/17/2016	723.96	Design - Professional Fees & Consulting
6821	intthi - Interpret This Inc	03/17/2016	125.00	Translation Fee
6822	jetcle - Jet Cleaning and Maintenance	03/17/2016	4,603.20	Design - Professional Fees & Consulting
6823	milhay - Miller Hayashi Architects LLC	03/17/2016	5,362.00	Scid - Professional Fees & Consulting - admin office move
6824	tecave - Techie Avenger Inc	03/17/2016	2,042.10	Computer Maintenance
6825	welfarv - Wells Fargo Vendor Financial Services	03/17/2016	621.35	Copier Lease/Maintenance
6826	bresha - Shanti Breznau	03/22/2017	10,036.25	Design - Program - Subcontracts
6827	bushcomm - SCIDpda Bush Hotel Commercial	03/22/2017	11,064.00	Rent
6828	cenlin - CenturyLink	03/22/2017	236.75	Telecom
6829	cidpda - CIDpda 501c(3)	03/22/2017	244.75	CMP Contributions received in pdaop in error.
6830	elellig - Electric Lightwave	03/22/2017	883.94	Telecom
6831	houdep - Housing Development Consortium	03/22/2017	500.00	Q1 Dues
6832	intpark - Interim Parking Services	03/22/2017	924.00	Employee Parking
6833	leghou - Legacy House	03/22/2017	216.99	Council Expenses
6834	paclam - Pacific Lamp & Supply Company	03/22/2017	79.35	R & M Supplies
6835	pltbowgf - Pitney Bowes Global Financial Services	03/22/2017	128.25	Postage
6837	bushcomm - SCIDpda Bush Hotel Commercial	03/30/2017	30,000.00	Cash Flow Loan
6838	filamre - Fil Am React	03/30/2017	250.00	Design - Community Outreach
6839	keybank - KeyBank	03/30/2017	1,906.61	Bank Fees & Charges/Travel-Non Local/Job Listing
6840	offdep - Office Depot	03/30/2017	149.46	Office Supplies & Equipment
6841	searub - Seattle Rubbish Removal	03/30/2017	195.81	Garbage/Waste Removal - admin office move
6842	wooyue - Yuen G. Woo LLC	03/30/2017	17,751.99	Note Receivable - Louisa Hotel
Payroll	qquest - Qquest Payroll Services	03/02/2017	111,124.66	Payroll
Payroll	qquest - Qquest Payroll Services	03/16/2017	109,584.91	Payroll
ACH	stwab&o - Department of Revenue	03/21/2017	381.13	B & O Taxes
Payroll	qquest - Qquest Payroll Services	03/30/2017	131,072.17	Payroll
Total pdaop - General Checking			503,740.60	
			1,612,143.85	

Concurrent Requests Background:

Staff are required to seek concurrence for items that:

- the consideration exchanged or received by the SCIDpda exceeds \$10,000, or
- the performance by the SCIDpda extends over a one year period.

April 2017 Items

Services

Crown Construction - SCIDpda Office Build-Out

As previously discussed, the SCIDpda main offices are moving to the Plaza Level of the Bush Asia Center as we have leased out our current office space. Staff requested bids from 5 contractors, and one submitted. Other contractors stated that the size of the project, as well as competing projects and their limited bonding capacity, made this project a lesser priority. We had originally budgeted \$150,000. Due to the necessity of getting the project underway to meet our lease obligations with our new tenant and the fact that the conditions impacting bidding have not changed, staff assessment (including Deputy Director who oversees Finance) is that moving forward is the best option.

We seek concurrence on contracting with Crown Construction for the tenant improvement work. The contract amount is \$252,816.0

N2P Global Services LLC – Office Phone Service

Three year contract for office phone service. 24 phones @ \$19.49/month = \$467.76/month

Leases:

- IDVS 2
 - ICHS has taken over GTT Travel Space. Terms:
 - 5 year lease from 4/1/2017 to 3/31/2022.
 - Beginning rent \$2,000/month plus NNN.
- New Central Hotel
 - Tuesday's Scarves
 - Lease extended for 2 years from 4/1/2017 to 3/31/2019.
 - Beginning rent \$930/month.
 - Master David Leong Shaolin Kung Fu School
 - 5 year lease from 4/1/2017 to 3/31/2022.
 - Beginning Rent \$1,200/month plus NNN.

SCIDPDA MONTHLY MANAGEMENT REPORT

April 2017

Property Management

Commercial Vacancy as of 4/14/2017

Property	Total Sq Ft	Vacant	Percent Vacant	Month to Month
IDVS 1	86,039	0	0.00%	0
IDVS II	5,899	237	4.02%	0
New Central	20,589	0	0.00%	6,346
Bush Hotel	28,178	0	0.00%	590
Jackson	4,918	0	0.00%	0
Portfolio Total	145,623	237	.163%	6936

Leasing Activity and Property Notes

At New Central, Solterra, the real estate broker previously interested in a space at New Central has come back and signed a 4 year lease. Also, we have rented the remaining available space to David Leong who provides Kung Fu classes.

At IDVS2com, ICHS signed a lease for the GTT Travel Space (995 sq. ft.) beginning April 1st. Also, Jon Grant, signed a lease for one of the small offices. Only one office remains vacant and we have interested parties.

We signed a lease with Craft 3 for the 2nd floor Bush Hotel space. The lease was effective 2/17/17 but we have given rent concessions while both our space and the upstairs is being renovated. Rent payments begin August 1, 2017.

Residential Vacancy as of 3/31/2017

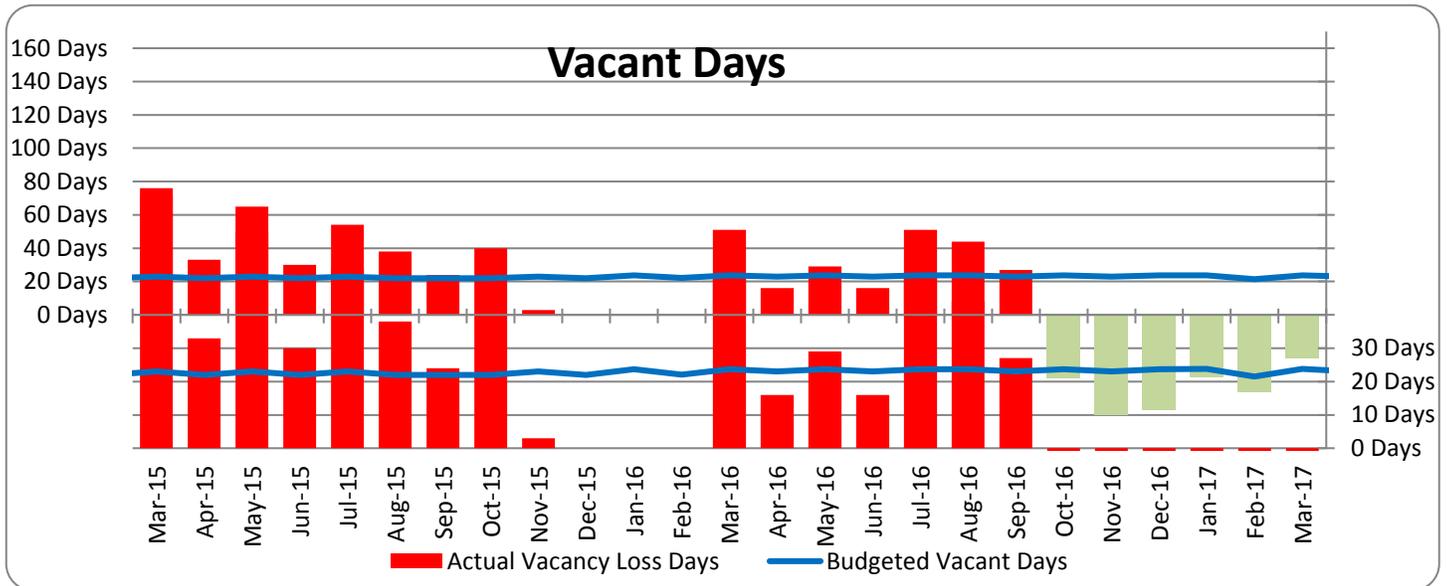
	Mar. 2017	YTD	2017 Budget
PDA-Owned Properties			
Bush Residential	2.10%	1.77%	3.00%
Domingo Viernes Apartments	0%	0%	.50%
New Central Apartments	3.57%	2.34%	1.00%
PDA-Managed Properties			
Eastern Hotel	2.17%	.82%	2.00%
Nihonmachi Terrace	0%	3.24%	3.00%
NP Hotel	0%	0%	3.00%
Jackson Apartments	5.88%	2.03%	1.00%

Senior Services

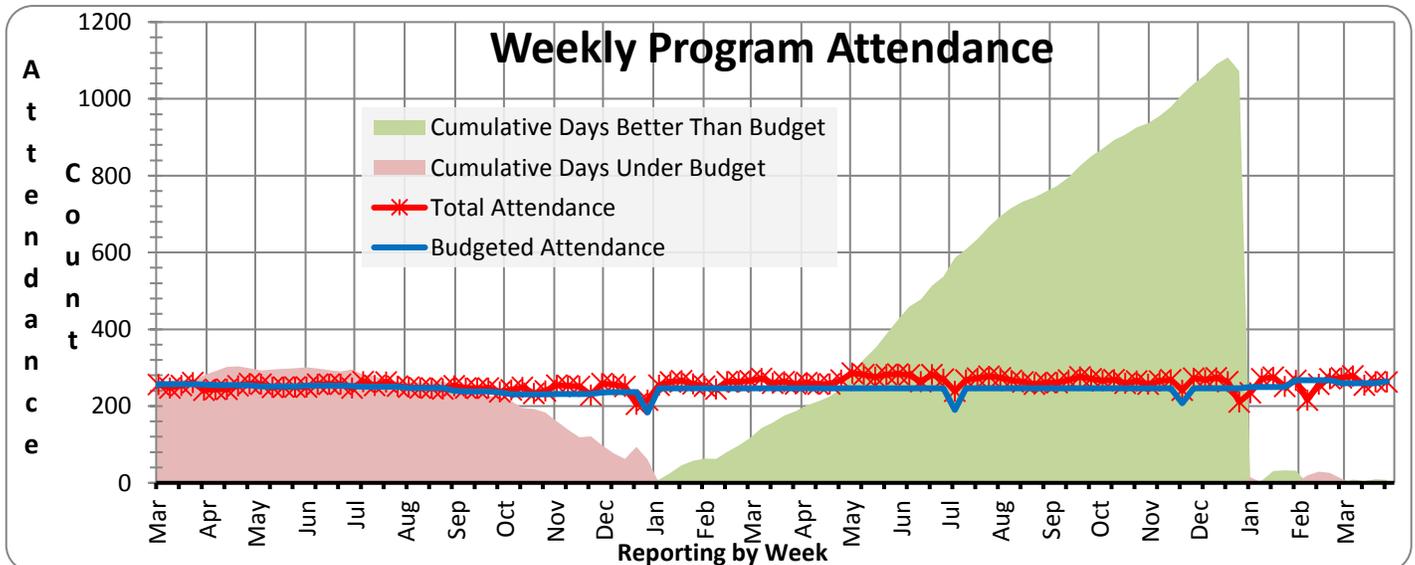
69 days were budgeted for Vacancy Loss through March 2017, with an actual vacancy loss of (-109) days making the net vacancy number less than budget through March by 178 days. The vacancy loss for the 1st quarter of 2017 was actually a net negative because we have 3 rooms occupied by couples and the budget only accounted for 1 double room.

ADS is continuing to do well but weather in February caused a closure for a day earlier in the month and cold weather contributed to lower attendance. Attendance was better in March and attendance ended 8 days better than budget for the 1st quarter of 2017.

Assisted Living



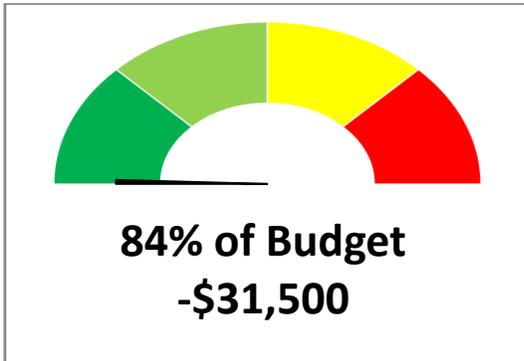
Adult Day Program



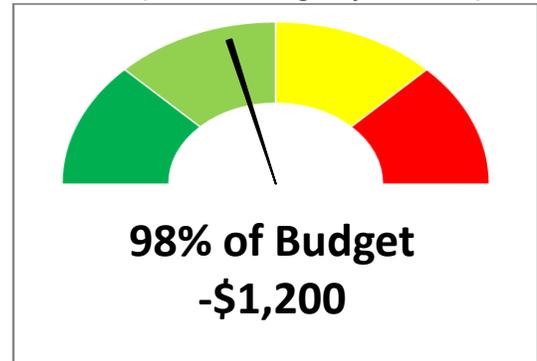
Payroll

Payroll and Benefits Expense actual to budget through March 2017 total \$42.5K under budget. The amounts are below budget due to delayed hiring of open positions and budgeted salary increases not yet allocated.

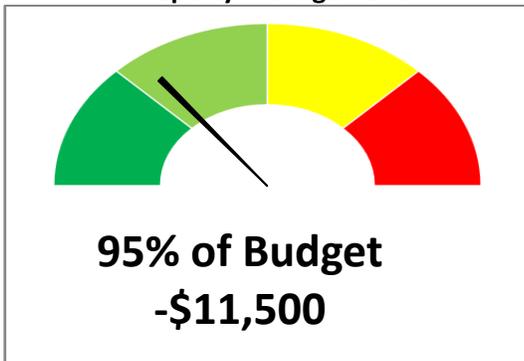
Admin



IDEA (Includes Hing Hay Coworks)



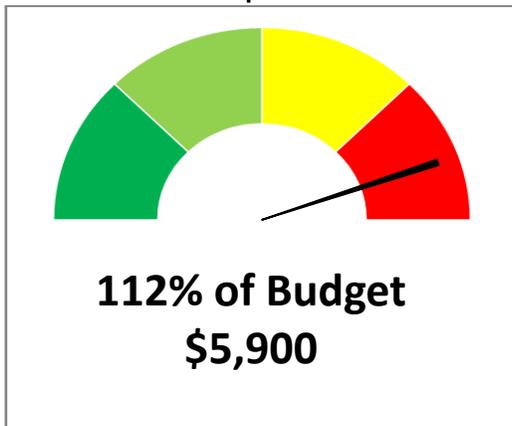
Property Management



Senior Services



Properties



Hing Hay CoWorks Dashboard March 2017

Next Month
Expectation

	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar			YTD Mar			Apr 2017
						Mar-17	Budget	Var	YTD Mar	Budget	Var	Budget
Count of Members (End of Month)	18	15	13	19	21	18	23	(5)	18	23	(5)	24
# at Each Membership Level												
Day Pass - \$30	3	0	0	1	1	1	5	(4)	1	5	(4)	5
12 FlexHours - \$55	1	1	1	1	1	1	4	(3)	1	4	(3)	5
24 FlexHours - \$95	1	1	1	1	2	1	1	0	1	1	0	1
7 FlexDays - \$125	5	6	5	7	7	6	5	1	6	5	1	5
14 FlexDays - \$235	1	1	0	0	1	2	1	1	2	1	1	1
Weekend+Plus - \$195	0	0	0	0	0	0	0	0	0	0	0	0
Full Weekday (5 days/week) - \$345	1	0	0	0	0	0	1	(1)	0	1	(1)	1
Full In (7 days/week) - \$445	4	4	4	6	7	5	3	2	5	3	2	3
Office Suite - \$600	2	2	2	3	2	2	3	(1)	2	3	(1)	3
# of Events	1	2	1	1	2	1	N/A		4	N/A		N/A
Total # of Event Attendees	16	27	216	8	82	12	N/A		102	N/A		N/A
Conversions	0	0	0	0	0	0	N/A		0	N/A		N/A
Revenues												
Membership Revenue	\$3,967	\$3,448	\$2,869	\$5,509	\$5,328	\$4,715	\$4,316	\$399	\$15,552	\$14,663	\$889	\$4,309
Other Income	\$420	\$410	\$285	\$185	\$145	\$0	\$0	\$0	\$330	\$0	\$330	\$0
Events	(\$2,500)	\$0	\$498	\$0	\$0	\$170	\$625	(\$455)	\$170	\$1,875	(\$1,705)	\$625
Sponsorships/Grants/Donations	\$0	\$0	\$338	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenues	\$1,887	\$3,858	\$3,990	\$5,694	\$5,473	\$4,885	\$4,941	(\$57)	\$16,052	\$14,663	\$1,389	\$4,934
Avg Rev per Membership	\$118	\$234	\$285	\$356	\$274	\$251	\$225	\$26	\$345	\$272	\$74	\$210

Notes

March Recap

- * Space Inquiries: 5 emails, 8 calls, 3 walk-ins, 3 outside bookings, 1 Trial Day, 1 Word of Mouth
- * Held 3rd Business Resource Workshop on Growing Your Business with the City (12 attendees)
- * Made contacts for future events: Labor Standards, Biz Counseling w/ Chinese speaking SCORE Member
- * Lost 2 Full-In, and a team that contained 2 people.

April Focus

- * Continue with Business Resource Program: YELP (work to get translated), Labor Standards on State and City Lvl.
- * Continue training Rachtha in Nexodus
- * Set meeting time for Marketing work group from HHC Advisory Committee
- * Find replacement for Digital Media Intern and Graphic Design Intern
- * Work on Blinds Proposal for ISR
- * Work on Member wall
- * Work on HHC website (postponed due to family emergency)
- * Finalize new rates

Q2 Plans

- * Finish HHC website
- * Execute Business Resource Workshops, plan translations for future YELP event in Little Saigon, work on Labor standards workshop both state and city level
- * Look into a City Paid Intern Position for Biz TA activities
- * Finalize new rates/promo material
- * Coordinate with Jeff Liang to work out translations for his clinic and spread the word
- * Create a providers list with Events Intern for the neighborhood and HHC members
- * Establish HHC Party Planning Committee to plan our 2 year celebration (1 out-facing and 1 internal event)
- * Work on Ramp Up documents for new members
- * Work on Arts & Crafts Fair
- * Work on Etsy Grant for Arts & Crafts Fair

SCIDpda Staff Reports (April 2017)

Senior Services

Emiko Mizuki

Assisted Living

- We had five unit turnovers in March resulting in 35 vacancy days. For 2017 we have budgeted 280 vacant days (23.33 days monthly) due to unit turnovers; we have experienced 70 days in total, which is right on budget.
- Dr. John Hoy, Downtown Foot and Ankle Center will provide monthly podiatry services to our residents and ADS clients beginning April 25th, 2017.

Adult Day Services

- Nikkei NW is expanding their transportation fleet and is considering the possibility to service our south end ADS clients. They would replace Transia as the main transportation carrier
- ADS case managers are assisting clients with the Senior Farmers Market Nutrition Program applications to encourage them to attend the ADS program

Community News

- The Washington Legislature is no longer considering rate increases for Assisted Living Facilities and Adult Day Services programs this budget cycle.

Additional Information

- Our Annual fundraiser has been scheduled for Thursday, September 28 at Joyale Restaurant to coincide with this year's Moon Festival activities.

Real Estate Development

Mike Omura

Current Projects/Opportunities

Renovation of the Louisa Hotel—No updates at this time.

AiPACE at Legacy House—No updates at this time from a facilities perspective.

PACE at Pacific Medical North Lot—Currently there is a RFQ out for design services for the entitlement of the entire site. The concept master plan was presented to PHPDA. We are in the process of pulling together a developer agreement between PDA and AiPACE.

Landmark Project – 12th & Jackson Little Saigon—The Seller has refused to meet with City officials who would have assure the sellers that there is serious interest by the City to assist the PDA in purchasing the site. Sellers are entertaining other offers at this time.

Inland Development – 10th & Jackson—Demolition is underway and construction is slated to be complete by 2nd Quarter of 2018

Intracorp Development – Acme Poultry Site—Intracorp had the initial briefing with the ISRD and MaryKate Ryan from IDEA Space presented the historical building evaluation. It all went well. We are pulling together a MOU to

assist Intracorp, with historical building evaluation, community engagement and design review. We will be working with Friends of Little Saigon in this effort.

PDA Administrative Office Move—Construction has started and framing is complete. Electrical rough-in has been completed and ready for inspection. We are anticipating completion by end of May.

Craft 3 Move to 2nd Floor of Bush—Design work has begun and they plan to submit for permit by 4/14. There may be some issues with schedule given the lengthy permit turn around. We planning to meet to discuss options.

Future Projects/Opportunities

Panama Hotel—No further news.

Bing Kung—They are proceeding with the seismic repair to the building utilizing the 4Culture matching grant and want to discuss with us the potential of helping them with the renovation of their building.

Edge Development–10th & Weller—We had an initial meeting with the representative of the Fa Sheng owners of the site and their expectation for the value of the site is a bit off from assessments of the property.

Developments in and on the Periphery CID

Asian Plaza—The East Design Review Board has scheduled a Recommendation Meeting for this project on May 24th.

“S” Project—A 990,000 SF office development on 6th Ave. S and Airport Way just south of Dearborn. The project has had 2 Early Design Guidance reviews through the South East Review District. One building of the complex is located in the ISRD and will go through the ISRD process.

Westcoast Printing site—A 200 unit six story residential development is proposed for the old West Coast Printing site and was presented at the SE DRB on 9/27. No minutes of the EDG meeting is available at this time.

Hotel on 8th Ave. S—A response letter from SDCl is attached for your reference.

DA-LI Development—The design team for the project briefed the ISRD about the project and some concerns expressed by the Board were for more community input for the commercial spaces, alternative massing that looked at upper level setbacks along Main St., affordability of the units even if it's for sale units and looking at the potential developments to the north and ways to break up a wall of building along 5th Ave.

Linc's Tackle Site—Plymouth Housing will be developing a mixed use project on this site. They met with FLS to present their proposed project and was well received.

IDEA Space

Jamie Lee

No written report due to vacation.

Development & Communication

Joseph Guanlao

GiveBIG—We are ramping up for SCIDpda’s participation in GiveBIG on Wednesday, May 10. Newsletter and social media content are being prepared and will be delivered/posted a week prior to the day of giving. Any help in sharing messaging from our campaign around that time will be greatly appreciated.

Fundraising Events—Our Save The Date for the annual fundraiser will go out by the end of the month.

The marketing/fundraising brainstorm session this evening will allow further discussion of areas, tactics, and strategies for engaging sponsors, increasing and diversifying fundraiser attendance/contributions by expanding our audience, and expanding our donors beyond the existing base.

Communications—I am working on a plan to strengthen SCIDpda's brand and profile by going to places where attention is located (email, social media platforms, and events) and further push brand awareness by showcasing the organization's stewardship of the neighborhood and the community formed around it.

Ongoing, I am excited to explore other methods of community engagement to not only expand fundraising opportunities, but also increase brand awareness and utilize the power of macro-level communication (the internet) to further empower the org every time we do a big “ask.” Strengthening ties between our “in real life” community and the potential of mindfully-acquired online attention could ultimately see new donors, volunteers, and a revitalized source of engagement with the SCIDpda.

Executive Report

Maiko Winkler-Chin

Executive Director’s report -

Navigation Center – Friends of Little Saigon have been convening meetings related to the Navigation Center. Open to the public, these meetings are to discuss, in depth, certain topic areas that relate to the project. There is also an upcoming City meeting related to the facility on Monday, 4/24 from 5 pm at the ID-Chinatown Community Center.

Also to note, Compass Housing is opening a 24 hour enhanced homeless shelter at Seattle First Presbyterian building (1013 8th Ave, Seattle, WA 98104 at Spring Street). This is not a “navigation center”. The announcement I received is attached for reference.

Hing Hay Park Bathroom - no updates at this time.

AiPACE – I met with Sam Wan and Teresita Batayola to discuss the project. Parties felt it would be good to have a conversation about what has transpired to this time to get the process moving as it is in the best interests of the community that this work move forward.

MHA Legislation – Mayor Murray signed the South Lake Union MHA legislation in the lobby of the Bush Hotel on Friday, 4/14. This was a last minute scramble for use of the space. This was also the time for the Mayor to kick off the CID portion of the legislation. Doris Koo and I spoke about what we hoped MHA would allow. Then the mayor took questions from the press and the questions steered away from affordable housing. A fight also broke out during the Q and A session on the sidewalk, which made the event even stranger than it had already become.

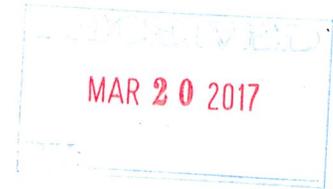


City of Seattle

Edward B. Murray, Mayor

Department of Construction and Inspections

Nathan Torgelson, Director



March 15, 2017

Jared Johnson & Michael Itti
Seattle Chinatown International District PDA
409 Maynard Ave S., Suite 200
Seattle, WA 98104

RE: SDCI permit application #3020991 @ 616 8th Avenue S.

Dear Mr. *Jared* Johnson & Mr. *Michael* Itti:

Thank you for sharing your concerns about the proposed hotel and residential development in the Chinatown International District (CID) at 616 8th Avenue S. You've shared concerns related to the location of vehicular access, parking quantities, the scale of development relative to surrounding development and the design and use of street facing portions of the building.

I've shared your comment letter with our reviewers and have forwarded a copy to Rebecca Frestedt, Department of Neighborhoods Coordinator for the International Special Review District (ISRD) as well. City staff will be considering your comments as they progress through their reviews, but our SDCI review is not yet complete. The applicants have resubmitted revised drawings responding to an SDCI correction letter and we are in the process of reviewing the revised plans and information. We will also be coordinating with SDOT staff regarding vehicular access and pedestrian safety. Once the SDCI reviews are completed we will identify where the project varies from the standards in the code, then will publish the environmental review for the project and the revised project can then be presented to the International Special Review District Board for the final consideration.

I appreciate your interest and concern about maintaining the vitality of the Chinatown International District, and I understand that each new building in the CID adds to the fabric of the community. The ultimate decision though, about whether the project meets the goals and objectives of the CID, will be made by the ISRD.

Sincerely,

Nathan Torgelson
Director



City of Seattle, Department of Construction and Inspections
700 Fifth Avenue, Suite 2000

P.O. Box 34019, Seattle, WA 98124-4019

An equal employment opportunity, affirmative action employer. Accommodations for people with disabilities provided upon request.

From: Francesca Martin <fmartin@compasshousingalliance.org>
Sent: Wednesday, April 12, 2017 4:38 PM
To: Francesca Martin
Subject: Special Announcement: Introducing 'Compass at First Presbyterian'

As a local community leader, I am reaching out to you to share some news you may hear shortly. We are excited to share the City of Seattle, Compass Housing Alliance, and Seattle First Presbyterian Church are partnering to assist with the homelessness crisis in our city.

Together, we will be opening a shelter in the Seattle First Presbyterian building (1013 8th Ave, Seattle, WA 98104 at Spring Street) that will aid up to 100 people at a time and help them to transition into housing. This is an enhanced shelter program model, providing critical connections to resources and a supportive community to help people move forward to stability. Rather than have people line up outside at night and return them to the streets early in the morning, the Compass at First Presbyterian shelter will provide people ages 18 and older a place to access services and support on site throughout the day and evening.

AN OVERVIEW: COMPASS at FIRST PRESBYTERIAN

- The program will serve up to 100 individuals ages 18 and older using an enhanced shelter model. In addition to providing a safe place to sleep, Compass at First Presbyterian will offer daytime and evening access to resources, supports, and essential services. The enhanced shelter model has been implemented to great success at Compass Housing Alliance.
- The program is designed to best address the needs of people living in tents and encampments by enabling people to stay with their companion, providing room for storage of possessions, and welcoming pets.
- To best address community needs, the program will have an on-site manager to ensure smooth operations, address local concerns, and maintain a safe environment in and around the church property.
- There will be many opportunities for the community to be a part of Compass at First Pres including volunteerism, service partnerships, meal service or preparation, basic needs drives, and more.

The project will be announced to the community at large in a media advisory announcement this afternoon. We will also be holding a Community Meeting at Seattle First Presbyterian Church on Monday, May 22nd to share more about the project and hear from the local community. In advance of the Community Meeting, we will be reaching out to you directly to share more about the upcoming project, answer any questions you may have, and identify any local concerns or partnership opportunities.

Should you have any immediate questions, I can be reached at fmartin@compasshousingalliance.org or 206.474.1013.

Regards,

Francesca Martin
Chief Program Officer
Compass Housing Alliance
P: 206.474.1013
C: 206.719.9022